

ORDINARY MEETING OF COUNCIL

MINUTES

17 NOVEMBER 2021



TABLE OF CONTENTS

Item Subject

Page No.

1.0	Meet	ing Opened	5
2.0	Leave	e of Absence	5
3.0	Cond	olences/Get Well Wishes	6
	3.1	Condolences/Get Well Wishes	6
4.0		aration of any Prescribed Conflicts of interests/Declarable conflicts of interest by cillors	7
5.0	Mayo	oral Minute	7
6.0	Confi	rmation of Minutes	8
	6.1	Confirmation of Ordinary Meeting Minutes 20 October 2021	8
7.0	Busin	ess Arising from Minutes	8
8.0	Comr	nittee Reports	9
	8.1	Receipt of the Minutes of the Friends of Das Neumann Haus Committee Meeting - 21 October 2021	9
	8.2	Receipt of the Minutes of the Queensland Transport Museum Advisory Committee Meeting - 21 October 2021	12
9.0	Depu	tations/Presentations	. 17
10.0	Execu	utive Office Reports	. 17
	10.1	Summary of Council Actual Financial Performance vs Budget - 31 October 2021	17
	10.2	Lockyer Valley Regional Council Annual Report 2020-2021	39
11.0	Peop	le & Business Performance Reports	159
	11.1	Request to Lease part of Lot 1 SP 232938 - Application of Section 236(1)(c)(iv) Local Government Regulation Exception	159
	11.2	Request to Relinquish Trusteeship over Sanitary Reserve - Lot 149 on CP CSH51 - Connors Road, Helidon	163
12.0	Comr	nunity & Regional Prosperity Reports	168
	12.1	Queensland Transport Museum - Terms of Reference of Advisory Committee and Collection Policy	168
	12.2	Round 1 of the 2021/22 Regional Arts Development Fund (RADF) Grant Program	184
	12.3	Request for Lockyer Valley Art Gallery to Become a Deductible Gift Recipient	191
	12.4	Inclusion of Key Resource Area 171 to State Planning Policy	195
	12.5	Application for Minor Change to Approval for Material Change of Use for Caravan Park at 7829 and 7831 Warrego Highway, Helidon Spa (MC2021/0066)	202
	12.6	Request for Road Naming - Fairways East Stages 6-13 - Hatton Vale	225
	12.7	Request for Road Naming - Extension To Existing Road - Parkridge Drive Withcott	
	12.8	Request for Road Naming - Rutherford Road Withcott	233

13.0	Infras	structure Reports	237
	13.1	Downs South West Principal Cycle Network Plan Funding	.237
	13.2	Flood Cameras and Electronic Signs - Master Plan Development - Queensland Reconstruction Authority Funding Proposal	.242
	13.3	Gatton Showgrounds Indoor Equestrian Centre Masterplan	.316
	13.4	Donation of Laidley Recreation Reserve Shade Shelter	.444
	13.5	Donation of Drayton Street, Laidley Bus Shelter	.448
14.0	Items	for information	452
	14.1	Chief Executive Officer's Report - October 2021	.452
	14.2	Group Manager People and Business Performance Monthly Report - October 2021	.459
	14.3	Group Manager Community and Regional Prosperity Monthly Report - October 2021	.467
	14.4	Group Manager Infrastructure Monthly Report - October 2021	.480
	14.5	Urban Utilities Monthly Update - October 2021	.490
	14.6	2021 Audit Observation Report	.494
	14.7	Independent Chairperson Annual Report - Audit and Risk Management Committee 2020-21	.501
15.0	Confi	dential Items	512
15.0			
	15.2	Rates and Interest Write Off Request - Property ID 120760	
	15.1	Rates Charges Write Off Request - Property ID 143170	.514
16.0	Meet	ing Closed	514

ATTENDANCE:

Councillors Present	
•	Cr Tanya Milligan (Mayor) (Chairperson)
•	Cr Jason Cook (Deputy Mayor)
•	Cr Brett Qualischefski
•	Cr Janice Holstein
•	Cr Chris Wilson
•	Cr Michael Hagan
•	Cr Rick Vela
Officers Present	
•	Ian Church, Chief Executive Officer
•	Dan McPherson, Group Manager People & Business
	Performance
•	Amanda Pugh, Group Manager Community & Regional Prosperity
•	John Keen, Group Manager Infrastructure
•	Jodi Marchant, Chief Financial Officer
•	Bella Greinke, Council Business Officer
•	Lacee Martell, Media and Communications Officer
•	Madonna Brennan, Risk, Audit and Corporate Planning
	Advisor (part of meeting)
•	Julie Lyons, Property Officer (part of meeting)
•	Kim Calio, Manager Planning, Policy and Community
	Wellbeing (part of meeting)
•	Annette Doherty, Manager Communities (part of meeting)
•	Tammie Davidson, Assistant Planning Officer (part of meeting)
•	Miriam Sharp, Acting Coordinator Development
	Assessment (part of meeting)
•	Pruence Earle, Senior Strategic Planner (part of meeting)
•	Nicole Frew, Regional Development Project Officer, (part of
	meeting)
•	Michelle Kocsis, Disaster Management Advisor (part of meeting)
•	Steve Hompes, Disaster Management Coordinator (part of
	meeting)
•	Chris Goddard, Senior Project Officer, (part of meeting)

1.0 MEETING OPENED

The meeting commenced at 8:59am.

The Mayor, Cr Milligan, was not in attendance at the opening of the meeting. The Mayor was attending a Valedictory function at Faith Lutheran College as a representative of Council.

The Deputy Mayor, Cr Cook assumed the Chair, opened the meeting, welcomed all present and acknowledged the Traditional Owners of the land on which the meeting is being held. Ps. John Braithwaite led the meeting in prayer, following a minute's silence for those persons recently deceased.

2.0 LEAVE OF ABSENCE

No leave of absence.

3.0 CONDOLENCES/GET WELL WISHES

3.1	Condolences/Get Well Wishes
Author:	Isabella Greinke, Council Business Officer
Responsible Officer:	Ian Church, Chief Executive Officer

Officer's Recommendation:

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

RESOLUTION				
THAT letters of condolence be forwarded to the families of recently deceased persons from within, or associated with, the Lockyer Valley region.				
Moved By:	Cr Vela	Seconded By: Resolution Number: 20-24/0453	Cr Holstein	
		CARRIED 6/0		

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.

In accordance with section 150EQ of the Local Government Act 2009, Councillor Holstein informed the meeting that she has a declarable conflict of interest in Item 15.2, 'Rates and Interest Write Off Request – Property ID 120760'. The nature of the interest is that Councillor Holstein has previously undertaken business by way of purchasing items held for sale by the applicant. Councillor Holstein advised that she will leave the meeting room (including any area set aside for the public) while the matter is discussed and voted upon.

5.0 MAYORAL MINUTE

No Mayoral Minute.

6.0 CONFIRMATION OF MINUTES

6.1 Confirmation of Ordinary Meeting Minutes 20 October 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 20 October 2021 be taken as read and confirmed.

RESOLUTION				
THAT the minutes of the Ordinary Meeting of Lockyer Valley Regional Council held on Wednesday 20 October 2021 be taken as read and confirmed.				
Moved By:	Cr Hagan	Seconded By: Cr Vela		
	Re	olution Number: 20-24/0454		
		CARRIED		
		6/0		

7.0 BUSINESS ARISING FROM MINUTES

No Business Arising from Minutes.

8.0 COMMITTEE REPORTS

8.1	Receipt of the Minutes of the Friends of Das Neumann Haus Committee Meeting - 21 October 2021
Author:	Lisette New-Sippel, Tourism Officer
Responsible Officer:	Amanda Pugh, Group Manager Community & Regional Prosperity

Officer's Recommendation:

THAT Council receive and note the unconfirmed minutes of the Friends of Das Neumann Haus Committee meeting held on 21 October 2021, as attached.

RESOLUTION

THAT Council receive and note the unconfirmed minutes of the Friends of Das Neumann Haus Committee meeting held on 21 October 2021, as attached.

Moved By:	Cr Wilson	Seconded By: Resolution Number: 20-24/0455	Cr Hagan
		CARRIED 6/0	

Das Neumann Haus Meeting 21.10.21

Meeting opened by Sue Williams at 9.15am **Attendance**: Lisette New, Sue Williams, Linda Naggs, Maria Larkman, Angela Warrol, Peta Merrick and Julie Austin **Apologies**: Corrie Verbeeten, Kerrin Quinn, Tricia Dick, Marion Davis and Brett Qualischefski **Business**

Business

Sue reported that the **morning tea** held at DNH to celebrate the opening of the renovations was a good morning and well attended by council and three of our volunteers along with two Neumann family members.

The "**Our Town**" promotion was discussed and it was decided that because we are only open 4 days a week and the cost is \$99, it is not worth participating.

November Roster was handed around for our information and discussion.

Vandalism – When we arrived last Sunday morning, one railing was broken, the cover for the electric points in the deck area and a couple of louvres above the front steps were missing. We called the information centre in Gatton and was given a Work request no. 06768. Council have fixed the cover for the points.

Lisette informed all present the **correct procedure** is not to touch anything but take pictures of any damage and report to Heidi Hope at LVRC and call the Police Non Urgent Crimes on 131444 if the vandalism is during the week on a weekend to report to VIC in Gatton and call the Police. Police need to take fingerprints and check out the damage. Instructions for the above will be made available to all volunteers at Das Neumann Haus.

New coffee machine – It was decided to investigate the price of a new coffee machine and to check out the chances of leasing one from a coffee supplier. Dot to contact Arabica Coffee to see they have one available and what our options are.

Can we get new milk temp. gauges please – Sue to purchase two **Tourism info** – Discussion was held about moving leaflets inside to craft room. This will need to be worked out so there is not a problem with congestion in the doorway.

Possible Info board outside building just for the booklet, keeping mind a problem of vandalism – Lisette to look into this

New Tourism book is being edited and should be out in a month or so

Front Door Buzzer is not loud enough - Lisette to find out options

Phone volume is a real problem - almost no volume from other end. Dot to try to acquire one.

FOOD order times need to be reviewed – **strudel** is not made at weekend so must be ordered on Thursday for Friday – It was decided to arrange a standing order for one Strudel for Thursday each week - try this for next year. Sunday volunteers to order for Thursday if possible and Thursday volunteers to double check

A **Review of all Prices** to be done and menus and till to be adjusted over the Christmas break

Cake Fridge Light – Lisette to get someone to investigate Sanitize blender rubber ring at end of day please and please check out the dish cloths for the ring at the beginning of the day. Floors need to be swept and mopped at end of day please Bins to be put out Sunday afternoon Please arrive at 9am to start

Succession Planning - More volunteers need to know how things work – Maybe a booklet on what is needed to be done should be compiled. More to be discussed at the next meeting as Marion is away.

It was agreed to Reimburse Blue Card costs for Peta and Carl

Christmas break-up - it was decided to try to book lunch at Spring Garden café in Toowoomba for our break-up. Dot to call.

Closing down for our Christmas break is to be Monday the 13th of December to **Reopen** on Thursday the 13th of January. Next meeting 18th November Meeting closed 10.15am.

8.2	Receipt of the Minutes of the Queensland Transport Museum Advisory Committee Meeting - 21 October 2021
Author:	Annette Doherty, Manager Communities
Responsible Officer:	Amanda Pugh, Group Manager Community & Regional Prosperity

Officer's Recommendation:

THAT Council receive and note the unconfirmed minutes of the Queensland Transport Museum Advisory Committee meeting held on 21 October 2021, as attached.

RESOLUTION				
THAT Council receive and note the unconfirmed minutes of the Queensland Transport Museum Advisory Committee meeting held on 21 October 2021, as attached.				
Moved By:	Cr Hagan R	Seconded By: esolution Number: 20-24/0456	Cr Wilson	
		CARRIED 6/0		



Attendees: Cr Vela, Cr Michael Hagan, Cr Brett Qualischefski, Cr Chris Wilson, Graham McVean, Clive Barton, Geoff MeHarg, Nick Stokes, Russell Tattam, Tracy Vellacott, Jason Harm, Chayne Wellman Apologies: Mayor Milligan, Cr Qualischefski, Cr Janice Holstein Meeting opened: 4.05pm

	Agenda Item	Discussion/Actions	Action By
1.	Queensland Transport Museum Advisory Committee Terms of Reference – Draft Document	Annette Doherty discussed the Draft Advisory Committee Terms of Reference document that was provided to all Committee members for perusal. Graham noted that he was happy with the draft and was pleased that this document had been put forward for consideration. Graham McVean has also discussed this document with the Mayor. Annette Doherty asked the Committee whether they agreed to relevant details outlined in the draft document, specifically membership, the nominations process, the role of the Advisory Committee and the frequency of meetings. The Committee agreed with how the draft document dealt with these matters. The Committee has no further comment on other inclusions in the draft Terms of Reference. The document will be presented to an Ordinary Meeting of Council for adoption.	Annette Doherty
2.	Queensland Transport Museum Collection Policy – Draft Document	Annette Doherty tabled the Draft Collection Policy document that was provided to all Committee members for perusal. Annette Doherty outlined items in the document for comment, specifically the mission statement, the collection loan period and the assessment process for acquisition and deaccessioning of items. Cr Cook asked if collections need to be 'historically' significant? The Committee noted that an item can be significant without it being historical. Graham McVean agreed that the minimum loan term should be 6 months. Chayne Wellman asked if the Lockyer Valley Cultural Centre Foyer displays should be added to this document. Cr Cook noted that this wouldn't need to be included as the foyer is a communal area for promotion of the	Annette Doherty



		region. The Committee agreed with the procedures set out for deaccessioning and disposal of deaccessioned items.	
		Graham McVean suggested that the Cessna aircraft that is part of the permanent collection of exhibits be removed. Annette Doherty advised that further comments on this document were welcomed and the document will be presented to an Ordinary Meeting of Council for adoption.	
3.	TEQ Transformational Experiences	Chayne Wellman discussed with the Committee the Best of Queensland Experiences Mentoring Program. Tourism & Events Queensland Brand Principles include 'Travel for Good' and the visitor needs to have an immersive experience.	Chayne Wellmar
		Chayne noted that this program was conducted at an opportune time and it's an opportunity to look the museum with fresh eyes to re-imagine what the experience could be in the future. The next part step will be a workshop facilitated by Linda Tillman from the Tillman Group.	
		Chayne suggested that the Committee should walk through the museum exhibition and conduct self-assessments of the display and experience to seek a visitor's point of view for the museum.	
		Chayne advised that the workshop is free of charge. Graham McVean noted that this workshop is a start in the right direction.	
4.	Legends Dinner	Graham McVean advised that the Legends Dinner will be on 12 July 2022 at Lockyer Valley Cultural Centre. There will be 12 inductees - fewer than previously discussed. This will provide approximately 200 people at the Dinner. Six inductees are from the immediate catchment area.	Graham McVean Lisette
			New- Sippel
		The Legends inductees will be decided on and then Graham McVean will write to them to congratulate them on their nomination. Graham	
		contacts them via phone to obtain the relevant industry information and	
		images for the presentation on the evening.	
		Graham McVean advised the dinner will be \$130/person. He has met	
		with Fiona of Colonial Catering who can do a package for around	
		\$60/head. Council (VIC staff) will handle ticketing for the event. Graham McVean will print the certificates. The only other cost to Council is the honour board. Lisette New-Sippel advised that Council has already	
		purchased a new honour board as the other one is full. Will need to find or have another 'insert' made as the frame is complete – just need the insert to add the names to.	
5.	Social Media	Lisette New-Sippel provided the figures for social media activity for April and May 2021. There was a paid promotion on Facebook for the current Military display from 12–20 April with total of \$70 spent. Return on investment – 1071 post engagement with a campaign reach of 11,972.	
6.	Statistics & Financials	Lisette New-Sippel provided statistical figures for April and May of 2021. No comparative data was unable as the QTM was closed due to COVID during the same period last year.	

7. General Business	Graham McVean noted the following: We need storyboards for each of the exhibits on display. The Theatrette was always designed for use as a pre-tour space to display the 'History of Road Transport' – this space has been utilised for meetings instead. We need an experience. We've never maximised the theatrette. An idea was put forward for holograms of transport legends in the theatrette - this could be funded by corporations who could nominate a person for a hologram. This idea has been done well in Chicago and Sydney. Running a museum is costly, we have had 10 good years and now is a pivotal time for the QTM. The museum should be air conditioned; it has been tabled many times and put off due to budget constraints. We do a great job of keeping the exhibits clean however previous arrangements with Council were to have an apprentice from the Works department to regularly maintain the exhibits. This only occurred for a two weeks and then the internal charges commenced.
	Graham McVean posed the following question: How are we going to fund the QTM? Through donors? He suggested that potential donors are listed on the Legends Walls and they'll be here for the Legends Dinner next July. He stated that the \$10k-\$15k profit from the dinners never made its way into the QTM operational budget. A \$33,000pa budget from Council is not enough and Council needs to allocate more money or get sponsorship.
	Cr Cook posed the question: Has Council got \$100,000 a year to put toward the QTM? If the QTM has access to 20 corporations willing to sponsor at \$5000 each, that would raise the required budget.
	Graham McVean noted that a few years ago, we had a curator who introduced displays that weren't in line with the Road Transport theme. Trucks were withdrawn by their owners and went to Winton. Graham noted that at that time he was and still is prepared to pull exhibits out. The Western Transport's exhibit is crammed in and now you can't walk around the exhibits, so patrons are avoiding this display. Council staff must be prepared to learn from industry people.
	Chayne Wellman noted that there is a real need to develop relationships as it is difficult to find content for social media. Having reciprocal relationships with the transport industry is important. We are several weeks away from the next changeover and we don't know what vehicles are coming in during November that Mack is providing. From a marketing perspective – this information needs to be provided in advance otherwise the exhibition space just becomes a storage area.
	Chayne Wellman asked why the museum is called the QTM and not the 'Queensland Road Transport Museum'. Cr Vela suggested the Queensland Truck Museum. Jason Harm replied that LVRC couldn't secure the IP at the time of establishing the museum.
	Graham McVean noted that the original idea was that the QTM would operate as a separate entity to Council, staffed by volunteers. Chayne Wellman noted that with the current setup of operations that the museum loses out on funding because the QTM is part of Council. Graham McVean advised that the QTM was successful in securing grant funding a

		few years ago for an ANZAC display. Graham McVean prepared the application but Council submitted it and provided the management of the acquittal process. Cr Vela asked if the QTM could it be setup like Spring Bluff? In this arrangement the Council contributes financially to the Trust. The QTM could be set up as a trust, lease the exhibition space from Council and run the museum with Council assistance. Jason Cook noted that we need to work out what we want the QTM to be. It's timely to revisit the operations and look at what the museum is costing. Jason Harm noted that the QTM needs a new strategic plan, business plan and marketing plan. Graham McVean noted that the future of the QTM needs to be a business decision by Council and donors. Russell Tattam asked if we have statistics on grey nomad travel. Tracy	
		Vellacott replied that they are not interested in the Lockyer Valley – they are all heading to the Outback and Nick Stokes agreed that Lockyer Valley is too close to SEQ and they look to go further west.	
		Russell Tattam also asked about the Slouch Hat museum. Graham	
		McVean replied that it is going to be built in Gladstone.	
		Graham McVean noted that there is nothing wrong with having	
		motorcycles displays for a month - it's a bit of variety - but the main	
		displays should be along the lines of Road Transport.	
	ting Closed	5.43pm	
9. Next	Meeting	Thursday 16 th December 2021 – Lockyer Valley Cultural Centre - Theatrette	



9.0 DEPUTATIONS/PRESENTATIONS

No Deputations/Presentations.

10.0 EXECUTIVE OFFICE REPORTS

10.1Summary of Council Actual Financial Performance vs Budget - 31 October
2021Date:10 November 2021Author:Dee Stewart, Senior Financial Accountant
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 31 October 2021.

Officer's Recommendation:								
THAT Council re	THAT Council receive and note the Interim Summary of Council Actual Financial Performance							
versus Budget t	o 31 October	2021.						
_								
RESOLUTION								
THAT Council re	eceive and not	te the Summary of Council Actual Financia	I Performance versus					
Budget to 31 O		·						
Moved By:	Cr Vela	Seconded By:	Cr Wilson					
		Resolution Number: 20-24/0457						
CARRIED								
		6/0						

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 an interim summary of Council's financial performance against budget for the financial year to 31 October 2021.

At 31 October 2021, revenues are over target and expenditures are slightly 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 31 October 2021.

Operating Revenue - Year to date target \$25.84 million actual \$26.59 million or 102.89%

At 31 October 2021, overall operating revenue for the year to date is above target.

Rates and Utility Charges (Gross) on target

The first rates levy for 2020-2021 was raised in August 2021. Rates are on target with budget. Rates will be closely monitored throughout the year regarding cash flow and overdue balances as well as whether growth targets are being achieved as forecast. 92.79% of the rates levy was collected as at 5 November 2021.

Fees and Charges over budget by \$0.43 million

The favourable variances in fees and charges relates predominately to higher than expected income from development fees \$0.18 million and higher than expected income from plumbing and building fees, rate search fees and waste fees. The fees and charges budget items will be reviewed, and the monthly budget phased in line with expected monthly cashflows for the remainder of the year. This line item is also showing as above budget due to an accounting transaction processed to recognise Child Care and Library debtors. These debtors are now brought into Council's corporate software to provide more control and monitoring of these debts in line with Council's debt recovery processes.

Other Revenue over budget by \$0.25 million

Other revenue is performing above budget mostly due to higher than expected revenue from facilities, change of ownership fees and cemetery income.

Operating Expenditure - Year to date target \$19.29 million Actual \$18.91 million or 98.04%

At 31 October 2021, overall operating expenditure for the year is under budget by \$0.38 million with variations a result of timing differences and at this stage of the financial year are not of concern.

Goods and Services under budget by \$0.31 million

Goods and services are under budget mostly due to timing differences associated with waste and ICT expenditure and is not of a concern at this time of the year. Offsetting these underspends is an overspend on materials and services on civil operations due to a heavier focus on maintenance activities this year to date. This will be monitored for adjustments against capital as the year progresses.

Capital Project Expenditure – Year to date target \$6.05 million Actual \$4.12 million or 68.08%

At 31 October 2021, Council has expended \$6.05 million on its capital works program with a further \$4.07 million in committed costs for works currently in progress. Work is required over the coming months to revise the timing of budget to align to the program of works to be delivered. Consideration needs to be given to grant timing, adverse weather impacts and resourcing/supply delays to ensure the deliverability of the program.

The main expenditure is \$4.03 million within Infrastructure Group with a significant amount being capital expenditure on the renewal and upgrade of roads and parks.

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 31 October 2021, Council had \$49.33 million in current assets compared to \$14.32 million in current liabilities with a ratio of 3.45:1. This means that for every dollar of current liability, there is \$3.45 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 31 October 2021, there has been a net cash inflow of \$8.06 million with \$9.34 million inflow from operating activities; and a net cash outflow of \$0.89 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 31 October, Council's cash balance was \$42.42 million. Unexpended grant funds which is restricted to be spent in accordance with the terms of the grant is at \$3.15 million.

Option 1

THAT Council receive and note the Summary of Council Actual Financial Performance versus Budget to 31 October 2021.

Or

Option 2

THAT Council do not receive the Summary of Council Actual Financial Performance versus Budget to 31 October 2021.

Previous Council Resolutions Nil

Critical Dates Nil

Strategic Implications

<u>Corporate Plan</u> 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 2021-22 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.

Risk Management

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

Consultation

Internal Consultation

- Managers and Group Managers
- Finance Team

Attachments

1. Monthly Financial Statements - October 2021 18 Pages

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

	Current Annual Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YT
Income					
Revenue					
Recurrent Revenue					
Rates and Utility Charges (Gross)	43,004,780	21,487,662	21,506,223	18,561	0.09
Discount	(1,841,377)	(911,663)	(898,500)	13,163	-1.47
Charges and Fees	4,963,655	2,319,880	1,888,722	(431,158)	-22.83
Interest	883,000	288,842	247,427	(41,415)	-16.74
Operating Grants and Subsidies	8,139,411	2,428,441	2,370,834	(57,607)	-2.43
Operating Contributions and Donations	921,000	30,462	30,000	(462)	-1.54
Revenue - Contract/Recoverable Works	738,000	122,518	123,000	482	0.39
Other Revenue	1,991,450	819,740	571,517	(248,223)	-43.43
Profit from Investments	1,980,000	-	-	-	0.00
Total Recurrent Revenue	60,779,919	26,585,881	25,839,223	(746,658)	-2.89
apital Revenue					
Capital Grants, Subsidies and Contributions	11,221,901	2,464,256	2,649,899	185,643	7.01
otal Revenue	72,001,820	29,050,136	28,489,122	(561,015)	-1.97
Capital Income	- 1	-	-		0.00
otal Income	72,001,820	29,050,136	28,489,122	(561,015)	-1.97
xpenses					
ecurrent Expenses					
Employee Costs	26,075,075	8,400,369	8,545,787	145,418	1.70
Goods and Services	20,422,143	6,339,719	6,644,922	305,204	4.59
Finance costs	1,123,890	311,126	297,670	(13,456)	-4.52
Depreciation	11,413,320	3,863,255	3,804,440	(58,815)	-1.55
otal Recurrent Expenses	59,034,427	18,914,469	19,292,820	378,351	1.96
Capital Expenses	-	- 1	-	-	0.00
Loss on Sale	250,000				0.00
otal Expenses	59,284,427	18,914,469	19,292,820	378,351	1.96
let Recurrent Result/Operating Surplus/(Deficit)	1,745,492	7,671,412	6,546,403	(1,125,008)	-17.19
ET RESULT AFTER CAPITAL ITEMS	12,717,392	10,135,667	9,196,302	(939,365)	-10.2

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

	Current Annual	Actuals	Budget	Variance Amount	Variance % YTD
	Budget	YTD	YTD	YTD	
Income					
Revenue					
Recurrent Revenue	24.200.210	17 170 540	17 107 042	15 400	0.00
Rates and Utility Charges (Gross)	34,368,218	17,172,540	17,187,942	15,402	0.09
Discount Change and Face	(1,597,000)	(813,931)	(798,500)	15,431	(1.93)
Charges and Fees	230,205	229,408	65,205	(164,203)	(251.83)
Interest	839,000	276,224	232,760	(43,463)	(18.67)
Operating Grants and Subsidies	4,321,521	1,203,269	1,141,662	(61,607)	(5.40)
Operating Contributions and Donations	21,000	-			-
Revenue - Contract/Recoverable Works	•	12		(12)	-
Other Revenue	1,160,000	325,136	268,333	(56,802)	(21.17)
Profit from Investments	1,980,000	-		-	-
Total Recurrent Revenue	41,322,944	18,392,657	18,097,403	(295,254)	(1.63)
Capital Revenue					
Capital Grants, Subsidies and Contributions	144,800	-		-	
Total Revenue	41,467,744	18,392,657	18,097,403	(295,254)	(1.63)
Capital Income	-	-	-	-	-
Total Income	41,467,744	18,392,657	18,097,403	(295,254)	(1.63)
Expenses					
Recurrent Expenses					
Employee Costs	4,638,010	992,670	1,227,156	234,486	
Goods and Services	3,342,236	1,281,882	1,333,511	51,628	3.87
Finance costs	294,749	98,825	83,826	(14,999)	(17.89)
Depreciation	9,637,940	3,272,281	3,212,647	(59,634)	(1.86)
Total Recurrent Expenses	17,912,935	5,645,659	5,857,139	211,481	3.61
Capital Expenses				-	
Loss on Sale	250,000	-		-	
Total Expenses	18,162,935	5,645,659	5,857,139	211,481	3.61
Net Recurrent Result/Operating Surplus/(Deficit)	23,410,009	12,746,998	12,240,264	(506,735)	(4.14)
NET RESULT AFTER CAPITAL ITEMS	23,304,809	12,746,998	12,240,264	(506,735)	(4.14

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

	Current Annual Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
Income					
Revenue					
Recurrent Revenue	7 461 964	2 727 021	2 720 602	2 751	0.07
Rates and Utility Charges (Gross) Discount	7,461,364 (244,377)	3,727,931	3,730,682	2,751	0.07 2.27
		(97,732)	(100,000)	(2,268)	
Charges and Fees Interest	534,500 43,000	189,137	156,250	(32,887) 2,209	(21.05) 15.41
		12,125	14,333		
Operating Grants and Subsidies	465,500	239,956	241,500	1,544	0.64
Operating Contributions and Donations	50,000	252 522	-	-	
Other Revenue	526,000	259,530	174,667	(84,863)	(48.59)
Total Recurrent Revenue	8,835,987	4,330,947	4,217,432	(113,516)	(2.69)
Capital Revenue					
Capital Grants, Subsidies and Contributions	1,320,000	2,713		(2,713)	
Total Revenue	10,155,987	4,333,660	4,217,432	(116,229)	(2.76)
Capital Income		-	-	-	-
Total Income	10,155,987	4,333,660	4,217,432	(116,229)	(2.76)
Expenses					
Recurrent Expenses					
Employee Costs	5,541,420	1,935,430	1,889,406	(46,025)	(2.44)
Goods and Services	9,515,842	2,723,986	3,012,976	288,990	9.59
Finance costs	243,243	63,561	62,541	(1,020)	(1.63)
Depreciation	579,940	198,906	193,313	(5,593)	(2.89)
Total Recurrent Expenses	15,880,445	4,921,883	5,158,236	236,353	4.58
Capital Expenses					
Loss on Sale	250,000	- 1	-	-	
Total Expenses	16,130,445	4,921,883	5,158,236	236,353	4.58
Net Recurrent Result/Operating Surplus/(Deficit)	(7,044,458)	(590,936)	(940,804)	(349,868)	37.19
NET RESULT AFTER CAPITAL ITEMS	(5,974,458)	(588,223)	(940,804)	(352,581)	37.48

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

	Current Annual Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
Income					
Revenue					
Recurrent Revenue					
Rates and Utility Charges (Gross)	311,058	155,121	155,529	408	0.26
Charges and Fees	3,832,950	1,808,782	1,545,267	(263,516)	(17.05)
Interest	1,000	493	333	(160)	(48.01)
Operating Grants and Subsidies	996,750	351,597	359,053	7,456	2.08
Operating Contributions and Donations	850,000	30,462	30,000	(462)	(1.54)
Revenue - Contract/Recoverable Works	-	2,400	-	(2,400)	-
Other Revenue	70,450	33,350	31,850	(1,500)	(4.71)
Total Recurrent Revenue	6,062,208	2,382,205	2,122,032	(260,173)	(12.26)
Capital Revenue					
	-	-		-	
Total Revenue	6,062,208	2,382,205	2,122,032	(260,173)	(12.26)
Capital Income	-	-	-		-
Total Income	6,062,208	2,382,205	2,122,032	(260,173)	(12.26)
Expenses					
Recurrent Expenses					
Employee Costs	6,840,854	2,480,448	2,351,562	(128,887)	(5.48)
Goods and Services	3,951,097	783,461	857,279	73,818	8.61
Finance costs	6,000	(894)	2,047	2,941	143.68
Depreciation	26,540	8,955	8,847	(109)	(1.23)
Total Recurrent Expenses	10,824,491	3,271,970	3,219,734	(52,237)	(1.62)
Capital Expenses					
Loss on Sale	250,000	- 1		-	-
Total Expenses	11,074,491	3,271,970	3,219,734	(52,237)	(1.62)
Net Recurrent Result/Operating Surplus/(Deficit)	(4,762,283)	(889,765)	(1,097,701)	(207,936)	18.94
NET RESULT AFTER CAPITAL ITEMS	(5,012,283)	(889,765)	(1,097,701)	(207,936)	18.94

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

	Current Annual Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
Income					
Revenue					
Recurrent Revenue					
Rates and Utility Charges (Gross)	864,140	432,070	432,070	-	-
Charges and Fees	366,000	92,552	122,000	29,448	24.14
Operating Grants and Subsidies	2,355,640	633,619	628,619	(5,000)	(0.80)
Revenue - Contract/Recoverable Works	738,000	120,106	123,000	2,894	2.35
Other Revenue	235,000	201,724	96,667	(105,058)	(108.68)
Total Recurrent Revenue	4,558,780	1,480,071	1,402,356	(77,715)	(5.54)
Capital Revenue					
Capital Grants, Subsidies and Contributions	9,757,101	2,461,543	2,649,899	188,356	7.11
Total Revenue	14,315,881	3,941,614	4,052,254	110,641	2.73
Capital Income	- '	- 1	-	-	-
Total Income	14,315,881	3,941,614	4,052,254	110,641	2.73
Expenses					
Recurrent Expenses					
Employee Costs	9,054,791	2,991,509	3,077,664	86,154	2.80
Goods and Services	3,612,968	1,550,389	1,441,157	(109,232)	(7.58
Finance costs	579,898	149,634	149,256	(378)	(0.25
Depreciation	1,168,900	383,113	389,633	6,521	1.67
Total Recurrent Expenses	14,416,557	5,074,646	5,057,711	(16,935)	(0.33)
Capital Expenses		-			
Loss on Sale	250,000	- 1			
Fotal Expenses	14,666,557	5,074,646	5,057,711	(16,935)	(0.33)
Net Recurrent Result/Operating Surplus/(Deficit)	(9,857,777)	(3,594,575)	(3,655,355)	(60,780)	1.66
NET RESULT AFTER CAPITAL ITEMS	(350,676)	(1,133,032)	(1,005,456)	127,576	(12.69)

LOCKYER VALLEY REGIONAL COUNCIL Operating Revenue and Expenditure Dashboard For the Period Ending 31st October, 2021



REVENUE TO DATE	Rates and Utility Charges		Charges and		Operating Grants and	1 0	Revenue - Contract/Reco	Other	Profit from	
by Type	(Gross)	Discount	Fees	Interest	Subsidies	and Donations	verable Works	Revenue	Investments	Total
Actual	(21,487,662)	911,663	(2,319,880)	(288,842)	(2,428,441)	(30,462)	(122,518)	(819,740)	-	(26,585,881)
Budget	(21,506,223)	898,500	(1,888,722)	(247,427)	(2,370,834)	(30,000)	(123,000)	(571,517)	-	(25,839,223)
Variance	(18,561)	(13,163)	431,158	41,415	57,607	462	(482)	248,223		746,658
Target %	99.91%	101.47%	122.83%	116.74%	102.43%	101.54%	99.61%	143.43%	-	102.89%
									-	
Movement to Prior Month Target %	⇒	⇒	Ψ	Ť	⇒	⇒	⇒	⇒	⇒	⇒

Operating Expenditure (Cumulative)



2021-22 Budget • • • • 2020-21 Actual _____ 2021-22 Actual

۲

EXPENDITURE TO

DATE		Goods and			
by Type	Employee Costs	Services	Finance Costs	Depreciation	Total
Actual	8,400,369	6,339,719	311,126	3,863,255	18,914,469
Budget	8,545,787	6,644,922	297,670	3,804,440	19,292,820
Variance	145,418	305,204	(13,456)	(58,815)	378,351
Target %	98.30%	95.41%	104.52%	101.55%	98.04%
Movement to Prior Month Target %	•	^	Ŷ	>	1

LOCKYER VALLEY REGIONAL COUNCIL Interim Capital Revenue and Expenditure Dashboard For the Period Ending 31st October, 2021

Capital Revenue (Cumulative)



LOCKYER VALLEY REGIONAL COUNCIL Statement of Cash Flows For the Period Ending 31 October, 2021

Cash flows from operating activities:	2021-2022 Annual Budget	2021-2022 YTD Actuals
Receipts		
Receipts from customers	62,080,000	30,656,067
Dividend received	-	-
Interest received	880,000	288,842
Payments		
Payments to suppliers and employees	(52,970,000)	(21,344,237)
Interest expense	(1,010,000)	(260,376)
Net cash inflow (outflow) from operating activities	8,990,000	9,340,296
Cash flows from investing activities:		
Capital grants, subsidies and contributions	11,220,000	2,813,998
Payments for property, plant and equipment	(25,920,000)	(4,113,803)
Payments for investment property		-
Net transfer (to) from cash investments	1,350,000	-
Proceeds from sale of property plant and equipment	480,000	412,331
Net cash inflow (outflow) from investing activities	(12,860,000)	(887,474)
Cash flows from financing activities:		
Repayment of borrowings	(1,580,000)	(388,229)
Proceeds from borrowings	-	-
Net cash inflow (outflow) from financing activities	(1,580,000)	(388,229)
	(_,,	())
Net increase (decrease) in cash and cash equivalents held	(5,460,000)	8,064,593
Cash and cash equivalents at beginning of the financial year	34,600,000	34,350,830
Cash and cash equivalents at end of the financial year	29,150,000	42,415,423

LOCKYER VALLEY REGIONAL COUNCIL STATEMENT OF FINANCIAL POSITION As at 31 October, 2021

	2021-2022 Annual Budget	2021-2022 YTD Actual
Current Assets		
Cash assets and cash equivalents	29,150,000	34,415,423
Cash investments	-	8,000,000
Trade and other receivables	6,060,000	4,877,191
Inventories	740,000	434,819
Contract Receivable	-	1,246,005
Non-current assets classified as held for sale	-	359,625
Total Current Assets	35,940,000	49,333,063
Non Current Assets		
Trade and other receivables	14,740,000	14,734,969
Equity investments	33,570,000	32,939,634
Investment properties	1,610,000	1,605,000
Property, plant and equipment	543,800,000	530,415,374
Intangible assets	2,470,000	114,996
Total Non Current Assets	596,190,000	579,809,972
TOTAL ASSETS	632,130,000	629,143,035
Current Liabilites		
Trade and other payables	12,700,000	1,735,462
Provisions	560,000	8,238,050
Borrowings	1,660,000	1,191,992
Contract Liability Grants	-	3,149,559
Total Current Liabilities	14,920,000	14,315,063
Non Current Liabilities		
Provisions	28,350,000	28,706,375
Borrowings	18,320,000	19,986,960
Total Non Current Liabilities	46,670,000	48,693,335
TOTAL LIABILITIES	61,590,000	63,008,398
NET COMMUNITY ASSETS	570,530,000	566,134,637
Community Equity		
Retained surplus (deficiency)	412,865,000	399,451,560
Asset revaluation surplus	155,920,000	155,923,222
Reserves	-	3,088,444
Current Surplus/(Deficit)	1,745,000	7,671,412
TOTAL COMMUNITY EQUITY	570,530,000	566,134,637

LOCKYER VALLEY REGIONAL COUNCIL For Period Ended October, 2021

	VO									
		Budget		Actual		Committed	cor	Total (includes mmitted costs)	Ren	naining Budge
INFRASTRUCTURE										
Capital Program Delivery		13,750,626		2,847,416		2,209,109		5,056,525		8,694,10
Cemetery		72,600		56,821		1,986		58,807		13,79
Facilities		3,255,396		388,025		96,688		484,713		2,770,68
Fleet		4,097,941		171,589		1,328,199		1,499,788		2,598,15
Parks & Open Spaces		814,317		561,647		69,568		631,215		183,10
Total for Group	Ś	21,990,880	Ś	4,025,499	Ś	3,705,550	Ś	7,731,049	Ś	14,259,831
PEOPLE AND BUSINESS PERFORMANCE	-			1,023,133						
PEOPLE AND BUSINESS PERFORMANCE Disaster Management Information Communication Technology Legal Services Public Order & Safety Transfer Stations Waste Collection		168,300 444,500 254,950 232,500 1,427,000 30,000			r	121,055 142,814 - 71,782 -		121,055 142,814 - 4,472 130,937 10,795		301,68 254,95 228,02 1,296,06
PEOPLE AND BUSINESS PERFORMANCE Disaster Management Information Communication Technology Legal Services Public Order & Safety Transfer Stations	\$	444,500 254,950 232,500 1,427,000	\$	- - - 4,472 59,156	\$	121,055 142,814 -	\$	121,055 142,814 - 4,472 130,937	Ş	301,68 254,95 228,02 1,296,06 19,20
PEOPLE AND BUSINESS PERFORMANCE Disaster Management Information Communication Technology Legal Services Public Order & Safety Transfer Stations Waste Collection		444,500 254,950 232,500 1,427,000 30,000		- - - 4,472 59,156 10,795		121,055 142,814 - 71,782 -	\$	121,055 142,814 - 4,472 130,937 10,795		301,68 254,95 228,02 1,296,06 19,20
PEOPLE AND BUSINESS PERFORMANCE Disaster Management Information Communication Technology Legal Services Public Order & Safety Transfer Stations Waste Collection		444,500 254,950 232,500 1,427,000 30,000		- - - 4,472 59,156 10,795		121,055 142,814 - 71,782 -	\$	121,055 142,814 - 4,472 130,937 10,795		47,24 301,68 254,95 228,02 1,296,06 19,20 2,147,177 8,30
PEOPLE AND BUSINESS PERFORMANCE Disaster Management Information Communication Technology Legal Services Public Order & Safety Transfer Stations Waste Collection Total for Group		444,500 254,950 232,500 1,427,000 30,000 2,557,250		- - - 4,472 59,156 10,795		121,055 142,814 - 71,782 -	\$	121,055 142,814 - 4,472 130,937 10,795		301,68 254,95 228,02 1,296,06 19,20 2,147,177
PEOPLE AND BUSINESS PERFORMANCE Disaster Management Information Communication Technology Legal Services Public Order & Safety Transfer Stations Waste Collection Total for Group COMMUNITY AND REGIONAL PROSPERITY Community Wellbeing		444,500 254,950 232,500 1,427,000 30,000 2,557,250 8,300		- 4,472 59,156 10,795 74,422		121,055 142,814 - 71,782 -	\$	121,055 142,814 - 4,472 130,937 10,795 410,073		301,68 254,95 228,02 1,296,06 19,20 2,147,177 8,30 73,60
PEOPLE AND BUSINESS PERFORMANCE Disaster Management Information Communication Technology Legal Services Public Order & Safety Transfer Stations Waste Collection Total for Group COMMUNITY AND REGIONAL PROSPERITY Community Wellbeing Gatton Child Care Centre		444,500 254,950 232,500 1,427,000 30,000 2,557,250 8,300 75,000		- 4,472 59,156 10,795 74,422		121,055 142,814 - - - - - - - - - - - - - - - - - - -	\$	121,055 142,814 - 4,472 130,937 10,795 410,073		301,68 254,95 228,02 1,296,06 19,20 2,147,177 8,30

			CAPIT,	CAPITAL WORKS PROGRAM	PROGRAM				
	Budget	Actual	Committed	Total (includes committed costs) Remaining Budget	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %
INFRASTRUCTURE									
Cost Centre: Parks & Open Spaces									
Program: Parks and Open Spaces Projects									
Forest Hill Place Renewals	46,000	,			46,000		46,000	0	0
Hatton Vale/Fairways Park Stage1A (BBRF)	272,988	227,856	4,602	232,458	40,530	272,988		100	56
Hatton Vale/Fairways Park Stage1C (URCS)	57,445	57,506	2,009	59,515	(2,070)	57,445		100	100
HVale/Fairways Park Stage 1B & 1D (URCS)	356,884	270,015	56,577	326,592	30,292	356,884		100	56
Jean Biggs Park Playground Improvements	55,000	1,652		1,652	53,348		55,000	20	0
LRR Shelter and Table setting Renewal	26,000	4,618	6,380	10,998	15,002		26,000	80	0
Fort Control Control Decaram Delivery	/TC ⁴ hTO	101,047	000,000	031,213	201,001	/10/	127,000		
Program: Asphalt Resheet Programme	l								
20/21 Asphalt Resheet Program (LRCI1)	3,000	2,414		2,414	586	3,000		100	100
21/22 Asphalt Renewal Gatton CBD (LRCI1)	87,120			,	87,120	87,120		0	0
21/22 Asphalt Renewal Gatton CBD (LRCI2)	505,029	13,486	187,625	201,110	303,919	505,029		20	0
Asphalt Resheet Programme Projects Total Program: Bridge Renewal Programme	595,149	15,899	187,625	203,524	391,625	595,149			
Connoles Bridge Rehabilitation (LRCI2)	300,000	8,591	1,795	10,386	289,614	300,000		20	0
Bridge Renewal Programme Projects Total	300,000	8,591	1,795	10,386	289,614	300,000			
21/22 Culvert Renewal Programme 21/22 Culvert Renewal Program (non-fund)	204,000	173,027	69	173,096	30,904		204,000	100	0
21/22 Culvert Renewal Program (SEQCSP)	380,000	33,333	3,391	36,724	343,276	380,000		50	0
Culvert Renewal Programme Projects Total	584,000	206,360	3,459	209,820	374,180	380,000	204,000		
Program: Footpath Renewal Programme 21/22 Footpath Missing Links (SEOCSP)	179 903			1	120 003	118 000	11 003	UT .	0
21/22 Footpath Renewal Program (SEQCSP)	210,000	1,077		1,077	208,923	210,000		5	0
Murphys Creek Road, Footpath (LRCI 2)	60,000	11,652	8,602	20,255	39,745	60,000		100	10
4									

Stormwater Renewal Programme Projects Total	Whittle Street, Gatton Drainage (URCS)	Stormwater Pipe Relining (SEQCSP)	21/22 Swater - Railway St Helidon SEQCSP	Program: Stormwater Renewal Programme	Seal Road Upgrade Programme Projects Total	Twidales Rd Helidon Spa Upgrade (SEQCSP)	Program: Seal Road Upgrade Programme	Seal Renewal Programme Projects Total	21/22 Bitumen Reseal Program (RTR)	Program: Seal Renewal Programme 2020/2021 Reseal Program (RTR)	Pavement Widening Programme Projects Total	Woodlands Rd Pavement Rehab (LRCI2)	Stockyard Creek Road Widening - Design	Lake Clarendon Way Widening (RTR)	Grantham Scrub Road - TIDS 21/22	Program: Pavement Widening Programme	Pavement Renewal Programme Projects Total	William Street, Gatton - Pavement Rehab		Summerholm Road Rehabilitation	Postmans RidgeRd, Pavement Renewal (TIDS	Gehrke Road, Plainland - TIDS 21/22	Flagstone Creek Rd Rehabilitation	Program: Pavement Renewal Programme Brightview Road Rehabilitation	
953,939	825,939	60,000	68,000		230,000	230,000		1,770,721	1,700,000	70,721	1,269,372	350,000	50,000	119,372	750,000		1,079,790	100,000		245,099	109,768	600,000	13,589	11,334	Budget
560,696	559,389	,	1,306		14,585	14,585		300,300	248,276	52,024	326,482	194,330	,	116,849	15,303		337,366	1,587		262,799	17,429	9,757	20,662	25,132	Actual
228,973	228,874	,	66		28,093	28,093		845,512	845,512		37,583	36,554			1,029		109,280	609		28,232	80,262	130		47	Committed o
789,669	788,264	,	1,405		42,678	42,678		1,145,812	1,093,788	52,024	364,065	230,884	,	116,849	16,332		446,646	2,195		291,031	97,691	888,6	20,662	25,178	Total (includes committed costs) Remaining Budget
164,270	37,675	60,000	66,595		187,322	187,322		624,909	606,212	18,697	905,307	119,116	50,000	2,523	733,668		633,144	97,805		(45,932)	12,077	590,112	(7,073)	(13,844)	maining Budget
828,000	700,000	60,000	68,000		230,000	230,000		997,800	927,079	70,721	844,818	350,000		119,372	375,446		409,768				109,768	300,000			Total Amount of Funding
125,939	125,939		1					772,921	772,921		424,554		50,000		374,554		670,022	100,000		245,099		300,000	13,589	11,334	Council Contribution
	100	0	20			100			0	100		100	0	100	50			10		100	100	70	70	06	Design Completion %
	56	0	0			0			35	100		80	0	56	0			0		56	100	0	0	0	Construction Completion %
				_			_									-			 The overspend on this project is due to an increase in project management and traffic control costs. There was also additional works done to protect the road during rain events. 				in design fees.	This project is slightly over budget due to an increase	Comments

	Budget	Actual	Committed	Total (includes committed costs) Remaining Budget	emaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %
Cost Centre: Fleet									
Program: Fleet Projects									
21/22 Earthmoving Equipment Replacement	1,170,000	,	,	,	1,170,000		1,170,000	Not Applicable	Not Applicable
21/22 Light Commercials Replacement	45,000	,	45,814	45,814	(814)		45,000	Not Applicable	Not Applicable
21/22 Mowers Replacement	205,000	,		,	205,000		205,000	Not Applicable	Not Applicable
21/22 passeneger Vehicles	000,28	,	54,550	54,550	30,450		85,000	Not Applicable	Not Applicable
21/22 Tractors Replacement	80,000	,			000,08		80,000	Not Applicable	Not Applicable
21/22 Trailers Replacement	275,000	,	21,318	21,318	253,682		275,000	Not Applicable	Not Applicable
21/22 Trucks Replacement	000,000	,			000,000		690,000	Not Applicable	Not Applicable
Earthmoving Equipment	237,027	,	237,027	237,027	(0)	70,000	167,027	Not Applicable	Not Applicable
Light Commercial Vehicles	438,935	171,589	267,511	439,100	(165)	140,000	298,935	Not Applicable	Not Applicable
Mower Fairways Park Kensington Grove	30,000	,			30,000		30,000	Not Applicable	Not Applicable
Passenger Vehicles	25,075		25,075	25,075	0	20,000	5,075	Not Applicable	Not Applicable
SES Vehicles & Plant (SES Support Grant)	886,68	,	39,989	39,989	(0)	18,490	21,499	Not Applicable	Not Applicable
Trailers	135,972	,	85,972	85,972	50,000	10,000	125,972	Not Applicable	Not Applicable
Trucks	600,943	,	550,942	550,942	50,001	120,000	480,943	Not Applicable	Not Applicable
Utility for Fairways Park	40,000				40,000		40,000	Not Applicable	Not Applicable
Fleet Projects Projects Total	4,097,941	171,589	1,328,199	1,499,788	2,598,153	378,490	3,719,451		
Cost Centre: Cemetery									
								4 9 9	
Gatton Cemetery Bollard Renewal (SEQCSP)	6.600	2.713	-	2.713	3.887	6.600		0	0
Laidley Cemetery Seam Strip(SEQCSP)	33,000	29,701		29,701	3,299	33,000		100	80
Cemetery Projects Projects Total	72,600	56,821	1,986	58,807	13,793	72,600			

Operation Badget Actual Committee Operation improvements(SEQCSP) 112,600 6,369 - - ery Shed (SEQCSP) 117,000 6,008 53,290 - ery Shed (SEQCSP) 117,000 6,008 53,290 - - ery Shed (SEQCSP) 117,000 2,505 11,295 - - on Plan 36,000 - 2,505 5,41,295 - Tank 250,000 - 2,052 - - Masterplan Work (W4QLD) 98,028 98,840 9,478 - Masterplan Work (W4QLD) 58,000 - - - Masterplan Work (W4QLD) 58,000 - - - Int Chlorine Tanks 47,700 - - - - ids (EQCSP) 114,000 3,144 4,900 - - - ids Structure 7,019 - - - - - ids Equestion pool											
Operation Proprovemental/SERCSP) 112,600 6,399			\$ 10,145,013	\$ 11,845,867	\$ 14,259,831	\$ 7,731,049	3,705,550	\$ 4,025,499 \$	\$ 21,990,880	stal for Group	
Operator Improvements(SECCSP) 112,600 6,399 2,000 12,290 112,000 6,399 112,000 6,399 112,000 12,000 <th></th>											
Operator Name Annual Committy			1,357,917	1,897,479	2,770,683	484,713	96,688	388,025	3,255,396	Facilities Projects Projects Total	
loget loget <thloget< th=""> loget <th< td=""><td>0</td><td>30</td><td>13,641</td><td></td><td>12,897</td><td>744</td><td></td><td>744</td><td>13,641</td><td>Springbrook Park Entry Upgrade</td></th<></thloget<>	0	30	13,641		12,897	744		744	13,641	Springbrook Park Entry Upgrade	
	0	0	25,000		25,000	,	,	,	25,000	Solar to Gatton Depot Workshop	
	0	0	185,000		185,000	,	,	,	185,000	Pool Heating Program Gatton pool	
	100	100	7,019		606	6,110	6,110	,	7,019	Nielsen's Place Shade Structure	
	0	58	41,000		35,649	5,351	1,750	3,601	41,000	Murphy Creek Hall & Toilet Demolition	
	0	0	100,000	406,000	403,713	102,287	,	102,287	506,000	LVSAC Revitalisation (SEQCSP)	
Dadget Actual Committed Committed Committed contr} Ramaining Budget Total Amount of Funding Control totion Dual funding Dual fundi Dual fundin	0	56		491,395	456,003	35,392	,	35,392	491,395	Lake Apex Youth Node Upgrade (LRCI2)	
Index Actual Committed Index Tab Amount of Link Connor Funding Tab Amount of Link Connor Funding Tab Amount of Link Connor Funding Design Control Completion Control Contro Control Contro Control Control Contro Control Control Contro Con	0	85		400,000	269,962	30,038	2,281	27,757	400,000	Lake Apex Amphitheatre (SEQCSP)	
	IJ	σ		114,000	101,510	12,490	7,020	5,470	114,000	Laidley Saleyards Program (SEQCSP)	
Buget Actual Committed Committed contribution Total Annound contribution Council functions Total Annound contribution Council functions Design contribution Design cont	100	100		52,756	24,389	28,367	,	28,367	52,756	Laidley Rec Reserve Entry Upgrade (LRCI)	
Interface Contribution Contribution Contribution Contribution Contribution Contribution Contribution Contribution Contribution Contribution Contribution Contribution Contribution Contribution Contribution Contribution Contribution Contribution Contribution Contribution Contribution Contribution Contribution <t< td=""><td>0</td><td>σ</td><td>116,000</td><td></td><td>107,986</td><td>8,014</td><td>4,900</td><td>3,114</td><td>116,000</td><td>Laidley Rec Grounds Program</td></t<>	0	σ	116,000		107,986	8,014	4,900	3,114	116,000	Laidley Rec Grounds Program	
Index Councid (includes (includes constructed costs) Remaining Badget Tata Amount of Council (council planeau) Design (council planeau) Design (council planeau) Design (council planeau) Design (council planeau) Design (council planeau) Design (council planeau) <th council="" plane<="" td=""><td>0</td><td>5</td><td>105,000</td><td></td><td>103,510</td><td>1,490</td><td>,</td><td>1,490</td><td>105,000</td><td>Hydraulic Renewal Program</td></th>	<td>0</td> <td>5</td> <td>105,000</td> <td></td> <td>103,510</td> <td>1,490</td> <td>,</td> <td>1,490</td> <td>105,000</td> <td>Hydraulic Renewal Program</td>	0	5	105,000		103,510	1,490	,	1,490	105,000	Hydraulic Renewal Program
(rotat (include:) Teta Amount of Subject Council Funding: Subject Council Funding: Subj	0	υ		47,700	47,700		,		47,700	Helidon Hall Upgrade (LER)	
Index Teak Amount of Council Includes Council Funding Budget Teak Amount of Council Funding Delign 'operts Introde Council Council <td>0</td> <td>0</td> <td>30,000</td> <td></td> <td>30,000</td> <td></td> <td></td> <td></td> <td>30,000</td> <td>GS&AC Replacement Chlorine Tanks</td>	0	0	30,000		30,000				30,000	GS&AC Replacement Chlorine Tanks	
(rotation: (include:	0	σ		58,000	58,000				58,000	Grantham Butter Factory Upgrade (LER)	
Index Actual Committee Incluie (incluies (incluies) Teal Amount of Funding Council Funding Design Funding Design	10	50	125,000		112,498	12,502	,	12,502	125,000	Gatton Showgrounds Program	
(rotation: (include include	80	80	19,679		9,119	10,560		10,560	19,679	Gatton Showgrounds Equestrian Centre	
Index Incluse Total Amount of Includes Council (Includes) Design (Includes) Total Amount of Council (Includes) Total Includes) Total Includes) Tota	100	100	50,184		32,325	17,859		17,859	50,184	Gatton Shire Hall Improvements (BoR)	
Include Total Amount of Council Includes Council Completion Delign Singlet Actual Committed committed costs) Remaining Budget Total Amount of Council Funding Council Completion Delign Delign Delign Council Completion Delign Council Completion Delign Delign Delign Council Completion Delign Council Completion Delign Delign Council Completion Delign	100	100		98,028	(10,291)	108,319	9,478	98,840	98,028	Gatton S'Grounds Masterplan Work (W4QLD)	
Index Inclusion (inclusion (inclusion) Teta Amount of protects Council Funding Design Council Funding Design Council Funding Design Council Funding Design Council Funding Design Council Completion Design Council Council Completion Design Council Cou	100	100			(2,052)	2,052	,	2,052		Gatton S/Hall Compliance Upgrade (BBRF)	
Index Include Total Amount of Includes Council Funding Design Design Design <	0	5	250,000		250,000				250,000	Gatton Depot Fuel Tank	
Include Total Amount of Council Completion Design colspan="2" Council Completion Design colspan="2" Total Amount of Council Completion Design colspan="2" Council Completion Design colspan="2" Council Completion Design colspan="2" Council Completion Design council Completion	0	0	36,000		36,000				36,000	Gatton Depot Action Plan	
Include Total Manuat of Includes Total Amount of Council Completions Design of Council Council Completions Design of Council C	υ,	υ	178,000		175,440	2,560	564	1,996	178,000	Electrical Infrastructure Program	
Include Include Total Amount of Includes Council Design Design <td>100</td> <td>100</td> <td>19,394</td> <td></td> <td>(1,719)</td> <td>21,113</td> <td>,</td> <td>21,113</td> <td>19,394</td> <td>Corrective Electrical Upgrades</td>	100	100	19,394		(1,719)	21,113	,	21,113	19,394	Corrective Electrical Upgrades	
Include Total Manuat of Council Design	100	100	57,000		43,200	13,800	11,295	2,505	57,000	Community Facilities Work Packages	
Ojects Budget Actual Committeed Committeed Cost and anount of council Design Design Pojects - - 6,369 - 6,369 106,231 112,600 - 20 - 20 - 20 - 20 - 20 - 20 - - 20 - - 20 - - - - 20 - - 20 - <td>0</td> <td>89</td> <td></td> <td>117,000</td> <td>57,702</td> <td>59,298</td> <td>53,290</td> <td>6,008</td> <td>117,000</td> <td>Cahill Park Machinery Shed (SEQCSP)</td>	0	89		117,000	57,702	59,298	53,290	6,008	117,000	Cahill Park Machinery Shed (SEQCSP)	
Ojects	5	20		112,600	106,231	6,369	,	6,369	112,600	Bore Infrastructure Improvements(SEQCSP)	
Includes Total Amount of Council Design (Includes Actual Committed costs) Remaining Budget Actual Committed costs) Remaining Budget										Program: Facilities Projects	
I cotal (includes Total Amount of Council Design Actual Committed costs) Remaining Budget Funding Contribution Completion % u										Cost Centre: Facilities	
total (includes Total Amount of Council Design Actual Committeed control Bowshine Burdene Examine Controllution Completion &	completion as	completion 20	CONTRACTOR	runung	allalling puoset	commuted costs) int		nctual	agono		
	Construction	Design	Council	Total Amount of	2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	Total (includes			D 1. 9		

	Budget	Actual	Committed	Total (includes committed costs) Remaining Budget	maining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
PEOPLE AND BUSINESS PERFORMANCE										
Cost Centre: Legal Services										
Program: Legal Services Projects										
Realignment, subdivid, sale Tryhorn St	254,950				254,950		254,950	0	0	
Legal Services Projects Projects Total	254,950				254,950		254,950			
Cost Centre: Disaster Management										
Program: Disaster Management Projects										
Flood Warning system opgrade	1005,52				23,500		23,500			
obbiance mood cameras equipment (sectory)	100 000		121 000	121,055	23,745	144,000	-	¢		
Cost Centre: Information Communication Technology										
Program: Information Communication Technology Projects	'ts									
Cyber Security	170,000		19,273	19,273	150,727		170,000	60	30	
Network Perimeter Security (Firewalls)	100,000	,		,	100,000	1	100,000	50	0	
Switches Renewal	10,500	,	10,500	10,500			10,500	100	100	
UPS Renewal	16,000	,			16,000		16,000	0	0	
Information Communication Technology Projects Projects Tot	296,500		29,773	29,773	266,727		296,500			
Program: Public Order and Safety Projects										
Building Security Systems	128,000		113,041	113,041	14,959		128,000	50	0	
GIS GDA2020	20,000				20,000		20,000	20	0	
Public Order and Safety Projects Projects Total	148,000		113,041	113,041	34,959		148,000			
Cost Centre: Waste Collection										
Cost Centre: Waste Collection Program: Waste Collection Projects	2222			10,795	19,205		30,000	0	10	
Cost Centre: Waste Collection Program: Waste Collection Projects Garbage Truck Turnaround	000,00	10,795			10000		30,000			

			1,092,450	2,557,250 \$ 74,422 \$ 335,651 \$ 410,073 \$ 2,147,177 \$ 1,464,800 \$ 1,092,450	2,147,177	410,073 \$	335,651 \$	74,422 \$	\$ 2,557,250 \$	Total for Group
			232,500		228,028	4,472		4,472	232,500	Public Order and Safety Projects Projects Total
	0	0	148,000		148,000	,	,	,	148,000	LVRC CCTV
	0	0	9,500		9,500	,		,	9,500	Gatton Depot CCTV
	20	08	75,000		70,528	4,472	,	4,472	75,000	CCTV Cyber Security Improvements
										Program: Public Order and Safety Projects
										Cost Centre: Public Order & Safety
			107,000	1,320,000	1,296,063	130,937	71,782	59,156	1,427,000	Transfer Station Projects Projects Total
	0	10	22,000		22,000				22,000	Waste Management Signage Review
	0	5	30,000		30,000	,	,	,	30,000	Old Gatton Landfill Capping
	100	100	25,000		3,886	21,114	,	21,114	25,000	Oil Buildings Upgrade and Maintenance
	0	5	30,000		30,000	,	,	,	30,000	Laidley Landfill Capping Design
	0	10		1,320,000	1,210,177	109,823	71,782	38,042	1,320,000	Gatton Landfill Cell 5 (SEQCSP)
										Program: Transfer Station Projects
										Cost Centre: Transfer Stations
Comments	Construction Completion %	Design Completion %	Council Contribution	Total Amount of Funding	maining Budget	Total (includes committed costs) Remaining Budget	Committed co	Actual	Budget	

Page 8

Total for Council	Total for Group	Gatton Child Care Projects Projects Total	Cost Centre: Gatton Child Care Centre Program: Gatton Child Care Projects Gatton Childrare Centre Befurbishm	Community Wellbeing Projects Projects Total	Sound Level Meter	Cost Centre: Community Wellbeing Program: Community Wellbeing Projects		Strategic Land Acquisition Regional Developments Projects Projects Total	Cost Centre: Regional Development Program: Regional Developments Projects Lake Apex Desilting Early Design Works	COMMUNITY AND REGIONAL PROSPERITY	
(0)	s,		ntre ts	Total		lg rojects		rs Total	nt Projects 1 Works	L PROSPERITY	
\$ 25,917,430 \$	1,369,300 \$	75,000	75 000	8,300	8,300		analaaata	1,250,000	36,000		Budget
4,117,417 \$	17,495 \$	1,395 1,395	1 80 0				and an	- 16 100	16,100		Actual
4,068,328 \$	27,127 \$							- 27 127	27,127		Committed com
8,185,745 \$	44,623 \$	1,395 1,395	1 200					- 43 227	43,227		Total (includes committed costs) Remaining Budget
\$ 17,731,685 \$	1,324,677 \$	73,605	22 202	8,300	8,300		and the sector	1,250,000	(7,227)		_
\$ 13,310,667 \$ 12,606,763	s										Total Amount of Funding
12,606,763	1,369,300	75,000	75 000	8,300	8,300		analanate.	1,250,000	36,000		Council Contribution
		23	25		0			0	40		Design Completion %
		c	Ð		0			0	0		Construction Completion %
											Comments

Page 9

10.2 Lockyer Valley Regional Council Annual Report 2020-2021

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

Purpose:

The purpose of this report is to seek Council's adoption of the Lockyer Valley Regional Council Annual Report 2020-2021.

Officer's Recommendation: THAT Council adopt the Lockyer Valley Regional Council Annual Report 2020-2021 as attached to this report.

RESOLUTION

THAT Council adopt the Lockyer Valley Regional Council Annual Report 2020-2021, as attached to these minutes.

Moved By:	Cr Holstein	Seconded By: Resolution Number: 20-24/0458	Cr Hagan
		CARRIED 6/0	

Executive Summary

The Annual Report 2020-2021 (Report) measures Council's progress in achieving its corporate outcomes and commitments for the year and provides financial and other required statutory information.

Proposal

The Report provides information to the community and interested parties on Council's performance in 2020-2021, including an assessment of Council's progress towards implementing its 5-year Corporate Plan and annual Operational Plan. The Report also includes a Community Financial Report, Council's audited financial statements and statutory information.

The Lockyer Valley Regional Council Annual Report 2020-2021 has been developed based on the information provided in the Operational Plan quarterly reports for 2020-2021 and complies with legislative requirements.

Critical Dates

The Annual Report must be adopted by 22 November 2021. Section 182 of the *Local Government Regulation 2012* requires the annual report to be adopted within one month after the day the Auditor-General provides the audit report about Council's financial statements. This date was 21 October 2021.

Strategic Implications

Corporate Plan

Lockyer Leadership and Council - 5.7 Compliant with relevant legislation

Finance and Resource

The Annual Report 2020-2021 as outlined in this report does not alter current budgetary requirements. The document was developed with the budget allocated.

Legislation and Policy

Section 182 of the *Local Government Regulation 2012* states a Local Government must prepare an Annual Report for each financial year. Sections 183 – 190 of the *Local Government Regulation 2012* outline the specific items to be included in the Report. This Council report proposes adoption of an Annual Report that complies with these legislative requirements.

Risk Management

Key Corporate Risk Code and Category: FE2 - Decision making governance, due diligence, accountability and sustainability.

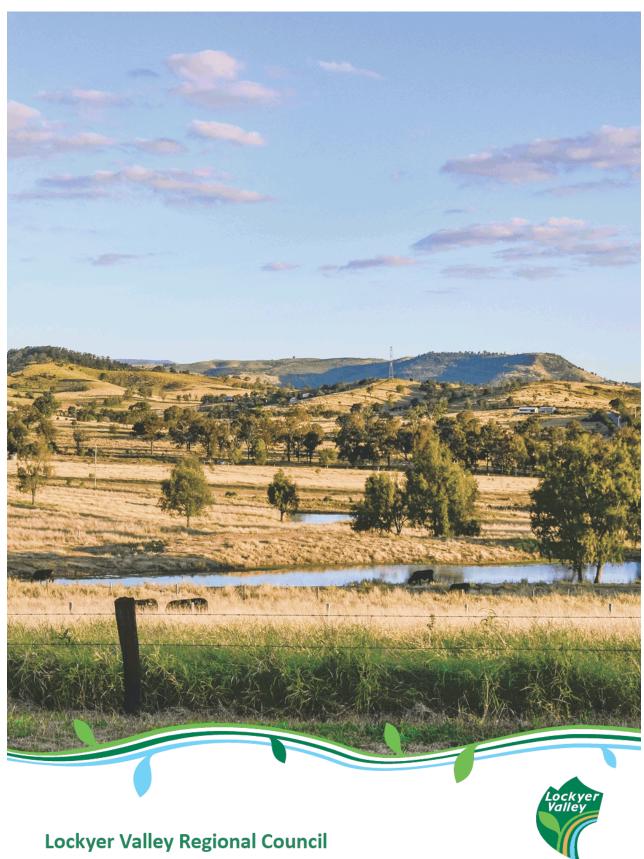
Consultation

Internal Consultation

In the development of the Annual Report 2020-2021, key council officers were engaged to provide information to develop the report.

Attachments

1. Draft Annual Report 2020-21 118 Pages



Annual Report 2020-2021

REGIONAL COUNCIL

OVERVIEW OF THE LOCKYER VALLEY

Located a stone's throw from Australia's third largest city and quietly nestled in Brisbane's backyard – the Lockyer Valley is now home to more than 42,000 residents, 3000 businesses and spans in excess of 2200 square kilometres.

The country living and city convenience is becoming increasingly attractive as people continue to seek to optimise their work-life balance, with our population expanding by more than 1.5 per cent per annum.

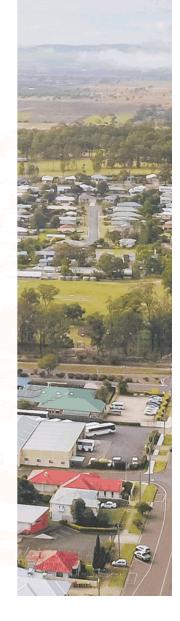
The Lockyer Valley is on track to be home to some 48,000 residents in the next five years, which is why Council focuses its operational objectives around providing residents and businesses the foundations needed to plan with confidence.

Council continues to work with developers to attract tens of millions of dollars' worth of trade opportunities and investment into the region – such as the Water for Lockyer Project, the 2032 Brisbane Olympics and Paralympics Games and the Lockyer Valley Equine Precinct.

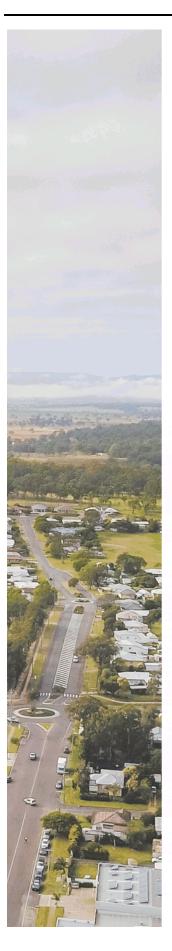
There is no better place to live, work and invest than the Lockyer Valley.

ACHIEVING THE OUTCOMES OF THE COMMUNITY PLAN 2017-2027

'Lockyer – Our Valley, Our Vision Community Plan 2017-2027' details the community's vision to the year 2027. The Community Plan establishes outcomes for the Lockyer Valley community that guides the priority actions which are to be undertaken by a wide range of stakeholders including Council. The outcomes identified in the Community Plan along with its themes form the basis for the development of Council's Corporate Plan 2017-2022. This Annual Report is the fourth to report on the progress Council has made in achieving the identified outcomes of the Corporate Plan 2017-2022 and the Community Plan 2017-2027.



Lockyer Valley Regional Council



CONTENTS

Introduction 1
Council's Strategic Planning Framework1
Vision, Mission and Values 2
Message from the Mayor 3
Message from the Chief Executive Officer
Highlights 2020 - 21
Councillors and their Portfolios 10
Organisational Structure
Employees
Community Financial Report 15
Delivering the Operational Plan 2020-21
Lockyer Community
Lockyer Business Farming and Livelihood
Lockyer Nature
Lockyer Planned 28
Lockyer Leadership and Council
Statutory Information
Beneficial Enterprises
Conduct of Business Activities
Competitive Neutrality Complaints
Particular Resolutions
Councillors
Administrative Action Complaints
Record of Councillor Conduct and Performance Complaints
Overseas Travel
Grants to Community Organisations
Councillor Discretionary Funds
Commercial Business Units
Action Taken Involving Special Arrangements
Changes to Tenders
Concessions for rates and charges granted
Registers Maintained
Internal Audit
Financial Statements



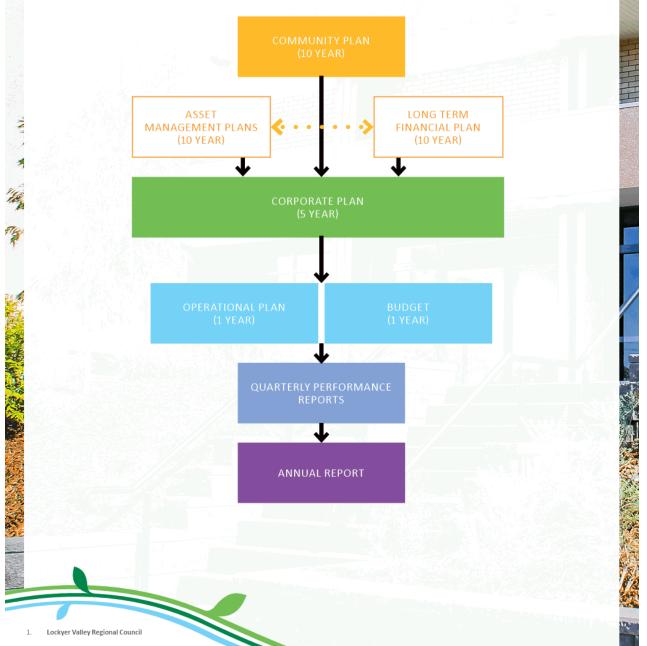
INTRODUCTION

This Annual Report, for the financial year 1 July 2020 to 30 June 2021, describes Lockyer Valley Regional Council's achievements in providing services to the communities we serve. It describes progress in delivering the actions in our Corporate and Operational Plans, along with statutory reporting requirements, providing a culmination of our regular reports to community and stakeholders. Council's 2017-2022 Corporate Plan provided the focus and direction for Council over the twelve-month period to 30 June 2021.

The Annual Report provides the community with operational and financial information about Council's performance against the outcomes and service delivery commitments set out in the Corporate and Operational Plans which were developed in response to the Lockyer Valley Community Plan 2017-2027.

COUNCIL'S STRATEGIC PLANNING FRAMEWORK

The diagram below represents the strategic planning framework used by Council:





VISION, MISSION AND VALUES

VISION

We will deliver sustainable services to enhance the liveability of our community while embracing our economic, cultural and natural diversity.

MISSION

Lead, engage and empower.

OUR VALUES

Values form the basis of our culture. They add meaning to work and they provide a basis for consistent planning and decision making across the organisation. The desired values and behaviours that every employee of Lockyer Valley Regional Council is expected to demonstrate in their daily activities, in the way they behave and in the way they make decisions are:



We lead through excellence and partner with the community to achieve Council's vision and mission.



We accept ownership of our role and take responsibility for our actions. We are results focused, take pride in our successes and efforts and learn from our mistakes.



We strive to be valued and trusted by the Lockyer Valley community. We are respectful, open, transparent and honest in our dealings with the community. At all times we act in the best interests of the community.



We embrace diversity and communicate openly and honestly. We listen actively, consider and value the views of others. Our communication is clear, concise and consistent.



We strive to engage and communicate with our internal and external customers to meet agreed outcomes. We identify and aim to meet the needs of all customers in a responsive and equitable manner.



We value creative thinking and look for opportunities to collaborate and connect to deliver a better Lockyer Valley. We work together by recognising and sharing our talents, skills, experience and knowledge.

Annual Report 2020-2021

シアートシアナム

MESSAGE FROM THE MAYOR

STRONG FINANCIAL POSITION

I am pleased to present the Annual Report for 2020/21. As a Council, we have continued our trend of sound financial management, which this year enabled us to achieve a credit rating upgrade from the Queensland Treasury Corporation.

We are proud to have no forecast borrowings in the 10-year forward forecast. Our focus continues to be on the sustainable management of the region's current assets and ensuring they are maintained and upgraded when necessary.

The community-focused Budget for 2020/21 resulted in the organisation being in its current strong financial position. We have continued to reign in debt and make loan repayments at an accelerated rate as we delivered a fourth consecutive operational surplus. We have paid down another \$1.51M of principal repayments on debt, with all debt forecast to be paid off by 2036. We have \$34.60M in cash and investments and continue to remain focused on paying down debt while finding efficiencies. This is all while still delivering on and improving our core services.

COLLABORATION

We have continued to recognise the important role partnerships play in achieving the best possible outcomes for our region.

Thanks to funding support from State and Federal Governments, we were able to commence construction on Fairways Park Stage 1 in October. The multi-milliondollar facility and all-abilities park is a major asset for our region and is testament to the growth we are seeing here in the Lockyer Valley. This is the first time our community has been involved in a park design from the very beginning and we extend our thanks to all levels of Government for the funding support they have provided to this project.

Refurbishment works on the Gatton Shire Hall were also completed. The \$2.08M program was jointly funded by the Australian Government and Queensland Government, in association with Council. This major renovation has not only refreshed the facility, but greatly improved the hall's capabilities to service our growing community both now and into the future.

We continue to work alongside our neighboring Councils on a range of initiatives, including securing long-term, sustainable water for the Lockyer Valley through the Lockyer Valley and Somerset Water Collaborative and land for a regional hospital for the Lockyer Valley.



ACKNOWLEDGEMENT

The Lockyer Valley is now home to more than 42,000 residents, 3000 businesses and spans more than 2200 square kilometres. The country living and city convenience is becoming increasingly attractive as people continue to seek to secure that sought-after work-life balance. Our population is expanding by more than 1.5 percent per annum, which is a clear indicator that our region really is a wonderful place to live, work and play.

And while, as an organisation we have certainly delivered some major achievements, they were only made possible through our close internal partnerships. I extend my sincere thanks to Councillors, CEO Ian Church, the Executive Leadership Team and staff for their commitment to our Council and our community.



Cr Tanya Milligan MAYOR

Community Engagement and Development; Media and Communications; Disaster Management; Economic Development

MESSAGE FROM THE CHIEF EXECUTIVE OFFICER

The achievements highlighted in this Annual Report contribute towards Council realising its vision for the region. That vision is to deliver services that enhance the liveability of our region, in a sustainable way, while embracing our diversity.

OUR CUSTOMERS AND COMMUNITY

Despite the impact of COVID-19, Council continued to provide excellent customer service throughout the year. When COVID restrictions were imposed, Council utilised its Pandemic Business Continuity Plan to ensure that service interruptions to our community were minimised. This is demonstrated by the fact that we received and dealt with 13,469 written customer requests and 27,507 phone calls during the year. Council also continued to reduce red tape through its planning and development business improvement project. 240 development applications were lodged with Council and 201 decided exceeding statutory time frames. 1475 plumbing inspections.

Council continued its commitment to community engagement by completing specific engagement projects such as the Fairways Park upgrade; illegal dumping and misuse of rural bins; drought support including the Drought Support Expo; Forest Hill silos mural consultation and many more. The Natural Resource Management and Biosecurity Plans were completed during the year as were the Environment, Tourism and Economic Development Strategies. Council recognised the importance of community and sporting groups in our regions by providing them with direct financial assistance in the amount of \$287,353, along with the provision of significant in-kind support.

ADVOCACY

Council continued to engage with the Queensland Government for a new hospital and improved health services within our region. Council also remained an active member of the Council of Mayors South East Queensland (COMSEQ) to ensure the Lockyer region benefits from projects initiated by COMSEQ, such as City Deals and Resilient Rivers.

Council continued its important work with the Lockyer and Somerset Water Collaborative to augment water supply for irrigation. The Collaborative released the Business Case and determined to form a Company Limited by Guarantee to continue with the next stage of the project.

Council staff also worked hard during the year to mitigate the adverse impacts of the Inland Rail Freight project and achieved a milestone by submitting a detailed response to the Helidon to Calvert Environmental Impact Statement.

OUR EMPLOYEES

In order to ensure that the journey to implement our desired values-based culture did not lose momentum, Council continued with the implementation of the recommendations of the Organisational Effectiveness Review (OER), completed towards the end of the 2019 calendar year. Council's desired culture will have a strong focus on leadership and people with Our Corporate Values as the building blocks by which we shape behaviour.

OUR FINANCIAL FUTURE

Council experienced particularly strong revenue growth during the 2020/2021 financial year, despite predictions to the contrary based on the impacts of COVID-19. Fees and charges in all areas of Councils operations were higher than budget due to significantly increased regional development activity. This led to a particularly strong Operating result for the year of \$7.71M. Council also achieved record levels of grant funding for projects from the Australian and Queensland Governments, which were able to be applied to a number of significant projects such as Fairways Park at Hatton Vale (\$4M), the refurbishment of the Gatton Shire Hall (\$2.08M), roadwork and footpath projects (\$3.93M). Total capital expenditure for the 2020/2021 financial year was \$17.25M.

At 30 June 2021 Council had \$34.60M cash reserves and total debt of \$21.57M, reduced from \$23.08M at 30 June 2020. All long-term financial sustainability indicators remain positive.

ACKNOWLEDGEMENT

I would like to congratulate the Mayor, Tanya Milligan, and Councillors for their leadership throughout what was a difficult year. With your support we moved further towards developing an organisation focused on providing outstanding service to our community.

I also sincerely thank the committed employees of Council who dedicate themselves to improving the liveability of the region for our residents, both present and future.



Ian Church Chief Executive Officer



LOCKYER VALLEY REGIONAL COUNCIL **HIGHLIGHTS 2020 - 21**

1489 km

OF COUNCIL-MAINTAINED ROAD NETWORK



127 PROPERTY ACCESS APPLICATIONS ASSESSED

220

HEAVY VEHICLE ROAD ACCESS APPLICATIONS ASSESSED



186.3 ha OF COUNCIL-MAINTAINED AND MOWED PARKS AND GARDENS



78 PARKS AND GARDENS MAINTAINED

10.9 ha

OF CEMETERY LAND MAINTAINED

530

BUILDING, PLUMBING & PLANNING INFORMATION REQUEST & FORM 19'S RESPONSES ISSUED - AN INCREASE OF 51.5 PER CENT ON 2019-20



38 TOWN PLANNING CERTIFICATES ISSUED

- AN INCREASE OF 138 PER CENT ON 2019-20.

84

Lockyer Valley Regional Council

PRELODGEMENTS ISSUED - AN INCREASE OF 37.7 PER CENT ON 2019-20



ESTIMATED CONSTRUCTION COSTS

BUILDING APPLICATIONS

PLUMBING APPLICATIONS

171

COMPLETED

COMPLETED

272

\$162.65M

COMMERCIAL AN INCREASE OF 137 PER AN INCREASE OF 17 CENT ON 2019-20 COSTS PER CENT ON 2019-20

\$52.25M

218

DOMESTIC -

LOTS WERE PLAN SEALED - AN **INCREASE OF 78 PER CENT ON** 2019-20.



172

ADDITIONAL LOTS APPROVED -AN INCREASE OF 68 PER CENT ON 2019-20.



PLANNING APPLICATIONS WERE

RECEIVED BY COUNCIL



201

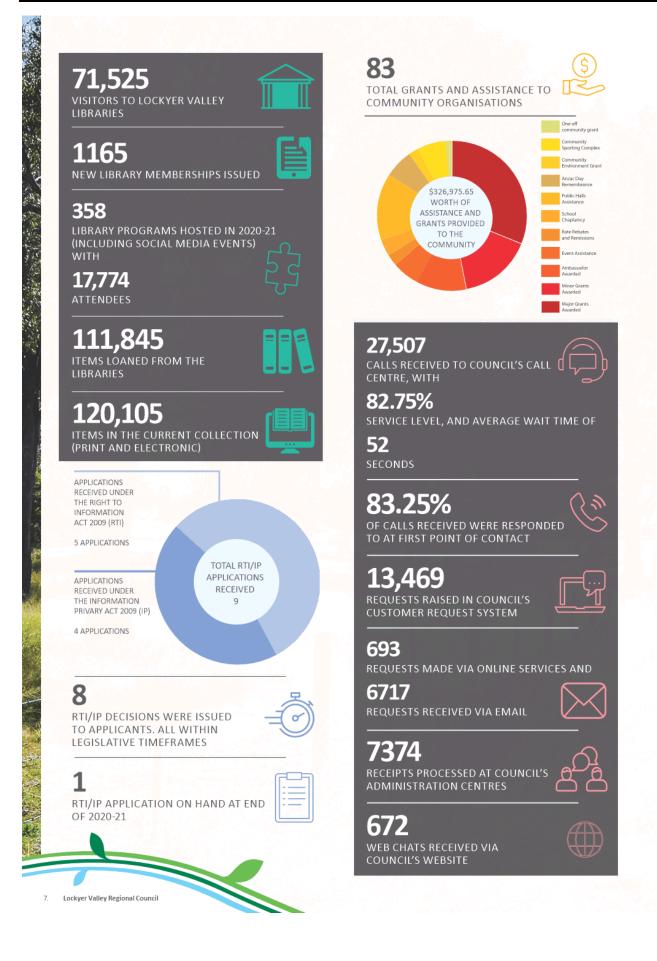
APPLICATIONS WERE DECIDED BY COUNCIL

5



242 New dual bins delive		149,823 litres	
RESIDENTIAL DWELLING		OF ILLEGALLY DUMPED WASTE RECOVERED	
10 NEW DUAL BINS DELIVE COMMERCIAL PREMISES		19 INFRINGEMENTS ISSUED TO IDENTIFIED OFFENDERS	
55 ADDITIONAL BINS DELIV RESIDENTIAL DWELLING		\$27,552 OF INFRINGEMENTS ISSUED	
9 ADDITIONAL BINS DELIV COMMERCIAL PREMISES		LANDFILL WASTE DIVERTED TO RECYCLING:	
		48.42 t ELECTRONIC WASTE	
14,937 RESIDENTIAL PROPERTIES SERVICED	7970 RESIDENTIAL WASTE BINS SERVICED	296.5 t AGRICULTURAL TRICKLE TAPE	
V		→ 1,124.95 t → PAPER CONCRETE	
7827 RESIDENTIAL RECYCLE BINS SERVICED	308 COMMERCIAL PROPERTIES SERVICED	STEEL CANS TYRES RECEIVED 1031 13.06t	
@		20.96t CHEMICAL DRUMS	
337 COMMERCIAL WASTE BINS SERVICED	298 COMMERCIAL RECYCLING BINS SERVICED	31.22 t ALUMINIUM CANS	
24 4 2 2 4 .		OZONE DEPLETING REFRIGERANT GASES SUCCESSFULLY AND SAFELY RECLAIMED FRO	DM
2143.34 t		1431	

Attachment 1







COUNCILLORS AND THEIR PORTFOLIOS

Lockyer Valley Regional Council, comprising the Mayor and six Councillors, is the elected body responsible for the good governance of the Lockyer Local Government Area. The elected body has legal obligations requiring members to represent the current and future interests of Lockyer Valley residents. They are democratically elected and accountable to their communities for the decisions they make and the services they provide. Their role also includes other responsibilities such as providing high quality leadership to the community, participating in Council meetings; developing policy and making decisions that are in the interests of the whole community.

The Mayor and Councillors are bound by a Code of Conduct, which is their public commitment to open, accountable and ethical standards of behaviour. The community also plays an important role in contributing to good democratic governance by participating in Council elections, being actively involved in community engagement programs and providing feedback on current issues and the services provided.

Each Councillor was responsible for a portfolio which aligned with their interests and strengths.

PHOTOS OF COUNCILLORS



Cr Tanya Milligan (Mayor)

Community
 Engagement and
 Development; Media
 and Communications;
 Disaster
 Management;
 Economic
 Development



Cr Jason Cook (Deputy Mayor)

 Waste; Facilities and Recreation;
 Community Groups:
 Sport and Recreation



Cr Michael Hagan

Libraries, the
 Arts and Child
 Care; Health
 (including regional
 health initiatives);
 Environment; Local
 Laws



Cr Janice Holstein – Civil Operations;

Infrastructure Planning; Parks, Gardens and Cemeteries



Cr Brett Qualischefski

 Information,
 Communication and Technology,
 Organisational
 Development;
 Tourism



Cr Rick Vela

– Strategic Land Use Planning; Development Assessment; Building and Plumbing



Cr Chris Wilson – Finance; Business Performance; Business Unit Review



10

Annual Report 2020-2021

L' LI LINNINININININI

ORGANISATIONAL STRUCTURE





Attachment 1 Draft Annual Report 2020-21

EXECUTIVE LEADERSHIP TEAM



lan Church Chief Executive Officer



Amanda Pugh -Group Manager Community and Regional Prosperity



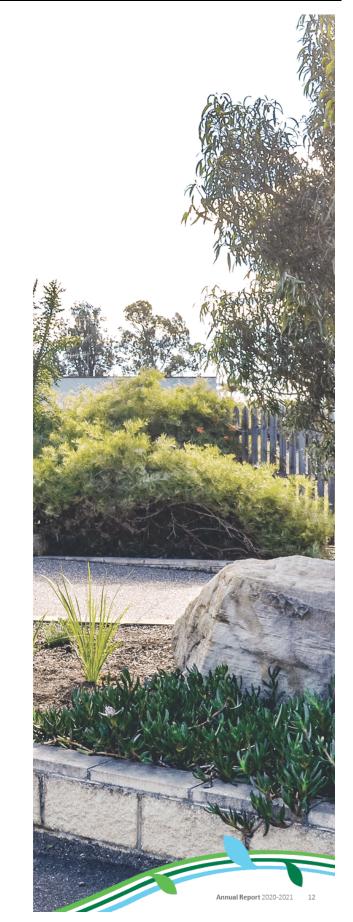
Angelo Casagrande -Group Manager Infrastructure



Dan McPherson – Acting Group Manager Infrastructure



Anna Hebron -Group Manager People and Business Performance



EMPLOYEES

EMPLOYEE PULSE SURVEYS

Based on the recommended strategies outlined in Council's Organisational Effectiveness Review (OER) Report, the Executive Leadership Team (ELT) identified one of the top priority strategies to improve organisational effectiveness was to implement regular employee pulse surveys. Council has committed to undertake employee pulse surveys on a quarterly basis as a means to gauge insight and the sentiment of employees on key organisational dynamics at Council. By utilising a number of the same metrics throughout the employee pulse surveys, Council will be able to effectively measure and track its progress in critical areas including, but not limited to trust, communication, values and safety.

END OF YEAR AWARDS

Council has reinvigorated its End of Year Awards to provide a formal mechanism to celebrate and recognise the significant achievements across the organisation that are aligned with our corporate values. The purpose of this initiative is to formally recognise and appreciate the ability of our employees and teams to embrace and live our corporate values, even in times of unprecedented change whilst continuing to deliver a high level of service and support to our community.

ORGANISATIONAL STRUCTURE REALIGNMENT

Another priority recommendation stemming from the OER Report was for Council to undertake a robust review of its organisational structure and implement a new structure to align functions that naturally fit together to break down silos and improve communication across the organisation. Following a period of significant consideration and consultation, the newly aligned organisational structure was embedded into the organisation in late July 2020. This structure has brought together functions that play a vital role in end-to-end processes and share a common skillset/focus, inevitably enabling the organisation to reduce duplication and promote a more consistent approach to how we look after our infrastructure and our customers. The ultimate benefits of this structure include improved service quality, communication, process improvement and flexibility, all of which were outlined in the OER Report as required improvements to the organisation.

SAFETY AND WELLBEING

Council's continued commitment to ensuring the best possible safe system of work was measured through participation in a third-party audit program, resulting in Council's Safety Management System achieving certification to AS 4801 for the first time. This certification demonstrates leadership, commitment and participation from all levels and functions of the organisation. The future direction of work health and Safety (WHS) at Council continues to be driven by an annual safety management plan (SMP) that assigns monthly actions, including a program of inspections, audits and surveillance. The aim of the SMP for the next reporting period will be to ensure all recommendations for improvement recognised during the third-party audit are implemented, including the integration of WHS into all aspects of Council's procurement and contractor engagement processes. By actively working with our suppliers and contractors, Council expects to deliver improved health and safety outcomes over the coming year. Council's Wellbeing Committee continues to actively support employees by promoting the importance of physical and mental health and wellbeing through a variety of different mechanisms and initiatives.

13. Lockyer Valley Regional Council



EMPLOYEES AT A GLANCE

As at 30 June 2021, Council employed a total of 327 employees. The following table identifies the breakdown of full time equivalent (FTE) positions by employment type as at 30 June 2021 (excluding vacant positions).

EMPLOYMENT TYPE	HEADCOUNT	FTE NUMBER AT 30 JUNE
Contract of Employment	23	22.89
Full Time (Permanent)	215	215.00
Full Time (Maximum Term)	21	21.00
Part Time (Permanent)	30	21.40
Part Time (Maximum Term)	7	5.14
Casual (Based on Hours Worked)	31	10.53
TOTAL	327	295.96

EXECUTIVE LEADERSHIP TEAM

The total remuneration packages for senior executives including base salary, vehicle allowance and superannuation for 2020-21 was \$1,008,282.55.

REMUNERATION RANGE	NUMBER OF EXECUTIVE LEADERSHIP TEAM PAID
\$200,000 - \$300,000	3
\$300,000 - \$400,000	1





2

and the

語ないと

COMMUNITY FINANCIAL REPORT

WHAT IS A COMMUNITY FINANCIAL REPORT?

The Community Financial Report aims to simplify the financial statements of Lockyer Valley Regional Council to enable our community, business partners, customers and employees to better understand how we performed financially (pg 45).

The report provides graphical representation of the financial position, financial performance and cash flows as well as changes in community equity, to provide a simple, comprehensive view of Council's financial results for the period 1 July 2020 to 30 June 2021.

REPORT OUTLINE

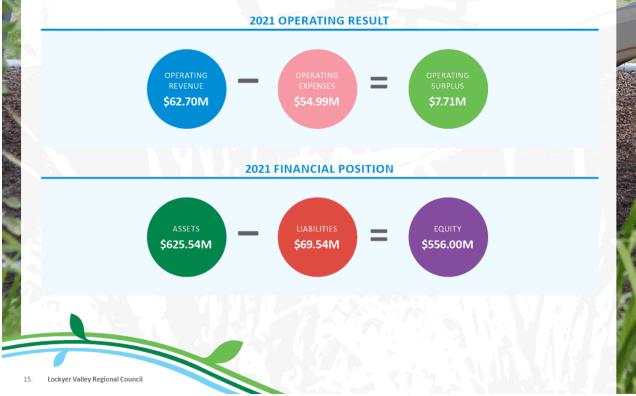
SUMMARY OF KEY RESULTS MEASURES OF SUSTAINABILITY

FINANCIAL OVERVIEW

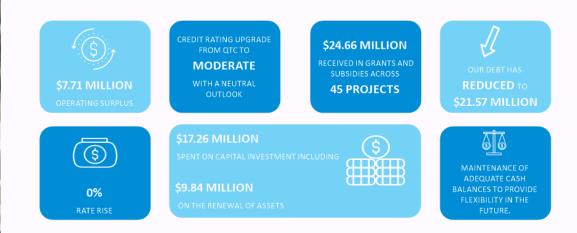
Revenue & expenditure sets, liabilities & community eq

SUMMARY OF KEY RESULTS

During the 2020-21 financial year, Lockyer Valley Regional Council continued to deliver its program of core services to the community while consolidating its base to maintain financial sustainability during uncertain economic times. Continuing the success of previous financial years, the results for the current year once again include the achievement of an operating surplus and completion of a significant capital works program. Despite the recent difficult times faced not only by Council but by the whole world from the COVID-19 pandemic, this is Council's fifth genuine surplus in a row, continuing the improved financial position established in the 2017 year.



These results can be highlighted through the following:



MEASURES OF SUSTAINABILITY

Sustainability measures provide evidence of Council's ability to continue operating and to provide an acceptable level of service to the community both currently and in the longer term. Local governments are required to report on three financial sustainability measures being an asset sustainability ratio, a net financial liabilities ratio and an operating surplus ratio each of which is presented below.

RATIO	EXPLANATION	TARGET	2021	TARGET MET	COMMENT
Operating surplus ratio	Measures the extent to which revenues raised cover operational	Between 0% and 10%	12.30%	×	This ratio is above the target range as operating revenues have exceeded operating expenditures.
	expenses only or are available for capital funding purposes or other purposes.				Greater than expected increases in revenues and underspends in expenditure have contributed to the higher result.
Asset sustainability ratio	This measure reflects the extent to which infrastructure assets managed by Council are being replaced as they reach the end of their useful lives.	>90%	95.16%	V	This ratio has met the target. Council continuously improves asset and service management planning and places a focus and commitment to renewal works.
Net financial liabilities ratio	Measures the extent to which net financial liabilities of Council can be serviced by its operating revenues.	< 60%	38.23%	V	This ratio has performed substantially better than the forecast included in the 2020/2021 budget. This is a direct result of the strong closing cash balance and a higher revenue result than forecast.

The long-term financial forecast shows Council's commitment to achieving operating surpluses in the forecast years as well as sustained improvements in the net financial liabilities ratio. The forecast for the Asset Sustainability Ratio is derived from Council's Asset Management Plans. While the forecast shows that there will be years when the ratio is slightly lower than the target level, the average ratio over the life of the forecast meets the threshold set by the Department.

16

Annual Report 2020-2021

FINANCIAL OVERVIEW

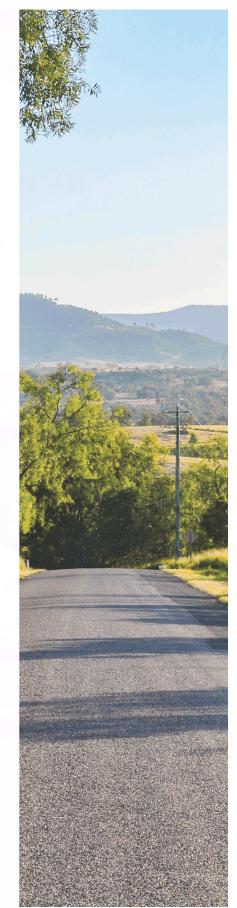
The Statement of Comprehensive Income measures how Council performed in relation to income and expenses during the financial year. This statement illustrates how money received from Council operations is spent.

For the 2020-21 financial year, Council had budgeted for an operating surplus of \$4.34 million. The higher than expected operating surplus result of \$7.71 million is due to the higher than anticipated operating revenue and less expenditure through materials and services.

The achievement of the fifth operating surplus in a row indicates that the long-term sustainability of the organisation continues to remain on track to achieve Council's long-term financial goals, despite the difficult times that continue to be faced due to the COVID-19 pandemic. It shows Council's continued commitment to operating within its means, providing stability for its future financial and operational sustainability and an improved ability to withstand unexpected financial shocks.

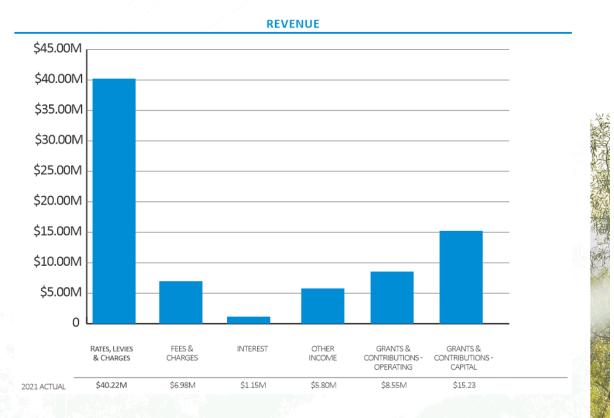
Council will continue to place increased focus on managing finances through the current difficult and uncertain times to ensure the continued provision of core services to our community.





REVENUE SOURCES – WHERE DOES THE MONEY COME FROM?

For the 2020-21 financial year, Council received \$62.71 million in operating revenue and \$15.23 million in capital revenue.



While revenue from rates and charges is the main source of income, revenue from fees and charges has seen a significant increase as a result of higher than expected building and development fees. Due to economic stimulus packages released by the Federal and State Governments, the building industry has seen a very significant increase in demand. This has resulted in increased development works and consequent increases across many of Council fees and charges including development application fees, plumbing and building fees and infrastructure charges.

The investment in Urban Utilities has also continued to provide strong returns with Council's share of profit supplemented by interest on the shareholder loan and payments for income tax equivalents required under National Competition Policy.

Capital grants, subsidies, contributions and donations have seen a significant increase over the prior year due to economic stimulus programs from the Federal and State Governments. Some of the major grants include COVID Works for QLD \$1.7 million, COVID Unite and Recover \$3.74 million, Local Roads and Community Infrastructure (LRCI) Program and Building Better Regions. Council committed to using those funds to reduce the impact on ratepayers while delivering important facilities and services for the community. Council continues to manage those funds and projects in a way that maximises local job creation and sustainability and an ongoing economic stimulus for local businesses.

18

Annual Report 2020-2021

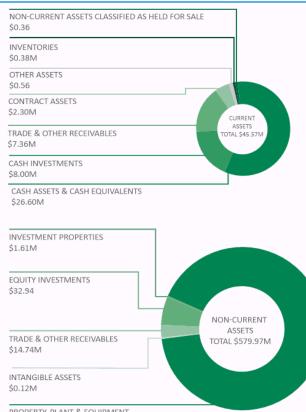
EXPENDITURE – WHERE DOES THE MONEY GO? Council incurs both operating and capital expenditure in the provision of services to our local community. For the 2020-21 financial year, Council spent \$54.99 million in operating expenditure and \$8.37 million in capital adjustments. **EXPENSES** \$30.00M \$25.00M \$20.00M \$15.00M \$10.00M \$5.00M 0 EMPLOYEE DEPRECIATION MATERIALS FINANCE BENEFITS AND COSTS AND AMORTISATION SERVICES \$25,103 \$17.061 \$1510 \$11,320 2021 ACTUAL During the 2020-21 financial year, total operational expenditure reduced by \$5.94 million or 10.79 per cent on the prior year. Employee costs have seen a significant reduction from the prior year predominately related to the implementation of the structure realignment following the Organisational Effectiveness Review and vacancy savings. Materials and services has also decreased with genuine savings in fuel and power costs, as well as reduced expenditure on consultancy services from the prior year. Depreciation continues to be a significant cost and is constantly under review through the asset revaluation process. Changes have been made in the 2019/2020 financial year comparatives across Employee Costs, Materials and Services, and Depreciation to account for adjustments relating to intangible assets identified as not meeting the asset recognition criteria under the Australian Accounting Standards. This has been detailed in Note 29 of the Annual Financial Statements.

19. Lockyer Valley Regional Council

STATEMENT OF FINANCIAL POSITION

The *Statement of Financial Position* measures what we own (our assets) and what we owe (our liabilities) and our net worth (equity) at the end of the Financial Year.

ASSETS - WHAT WE OWN



PROPERTY, PLANT & EQUIPMENT \$530.57M

Council's total cash and cash equivalents increased by \$8.29 million from 2019-20. Council's cash balance at the end of 2021 was \$34.60 million (2020 \$26.31 million).

Non-current assets have decreased overall from 2020, with most of the movement relating to the significant decrease in fair value of land assets by \$15.2 million or approximately 29% compared to the 2020 valuation. Bridge assets also saw a significant reduction in fair value by approximately \$3.8 million due to the reduction in the remaining useful lives at the substructure component level and a reduction in the condition rating of seven poorly constructed bridges, which have previously been disclosed in Council's Financial Statements Note 25 Contingent Liabilities. Stormwater assets presented a decrease \$2.52 million as a result of an improvement in the data analysis,

investigation and questioning of values provided by the valuer in previous financial years. Most other categories presented minor or immaterial changes and are a direct result of updated condition data and remaining useful lives.

There has also been a reduction in the value of intangible assets by \$2.85 million in line with the application of adjustments relating to Software as a Service (SaaS) agreements held by Council.

For the 2021 financial year, Council's capital additions totalled \$17.26 million in capital works with a further \$3.26 million in developer contributed assets. Works in progress at year end totalled \$9.36 million. The level of completed works was around 70% of the budgeted amount and was mostly renewal and upgrade work in accordance with Council's Asset Management Plans.

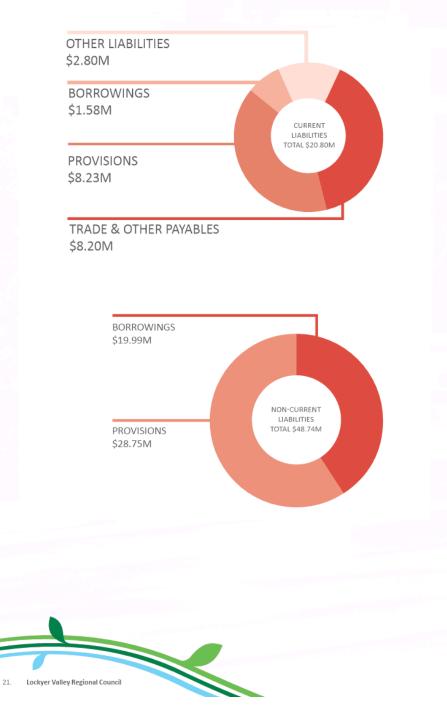
20

Annual Report 2020-2021

LIABILITIES – WHAT WE OWE

Total liabilities have decreased from the previous year and this is mainly because of a decrease in provisions. The decrease in provisions was to account for costs associated with the Organisational Effectiveness Review and structure realignment which occurred in 2019.

Council's largest liability continues to be the provisions for the rehabilitation of land fill and quarry sites across the region in accordance with environmental requirements. These provisions are generated to recognise the estimated future costs of restoring and maintaining Council's quarries and landfills throughout the region and are reviewed and adjusted annually. There was a decrease reflected in Council's provision for refuse restoration and quarry rehabilitation due to the change in discount rates.





OUR DEBT

Like most other Local Government Authorities throughout Australia, Lockyer Valley Regional Council utilises loan borrowing to fund the construction of new infrastructure to service the needs of our growing community.

Council's debt policy is based on sound financial management practices with borrowings restricted as follows:

- Council will not utilise loan funds to finance
 operational activities
- Council will endeavour to fund all capital renewal works from operating cash flows and borrow only for new or upgrade projects.

During 2020-21 Council did not borrow any new funds and made repayments of \$1.58 million on existing debt balances.

At 30 June 2021 the amount of debt was 3.45 per cent of Council's total assets.

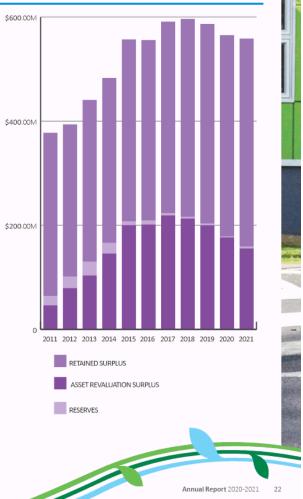
STATEMENT OF CHANGES IN EQUITY

The Statement of Changes in Equity measures the changes in our net wealth and shows the movements in our retained earnings, reserves and asset revaluation surplus.

In the 2020-21 financial year, our net worth decreased by \$6.49 million or 1.15 per cent with the main contributor being a decrease of \$21.07 million in our asset revaluation surplus. The decrease in the asset revaluation surplus is due to the revaluation of infrastructure assets identified in the above section on Assets.

The market that assets are transacted and/or valued in is being impacted by the uncertainty the COVID-19 outbreak has caused. The current market uncertainty means that the impacts on sale prices and volumes will remain unknown until the market has stabilised however, based on currently available information, there is no material change observable in the asset values provided.

At the end of the year Council's equity balance is \$556.00 million.



COMPARATIVE EQUITY BALANCES

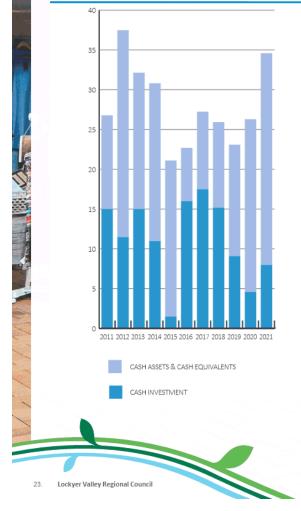
STATEMENT OF CASH FLOWS

The Statement of Cash Flows outlines how we received and spent cash throughout the year. The closing balance reflects how much cash Council had at year end.

Council generated a net amount of \$15.28 million from its operating activities which relates to payments received from customers, interest revenue, and noncapital grants and contributions, less the payments to employees and suppliers, and interest on Council's loans.

In conjunction with the proceeds of the disposal of assets, capital grants, and other investment distributions, the cash generated from operating activities was used in the purchase of assets such as property, plant and equipment, and principal repayments off Council's debt.

At 30 June 2021, Council's total cash balance was \$34.60 million which, taking into account Council's cash investments, was a net increase in cash of \$8.29 million during the 2020-21 financial year.



COMPARATIVE CASH BALANCES





CONCLUSION

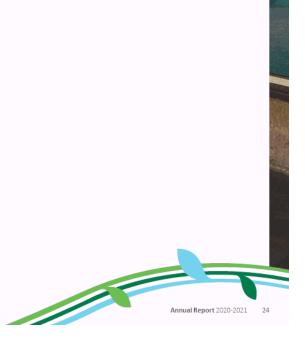
Maintaining Council's financial position to support long-term financial and operational sustainability remains a priority for Council. We continue to focus on balancing community expectations with financial sustainability, delivering projects and services while maintaining community assets and financial capital.

Our current position delivers the stability that our long-term financial strategy provides for and allows Council to meet its future obligations and demands of our community in the foreseeable future.

The results for the 2020-21 financial year show that Council has continued to deliver on its promise to achieve operating surpluses, despite the difficult times we all continue to face through the COVID-19 pandemic. External factors such as the pandemic have highlighted the importance of having a sound longterm plan, and appropriate financial support from other levels of government so we can deliver increasing value-for-money for our ratepayers.

The high level of completed capital works and a clear focus on renewing existing assets is further evidence of Council's determination to achieve a financially sustainable future.

We will continue to make decisions that are in the best interest of the community that we all live in and are proud to call home as we stay focused on the organisation's trend of sound financial management



DELIVERING THE OPERATIONAL PLAN 2020-21

LOCKYER COMMUNITY

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

CORPORATE PLAN 2017-2022 OUTCOMES	2020-21 PERFORMANCE
1.1 A community with fair and reasonable access to services.	• Commenced a review of services provided by Council to determine appropriate levels of service required for the community. Reviews were conducted on the Lockyer Valley Function Centre and Staging Post Café, Lake Dyer Caravan and Camping Ground, weekend facility and bin cleaning, regional development, general rating categories and waste services.
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.	 80% of stage one Fairways Park Project delivered. Commenced initial investigations on stage one rationalization of Council's parks network.
1.3 Enhanced wellbeing and safety of the community.	• Completed a review and updated Council's closed-circuit television (CCTV) policy, procedure and memorandum of understanding with the region's Queensland Police Service representatives.
1.4 Council seek to understand community needs, resulting in partnerships that realise long-term benefits for the community in a timely manner.	 Commenced a review of current service level arrangements in place with the region's community and sporting groups.
1.5 Events and activities that bring together and support greater connectivity in the community.	 Commenced a review of Council's Events Strategy to develop an action plan to guide the delivery of the required outcomes. Draft Community Activation Strategy developed.
1.6 The community's preparedness for disasters is improved through community education, training and strong partnerships between Council and other agencies.	• Conducted a Local Disaster Management Group Exercise which identified disaster management planning recommendations to manage potential landslip incidents within the Mt Whitestone area.
	Conducted a disaster management exercise to test evacuation centre plans.Review of the Local Disaster Management Plan completed.
Lockyer Valley Regional Council	

LOCKYER BUSINESS FARMING AND LIVELIHOOD

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

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

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

	CORPORATE PLAN 2017-2022 OUTCOMES	2020-21 PERFORMANCE
\	2.1 Encourage opportunities for the Lockyer /alley to drive economic and community outcomes.	 Advocated to limit the adverse economic and environmental impacts of the Inland Rail Project, by conducting community awareness campaigns and made a submission to the Coordinator General on the Environmental Impact Statement for the Helidon to Calvert section of the Inland Rail Project.
		 Sought opportunities for economic development from Inland Rail by participating in the Australian Government sponsored Interface Improvement Program.
		 Advocated for improved water security and supply for the region by completing a detailed business case for the Lockyer and Somerset Water Collaborative Irrigation Scheme.
		 Advocated for passenger rail from Toowoomba to Brisbane. Participating in the preparation of the Passenger Rail Business Case with multiple stakeholders.
e	2.2 Maximise opportunities through engagement and partnership with stakeholders to achieve a strong resilient economy.	 Formed a Lockyer Valley Equine and Racing Collaborative with representatives from the Lockyer Valley Turf Club, Racing Queensland, University of Queensland School of Vet Science and Regional Development Australia. Commenced the development of a business case with the Collaborative to pursue the vision of a Lockyer Valley Equine Precinct for the region. Worked with key stakeholders to advocate for opportunities to improve the region's liveability including improved regional health services.
	2.3 Promote and market the Lockyer Valley as a destination for commerce, tourism and lifestyle.	• Developed a five-year Tourism Strategy which identifies opportunities to promote and market the region.
	2.4 Attract and support education and employment opportunities for the community.	• Delivered the funded drought communities program, which included the appointment of a drought support officer, renewed the footpath on Patrick Street Laidley and installed a new footpath on Fairway Drive. The program also included a weed control program in some of the region's creeks and repairs to the Forest Hill Skatepark facility.
	2.5 Foster a flexible, supportive and inclusive pusiness environment.	• Developed a five-year Economic Development Strategy which identifies opportunities for improved economic outcomes for the region.
		Annual Report 2020-2021 26

LOCKYER NATURE

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

CORPORATE PLAN 2017-2022 OUTCOMES	2020-21 PERFORMANCE
3.1 Lockyer Valley's natural assets are managed, maintained and protected.	• Developed a five-year Environment Strategy which will inform the development of the Natural Management Strategy and Plan, the Biosecurity Plan and Catchment Action Plan.
3.2 Council's policies and plans support environmentally sustainable development.	• Developed a five-year Environment Strategy which guides Council's strategic position on the environment.
3.3 Community and private landholders' stewardship of natural assets increases.	 Commenced a review of the Catchment Action Plan to enable a managed approach to maintaining the region's catchments.
	 Completed phase 1 and 2 on the Lockyer Creek Sediment Stabilization, Revegetation and Maintenance Project.
	• Completed stage 1 and 2 of the Tenthill Creek Catchment Community Resilience Project.
	• Completed weed control, regeneration and revegetation in Lake Apex and Freeman.
3.4 Locals and visitors experience our natural assets.	• No specific operational plan deliverable completed for 2020-21.
3.5 Council and the community actively reduce waste, recycle and reuse more.	 Draft lease and contract arrangements for the Materials Recovery and Recycling Facility developed for review and comment by contractor. Commenced a site study for the identification of a suitable location for a new Waste Resource Recovery Centre.
3.6 Council and the community actively reduce consumption of non-renewable resources.	 Commenced data collection and energy efficient improvements for high use facilities. Terms of reference for







Lockyer Valley Regional Council

27.

LOCKYER PLANNED

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

CORPORATE PLAN 2017-2022 OUTCOMES	2020-21 PERFORMANCE
I.1 Growth and development in the region is ustainably managed through the adoption and mplementation of the Lockyer Valley Planning scheme.	• Work on the redrafting of the Lockyer Valley Regional Planning Scheme continued. This included the development of a draft development manual with peer review consultation completed and a response to the State Interest Check submitted.
I.2 Provision of fit-for-purpose infrastructure which meets the current and future needs of he region.	 Achieved 93% practical completion of the original budgeted projects in the Infrastructure Capital Delivery Program. Achieve 95% practical completion of the external funded program of works for the Civil Operations Branch. Completed a review of infrastructure charges. Developed a six-month forward schedule of capital works for roads and drainage assets.
I.3 A development assessment process that delivers quality development that is consistent with legislation, best practice and community expectations.	• Implemented a number of improvements identified in the Development Assessment Continuous Improvement Plan.
I.4 Regional collaboration and targeted idvocacy that drives external funding, for imely delivery of key infrastructure and enhanced community outcomes.	 Conducted a review of the Helidon to Calvert Environmental Impact Statement for the Inland Rail Project designs and provided feedback on the impacts to Council owned infrastructure. Commenced a review of the feedback provided on the Public-Private Partnership tender for the Inland Rail Project. Participated in regular stakeholder meetings with the Transport and Main Roads development team.
I.5 An integrated approach to the planning of Il communities that strengthens local identity and lifestyle.	 Advocated to Urban Utilities on capacity requirements to support the region's future growth.
	Annual Report 2020-2021

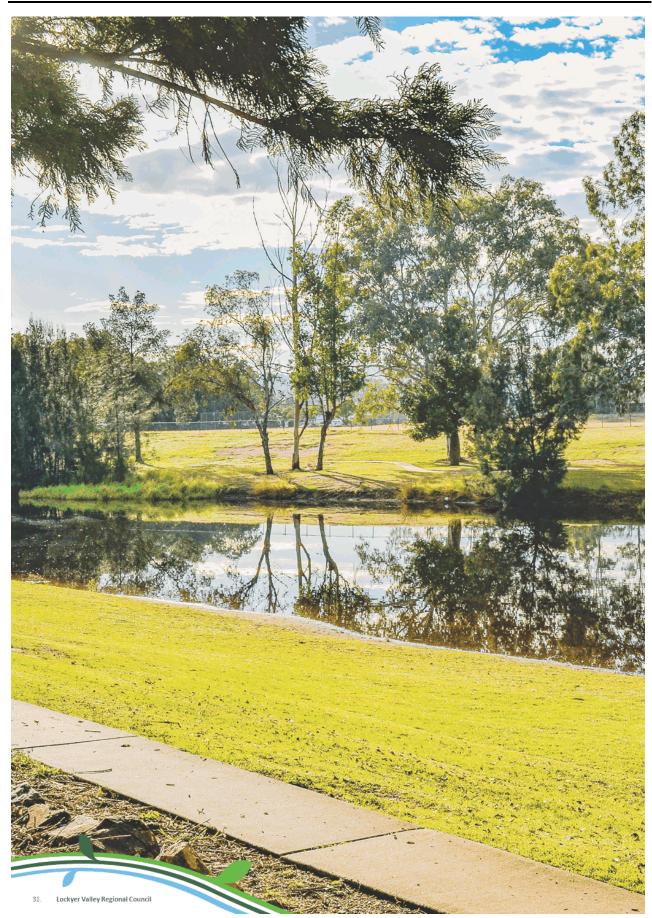
ommunity. .ockyer Council: A well-managed, transparent and accountable organisation that gives the community confidence, lemonstrates financial sustainability, where customers are satisfied with our services and our employees are proud t vork.	
CORPORATE PLAN 2017-2022 OUTCOMES	2020-21 PERFORMANCE
5.1 Undertake robust and accountable financial, resource and infrastructure planning and management to ensure affordable and sustainable outcomes for our community.	 Completed a review of Council's rates revenue streams and fees and charges and included in the annual budget and long-term financial forecast.
	 Completed a review of the management and operation of the Lockyer Valley Function Centre and Staging Post Café, with operations now managed by private lease.
	 Developed a risk-based plan to deliver the recommendations of the independent review conducted on procurement functions.
	 Commenced sale of land process for seven council owned properties.
5.2 Excellence in customer service to our community.	 Conducted a review on Council's Customer Service Charter to improve Council's commitment to customers.
	 Implemented the Bookable software system to streamline the booking process for Council's Facilities.
5.3 Actively engage with the community to inform council decision making processes.	• Commenced the development of a Communication Strategy to clearly define Council's approach to internal and external communication.
5.4 Commit to open and accountable governance to ensure community confidence and trust in council and our democratic values.	 Delivered Council's audit and risk management function including four Audit and Risk Management Committee Meetings, completed three internal audit reviews and finalised audit recommendations from previously conducted reviews.
5.5 Promote a values-based culture that appreciates and empowers its workforce.	 Commenced the development and the negotiation of new Enterprise Bargaining Agreements (EBA) for field and office based employees.
	• Developed a Performance Leadership Framework for the Corporate Leadership Team.
	• Implemented and completed a series of integrity awareness training programs including Code of Conduct and Workplace Bullying and Harassment.
5.6 Provide leadership and contemporary management systems that drive a coordinated and connected organisation.	 Continued implementation of Organisational Effectiveness Review recommendations, including regular employee pulse surveys.
	• Identified and implemented a series of continuous improvement initiatives throughout the organisation.

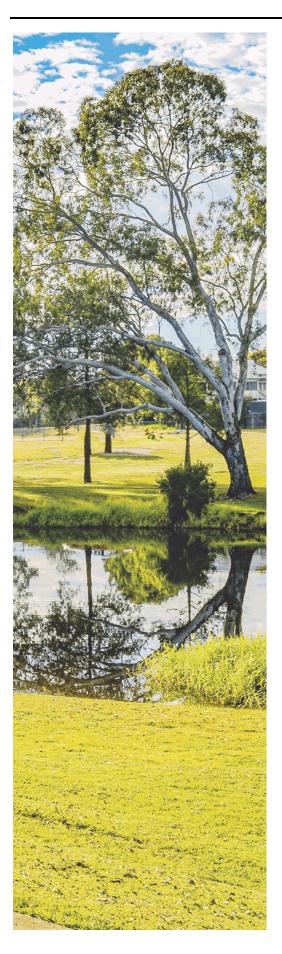


CORPORATE PLAN 2017-2022 OUTCOMES	2020-21 PERFORMANCE
5.7 Compliant with relevant legislation.	 Implemented 90% of the agreed work health and safety recommendations to achieve AS/NZS 4801 certification and improved work health and safety function.
	Commenced a review of Council's local laws and subordinate local laws.
5.8 Deliver reliable internal support services.	 Commenced the implementation of a suite of information technology initiatives to minimise Council's exposures to cyber risk. Including the implementation of Multi-Factor Authentication.
	 Developed a draft Information, Communication and Technology Strategy and implementation Road Map to guide the organisation's information, communication and technology requirements.
	• Implemented mobile technology for field based staff to enable defect logging and task management to be directly captured within Council's software systems whilst working in the field.
	Annual Report 2020-202

-

(- 11 - - 12 -





STATUTORY INFORMATION

BENEFICIAL ENTERPRISES

Council did not have any partnership arrangements or conduct any business with beneficial enterprises under section 41 during the reporting period.

CONDUCT OF BUSINESS ACTIVITIES

Council did not conduct any business activities under section 43 of the *Local Government Act 2009* during the 2020-21 financial year.

COMPETITIVE NEUTRALITY COMPLAINTS

Council did not receive any competitive neutrality complaints during the 2020-21 financial year.

PARTICULAR RESOLUTIONS

RESOLUTIONS MADE DURING THE FINANCIAL YEAR UNDER SECTION 250(1):

In accordance with section 185 (b) of the *Local Government Regulation 2012* there were no resolutions made by Council during the 2020-21 under section 250.

RESOLUTIONS MADE DURING THE FINANCIAL YEAR UNDER SECTION 206(2):

In accordance with section 185 (b) of the *Local Government Regulation 2012*, there were no resolutions made by Council during the 2020-21 year under section 206 (2) setting the amount for each different type of non-current physical asset below which the value of an asset of the same type must be treated as an expense.



「日本」というない

COUNCILLORS

COUNCILLOR REMUNERATION

As required under section 186(a) of the *Local Government Regulation 2012*, the table below outlines the total remuneration, including superannuation contributions, paid to each Councillor during the 2020-21 financial year.

Mayor: \$130,583.96	Deputy Mayor: \$81,61	5.04 C	ouncillor: \$69,371.90	
NAME	REMUNERATION	ALLOWANCES	SUPERANNUATION	TOTAL
Cr Tanya Milligan (Mayor)	\$130,583.96	\$4000.10	\$15,669.94	\$150,254.00
Cr Jason Cook (Deputy Mayor)	\$81,615.04	\$12,500.02	\$9793.94	\$103,909.00
Cr Michael Hagan	\$69,371.90	\$12,500.02	\$8324.42	\$90,196.34
Cr Janice Holstein	\$69,371.90	\$12,500.02	\$8324.42	\$90,196.34
Cr Brett Qualischefski	\$69,371.90	\$12,500.02	\$8342.42	\$90,196.34
Cr Rick Vela	\$69,371.90	\$12,500.02	\$8324.42	\$90,196.34
Cr Chris Wilson	\$69,371.90	\$12,500.02	\$8324.42	\$90,196.34
COUNCILLOR EXPENSES				

As required under section 186(b) of the *Local Government Regulation 2012* the table below outlines the expenses incurred by and the facilities provided to each councillor during the 2020-21 financial year.

NAME	PHONE AND ICT COSTS	MOTOR VEHICLES	TRAINING, CONFERENCES AND FUNCTIONS	TOTAL
Cr Tanya Milligan (Mayor)	\$600.56	\$10,368.02	\$5536.61	\$16,505.19
Cr Jason Cook (Deputy Mayor)	\$600.56	-	\$81.52	\$682.08
Cr Michael Hagan	\$601.94	-	\$321.80	\$923.74
Cr Janice Holstein	\$599.88	-	\$271.35	\$871.23
Cr Brett Qualischefski	\$402.50	-	\$80.00	\$482.50
Cr Rick Vela	\$599.88	-	\$161.81	\$761.69
Cr Chris Wilson	\$599.88	-	\$161.81	\$761.69

33. Lockyer Valley Regional Council

ことのであるとうとないないであるというな

ATTENDANCE AT COUNCIL MEETINGS

As required under section 186(d) of the *Local Government Regulation 2012*, the table below details the number of local government meetings each Councillor attended during the financial year ending 30 June 2021.

NAME	ORDINARY MEETINGS (12 HELD)	SPECIAL MEETINGS (3 HELD)	TOTAL
Cr Tanya Milligan (Mayor)	11	3	14
Cr Jason Cook (Deputy Mayor)	12	3	15
Cr Michael Hagan	12	3	15
Cr Janice Holstein	11	3	14
Cr Brett Qualischefski	12	3	15
Cr Rick Vela	12	3	15
Cr Chris Wilson	12	3	15

EXPENSES REIMBURSEMENT AND PROVISION OF FACILITIES FOR COUNCILLORS

In accordance with section 250 of the *Local Government Regulation 2012,* Council must have an Expenses Reimbursement Policy for Councillors.

The objective of the policy is to ensure the payment of legitimate and reasonable expenses incurred by Councillors for discharging their duties and responsibilities as Councillors; and to provide facilities to Councillors for those purposes. This is to ensure that Councillors are not financially disadvantaged as a result of carrying out their official duties.

This policy does not deal with the provision of remuneration, nor does it cover non-business-related expenses or facilities expenses incurred by other people, including a Councillor's partner. Council's Expenses Reimbursement & Provision of Facilities for Councillors Policy is available on Council's website.







Annual Report 2020-2021

34



ADMINISTRATIVE ACTION COMPLAINTS

Council is committed to dealing fairly with administrative action complaints by receiving, enabling, responding to and reviewing customer complaints in a professional and cost-effective manner. By reviewing, reflecting and learning from the complaints, Council is able to improve services to the community.

The administrative action complaints that were processed through Council's Complaints Management System in 2020-21 were rated as either minor or moderate in nature. Investigations were conducted, with a majority of the responses provided within the identified response timeframe.

Administrative action complaints were submitted for a variety of reasons, including the conduct of council staff whilst, completing their duties; compliance matters not actioned; road maintenance requests not actioned and rating and systems processing matters.

ADMINISTRATIVE ACTION COMPLAINTS 2020-21 REPORTABLE ITEMS UNDER SECTION 187 OF THE LOCAL GOVERNMENT REGULATION 2012

NUMBER
16
13*
7
1

35. Lockyer Valley Regional Council

RECORD OF COUNCILLOR CONDUCT AND PERFORMANCE COMPLAINTS

Under section 150P(2)(a) of the *Local Government Act 2009*, one complaint was referred to the Office of the Independent Assessor. A decision under section 150W of the *Local Government Act 2009*, has not been made on the complaint by the Office of the Independent Assessor.

SECTION OF LGA	TYPE OF ORDER/COMPLAINT	NUMBER
1501 (2)	Orders made about unsuitable meeting conduct	0
150AH (1)	Orders made for inappropriate conduct	0
150AR (1)	Decisions, order and recommendations made*	0
150P (2)(a)	Complaints referred to assessor by Council, a Councillor and/or the Chief Executive Officer	1
150P (3)	Complaints referred to the Crime and Corruption Commission	0
150R (2)	Notices Issued	0
150S (2)(a)	Notices Issued	0
150W (a)	Decisions made	0
150AC (3)(a)	Referral notices accompanied by a recommendation from the assessor	0
150AF (4)(a)	Occasions information was given	0
Chapter 5A, part 3 division 5	Occasions the local government asked another entity to investigate the suspected inappropriate conduct of a councillor	0
150AJ (1)	Applications heard by the conduct tribunal about the alleged misconduct of a councillor	0

OVERSEAS TRAVEL

Section 188 of the *Local Government Regulation 2012* requires the disclosure of information relating to the overseas travel of both elected members and Council. No overseas travel was undertaken by a Councillor or Council Officer during the 2020-21 financial year.

36

Annual Report 2020-2021

GRANTS TO COMMUNITY ORGANISATIONS

The following grants were made to community organisations under Council's Community Grants and Assistance Policy and Procedure.

DRGANISATION	PROJECT DESCRIPTION	GRANTED
CATEGORY 1 - MAJOR COMMUNITY GRANTS PROGR COUND 1	AM	
lagstone Creek Primary School P & C	Playground Improvements for Sensory Processing Development	\$4000.00
Gatton Campdraft Association	Grantham Project	\$4000.00
Gatton Jubilee Golf Club	Earthworks on Golf Course / Realignment of 2nd Hole	\$3500.00
Satton Pony Club	Additional Concrete Slabs off Club House	\$3000.00
latton Vale & District Pony Club	Portable Dressage Arena	\$3000.00
aidley Golf Club	Equipment upgrade	\$1500.00
aidley Kindergarten Association	Irrigation to natural grass in front entry	\$4000.00
ockyer Multicultural Association	Enhancing community engagement with Gatton Village Markets	\$3737.00
ockyer Valley Celtic Pipe Band Inc.	New Drums for LVCPB	\$4000.00
ockyer Valley Netball Association Incorporated	Fence along creek bank at Cahill Park	\$4000.00
Aulgowie Cricket Club	MCC equipment upgrade	\$3900.00
pirit of the Valley Events Inc.	A3 Printer Copier	\$3500.00
teve Jones Community Men's Shed Withcott	Storage / Timber Shed	\$2095.00
he Returned and Services League of Australia, QLD Branch, Laidley Sub-Branch	Equipment Acquisition	\$2000.00
Vithcott Helidon Lions Club	Air Conditioned Kitchen	\$3750.00
OUND 2		
orest Hill Community Development Association Inc.	Park Seating	\$2887.50
orest Hill State School P&C	Fundraising Equipment	\$4000.00
Gatton Rugby League Football Club Inc.	Canteen Fridge	\$4000.00
Glenore Grove Public Hall Assn Inc.	Cleaning equipment	\$1498.00
Grantham State School P&C	Grantham Fun Day/Time Capsule Opening	\$4000.00
aidley Agricultural and Industrial Society	Shade shelters	\$2985.00
ockyer Antique Motor Association Inc.	Portable Sound System	\$4000.00

37. Lockyer Valley Regional Council

À

ľ

Attachment 1 Draft Annual Report 2020-21

1

	TOTAL	\$89,053.80
Upper Lockyer Little Athletics Inc.	Line Marking Machine with Boom Sprayer	\$3701.30
Lockyer Valley Toastmasters Club	21st Century Toastmasters in the Lockyer Valley	\$4000.00
Lockyer Information & Neighbourhood Centre Inc. Trading as: Lockyer Community Centre	Community Tech Hub	\$4000.00
Lockyer Equestrian Group Inc.	Event Promotion and Safety: Brenda Whittman Classic 2* Dressage	\$4000.00

ORGANISATION	PROJECT DESCRIPTION	AMOUNT GRANTED
CATEGORY 2 - MINOR COMMUNITY GRANTS PROGR	АМ	
Gatton Swim Club	Australia Day Classic 2021	\$500.00
Gatton State School	3S Outdoor Furniture	\$500.00
Rotary International – Bronze Sponsorship	Bronze Sponsorship 2021	\$909.09
Lockyer Valley Art Society Inc.	Relocation of Kiln	\$400.00
Laidley District State School	Donation	\$363.64
Ma Ma Creek Exhibition	Ma Ma Creek Exhibition 2021 – 8th exhibition	\$500.00
Laidley District State School	Term 2 2021 Legend Medallions	\$195.50
Gatton Kindergarten	Bike-A-Thon 2021	\$200.00
Laidley Ambulance	Laidley Ambulance 100 Year Celebration	\$730.00
Special Children's Christmas Parties (SCCP)	Special Children's Christmas Party 2021	\$340.00
The Rotary Club of Toowoomba City Inc./Cruise for Cancer	Cruise for Cancer – 29/8/21	\$500.00
Laidley District State School	Under 8's Day	\$400.00
Gatton Show Society	Camp Draft at 2021 Gatton Show	\$500.00
	TOTAL	\$6038.23

In the set of the

38

Annual Report 2020-2021

CATEGORY 3 - AMBASSADOR SUPPORT AND SCHO		40.00.00
Sporting Assistance - State Event	3 recipients at \$100 per person	\$300.00
Sporting Assistance National Event in QLD	2 recipients at \$150 per person	\$300.00
National Event Interstate	1 recipient at \$200 per person	\$200.00
School Dux Award	Lockyer District High School	\$1000.00
School Dux Award	Laidley State High School	\$1000.00
School Dux Award	Faith Lutheran College	\$1000.00
	TOTAL	\$3800.00
ORGANISATION	DESCRIPTION	AMOUN1 GRANTED
CATEGORY 4 – EVENT ASSISTANCE		
NAIDOC	Funding support for NAIDOC celebrations	\$4000.00
Chrome and Clutter Retro Festival	Funding support for festival	\$5000.00
Heavy Horse Field Days	Funding Support for field days	\$4000.00
Colours of the Lockyer	Funding support for event	\$3000.00
Gatton Campdraft Association	Funding support for ranching event	\$3000.00
	TOTAL	\$19,000.00
ORGANISATION	PROPERTY ID	AMOUN1 GRANTED
CATEGORY 5 – RATE REBATES AND REMISSIONS		
Lutheran Church of Australia Queensland	214760	\$2375.78
Lockyer Riding for the Disabled	278160	\$1208.00
	TOTAL	\$3583.78
	States To The States of P	

-

ORGANISATION	AMOUNT
CATEGORY 6 - SCHOOL CHAPLAINCY 20	20-2021
Gatton State School	\$2500.00
Lockyer District High School	\$2500.00
Laidley State High School (including services smaller schools)	\$5000.00
TOTAL	\$10,000.00

CATEGORY 7 - PUBLIC HALLS ASSISTANCE	2020-2021

TOTAL	\$20,400.00
Ingoldsby Recreation Centre	\$1700.00
Gatton Senior Citizens Centre	\$1700.00
Stockyard Creek Public Hall	\$1700.00
Junction View Public Hall	\$1700.00
Murphys Creek Community Centre	\$1700.00
Fordsdale School of Arts	\$1700.00
Ma Ma Creek Community Centre	\$1700.00
Lockyer Waters Public Hall	\$1700.00
Glenore Grove Public Hall	\$1700.00
Mulgowie Public Hall	\$1700.00
Blenheim Public Hall	\$1700.00
Forest Hill School of Arts	\$1700.00

CATEGORY 8 - ANZAC DAY REMEMBRAN	CE
Gatton RSL	\$2500.00
Helidon RSL	\$400.00
Withcott Progress Association	\$400.00
Grantham/Ma Ma Creek RSL	\$400.00
Murphys Creek Progress Association	\$400.00
TOTAL	\$4100.00

ORGANISATION	DESCRIPTION	AMOUNT GRANTED
CATEGORY 9 – CO	MMUNITY ENVIRO	NMENT GRANT
Lockyer Citizens Action Inc.	Wildlife camera and environmental workshops	\$4000.00
Withcott State School	Tree replacement program (drought)	\$4000.00
TOTAL		\$8000.00
Category 10 - Com	munity Sporting Cor	mplex
Cahill Park Sports	Complex	\$101,149.84
Ropehill Communi	ty Sports Centre	\$30,000.00
Bichel Oval		\$13,750.00
Gatton Soccer Clul	D	\$4400.00
Withcott Soccer Cl	ub	\$5000.00
ΓΟΤΑΙ		\$154,299.84
	and the second	
ORGANISATION	DECODIDITION	AMOUNT
ORGANISATION	DESCRIPTION	GRANTED
ONE-OFF GRANT	το community of	_
	το community of	_
ONE-OFF GRANT BY COUNCIL RESC Upper Lockyer Little Athletics Inc.	TO COMMUNITY OF DUTION Installation of ground irrigation – Council resolution 17 March 2021 20-	RGANISATION
DNE-OFF GRANT BY COUNCIL RESC Upper Lockyer Little Athletics nc.	TO COMMUNITY OF DUTION Installation of ground irrigation – Council resolution 17 March 2021 20-	RGANISATION \$8700.00
ONE-OFF GRANT BY COUNCIL RESC Upper Lockyer Little Athletics Inc.	TO COMMUNITY OF DUTION Installation of ground irrigation – Council resolution 17 March 2021 20-	RGANISATION \$8700.00
ONE-OFF GRANT BY COUNCIL RESC Upper Lockyer Little Athletics	TO COMMUNITY OF DUTION Installation of ground irrigation – Council resolution 17 March 2021 20-	RGANISATION \$8700.00
ONE-OFF GRANT BY COUNCIL RESC Upper Lockyer Little Athletics Inc.	TO COMMUNITY OF DUTION Installation of ground irrigation – Council resolution 17 March 2021 20-	RGANISATION \$8700.00
ONE-OFF GRANT BY COUNCIL RESC Upper Lockyer Little Athletics Inc.	TO COMMUNITY OF DUTION Installation of ground irrigation – Council resolution 17 March 2021 20-	RGANISATION \$8700.00

ALL A

COUNCIL FACILITIES FEE WAIVERS

Fee waivers for the use of Council's facilities were granted at a total cost of \$76,294.67.

BUSHFIRE RECOVERY EXCEPTIONAL ASSISTANCE FUNDING

Lockyer Valley Regional Council was successful in obtaining \$50,000 of grant funding through the Bushfire Recovery Exceptional Assistance Immediate Support Package, an initiative of the Commonwealth Government. The Eligible Scope for this funding was "Immediate maintenance and repairs to relief and evacuation centres".

Offers to submit requests for funding were made to the thirteen halls listed in Council's Community Grants and Assistance Procedure under Category 7 (Public Halls Assistance). The following grants were awarded:

ORGANISATION	DESCRIPTION	AMOUNT GRANTED
Fordsdale School of Arts	Hall security and safety	\$7220.00
Forest Hill School of Arts	Hall repairs	\$7220.00
Glenore Grove Public Hall	Hall repairs	\$7220.00
Ingoldsby Recreation Club	Fridge replacements	\$3900.00
Mulgowie Public Hall	Hall repairs and maintenance	\$7220.00
Stockyard Creek Community Hall	Construction of safe access to hall	\$10,000.00
The Gatton & District Committee on the Ageing	Hall repairs	\$7220.00
	TOTAL	\$50,000.00

REGIONAL ARTS DEVELOPMENT FUND (RADF)

The Regional Arts Development Fund is a partnership between the Queensland Government and Council to support local arts and culture in the region. Funding was distributed to the following recipients during the 2020-2021 financial year.

ORGANISATION	DESCRIPTION	AMOUNT GRANTED
Noosa Film Academy	Screen production workshops for youth	\$6000.00
EA Browne	Further learning	\$1325.00
Faith Lutheran College	Dance workshops and showcase	\$3700.00
Gatton Quilters Inc.	Sense of Place	\$1250.00
Lockyer Regional Performing Arts	Anne of Green Gables	\$5225.00
ILeung	Exploring Lake Apex through sound	\$3393.00
	TOTAL	\$20,893.00

41. Lockyer Valley Regional Council

COUNCILLOR DISCRETIONARY FUNDS

Mayoral Donation Funds were only granted for the period of 1 July 2020 to 14 October 2020, the cessation of councillor discretionary funds was done so to ensure compliance with changes to the *Local Government Act 2009*.

ORGANISATION	DESCRIPTION	AMOUNT
Ropeley State School	Wreath made by school	\$200.00
Gatton State School	Donation towards Mulch for class 3S Garden	\$150.00
Gatton Camp Draft Association	Provision of awards and Sponsorship of ACA Accredited	\$1000.00
Laidley State School	Term 3 2020 Legend Medallions	\$208.65
	TOTAL	\$1558.65

COMMERCIAL BUSINESS UNITS

Council did not maintain any Commercial Business Units during the 2020-21 financial year.

ACTION TAKEN INVOLVING SPECIAL ARRANGEMENTS

Council was not supplied with any services, facilities or activities by another local government under any agreements or joint activities and for which any special rates or charges were levied, during the financial year.

CHANGES TO TENDERS

Council did not issue invitations to change any tenders under section 228(8) of the *Local Government Regulation 2012* during 2020-21.



CONCESSIONS FOR RATES AND CHARGES GRANTED

Part 10 of the *Local Government Regulation 2012* provides Council with the ability to grant concessions to property owners in certain circumstances. For the 2020-21 financial year concessions were granted to the following properties:

- Property ID 100850 Short term payment commitment extension approved with no interest charges for a six-month period, ending on 31 December 2021.
- Property ID 196170 A short term payment extraction for the July to December 2020 deferment to a maximum period of 6 months to pay the rates and charges with no loss of discount has been approved.
- Property ID 268650 payment extension with no interest to the 31 December 2021 no loss of discount and no interest charged.
- Property ID 102690 Payment extension to have full payment by 30 March 2021 no loss of discount and no interest charged.
- Property ID 100370 Payment extension to have full payment by 30 March 2021 no loss of discount and no interest charged.
- Property ID 232480 Payment extension to have full payment by 30 March 2021 no loss of discount and no interest charged.
- Property ID 183650 A short term payment extension with no loss of discount and no interest charges for the period 1 July 2020 to 31 December 2020.
- Property ID 111010 An approved payment commitment outside Council's Debt Collection Policy. A review of your commitment will take place in December 2021.
- Property ID 111980 payment extension, no loss of discount if paid in full on or before 25-03-2020. No interest to be charged.

PENSION SUBSIDY CONCESSION

Lockyer Valley Regional Council's Pension Subsidy is to help eligible pensioner property owners to remain in their own homes by reducing the financial impact of rates and charges levied. Eligibility and applying of the concession are completed in accordance with Part 10 of the *Local Government Regulation 2012*.







REGISTERS MAINTAINED

Registers maintained by Council:

- Register of Councillor and Senior Management Interests.
- Register of Related Parties.
- Register of Delegations by Council.
- Register of Delegations by the Chief Executive Officer.
- Register of Roads.
- Register of General Charges and Regulatory Fees.
- Register of Local Laws and Subordinate Local Laws.
- Asset Registers.
- Fraud and Corruption Allegation Register.
- Loss Register.
- Land Record.
- Lobbyist Register.
- Key Corporate Risk Register.
- Audit Recommendations Register.
- Policy Register.
- Register of Infrastructure Charges Audits.
- Complaints Management System Register.

INTERNAL AUDIT

Internal audit activities are performed by a qualified internal audit consultant on a wholly outsourced basis. For the 2020-21 financial year, O'Connor Marsden and Associates provided this service.

The Audit and Risk Management Committee endorsed a revised Internal Audit Plan (Plan) on 18 June 2020, with the revised Plan adopted by Council on 15 July 2020. Internal Audit Progress Reports were presented to the Audit and Risk Management Committee meetings in August 2020, December 2020, March 2021 and June 2021.

Internal audit projects for the financial year included:

- Development of a Risk Assurance Map.
- Review of Payroll and Remuneration Processes.
- Development of Vendor and Payroll Data Analytics.
- Review of Lessons Learned from the Pandemic

A review of the performance of the work performed by Council's contracted Internal Auditor in accordance with s.207(3), *Local Government Regulation 2012* was conducted by the Audit and Risk Management Committee in March 2021 with the findings presented to Council on 17 March 2021.





Lockyer Valley Regional Council GENERAL PURPOSE FINANCIAL STATEMENTS

for the year ended 30 June 2021

Our Mission: Lead, engage, empower.





General Purpose Financial Statements for the year ended 30 June 2021

Table o	f Contents	Page
1 Prima	ry Financial Statements:	
Statom	ent of Comprehensive Income	2
	ent of Financial Position	2
	ent of Changes in Equity	3 4
	ent of Cash Flows	5
	to the Financial Statements	5
	Details	Paura
1	Information about these financial statements	Page 6
2(a)	Council functions - component descriptions	8
2(b)	Council functions - analysis of results by function	9
3	Revenue	10
4	Other income	13
5	Capital income	13
6	Employee benefits	14
7	Materials and services	14
8	Finance costs	15
9	Capital expenses	15
10	Cash and cash equivalents	16
11	Receivables	17
12	Other assets	18
13	Non-current assets held for sale	18
14	Associated Entities	19
15	Investment property	22
16	Property, plant and equipment	23
17	Intangible assets	33
18	Contract balances	34
19	Leases	35
20	Payables	37
21	Borrowings	37
22	Provisions	37
23	Asset revaluation surplus	38
24	Commitments for expenditure	40
25 26	Contingent liabilities	41
20	Superannuation - Regional Defined Benefit Fund	41
27	Reconciliation of net result for the year to net cash inflow (outflow)	43
28	from operating activities	
	Reconciliation of liabilities arising from financing activities	44
29 30	Correction of error	45
31	Events after the reporting period Financial instruments and financial risk management	46
32	Transactions with related parties	47
52	Additional disclosures	51
32	Reserves	50
33	Council information and contact details	53 55
		55
3. Manag	jement Certificate	56
4. Indepe	endent Auditor's Report	57
5. Currei	nt Year Financial Sustainability Statement	59
	ate of Accuracy - Current Year Financial Sustainability Statement	61
	ident Auditor's Report - Current Year Financial Sustainability Statement	62
	lited Long Term Financial Sustainability Statement	
Certifica	te of Accuracy - Unaudited Long Term Financial Sustainability Statement	64 66
	structured Long rount individuo Gustaniability Statement	00



Statement of Comprehensive Income for the year ended 30 June 2021

	Notes	2021 \$'000	2020 \$'000
Income			
Revenue			
Recurrent revenue			
Rates, levies and charges	3a	40,220	40,179
Fees and charges	3b	6,983	4,967
Sales revenue		1,153	871
Grants, subsidies, contributions and donations	3c	8,551	9,107
Total recurrent revenue		56,907	55,124
Capital revenue		10.015	1 000
Grants, subsidies, contributions and donations	3c	13,615	4,298
Total capital revenue	2	13,615	4,298
Other income Rental income	19	338	380
Interest received	15	1,151	1,293
Profit from equity accounted investments	14	2,320	2,152
Other income	4	1,990	2,599
Capital income	5	1,616	655
Total other income	ă la	7,415	7,079
Total income		77,937	66,501
Expenses			
Recurrent expenses			
Employee benefits	6	25,103	29,149
Materials and services	7	17,061	17,913
Finance costs	8	1,510	1,983
Depreciation and amortisation:			
 Property, plant and equipment 	16	11,297	11,296
- Intangible assets	17	23	589
Total recurrent expenses		54,994	60,930
Other expenses			
Capital expenses	9	8,365	2,166
Total other expenses		8,365	2,166
Total expenses		63,359	63,096
Net result		14,578	3,405
Other comprehensive income			
Items that will not be reclassified to net result			
Increase/(decrease) in asset revaluation surplus	16	(21,067)	(22,925)
Total other comprehensive income for the year		(21,067)	(22,925)
Total comprehensive income for the year		(6,489)	(19,520)

The above statement should be read in conjunction with the accompanying notes and Significant Accounting Policies.



Statement of Financial Position as at 30 June 2021

		2021	2020
	Notes	\$'000	\$'000
ASSETS			
Current assets			
Cash and cash equivalents	10	34,602	26,309
Receivables	13	7,358	5,382
Inventories		380	363
Contract assets	18	2,302	116
Other assets	12	569	504
Non-current assets held for sale	13	360	152
Total current assets		45,571	32,826
Non-current assets			
Receivables	11	14,735	14,735
Equty accounted investments	14	32,940	32,056
Investment property	15	1,605	2,110
Property, plant and equipment	16	530,568	548,639
Intangible assets	17	121	2,972
Total non-current assets		579,969	600,512
TOTAL ASSETS		625,540	633,338
Current liabilities	20	8 108	6 071
LIABILITIES Current liabilities Payables Contract liabilities	20	8,198	6,071
Current liabilities Payables Contract liabilities	18	2,798	2,016
Current liabilities Payables Contract liabilities Borrowings	18 21	2,798 1,580	2,016 1,506
Current liabilities Payables Contract liabilities	18	2,798	2,016 1,506 9,939
Current liabilities Payables Contract liabilities Borrowings Provisions Total current liabilities	18 21	2,798 1,580 8,226	2,016 1,506 9,939
Current liabilities Payables Contract liabilities Borrowings Provisions Fotal current liabilities	18 21 22	2,798 1,580 8,226 20,802	2,016 1,506 9,939 19,532
Current liabilities Payables Contract liabilities Borrowings Provisions Total current liabilities Borrowings	18 21 22 21	2,798 1,580 8,226 20,802 19,987	2,016 1,506 9,939 19,532 21,570
Current liabilities Payables Contract liabilities Borrowings Provisions Total current liabilities Borrowings Provisions	18 21 22	2,798 1,580 8,226 20,802 19,987 28,752	2,016 1,506 9,939 19,532 21,570 29,748
Current liabilities Payables Contract liabilities Borrowings Provisions Total current liabilities Borrowings Provisions Total non-current liabilities	18 21 22 21	2,798 1,580 8,226 20,802 19,987 28,752 48,739	2,016 1,506 9,939 19,532 21,570 29,748 51,318
Current liabilities Payables Contract liabilities Borrowings Provisions Total current liabilities Borrowings Provisions Total non-current liabilities TOTAL LIABILITIES	18 21 22 21	2,798 1,580 8,226 20,802 19,987 28,752 48,739 69,541	2,016 1,506 9,939 19,532 21,570 29,748 51,318 70,850
Current liabilities Payables Contract liabilities Borrowings Provisions Total current liabilities Borrowings Provisions Total non-current liabilities TOTAL LIABILITIES	18 21 22 21	2,798 1,580 8,226 20,802 19,987 28,752 48,739	2,016 1,506 9,939 19,532 21,570 29,748 51,318
Current liabilities Payables Contract liabilities Borrowings Provisions Total current liabilities Borrowings Provisions	18 21 22 21	2,798 1,580 8,226 20,802 19,987 28,752 48,739 69,541	2,016 1,506 9,939 19,532 21,570 29,748 51,318 70,850
Current liabilities Payables Contract liabilities Borrowings Provisions Total current liabilities Borrowings Provisions Total non-current liabilities TOTAL LIABILITIES Net community assets	18 21 22 21	2,798 1,580 8,226 20,802 19,987 28,752 48,739 69,541	2,016 1,506 9,939 19,532 21,570 29,748 51,318 70,850
Current liabilities Payables Contract liabilities Borrowings Provisions Total current liabilities Borrowings Provisions Total non-current liabilities Total non-current liabilities TOTAL LIABILITIES Net community assets COMMUNITY EQUITY Asset revaluation surplus	18 21 22 21 21 22	2,798 1,580 8,226 20,802 19,987 28,752 48,739 69,541 555,999	2,016 1,506 9,939 19,532 21,570 29,748 51,318 70,850 562,488
Current liabilities Payables Contract liabilities Borrowings Provisions Total current liabilities Borrowings Provisions Total non-current liabilities Total non-current liabilities TOTAL LIABILITIES Net community assets COMMUNITY EQUITY	18 21 22 21 21 22	2,798 1,580 8,226 20,802 19,987 28,752 48,739 69,541 555,999	2,016 1,506 9,939 19,532 21,570 29,748 51,318 70,850 562,488 176,991

The above statement should be read in conjunction with the accompanying notes and Significant Accounting Policies.



Statement of Changes in Equity for the year ended 30 June 2021

Restated balance as at 1 July 2020 176,991 384,191 1,306 562,484 Net result - 14,578 - 14,578 Other comprehensive income - (21,067) - (21,067) Total comprehensive income for the year - (21,067) - (21,067) Total comprehensive income for the year - (21,067) - (21,067) Transfers to reserves - (3,088) 3,088 - Transfers from reserves - (3,088) 3,088 - Balance as at 30 June 2021 155,924 396,987 3,088 555,999 2020 199,916 383,591 3,200 586,70 Correction of prior period errors 29 - (2,473) - (2,473) Adjustment on initial application of AASB 15 / AASB 1058 29 - (2,226) - (2,226) Net result - 3,405 - 3,405 - 3,405 Net result - 3,405 - (2,2925) - (22,925) - (22,925) - (22,925) <th></th> <th>Notes</th> <th>Asset revaluation surplus \$'000</th> <th>Retained surplus \$'000</th> <th>Other reserves \$'000</th> <th>Total equity \$'000</th>		Notes	Asset revaluation surplus \$'000	Retained surplus \$'000	Other reserves \$'000	Total equity \$'000
Restated balance as at 1 July 2020 176,991 384,191 1,306 562,488 Net result - 14,578 - 14,578 Other comprehensive income - (21,067) - (21,067) Other comprehensive income (21,067) - (21,067) - (21,067) Total comprehensive income for the year - (3,088) 3,088 - 1,306 (1,306) Transfers to reserves - (3,088) 3,088 - 1,306 (1,306) Balance as at 30 June 2021 155,924 396,987 3,088 555,999 2020 199,916 383,591 3,200 586,70 Correction of prior period errors - (2,473) - (2,473) Adjustment on initial application of AASB 15 / AASB 1058 29 - (2,226) - (2,226) Net result - 3,405 - 3,405 - 3,405 Net result - 3,405 - (2,925) - (22,925) - (22,925) Net result - 3,405 - <td>2021</td> <td></td> <td></td> <td></td> <td></td> <td></td>	2021					
Net result - 14,578 - 14,578 - 14,578 Other comprehensive income for the year - - - (21,067) - - (21,067) - - 10,06 - - - - - - - - - - - <td>Balance as at 1 July 2020</td> <td></td> <td>176,991</td> <td>384,191</td> <td>1,306</td> <td>562,488</td>	Balance as at 1 July 2020		176,991	384,191	1,306	562,488
Other comprehensive income for the year 16 (21,067) - (21,067) Other comprehensive income (21,067) - (21,067) - (21,067) Total comprehensive income for the year (21,067) 14,578 - (6,483) Transfers to reserves - (3,088) 3,088 - 1306 (1,306) Balance as at 30 June 2021 155,924 396,987 3,088 555,992 2020 199,916 383,591 3,200 586,70 Correction of prior period errors 29 - (2,473) - (2,473) Adjustment on initial application of AASB 15 / AASB 1058 199,916 378,892 3,200 582,000 Net result - 3,405 - 3,405 - (2,292) Other comprehensive income - - (22,925) - (22,925) - (22,925) Total comprehensive income - - (1,306) 1,306 - (3,200) Transfers from reserves - - (2,925) - (22,925) - (22,925)	Restated balance as at 1 July 2020		176,991	384,191	1,306	562,488
- Increase/(decrease) in asset revaluation surplus 16 (21,067) - (21,067) Other comprehensive income (21,067) - (21,067) - (21,067) Total comprehensive income for the year (21,067) 14,578 - (6,483) Transfers to reserves - (3,088) 3,088 - Transfers form reserves - (3,083) 3,088 - Balance as at 30 June 2021 155,924 396,987 3,088 555,995 2020 Balance as at 1 July 2019 199,916 383,591 3,200 586,70 Correction of prior period errors 29 - (2,473) - (2,247) Adjustment on initial application of AASB 15 / AASB 1058 29 - (2,226) - (2,22 Restated balance at 1 July 2019 199,916 378,892 3,200 582,004 Net result - 3,405 - (22,925) - (22,925) Other comprehensive income - (22,925) - (22,925) - (22,925) Total comprehensive income for the year -	Net result			14,578		14,578
Other comprehensive income (21,067) - (21,067) Total comprehensive income for the year (21,067) - (21,067) Transfers to reserves - (3,088) 3,088 Transfers to reserves - 1,306 (1,306) Balance as at 30 June 2021 155,924 396,987 3,088 555,993 2020 155,924 396,987 3,088 555,993 2020 155,924 396,987 3,088 555,993 2020 199,916 383,591 3,200 586,70 Correction of prior period errors 29 - (2,473) - (2,22) Restated balance at 1 July 2019 199,916 378,892 3,200 582,001 Net result - 3,405 - 3,405 - (22,925) Other comprehensive income - - (22,925) - (22,925) - (22,925) Total comprehensive income for the year - (1,306) 1,306 - 3,200 (3,200)	Other comprehensive income for the year					
Total comprehensive income for the year (21,067) 14,578 - (6,483) Transfers to reserves - (3,088) 3,088 - 1,306 - 1,306 Balance as at 30 June 2021 155,924 396,987 3,088 555,993 2020 155,924 396,987 3,088 555,993 Balance as at 1 July 2019 199,916 383,591 3,200 586,70 Correction of prior period errors 29 - (2,473) - (2,226) - (2,227) Restated balance at 1 July 2019 199,916 378,892 3,200 582,004 Net result - 3,405 - 3,400 - (22,925) - (22,925) - (22,927) Other comprehensive income - (22,925) - (22,925) - (22,925) - (22,925) Total comprehensive income for the year - (1,306) 1,306 - (19,524) Transfers to reserves - (1,306) 1,306 - (19,524)		16	(21,067)			(21,067)
Transfers to reserves - (3,088) 3,088 Transfers from reserves - 1,306 (1,306) Balance as at 30 June 2021 155,924 396,987 3,088 555,995 2020 155,924 396,987 3,088 555,995 Balance as at 1 July 2019 199,916 383,591 3,200 586,70 Correction of prior period errors 29 - (2,473) - (2,477) Adjustment on initial application of AASB 15 / AASB 1058 - (2,226) - (2,226) - (2,226) Restated balance at 1 July 2019 199,916 378,892 3,200 582,000 Net result - 3,405 - 3,400 - (22,925) - (22,925) Other comprehensive income - (22,925) - (22,925) - (22,925) Total comprehensive income for the year - (1,306) 1,306 Transfers to reserves - (1,306) 1,306 Transfers from reserves - (1,306) 1,306 Transfers from reserves - (1,306) - 3,200	Other comprehensive income		(21,067)	<u>ч</u>	-	(21,067)
Transfers from reserves - 1,306 (1,306) Balance as at 30 June 2021 155,924 396,987 3,088 555,993 2020 Balance as at 1 July 2019 199,916 383,591 3,200 586,70 Correction of prior period errors 29 - (2,473) - (2,47 Adjustment on initial application of AASB 15 / AASB 1058 - (2,226) - (2,22 Restated balance at 1 July 2019 - 3,405 - 3,400 Net result - 3,405 - 3,400 Other comprehensive income - - (22,925) - - (22,925) Total comprehensive income for the year - (1,306) 1,306 - - 1,306 - Transfers to reserves - - 3,200 (3,200) - - (1,306) 1,306	Total comprehensive income for the year		(21,067)	14,578	-	(6,489)
Balance as at 30 June 2021 155,924 396,987 3,088 555,995 2020 Balance as at 1 July 2019 199,916 383,591 3,200 586,70 Correction of prior period errors 29 - (2,473) - (2,47) Adjustment on initial application of AASB 15 / AASB 1058 - (2,226) - (2,226) - (2,227) Restated balance at 1 July 2019 199,916 378,892 3,200 582,000 Net result - 3,405 - 3,405 - 3,400 Other comprehensive income - (22,925) - (22,92 Other comprehensive income - (22,925) - (22,92 Total comprehensive income for the year - (1,306) 1,306 Transfers to reserves - (1,306) 1,306 Transfers from reserves - 3,200 (3,200)	Transfers to reserves		-	(3,088)	3,088	
2020 Balance as at 1 July 2019 Correction of prior period errors Adjustment on initial application of AASB 15 / AASB 1058 Restated balance at 1 July 2019 Net result - 3,405 - 3,405 Other comprehensive income - Increase/(decrease) in asset revaluation surplus 0ther comprehensive income - Increase/(decrease) in asset revaluation surplus 16 (22,925) 7 total comprehensive income for the year - (1,306) - 3,200 - 3,200 - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - <	Transfers from reserves		-	1,306	(1,306)	-
Balance as at 1 July 2019 199,916 383,591 3,200 586,70 Correction of prior period errors 29 - (2,473) - (2,473) Adjustment on initial application of AASB 15 / AASB 1058 - (2,226) - (2,227) Restated balance at 1 July 2019 199,916 378,892 3,200 582,000 Net result - 3,405 - 3,405 - 3,400 Other comprehensive income - - (22,925) - (22,922) Other comprehensive income - - (22,925) - (22,922) Other comprehensive income - - (22,925) - (22,922) Total comprehensive income for the year - - (1,306) 1,306 Transfers to reserves - - 3,200 (3,200)	Balance as at 30 June 2021		155,924	396,987	3,088	555,999
Balance as at 1 July 2019 199,916 383,591 3,200 586,70 Correction of prior period errors 29 - (2,473) - (2,473) Adjustment on initial application of AASB 15 / AASB 1058 - (2,226) - (2,227) Restated balance at 1 July 2019 199,916 378,892 3,200 582,000 Net result - 3,405 - 3,405 - 3,400 Other comprehensive income - - (22,925) - (22,922) Other comprehensive income - - (22,925) - (22,922) Other comprehensive income - - (22,925) - (22,922) Total comprehensive income for the year - - (1,306) 1,306 Transfers to reserves - - 3,200 (3,200)	2020					
Correction of prior period errors 29 - (2,473) - (2,473) Adjustment on initial application of AASB 15 / AASB 1058 - (2,226) - (2,226) Restated balance at 1 July 2019 199,916 378,892 3,200 582,004 Net result - 3,405 - 3,405 - 3,405 Other comprehensive income - (22,925) - (22,922) Other comprehensive income - (22,925) - (22,922) Other comprehensive income - (22,925) - (22,922) Total comprehensive income for the year - (1,306) 1,306 Transfers to reserves - 3,200 (3,200)			199 916	383,591	3 200	586,707
Adjustment on initial application of AASB 15 / AASB 1058 - (2,226) - (2,226) Restated balance at 1 July 2019 199,916 378,892 3,200 582,000 Net result - 3,405 - 3,405 - 3,400 Other comprehensive income - - (2,225) - (2,226) - (2,226) Other comprehensive income - - 3,405 - 3,405 - (2,2925) Other comprehensive income - (22,925) - (22,922) - (22,922) Total comprehensive income for the year - (1,306) 1,306 - 3,200 (3,200)		29				(2,473)
Restated balance at 1 July 2019 199,916 378,892 3,200 582,004 Net result - 3,405 - 3,40 Other comprehensive income - Increase/(decrease) in asset revaluation surplus 16 (22,925) - - (22,925) Other comprehensive income 16 (22,925) - - (22,925) Total comprehensive income for the year - (1,306) 1,306 Transfers to reserves - 3,200 (3,200)					-	(2,226)
Other comprehensive income 16 (22,925) - (22,925) Other comprehensive income (22,925) - (22,925) Total comprehensive income for the year (22,925) 3,405 - (19,527) Transfers to reserves - (1,306) 1,306 Transfers from reserves - 3,200 (3,200)			199,916	378,892	3,200	582,008
- Increase/(decrease) in asset revaluation surplus 16 (22,925) - - (22,92 Other comprehensive income (22,925) - - (22,92 Total comprehensive income for the year (22,925) 3,405 - (19,52) Transfers to reserves - (1,306) 1,306 - 3,200 (3,200)	Net result		-	3,405	ж	3,405
Other comprehensive income(22,925)(22,927)Total comprehensive income for the year(22,925)3,405-(19,527)Transfers to reserves-(1,306)1,306Transfers from reserves-3,200(3,200)	Other comprehensive income					
Total comprehensive income for the year (22,925) 3,405 (19,52) Transfers to reserves - (1,306) 1,306 Transfers from reserves - 3,200 (3,200)	- Increase/(decrease) in asset revaluation surplus	16			101	(22,925)
Transfers to reserves - (1,306) 1,306 Transfers from reserves - 3,200 (3,200)	Other comprehensive income		(22,925)		-	(22,925)
Transfers from reserves - 3,200 (3,200)	Total comprehensive income for the year		(22,925)	3,405	-	(19,520)
	Transfers to reserves		-	(1,306)	1,306	
Balance as at 30 June 2020 176,991 384,191 1,306 562,488	Transfers from reserves			3,200	(3,200)	-
	Balance as at 30 June 2020		176,991	384,191	1,306	562,488

The above statement should be read in conjunction with the accompanying notes and Significant Accounting Policies.



Statement of Cash Flows

for the year ended 30 June 2021

	Notes	2021 \$'000	2020 \$'000
Cash flows from operating activities			
Receipts from customers		57,724	60,652
Payments to suppliers and employees		(42,381)	(48,057)
		15,343	12,595
Interest received		1,151	1,293
Borrowing costs		(1,219)	(1,273)
Net cash flow - operating activities	27	15,275	12,615
Cash Flows from investing activities			
Receipts: Proceeds from sale of investment securities		(3,400)	4 500
Proceeds on disposal of land held for sale		(3,400)	4,500
Proceeds from sale of property, plant and equipment		485	386
Distributions received from joint ventures and associates		1,436	1,436
Grants, subsidies, contributions and donations		9,335	3,469
Payments for property, plant and equipment and intangibles		(17,259)	(13,262)
Net cash flow - investing activities		(8,873)	(3,471)
Cash flows from financing activities			
Repayment of borrowings		(1,509)	(1,438)
Net cash flow - financing activities		(1,509)	(1,438)
Net increase/(decrease) for the year		4,893	7,706
plus: cash and cash equivalents - beginning		21,709	14,003
Cash and cash equivalents - closing	10	26,602	21,709
Additional information:			
plus: investments on hand - end of year	10	8,000	4,600
Total cash, cash equivalents and investments		34,602	26,309
terre energy each organization of and introducients		04,002	20,009

The above statement should be read in conjunction with the accompanying notes and Significant Accounting Policies.



Notes to the Financial Statements for the year ended 30 June 2021

Note 1. Information about these financial statements

(1.a) Basis of preparation

The Lockyer Valley Regional Council is constituted under the Queensland *Local Government Act 2009* and is domiciled in Australia.

These general purpose financial statements are for the period 1 July 2020 to 30 June 2021. They are prepared in accordance with the *Local Government Act 2009* and the *Local Government Regulation* 2012.

These financial statements comply with Australian Accounting Standards and Interpretations issued by the Australian Accounting Standards Board (AASB). Council is a not-for-profit entity for financial reporting purposes and complies with Australian Accounting Standards as applicable to not-for-profit entities.

These financial statements have been prepared under the historical cost convention except for the revaluation of certain classes of property, plant and equipment and investment property.

(1.b) New and revised Accounting Standards adopted during the year

Lockyer Valley Regional Council adopted all standards which became mandatorily effective for annual reporting periods beginning on 1 July 2020, none of the standards had a material impact on reported position, performance and cash flows.

(1.c) Standards issued by the AASB not yet effective

The AASB has issued Australian Accounting Standards and Interpretations which are not effective at 30 June 2021, these standards have not been adopted by Council and will be included in the financial statements on their effective date. Where the standard is expected to have a material impact for council then further information has been provided in this note.

Other new and amended Australian Accounting Standards, and Interpretations, that were issued but not yet effective at the time of compiling these financial statements are not likely to have a material impact on the statements.

(1.d) Estimates and Judgements

Council makes a number of judgements, estimates and assumptions in preparing these financial statements. These are based on the best information available to Council at the time, however due to the passage of time, these assumptions may change and therefore the recorded balances may not reflect the final outcomes. The significant judgements, estimates and assumptions relate to the following items and specific information is provided in the relevant note:

- Non-Current Assets Classified as "Held for Sale" - Note 13
- Valuation of Investment Property Note 15
- Valuation and Depreciation of Property, Plant & Equipment - Note 16
- Provisions Note 22
- Contingent Liabilities Note 25
- Financial Instruments and Financial Assets Note 31
- Revenue recognition Note 3

(1.e) Rounding and Comparatives

The financial statements are in Australian dollars and have been rounded to the nearest \$1,000 unless otherwise indicated.

Comparative information is generally restated for reclassifications, errors and changes in accounting policies unless permitted otherwise by transition rules in a new Accounting Standard.

(1.f) Volunteer Services

Council utilises volunteer service at the Visitor Information Centre, Art Gallery, Queensland Transport Museum and various events coordinated by Council. The volunteer services are not recognised in the financial statements because they would not be purchased if they were not donated services.

(1.g) Taxation

Council is exempt from income tax, however Council is subject to Fringe Benefits Tax and Goods and Services Tax ('GST'). The net amount of GST recoverable from the ATO or payable to the ATO is shown as an asset or liability respectively.



Notes to the Financial Statements for the year ended 30 June 2021

Note 1. Information about these financial statements (continued)

The associated entity of the Council pays an income tax equivalent to the Council in accordance with the requirements of the *Local Government Act 2009*.

The Council does not pay payroll tax to the Queensland Government as its activities are below the threshold.

(1.h) COVID-19

Council's operations for the year ended 30 June 2021 have been impacted by the COVID-19 pandemic. The following steps were taken by Council in response to the pandemic during the year:

- Extended payment terms for licence renewals for food businesses to 30 September 2021
- Extended discount period for both rate levies
 All Council requests for quotes for purchases over \$15,000 to include at least
- two local businesses where availablePayment terms reduced to 14 days on all
- invoices for local businesses
 Capital expenditure program realigned due to significant Government funding (COVID stimulus packages) totalling \$5,314 million

for the year ended 30 June 2021.



Notes to the Financial Statements for the year ended 30 June 2021

Note 2(a). Council functions - component descriptions

Details relating to the Council's functions / activities as reported in Note 2(b) are as follows:

General Public Services

The objective of this function is to provide internal governance, organisational and administrative services. It includes legislative and executive programs to implement policy, coordinate activities and provide support to Elected Members. It also includes the administrative programs to support effective service delivery to all internal and external customers. All programs not classified elsewhere are aggregated under this function.

Public Order and Safety

The objective of this function is to provide programs and services that deal with nuisance, safety and public behaviour. It includes programs for the control of domestic animals, administration and enforcement of local laws and disaster management, and support for local Rural Fire Service and State Emergency Services groups.

Economic Affairs

The objective of this function is to provide support for programs and services that generate economic activity within the Region. This includes support to the local economy, development and implementation of business and investment strategies, and local business promotion. This function also includes road transport and associated services to maintain and deliver infrastructure such as roads, bridges, drains and footpaths.

Environmental Protection

The objective of this function is to provide programs that deal with the natural environment and waste management. It includes activities such as pest and weed management and other environmental programs and the collection, disposal and/or recycling of commercial and domestic waste.

Housing and Community Amenities

The objective of this function is to provide activities that are concerned with support to community groups, community development initiatives, the provision of community facilities such as halls and other community buildings. This function also covers disaster recovery programs including the rebuilding of Council's flood affected infrastructure as well as town planning and approvals.

Recreation, Culture and Religion

The objective of this function is the provision of sporting, recreation and cultural facilities such as sports grounds, swimming pools, parks and gardens, libraries and art gallery.

Social Protection

The objective of this function is to conduct the operation of Council's childcare centres and youth development program.



Council
Regional
Valley
Lockyer '

Notes to the Financial Statements for the year ended 30 June 2021 Note 2(b). Council functions - analysis of results by function

		Gross program	ogram		3	Gross program	ogram		Net Result		
Functions		Income	Je		Total	expenses	ses	Total	from	Net	Total acceto
	Recurring	ring	Capital	tal	income		Contral	expenses	recurring	result	result rotal assets
	Grants	Other	Grants	Other		Kecurring	Capital		operations		
2021	000.\$	\$.000	000.\$	000.\$	000.\$	\$.000	000.\$	000.\$	000.\$	000.\$	\$:000
General public services	3,389	35,989	79	29	39,486	(24,964)	(3,298)	(28,262)	14,414	11,224	208,411
Public order and safety	206	1,775	34		2,015	(2,052)	i n	(2,052)	(11)	(37)	
Economic affairs	3,459	1,640	3,666	t,	8,765	(8,295)	(4,644)	(12,939)	(3,196)	(4,174)	391,208
Environmental protection	497	8,319	447	1,587	10,850	(6,445)	(46)	(6,491)	2,371	4,359	15,213
Housing and community amenities	Ţ	6,027	6,236	1	12,263	(7,848)	(377)	(8,225)	(1,821)	4,038	•
Recreation, culture and religion	349	105	3,153	1	3,607	(4,449)	1	(4,449)	(3,995)	(842)	10,708
Social protection	651	300	ï	1	951	(941)	4	(941)	10	10	T
Total	8,551	54,155	13,615	1,616	77,937	(54,994)	(8,365)	(63,359)	7,712	14,578	625,540
		Gross program	ogram			Gross program	ogram		Net Result		
Eurohone		income	le		Total	expenses	ses	Total	from	Net	
Lunctions	Recurring		Capita	al	income	Designation	Castled	expenses	recurring	result	I otal assets
	Grants	Other	Grants	Other		Recurring	Capital		operations		
2020	\$.000	\$,000	\$.000	000.\$	\$:000	\$.000	000.\$	\$:000	000.\$	000.\$	\$.000
General public services	3,434	35,852	101	100	39,487	(26,580)	•	(26,580)	12,706	12,907	208,419
Public order and safety	35	1,817	9	3	1,858	(1,586)	a	(1,586)	266	272	I
Economic affairs	4,147	1,472	1,735	44	7,398	(11,045)	(1,892)	(12,937)	(5,426)	(5,539)	398,306
Environmental protection	469	8,059	151	511	9,190	(7,060)	1	(7,060)	1,468	2,130	15,782
Housing and community amenities	ø	4,262	2,255	L	6,525	(8,402)	(240)	(8,642)	(4,132)	(2,117)	ł
Recreation, culture and religion	276	762	50	t	1,088	(5,308)	(34)	(5,342)	(4,270)	(4,254)	10,831
Social protection	738	217	Т.	1	955	(646)	1	(646)	9	9	1.
Total	9,107	52,441	4,298	655	66,501	(60,930)	(2,166)	(63,096)	618	3,405	633,338



Notes to the Financial Statements for the year ended 30 June 2021

Note 3. Revenue

		2021	2020
Nc.	otes	\$'000	\$'000

(a). Rates, levies and charges

Rates and annual charges are recognised as revenue when the council obtains control over the assets comprising these receipts which corresponds to the beginning of the rating period to which they relate. Prepaid rates are recognised as a financial liability until the beginning of the rating period.

General rates	32,442	32,481
Separate rates	4,618	4,562
Waste collection charges	4,714	4,642
Special charges	251	249
Total rates and utility charge revenue	42,025	41,934
Less: discounts	(1,624)	(1,577)
Less: pensioner remissions	(181)	(178)
TOTAL RATES, LEVIES AND CHARGES	40,220	40,179

(b). Fees and charges

Revenue arising from fees and charges is recognised at the point in time when or as the performance obligation is completed and the customer receives the benefit of the goods / services being provided.

The performance obligation relates to the specific services which are provided to the customers and generally the payment terms are within 30 days of the provision of the service or in some cases, the customer is required to pay on arrival, for example camping grounds. There is no material obligation for Council in relation to refunds or returns.

Licences granted by Council are all either short-term or low value and all revenue from licences is recognised at the time that the licence is granted rather than the term of the licence.

Building and development fees	4,712	2,932
Refuse tip and recycling	614	570
Childcare	300	217
Finance and corporate governance	79	79
Animal control	520	505
User fees and charges	758	664
TOTAL FEES AND CHARGES	6,983	4,967



Notes to the Financial Statements for the year ended 30 June 2021

Note 3. Revenue (continued)

	2024	0000
	2021	2020
Notes	\$'000	\$'000
and the second second second second	the second second second second second	Contraction of the American Street and the American Street Stre

(c) Grants, subsidies, contributions and donations

Grant income under AASB 15

Where grant income arises from an agreement which is enforceable and contains sufficiently specific performance obligations then the revenue is recognised when each performance obligation is satisfied.

Performance obligations vary in each agreement but include delivery of events, procurement of defined goods and services, presentation of reports and business cases. Payment terms vary depending on the terms of the grant, cash is received upfront for some grants and on the achievement of certain payment milestones for others.

Each performance obligation is considered to ensure that the revenue recognition reflects the transfer of control and within grant agreements there may be some performance obligations where control transfers at a point in time and others which have continuous transfer of control over the life of the contract.

Where control is transferred over time, generally the input methods being either costs or time incurred are deemed to be the most appropriate methods to reflect the transfer of benefit.

Grant income under AASB 1058

Assets arising from grants in the scope of AASB 1058 are recognised at the assets fair value when the asset is received. Council considers whether there are any related liability or equity items associated with the asset which are recognised in accordance with the relevant accounting standard.

Once the assets and liabilities have been recognised then income is recognised for any remaining asset value at the time that the asset is received.

Capital grants

Capital grants received to enable Council to acquire or construct an item of property, plant and equipment to identified specifications which will be under Council's control and which is enforceable are recognised as revenue as and when the obligation to construct or purchase is completed. For construction projects, this is generally as the construction progresses in accordance with costs incurred since this is deemed to be the most appropriate measure of the completeness of the construction project as there is no profit margin.

Where assets are donated or purchased for significantly below fair value, the revenue is recognised when the asset is acquired and controlled by the Council.



Notes to the Financial Statements for the year ended 30 June 2021

Note 3. Revenue (continued)

	2021	2020
Notes	\$'000	\$'000
and a superior of the second second		

(c) Grants, subsidies, contributions and donations (continued)

(i) Operating

General purpose grants	4,541	4,723
State government subsidies and grants	1,258	1,664
Commonwealth government subsidies and grants	2,478	1,910
Contributions	274	810
TOTAL RECURRENT GRANTS, SUBSIDIES,		
CONTRIBUTIONS AND DONATIONS	8,551	9,107
	And the second	

(ii) Capital

Capital Revenue includes grants and subsidies received which are tied to specific projects for the replacement or upgrade of existing non-current assets and/or investment in new assets. It also includes non-cash contributions which are usually infrastructure assets received from developers. All other revenue has been classified as recurrent.

6,727	2,308
3,451	154
177	318
3,260	1,518
13,615	4,298
	3,451 177 3,260

(iii) Timing of revenue recognition for grants, subsidies, contributions and donations

	2021		202	2020	
	Revenue recognised at a point in time	Revenue recognised over time	Revenue recognised at a point in time	Revenue recognised over time	
	\$'000	\$'000	\$'000	\$'000	
Grants and subsidies	6,024	12,431	7,125	3,634	
Contributions	3,573	138	2,204	442	
	9,597	12,569	9,329	4,076	



Notes to the Financial Statements for the year ended 30 June 2021

Note 4. Other income

		2021	2020
	Notes	\$'000	\$'000
Other income		750	816
Income tax equivalent received		771	702
Sale of sundry small value items		212	147
Fuel and diesel rebate		142	153
Rates legal costs recovered		114	90
Sales and hire		1	691
TOTAL OTHER INCOME		1,990	2,599
Note 5. Capital income			
(a) Provision for restoration of land			
Change in estimates - refuse restoration	22	1,531	511
Change in estimates - quarry rehabilitation	22	56	44
(b) Revaluations		1,587	555
(b) revaluations			
Revaluation increment relating to investment property	15	-	100
· · · · · ·	15 13	- 29	100
Revaluation increment relating to investment property Revaluation increment relating to assets held for sale	1.22		100 - 100



Notes to the Financial Statements for the year ended 30 June 2021

Note 6. Employee benefits

		and the second se
	2021	2020
Notes	\$'000	\$'000

Employee benefit expenses are recorded when the service has been provided by the employee.

Wages and salaries		19,191	21,442
Councillors remuneration		658	638
Annual, sick and long service leave entitlements		4,870	5,404
Superannuation	26	2,658	2,716
Other		780	963
		28,157	31,163
Less: capitalised employee expenses		(3,054)	(2,014)
TOTAL EMPLOYEE BENEFITS		25,103	29,149

Councillor remuneration represents salary, and other allowances paid in respect of carrying out their duties.

Total Council employees at the reporting date:

Elected members	7	7
Administration staff	184	183
Depot and outdoors staff	112	118
Total full time equivalent employees	303	308

Note 7. Materials and services

Expenses are recorded on an accruals basis as Council receives the goods or services.

Advertising	151	284
Administration supplies and consumables	600	678
Audit of annual financial statements by the Auditor-General of Queensland	92	92
Communications and IT	2,272	1,575
Consultancy services	2,423	3,243
Contractors	6,244	6,152
Donations paid	540	489
Fuel	887	938
Insurance	850	819
Investment property exp that generates income	289	318
Power	884	959
Repairs and maintenance	1,086	1,231
Subscriptions and registrations	527	526
Travel	23	41
Other materials and services	193	568
TOTAL MATERIALS AND SERVICES	17,061	17,913



Notes to the Financial Statements for the year ended 30 June 2021

Note 8. Finance costs

		2021	2020
	Notes	\$'000	\$'000
Finance costs charged by the Queensland Treasury Corporation		1,086	1,157
Bank charges		133	116
Impairment of receivables		8	6
Refuse restoration	22	276	689
Quarry rehabilitation	22	7	15
TOTAL FINANCE COSTS		1,510	1,983

Note 9. Capital expenses

(a) Loss on disposal of non-current assets

Proceeds from the sale of Property, Plant and Equipment Less: carrying value of disposed Property, Plant and Equipment	16	485 (5,673) 5,188	386 (2,552) 2,166
Write off intangible assets	17	2,729	
Proceeds from Land Held for Resale Less: carrying value of disposed land held for resale	13 _	530 (427) (103)	
Loss on disposal of non-current assets	-	7,814	2,166

Total capital expenses include write offs as a result of capital renewal and upgrade works undertaken; removal of assets not owned by Council from the asset register; and the adoption of the new interpretation in relation to Software as a Service (SaaS). Values are detailed below:

Capital writes offs of renewed infastructure assets - \$3,022,436 Identification of assets not owned by Council - \$2,061,097 Adoption of SaaS write off of intangibles - \$2,729,204 (Refer Note 17)

(b) Revaluation decrement

Revaluation down of property, plant and equipment	16	46	-
Revaluation down of investment property	15	505	-
	_	551	-
TOTAL CAPITAL EXPENSES	_	8,365	2,166

The book value of assets disposed is shown as the gross value less accumulated depreciation.



Notes to the Financial Statements for the year ended 30 June 2021

Note 10. Cash and cash equivalents

	2021	2020
Notes	\$'000	\$'000

Cash and cash equivalents in the statement of cash flows includes cash on hand, all cash and cheques receipted but not banked at the year end, deposits held at call with financial institutions, other short-term, highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value, and bank overdrafts.

Cash and cash equivalents

Cash at bank and on hand	867	467
Deposits at call	25,735	21,242
Term deposits	8,000	4,600
TOTAL CASH AND CASH EQUIVALENTS	34,602	26,309

Restricted cash and cash equivalents

Council's cash and cash equivalents are subject to a number of internal and external restrictions that limit amounts available for discretionary or future use. These include:

(i) Externally imposed restrictions at the reporting date relate to the following cash assets:

Unspent government grants and subsidies	2,798	2,016
Total externally imposed restrictions on cash assets	2,798	2,016
(ii) Internal allocations of cash at the reporting date:		
Future capital works	3,088	1,306
Total internally allocated cash	3.088	1,306

Cash at bank is held with the National Australia Bank and Heritage Building Society in normal business cheque accounts. Cash at call is held with Queensland Treasury Corporation. Interest rates are determined on a daily basis. Short and long term deposits are held with various banking institutions with maturities ranging up to twelve months and interest rates from 0.50% to 0.75%.

Trust funds

In accordance with the *Local Government Act 2009* and *Local Government Regulation 2012, a separate trust* bank account and separate accounting records are maintained for funds held on behalf of outside parties. Funds held in the trust account include those funds from the sale of land for arrears in rates, deposits for the contracted sale of land, security deposits lodged to guarantee performance and unclaimed monies (e.g. wages).



Notes to the Financial Statements for the year ended 30 June 2021

Note 10. Cash and cash equivalents (continued)

the state of the s		the second se
	2021	2020
Notes	\$'000	\$'000

Trust funds (continued)

The Council performs only a custodian role in respect of these monies and because the monies cannot be used for Council purposes, they are not considered revenue nor brought to account in the financial statements since Council has no control over the assets.

 Trust funds held for outside parties

 Security deposits
 2,603

 2,603
 1,808

Note 11. Receivables

Receivables are recognised as the amounts due at the time of sale or service delivery.

Interest is charged on outstanding rates at a rate of 8.53% per annum. Debtors invoiced during the 2021 financial year and which remain outstanding for greater than 30 days, bear interest at the rate of 8.53%.

Because Council is empowered under the provisions of the Local Government Act 2009 to sell an owner's property to recover outstanding rate debts, Council does not impair any rates receivables.

The collectability of other receivables is assessed periodically. The amount is calculated as a percentage of receivables with consideration of past history of actual defaults, and an assessment of the likelihood of future defaults. Council has closely monitored outstanding receivables during the COVID pandemic and has found a slight increase in rates debt outstanding in comparison to prior financial years. This is a direct result of external debt recovery processes adjusted through the adoption of financial relief measures for the community pandemic.

Loans and advances are recognised at the amount due at the time of the advance. The loan matures on the 1st July, 2047 with interest charged at 4.22%.

Current		
Rates and charges	3,572	2,975
Developer - Offset Receivable	738	-
Other debtors	1,158	1,066
GST recoverable	422	374
Accrued revenues		
- Interest on investments	1,489	980
Total	7,379	5,395
less: Provision for impairment		
Other debtors	(21)	(13)
Total provision for impairment - receivables	(21)	(13)
TOTAL CURRENT RECEIVABLES	7,358	5,382
Non-current		

Tion-carrent		
Loans and advances to associates	14,735	14,735
TOTAL NON-CURRENT RECEIVABLES	14,735	14,735



Notes to the Financial Statements for the year ended 30 June 2021

Note 12. Other assets

		2021	2020
	Notes	es \$'000	\$'000
Current			
Prepayments		569	504
TOTAL CURRENT OTHER ASSETS		569	504

Note 13. Non-current assets held for sale

Items of property, plant and equipment are reclassified as non-current assets as held for sale when the carrying amounts of these assets will be recovered principally through a sales transaction rather than continuing use. Non-current assets classified as held for sale are available for immediate sale in their present condition and management believe the sale is highly probable within 12 months. Non-current assets held for sale are measured at the lower of their carrying amount and fair value less cost to sell and are not depreciated.

Council holds various land at Baltzer Court, Grantham, Frome Street, Laidley and Patrick Street, Laidley. These properties have been identified to progress to sale within 12 months.

Note 16 describes the valuation techniques that were used to determine the fair value of the land, which is categorised as a Level 2 valuation.

Non-current assets held for sale

Land		360	152
TOTAL NON-CURRENT ASSETS HELD FOR SALE	-	360	152
(i) Reconciliation of non-current assets held for sale			
Assets held for sale			
Opening balance		152	2,091
Balance still unsold after 12 months:	-	152	2,091
plus:			
Transfer assets held for sale (to)/from property, plant and equipment	16	606	(1,931)
Revaluation of assets held for sale			(8)
Revaluation increment relating to assets held for sale	5	29	-
Less: Carrying value of disposed land	9	(427)	-
Closing balance of held for sale non-current assets		360	152



Notes to the Financial Statements for the year ended 30 June 2021

Note 14. Associated Entities

Council's objectives can and in some cases are best met through the use of separate entities and operations.

These operations and entities range from 100% ownership and control through to lower levels of ownership and control via co-operative arrangements with other Councils, bodies and other outside organisations.

The accounting and reporting for these various entities, operations and arrangements varies in accordance with accounting standards, depending on the level of Councils (i) interest and (ii) control and the type (form) of entity/operation, as follows;

Associated Entities

Arrangements in the form of a Separate Entity that deploys the resources of the operation itself. Under Associated Entities, Council significantly influences the operations but does not control them.

Accounting Recognition:

Associated Entities are accounted for using the Equity Accounting Method and are disclosed as a one line entry in the Statement of Comprehensive Income and Statement of Financial Position

	Council's share of	Council's share of net income		Council's share of net assets		
	2021	2020	2021	2020		
	\$'000	\$'000	\$'000	\$'000		
Associated entities	2,320	2,152	32,940	32,056		
Total	2,320	2,152	32,940	32,056		

Associated Entities

Council has incorporated the following joint ventures and associates into it's consolidated financial statements.

(a) Net carrying amounts - Council's share

	Nature of	Measurement	2021	2020
Name of entity	relationship	method	\$'000	\$'000
SEQ Regional Recreational Facilities Pty Ltd	Shareholder	Equity accounting	66	65
Queensland Urban Utilities	Shareholder	Equity accounting	32,584	31,724
Council of Mayors South East Queensland	Shareholder	Equity accounting	290	267
Total carrying amounts - Associated En	tities		32,940	32,056



Notes to the Financial Statements for the year ended 30 June 2021

Note 14. Associated Entities (continued)

(b) Details

							Pla	ce of
Name of entity	Principal ac	tivity					bus	iness
SEQ Regional Recreational Facilities Pty Ltd	Recreationa	I facilities					Bris	sbane
Queensland Urban Utilities	Water and w	aste water i	manager	nent			Bris	sbane
Council of Mayors South East Queensland	Advocacy						Bris	sbane
(c) Relevant interests and fair values	Quot	ed	Inter	est in	Inter	est in	Propo	rtion of
	fair va	lue	out	puts	owne	ership	voting	power
Name of entity	2021	2020	2021	2020	2021	2020	2021	2020
	\$'000	\$'000	%	%	%	%	%	%
SEQ Regional Recreational Facilities Pty Ltd	N/A	N/A	4%	4%	4%	4%	13%	13%
Queensland Urban Utilities	N/A	N/A	1%	1%	1%	1%	20%	20%
Council of Mayors South East Queensland	N/A	N/A	9%	9%	9%	9%	9%	9%

(d) Summarised Financial Information for Associated Entities

Summarised statement of financial position

	Queensland	Queensland Urban Utilities		
	2021	2020		
	\$'000	\$'000		
Current assets	10.1210101	5.8.000 V -		
Cash and cash equivalents	6,498	75,766		
Other current assets	294,205	248,191		
Total current assets	300,703	323,957		
Non-current assets	6,350,347	6,083,291		
Current liabilities				
Other current liabilities	306,688	363,744		
Total current liabilities	306,688	363,744		
Total non-current liabilities	2,735,985	2,530,345		
Net assets	3,608,377	3,513,159		
Reconciliation of the carrying amount				
Opening net assets (1 July)	31,724	31,060		
Share of Profit/(loss) for the period	2,296	2,100		
Distributions received	(1,436)	(1,436)		
Closing net assets	32,584	31,724		



Notes to the Financial Statements for the year ended 30 June 2021

Note 14. Associated Entities (continued)

Summarised statement of comprehensive income	Queensland U	Irban Utilities
	2021	2020
	\$'000	\$'000
Income	1,435,703	1,451,332
Depreciation and amortisation	(224,884)	(205,807)
Interest expense	(95,097)	(94,946)
Income tax expense	(100,820)	(103,755)
Other expenses	(781,569)	(813,474)
Profit/(loss) for period	233,333	233,350
Other comprehensive income	673	1,967
Total comprehensive income	234,006	235,317
Dividends received by Council	1.436	1,436

(e) Summarised financial information for individually immaterial joint ventures and associates

In addition to the Associated Entities disclosed individually above, Council has interests in two individually immaterial Associated Entities that are accounted for using the Equity Method.

Individually immaterial associates

Aggregate carrying amount of individually immaterial associates	356	332
Aggregate amounts of Council's share of individually immaterial associates:		
Profit/(loss) from continuing operations	24	52
Total comprehensive income - individually immaterial associates	24	52



Notes to the Financial Statements for the year ended 30 June 2021

Note 15. Investment property

		2021	2020
	Notes	\$'000	\$'000
Fair value at beginning of financial year		2,110	2,010
Revaluation increment to the capital income account	5	-	100
Revaluation decrease to the capital expense account	9	(505)	-
TOTAL INVESTMENT PROPERTY	_	1,605	2,110

Investment property is property held for the primary purpose of earning rentals and/or capital appreciation. This includes land held by Council for a currently undetermined future use. Investment property does not include community housing or other property held to provide a social service.

Investment property comprises:

Land at Tryhorn Street and Philps Road, Grantham.

Investment property is initially recognised at cost (including transaction costs) and subsequently at fair value. Where investment property is acquired for significantly below fair value it is recorded at fair value on initial recognition.

The 30 June 2021 investment property was valued at fair value by: Ian Douglas, Certified Practicing Valuer, Registration Number QRV2611 of Herron Todd White. Herron Todd White have extensive experience in valuing properties of this nature in surrounding areas. Fair Value was determined by reference to market based evidence including observable historical sales data in the relevant market for properties of a similar nature.

Gains or losses arising from changes in the fair value of investment property are recognised as income or expenses respectively for the period in which they arise. Investment property is not depreciated and is not tested for impairment.

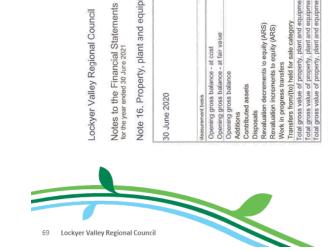


30 June 2021		Land	Buildings	Plant and other equipment	Transport	Other assets	Works in progress	Artworks	Public Spaces	Waste	Drainage	Total
		000,\$	\$,000	000.5	000.\$	\$:000	\$:000	000.\$	\$:000	000.\$	\$.000	000.\$
Measurement basis	Note	Fair Value	Fair value	Cost	Fair value	Cost	Cost	Fair value	Fair value	Fair value	Fair value	
Opening gross balance - at cost			V	25,165	•	8,607	1,909			1	7	35,681
Opening gross balance - at fair value	-	50,936	91,798	•	516,046			265	18,962	17,217		695,224
Opening gross balance		50,936	91,798	25,165	516,046	8,607	1,909	265	18,962	17,217		730,905
Additions		*	9	3	j,	3	17,258	3	1	ä	a.	17,258
Contributed assets		40	ą		1,428		×		136		1,656	3,26
Disposals	5	(188)	(1961)	(3,222)	(5,944)	¢,	0	ę	•	1	(2,283)	(12,598)
Revaluation decrements to P/L	0	•	3	X	1	3	3	×	1	(46)	3	(46)
Revaluation decrements to equity (ARS)		(14,393)	Ű.	3	(1,665)	a	3	3	'	(281)	(5,104)	(21,443)
Revaluation increments to equity (ARS)		•	•	•	•	•		61	•	-	•	61
Work in progress transfers		48	1,000	550	6,761	125	(606'6)		352	524	549	
Transfers from/(to) held for sale category	13	(909)	X	X	3	3	1	1	1	7	•	(909)
Transfers from/(to) intangible assets	4	•	3	1	•	•	100			•	•	9
Adjustments and other transfers	-	•	•	6	(118,305)	(6)	1	R.	1,036	1	117,269	
Total gross value of property, plant and equipment - at cost				22,502		8,723	9,358	×			•	40,583
Total gross value of property, plant and equipment - at fair value		35,837	91,837	•	398,321		1	326	20,486	17,414	112,087	676,30
Total gross value of property, plant and equipment		35,837	91,837	22,502	398,321	8,723	9,358	326	20,486	17,414	112,087	716,891
Occurrent operations of the second operations			921.01	007.07	01221	1001			007.0	101		00 001
Deneciation expenses			1 597	1 435	5 612	255			0,132	908	1 100	11 207
Discoste	3		1001	10 CEE	10 7671	202		5	200	070	1000	CO 31
Disposals Bovelination decrements to equity (APS)	m: 		(080)	(000'7)	(101/7)	6	•		•		(833)	(6,925)
Revelution increments to equity (APC)					int's	14					1010 01	PC C1
Additistments and other transfers					142 4571		•		-		41 683	(2,21
Total accumulated depreciation of property, plant and equipment			41,493	11.269	19.595	2.249			6.779	2.201	39.737	186.323
Total net book value of property, plant and equipment		35,837	50,344	11,233	318,726	6,474	9,358	326	10,707	15,213	72,350	530,568
Other information												
Residual value		Indefinite	0%10%	15%-30%	0%-100%	%0	a,	Indefinite	%0	%0	%0	
Kange of estimated useful life (years)		Indefinite	20-80	3-20	20-200	3-100	1	Indefinite	25	40	1-100	
Asset additions comprise												
Asset renewals			2,412	633	5,161	60			302	22	1,245	9,835
Other additions		×	269	87	1,999		•	1	3,869	417	782	7,423
Total asset additions - 2,681 720 7,160 60			2,681	720	7,160	60	ľ	•	4,171	439	2,027	17,258

Notes to the Financial Statements for the year ended 30 June 2021



30 June 2020		Land	Buildings	Plant and other equipment	Transport	Other assets	Works in progress	Artworks	Public Spaces	Waste	Drainage	Total
		\$000	\$,000	\$:000	\$.000	000.S	\$.000	S:020	\$:000	\$:000	\$:000	\$,000
Measurement basis	Note	Fa	Fair value	Cost	Fair value	Cost	Cost	Fair value	Fair value	Fair value	Fair value	
Opening gross balance - at cost		1		25,266	2	8,029	6,059	×	3	3	1	39,354
Opening gross balance - at fair value		48,575	90,700		518,491	1	'	265	11,905	16,637	1	686,573
Opening gross balance		48,575	90,700	25,266	518,491	8,029	6,059	265	11,905	16,637	E.	725,927
Additions			ð	3	X	1	12,752	ž	2	Ă	X	12,752
Contributed assets		ÿ.	3	9	1,518)	2	2	3	a	2	1,518
Disposals	6	ę	(232)	(1,229)	(3,332)	Ū.	ŝ	ł.	(33)	ę	¢	(4,832
Revaluation decrements to equity (ARS)		•	(18)	8	(13,646)				1			(13,664)
Revaluation increments to equity (ARS)		373		9	1	it.	3	9	6,900	8	3	7,273
Work in progress transfers		57	1,348	1,128	13,015	578	(16,902)	÷	196	580	3	
Transfers from/(to) held for sale category	13	1,931	1	×.	ł.	£	5	×.	1	8	1	1,931
Total gross value of property, plant and equipment - at cost				25,165	2	8,607	1,909		3	X	4	35,681
fotal gross value of property, plant and equipment - at fair value		50,936			516,046			265	18,962	17,217		695,224
Fotal gross value of property, plant and equipment		50,936	91,798	25,165	516,046	8,607	1,909	265	18,962	17,217	•	730,905
Opening accumulated depreciation			38,871	11,593	99,583	1,743		9	3,794	1,130	1	156,714
Depreciation expense		ÿ	1,609	1,602	7,052	251	ł,	6	477	305	10	11,296
Disposals		1 	(4)	(206)	(1,564)	i.	2	8	(4)	ÿ.	ĸ	(2,278)
Revaluation increments to equity (ARS)		3		3	12,669	3	X	8	3,865	×.		16,534
Total accumulated depreciation of property, plant and equipment			40,476	12,489	117,740	1,994	1	1	8,132	1,435		182,266
Total net book value of property, plant and equipment		50,936	51,322	12,676	398,306	6,613	1,909	265	10,830	15,782	Ī	548,639
Other information												
Residual value Range of estimated useful life (years)		Indef nite Indef nite	0%-10% 20-80	15%-30% 3-20	0%-100% 10-100	3-100	• •	Indefinite Indefinite	25	0% 40	1.1	
Asset additions comprise												
Asset renewals			685		6,498	9			43	-	6	8,518
Other additions		14	522	11	2,361	610			245	471		4,234
Total asset additions		14	1.207		8.859	616			288	472		12.752



Page 112

Notes to the Financial Statements for the year ended 30 June 2021

Note 16. Property, plant and equipment (continued)

Valuation

Land

- Basis of valuation: Fair Value
- Date of valuation: 30 June 2021
- Valuer: Herron Todd White Ian Douglas, AAPI, 66586, QRV2611

Buildings

- Basis of valuation: Fair Value
- Date of valuation: 30 June 2019
- Valuer: Pickles Valuation Services Kim Adams, AAPI, CPV 2124

Plant and Other Equipment

- Basis of valuation: Cost less accumulated depreciation

Transport

- Basis of valuation: Fair Value
- Date of valuation: 30 June 2021
- Valuer: Pickles Valuation Services Kim Adams, AAPI, CPV 2124

Other Assets

- Basis of valuation: Cost less accumulated depreciation

Works In Progress

- Basis of valuation: Cost

Artworks

- Basis of valuation: Fair Value
- Date of valuation: 30 June 2021
- Valuer: Pickles Valuation Services Kim Adams, AAPI, CPV 2124

Public Spaces

- Basis of valuation: Fair Value
- Date of valuation: 30 June 2020
- Valuer: Pickles Valuation Services Kim Adams, AAPI, CPV 2124

Drainage

- Basis of valuation: Fair Value
- Date of valuation: 30 June 2021
- Valuer: Pickles Valuation Services Kim Adams, AAPI, CPV 2124



Notes to the Financial Statements for the year ended 30 June 2021

Note 16. Property, plant and equipment (continued)

Valuation (continued)

Waste

- Basis of valuation: Fair Value
- Date of valuation: 30 June 2021
- Valuer: Pickles Valuation Services Kim Adams, AAPI, CPV 2124

Each class of property, plant and equipment is stated at cost or fair value less, where applicable, any accumulated depreciation and accumulated impairment loss. Items of plant and equipment with a total value of less than \$5,000, and infrastructure assets and buildings with a total value of less than \$10,000, are treated as an expense in the year of acquisition. All other items of property, plant and equipment are capitalised.

Capital Work In Progress is the cost of property, plant and equipment being constructed by the Council includes the cost of purchased services, materials, direct labour and an appropriate proportion of labour overheads.

Land is not depreciated as it has an unlimited useful life. Depreciation on other property, plant and equipment assets is calculated on a straight-line basis so as to write-off the net cost or revalued amount of each depreciable asset, less its estimated residual value, progressively over its estimated useful life to the Council. Management believe that the straight-line basis appropriately reflects the pattern of consumption of all Council assets.

Assets are depreciated from the date of acquisition or, in respect of internally constructed assets, from the time an asset is completed and commissioned ready for use.

Where assets have separately identifiable components that are subject to regular replacement, these components are assigned useful lives distinct from the asset to which they relate. Any expenditure that increases the originally assessed capacity or service potential of an asset is capitalised and the new depreciable amount is depreciated over the remaining useful life of the asset to the Council.

Depreciation methods, estimated useful lives and residual values of property, plant and equipment assets are reviewed at the end of each reporting period and adjusted where necessary to reflect any changes in the pattern of consumption, physical wear and tear, technical or commercial obsolescence, or management intentions. The condition assessments performed as part of the annual valuation process for assets measured at depreciated current replacement cost are used to estimate the useful lives of these assets at each reporting date.

The fair value of assets and liabilities must be estimated in accordance with various Accounting Standards for either recognition and measurement requirements or for disclosure purposes.

AASB 13 requires disclosure of fair value measurements by level of the following fair value measurement hierarchy:

- Level 1: Quoted prices (unadjusted) in active markets for identical assets or liabilities,
- Level 2: Inputs other than quoted prices included within level 1 that are observable for the asset or liability either directly or indirectly,
- Level 3: Inputs for the asset or liability that are not based on observable market data (unobservable inputs).



Notes to the Financial Statements for the year ended 30 June 2021

Note 16. Property, plant and equipment (continued)

Valuation (continued)

(1) The following table presents all assets and liabilities that have been measured and recognised at fair values:

		Fair value	measureme	ent using:	
		Level 1	Level 2	Level 3	Total
	Date	Quoted	Significant	Significant	
	of latest	prices in	observable	unobservable	
	valuation	active mkts	inputs	inputs	
2021		\$'000	\$'000	\$'000	\$'000
Assets Held for Sale					
- Land	30/06/21	-	360	-	360
Total Assets Held for Sale		-	360	-	360
Investment Properties					
- Land	30/06/21		1,605	-	1,605
Total Investment Properties			1,605	<u> </u>	1,605
Property, plant and equipment					
- Land	30/06/21		35,837	-	35,837
- Buildings	30/06/19	-		50,344	50,344
- Transport	30/06/21	-	-	318,726	318,726
- Artworks	30/06/21	-	326	-	326
- Public Spaces	30/06/20		-	10,707	10,707
- Waste	30/06/21	-	-	15,213	15,213
- Drainage	30/06/21			72,350	72,350
Total property, plant and equipment		•	36,163	467,340	503,503
2020					
Assets Held for Sale					
- Land	30/06/20		152		152
Total Assets Held for Sale	30/06/20		152		152
			152		152
Investment Properties					
- Land	30/06/20	<u> </u>	2,110	-	2,110
Total Investment Properties		•	2,110		2,110
Property, plant and equipment					
- Land	30/06/20	-	42,720	8,216	50,936
- Buildings	30/06/19	÷.		51,322	51,322
 Road and Drainage Network 	30/06/20	-	-	398,306	398,306
- Artworks	30/06/16		265	-	265
 Park and Cemetery Equipment 	30/06/20	÷	-	10,830	10,830
- Waste	30/06/18	-		15,782	15,782
Total property, plant and equipment			42,985	484,456	527,441



Notes to the Financial Statements for the year ended 30 June 2021

Note 16. Property, plant and equipment (continued)

Valuation (continued)

(2) Transfers between level 1 and level 2 fair value hierarchies

During the year, there were no transfers between level 1 and level 2 fair value hierarchies for recurring fair value measurements.

(3) Valuation techniques used to derive level 2 and level 3 fair values

Where Council is unable to derive fair valuations using quoted market prices of identical assets (ie. level 1 inputs) Council instead utilises a spread of both observable inputs (level 2 inputs) and unobservable inputs (level 3 inputs).

The fair valuation techniques Council has employed while utilising level 2 and level 3 inputs are as follows:

Investment Properties

Council obtains independent valuations at least every three years for all investment properties. The last valuation was undertaken by Herron Todd White, Registered Valuers, as at 30 June 2021.

Council's investment properties are all vacant land in areas with regular sales of comparable properties. Therefore they were valued using the direct comparison approach. Sales of properties with similar features have been analysed on a basis of a rate per square metre of land area and compared to the subject properties having regard to value influencing factors such as location, site area, zoning and relativity of market conditions at the time of sale. No allowance has been made for realisation expenses.

Land

Where there is an active and liquid market as evidenced by sales transactions of similar property types, a Market Approach by way of Direct Comparison or Income methods can be utilised, and are accepted valuation methodologies under AASB 13. If a Market Approach is adopted, the valuation is deemed to be a Level 2 input.

Direct Comparison method which is considered a Level 2 input on the Fair Value Hierarchy, involves the analysis of sales evidence and comparisons with the subject land taking into account matters such as area, location and other general site characteristics. The Direct Comparison approach has been utilised in the valuer's assessment for all LVRC Land Assets.

Given that an active market can be established and there are no unreasonable restrictions as to use and/or sale, the Valuers have deemed the measurement to be a Level 2.

With a change in valuer from Pickles to Herron Todd White, the input approach has moved solely to Level 2 with no land being recognised at Level 3 input



Notes to the Financial Statements for the year ended 30 June 2021

Note 16. Property, plant and equipment (continued)

Valuation (continued)

(3) Valuation techniques used to derive level 2 and level 3 fair values (continued)

Land (continued)

The valuation techniques used to measure fair value maximise the use of observable data where it is available and relies as little as possible on entity specifics. The disclosure of valuation estimates is designed to provide users with an insight into the judgements that have been made in the determination of fair values.

Buildings

Due to the predominantly specialised nature of Local Government Assets, building valuations are undertaken on a Cost Approach (Current Replacement Cost). The cost approach is deemed a Level 3 Input. Under this approach, the following process has been adopted.

Where there is no market, the net current value of an asset is the gross current value less accumulated depreciation to reflect the consumed or expired service potential of the asset. Published/available market data for recent projects, and/or published cost guides are utilised to determine the estimated replacement cost (gross value) of the asset, including allowances for preliminaries and professional fees.

A condition assessment is applied, which is based on factors such as the age of the asset, overall condition as noted by the Valuer during inspection, economic and/or functional obsolescence. The condition assessment directly translates to the level of depreciation applied.

The majority of Buildings and Facilities have been inherited from two previous Shires in the amalgamation process. This has created some duplication of facilities and a surplus asset inventory particularly in regard to buildings. Lockyer Valley Regional Council created a Building and Facilities Service Management Plan in May 2017 and created a list of underutilised or non-utilised buildings in the Plan.

The utilisation of these buildings is low or being used for purposes other than the building design intention simply because they are available. The detailed disposal plan for each of these facilities has not yet been decided. Until such a decision is made the intention is not to replace any of these facilities at the end of their useful lives, and keep maintenance to a minimum. The non-replacement buildings have been valued on this basis and have been depreciated based on both physical deterioration and obsolescence as they have limited alternative uses.

In determining the level of accumulated depreciation for major assets, we have disaggregated into significant components which exhibit different patterns of consumption (useful lives). Residual value, which is the value at the time the asset is considered to be no longer available, is also factored in. The condition assessment is applied on a component basis.

While the replacement cost of the assets could be supported by market supplied evidence (level 2), the other unobservable inputs (such as estimates of residual value, useful life, and asset condition) were also required (level 3).



Notes to the Financial Statements for the year ended 30 June 2021

Note 16. Property, plant and equipment (continued)

Valuation (continued)

(3) Valuation techniques used to derive level 2 and level 3 fair values (continued)

new

Buildings (continued) The Condition rating inputs can be defined in the following table.

Rating	Description	% of Life Remaining
--------	-------------	---------------------

Brand new or re	habilitated to
As New	71-100
Good	51-70
Fair	11-50
Poor	4-10
Failed asset	0-3
	As New Good Fair Poor

The valuation techniques used in the determination of fair values maximise the use of observable data where it is available and relies as little as possible on entity specifics. The disclosure of valuation estimates is designed to provide users with an insight into the judgements that have been made in the determination of fair values.

Infrastructure, transport and drainage, public spaces and waste

Due to the predominately specialised nature of Local Government Assets, the infrastructure valuations have been undertaken on a Cost Approach (Current Replacement Cost), an accepted valuation methodology under AASB13 The Cost approach is deemed a Level 3 Input. Under this approach, the following process has been adopted:

- Where there is no market, the net current value of an asset is the gross current value less accumulated depreciation to reflect the consumed or expired service potential of the asset. Published/available market data for recent projects, and/or published cost guides are utilised to determine the estimated replacement cost (gross value) of the asset, including allowances for preliminaries and professional fees. This is considered a Level 2 input.

- A condition assessment is applied, which is based on factors such as the age of the asset, overall condition as noted by the Valuer during inspection, economic and/or functional obsolescence. The condition assessment directly translates to the level of depreciation applied.

- In determining the level of accumulated depreciation for major assets, we have disaggregated into significant components which exhibit different patterns of consumption (useful lives). Residual value, which is the value at the time the asset is considered to be no longer available, is also factored in. The condition assessment is applied on a component basis.

- While the replacement cost of the assets could be supported by market supplied evidence (Level 2), the other unobservable inputs (such as estimates of useful life and asset condition) were also required (Level 3).

To calculate the appropriate amount of accumulated depreciation, assets were either subject to a site inspection or an assessment to determine remaining useful life. Where site inspections were conducted (i.e. for a sample of above ground assets), the assets were allocated a condition assessment this was then scaled to LVRC 1-5 score, which is used to estimate remaining useful life.



Notes to the Financial Statements for the year ended 30 June 2021

Note 16. Property, plant and equipment (continued)

Valuation (continued)

(3) Valuation techniques used to derive level 2 and level 3 fair values (continued)

Infrastructure, roads and drainage, parks, waste and cemeteries (continued) Rating Description % of Life Remaining

0 Brand new or rehabilitated to new

1-100
1-70
1-50
-10
4

Where site inspections were not conducted (i.e. for passive assets outside the sample or underground), the remaining useful life was calculated on asset age and estimated useful life.

The valuation techniques used in the determination of fair values maximise the use of observable data where it is available and relies as little as possible on entity specifics. The disclosure of valuation estimates is designed to provide users with an insight into the judgements that have been made in the determination of fair values.

Valuation Uncertainty - COVID-19

The market that the property/asset is transacted and/or valued continues to be impacted by the uncertainty the COVID-19 outbreak has caused. The current market uncertainty means that the impacts on sale prices and volumes will remain unknown until the market has stabilised however, based on currently available information, there is no material change observable in the asset values provided. Council will monitor the effect the COVID-19 pandemic has on the market and subsequent changes to unit rates and asset values.



Notes to the Financial Statements for the year ended 30 June 2021

Note 16. Property, plant and equipment (continued)

(f) Valuation (continued)

(4). Fair value measurements using significant unobservable inputs (level 3)

The valuation process for level 3 fair value measurements

Roads & Road Structures

The Roads and Road Structures assets were classified as passive assets; passive assets were further componentised and consisted of Formation, Base and Sub-base Pavement, and Seal for Roads assets and Substructure, Superstructure, Retaining Works, Deck and others for Road Structures. Unit rates were applied based on similar recent project costs, unit rate databases, indices, Rawlinson's Construction rates and quotations.

Roads are segmented based on the Department of Transport & Main Roads standards and these are classified as Formed, Unformed, and then further by sealed and unsealed types.

The Current Replacement Cost (CRC) was calculated by reference to asset length and width for Formation and Seal and depth for Pavements.

Location factors, soil type, weather conditions, raw material access and service level standards were assumed to be uniform across the Council area.

Urban Infrastructure

The Urban infrastructure assets were classified as passive assets; passive assets were further componentised and consisted of assorted stormwater structures, stormwater pipes, footpaths, culverts, floodways and kerb and channel. Unit rates were applied based on similar recent project costs, unit rate databases, indices, Rawlinson's Construction rates and quotations.

The CRC was calculated by reference to asset length for Pipework and, length, width, number of connections and depth for structures.

Location factors, soil type, weather conditions, raw material access and service level standards were assumed to be uniform across the Council area.

Percentage of Assets Inspected by the Valuer

- Transport 5 20 %
- Drainage 5 10 %
- Land 75%
- Artwork 25% - Waste 10 - 20%

Review of Valuations

All valuations were subjected to review by Council engineering, facilities and finance staff including:

- unit rates
- condition ratings
- checked for impairment
 useful lives
- depreciation
- written down values
- residual values



Notes to the Financial Statements for the year ended 30 June 2021

Note 17. Intangible assets

2021 Notes \$'000	And in case of the local division of the loc
	2020
	\$'000

Intangible assets represent identifiable non-monetary asset without physical substance.

Intangible assets are as follows;

Software			
Opening gross carrying value		6,868	6,360
Additions		-	508
Transfers from/(to) property, plant and equipment	16	(100)	-
Gross book value written off	9	(6,450)	
Closing gross carrying value	-	318	6,868
Opening accumulated amortisation and impairment		(3,896)	(3,307)
Amortisation charges		(23)	(589)
Write Off	9	3,722	-
Closing accumulated amortisation and impairment		(197)	(3,896)
Net carrying value at end of financial year	-	121	2,972
TOTAL INTANGIBLE ASSETS - NET BOOK VALUE	-	121	2,972

Software assets have a finite life estimated at 10 years. Straight line amortisation has been used with no residual value.

Intangible assets with a cost or other value exceeding \$10,000 are recognised in the financial statements. Items with a lesser value are expensed.

Amortisation methods, estimated useful lives and residual values are reviewed at the end of each reporting period and adjusted where appropriate.

The International Accounting Standards Board's IFRS Interpretations Committee (IFRIC) published an agenda decision in April 2021 outlining how costs of configuring or customising a supplier's software in a Software-as-a Service (SaaS) environment, more commonly known as cloud computing, should be accounted for. As outlined in the agenda decision, an agency will often not control the software being configured or customised under a SaaS arrangement and therefore should not capitalise the related costs as an intangible asset. Council has applied the new interpretation in relation to the SaaS in 2021 and identified a number of items that are now being delivered through a cloud platform and are subscription based, which have been written off as capital expenses in the Statement of Comprehensive Income.



Notes to the Financial Statements for the year ended 30 June 2021

Note 18. Contract balances

Contract assets represents the excess of costs incurred in relation to a contract with the customer for construction of an asset over the amounts that council has invoiced the customer or the grantor. Where Council has invoiced the customer or the grantor amounts in excess of what it has incurred in relation to a contract or in constructing an asset, this gives rise to a contract liability.

Where the amounts billed to customers are based on the achievement of various milestones established in the contract, the amounts recognised as revenue in a given period do not necessarily coincide with the amounts billed to or certified by the customer.

When a performance obligation is satisfied by transferring a promised good or service to the customer before the customer pays consideration or before payment is due, Council presents the work in progress as a contract asset, unless the rights to that amount of consideration are unconditional, in which case Council recognises a receivable.

When an amount of consideration is received from a customer / fund provider prior to Council transferring a good or service to the customer, Council presents the funds which exceed revenue recognised as a contract liability.

	Notes	2021 \$'000	2020 \$'000
(a) Contract assets			
Contract assets		2,302	116
TOTAL CONTRACT ASSETS	=	2,302	116
Classified as:			
Current contract assets		2,302	116
Total contract assets	()=	2,302	116
Contracts with customers		2	56
Contracts to construct Councils own assets		2,300	60
(b) Contract liabilities			
Funds received upfront to construct Council controlled assets		1,883	718
Non-capital performance obligations not yet satisfied		915	1,298
TOTAL CONTRACT LIABILITIES	-	2,798	2,016
Classified as:			
Current contract liabilities		2,798	2,016
Total contract liabilities	-	2,798	2,016

Contract liabilities consists of government grants and contributions received in advance where the funds received in advance are dependent on specific performance obligations being satisfied.



Notes to the Financial Statements for the year ended 30 June 2021

Note 18. Contract balances (continued)

	Notes	2021 \$'000	2020 \$'000
Revenue recognised that was included in the contract liability bala	ance at the beg	inning of the y	rear
Funds to construct Council controlled assets		615	251
Deposits received in advance of services provided		1,085	228
Total revenue included in the opening contract liability		1,700	479

(c) Significant changes in contract balances

Contract Assets includes a significant amount yet to be billed from grant programs such as Building Better Regions, Building our Regions, Black Spot and Heavy Vehicle Safety Productivity program. Projects are completed or nearing completion. Contract Liabilities includes Phase 2 of the Local Roads and Community Infrastructure program with commencement expected in 2021/2022.

Note 19. Leases

Council as a lessee

Council has leases in place over IT equipment. Council has applied the exception to lease accounting for leases of low-value assets and short-term leases.

Exceptions to lease accounting

Council has applied the exceptions to lease accounting for both short-term leases (i.e. leases with a term of less than or equal to 12 months) and leases of low-value assets. Low value assets are assets that have a value below the capitalisation threshold. Council recognises the payments associated with these leases as an expense on a straight-line basis over the lease term.Council has assessed its contractual agreements and have found no lease arrangements of material value.

Leases at significantly below market value / concessionary leases

Council is the lessee of a number of Deed of Grant in Trust leases, for which no or little lease payments are made. These have been identified as peppercorn leases which are currently not recognised in Council's financial statements. Council does not intend to elect to apply the fair value measurement requirements to these leases until such time as this requirement is mandated.

Assets leased under a concessionary arrangement are land assets and are used for free public car parking, gardens, bus stops including seating, access and signage areas, footpaths and a war memorial. The land is leased from Queensland Rail Limited. The leases are between 2 and 10 years and require payments between \$1 and \$1,000 per annum. The use of the right-of-use asset is restricted by the lessor to specified community services which Council must provide, these service are detailed in the leases.

Council does not believe that any of the leases in place are individually material.

page 35 Financial Statements 2020-2021 80

Notes to the Financial Statements for the year ended 30 June 2021

Note 19. Leases (continued)

the second se	the second se
2021	2020
\$'000	\$'000

Council as a lessor

When Council is a lessor, the lease is classified as either an operating or finance lease at inception date, based on whether substantially all of the risks and rewards incidental to ownership of the asset have been transferred to the lessee. If the risks and rewards have been transferred then the lease is classified as a finance lease, otherwise it is an operating lease.

If the lease contains lease and non-lease components then the non-lease components are accounted for in accordance with AASB 15 Revenue from Contracts with Customers.

The lease income is recognised on a straight-line basis over the lease term.

Council is the lessor of a number of properties and facilities. The leases are primarily for the lease of facilities to community and sporting associations, the lease of property for telecommunication towers and the lease of property for agricultural purposes.

Operating leases

Where Council retains the risks and rewards relating to a lease, they are classified as operating leases and relate to the investment property in the statement of financial position.

Rent from investment and other property is recognised as income on a periodic straight line basis over the lease term.

Community housing rental income	30	49
Council property lease income	308	331
Total operating lease income (rental income)	338	380
The minimum lease receipts are as follows:		
Not later than one year	254	261
Between one and two years	278	241
Between two and three years	214	232
Between three and four years	79	208
Between four and five years	82	118
Later than 5 years	655	849
Total lease receipts	1,562	1,909

There are no restrictions on the realisability of investment property or remittance of income and proceeds of disposal. Council does not have any contractual obligations to purchase, construct or develop investment property.



Notes to the Financial Statements for the year ended 30 June 2021

Note 20. Payables

	2021	2020
Notes	\$'000	\$'000
	the second se	the second se

Trade payables are recognised upon receipt of the goods or services ordered, and are measured at the agreed purchase/contract price. Amounts owing are unsecured, and generally settled on 30 day terms.

A liability for salaries and wages is recognised and measured as the amount unpaid at the reporting date at current pay rates in respect of employees' services up to that date. This liability represents an accrued expense.

Superannuation is paid within three days of a pay period. No liability is recognised for superannuation.

Current

Creditors and accruals		4,483	3.327
Prepaid rates		2,616	2,364
Employee entitlements		200	166
Developer - Offset Payable		738	-
ATO - net GST payable		70	99
State fire levy		92	115
TOTAL CURRENT PAYABLES	£	8,198	6,071

Note 21. Borrowings

No assets have been pledged as security by Council for any liabilities. However, all loans are guaranteed by the Queensland Government.

Borrowings are initially recognised at fair value plus any directly attributable transaction costs. Subsequent to initial recognition these liabilities are measured at amortised cost.

All borrowings are in \$A denominated amounts and carried at amortised cost, interest being expensed as it accrues. No interest has been capitalised during the current or comparative reporting period. Expected final repayment dates vary from 15 March 2031 to 15 March 2036.

There have been no defaults or breaches of the loan agreement during the period.

Principal and interest repayments are made quarterly in arrears.

In accordance with the Local Government Regulation 2012, Council adopts an annual debt policy that sets out Council's planned borrowings for the next nine years. Council's current policy is to only borrow for capital projects and for a term no longer than the expected life of the asset.



Notes to the Financial Statements for the year ended 30 June 2021

Note 21. Borrowings (continued)

	Notes	2021 \$'000	2020 \$'000
Current			
Loans - Queensland Treasury Corporation		1,580	1,506
TOTAL CURRENT BORROWINGS	-	1,580	1,506
Non-current			
Loans - Queensland Treasury Corporation		19,987	21,570
TOTAL NON-CURRENT BORROWINGS	-	19,987	21,570
Reconciliation of loan movements for the year			
Loans - Queensland Treasury Corporation		00.070	04 544
Opening balance at beginning of financial year		23,076 (1,509)	24,514 (1,438)
Principal repayments Book value at end of financial year		21,567	23,076
	-		

The QTC loan market value at the reporting date was \$25,456,306. This represents the value of the debt if Council repaid it at that date.

Note 22. Provisions

Provisions are measured at the expected cost of the work required, discounted to current day values using the interest rates attaching to Commonwealth Government guaranteed securities with a maturity date corresponding to the anticipated date of the payment.

Short-term benefits which are expected to be wholly settled within 12 months are calculated on wage and salary levels which are expected to be paid and includes related employee on-costs. Amounts not expected to be wholly settled within 12 months are calculated on projected future wage and salary levels and related employee on-costs, and are discounted to present values.

Long service leave

A liability for long service leave is measured as the present value of the estimated future cash outflows to be made in respect of services provided by employees up to the reporting date. The value of the liability is calculated using current pay rates, future pay increases, employee on-costs, and the probability of the employee remaining in Council's employment which would result in the Council being required to meet the liability. The interest rates attaching to Commonwealth Government guaranteed securities at the reporting date are used to discount the estimated future cash outflows to their present value. The provision is discounted using the Commonwealth Bond yeild rates published on the Department of State Development, Infrastructure, Local Government and Planning website

Where employees have met the prerequisite length of service and council does not have an unconditional right to defer this liability beyond 12 months long service leave is classified as a current liability. Otherwise it is classified as non-current.



Notes to the Financial Statements for the year ended 30 June 2021

Note 22. Provisions (continued)

Quarry rehabilitation

The provision represents the present value of the anticipated future costs associated with the closure of the five quarries, refilling the basin, and reclamation and rehabilitation of these sites. The calculation of this provision requires assumptions such as application of environmental legislation, site closure dates, available technologies and engineering cost estimates. These uncertainties may result in future actual expenditure differing from amounts currently provided. Because of the long-term nature of the liability, the most significant uncertainty in estimating the provision is the costs that will be incurred. The provision recognised for quarry rehabilitation is reviewed at least annually and updated based on the facts and circumstances available at the time. Restoration costs are already being incurred. Changes to the provisions resulting from the passing of time (the unwinding of the discount) are treated as a finance cost.

Refuse restoration

The provision represents the present value of the anticipated future costs associated with the closure of the eight refuse sites, decontamination and monitoring of historical residues and leaching on these sites. The calculation of this provision requires assumptions such as application of environmental legislation, site closure dates, available technologies and engineering cost estimates. These uncertainties may result in future actual expenditure differing from amounts currently provided. Because of the long-term nature of the liability, the most significant uncertainty in estimating the provision is the costs that will be incurred. The provision recognised for refuse sites is reviewed at least annually and updated based on the facts and circumstances available at the time. Restoration costs are already being incurred. Changes to the provisions resulting from the passing of time (the unwinding of the discount) are treated as a finance cost.

	Notes	2021 \$'000	2020
	Notes	\$ 000	\$'000
Current			
Annual leave		2,682	2,725
Long service leave		5,034	5,289
Redundancy		188	1,362
Sub total - aggregate employee benefits		7,904	9,376
Quarry rehabilitation		12	12
Refuse restoration		310	551
TOTAL CURRENT PROVISIONS		8,226	9,939
Non-current			
Long service leave		371	263
Sub total - aggregate employee benefits		371	263
Quarry rehabilitation		562	611
Refuse restoration		27,819	28,874

TOTAL NON-CURRENT PROVISIONS



29,748

28,752

Notes to the Financial Statements for the year ended 30 June 2021

Note 22. Provisions (continued)

		2021	2020
	Notes	\$'000	\$'000
Details of movements in provisions:			
Quarry rehabilitation			
Balance at beginning of financial year		623	652
Increase in provision due to unwinding of discount	8	7	15
Change in estimates	5	(56)	(44)
Balance at end of financial year	-	574	623
Refuse restoration			
Balance at beginning of financial year		29,425	29,247
Increase in provision due to unwinding of discount	8	276	689
Change in estimates	5	(1,531)	(511)
Amount used		(41)	1
Balance at end of financial year		28,129	29,425

Changes to the provision resulting from the passing of time (the unwinding of the discount) are treated as finance costs (refer to Note 8). Amendments to the provision resulting from changes in estimates, which includes changes in escalation rate (inflation), discount rate change, and change in cost estimates, are recognised within the accounts as Capital Income (refer Note 5) or Capital Expenses (refer to Note 9).

Note 23. Asset revaluation surplus

The asset revaluation surplus comprises revaluation movements on property, plant and equipment. Increases and decreases on revaluation are offset within a class of assets.



Notes to the Financial Statements for the year ended 30 June 2021

Note 24. Commitments for expenditure

	Notes	2021	2020 \$'000
		\$'000	
(a) Contractual commitments			
Contractual commitments at end of financial year but not recognis	sed in the		
financial statements are as follows:			

Garbage collection contract	5,432	2,873
Waste site supervision contract	2,856	4,368
Computer leasing contract	456	227
IT software contracts	2,995	3,033
Facilities Contract	756	-
	11,739	10,501

(b) Capital commitments (exclusive of GST)

Commitment for the construction of the following assets contracted for at the reporting date but not recognised as liabilities:

Property,	plant	and	equ	ipment
-----------	-------	-----	-----	--------

Facility, buildings, plant and equipment expenditure	2,418	932
Road operations and bridge construction	670	374
Total commitments	3,088	1,306
These expenditures are payable as follows:		
Within the next year	3,088	1,306
Total Payable	3,088	1,306

Note 25. Contingent liabilities

Details and estimates of maximum amounts of contingent liabilities are as follows:

Local Government Mutual

The Council is a member of the local government mutual liability self-insurance pool, LGM Queensland. In the event of the pool being wound up or it is unable to meet its debts as they fall due, the trust deed and rules provide that any accumulated deficit will be met by the individual pool members in the same proportion as their contribution is to the total pool contributions in respect to any year that a deficit arises.

As at 30 June 2021 the financial statements reported an accumulated surplus and it is not anticipated any liability will arise.



Notes to the Financial Statements for the year ended 30 June 2021

Note 25. Contingent liabilities (continued)

Local Government Workcare

The Council is a member of the Queensland local government worker's compensation self-insurance scheme, Local Government Workcare. Under this scheme the Council has provided an indemnity towards a bank guarantee to cover bad debts which may remain should the self insurance licence be cancelled and there was insufficient funds available to cover outstanding liabilities. Only the Queensland Government's workers compensation authority may call on any part of the guarantee should the above circumstances arise. The Council's maximum exposure to the bank guarantee is \$619,418.

Legal claims

Based on advice and review from Council's solicitor, there are a number of claims and legal proceedings that may result in a financial settlement being made by Council to resolve the ligitation. The total of these contingent liabilities, liability for which is not admitted, is estimated at \$2,334,850 (2020: \$2,335,850).



Notes to the Financial Statements for the year ended 30 June 2021

Note 26. Superannuation - Regional Defined Benefit Fund

Council contributes to the LGIAsuper Regional Defined Benefits Fund (the scheme), at the rate of 12% for each permanent employee who is a defined benefit member. This rate is set in accordance with the LGIAsuper trust deed and may be varied on the advice of an actuary. The Regional Defined Benefits Fund is a complying superannuation scheme for the purpose of the Commonwealth Superannuation Industry (Supervision) legislation and is also governed by the Local Government Act 2009.

The scheme is a pooled defined benefit plan and it is not in accordance with the deed to allocate obligations, plan assets and costs at the council level.

Any amount by which the scheme is over or under funded may affect future benefits and result in a change to the contribution rate, but has not been recognised as an asset or liability of the Council.

Technically Council can be liable to the scheme for a portion of another local governments' obligations should that local government be unable to meet them. However the risk of this occurring is extremely low and in accordance with the LGIAsuper trust deed changes to council's obligations will only be made on the advice of an actuary.

The last completed actuarial assessment of the scheme was undertaken as at 1 July 2018. The actuary indicated that "At the valuation date of 1 July 2018, the net assets of the scheme exceeded the vested benefits and the scheme was in a satisfactory financial position as at the valuation date." The measure of vested benefits represents the value of benefit entitlements should all participating employees voluntarily exit the scheme. The Council is not aware of anything that has happened since that time that indicates the assets of the scheme are not sufficient to meet the vested benefits, as at the reporting date. Council is however continuing to monitor the impact on the scheme associated with the impact of COVID-19 on the economy.

No changes have been made to prescribed employer contributions which remain at 12% of employee salaries or wages and there are no known requirements to change the rate of contributions.

The next triennial actuarial review is due on 1 July 2021.

The most significant risks that may result in LGIAsuper increasing the contribution rate, on the advice of the actuary, are:

Investment risk - The risk that the scheme's investment returns will be lower than assumed and additional contributions are needed to fund the shortfall.

Salary growth risk - The risk that wages or salaries will rise more rapidly than assumed, increasing vested benefits to be funded.

		2021	2020
	Notes	\$'000	\$'000
Superannuation contributions made to the Regional Defined Benefits Fund		74	93
Other superannuation contributions for employees		2,584	2,623
Total superannuation contributions paid by Council for employees	6	2,658	2,716



Notes to the Financial Statements for the year ended 30 June 2021

Note 27. Reconciliation of net result for the year to net cash inflow (outflow) from operating activities

	No.	2021 \$'000	2020 \$'000
	Notes	\$1000	\$.000
Net result		14,578	3,405
Non-cash items			
Depreciation and amortisation	-	11,320	11,885
	-	11,320	11,885
Losses/(gains) recognised on fair value re-measurements through the	e income s	tatement	
Revaluation of property, plant and equipment		46	-
Revaluation of investment property		505	(100)
Revaluation relating to assets held for sale		(29)	-
Unwinding of discount rates on reinstatement provisions		283	704
Capital Income - Rehabilitation		(1,587)	(555)
	5_	(782)	49
Investing and development activities			
Net (profit)/loss on disposal of assets		7,814	2,166
Capital grants and contributions		(10,355)	(2,780)
Share of net (profits)/losses of associates/JV's		(2,320)	(2,152)
Capital contributions		(3,260)	(1,518)
Amount used - Rehabilitation		(41)	-
	-	(8,162)	(4,284)
Changes in operating assets and liabilities:			
(Increase)/decrease in receivables		(2,049)	554
Increase/(decrease) in provision for doubtful debts		8	6
(Increase)/decrease in inventories		(17)	14
(Increase)/decrease in contract assets		54	(56)
Increase/(decrease) in payables		2,127	(1,082)
Increase/(decrease) in contract liabilities		(438)	1,109
Increase/(decrease) in employee leave entitlements		(190)	667
Increase/(decrease) in other provisions		(1,174)	1,362
Increase/(decrease) in other liabilities		-	(1,014)
and an	-	(1,679)	1,560
Net cash provided from/(used in) operating activities from the			
statement of cash flows		15,275	12,615



Notes to the Financial Statements for the year ended 30 June 2021

Note 28. Reconciliation of liabilities arising from financing activities

	As at 30-Jun-20 \$'000	Change in accounting policy \$'000	Cashflows \$'000	Non-cash changes \$'000	As at 30-Jun-21 \$'000
Borrowings	23,076	34	(1,509)		21,567
	23,076	(-)	(1,509)		21,567
	A	Change in			
	As at	accounting		Non-cash	As at
	30-Jun-19	policy	Cashflows	changes	30-Jun-20
	\$'000	\$'000	\$'000	\$'000	\$'000
Borrowings	24,514	-	(1,438)	-	23,076
	24,514		(1,438)	-	23,076

Note 29. Correction of error

It was discovered that a number of items held in work in progess and as intangible assets did not meet the asset recognition criteria of AASB 138 Intangible Assets. These items were planning schemes plans and documents, flood modelling and planning data and reports and other strategic documents.

The errors described above have been corrected by restating the balances at the beginning of the comparative period, 1st July 2019, with the adjustments taken to equity at that date. Comparatives have been changed to reflect the corrected amounts and the impact on each item in the financial statements is shown below.

	Original balance 30 June 2019 \$'000	Adjustment \$'000	As at 1 July 2019 \$'000
Adjusments to prior year opening balances are as follows:			
Property, plant and equipment	569,246	(33)	569,213
Intangible assets	5,493	(2,440)	3,053
Retained surplus	383,591	(2,473)	381,118



Notes to the Financial Statements for the year ended 30 June 2021

Note 29. Correction of error (continued)

		Previous		Restated
		balance		balance
		2020	Adjustment	2020
	Notes	\$'000	\$'000	\$'000
Reconciliation of restated comparatives				
Financial report line item / balance affected				
Statement of comprehensive income				
Employee costs		29,012	137	29,149
Materials and services		17,486	427	17,913
Depreciation and amortisation:		-	-	-
Intangible assets		943	(354)	589
	,	47,441	210	47,651
Statement of financial position				
Property, plant and equipment		549,174	(535)	548,639
		5 400	(2, 148)	
		5,120	(2,140)	2,972
		5,120 554,294	(2,683)	2,972 551,611
ntangible assets	, , ,			
Intangible assets		554,294	(2,683)	551,611
Intangible assets TOTAL ASSETS Net community assets Retained surplus/(deficiency)		554,294 636,021	(2,683)	551,611 633,338
ntangible assets TOTAL ASSETS Net community assets		554,294 636,021 565,171	(2,683) (2,683) (2,683)	551,611 633,338 562,488

Note 30. Events after the reporting period

Council passed a resolution on the 23 July, 2021 to set up a Local Management Entity being a company limited by guarantee to progress the objectives of the Lockyer Valley and Somerset Water Collaborative.

The establishment of a Local Management Entity will create a legal entity that will succeed the Lockyer Valley and Somerset Water Collaborative.

Since inception of the project, Council has provided administrative and governance support to the Lockyer Valley and Somerset Water Collaborative.



Notes to the Financial Statements for the year ended 30 June 2021

Note 31. Financial instruments and financial risk management

(a) Financial assets and financial liabilities

Council has exposure to the following risks arising from financial instruments; (i) credit risk, (ii) liquidity risk and (iii) market risk.

This note provides information (both qualitative and quantitative) to assist statement users evaluate the significance of financial instruments on the Council's financial position and financial performance, including the nature and extent of risks and how the Council manages these exposures.

Financial risk management

Council is responsible for the establishment and oversight of the risk management framework, together with developing and monitoring risk management policies.

Council's Audit and Risk Management Committee (ARMC) has oversight of policies for overall risk management. specifically for managing credit, liquidity and market risk.

The Council's risk management policies are established to identify and analyse the risks faced, to set appropriate limits and controls and to monitor these risks and adherence against limits. The Council aims to manage volatility to minimise potential adverse effects on the financial performance of the Council.

The ARMC oversees how management monitors compliance with the Council's risk management policies and procedures, and reviews the adequacy of the risk management framework in relation to the risks faced by the Council. The ARMC is assisted in its oversight role by internal audit. Internal audit undertakes both regular and ad hoc reviews of risk management controls and procedures, the results of which are reported to the ARMC.

Council does not enter into derivatives.

Credit risk

Credit risk is the risk of financial loss if a counterparty to a financial instrument fails to meet its contractual obligations. These obligations arise principally from the Council's investments and receivables from customers.

Exposure to credit risk is managed through regular analysis of credit counterparty ability to meet payment obligations. The carrying amount of financial assets represents the maximum credit exposure.

Investments in financial instruments are required to be made with Queensland Treasury Corporation (QTC) or similar State/Commonwealth bodies or financial institutions in Australia, in line with the requirements of the *Statutory Bodies Financial Arrangements Act 1982*.

No collateral is held as security relating to the financial assets held by the Council.

The carrying amounts of financial assets at the end of the reporting period represent the maximum exposure to credit risk for the Council.



Notes to the Financial Statements for the year ended 30 June 2021

Note 31. Financial instruments and financial risk management (continued)

Cash and cash equivalents

The Council may be exposed to credit risk through its investments in the QTC Cash Fund and QTC working capital facility. The QTC Cash Fund is an asset management portfolio that invests with a wide range of high credit rated counterparties. Deposits with the QTC cash fund are capital guaranteed. Working capital facility deposits have a duration of one day and all investments are required to have a minimum credit rating of "A-", therefore the likelihood of the counterparty having capacity to meet its financial commitments is strong.

Other financial assets

Other investments are held with financial institutions, which are rated AA+ to BBB- based on rating agency Standard and Poors ratings, and whilst not capital guaranteed, the likelihood of a credit failure is assessed as remote.

Receivables

In the case of rate receivables, Council has the power to sell the property to recover any defaulted amounts. In effect this power protects Council against credit risk in the case of defaults.

In other cases, Council assesses the credit risk before providing goods or services and applies normal business credit protection procedures to minimise the risk.

By the nature of Council's operations, there is a geographical concentration of risk in Council's area. Because the area is largely residential and agricultural, there is also a concentration in the residential and agricultural sectors.

Council does not require collateral in respect of trade and other receivables. Council does not have trade receivables for which no loss allowance is recognised because of collateral.

Liquidity risk

Liquidity risk refers to the situation where Council may encounter difficulty in meeting obligations associated with financial liabilities that are settled by delivering cash or another financial asset. Council is exposed to liquidity risk through its trading in the normal course of business and borrowings from the Queensland Treasury Corporation for capital works.

Council manages its exposure to liquidity risk by maintaining sufficient cash deposits and undrawn facilities, both short and long term, to cater for unexpected volatility in cash flows. These facilities are disclosed in Note 10.

Council's approach to managing liquidity is to ensure, as far as possible, that it will have sufficient liquidity to meet its labilities when they are due, under both normal and stressed conditions, without incurring unacceptable losses or risking damage to the Council's reputation.

The following table sets out the liquidity risk in relation to financial liabilities held by Council. It represents the remaining contractual cashflows (principal and interest) of financial liabilities at the end of the reporting period, excluding the impact of netting agreements:



Notes to the Financial Statements for the year ended 30 June 2021

Note 31. Financial instruments and financial risk management (continued)

		\$'000
Loans - QTC 2,594 10,378 14,731		
	7,998	7,998
10,592 10,378 14,731 3	27,703	21,567
	35,701	29,565
2020		
Payables 5,905	5,905	5,905
Loans - QTC 2,594 10,378 17,325	30,297	23,076
8,499 10,378 17,325 3	36,202	28,981

The outflows in the above table are not expected to occur significantly earlier and are not expected to be for significantly different amounts than indicated in the table.

Market risk

Market risk is the risk that changes in market indices, such as interest rates, will affect the Council's income or the value of its holdings of financial instruments.

Interest rate risk

Council is exposed to interest rate risk through investments and borrowings with Queensland Treasury and other financial institutions.

Council has access to a mix of variable and fixed rate funding options through QTC so that interest rate risk exposure can be minimised.

Sensitivity

Sensitivity to interest rate movements is shown for variable financial assets and liabilities based on the carrying amount at reporting date.

Council does not account for any fixed-rate financial assets or financial liabilities at fair value through profit or Loss, therefore a change in interest rates at the reporting date would not affect profit or loss.

The following interest rate sensitivity analysis depicts what effect a reasonably possible change in interest rates (assumed to be 1%) would have on the profit and equity, based on the carrying values at the end of the reporting period. The calculation assumes that the change in interest rates would be held constant over the period.



Notes to the Financial Statements for the year ended 30 June 2021

Note 31. Financial instruments and financial risk management (continued)

	Net carrying	Net	result	Eq	uity
	amount \$'000	1% increase \$'000	1% decrease \$'000	1% increase \$'000	1% decrease \$'000
2021					
QTC cash fund	25,735	257	(257)	257	(257)
Other investments	8,000	80	(80)	80	(80)
Loans - QTC	(21,567)	(216)	216	(216)	216
Net	12,168	122	(122)	122	(122)
2020					
QTC cash fund	21,242	212	(212)	212	(212)
Other investments	4,600	46	(46)	46	(46)
Loans - QTC	(23,076)	(231)	231	(231)	231
Net	2,766	27	(27)	27	(27)

In relation to the QTC loans held by the Council, the following has been applied:

QTC generic debt pool - the generic debt pool products approximate a fixed rate loan. There is a negligible impact on interest sensitivity from changes in interest rates for generic debt pool borrowings.

(b) Fair value

The fair value of trade and other receivables and payables is assumed to approximate the value of the original transaction, less any allowance for impairment.

The following table shows the carrying amounts and fair values of financial assets and financial liabilities, including their levels in the fair value hierarchy. It does not include fair value information for financial assets and financial liabilities not measured at fair value if the carrying amount is a reasonable approximation of fair value.

		Carryir	ng value	Fair	value
		2021	2020	2021	2020
	Notes	\$'000	\$'000	\$'000	\$'000
Financial assets					
Cash and cash equivalents	10	867	467	867	467
QTC cash fund	10	25,735	21,242	25,735	21,242
Investments		8,000	4,600	8,000	4,600
Total financial assets		34,602	26,309	34,602	26,309
Financial liabilities					
Loans - QTC	21	21,567	23,076	25,456	27,987
Total financial liabilities		21,567	23,076	25,456	27,987



Notes to the Financial Statements for the year ended 30 June 2021

Note 32. Transactions with related parties

1 p. c. r.

	2021	2020
	\$000	\$000
(a) Associates		
Amount of transactions with Associates		
Queensland Urban Utilities		
Water and waste water charges	535	501
Sponsorship received	- 1	(5)
Contribution to water collaborative	. = 8-7 × 3	(30)
Private works for QUU	(14)	(24)
Infrastructure charges		21
Council of Mayors of South East Queensland		
Annual membership levy	31	29
Resilient rivers contribution		32
SEQ regional food and agriculture tourism platform	5	4
Resilient rivers initiatives	(167)	(400)
Spring Bluff Railway Station Trust	4 - 7	, , ,
Annual operational contribution	60	59
Total	487	187

All of the above transactions were in the normal course of business, and subject to standard terms and conditions.

(b) Other related parties

Transactions with other related parties

Amount of transactions with other related parties

Purchase of goods and services from entities controlled by key management person	inel		- 1 . U	noi': I
Printing	3 -	1. 1.1	24	
Professional Organisations			2	
Transport Services	6		-	
Purchase of goods and services from entities controlled by related parties of			7 A	, A. ,
key management personnel				
Sporting complex	96		137	
Employee expenses for close family members of key management personnel	170		199	w.
Total	. 272	94	362	

All of the above transactions were in the normal course of business, and subject to standard terms and conditions.

Any contracts with related parties have followed normal procurement and tender processes.

There are two related parties who are employees of Council but not Key Management Personnel. Their employment terms and conditions are in accordance with Council's Enterprise Bargaining Agreement and standard recruitment practices.



Notes to the Financial Statements for the year ended 30 June 2021

Note 32. Transactions with related parties (continued)

the second second second second second second	COLUMN TWO IS NOT THE OWNER.
2021	2020
	2020
\$'000	\$'000
Concession in concession of the local division of the local divisi	THE OWNER AND INCOME.

Key management personnel have disclosed any personal interest in relation to decision making around these transactions, or absented themselves from the decision making process. Similar transactions have occurred in previous years, prior to the election or employment of Key Management Personnel.

(c) Key management personnel

Transactions with key management personnel

Key Management Personnel include the Councillors, Chief Executive Officer, Executive Managers, and the Chief Financial Officer. Other staff acting in those positions during the year have also been included for the period of time they were acting.

The compensation paid to key management personnel comprises:

Short-term employee benefits	1,827	2,056
Post-employment benefits	181	216
Long-term benefits	32	53
Termination benefits	365	143
Total	2,405	2,468

(d) Outstanding balances

Council holds no contract retentions (2020: Nil) on behalf of a related party.

Included in the balances disclosed at (a) is an amount of \$8,393 (2020: \$7,794) which was outstanding at year end. This is in accordance with Council's normal debt collection and creditor payment terms.

This is in accordance with Council's normal creditor payment terms.

(e) Loans and gurarantees to/from related parties

Council holds no bank guarantees (2020: Nil) on behalf of a related party.

Council has provided a loan to QUU for \$14.7 million (2020: \$14.7 million). This is managed by Queensland Treasury Corporation. This loan is at commercial interest rates, and the capacity for QUU to repay this loan is assessed yearly. This loan is disclosed at Note 11.

(f) Commitments to/from other related parties

There are no commitments at the end of the reporting period in relation to transactions with related parties.

(g) Transactions with related parties that have not been disclosed

Transactions on the same basis as ordinary citizens with the related parties have not been disclosed. These transactions include rates payment for properties owned within Council boundaries, dog registrations, and reimbursement of expenses for parking and conferences.



Notes to the Financial Statements for the year ended 30 June 2021

Note 32. Reserves

	2021	2020
Notes	\$'000	\$'000
	and the second	And the second s

Council's cash, cash equivalents and investments are subject to a number of external and internal restrictions that limit the amount that is available for discretionary or future use. In prior years Council accounted for these restrictions using a system of reserves.

Restricted Capital Works Reserve - Grants & Subsidies

This corresponds to the amount of cash which has been received in respect of capital works where the required capital works have not yet been carried out.

Roads Infrastructure Reserve

This represents the future development of roads across the region from specific contributions.

Rates Levies Reserve

This represents the unspent funds from the Emergency Preparedness, Rural Fire and Waste Management Levies. These funds will provide disaster management, SES, rural fire, environmental and waste functions as needed. This reserve has now been fully expended.

Prepaid Grants Reserve

This corresponds to the amount of cash which has been received in respect of operational works where the required operations have not yet been carried out.

Reserves held for funding future capital exp:

Roads infrastructure reserve	3,088	1,306
	3,088	1,306
TOTAL RESERVES	3,088	1,306



Notes to the Financial Statements for the year ended 30 June 2021

Note 32. Reserves (continued)

	Notes	2021 \$'000	2020 \$'000
Details of movements in Reserves:			
Capital Reserves			
Restricted capital works reserve - grants & subsidies			
Balance at beginning of financial year		-	591
Transfer to retained surplus			(591)
Balance at end of financial year	_		
Roads infrastructure reserve			
Balance at beginning of financial year		1,306	2,180
Transfer from retained surplus		3,088	1,306
Transfer to retained surplus		(1,306)	(2,180)
Balance at end of financial year	_	3,088	1,306
Prepaid grants reserve			
Balance at beginning of financial year			429
Transfer to retained surplus			(429)
Balance at end of financial year			-
· · · · · · · · · · · · · · · · · · ·			and the second second second second



Notes to the Financial Statements for the year ended 30 June 2021

Note 33. Council information and contact details

Principal place of business: 26 Railway Street Gatton QLD 4343

Contact details Mailing address: PO Box 82 Gatton QLD 4343

Telephone: 1300 005 872 Facsimile:

Officers CHIEF EXECUTIVE OFFICER lan Church

AUDITORS Queensland Audit Office PO Box 15396 City East QLD 4002

Other information ABN: 52 673 165 312 Opening hours: 8:30am - 4:30pm - Gatton 9:00am - 5:00pm - Laidley Monday to Friday

 Internet:
 www.lockyervalley.qld.gov.au

 Email:
 mailbox@lvrc.qld.gov.au

Elected members MAYOR Tanya Milligan

COUNCILLORS Jason Cook Chris Wilson Janice Holstein Rick Vela Michael Hagan

Brett Qualischefski



General Purpose Financial Statements for the year ended 30 June 2021

Management Certificate for the year ended 30 June 2021

These general purpose financial statements have been prepared pursuant to sections 176 and 177 of the *Local Government Regulation 2012* (the Regulations) and other prescribed requirements.

In accordance with Section 212(5) of the Regulation, we certify that:

- (i) the prescribed requirements of the Local Government Act 2009 and Local Government Regulations 2012 for the establishment and keeping of accounts have been complied with in all material respects; and
- (ii) the general purpose financial statements, as set out on pages 2 to 54, present a true and fair view, in accordance with Australian Accounting Standards, of the Council's transactions for the financial year and financial position at the end of the year.

Tanya Milligan MAYOR

20 October 2021

Ian Church
CHIEF EXECUTIVE OFFICER

20 October 2021





INDEPENDENT AUDITOR'S REPORT

To the councillors of Lockyer Valley Regional Council

Report on the Audit of the Financial Report

Opinion

I have audited the financial report of Lockyer Valley Regional Council.

In my opinion, the financial report:

- a) gives a true and fair view of the council's financial position as at 30 June 2021, and of its financial performance and cash flows for the year then ended
- b) complies with the *Local Government Act 2009*, the Local Government Regulation 2012 and Australian Accounting Standards.

The financial report comprises the statement of financial position as at 30 June 2021, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes to the financial statements including significant accounting policies and other explanatory information, and the certificate given by the Mayor and Chief Executive Officer.

Basis for opinion

I conducted my audit in accordance with the *Auditor-General Auditing Standards*, which incorporate the Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial report* section of my report.

I am independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code and the *Auditor-General Auditing Standards*.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Other information

Other information comprises financial and non-financial information (other than the audited financial report) in an entity's annual report.

At the date of this auditor's report, the available other information in Lockyer Valley Regional council's annual report for the year ended 30 June 2021 was the current year financial sustainability statement and long-term financial sustainability statement.

The councillors are responsible for the other information.

My opinion on the financial report does not cover the other information and accordingly I do not express any form of assurance conclusion thereon. However, as required by the Local Government Regulation 2012, I have expressed a separate opinion on the current year financial sustainability statement.





In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report and my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this information, I am required to report that fact. I have nothing to report in this regard.

Responsibilities of the councillors for the financial report

The councillors are responsible for the preparation of the financial report that gives a true and fair view in accordance with the *Local Government Act 2009*, the Local Government Regulation 2012 and Australian Accounting Standards, and for such internal control as the councillors determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

The councillors are also responsible for assessing the council's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless it is intended to abolish the council or to otherwise cease operations of the council.

Auditor's responsibilities for the audit of the financial report

My objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for expressing an opinion on the effectiveness of the council's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the council.





Better public services

- Conclude on the appropriateness of the council's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the council's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. I base my conclusions on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the council to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the council regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Report on other legal and regulatory requirements

In accordance with s.40 of the Auditor-General Act 2009, for the year ended 30 June 2021:

- a) I received all the information and explanations I required.
- b) I consider that, the prescribed requirements in relation to the establishment and keeping of accounts were complied with in all material respects.

Prescribed requirements scope

The prescribed requirements for the establishment and keeping of accounts are contained in the *Local Government Act 2009*, any other Act and the Local Government Regulation 2012. The applicable requirements include those for keeping financial records that correctly record and explain the council's transactions and account balances to enable the preparation of a true and fair financial report.

France

Lisa Fraser as delegate of the Auditor-General

21 October 2021

Queensland Audit Office Brisbane



Current Year Financial Sustainability Statement for the year ended 30 June 2021

	Actual 2021	Target 2021
Measures of financial sustainability		
Council's performance at 30 June 2021 against key financial ratios and targets.	· · · ·	
Performance indicators		
1. Operating surplus ratio		
Net result (excluding capital items) ⁽¹⁾ Total operating revenue (excluding capital items) ⁽²⁾	12.30%	0 - 10%
An indicator of which the extent to which revenues raised cover operational expenses only or are available for capital funding purposes or other purposes.		
2. Asset sustainability ratio		
Capital expenditure on the replacement of assets (renewals) ⁽³⁾ Depreciation expense	95.16%	more than 90%
An approximation of the extent to which the infrastructure assets managed are being replaced as these reach the end of their useful lives.		
3. Net financial liabilities ratio		less that
Total operating revenue (excluding capital items) ⁽²⁾	38.23%	60%
An indicator of the extent to which the net financial liabilities can be serviced by its operating revenue.		

Note 1 - basis of preparation

The current year financial sustainability statement is a special purpose statement prepared in accordance with the requirements of the *Local Government Regulation 2012* and the *Financial Management (Sustainability) Guideline 2013*. The amounts used to calculate the three reported measures are prepared on an accrual basis and are drawn from the Council's audited general purpose financial statements for the year ended 30 June 2021.



page 59

Current Year Financial Sustainability Statement (continued) for the year ended 30 June 2021

Measures of financial sustainability (continued)

Notes

- (1) Includes only recurrent revenue and recurrent expenditure disclosed in the income statement. Excludes capital revenue grants, contributions, donations and subsidies received for capital acquisitions, capital income items such as profit from the sale of: property, plant and equipment, financial assets, real estate and investment properties and any capital expenditure such as write-off of assets, movements in provisions for restoration and rehabilitation and revaluation decrements that hit the statement of comprehensive income.
- ⁽²⁾ Includes only recurrent revenue disclosed in the income statement. Excludes capital revenue grants, contributions donations and subsidies received for capital acquisitions. Also excludes any capital income items such as profit from the sale of: property, plant and equipment, financial assets, real estate and investment properties.
- (3) Asset Renewals are defined as expenditures on existing assets to return the assets to their original service potential (or useful life) while satisfying current construction and required standards. Such expenditure is required periodically to reinstate existing assets and may reduce operating and maintenance costs.

These ratios are the relevant measures of financial sustainability required to be reported under section 178(1) of the Local Government Regulation 2012.

Definitions are sourced from the Financial Management (Sustainability) Guideline issued by the Department of Local Government, Racing and Multicultural Affairs.



Current Year Financial Sustainability Statement for the year ended 30 June 2021

Certificate of Accuracy for the year ended 30 June 2021

This current-year financial sustainability statement has been prepared pursuant to Section 178 of the *Local Government Regulation 2012* (the Regulation).

In accordance with Section 212(5) of the Regulation we certify that this current year financial sustainability Statement has been accurately calculated.

llog

Tanya Milligan MAYOR

20 October 2021

~ C

lan Church CHIEF EXECUTIVE OFFICER

20 October 2021



page 61



INDEPENDENT AUDITOR'S REPORT

To the Councillors of Lockyer Valley Regional Council

Report on the Current-Year Financial Sustainability Statement

Opinion

I have audited the accompanying current year financial sustainability statement of Lockyer Valley Regional Council for the year ended 30 June 2021, comprising the statement, explanatory notes, and the certificate of accuracy given by the Mayor and the Chief Executive Officer.

In accordance with section 212 of the Local Government Regulation 2012, in my opinion, in all material respects, the current year financial sustainability statement of Lockyer Valley Regional Council for the year ended 30 June 2021 has been accurately calculated.

Basis of opinion

I conducted my audit in accordance with the *Auditor-General Auditing Standards*, which incorporate the Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the current year financial sustainability statement* section of my report.

I am independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the statement in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code and the *Auditor-General Auditing Standards*.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Emphasis of matter – basis of accounting

I draw attention to Note 1 which describes the basis of accounting. The current year financial sustainability statement has been prepared in accordance with the Financial Management (Sustainability) Guideline 2013 for the purpose of fulfilling the council's reporting responsibilities under the Local Government Regulation 2012. As a result, the statement may not be suitable for another purpose. My opinion is not modified in respect of this matter.

Other Information

Other information comprises financial and non-financial information (other than the audited financial report) in an entity's annual report.

At the date of this auditor's report, the available other information in Lockyer Valley Regional Council's annual report for the year ended 30 June 2021 was the general purpose financial statements and long-term financial sustainability statement.

The councillors are responsible for the other information.

My opinion on the current year financial sustainability statement does not cover the other information and accordingly I do not express any form of assurance conclusion thereon.





However, as required by the Local Government Regulation 2012, I have expressed a separate opinion on the general purpose financial report.

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report and my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this information, I am required to report that fact. I have nothing to report in this regard.

Responsibilities of the councillors for the current year financial sustainability statement

The councillors are responsible for the preparation and fair presentation of the current year financial sustainability statement in accordance with the Local Government Regulation 2012. The councillors responsibility also includes such internal control as the councillors determine is necessary to enable the preparation and fair presentation of the statement that is accurately calculated and is free from material misstatement, whether due to fraud or error.

Auditor's responsibilities for the audit of the current year financial sustainability statement

My objectives are to obtain reasonable assurance about whether the current year financial sustainability statement as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this statement.

My responsibility does not extend to forming an opinion on the appropriateness or relevance of the reported ratios, nor on the council's future sustainability.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the statement, whether due to
 fraud or error, design and perform audit procedures responsive to those risks, and
 obtain audit evidence that is sufficient and appropriate to provide a basis for my
 opinion. The risk of not detecting a material misstatement resulting from fraud is higher
 than for one resulting from error, as fraud may involve collusion, forgery, intentional
 omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the council's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the council.





 Evaluate the overall presentation, structure and content of the statement, including the disclosures, and whether the statement represents the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the council regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

France

21 October 2021

Lisa Fraser as delegate of the Auditor-General Queensland Audit Office Brisbane



Unaudited Long-Term Financial Sustainability Statement												
prepared as at 30 June 2021	ability St	atemer	nt									
	Target 2021	Actual 2021	2022	2023	2024	2025	Fore 2026	Forecast 26 2027	2028	2029	2030	2031
Measures of financial sustainability Council's performance at 30 June 2021 against key financial ratios and targets.	icial											
Performance indicators												
1. Operating surplus ratio												
Total operating revenue (excluding capital items) ⁽²⁾	0 - 10%	12.30%	3.40%	3.40%	0.09%	1.50%	1.40%	0.08%	2.00%	3.10%	2.50%	4.10%
An indicator of which the extent to which revenues raised cover operational expenses only or are available for capital funding purposes or other purposes.	tal											
2. Asset sustainability ratio												
Capital expenditure on the replacement of assets (renewats) ⁽³⁾ Depreciation expense	%06 <	95.16%	127.10%	131.30%	95.16% 127.10% 131.30% 100.60% 130.20% 105.90% 95.00%	130.20%	105.90%	95.00%	89.40%	91.00%	90.80%	%00.06
An approximation of the extent to which the infrastructure assets managed are being replaced as these reach the end of their useful lives.	end											
3. Net financial liabilities ratio												
Total liabilities less current assets	< 60%	38.23%	52.60%	52.20%	48.60%	52.30%	48.10%	41.20%	33.00%	24.50%	25.20%	16.10%
Total operating revenue (excluding capital items) ⁽²⁾			-									

page 64

111 Lockyer Valley Regional Council

Unaudited Long-Term Financial Sustainability Statement (continued) prepared as at 30 June 2021

Measures of financial sustainability

Lockyer Valley Regional Council Financial Management Strategy

The 2016 Queensland Treasury Corporation Credit (QTC) Review saw the Council rated as Weak with a Neutral Outlook. This rating is still related to the significant increase in has returned to a pre-disaster level of operations, the budget forecasts are now reflecting a more stable level of operations. Council would like to see its QTC rating return to "moderate" over the short term, with a longer term rating goal of "sound" however discussions with QTC have indicated that there is no intention to conduct a further operating costs and capital expenditure as a result of the flooding events experienced between 2011 and 2013. As Council has completed the restoration works and review at this time. Council's budgets, forecasts and rating strategies still aim to address the issues raised by QTC and deliver a financially stable future.

Council's adopted Long Term Financial Plan 2020 - 2029 provides a framework for securing its financial sustainability over the life of the forecast period. To achieve this, Council aims for:

- Operating surpluses for the forecast period.

- Smoother increases in rates from year to year to avoid any 'rate shock'

Reductions in debt balances on top of the scheduled payments.

- Review of operations and service levels to focus on core services.

Improved transparency and consultation in developing future budgets.

The current forecast has the levels of income and expenditure at what should be considered 'normal' operations

It also sees operating surpluses for the life of the long term plan and a more sustainable level of capital works which is focussed on renewals.

Council has adopted Service Management Plans for its major asset classes. Improved asset data and a planned inspection regime will ensure that Council's understanding of the condition of its assets is better than it has ever been. This will in tum improve the outputs from the service management plans for each class of assets and ensure a more realistic forecast of the required levels of expenditure.

Notes

(1) Includes only recurrent revenue and recurrent expenditure disclosed in the income statement. Excludes capital revenue grants, contributions, donations and subsidies received for capital acquisitions, capital Income items such as profit from the sale of: property, plant and equipment, financial assets, real estate and investment properties and any capital expenditure

(2) Includes only recurrent revenue disclosed in the income statement. Excludes capital revenue grants, contributions donations and subsidies received for capital acquisitions. such as write-off of assets, movements in provisions for restoration and rehabilitation and revaluation decrements that hit the statement of comprehensive income.

Also excludes any capital income items such as profit from the sale of: property, plant and equipment, financial assets, real estate and investment propertie

(3) Asset Renewals are defined as expenditures on existing assets to return the assets to their original service potential (or useful life) while satisfying current construction and These ratios are the relevant measures of financial sustainability required to be reported under section 178(1) of the Local Government Regulation 2012. required standards. Such expenditure is required periodically to reinstate existing assets and may reduce operating and maintenance costs

Definitions are sourced from the Financial Management (Sustainability) Guideline issued by the Department of Local Government, Racing and Multicultural Affairs.

The current year's asset sustainability ratio is calculated on infrastructure type asset classes only. The future year ratios are calculated on all asset classes, except Land.

page 65



Unaudited Long-Term Financial Sustainability Statement

Certificate of Accuracy

for the long-term financial sustainability statement prepared as at 30 June 2021

This long-term financial sustainability statement has been prepared pursuant to Section 178 of the *Local Government Regulation 2012* (the Regulation).

In accordance with Section 212(5) of the Regulation we certify that this long-term financial sustainability statement has been accurately calculated.

llig

Tanya Milligan MAYOR

20 October 2021

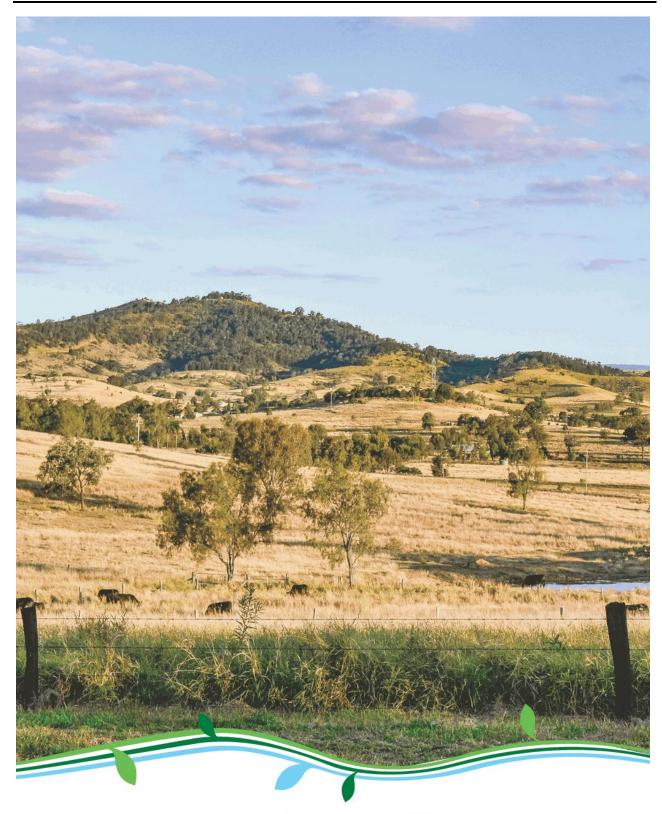
lan Church
CHIEF EXECUTIVE OFFICER

20 October 2021



page 66





For more information phone **1300 005 872**, email **mailbox@lvrc.qld.gov.au** or visit **www.lockyervalley.qld.gov.au**

> Lockyer Valley Regional Council, PO Box 82, Gatton QLD 4343 © Lockyer Valley Regional Council

11.0 **PEOPLE & BUSINESS PERFORMANCE REPORTS**

11.1	Request to Lease part of Lot 1 SP 232938 - Application of Section 236(1)(c)(iv) Local Government Regulation Exception
Author:	Julie Lyons, Property Officer
Responsible Officer:	Dan McPherson, Group Manager People and Business Performance

Purpose:

The purpose of this Report is to meet Council's statutory obligations to enable part of the land described as Lot 1 on SP 232938 to be leased to an adjoining landowner.

Officer's Recommendation:

THAT with respect to the request to lease part of Lot 1 on SP 232938 by an adjoining landowner, **Council resolve to:**

- a) apply the exception from tendering contained in Section 236(1)(c)(iv) of the Local Government Regulation 2012; and
- b) delegate authority to the Chief Executive Officer to negotiate a Lease on terms satisfactory to Council.

RESOLUTION

THAT with respect to the request to lease part of Lot 1 on SP 232938 by an adjoining landowner, **Council resolve to:**

- a) apply the exception from tendering contained in Section 236(1)(c)(iv) of the Local Government Regulation 2012; and
- b) delegate authority to the Chief Executive Officer to negotiate a Lease on terms satisfactory to Council.

Moved By:	Cr Holstein	Seconded By: Resolution Number: 20-24/0459	Cr Wilson
		CARRIED 6/0	

Executive Summary

The purpose of this report is to consider applying the exception from tendering contained in Section 236(1)(c)(iv) of the Local Government Regulation 2012 to enable a lease to be entered into over part of the land described as Lot 1 on SP 232938 situated at 15 Otto Road, Glenore Grove (the Land).

Proposal

Council was contacted by the owner of Lot 100 on RP 170130 (**Proposed Lessee**) after Council attended the Land due to a complaint received by Council with respect to the Proposed Lessee grazing cattle on the Land. The Proposed Lessee advised he had an historical hand shake agreement to graze cattle on the Land and was enquiring as to how he can formalise the agreement.

The Land details are:

Area Tenure Zoning Flood Risk Approximately 1.26 Hectares (shown in yellow) Freehold Rural Residential Nil



TLPI 2020 applies

The Land is part of an old quarry which is no longer used by Council. An Aerial Plan showing the Land and location is Attachment 1 to this Report.

Options

Strategic Implications

Corporate Plan

Lockyer Leadership and Council5.7 Compliant with relevant legislation

Finance and Resource

The annual rental has not been discussed with the Proposed Lessee however it is proposed to charge in line with the State Rental Category for Primary Production with the minimum rent being \$277.00 per annum excluding GST.

The lease will be prepared internally by Council's Governance and Property team.

The Proposed Lessee will be responsible for any legal costs incurred in reviewing and signing the lease and registration fees if any. It is recommended a short term lease of no more than 3 years be offered to the Proposed Lessee. A Survey Plan will only be required if the Proposed Lessee wishes to register the Lease with the Department of Resources and if so, the Survey Plan fee will be the responsibility of the Proposed Lessee.

The Proposed Lessee will also be required to obtain public liability insurance, be responsible for all outgoings, maintenance and any fencing required.

Legislation and Policy

As the proposed Lessee is an adjoining landowner, the exception contained in Section 236(1)(c)(iv) of the *Local Government Regulation 2012* can be applied.

Consultation

Internal Consultation

- ✓ Community and Regional Prosperity
- ✓ People and Business Performance
- ✓ Infrastructure
- ✓ Finance

Council's Manager Planning, Policy and Community Wellbeing has no objection with a short term lease of no more than 3 years with a 1 month termination clause. The site is not mapped as containing significant vegetation but is in a water supply catchment area so Council would want to ensure the property is not overgrazed to the extent of causing erosion and siltation. Recommended a clause be put into the lease that requires the grazing regime and stocking rates to ensure erosion and siltation does not occur and suggests the lease contain pulse grazing as a management regime.

Council's Manager Community Activation suggests we use option to terminate the lease if the Land is overstocked and has caused environmental damage.

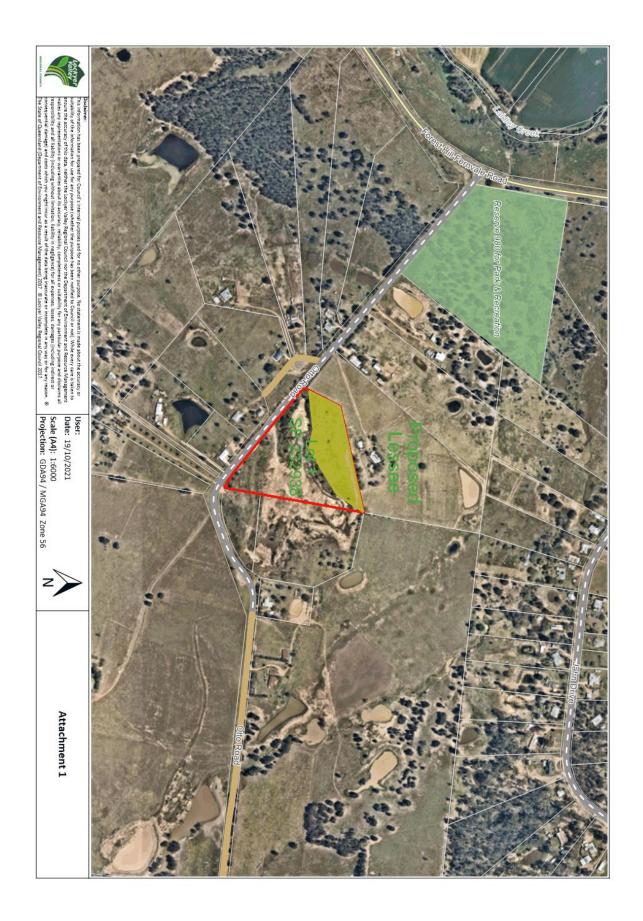
Council's Manager Infrastructure has advised the Land is no longer used as a quarry.

Council's Waste Management and Recycling Supervisor has advised that whether the Land is considered for a transfer station is yet to be determined and will depend on a feasibility study.

Coordinator Growth and Policy advised the south eastern boundary on Otto Road is made up of sandstone blocks and the fencing would need to be assessed to ensure the cattle are secure. Suggested the Land be pulse grazed as opposed to continual grazing.

Attachments

1 Attachment 1 1 Page



11.2	Request to Relinquish Trusteeship over Sanitary Reserve - Lot 149 on CP CSH51 - Connors Road, Helidon
Author:	Julie Lyons, Property Officer
Responsible Officer:	Dan McPherson, Group Manager People and Business Performance

Purpose:

The purpose of this Report is to consider the request by an adjoining landowner to purchase the Reserve for Sanitary Purposes situated at Connors Road, Helidon described as Lot 149 on CP CSH51.

Officer's Recommendation:

THAT with respect to the request by the adjoining landowners of Property No. 255510 for Council to consider relinquishing trusteeship of the Reserve for Sanitary Purposes situated at Connors Road, Helidon described as Lot 149 on CP CSH51 Council resolve to:

- a) relinquish trusteeship of the Reserve so that the Department of Resources can deal with the Reserve as it sees fit, noting that there is no guarantee that the adjoining landowners will be able to purchase the Reserve as proposed; and
- b) delegate authority to the Chief Executive Officer to do all things necessary to facilitate resolution of this matter.

RESOLUTION

THAT with respect to the request by the adjoining landowners of Property No. 255510 for Council to consider relinquishing trusteeship of the Reserve for Sanitary Purposes situated at Connors Road, Helidon described as Lot 149 on CP CSH51 Council resolve to:

- a) relinquish trusteeship of the Reserve so that the Department of Resources can deal with the Reserve as it sees fit, noting that there is no guarantee that the adjoining landowners will be able to purchase the Reserve as proposed; and
- b) delegate authority to the Chief Executive Officer to do all things necessary to facilitate resolution of this matter.

Moved By:	Cr Holstein	Seconded By:	Cr Vela
		Resolution Number: 20-24/0460	
		CARRIED	
		6/0	

Executive Summary

The purpose of this Report is to determine whether Council requires the Reserve for Sanitary Purposes situated at Connors Road, Helidon described as Lot 149 on CP CSH51 (**the Land**).

Proposal

The Land is a reserve for Sanitary Purposes which Council is Trustee over.

The adjoining landowners of Property No. 255510 (**adjoining landowners**) contacted Council advising they had been in discussions with the Department of Resources about purchasing the Land and requesting Council consider relinquishing trusteeship of the Land if it is no longer required for its gazetted purpose.

The Land details are:

itary Purposes
i



TLPI 2020 applies No

The adjoining landowners are aware if Council relinquish trusteeship of the Land there is no guarantee that they will be able to purchase the Land.

An Aerial Map showing the Land and surrounding area is **Attachment 1** to this Report.

The Recommendation in this Report will enable the Department of Resources to make further investigations and to consider alternate tenure arrangements.

Options

- 1. Relinquish trusteeship of the Land; or
- 2. Retain trusteeship of the Land and offer a Trustee Lease to the adjoining landowner.

Strategic Implications

Corporate Plan

Lockyer Leadership and Council5.7 Compliant with relevant legislation

Finance and Resource

Council will no longer be responsible for any maintenance required on the Land if Council decide to relinquish trusteeship however if an inspection of the Land by the Department of Resources reveals that Council's use of the Land for Sanitary Purposes has created any issues on the Land (such as excavation holes, piles of dirt/landfill, or contamination) then this will need to be addressed by Council prior to the Department accepting the request to relinquish trusteeship of the Land. Preliminary investigations show the Land has not been used for Sanitary purposes by Council.

An Environmental Management and Contaminated Land Search has also been conducted by Council's Property Officer which showed the Land is not included on the Environment Management Register or the Contaminated Land Register.

Legislation and Policy

When a local government declares operational trust land as being surplus to its service delivery requirements, the Department of Resources will manage a program of assessment, allocation and disposal of the surplus property in accordance with the *Land Act 1994* and the State government's land disposal policy.

If Council declare the Land as surplus, and native title is not an issue, the Department may offer it for sale to the adjoining landowners for purchase (at market value).

Prior to the Land being revoked as an operational reserve by Council, an inspection would be undertaken and if necessary, council would be required to remediate the land.

If Native Title cannot be extinguished the Department of Resources may decide to grant a Permit to Occupy over the Land to the adjoining landowners.

If Council decide not to relinquish trusteeship over the Land, Council may wish to negotiate a Trustee Lease with the adjoining landowners.

Risk Management

Key Corporate Risk Code and Category: Key Corporate Risk Descriptor: Infrastructure and Assets (IA1) Planning, managing and maintaining assets for the future

Consultation

Internal Consultation

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

- ✓ Technical Services
- ✓ Community Activation

Council's Manager Waste Services advised it is too small to be of value to Council and cannot see Waste Services requiring it.

External Consultation

The Department of Resources believes Native Title will be an issue however cannot confirm until Council relinquish trusteeship and further investigations are done by the Department. If Native Title cannot be extinguished once Council relinquish trusteeship the Department may offer a Permit to Occupy to the adjoining landowners.

Attachments

1. Attachment 1 1 Page



12.0 COMMUNITY & REGIONAL PROSPERITY REPORTS

12.1	Queensland Transport Museum - Terms of Reference of Advisory Committee and Collection Policy
Author:	Annette Doherty, Manager Communities
Responsible Officer:	Amanda Pugh, Group Manager Community & Regional Prosperity

Purpose:

The purpose of this report is to present for Council's consideration and adoption two documents in relation to the Queensland Transport Museum ('the QTM'): Terms of Reference for the Advisory Committee and a Collection Policy.

Officer's Recommendation: THAT Council adopt the:

- 1. Terms of Reference for the Queensland Transport Museum Advisory Committee (as attached); and
- 2. Queensland Transport Museum Collection Policy (as attached);

Further;

THAT Mayor Milligan, as the Chairperson, and Councillors ______ and _____ be appointed as Councillor representatives on the Queensland Transport Museum Advisory Committee;

And further;

THAT Council call for expressions of interest from the existing community representatives on the Queensland Transport Museum Advisory Committee to fill the four positions for Community Members required under the Terms of Reference.

RESOLUTION

THAT Council adopt the:

- 1. Terms of Reference for the Queensland Transport Museum Advisory Committee, as attached to these minutes; and
- 2. Queensland Transport Museum Collection Policy, as attached to these minutes;

Further;

THAT Mayor Milligan is appointed the Chairperson, and Councillors Qualischefski and Cook are appointed as Councillor representatives on the Queensland Transport Museum Advisory Committee;

And further;

THAT Council call for expressions of interest from the existing community representatives on the Queensland Transport Museum Advisory Committee to fill the four positions for Community Members required under the Terms of Reference.

Moved By:	Cr Hagan	Seconded By: Resolution Number: 20-24/0461	Cr Wilson	
		CARRIED		
		6/0		

Executive Summary

Draft Terms of Reference and a Draft Collection Policy have been prepared to provide governance and procedures for the operations of the QTM.

Proposal

Terms of Reference for the QTM Advisory Committee

The Queensland Transport Museum ('the QTM') was established in 2009. The management of the QTM has always included an Advisory Committee established to advise Council on matters associated with the museum. Currently the Advisory Committee consists of all seven Councillors and seven community representatives. The Mayor is the Chairperson of the Advisory Committee.

Draft Terms of Reference for the Advisory Committee have been prepared setting out the membership and roles of the Advisory Committee, and procedures for the conduct of committee meetings. A copy of the Draft Terms of Reference is attached.

The Draft Terms of Reference were discussed with the Advisory Committee at its meeting on 21 October 2021. The Advisory Committee indicated it was satisfied with the document.

The Draft Terms of Reference propose that the Advisory Committee will consist of the Mayor (as Chairperson), two Councillors appointed by Council, and at least two, but no more than four, Community Members.

As there are currently seven community members of the Advisory Committee, it is recommended that Council call for expressions of interest from these community members to determine which four will continue with the Advisory Committee moving forward.

Collection Policy

The Draft Collection Policy provides a guide for the management and operation of the QTM including the way the museum acquires and uses its collection.

The Draft Collection Policy provides requirements around the management of displays, record keeping, and the acquisition and deaccessioning of items. The policy states that acquisition will be via donation to the QTM only, and items will only be accepted if they meet specific requirements.

The Draft Collection Policy was discussed with the Advisory Committee at its meeting on 21 October 2021. The Advisory Committee indicated it was satisfied with the document.

Options

- 1. Council adopts the Terms of Reference and Collection Policy as attached, appoints two Councillors to the Advisory Committee, and resolves to call expressions of interest for the four Community Member positions on the Advisory Committee.
- 2. Council adopts the Terms of Reference and Collection Policy but with amendments, and resolves to appointed Councillors and Community Members to the Advisory Committee accordingly.
- 3. Council does not adopt the Terms of Reference and Collection Policy.

Previous Council Resolutions

On 11 March 2009, Council made several resolutions in relation to the QTM including:

- To establish the Lockyer Valley Transport Museum Steering Committee, consisting of the Mayor, the Tourism Portfolio Councillor and two Council officers;
- To endorse a management structure which included a Transport Museum Advisory Committee; and
- To engage Rob Tonge and Associates to prepare various documentation associated with the Queensland Transport Museum, including a collection policy.

While a draft collection policy was received by Council, there is no record of this ever being adopted by Council.

Critical Dates

There are no critical dates in relation to this matter.

Strategic Implications

Corporate Plan

Lockyer Leadership and Council 5.4 - Commit to open and accountable governance to ensure community confidence and trust in Council and our democratic values

Finance and Resource

There are no financial implications associated with the Terms of Reference and Collection Policy. Community membership on the Advisory Committee is on a voluntary basis and members are not eligible for any form of remuneration or reimbursement of expenses.

Legislation and Policy

Council may appoint an advisory committee under section 264(1)(b) of the Local Government Regulation 2012.

Risk Management

Key Corporate Risk Code and Category:	Finance and Economic FE2
Key Corporate Risk Descriptor:	Decision making governance, due diligence, accountability and
	sustainability

6 Pages

Consultation

Councillor Consultation

All Councillors are currently on the QTM Advisory Committee. All Councillors received copies of the Draft Terms of Reference and Draft Collection Policy prior to these draft documents being discussed at the Advisory Committee meeting on 21 October 2021. All Councillors except Mayor Milligan, Cr Holstein and Cr Qualischefski were in attendance at the meeting.

The draft documents have been discussed with Mayor Milligan.

Internal Consultation

The draft Terms of Reference and Collection Policy have been reviewed by staff of Council's Special Projects and Tourism Team and Governance and Property Team.

External Consultation

Copies of the Draft Terms of Reference and Collection Policy have been provided to the QTM Advisory Committee and were discussed with the Advisory Committee at their meeting on 21 October 2021.

Attachments

- **1** Draft Queensland Transport Museum Advisory Committee Terms of Reference 6 Pages
- 2. Draft Queensland Transport Museum Collection Policy



Terms of Reference - Queensland Transport Museum Advisory Committee

November 2021

Document Control

This page will be re-issued every time amendments are made to controlled documents. Amended documents will have their revision status and issue date updated accordingly.

Version	Clause(s)	Changes	Author	Issue Date
0		Initial Document	Manager Communities	
1				
2				
3				
4				



Contents

1.	Purpose 1
2.	Membership1
3.	Role of the Advisory Committee
4.	Meetings 2
4.1	Frequency 2
4.2	Quorum and Attendance
4.3	Guests
4.4	Voting
4.6	Agendas and Minutes
5.	Obligations of Advisory Committee Members
6.	Conflict of Interest and Confidentiality
7.	Communication
8.	Remuneration
9.	Review

1. Purpose

The Queensland Transport Museum ('the QTM') was established in 2009 for the display, conservation and interpretation of historically significant vehicles and related equipment, artefacts and other memorabilia, with special focus on the trucking and bus industries and the heritage of these industries in Queensland.

The Queensland Transport Museum Advisory Committee ('the Advisory Committee') provides advice and assistance to the Lockyer Valley Regional Council ('Council') on the management and operation of the QTM.

2. Membership

The Advisory Committee consists of the Mayor, two Councillors appointed by Council, and at least two, but no more than four, community members.

The Mayor is be the Chairperson of the Advisory Committee.

Councillor members shall serve on the Advisory Committee for their four-year Council term.

Community members may serve for a term of four years with an option to step down after two years. Members may be reappointed for one or more terms.

Nominations for community members will be:

- Sought by Council through public advertisements for expressions of interest; and/or
- By direct invitation of Advisory Committee members.

To be considered for a position as a community member on the Advisory Committee, candidates must demonstrate involvement with the transport industry, or a particular interest in the transport industry. The Advisory Committee will assess nominations for community members and make recommendations for endorsement by Council. Each appointment must be made by Council resolution.

Members may resign at any time by notice in writing to the Chairperson. Members can be replaced at any time by resolution of Council. Replacement members may be sought in the event of a vacancy by a new or prior expression of interest process.

3. Role of the Advisory Committee

The Advisory Committee role is to advise Council on matters relating to the QTM, including:

- Advising on and assisting with promotion of the QTM;
- Assessing the significance and suitability of items offered as donations to the QTM in accordance with the Collection Policy;
- Deciding on acquisition and deaccessioning of items for the QTM in accordance with the Collection Policy; and
- Advising on and assisting with the management, placement and maintenance of displays.

The Advisory Committee's role is to make representations and recommendations to Council. The Advisory Committee does not have the authority to direct Council or Council staff or authorise purchasing or payments.

Group: Community and Regional Prosperity Unit: Communities Approved: Ordinary Council Meeting (Resolution No.: XX-XX/XX) Date Approved: XX/XX/2021 ECM: 4172844 Effective Date: XX/XX/2021 Version: 1 Review Date: XX/XX/2024 Superseded/Revoked: NA

Page 1 of 3

All representations and recommendations to Council shall be decided by consensus (defined as general, but not necessarily unanimous) among the members of the Advisory Committee. If the Advisory Committee is unable to reach a majority decision, the Chairperson has the casting vote.

Council's Visitor Information Centre (VIC) acts as Secretariat for the QTM. All members of the Advisory Committee have access to the Tourism Officer and Visitor Information Officers so that emergent matters can be tabled for consideration through the Chairperson at Advisory Committee meetings.

4. Meetings

4.1 Frequency

The Advisory Committee meets at least quarterly.

4.2 Quorum and Attendance

A quorum will consist of 50% of Advisory Committee members plus one.

If the Chairperson is absent, an Interim Chairperson will be appointed for that meeting. The Interim Chairperson will be a Councillor member of the Advisory Committee selected by the Advisory Committee.

Meetings are not open to the public for observation.

4.3 Guests

Advisory Committee members may invite suitable persons to attend the Advisory Committee meetings to assist in providing advice and relevant information. Prior approval from the Chairperson is required. Guests do not carry any voting rights.

4.4 Voting

All members of the Advisory Committee have full voting rights.

Council staff provide administrative support and advice on tourism specific trends and guidance to assist the Advisory Committee but do not have voting rights.

4.6 Agendas and Minutes

Council's officers of the VIC will be responsible for the preparation of meeting agendas and minutes.

Agendas and support material will be provided online to members in sufficient time to enable consideration prior to each meeting.

The minutes of Advisory Committee meetings will be provided to:

- Council; and
- All members of the Advisory Committee.

Group: Community and Regional Prosperity Unit: Communities Approved: Ordinary Council Meeting (Resolution No.: XX-XX/XX) Date Approved: XX/XX/2021 ECM: 4172844 Effective Date: XX/XX/2021 Version: 1 Review Date: XX/XX/2024 Superseded/Revoked: NA

Page 2 of 3

5. Obligations of Advisory Committee Members

Members of the Advisory Committee will:

- Attend and participate in Advisory Committee meetings, and when unable to attend give notice for the purposes of meeting quorum and/or rescheduling;
- Comply with these Terms of Reference;
- Declare any real or perceived conflicts of interest at the commencement of each meeting. An Advisory Committee member may be required to leave the meeting for any discussions in which they may have a real or perceived conflict of interest; and
- Abide by Council's Code of Conduct.

6. Conflict of Interest and Confidentiality

All matters discussed at Advisory Committee meetings, together with all material provided to members of the Advisory Committee, are for the purposes of informed discussion and debate at the meeting. It is therefore not for public release unless directed by the Chairperson for the purpose of community engagement.

All matters discussed by the Advisory Committee will be in accordance with the requirements of the *Information Privacy Act 2009* and *Right to Information Act 2009*. The views of Advisory Committee members will be treated with respect and will not be discussed with external parties.

In the event of a conflict of interest arising for any member of the Advisory Committee, the member will disclose the interest and clearly state the nature of the interest at the meeting before the matter is considered. Any member who discloses a conflict of interest in a matter, must not participate in any discussion relating to that matter and may be required by the Chairperson to leave the meeting.

7. Communication

All communication with the media will be undertaken by Council.

Committee members must refrain from making any public comment or issuing any information, in any form, concerning the Advisory Committee or the matters of interest to the Advisory Committee without the authority of the Chairperson.

8. Remuneration

Community membership on the Advisory Committee is on a voluntary basis and members are not eligible for any form of remuneration or reimbursement of expenses.

9. Review

Council may, at any time after consultation with the Advisory Committee, vary these Terms of Reference. The Advisory Committee may recommend to Council variations to the Terms of Reference which Council will consider.

The Terms of Reference will be reviewed every 3 years.

Group: Community and Regional Prosperity Unit: Communities Approved: Ordinary Council Meeting (Resolution No.: XX-XX/XX) Date Approved: XX/XX/2021 ECM: 4172844 Effective Date: XX/XX/2021 Version: 1 Review Date: XX/XX/2024 Superseded/Revoked: NA

Page 3 of 3





STRATEGIC

QUEENSLAND TRANSPORT MUSEUM COLLECTION POLICY

Head of power

Local Government Act 2009

Key Supporting Council Document

Lockyer Valley Regional Council Corporate Plan 2017-2022:

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.

Lockyer Leadership and Council 5.4 - Commit to open and accountable governance to ensure community confidence and trust in Council and our democratic values.

Definitions

Loan Collection	Those vehicles, equipment and associated items which are on temporary deposit
	with the Queensland Transport Museum.
Permanent Collection	Those vehicles, equipment and associated items which have been donated to, or
	otherwise acquired by, the Queensland Transport Museum.
Queensland Transport	The committee established in accordance with the Queensland Transport Museum
Museum Advisory	Advisory Committee Terms of Reference for the purpose of assisting the Lockyer
Committee	Valley Regional Council in the management and operation of the Queensland
	Transport Museum.

Policy Objective

The purpose of this Collection Policy is to serve as a guide for the management and operation of the Queensland Transport Museum ('the Museum') including the way the Museum acquires and uses its collection for the public benefit. This policy complies with accepted professional standards governing display of heritage items.

Group: Community and Regional Prosperity Unit: Communities Approved: Ordinary Council Meeting (Resolution No.: XX-XX/XX) Date Approved: XX/XX/2021 ECM: 4172794 Effective Date: XX/XX/2021 Version: 1 Review Date: XX/XX/2023 Superseded/Revoked: NA

Page 1 of 6

Mission Statement for the Queensland Transport Museum

The Mission of the Museum is to display, conserve and interpret the historical significance of vehicles and related equipment, artefacts and other memorabilia, with special focus on the trucking and bus industries and the heritage of these industries in Queensland.

Policy Statement

The Museum's collection is a source of heritage, memories and knowledge. It is developed and managed as a community resource to inspire and inform the community and visitors.

The Collection

1.0 Purpose and Significance of the Collection

- 1.1 The objectives of the collection are to:
 - (a) Bring together and conserve important vehicles and other items associated with transport, particularly the truck and bus industries in Queensland;
 - (b) Build a historical resource for future generations; and
 - (c) Develop an educational resource.
- 1.2 The collection will be a display of historically significant vehicles and other relevant items showing the development of transport, particularly the truck and bus industries in Queensland. Most of the vehicles are restored and are in working order.
- 1.3 The collection will include a permanent display of diecast, fibreglass and other models of vehicles in various scales.
- 1.4 The public will have access to the collection and information on the collection. The public cannot loan items from the collection.

2.0 Management

- 2.1 Council is responsible for the management and maintenance of the premises. Council will provide insurance and security for the premises and the collection.
- 2.2 Management, placement and maintenance of the displays will be the responsibility of Council, working in close co-operation with the Advisory Committee.
- 2.3 Council and the Advisory Committee will be jointly responsible for the standard of displays.
- 2.4 Day-to-day public access to the Museum and tour group bookings will be managed by Council's Visitor Information Centre staff and volunteers.
- 2.5 The charges for entry to the Museum will be decided by Council after considering the recommendations of the Advisory Committee.

Group: Community and Regional Prosperity	Effective Date: XX/XX/2021
Unit: Communities	Version: 1
Approved: Ordinary Council Meeting (Resolution No.: XX-XX/XX)	Review Date: XX/XX/2023
Date Approved: XX/XX/2021	Superseded/Revoked: NA
FCM: 4172794	

Page 2 of 6

3.0 The Collection

- 3.1 The Museum's collection comprises a loan collection and a permanent collection. Vehicles and other items for the collection may be acquired as donations, bequests or loans.
- 3.2 Accurate and up-to-date records will be kept of vehicles and other items displayed.
- 3.3 When vehicles and associated items are offered to be loaned for display in the Museum, a Loan Agreement must be completed by both parties prior to the items being placed on display.
- 3.4 Vehicles and other items provided on a loan basis to the Museum will be provided for a minimum period of six months and a maximum period of 12 months, unless otherwise agreed with Council.
- 3.5 The Advisory Committee and Council will arrange changes in the vehicles and equipment displayed, every six months where possible, to ensure public interest in the Museum is maintained.

4.0 Assessment Criteria for Acquisition

- 4.1 It is not the intention of Council to purchase items for the Museum. Acquisition will be through donation to the Museum.
- 4.2 The only objects acquired for the Museum will be those that provenance transport, particularly the truck and bus industries, or help to interpret themes, places, items and people in the history of these industries.
- 4.3 Significance will be the basis for considering vehicles and associated items to be displayed. The primary assessment criteria will be:
 - (a) Historic significance;
 - (b) Aesthetic significance;
 - (c) Industry significance; and
 - (d) Social significance.
- 4.4 The comparative criteria will be:
 - (a) Provenance;
 - (b) Representativeness;
 - (c) Rarity;
 - (d) Condition; and
 - (e) Interpretive potential.
- 4.5 Duplication of items on display is to be avoided, unless the proposed acquisition will enhance the significance of the collection.
- 4.6 The donor or owner of a proposed acquisition must have clear legal title to the item before it is displayed in the Museum.
- 4.7 Only items that can be properly stored, documented and managed will be accepted/acquired for the Museum.

Group: Community and Regional Prosperity	Effective Date: XX/XX/2021
Unit: Communities	Version: 1
Approved: Ordinary Council Meeting (Resolution No.: XX-XX/XX)	Review Date: XX/XX/2023
Date Approved: XX/XX/2021	Superseded/Revoked: NA
ECM: 4172794	

Page 3 of 6

5.0 Acquisition Procedure

- 5.1 In addition to persons known to the members of the Advisory Committee who will provide vehicles and other items for display, it can be expected that from time to time members of the public may offer items to the Museum on a donation or other basis.
- 5.2 The Advisory Committee will assess the significance of each item offered and consider the proposed acquisition against the purpose of the collection and acquisition criteria.
- 5.3 When an item is accepted for display, a donation form will be completed acknowledging transfer of ownership of the item to Council.
- 5.4 An Accession Register will be kept by Council. Each vehicle or item of equipment to be placed on display will be photographed and recorded in the Accession Register noting:
 - (a) name and contact details of the owner or donor;
 - (b) the date;
 - (c) description of the vehicle or item;
 - (d) whether loan or donation; and
 - (e) if a loan item, the period of the loan.

6.0 Interpretive Information and Displays

- 6.1 Each vehicle and item of equipment displayed in the Museum will have interpretive information for the public. This information will be provided or arranged by members of the Advisory Committee.
- 6.2 The aim is to build unique historical records about the items on display through related archives and associated projects.
- 6.3 Where possible the owners' memories of the vehicles and associated items will be recorded, photographed and documented.
- 6.4 Interpretive information displays will be standardised and of high quality. This interpretive information and the type of displays will be decided by the Advisory Committee in cooperation with Council.
- 7.0 Cleaning of Display Vehicles
- 7.1 Cleaning of the vehicles on display will be arranged by Council.
- 7.2 Cleaning of vehicles will be undertaken outside of Museum business hours.

8.0 Deaccessioning Procedure

- 8.1 Deaccession is this process of de-registering a vehicle or item from the collection for clearly stated reasons and disposing of it in accordance with an approved policy and procedure.
- 8.2 Deaccessioning will apply only to items in the permanent collection, i.e. items that have been donated to, or otherwise acquired by, the Museum.

Group: Community and Regional Prosperity	Effective Date: XX/XX/2021
Unit: Communities	Version: 1
Approved: Ordinary Council Meeting (Resolution No.: XX-XX/XX)	Review Date: XX/XX/2023
Date Approved: XX/XX/2021	Superseded/Revoked: NA
FCM: 4172794	

Page 4 of 6

- 8.3 The criteria for deaccessioning include:
 - (a) The item does not appropriately reflect the theme of the collection;
 - (b) The item is of little or no significance;
 - (c) The item is in poor condition;
 - (d) Lack of provenance for the item;
 - (e) There is duplication of an item or items already on display;
 - (f) There is an inability to safely store and manage the item; or
 - (g) The item is hazardous or may create problems for management or visitors.
- 8.4 Prior to deaccessioning a vehicle or item from the collection, the Advisory Committee will assess the item against the criteria for deaccessioning.
- 8.5 Following a decision to deaccession, an item may be disposed of by:
 - (a) Returning the item to the donor;
 - (b) Offering the item to another Museum;
 - (c) Sale of the item; or
 - (d) Destruction of the item.
- 8.6 If a decision is made to sell a deaccessioned item, the item may be sold through public auction or other method of sale in accordance with Council's disposal policy and the *Local Government Act 2009*.
- 8.7 Deaccession details must be noted in the Accession Register.

9.0 Photographic Regulations

- 9.1 The visiting public will be permitted to take photographs of Museum displays for their personal use. Items will not be removed from the Museum for this purpose. If such photographs are intended for publication, they may be subject to regulations concerning reproduction.
- 9.2 Photography (including television) using special equipment such as lights, access to electrical outlets, reflectors or special accessories, requires permission in advance, in order to avoid inconvenience to the staff and visiting public.
- 9.3 Requests for such permission should be submitted to Council's Visitor Information staff in advance so that a suitable time can be arranged for the special usage.
- 9.4 This permission request should include the following information:
 - (a) Name of photographer;
 - (b) Agency represented;
 - (c) Purpose for which the photos will be used;
 - (d) Particular items of equipment desire to be photographed;
 - (e) Amount of time required; and
 - (f) Equipment to be used.
- 9.5 The published photograph or television segment must credit "Queensland Transport Museum".

Policy Review

This Collection Policy will be reviewed at least once every two years to ensure that it continues to meet the needs of the Museum, Council and the Advisory Committee.

All changes and revisions of the Collection Policy must be considered by the Advisory Committee and approved by Council.

Related Documents

Accession Register Donation form Loan agreement

> Group: Community and Regional Prosperity Unit: Communities Approved: Ordinary Council Meeting (Resolution No.: XX-XX/XX) Date Approved: XX/XX/2021 ECM: 4172794

Effective Date: XX/XX/2021 Version: 1 Review Date: XX/XX/2023 Superseded/Revoked: NA

Page 6 of 6

12.2	Round 1 of the 2021/22 Regional Arts Development Fund (RADF) Grant Program
Author:	Nicole Kilah, Coordinator Libraries & Galleries
Responsible Officer:	Amanda Pugh, Group Manager Community & Regional Prosperity

Purpose:

The purpose of this report is to present the recommendations of the Regional Arts Development Fund (RADF) Committee regarding funding through Round 1 of the 2021/22 RADF Grant Program, and to present the minutes of the RADF Committee meeting of 2 November 2021.

<u>Officer's Recommendation</u>: THAT Council endorse the recommendations of the Regional Arts Development Fund (RADF) Committee and allocate RADF funds totalling \$32,281 to the following applicants:

٠	Faith Lutheran College	\$3 <i>,</i> 455
٠	Howard Edmunds	\$6,346
٠	Lockyer Valley Art Society Inc	\$4,700
٠	Noosa Film Academy	\$6,000
٠	Renata Buziak	\$1,910
٠	Sue Dryden	\$7 <i>,</i> 075
•	Sue Goldstiver	\$2 <i>,</i> 795

And further;

THAT the unconfirmed minutes of the RADF Committee meeting held on 2 November 2021, as attached, be received and noted.

RESOLUTION

THAT Council endorse the recommendations of the Regional Arts Development Fund (RADF) Committee and allocate RADF funds totalling \$32,281 to the following applicants:

•	Faith Lutheran College	\$3,455
•	Howard Edmunds	\$6,346
•	Lockyer Valley Art Society Inc	\$4,700
•	Noosa Film Academy	\$6,000
•	Renata Buziak	\$1,910
•	Sue Dryden	\$7,075
•	Sue Goldstiver	\$2,795

And further;

	onfirmed minutes o ese minutes, be rea	of the RADF Committee meeting held of the RADF Committee meeting held of ceived and noted.	on 2 November 2021, as
Moved By:	Cr Hagan	Seconded By: Resolution Number: 20-24/0462	Cr Holstein
CARRIED 6/0			

Executive Summary

Applications for Round 1 of the 2021/22 Regional Arts Development Fund (RADF) opened on 23 September 2021 and closed on 25 October 2021. A total of 10 applications were received requesting in excess of \$50,000 of funding.

The RADF Committee ('the Committee') has recommended seven applicants receive RADF funding.

Proposal

Each application was checked against the eligibility criteria and then assessed by the Committee members against Local and State RADF Priorities including Reach, Impact, Viability, Quality and Value for Money. At a meeting on 2 November 2021, the Committee discussed each project and made recommendations for funding.

Initially \$20,000 was available for Round 1. Due to the larger than expected number of applications and requested funding, the RADF Committee decided to reallocate a maximum of \$19,000 to provided additional funds for Round 1.

The applications received, and the recommendations of the RADF Committee, are as follows:

Project / Initiative Title	Applicant	Total project cost	Requested funding %	Recommended Funding
Laidley Historical Village "Past Lives"	Anna Hahn	\$10,000	\$6,500 65.0%	Nil
Choreography Connections and Concert	Faith Lutheran College	\$20,435	\$12,175 59.6%	\$3,455 (partially funded)
Broadway to Bocelli, 2022	Howard Edmunds	\$15,456	\$6,346 41.1%	\$6,346
Ten terrific workshops	Lockyer Valley Art Society Inc	\$12,200	\$4,700 38.5%	\$4,700
Lockyer Valley Dance Centre Dance Workshops	Lockyer Valley Dance Centre	\$8,219	\$4,350 52.9%	Nil
Film Workshops	Noosa Film Academy	\$36,518	\$6,000 16.4%	\$6,000
Cyanotype Workshops	Renata Buziak	\$3,022	\$1,910 63.2%	\$1,910
Piano Keyboard	Something to Sing About Lockyer	\$1,100	\$715 65.0%	Ineligible
Lockyer Valley Art Trail	Sue Dryden	\$31,260	\$7,075 22.6%	\$7,075
Life stories and memoir	Sue Goldstiver	\$4,300	\$2, 795 65.0%	\$2,795
	TOTAL	\$142,510	\$52,566	\$32,281

'Something to Sing About Lockyer' requested funding for a capital item, which is ineligible under the RADF guidelines. This application was not further considered.

The following applications have not been recommended have funding in the round, or have been only partially funded:

- Anna Hahn There was little evidence that this project would provide community engagement or benefit.
- Lockyer Valley Dance Centre The applicant has received funding previously for a similar project, and the Committee considered this activity to be core business.
- Faith Lutheran College This applicant has received funding previously, however for a different project. Due to limited funding, the Committee determined to provide funding for one of the two workshops only.

Options

- 1. That Council endorses the recommendations of the RADF Committee for funding.
- 2. That Council endorses the recommendations of the RADF Committee for funding, but subject to amendments.
- 3. That Council does not provide RADF funding for these projects.

Previous Council Resolutions

Ordinary Meeting 17 March 2021 (20-24/0267)

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

Critical Dates

The earliest a project could commence under this funding round is 1 December 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's grant application to Arts Queensland for RADF funding included an allocation of \$20,000 for Round 1. A request was made to Arts Queensland to allow the reallocation of budget items to increase funding for Round 1. Funding that had been budgeted for Quick Response Grants (a new funding type) has been reallocated in full to Round 1, and the budget for Community Recovery has been reduced with the balance reallocated to Round 1.

Legislation and Policy

The applications received under Round 1 of the 2021/22 RADF Grants Program have been assessed in accordance with the RADF Guidelines.

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

Cr Hagan and Cr Holstein are Council's representatives on the RADF Committee and were involved in the assessment of the applications.

Community Engagement

Round 1 of the 2021/22 RADF Grant Program was promoted in local newspapers as well as on social media channels.

The RADF Committee consists of community members who were nominated or expressed an interest.

Attachments

1. RADF Committee Meeting Minutes 2 November 2021 3 Pages



Date:	Tuesday 2	November 2021			
Start:	Meeting st	arted: 6.15pm	Minutes:	Nicole Kilah	
Chair:	Cr Michael	Hagan	Location:	Gatton Libra	ary
ATTEN	DEES:				NON-VOTING ATTENDEES
Cr Mike	Hagan	Sallyann Peacock	Grace Crichton (arrived a	t 7.42pm)	Nicole Kilah
Helen R	lichards	Jess Logan	Luke Willey (arrived at 6.	30pm)	Annette Doherty
APOLO	GIES:				
Cr Janic	e Holstein	Stephen Hogarth			

ITEM	ITEM
#	
	WELCOME, ATTENDANCE AND APOLOGIES
	Cr Holstein is an apology for this meeting however prior to the meeting she had provided her opinions or
1.	funding options to Nicole Kilah.
	Stephen is also an apology however he has submitted his recommendations via SmartyGrants.
	Grace also submitted her recommendations via SmartyGrants.
	CONFIRMATION OF MINUTES
2.	THAT the minutes of the RADF Committee meeting on 12 April 2021 be received.
Ζ.	Moved: Jess Logan Seconded: Sallyann Peacock
	BUSINESS ARISING FROM PREVIOUS MINUTES
	• RADF Budget - the RADF budget has been completed for 2021/22 which includes a rollover of funds
	from previous years. The aim is to ensure all funds are expended during this financial period.
	• Quick response grants - Part of the budget is an allocation for Quick Response Grants and Communit
	Recovery Funding. Nicole has contacted obtained approval from Arts Queensland to reallocate these
	budget items to Round 1 funding if it is determined there are suitable applications for Round 1. The
	ideas for Quick Response Grants and Community Recovery Funding will be further developed and
	workshopped with Committee but currently include:
	Quick Response Grants
3.	 Funding of up to \$1,000.
	 Quick response of 4 weeks from application.
	 Projects to be completed within 3 months.
	 Aimed towards Professional Development or other activities.
	Community Recovery Funding
	Options include calling for expressions of interest from community groups (art related) to receive
	\$1,000 of funds to encourage membership.
	Promotional strategy - Has not commenced due to restrictions with paid advertisements on Faceboo
	However, we have increased our applications from 2 or 3 in previous rounds to 10 applications this
	round and 6 in the last.
4.	COUNCIL CORRESPONDENCE, MEETINGS AND NEWS
	Council allocated \$16,000 for RADF in the 2021/22 Budget.
	ARTS QUEENSLAND CORRESPONDENCE AND NEWS
5.	Funding Application (bid) for 2021/22 – successful obtained \$20,000 in funding from Arts Queensland
	Nicole has provided the acquittal to Arts Queensland for 2020/21.
	Approval from Arts Queensland obtained to reallocate budget to Round 1.

Page 1 of 3 www.lockyervalley.qld.gov.au/RADF

Regional Arts Development Fund PROMOTION AND ADVERTISING 6. Advertising for Round 1 was undertaken on Facebook, in two newspapers, and in the Library and Gallery newsletter. There was also a direct email to around 30 individual and groups. ACQUITTALS and EXISTING APPLICATIONS Acquittals have been received from: Lockyer Information and Neighbourhood Centre - Lockyer Jam (2019/20) Lockyer Valley Regional Council - Community Dance Workshops (2019/20) Noosa Film Academy – Acting for screen workshops (2020/21) 7. A extension request has been received from Gatton Quilters. The tutor they were planning to use is no longer available. They have contacted other tutors but their project will be delayed by six months. THAT the three acquittals received from RADF funding recipients be received, and an extension of time until 30 April 2022 be granted for Gatton Quilters to complete their RADF funded project. Moved: Sallyann Peacock Seconded: Jess Logan APPLICATION DISCUSSION AND ASSESSMENT Thanks to everyone who has read through the applications. Several members have used the assessment form to record their thoughts. Cr Holstein and Stephen have sent through their thoughts and recommendations which we will consider during the assessment process. It was noted that the application for \$715 from Something to Sing About is for a piano keyboard which is a capital item and therefore ineligible for funding. The Chair asked for declarations of conflicts of interest. Anyone with a conflict of interest did not engage in the discussion for the particular application. Cr Hagan suggested we prioritise first time applicants for assessment. Applicant Name Budget Funding Conflict of Funding Allocated total request Interest Howard Edmunds \$6,346 Broadway to Bocelli 2022 \$15,456 \$6,346 Grace (Opera Eagle's Nest) Discussion: Will it benefit entire community? Great to bring showcase other art forms to our community. Partnering with local groups who will benefit from working with this professional group. 8. Recommendation: Fully fund \$6,346 Sue Dryden (Lockyer Lockyer Valley Art Trail \$31,260 \$7,075 Helen \$7,075 Valley Art Trail) Additional information: Sue has been in contact to notify the Committee that in the budget, they listed other grant funding of \$4,000. They only received half this amount (\$2,000) however have confirmed that the project will proceed if RADF funding is approved. They are looking at other options to top up the budget. Discussion: Great exposure throughout the region and the community. This should be sustainable and ongoing once commenced. Great engagement with artists already. Budget is well thought out. Recommendation: Fully fund \$7,075 1910 3022 Renata Buziak Cyanotype workshops Nil \$1,910 Discussion: Why are we paying someone from outside our community to do workshops? It is great to offer a workshop in our community that isn't pastels, oil or acrylic painting. It might encourage someone local to apply for funding and offer similar workshops. Recommendation: Fully funded, \$1,910 Page 2 of 3 v.lockyervalley.qld.gov.au/RADF

Regional Arts Development Fund



		4.4.0.0.0	4.0		40 - 00 -	
Sue Goldstiver	Life stories and memoir	\$4,300	\$2,795	Nil	\$2,795	
Discussion: Local and family history is huge in our community. Concerns about charging per session.						
Recommendation: Fully fund \$2,795						
Lockyer Valley Art	Ten terrific workshops for	\$12,200	\$4,700	Nil	\$4,700	
Society Inc	\$10.00					
	ted they have applied for RADF					
RADF is paying for mat	erials, all materials used need to	be retained	l by worksho	p participa	ints otherwis	
the material could be c	classed as capital items.					
Recommendation: Ful	ly fund \$4,700 with conditions.	Restrict to 3	workshops p	per particip	oant. The	
majority of participants	s must not be LASI members, ho	wever can r	elease more	tickets if n	eeded.	
Anna Hahn	Laidley historical Village	\$10,000	\$6,500	Nil	Not funde	
	"past lives"					
Discussion: Not sure if	this should be funded via RADF.	What is the	e benefit to t	he Arts co	mmunity?	
How many books will b	e produced? Where does the p	rofit go? W	hat is the inv	olvement o	or	
engagement in the con	nmunity besides purchasing a bo	ook?				
Recommendation: No	t funded					
Noosa Film Academy	Film workshops	\$36,518	\$6,000	Nil	\$6,000	
1	shop has been in our community					
	what kids are learning in class?			_		
	cludes a showcase and extra sch					
	tudents – not the same ones as p	previous yea	rs. Allows fo	or professi	onal	
			development for the teachers.			
	Recommendation: Fully fund \$6,000					
E stall to all sources	· · ·					
Faith Lutheran	Choreography Connections	\$20,435	\$12,175	Luke	\$3,455	
College Plainland	and Concert		-			
College Plainland Discussion: Has receiv	and Concert /ed funding previously. The bud	get includes	event equip	ment hire a		
College Plainland Discussion: Has receiv	and Concert	get includes	event equip	ment hire a		
College Plainland Discussion: Has receiv	and Concert red funding previously. The bud our limited funding, we would fu	get includes	event equip	ment hire a		
College Plainland Discussion: Has received of workshops. Due to contend to the second secon	and Concert red funding previously. The bud pur limited funding, we would fu	get includes	event equip	ment hire a		
College Plainland Discussion: Has receiv of workshops. Due to c Recommendation: Par	and Concert red funding previously. The bud pur limited funding, we would fu tially fund \$3,455	get includes nd the short	event equip workshops o	ment hire a only.	and two sets	
College Plainland Discussion: Has received of workshops. Due to control Recommendation: Part Lockyer Valley Dance Centre	and Concert red funding previously. The bud pur limited funding, we would fu tially fund \$3,455 Lockyer Valley Dance Centre	get includes nd the short \$8,219	event equip workshops o \$4,350	ment hire a only. Nil	and two sets	
College Plainland Discussion: Has received of workshops. Due to control Recommendation: Part Lockyer Valley Dance Centre	and Concert red funding previously. The bud bur limited funding, we would fu tially fund \$3,455 Lockyer Valley Dance Centre Dance Workshops ed for funding previously. Budg	get includes nd the short \$8,219	event equip workshops o \$4,350	ment hire a only. Nil	and two sets	
College Plainland Discussion: Has received of workshops. Due to of Recommendation: Par Lockyer Valley Dance Centre Discussion: Have appli	and Concert red funding previously. The bud bur limited funding, we would fu tially fund \$3,455 Lockyer Valley Dance Centre Dance Workshops ed for funding previously. Budg	get includes nd the short \$8,219	event equip workshops o \$4,350	ment hire a only. Nil	and two sets	
College Plainland Discussion: Has received of workshops. Due to or Recommendation: Par Lockyer Valley Dance Centre Discussion: Have appli Recommendation: Not	and Concert red funding previously. The bud, bur limited funding, we would fu tially fund \$3,455 Lockyer Valley Dance Centre Dance Workshops ed for funding previously. Budg t funded TOTAL	get includes nd the short \$8,219 et doesn't li \$142,510	event equip workshops o \$4,350 ne up. Part o \$52,566	ment hire a only. Nil of core bus	Not funde iness.	
College Plainland Discussion: Has receiv of workshops. Due to o Recommendation: Par Lockyer Valley Dance Centre Discussion: Have appli Recommendation: No Based on the above app	and Concert red funding previously. The bud pur limited funding, we would fu tially fund \$3,455 Lockyer Valley Dance Centre Dance Workshops ed for funding previously. Budg t funded TOTAL lications and the oversubscriptio	get includes nd the short \$8,219 et doesn't li \$142,510 on, the Com	event equip workshops of \$4,350 ne up. Part of \$52,566 mittee reallo	Nil of core bus cated \$9,0	Not funde iness. \$ 32,281 00 from Qui	
College Plainland Discussion: Has received of workshops. Due to of Recommendation: Par Lockyer Valley Dance Centre Discussion: Have appli Recommendation: Not Based on the above app Response Grants and \$3	and Concert red funding previously. The bud pur limited funding, we would fu tially fund \$3,455 Lockyer Valley Dance Centre Dance Workshops ed for funding previously. Budg t funded TOTAL lications and the oversubscriptio ;381 Community Recovery Fund	get includes nd the short \$8,219 et doesn't li \$142,510 on, the Coming to Round	event equip workshops of \$4,350 ne up. Part of \$52,566 mittee reallo	Nil of core bus cated \$9,0	Not funde iness. \$32,281 00 from Qui	
College Plainland Discussion: Has received of workshops. Due to of Recommendation: Par Lockyer Valley Dance Centre Discussion: Have appli Recommendation: Not Based on the above app Response Grants and \$3	and Concert red funding previously. The bud pur limited funding, we would fu tially fund \$3,455 Lockyer Valley Dance Centre Dance Workshops ed for funding previously. Budg t funded TOTAL lications and the oversubscriptio	get includes nd the short \$8,219 et doesn't li \$142,510 on, the Coming to Round	event equip workshops of \$4,350 ne up. Part of \$52,566 mittee reallo	Nil of core bus cated \$9,0	Not funde iness. \$32,281 00 from Qui	
College Plainland Discussion: Has received of workshops. Due to of Recommendation: Part Lockyer Valley Dance Centre Discussion: Have applit Recommendation: Not Based on the above app Response Grants and \$3 Total Funding recommended	and Concert red funding previously. The bud pur limited funding, we would fu tially fund \$3,455 Lockyer Valley Dance Centre Dance Workshops ed for funding previously. Budg t funded TOTAL lications and the oversubscriptio ;381 Community Recovery Fund	get includes nd the short \$8,219 et doesn't li \$142,510 on, the Coming to Round	event equip workshops of \$4,350 ne up. Part of \$52,566 mittee reallo	Nil of core bus cated \$9,0	Not funde iness. \$32,281 00 from Qui	
College Plainland Discussion: Has received of workshops. Due to of Recommendation: Part Lockyer Valley Dance Centre Discussion: Have applit Recommendation: Not Based on the above app Response Grants and \$3 Total Funding recomment GENERAL BUSINESS	and Concert red funding previously. The bud pur limited funding, we would fu tially fund \$3,455 Lockyer Valley Dance Centre Dance Workshops ed for funding previously. Budg t funded TOTAL lications and the oversubscription r,381 Community Recovery Fund anded by the Committee is \$32,7	get includes nd the short \$8,219 et doesn't li \$142,510 on, the Coming to Round	event equip workshops of \$4,350 ne up. Part of \$52,566 mittee reallo	Nil of core bus cated \$9,0	Not funde iness. \$32,281 00 from Qui	

Items for discussion next meeting:

- o Guidelines for Quick Response Grants
- Community recovery funding
- Arts Queensland Bid for 2022/23
- \circ Funding application to Council.

www.lockyervalley.qld.gov.au/RADF

Attachment 1

12.3 Request for Lockyer Valley Art Gallery to Become a Deduc	ctible Gift Recipient
---	-----------------------

Author:	Nicole Frew, Regional Development Project Officer
Responsible Officer:	Amanda Pugh, Group Manager Community & Regional Prosperity

Purpose:

Council has received a request for changes to the operations of the Lockyer Valley Art Gallery such that the Gallery commences collecting artworks, allowing donations of artwork to be made to the Gallery and donors to have the benefit of a 100% tax deduction for the value of the works.

<u>Officer's Recommendation</u>: THAT Council refuse the request for the Gallery to become a Deductible Gift Recipient and as such Council continue to operate the Lockyer Valley Art Gallery as a non-collecting gallery and does not register the Art Gallery as a Deductible Gift Recipient.

RESOLUTION

THAT Council refuse the request for the Gallery to become a Deductible Gift Recipient and as such Council continue to operate the Lockyer Valley Art Gallery as a non-collecting gallery and does not register the Art Gallery as a Deductible Gift Recipient.

Moved By:	Cr Vela	Seconded By: Resolution Number: 20-24/0463	Cr Wilson
		CARRIED 6/0	

Executive Summary

A request has been made for Council to consider changing the operations of the Lockyer Valley Art Gallery such that the Gallery collects artworks, allowing donations of artwork to be made to the Gallery and donors to have the benefit of a 100% tax deduction for the value of the works.

To be able to accept tax deductible gifts, the Gallery must be able to store, display and conserve artworks, and must become a Deductible Gift Recipient (DGR).

Proposal

Council has received a request for the Art Gallery to become a 'collecting gallery' in order to accept donations and allowing donors to have the benefit of a 100% tax deduction.

For Council to be eligible to accept tax deductible gifts, the Lockyer Valley Art Gallery must be able to store, display and conserve artworks. The Gallery must also be endorsed as a DGR and entered on the Register of Cultural Organisations. The Gallery could also be registered with the Cultural Gifts Program for which being a DGR is a prerequisite.

Registering as a Deductible Gift Recipient

As a public art gallery, the Lockyer Valley Art Gallery could be endorsed as a DGR by the Australian Taxation Office under the *Income Tax Assessment Act 1997* (Cth) and entered on the Register of Cultural Organisations which would enable the Gallery to offer donors the incentive of a tax deduction.

Council is eligible under its current structure to apply for DGR status for the Art Gallery based on evidence of a separate budget and delegation, financial reports and a statement from Council justifying why becoming a DGR is important to the gallery and the community. Further documents would also be required to evidence the intended long-term cultural use of the asset, e.g. a collection policy and a curation and preservation policy. Donated artworks must be stored with the Gallery or another Council building and must be available for the public to view.

The requirements for becoming a DGR include having a Revocation Statement outlining how Council would transfer any gifts, deductible contributions to another DGR if it is ceases to operation or has its DGR endorsement revoked by the ATO. In this case, the donated works must be transferred to another gallery that is eligible to receive tax deductible donations.

Resourcing and Governance

Significant investment would be required from Council (or major donors) to fulfil the resourcing and facility requirements to meet the guidelines and standards for the storage, curation and conservation of an art collection.

The requirements of becoming a collecting gallery would involve construction of suitable storage facilities and upgrading existing gallery infrastructure. A new storage facility should be large enough to accommodate a growing collection. Storage areas must be secure and provided with controlled relative humidity, temperature and lighting. The works of art should also be easily accessible for research, documentation, digitisation, condition reporting and restoration. The care and protection of artworks against theft, vandalism, fire and environmental degradation requires proper equipment, procedures, documentation, alarm systems, police and fire brigade support.

The continued management of Council establishing registrations as a DGR would require ongoing recording and management of donations, including cash, to be separate to any other Council assets. Council would be required to maintain financial records meeting the ATO's requirements for DGR registration. Should DGR status be revoked or interest withdrawn all assets must be donated directly to another eligible DGR.

Based on the research and comparison of other regional galleries, it is estimated a minimum of 2 FTE would be required to operate the Gallery as a collecting gallery. This would also require a large number of regular volunteers.

Art works must be in the possession of Council at all times in order to meet ATO guidelines.

Comparison with Other Art Galleries

As part of the review process, officers researched neighbouring local art galleries for comparison on operating structure and budget.

Southern Downs Region

The Warwick and Stanthorpe Art Galleries operate in the Southern Downs Region. Both are incorporated entities funded by the Southern Downs Regional Council (SDRC). SDRC provides funding of \$215,000 to the Warwick Art Gallery and \$220,000 to the Stanthorpe Art Gallery (amounts are GST exclusive). SDRC also supports the galleries by providing IT, phones, security, electricity and insurance for building and contents.

The galleries receive additional funding through memberships (\$35), commissions, gallery shop, donations, sponsorships and grants, and are responsible for expenses relating to cleaning, finance, public liability and volunteer Workcover. Professional condition audits and valuations are outsourced at significant cost to the galleries.

Both galleries rely on the assistance from volunteers, though there is significant time and cost associated with training (including workplace health and safety) and managing these volunteers.

Stanthorpe Regional Art Gallery operates as a collecting gallery. It is a registered DGR and has in excess of 900 works in their collection. Staff resources include 2 FTE and over 70 volunteers. Periodic condition audits and valuations are outsourced at significant cost to the gallery. A significant \$4 million extension has recently been approved, made up of a \$2 million grant and \$2 million co-contribution by SDRC.

Warwick Regional Art Gallery is not a collecting gallery, though it has a collection of around 50 works acquired through acquisition art prizes and collected by pre-amalgamation councils. The gallery staffing is currently 1.8 FTE, with recruitment for a part-time community development officer role underway which will provide 2.2 FTE. They have approximately 20 Volunteers, which they do not consider to be enough. The Director of the gallery highlighted the lack of storage space as being a major concern with most of their collection hanging in the Council administration office where the climate is generally stable. The Director recommended that the Gallery should prioritise engaging the community and not becoming a collection gallery.

Logan Art Gallery

The Logan Art Gallery is a much larger gallery with staffing of 11.5 FTE and four gallery spaces. They deliver a diverse program including a dedicated young people's gallery showcasing exhibitions for young people or by young people, an art and dementia program, music in the gallery educational practical workshops.

Options

- 1. Council continues to operate the Gallery as a non-collecting gallery and does not register as a DGR.
- Council decides to operate the Gallery as a collecting gallery, registers the Gallery as a DGR, and provides funding to allow staffing of the Gallery and upgrades to the Gallery to provide suitable storage facilities and climate control.

Previous Council Resolutions

At the Ordinary Meeting of Council on 22 May 2019, Council considered the recommendations of the Museums and Galleries Standards Review Program 2018. Those recommendations included that Gallery remain a non-collecting gallery as permanent artwork storage had never been considered as part of the Gallery's physical space and hence there is no area suitable for this purpose on the Gallery site.

Critical Dates

There are no critical dates.

Strategic Implications

Corporate Plan

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

Finance and Resource

If Council was to decide to register the Gallery as a DGR and collect artworks, significant financial investment would be required to provide the appropriate storage facilities and staff needed to store, display and conserve art works.

Legislation and Policy

The legislation that sets out the requirements for DGR status is the Income Tax Assessment Act 1997 (Cth).

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

This matter has been discussed with Councillors.

Internal Consultation

The Coordinator Libraries and Galleries has been consulted in relation to this matter.

External Consultation

The advice of the curators of the Warwick and Stanthorpe Art Galleries was sought in relation to this matter.

Attachments

There are no attachments for this report.

12.4

Inclusion of Key Resource Area 171 to State Planning Policy

Author:	Prudence Earle, Senior Strategic Planner
Responsible Officer:	Amanda Pugh, Group Manager Community & Regional Prosperity

Purpose:

The purpose of this report is to consider the proposed Geological Survey of Queensland (GSQ), Department of Resources proposed inclusion Key Resource Area 171 (KRA 171) to the State Planning Policy (SPP). GSQ is seeking Council's views about the inclusion of McErleans Road and Wrights Road (i.e. Local roads) as a designated Key Resource Area Transport Route as part of proposed McErlean Road Key Resource Area 171 (KRA 171).

Officer's Recommendation:

THAT Council resolve to provide a letter to the Geological Survey of Queensland, Department of Resources advising that Council does not object to the Department of Resources commencing the process for the inclusion of McErleans Road and Wrights Road as a designated Key Resource Area Transport Route under the proposed addition of the McErlean Road Key Resource Area 171 (KRA 171).

RESOLUTION

THAT Council resolve to provide a letter to the Geological Survey of Queensland, Department of Resources, advising that Council does not object to the Department of Resources commencing the process of the inclusion of McErleans Road and Wrights Road as a designated Key Resource Area Transport Route under the proposed addition of the McErlean Road Key Resource Area 171 (KRA 171), subject to the Geological Survey of Queensland, Department of Resources undertaking:

- authentic engagement with the community and in particular affected property owners within the proposed Separation Area and Transport Route Separation Area; and
- further consultation with Lockyer Valley Regional Council on the implications for Council's local road network.

Moved By:	Cr Vela	Seconded By: Resolution Number: 20-24/0464	Cr Wilson
		CARRIED 6/0	

Executive Summary

The purpose of this report is to consider the proposed Geological Survey of Queensland (GSQ), Department of Resources addition of the McErlean Road Key Resource Area 171 (KRA 171) to the State Planning Policy (SPP). GSQ is seeking Council's views and support to designate part of the local road network as a KRA Transport Route and Transport Separation Area for proposed KRA 171. Council can provide comment on the proposed Key Resource Area (KRA) and Separation areas, as part of the Departments community consultation process.

It is noted that the addition of Key Resource Area to the SPP involves the briefing of two State departments and Ministers (i.e. Honourable Scott Stewart MP Minister for Resources and the Honourable Steven Miles MP Minister for State Development, Infrastructure, Local Government and Planning).

Proposal

On 25 May 2021, Council received a request from the Geological Survey of Queensland (GSQ) (a branch of the Department of Resources) to consider their proposal to add KRA 171 (see Attachment 1) to the SPP and provide Council's about designating part of the local road network as a KRA Transport Route and Transport Separation Area for proposed KRA 171. It is noted that the Attachment 1 incorrectly identifies Wrights Road as Andersons Road and McErleans Road as McErlean Road. The correct road names will be referenced in this report. This clarification about road names should be provided to the Geological Survey of Queensland (GSQ).

Key Resource Areas (KRA) are a State interest that must be reflected in Councils' planning scheme as part of the planning scheme making process under the Planning Act 2016 and Ministers Guidelines and Rules. Consideration of how the addition may affect the draft Planning Scheme and development assessment generally, has been considered in this report.

The land to be designated as the Key Resource area includes Lot 93 CA31878 and Lot 81 CA31599. The site area is 67.6296 and is already partially used for extractive industry. The only way to access the site is from McErleans Road via Wrights Road (i.e. local roads).

The Department of Resources, Geological Survey of Queensland, have provided a map of the proposed designation areas to be included in the KRA (see Attachment 1). The KRA consists of three parts:

- 1. Resource and Processing area involving Lot 93 CA31878 and Lot 81 CA31599;
- Separation Area involving Lots 162 CA31271; Lots 56 & 57 SP277114; Lot 75 CA31495; Lot 2 CSH2396; Lot 82 RP843414; Lot 92 CA31878; Lot 1018 NPW785; Lot 2 RP165419; Lot 1 RP165419; and
- 3. Transport Route Centreline involving 914m McErleans Road, 508m Wrights Road, to the urban boundary of Helidon.

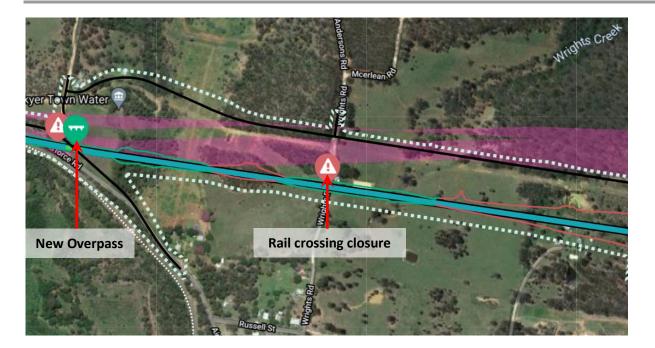
In total, the KRA affects approximately 12 lots and 1.4km of local roads.

It is understood that the sandstone and sand quarried from this site is suitable for concrete, asphalt, road base, fill materials, decorative aggregates, retaining walls, gabion and flood rock. The quantity of sandstone is estimated to be approximately 73m thick.

It is acknowledged that the proposed Transport Route will need to change with the construction of the Inland Rail. This would be considered a consequential amendment to the KRA if it is in force at the time of construction and would not require further comment from Council.

Nevertheless, access to Wrights Road and other quarries on Seventeen Mile Road will be accessed via the proposed unnamed road and overpass to Airforce Road to the urban boundary of Helidon (see Figure 1, below showing an extract from the Inland Rails interactive map). It is understood that Inland Rail has made the commitment to construct the proposed unnamed road and overpass to Council requirements as part of design.

Figure 1: Extract from Inland Rail Helidon to Calvert Interactive map



KRA Designation Process

Any advice or information provided from Council to GSQ will be considered as part of the designation process. The designation process involves Department of Resources nominating and identifying areas that have a significant resource for protection from encroachment, so they can be used in the future.

The nomination of the KRA will require GSQ to brief the Honourable Scott Stewart MP Minister for Resources to seek the endorsement from the Honourable Steven Miles MP Minister for State Development, Infrastructure, Local Government and Planning to commence public consultation. Landowners affected by the KRA will be notified as part of the proposed inclusion process by Department of Resources. Council's support to proceed with the addition is not required for the process to occur but is considered favourably by both Ministers.

Planning Implications of McErleans Road and Wrights Road being Designated as a KRA Transport Route

Inclusion of the KRA into the SPP will affect some of the rights of surrounding landowners including the use of the designated Transport Route and Transport Separation Area. Council is obligated to reflect this restriction of rights in the any future Planning Scheme. Rights to access the designated Transport Route will be limited to a single access for each existing lot and any future lots that may be created. This requirement is consistent with Council's policy for accesses and this should not affect future rights as the surrounding area is prohibited from further subdivision under the South East Queensland Regional Plan. It is therefore likely no additional accesses along McErleans Road and Wrights Road will be needed.

The Transport Separation Area will restrict a landowner's ability to locate any future dwelling or residential activities close to the road network. The intent of this provision is to minimise resident's exposure and impact from increased road traffic in the future. Currently all the lots that have access to McErleans Road and Wrights Road, except lot 81, have established dwellings. Lot 81 has access to McErleans Road and Wrights Road and is to be designated as part of the Key Resource Area. Therefore, this requirement is unlikely to significantly affect the location of any future residential dwellings.

Planning Implications of McErlean Road Key Resource Area

The designation of the KRA will protect the resource deposit for the future, while providing a legislative process to address the constraints imposed under the *Nature Conservation Act 1992* and *Vegetation Management Act 1999* (e.g. allow the clearing of koala habitat).

Attachment 2 shows an Indicative Separation Area of the McErleans Road KRA 171 with aerial photo. The rights of approximately eight landowners will be restricted by the proposed KRA Separation Area. The KRA Separation Area will restrict a landowner's ability to undertake new activities that are inconsistent with or not related to resource extraction. Grazing and other rural activities will be unaffected. Uses that will be restricted include accommodation activities for example nature based tourism or short term accommodation. Landowners who already undertake extractive industries in the proposed separation area will be unaffected by any change. The separation area therefore, will affect some of the rights of some of the surrounding landowners but should not significant affect those landowners undertaking rural activities. These land holders will have the opportunity to provide comment through the formal designation process undertaken by the State Government.

Strategic Implications

Corporate Plan

Lockyer Planned; 4.4 Regional collaboration and targeted advocacy that drives external funding, for timely delivery of key infrastructure and enhanced community outcomes.

Finance and Resource

There are no financial or resource implications for Council.

Legislation and Policy

The addition of the KRA to the SPP has the following consequences for Council's Planning and Development services:

- The proposed Lockyer Valley planning scheme will have to reflect this KRA.
- Officers will be obligated to consider the KRA for any development applications that may be sought on the land and roads affected by the KRA.

It is noted that the inclusion of the land as KRA has no effect on the existing approval DA4476 or any of the conditions of approval of other permits tied to the land. The identification of KRA does not constitute approval to extract resources, nor does it affect the local government's role as the assessment manager for extractive industry activities. This means that the identification of a KRA does not authorise the extraction of the resource or provide a right to establish or operate an extractive industry. Identification of a KRA indicates the importance of protecting the resource deposit for the future.

Risk Management

The risk management framework has been reviewed and there is no risk to Council in providing advice.

Consultation

Portfolio Councillor Consultation

The Portfolio Councillor was consulted in relation to this report.

Internal Consultation

Senior Advisor Advocacy reconfirmed the location of the proposed Inland Rail route. No comments were received from:

- Finance operations;
- Governance and Property; and
- Infrastructure Services.

External Consultation

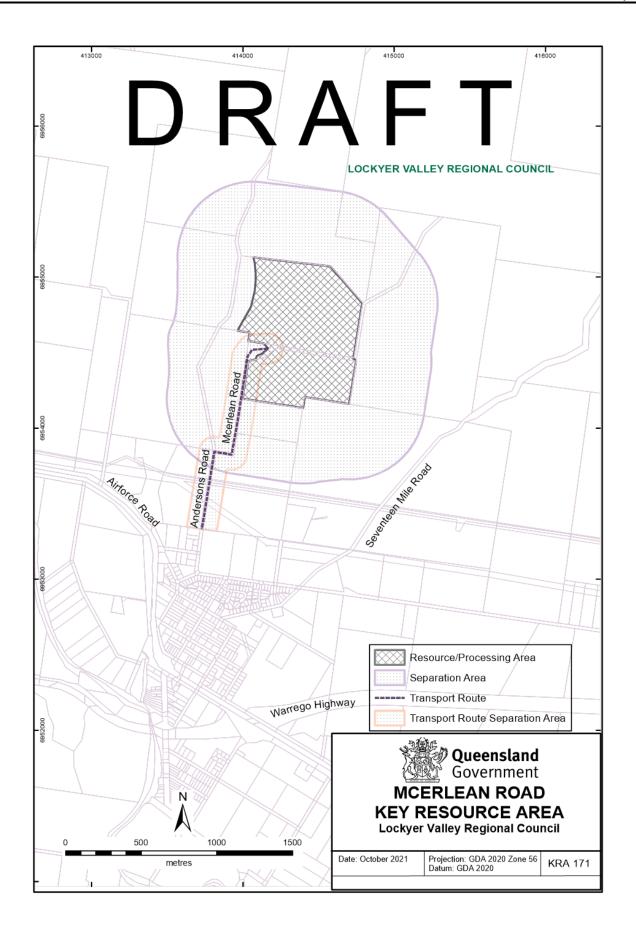
There is no requirement for external consultation this will be undertaken by the relevant State department.

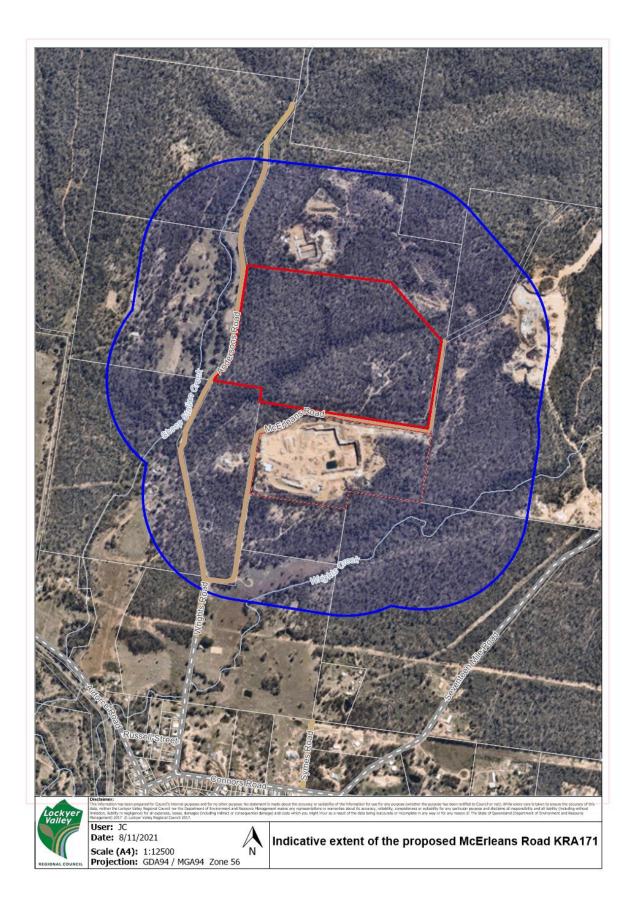
Community Engagement

The Department of State Development, Infrastructure, Local Government and Planning is responsible for the community engagement process. Any objections received by the Department of State Development, Infrastructure, Local Government and Planning may be viewed by other parties interested in the addition of the KRA 171, in accordance with the provisions of the Right to Information Act 2009.

Attachments

- 1 Proposed McErlean Road Key Resource Area Map 1 Page
- 2. Indicative KRA Separation Area for McErleans Road KRA171 1 Page





12.5	Application for Minor Change to Approval for Material Change of Use for Caravan Park at 7829 and 7831 Warrego Highway, Helidon Spa (MC2021/0066)
Author:	Miriam Sharp, Acting Coordinator Development Assessment
Responsible Officer:	Amanda Pugh, Group Manager Community & Regional Prosperity

Purpose:

The purpose of this report is to consider an application for a Minor Change to Approval for Material Change of Use for Caravan Park on lots 23 and 24 SP320676 at 7829 and 7831 Warrego Highway, Helidon Spa.

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

Officer's Recommendation:

THAT the application for a Minor Change to Approval for Material Change of Use for Caravan Park on lots 23 and 24 SP320676 at 7829 and 7831 Warrego Highway, Helidon Spa be approved subject to the following:

A. Update the Approved Plans as follows:

APPROVED PLANS/DOCUMENTS

The approved plans for this development approval are listed in the following table:

Approved Plans

Plan No.	Rev.	Plan Name	Date
19409	R	Overall Concept Plan, prepared by Raunik Design Group	19/08/2021
Page 1			
19409	R	Concept Plan, prepared by Raunik Design Group	19/08/2021
Page 2			
19409	R	Concept Plan, prepared by Raunik Design Group	19/08/2021
Page 3			
19409	R	Recreation Building, prepared by Raunik Design Group	19/08/2021
Page 4			

B. Amend the following conditions:

Condition 7

Ope	ation of Use	
7.	The approval is for a Caravan Park consisting of the following components:	At all times.
	 Office building; A total of 85 sites, of which 25 are for existing long-term/permanent occupation and 60 for short-term occupation; Ablutions and laundry facilities; 	

	 Recreation building and outdoor recreation space; Coffee shop and reception building with covered area; and Caretakers' residence. 	
Condi	tions 10, 11, 12	
10.	A maximum of 39 short-term occupation sites are to be occupied by workers. All remaining short-term occupation sites must be utilised by the travelling public/tourists.	At all times.
11.	Where a short-term stay site is occupied by workers, the maximum number of occupants per site is two (2) persons at any one time.	At all times.
12.	 The owner/operator of the caravan park must provide Council with audit documentation containing at a minimum the following: Total number of occupants for the entire development; Number of occupants of the short-term accommodation sites occupied by workers; Number of occupants of the short-term accommodation sites occupied by the travelling public/tourists; Duration of stay for occupants of each short-term accommodation site; Operational procedure and any proposed changes to the procedure; Maintenance schedule (including cleaning and landscaping); Any and all complaints received from both guests and parties external to the development (issue and how it was addressed); and Any safety issues (issue and how it was addressed). 	Once every three (3) months from commencement of use for the first eighteen (18) months; and Upon request at any time thereafter.

Condition 16

16.	The stages and their sequence are as follows:	At all times.
	Stage 1 includes:	
	 Caretakers' Dwelling with shed and carport and office; Coffee shop and reception with covered area; Amenities Block A; Amenities Block B; Recreation Building and Communal Recreation Area; Long Term Accommodation Sites P1-P23; and Short Term Accommodation Sites T1-T3. 	
	Stage 2 includes:	
	 Short Term Accommodation Sites T4-T13; and Long Term Accommodation Sites P24 and P25. 	
	Stage 3 includes:	
	Short Term Accommodation Sites T14-T24.	
	Stage 4 includes:	

	Short Term Accommodation Sites T25-T39	
	Stage 5 includes:	
	 Short Term Accommodation Sites T40-T60; and Additional amenities. 	
ondit	ition 17	
17.	The development must be carried out in accordance with the conditions applicable to all stages and each individual stage as follows	At all times.
	 Conditions applicable to all Stages: 1, 3, 5-12, 14-18, 21-23, 25, 27-55, 57, 59-67 Conditions applicable to Stage 1 only: 24, 26, 56 and 58 	
	 Conditions applicable to Stage 2 only: Nil Conditions applicable to Stage 3 only: 	
	 Nil Conditions applicable to Stage 4 only: Nil 	
	 Conditions applicable to Stage 5 only: Nil 	
ondit	ition 21	
ondit 21.		Prior to the commencement of use of each stage as
	ition 21 For the 60 short term accommodation sites, provide and maintain adequate numbers of toilets, bathing and showering facilities for persons of both sexes (including disabled persons), and laundry	commencement of use of each
	 For the 60 short term accommodation sites, provide and maintain adequate numbers of toilets, bathing and showering facilities for persons of both sexes (including disabled persons), and laundry facilities to the following specifications: a) Sanitary conveniences and ablutionary facilities are to be located 	commencement of use of each stage as applicable.
	 For the 60 short term accommodation sites, provide and maintain adequate numbers of toilets, bathing and showering facilities for persons of both sexes (including disabled persons), and laundry facilities to the following specifications: a) Sanitary conveniences and ablutionary facilities are to be located not more than 100m from any site and at least 6m from any site; b) Laundry facilities are to include at least 1 set of twin tubs, 1 washing machine/washing boiler and 1 clothes hoist (or equivalential control of the set of the	commencement of use of each stage as applicable.

	Note: In order to satisfy this condition, additional facilities must be provided prior to the commencement of use of Stage 5 (in addition to existing amenities blocks A and B).	
Condi	tion 22	
22.	All 39 short term occupation sites for occupation by workers are each to be provided with a minimum shaded area of 9m ² .	At all times.
Condi	tion 35	

C. Delete conditions 4, 13, 19 and 20

D. Update the Infrastructure Charges Notice as follows:

Charge Type	Description	Deman d Units	Rate	TOTAL
Charge	Stage 1 – 26 sites	8	Each group of 3 sites \$6,562.50	\$52,500.00
		1	Each group of 1 or 2 sites \$5,312,97	\$5,312,97
			TOTAL PROPOSED DEMAND STAGE 1	\$57,812.97
Charge	Stage 2 – 12 sites	4	Each group of 3 sites \$6,562.50	\$26,250.00
			TOTAL PROPOSED DEMAND STAGE 2	\$26,250.00
Charge	Stage 3 – 11 sites	3	Each group of 3 sites \$6,562.50	\$19,687.50
		1	Each group of 1 or 2 sites \$5,312,97	\$5,312,97
			TOTAL PROPOSED DEMAND STAGE 3	\$25,000.47
Charge	Stage 4 – 15 sites	5	Each group of 3 sites \$6,562.50	\$32,812.50
			TOTAL PROPOSED DEMAND STAGE 4	\$32,812.50
Charge	Stage 5 – 21 sites	7	Each group of 3 sites \$6,562.50	\$45,937.50
			TOTAL PROPOSED DEMAND STAGE 5	\$45,937.50
			TOTAL DEMAND ALL STAGES	\$187,813.44
Credit	40 sites	13	Each group of 3 sites \$6,562.50	\$85,312.50
		1	Each group of 1 or 2 sites \$5,312,97	\$5,312,97
			TOTAL EXISTING DEMAND CREDIT	\$90,625.47

RESOLUTION

THAT the application for a Minor Change to Approval for Material Change of Use for Caravan Park on lots 23 and 24 SP320676 at 7829 and 7831 Warrego Highway, Helidon Spa be approved subject to the following:

A. Update the Approved Plans as follows:

APPROVED PLANS/DOCUMENTS

The approved plans for this development approval are listed in the following table:

Approved Plans

Plan No.	Rev.	Plan Name	Date
19409	R	Overall Concept Plan, prepared by Raunik Design Group	19/08/2021
Page 1			
19409	R	Concept Plan, prepared by Raunik Design Group	19/08/2021
Page 2			
19409	R	Concept Plan, prepared by Raunik Design Group	19/08/2021
Page 3			
19409	R	Recreation Building, prepared by Raunik Design Group	19/08/2021
Page 4			

B. Amend the following conditions:

Condition 7

Ор	eration of Use
7.	The approval is for a Caravan Park consisting of the following At all times. components:
	 Office building; A total of 85 sites, of which 25 are for existing long-term/permanent occupation and 60 for short-term occupation; Ablutions and laundry facilities; Recreation building and outdoor recreation space; Coffee shop and reception building with covered area; and Caretakers' residence.

Conditions 10, 11, 12

10.	A maximum of 39 short-term occupation sites are to be occupied by	At all times.
	workers. All remaining short-term occupation sites must be utilised by	
	the travelling public/tourists.	
11.	Where a short-term stay site is occupied by workers, the maximum	At all times.
	number of occupants per site is two (2) persons at any one time.	
12.	The owner/operator of the caravan park must provide Council with	Once every three
	audit documentation containing at a minimum the following:	(3) months from

 Total number of occupants for the entire development; Number of occupants of the short-term accommodation sites occupied by workers; Number of occupants of the short-term accommodation sites occupied by the travelling public/tourists; Duration of stay for occupants of each short-term accommodation site; Operational procedure and any proposed changes to the procedure; Maintenance schedule (including cleaning and landscaping); Any and all complaints received from both guests and parties external to the development (issue and how it was addressed); and Any safety issues (issue and how it was addressed). 	commencement of use for the first eighteen (18) months; and Upon request at any time thereafter.	

Condition 16

16.	The stages and their sequence are as follows:	At all times.
	Stage 1 includes:	
	Caretakers' Dwelling with shed and carport and office;	
	 Coffee shop and reception with covered area; Amenities Block A; 	
	Amenities Block A; Amenities Block B;	
	Recreation Building and Communal Recreation Area;	
	 Long Term Accommodation Sites P1-P23; and Short Term Accommodation Sites T1-T3. 	
	Stage 2 includes:	
	 Short Term Accommodation Sites T4-T13; and Long Term Accommodation Sites P24 and P25. 	
	Stage 3 includes:	
	Short Term Accommodation Sites T14-T24.	
	Stage 4 includes:	
	Short Term Accommodation Sites T25-T39	
	Stage 5 includes:	
	 Short Term Accommodation Sites T40-T60; and Additional amenities. 	
Conditio	on 17	

	ne development must be carried out in accordance with the anditions applicable to all stages and each individual stage as follows:	At all times.
•	Conditions applicable to all Stages: 1, 3, 5-12, 14-18, 21-23, 25, 27-55, 57, 59-67 Conditions applicable to Stage 1 only: 24, 26, 56 and 58 Conditions applicable to Stage 2 only: Nil Conditions applicable to Stage 3 only: Nil Conditions applicable to Stage 4 only: Nil Conditions applicable to Stage 5 only: Nil	

Condition 21

-		
21.	For the 60 short term accommodation sites, provide and maintain adequate numbers of toilets, bathing and showering facilities for persons of both sexes (including disabled persons), and laundry facilities to the following specifications:	Prior to the commencement of use of each stage as
	 Sanitary conveniences and ablutionary facilities are to be located not more than 100m from any site and at least 6m from any site; 	applicable.
	 b) Laundry facilities are to include at least 1 set of twin tubs, 1 washing machine/washing boiler and 1 clothes hoist (or equivalent length of clothes line) for every 20 sites; 	
	c) Toilet facilities are to include at least 1 male and 1 female toilet cubicle for every 7 sites. Individual toilets must be screened to provide absolute privacy to the user and fitted with inside locks. For every 4 female toilet cubicles 1 sanitary disposal unit is to be provided; and	
	d) Shower facilities are to include at least 1 shower (or bath) for every 7 sites for males and at least 1 shower (or bath) for every 7 sites for females. Individual showers (baths) must be screened to provide absolute privacy to the user and fitted with inside locks. At least 1 hand wash basin is to be provided for every 4 shower (or bath) cubicles. Hot and cold reticulated water is to be provided to all showers and hand wash basins.	
	Note: In order to satisfy this condition, additional facilities must be provided prior to the commencement of use of Stage 5 (in addition to existing amenities blocks A and B).	

Condition 22

22.	All 39 short term occupation sites for occupation by workers are each	At all times.
	to be provided with a minimum shaded area of 9m ² .	

Con	Condition 35			
35	A minimum of one (1) sealed bus parking bay and two (2) car parking bays must be provided within the subject site adjacent to the recreation building generally in accordance with the approval plans.	Prior to the commencement of use of Stage 2 and to be maintained at all times.		

C. Delete conditions 4, 13, 19 and 20

D. Update the Infrastructure Charges Notice as follows:

Charge Type	Description	Deman d Units	Rate	TOTAL	
PROPOSI	PROPOSED DEMAND				
Charge	Stage 1 – 26 sites	8	Each group of 3 sites \$6,562.50	\$52,500.00	
		1	Each group of 1 or 2 sites \$5,312,97	\$5,312,97	
			TOTAL PROPOSED DEMAND STAGE 1	\$57,812.97	
Charge	Stage 2 – 12 sites	4	Each group of 3 sites \$6,562.50	\$26,250.00	
			TOTAL PROPOSED DEMAND STAGE 2	\$26,250.00	
Charge	Stage 3 – 11 sites	3	Each group of 3 sites \$6,562.50	\$19,687.50	
		1	Each group of 1 or 2 sites \$5,312,97	\$5,312,97	
			TOTAL PROPOSED DEMAND STAGE 3	\$25,000.47	
Charge	Stage 4 – 15 sites	5	Each group of 3 sites \$6,562.50	\$32,812.50	
			TOTAL PROPOSED DEMAND STAGE 4	\$32,812.50	
Charge	Stage 5 – 21 sites	7	Each group of 3 sites \$6,562.50	\$45,937.50	
			TOTAL PROPOSED DEMAND STAGE 5	\$45,937.50	
			TOTAL DEMAND ALL STAGES	\$187,813.44	
			EXIST	ING DEMAND	
Credit	40 sites	13	Each group of 3 sites \$6,562.50	\$85,312.50	
		1	Each group of 1 or 2 sites \$5,312,97	\$5,312,97	
			TOTAL EXISTING DEMAND CREDIT	\$90,625.47	
			TOTAL PAYABLE	\$97,187.97	
Moved By	Aoved By: Cr Vela Seconded By: Cr Qualischefski Resolution Number: 20-24/0465				
	CARRIED 6/0				

Executive Summary

The purpose of this report is to consider an application for a Minor Change to Approval for Material Change of Use for Caravan Park on lots 23 and 24 SP320676 at 7829 and 7831Warrego Highway, Helidon Spa.

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

Proposal

Background

The subject site is located at 7829 and 7831 Warrego Highway, Helidon Spa and is located within the Rural General Zone under the *Gatton Shire Council Planning Scheme 2007*. The site contains an existing Caravan Park. It is noted that the existing dwelling on Lot 24 was recently excised from the caravan park and is now contained within its own allotment. A reconfiguration of a lot (boundary realignment) application to accommodate this was approved on 20 November 2020. The Caravan Park as well as the dwelling were sold in June 2021 to a new owner, who does intend to maintain the dwelling as caretakers' accommodation and office in association with the Caravan Park. The current owner has been actively progressing works to achieve compliance with conditions of the existing approval.

APPLICATION SUMMARY	/
Applicant:	D F & K E Cameron C/- Ian Buchanan Town Planning
Owner:	D F & K E Cameron
Street Address:	7829-7831 Warrego Highway, Helidon Spa QLD 4343
RP Description:	Lots 23-24 SP320676
Approvals:	 Development Permit for Material Change of Use for Caravan Park (MCU2015/0028, MC2018/0105, MC2019/0037, MC2020/0004) Development Permit for Reconfiguring a Lot – Boundary Realignment (3 Lots into 3 Lots and Access Easement) (RL2020/0018)

The following details apply to the site:

Proposed Development

The applicant seeks a Minor Change to the Approval for a Material Change of Use for a Caravan Park over the subject land. The proposed changes are to have updated versions of the development plans approved, to amend the mix of permanent and short-term accommodation sites and amend the staging.

It is noted that the current owner has completed the work required under a number of conditions of the existing approval, including removal of structures that were non-compliant with the Building Act, making good the amenities buildings, and certification of electricity and gas works on site.

Assessment

Statutory Process

An application was made for a minor change to a development approval under s78 of the *Planning Act 2016*. Such an application can only be made in certain circumstances where the change meets the definition of a 'minor change' under the *Act*.

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

- The change does not result in a substantially different development;
- The change does not cause the inclusion of prohibited development;
- The change does not cause the application to be referred to any additional referral agencies; and
- The proposed change does not cause the application to require public notification.

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

Assessment of Minor Change

The *Planning Act 2016* requires that the change application be assessed against the matters that applied when the original application was made but may have regard to the matters that apply now.

The following Planning Scheme provisions applied to the original application:

Planning Scheme:	Gatton Shire Council Planning Scheme 2007	
Zone:	Rural General Zone	
Assessment Benchmarks:	Desired Environmental Outcomes	
	Rural General Zone Code	
	Caravan and Relocatable Home Parks Code	
	Building Work Code	
	Landscaping Code	
	Lighting Code	
	Services and Infrastructure Code	
	Vehicle Access, Parking and On-Site Movement Code	

It is considered that the proposed changes to the development will not create any inconsistencies with current applicable benchmarks as the planning scheme that was in effect at the time of the original approval is still in force.

Applicant's representation

The applicant provided the following comments with the latest proposal plans:

"**Stage 1** – the permanent resident section will be an eco-village, where the residents have a community garden, recycle bottles and plastic, compost green waste, solar power is introduced and they work collectively to care for the park. I want to encourage people who hold these values to live at the park. It will also incorporate the three temporary sites overlooking the lake primarily for tourists.

Stage 2, 3 and 4 – will be set up with cabins/caravans (not demountable buildings) for worker accommodation to cater for the Gatton Prison, Inland Rail, Farm Workers. My vision is for quality buildings and vans only to be situated on site.

Stage 5 – will be reserved for travelling public/tourists."

Development mix

The currently approved development is for a total of 84 sites, with 18 sites for long-term and 66 for short-term accommodation. It has been requested that the number of sites for long-term occupation is increased to 25 and the short-term occupation sites reduced to 60 for a total of 85 sites. There were three (3) unnumbered sites on the plans which have now been incorporated into the overall development, which makes better use of the available space within the park. The mix better reflects the on-ground layout of the park and better delineates the long-term and short-term parts of the park. Further, there are now an additional 4 sites to be used specifically for workers' accommodation. A slight amendment to the staging of the development is required to reflect the above. There are no objections to the request.

Caretaker's Dwelling

The previous owner sought to excise the existing dwelling from the Caravan Park, however the current owner has elected to keep the dwelling as caretaker's accommodation (manager's residence) and office space for the park. This has now been included back into the development. This is reflected in updated proposal plans.

As a consequence of the above, the approved plans as well as a number of conditions require amendment.

Approved Plans

The Applicant has provided updated plans to show the new mix of long and short-term occupation sites, minor amendments to the staging, include the manager's residence and relocation of visitor parking spaces. The visitor parking will now be located adjacent to the recreation building instead of to the rear of the coffee shop. Council officers have no objection to the proposed plans becoming the approved plans. The approved plan references are then to be amended as follows:

Approved Plans				
Plan No.	Rev.	Plan Name	Date	
19409	J−R	Overall Concept Plan, prepared by Raunik Design Group, amended	29/05/2019	
Page 1		by the applicant in black and received 16 April 2020, and amended	19/08/2021	
		by Council in red		
19409	J–R	Concept Plan, prepared by Raunik Design Group, amended by the	29/05/2019	
Page 2		applicant in black and received 16 April 2020, and amended by	19/08/2021	
		Council in red		
19409	J-R	Concept Plan, prepared by Raunik Design Group, amended by the	29/05/2019	
Page 3		applicant in black and received 16 April 2020	19/08/2021	
19409	J-R	Recreation Building, prepared by Raunik Design Group	29/05/2019	
Page 4			19/08/2021	

Condition 16

The configuration of the stages is updated and therefore the condition requires amendment as follows:

16.	The stages and their sequence are as follows:	At all times.
	Stage 1 includes:	
	 Caretakers' Dwelling with shed and carport and office; Coffee shop and reception with covered area; Amenities Block A; Amenities Block B; Recreation Building and Communal Recreation Area; Long Term Accommodation Sites P1-P18-23; and Short Term Accommodation Sites T1-T11-3. 	

Stage 2 includes:	
 Short Term Accommodation Sites T12-T26 T4-T13; and Long Term Accommodation Sites P24 and P25. 	
Stage 3 includes:	
• Short Term Accommodation Sites T27-T39 T14-T24.	
Stage 4 includes:	
 Short Term Accommodation Sites T40-T47 T25-T39.; and Additional amenities. 	
Stage 5 includes:	
 Short Term Accommodation Sites T48-T66 T40-T60; and Additional amenities. 	

Condition 7

Oper	Operation of Use		
7.	The approval is for a Caravan Park consisting of the following components:	At all times.	
	 Office building; A total of 84 sites, of which 18 are for existing long-term/permanent occupation and 66 for short-term occupation; Ablutions and laundry facilities; Recreation building and outdoor recreation space; Coffee shop and reception building with covered area; and Caretakers' residence. 		

The condition is to be updated to amend the number of long-term and short-term sites, as follows:

Оре	Operation of Use		
7.	The approval is for a Caravan Park consisting of the following components:	At all times.	
	 Office building; A total of 84 85 sites, of which 18 25 are for existing long-term/permanent occupation and 66 60 for short-term occupation; Ablutions and laundry facilities; Recreation building and outdoor recreation space; Coffee shop and reception building with covered area; and Caretakers' residence. 		

Conditions 10, 11, 12 and 22

ĺ	10.	A maximum of 35 short-term occupation sites are to be occupied by	At all times.
		seasonal farm workers. All remaining short-term occupation sites must	
		be utilised by the travelling public/tourists.	

11.	Where a short-term stay site is occupied by seasonal farm workers, the maximum number of occupants per site is two (2) persons at any one time.	At all times.
12.	 The owner/operator of the caravan park must provide Council with audit documentation containing at a minimum the following: Total number of occupants for the entire development; Number of occupants of the short-term accommodation sites occupied by seasonal workers; Number of occupants of the short-term accommodation sites occupied by the travelling public/tourists; Duration of stay for occupants of each short-term accommodation site; Operational procedure and any proposed changes to the procedure; Maintenance schedule (including cleaning and landscaping); Any and all complaints received from both guests and parties external to the development (issue and how it was addressed). 	Once every three (3) months from commencement of use for the first eighteen (18) months; and Upon request at any time thereafter.
22.	All 35 short term occupation sites for occupation by seasonal farm workers are each to be provided with a minimum shaded area of 9m2.	At all times.

As a result of incorporating 3 previously unused sites and a slight amendment to the layout of the park, it has been requested that a further 4 short-term accommodation sites may be used for workers' accommodation. In addition, the workers intended to stay at the site are no longer seasonal farm workers only, as it is proposed to provide for current and future projects such as Inland Rail. As this is a minor amendment and does not affect the overall use of the site as a caravan park, there is no objection to the request. The conditions are therefore to be updated as follows:

10.	A maximum of 35 39 short-term occupation sites are to be occupied by seasonal farm workers. All remaining short-term occupation sites must be utilised by the travelling public/tourists. Where a short-term stay site is occupied by seasonal farm workers, the maximum number of occupants per site is two (2) persons at any one time.	At all times. At all times.
12.	 The owner/operator of the caravan park must provide Council with audit documentation containing at a minimum the following: Total number of occupants for the entire development; Number of occupants of the short-term accommodation sites occupied by seasonal-workers; Number of occupants of the short-term accommodation sites occupied by the travelling public/tourists; Duration of stay for occupants of each short-term accommodation site; Operational procedure and any proposed changes to the procedure; Maintenance schedule (including cleaning and landscaping); Any and all complaints received from both guests and parties external to the development (issue and how it was addressed); and Any safety issues (issue and how it was addressed). 	Once every three (3) months from commencement of use for the first eighteen (18) months; and Upon request at any time thereafter.

ſ	22.	All 35 39 short term occupation sites for occupation by seasonal farm	At all times.
		workers are each to be provided with a minimum shaded area of 9m ² .	

Condition 13

13.	The unnumbered sites adjacent to sites T18, T35 and T36 are to remain	At all times.
	vacant and not to be utilised for any purpose.	

The unnumbered sites have been removed from the proposal. As such, this condition may be deleted.

Condition 19

19.	All buildings that are unable to comply with condition 18 must be	Prior to the
	removed from the land.	commencement
	Note: Any existing buildings constructed prior to 1975 cannot be dealt	of use of Stage 1 and at all times
	with retrospectively.	thereafter.

Condition 18 requires that all buildings and structures built or placed on the land since the commencement of the *Building Act 1975* are to be provided with a Building Works approval and Certificate of Classification. The owner has removed all the buildings that weren't able to comply from the site and has therefore requested that condition 19 is removed. As the condition is no longer relevant, it is recommended that the condition is deleted.

Condition 20

Ame	Amenity and recreation facilities		
20.	The existing amenities buildings (Block A and B) must be rendered	Prior to	
	serviceable.	commencement	
		of use of Stage 1.	

An inspection of the Caravan Park was carried out by Council officers on 5 October 2021. It is confirmed that this work has been completed. The condition may be deleted.

Condition 21

21.	ade of l	the 66 short term accommodation sites, provide and maintain equate numbers of toilets, bathing and showering facilities for persons both sexes (including disabled persons), and laundry facilities to the owing specifications:	Prior to the commencement of use of each stage as
	a) Sanitary conveniences and ablutionary facilities are to be located r more than 100m from any site and at least 6m from any site;	applicable.	
	b)	Laundry facilities are to include at least 1 set of twin tubs, 1 washing machine/washing boiler and 1 clothes hoist (or equivalent length of clothes line) for every 20 sites;	
	c)	Toilet facilities are to include at least 1 male and 1 female toilet cubicle for every 7 sites. Individual toilets must be screened to provide absolute privacy to the user and fitted with inside locks. For	

	every 4 female toilet cubicles 1 sanitary disposal unit is to be provided; and
	Shower facilities are to include at least 1 shower (or bath) for every 7 sites for males and at least 1 shower (or bath) for every 7 sites for females. Individual showers (baths) must be screened to provide absolute privacy to the user and fitted with inside locks. At least 1 hand wash basin is to be provided for every 4 shower (or bath) cubicles. Hot and cold reticulated water is to be provided to all showers and hand wash basins.
Note	e: In order to satisfy this condition, additional facilities must be provided prior to the commencement of use of Stages 4 and 5 (in addition to existing amenities blocks A and B).

As the number of short-term accommodation sites have changed, this condition is to be updated. In addition, the additional facilities will only be required by commencement of stage 5. The condition therefore may be updated as follows:

21.	For the 66 60 short adequate numbers persons of both sex	Prior to the commencement of use of each	
	a) Sanitary conve	owing specifications: niences and ablutionary facilities are to be located 100m from any site and at least 6m from any site;	stage as applicable.
	washing machi	es are to include at least 1 set of twin tubs, 1 ne/washing boiler and 1 clothes hoist (or equivalent es line) for every 20 sites;	
	, cubicle for even provide absolu	are to include at least 1 male and 1 female toilet ry 7 sites. Individual toilets must be screened to te privacy to the user and fitted with inside locks. nale toilet cubicles 1 sanitary disposal unit is to be	
	7 sites for male females. Individ absolute privac hand wash bas cubicles. Hot a	es are to include at least 1 shower (or bath) for every es and at least 1 shower (or bath) for every 7 sites for dual showers (baths) must be screened to provide cy to the user and fitted with inside locks. At least 1 in is to be provided for every 4 shower (or bath) and cold reticulated water is to be provided to all and wash basins.	
	provided pr	satisfy this condition, additional facilities must be ior to the commencement of use of Stage s 4 and 5 to existing amenities blocks A and B).	

Condition 35

35.	A minimum of one (1) sealed bus parking bay and two (2) car parking	Prior to the
	bays must be provided within the subject site adjacent to the reception	commencement
	building generally in accordance with the approval plans.	of use of Stage 2

	and to be
	maintained at all
	times.

The applicant seeks to relocate the parking adjacent to the recreation building. This is within the site and provides easy access to the office building. There are no objections to the proposed change. The condition may therefore be updated as follows:

Γ	35.	A minimum of one (1) sealed bus parking bay and two (2) car parking	Prior to the
		bays must be provided within the subject site adjacent to the reception	commencement
		recreation building generally in accordance with the approval plans.	of use of Stage 2
			and to be
			maintained at all
			times.

Condition 4

4.	Pay Infrastructure Charges for the proposed development in	Prior to
	accordance with the LVRC Adopted Infrastructure Charges Resolution in	commencement
	effect at the time of payment.	of use of each
		stage.

It has recently been determined that a condition requiring payment of Infrastructure Charges cannot be included in a development permit. It is therefore recommended that the condition is deleted.

Condition 17

17.	The development must be carried out in accordance with the conditions applicable to all stages and each individual stage as follows:	At all times.
	 Conditions applicable to all Stages: 3-19, 21-23, 25, 27-55, 57, 59-67 Conditions applicable to Stage 1 only: 20, 24, 26, 56 and 58 Conditions applicable to Stage 2 only: Nil Conditions applicable to Stage 3 only: Nil Conditions applicable to Stage 4 only: Nil Conditions applicable to Stage 5 only: Nil 	

As it is recommended above to delete conditions 4, 13, 19 and 20, these may be removed from condition 17 as follows:

17.	The development must be carried out in accordance with the conditions applicable to all stages and each individual stage as follows:	At all times.
	 Conditions applicable to all Stages: 3-19 5-12 14-18 21-23 25 27-55 57 59-67 Conditions applicable to Stage 1 only: 20 24 26 56 and 58 Conditions applicable to Stage 2 only: Nil Conditions applicable to Stage 3 only: Nil Conditions applicable to Stage 4 only: Nil Conditions applicable to Stage 5 only: Nil 	

Infrastructure Charges Notice

As a result of the minor changes discussed above, the Infrastructure Charges Notice (ICN) also requires updating. It is noted that the Adopted Infrastructure Charges Resolution (AICR) that the current ICN was issued under has been superseded. Council will now apply the charges under the latest AICR. The ICN is therefore proposed to be amended as follows:

Charge Type	Description	Demand Units	Rate	TOTAL
PROPOSEI	PROPOSED DEMAND			
			Each group of 3 sites \$6,250.00	\$ 56,250.00
Charge	Stage 1 – 29 26 sites	9 8	\$6,562.50	\$52,500.00
			Each group of 1 or 2 sites \$5,000.00	\$5,000.00
		1	\$5,312,97	\$5,312,97
				\$61,250.00
			TOTAL PROPOSED DEMAND STAGE 1	\$57,812.97
			Each group of 3 sites \$6,250.00	\$31,250.00
Charge	Stage 2 – 15 12 sites	5 4	\$6,562.50	\$26,250.00
			\$31,250.00	
			TOTAL PROPOSED DEMAND STAGE 2	\$26,250.00
			Each group of 3 sites \$6,250.00	\$25,000.00
Charge	Stage 3 – 13 11 sites	43	\$6,562.50	\$19,687.50
			Each group of 1 or 2 sites \$5,000.00	\$5,000.00
		1	\$5,312,97	\$5,312,97
				\$30,000.00
			TOTAL PROPOSED DEMAND STAGE 3	\$25,000.47
			Each group of 3 sites \$6,250.00	\$12,500.00
Charge	Stage 4 – 8 15 sites	2 5	\$6,562.50	\$32,812.50
			Each group of 1 or 2 sites \$5,000.00	\$5,000.00
-	-	1	\$ 5,312,97	\$5,312,97
				\$17,500.00
			TOTAL PROPOSED DEMAND STAGE 4	\$32,812.50
			Each group of 3 sites \$6,250.00	\$37,500.00 \$
Charge	Stage 5 – 19 21 sites	6 7	\$6,562.50	\$45,937.50

			Each group of 1 or 2 sites \$5,000.00	\$5,000.00
-	-	1	\$5,312,97	\$5,312,97
			TOTAL PROPOSED DEMAND STAGE 5	\$45,937.50
				\$182,500.00
			TOTAL DEMAND ALL STAGES	\$187,813.44
EXISTING	6 DEMAND			
			Each group of 3 sites \$6,250.00	-\$81,250.00
Credit	40 sites	13	\$6,562.50	\$85,312.50
			Each group of 1 or 2 sites \$5,000.00	\$5,000.00
		1	\$5,312,97	\$5,312,97
				\$86,250.00 - \$
			TOTAL EXISTING DEMAND CREDIT	\$90,625.47
				\$96,250.00
			TOTAL PAYABLE	\$97,187.97

Previous Council Resolutions

Council approved a Minor Change to the development permit for a Caravan Park on 8 May 2019 (MC2018/0105), on 26 June 2019 (MC2019/0037) and on 16 December 2020 (MC220/0004).

Critical Dates

The decision-making period for the request finishes on 17 November 2021.

Strategic Implications

Corporate Plan

Corporate Plan Theme Lockyer Planned

<u>Outcome</u>

4.3 A development assessment process that delivers quality development that is consistent with legislation, best practice and community expectations.

Finance and Resource

The applicant may appeal against Council's decision, which may have financial and resource implications for Council.

Legislation and Policy

Council has previously undertaken compliance action against the previous owner/operator of the premises. Should the applicant decide to appeal the decision by Council, legal representation may be required.

Risk Management

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

Consultation

Portfolio Councillor Consultation

The proposal was discussed with the portfolio Councillor prior to the Council meeting.

Internal Consultation

The proposal was reviewed by Council's Coordinator Building and Plumbing, Building Certifier and Environmental Health Officer.

External Consultation A visit of the site was undertaken by Council officers in the presence of the current owner.

Community Engagement

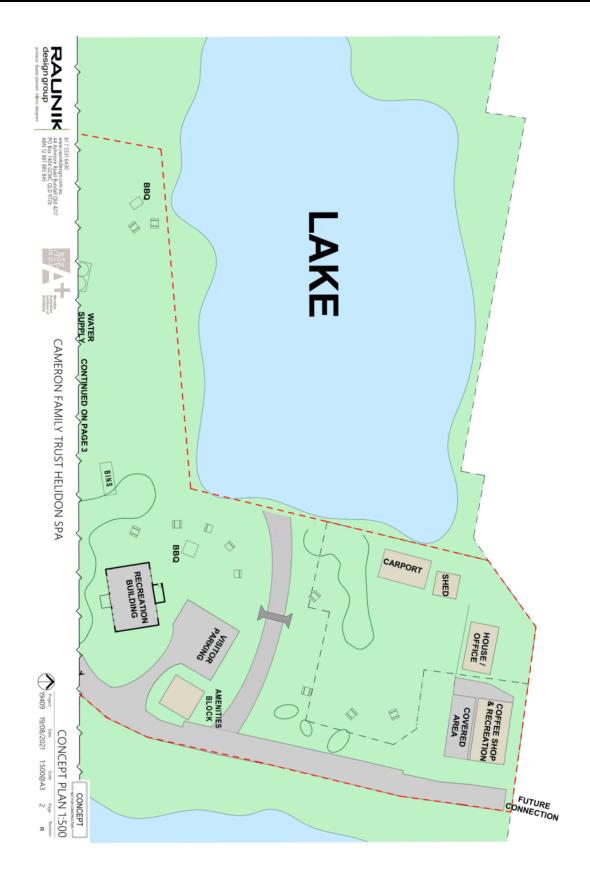
The application did not require public notification.

Attachments

1 <u>↓</u>	MC2021 0066 Proposal Plans Minor Change to Approval for Material Change of Use for	4
	Caravan Park Warrego Highway Helidon Spa	Pages

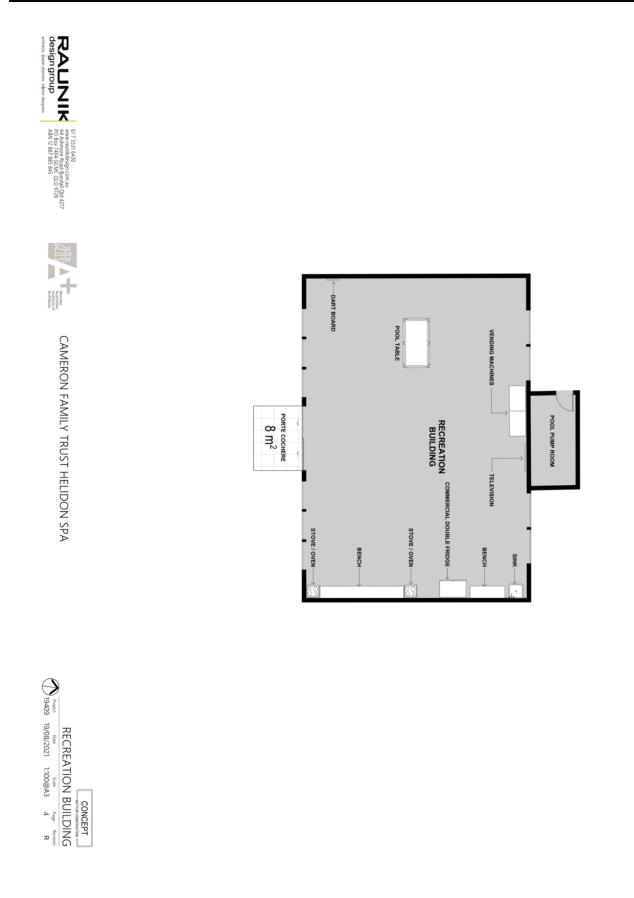
Application for Minor Change to Approval for Material Change of Use for Caravan Park at 7829 and 7831 Warrego Highway, Helidon Spa (MC2021/0066)







Application for Minor Change to Approval for Material Change of Use for Caravan Park at 7829 and 7831 Warrego Highway, Helidon Spa (MC2021/0066) Attachment 1 MC2021 0066 Proposal Plans Minor Change to Approval for Material Change of Use for Caravan Park Warrego Highway Helidon Spa



12.6	Request for Road Naming - Fairways East Stages 6-13 - Hatton Vale

Author:	Tammie Davidson, Assistant Planning Officer
Responsible Officer:	Amanda Pugh, Group Manager Community & Regional Prosperity

Purpose:

The purpose of this report is to seek Council's approval of 8 new road names within the rural residential subdivision located at Evans Road South, Kensington Grove (Fairways East Stages 6-13).

Officer's Recommendation:

THAT Council approve the following road names as shown on details plan BRRM7289-000-238-1 dated 11 October 2021, as attached:

- Road 6 as Stirling Drive
- Road 7 as Jindera Street
- Road 9 as Stanley Close
- Road 10 as Killara Place
- Road 11 as Merriman Street
- Road 12 as Camden Court
- Road 13 as Elanora Crescent
- Road 14 as Jarrah Close

RESOLUTION

THAT Council approve the following road names as shown on details plan BRRM7289-000-238-1 dated 11 October 2021, as attached:

- Road 6 as Stirling Drive
- Road 7 as Jindera Street
- Road 9 as Stanley Close
- Road 10 as Killara Place
- Road 11 as Merriman Street
- Road 12 as Camden Court
- Road 13 as Elanora Crescent
- Road 14 as Jarrah Close

Moved By:	Cr Holstein	Seconded By: Resolution Number: 20-24/0466	Cr Hagan
		CARRIED 6/0	

Executive Summary

This report refers to a request made by LandPartners on behalf of the developer of a rural residential subdivision located within Fairways East Stages 6-13 at Hatton Vale.

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

Proposal

The request to name 8 new roads was received on 11 October 2021. The applicant is requesting on behalf of the developers to name the 8 new roads.

The applicant has provided three preferences to name each proposed new road. The applicant has followed the theme of Australian towns/suburbs that are also names. Some of the preferences provided by the applicant are not considered suitable. A search of roads and streets within the Lockyer Valley Regional Council area has been undertaken to ensure the preferences are not pre-existing. Comments have been provided against each of the applicant's preferences in the table below with the recommended road name identified.

Consultation was undertaken with the applicant with regards to the proposed names for Road 7. All names proposed in the application are existing in the Lockyer Valley area. The developer has requested to utilise another name preference as submitted in the application. This is noted in the below table.

Proposed Road 6	
Applicant's Preference	Council Officer Comments
1. Stirling Drive No other instances of this name in the Lockyer Valley. Name	
	recommended.
2. Sheffield Drive	No other instances of this name in the Lockyer Valley.
3. Alexandra Drive	Similar in spelling and sound – Alexander St, Gatton. Names that are similar
	in sound are not permitted.
Proposed Road 7	
Applicant's Preference	Council Officer Comments
1. Lawson Street	Existing instance of this name in the Lockyer Valley. Duplication of names is
	not permitted.
2. Wallace Street	Existing instance of this name in the Lockyer Valley. Duplication of names is
	not permitted.
3. Bowen Street	Existing instance of this name in the Lockyer Valley. Duplication of names is
	not permitted.
4. Jindera Street	No other instances of this name in the Lockyer Valley. Name is
	recommended. Name preference drawn from Road 14 to replace unsuitable
	preferences above. Road suffix amended to reflect correct road type.
Proposed Road 9	
Applicant's Preference	Council Officer Comments
1. Stanley Close	No other instances of this name in the Lockyer Valley. Name is
	recommended.
2. Manaro Close	No other instances of this name in the Lockyer Valley.
3. Tully Close	No other instances of this name in the Lockyer Valley.
Proposed Road 10	
Applicant's Preference	Council Officer Comments
1. Killara Place	No other instances of this name in the Lockyer Valley. Name is
	recommended.
2. Inala Place	No other instances of this name in the Lockyer Valley.

Road 8, as shown on details plan BRRM7289-000-238-1 is to remain as Evans Road South.

3.	Fairmead Court	No other instances of this name in the Lockyer Valley.
•••	ed Road 11	
· ·	ant's Preference	Council Officer Comments
	Merriman Street	No other instances of this name in the Lockyer Valley. Name is
1.	Werning Street	recommended.
2	Fuston Studiet	
	Euston Street	No other instances of this name in the Lockyer Valley.
3.	Newman Street	No other instances of this name in the Lockyer Valley.
	ed Road 12	
	ant's Preference	Council Officer Comments
1.	Camden Court	No other instances of this name in the Lockyer Valley. Name is
		recommended.
2.	Harvey Court	Existing instance of this name in the Lockyer Valley. Duplication of names is
		not permitted.
3.	Fitzroy Court	Existing instance of this name in the Lockyer Valley. Duplication of names is
		not permitted.
Propos	ed Road 13	
Applica	ant's Preference	Council Officer Comments
1.	Elanora Crescent	No other instances of this name in the Lockyer Valley. Name is
		recommended.
2.	Kingston Crescent	No other instances of this name in the Lockyer Valley.
3.	Hastings Crescent	Existing instance of this name in the Lockyer Valley. Duplication of names is
	0	not permitted.
Propos	ed Road 14	
-	ant's Preference	Council Officer Comments
1.	Jarrah Close	No other instances of this name in the Lockyer Valley. Name is
		recommended.
2.	Mossman Close	No other instances of this name in the Lockyer Valley.
3.	Jindera Close	No other instances of this name in the Lockyer Valley. (see Road 4)
51		

A search of roads and streets within the Lockyer Valley Regional Council area has confirmed that the preferences are not pre-existing and where they are similar or existing, this is noted.

Strategic Implications

Corporate Plan Lockyer Planned

Finance and Resource

There are no financial or resource implications as a result of this decision.

Legislation and Policy

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

Risk Management

NIL. Council Officers have researched the preferences provided by the applicant and have made recommendations that meet Council's policy.

Consultation

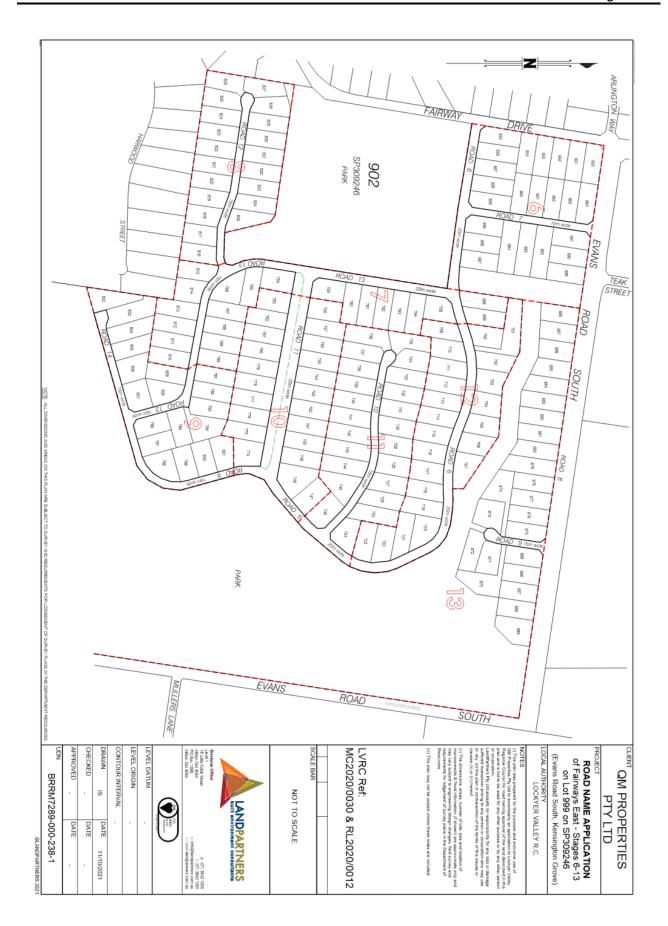
External Consultation

Consultation was undertaken with the applicant for the proposed road names for Road 7 as all suggestions provided are existing in the Council area. The developer has requested to utilise other name preferences as submitted in the application.

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

Attachments

1. Road Naming Plan Fairways East Kensington Grove Stages 6-13 1 Page



Mayor Milligar	arrived at the	meeting and	assumed the	chair at 9:45am.
----------------	----------------	-------------	-------------	------------------

12.7	Request for Road Naming - Extension To Existing Road - Parkridge Drive Withcott
Author:	Tammie Davidson, Assistant Planning Officer
Responsible Officer:	Amanda Pugh, Group Manager Community & Regional Prosperity

Purpose:

The purpose of this report is to seek Council's approval of a road name for an extension to an existing road within an urban residential subdivision, located at 72 Parkridge Drive, Withcott.

Officer's Recon		on to the road name as shown on su	ubdivision approval plan	
	THAT Council approve the extension to the road name as shown on subdivision approval plan R0341-P5(A), Revision A, dated 26 October 2020, as attached,			
Road Ex	tension as Parkridg	ge Drive.		
RESOLUTION				
	• •	on to the road name as shown on su October 2020, as attached to these	•• •	
Road Ex	tension as Parkridg	ge Drive.		
Moved By:	Cr Hagan	Seconded By:	Cr Vela	
	R	esolution Number: 20-24/0467		
		CARRIED		

7/0

Executive Summary

This report refers to a request made by the developer of an urban residential subdivision located at 72 Parkridge Drive, Withcott.

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

Proposal

The request to name a continuation of one (1) road was received on 27 September 2021. The new road extends the existing Parkridge Drive to connect and create a new intersection with Jones Road. The proposal meets with the Australian standard and Council's policy and provides for clear and logical identification of the road.

Strategic Implications

Corporate Plan Lockyer Planned

Finance and Resource

There are no financial or resource implications as a result of this decision.

Legislation and Policy

The suggested name provides a clear identification for the road and does not contravene the Australian standard.

Risk Management

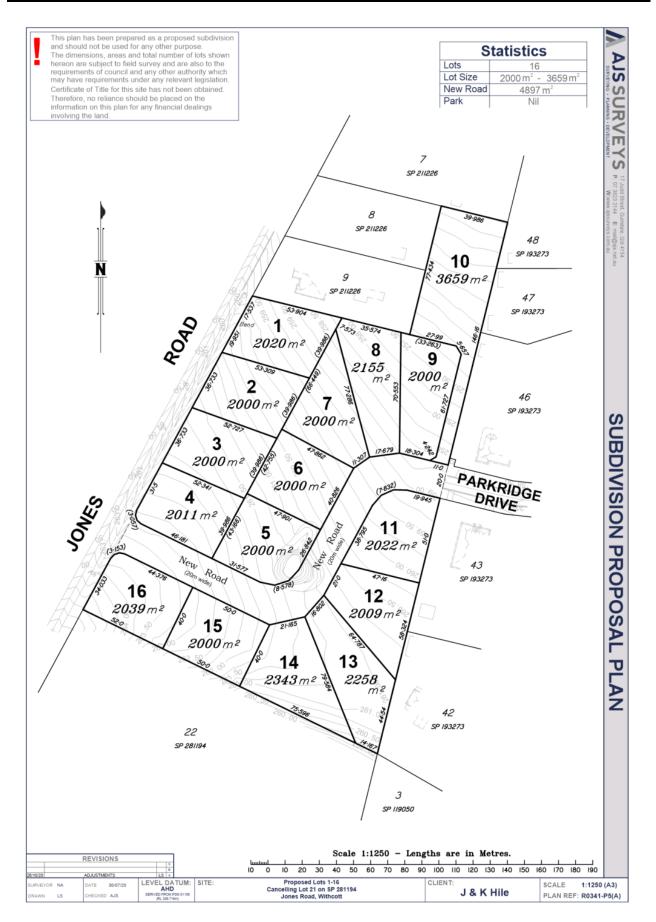
NIL. Council Officers have researched the preferences provided by the applicant and have made recommendations that meet Council's policy.

Consultation

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

Attachments

1. Road Naming Plan Parkridge Drive Withcott 1 Page



12.8

Request for Road Naming - Rutherford Road Withcott

Author:	Tammie Davidson, Assistant Planning Officer
Responsible Officer:	Amanda Pugh, Group Manager Community & Regional Prosperity

Purpose:

The purpose of this report is to seek Council's approval of proposed names for two (2) new roads and three (3) extensions to existing roads within the urban residential subdivision, located at 89 Rutherford Road, Withcott.

Officer's Recommendation:

THAT Council approve the following road names as shown on detailed plan 1722-01, Sheet 1 of 1 dated 18 September 2018, as attached:

- Road A as Barlow Road
- Road B as Murdock Court
- Road extension 1 as Belmore Drive
- Road extension 2 as O'Neils Road
- Road extension 3 as Skyline Drive.

RESOLUTION

THAT Council approve the following road names as shown on detailed plan 1722-01, Sheet 1 of 1 dated 18 September 2018, as attached to these minutes:

- Road A as Barlow Road
- Road B as Murdock Court
- Road extension 1 as Belmore Drive
- Road extension 2 as O'Neils Road
- Road extension 3 as Skyline Drive.

Moved By:	Cr Wilson	Seconded By: Resolution Number: 20-24/0468	Cr Cook	
		CARRIED 7/0		

Executive Summary

This report refers to a request made by the developer of an urban residential subdivision located at Rutherford Road Withcott. The developer advised that the were rescinding their right to name the roads of the subdivision and deferring to Council to make the decision.

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

Proposal

On the 23 September 2021, Council received an email from the developer of an urban residential subdivision at Withcott advising they wished to rescind their rights to name the future roads of the subdivision and to deferred to Council to make the decision.

Council Officers researched historical landowners and families of the Withcott area and sourced suitable names from the publication 'A History of Gatton & District 1824-2008'. A Lands Department survey map in 1876, after the Withcott land had been opened for selection, showed portions of Withcott as selected by various families. A further survey in 1878 added further selections by other families and shortly afterwards came the Murdock & Barlow families.

In addition to the new names required, 3 road extensions are proposed as part of the subdivision development. The continuation of existing road names is considered appropriate and provides for clear and logical identification of the roads.

A search of roads and streets within the Lockyer Valley Regional Council area has been undertaken to ensure the preferences are not pre-existing. Comments have been provided against each of the preferences in the table below with the recommended road name identified.

Road Name Preferences	Council Officer Comments
Proposed Road A	
1. Barlow Road	No other instances of this name in the Lockyer Valley. Name is recommended.
Proposed Road B	
2. Murdock Court	No other instances of this name in the Lockyer Valley. Name is recommended.
Road Extension 1	
3. Belmore Drive	Continuation of existing road
Road Extension 2	
4. O'Neils Road	Continuation of existing road
Road Extension 3	
5. Skyline Drive	Continuation of existing road

Strategic Implications

Corporate Plan Lockyer Planned

Finance and Resource

There are no financial or resource implications as a result of this decision.

Legislation and Policy

The suggested names provide a clear identification for the roads and do not contravene the Australian standard or Council's Naming of Roads, Parks, Landmarks and facilities Policy.

Risk Management

NIL. Council Officers have researched the preferences and have made recommendations that meet Council's policy.

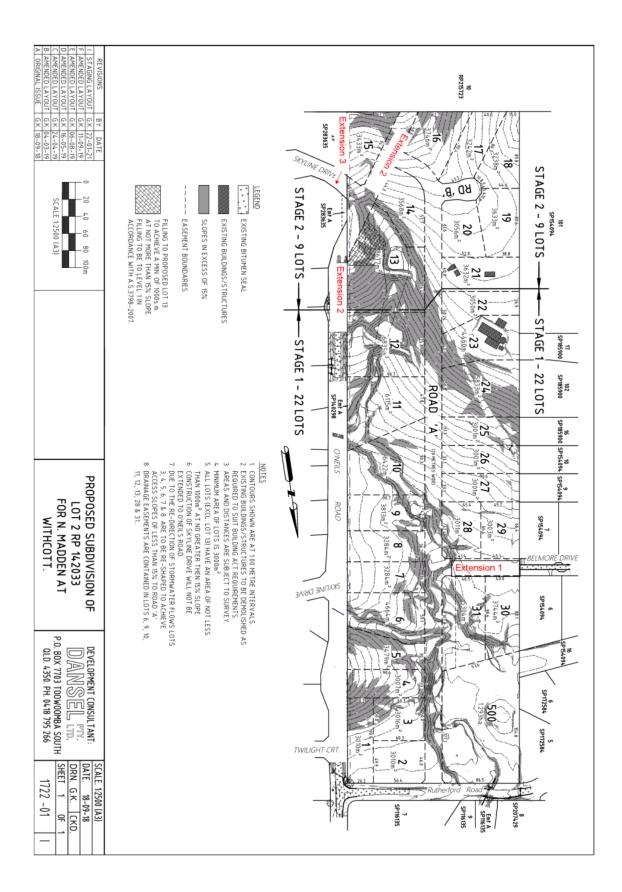
Consultation

External Consultation

Council will notify the developer of the outcome of the request for road naming.

Attachments

1. Road Naming Plan Rutherford Road Withcott 1 Page



13.0 INFRASTRUCTURE REPORTS

13.1	Downs South West Principal Cycle Network Plan Funding
Author:	John Keen, Group Manager Infrastructure
Responsible Officer:	John Keen, Group Manager Infrastructure

Purpose:

The purpose of this report is to seek Council's endorsement to discontinue with Stage 1 and Stage 2 of the Lake Apex to William Street Cycleway project under the Downs South West Principal Cycle Network Plan due to exceeding scope requirements and return unspent funding.

Officer's Recommendation:

THAT Council resolve to discontinue design and construction of Stage 1 and Stage 2 of the Lake Apex Drive to William Street Cycleway project funded under the Cycle Network Local Governments Grant Programs.

And further;

THAT Council forfeit and return unclaimed funding to the funding body.

RESOLUTION

THAT Council resolve to discontinue design and construction of Stage 1 and Stage 2 of the Lake Apex Drive to William Street Cycleway project funded under the Cycle Network Local Governments Grant Programs.

And further;

THAT Council forfeit and return unclaimed funding to the funding body.

Cr Holstein	Seconded By:	Cr Wilson
Resolution	Number: 20-24/0469	
	CARRIED	
	7/0	
	Cr Holstein Resolution	Resolution Number: 20-24/0469 CARRIED

Executive Summary

The Lake Apex Drive to William Street Cycleway project has been funded over numerous financial years under the Cycle Network Local Governments Grant Programs to conduct investigations, concept designs, detail designs and undertake construction. However, upon investigations and the production of designs officers have found the scope to construct the project significantly exceeds the budgeted funding available and therefore wishes to forfeit unclaimed funding relating to Stage 1 and 2 of this project, being approximately \$112 500.

Proposal

In 2015 Council officers and Department of Transport and Main Roads (DTMR) officers formulated the Principal Cycle Network Plan (PCNP) and the Priority Route Maps which provides guidance and agreed routes for the planning, design and construction of active transport (cycling) routes throughout the Lockyer Valley region. On 16 December 2015 Council resolved under resolution 4423 to endorse the Downs South West PCNP and apply for relevant funding for principal cycling routes in the region.

One of the Priority A routes identified through this planning is the link along Lake Apex Drive (from Western Drive) and William Street (to Spencer Street), Gatton. Figure 1 shows the PCNP routes identified for Gatton, along with the priorities assigned to each route.

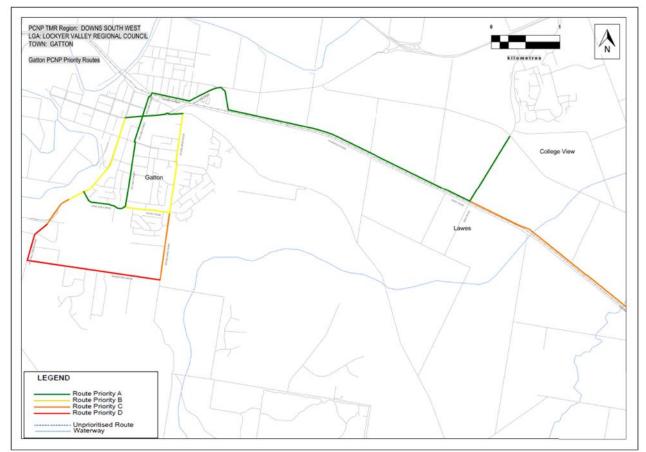


Figure 1: Gatton Principal Cycle Network Plan Priority Routes

July 2017 Council were successful in obtaining \$46,000 ex GST to fund the Lake Apex Drive to William Street Cycleway design (also known as the Gatton North-South Connection) through the 2017-18 Cycle Network Local Governments Grant Program. This entailed the investigation, planning and concept design of separated onroad cycle facilities from Spencer Street down William Street and onto Lake Apex Drive to Western Drive. The concept design and report were completed and used as a basis for an application for funding of Stage 1 of the project, being detailed design and construction of part of the route.

In July 2018 Council were successful in obtaining \$225,000 exc GST of funding through the 2018-19 Cycle Network Local Government Grants Program, for the concept design and construction of Stage 1 - Lake Apex Drive and a short section of William Street to the first pedestrian crossing adjacent to the southern end of the Lockyer District High School grounds. 765 metres of cycling facilities including 415 metres of on road separated two-way cycle track along the southern side of Lake Apex Drive from the Cultural Centre towards William Street. The remaining 350 metres of 3 metre wide off-road shared path from the end of the cycle track on Lake Apex Drive through Bill Tew Park and along William Street to the Lockyer District State High School pedestrian crossing. Refer to figure 2 below. The project totalled \$450,000 ex GST. This funding was carried over into the 2019/20 budget as the funding is over a 2 year period.



Figure 2: Stage 1 Lake Apex Drive to William Street Cycleway

On 25 June 2021 Council successfully obtained \$27,500 inc GST of funding through the 2021-22 Cycle Network Local Government Grants Program to design William Street Stage 2, Bauhinia Street to Cochrane Street cycle track. The project entailed 450 metres of 3 metre wide on road physically separated cycleway on William Street, Gatton. The remaining 40 metres being off road. The outlined area is detailed in figure 3 below. These works were planned to be complementary to the road reconstruction project along the same section of William Street.

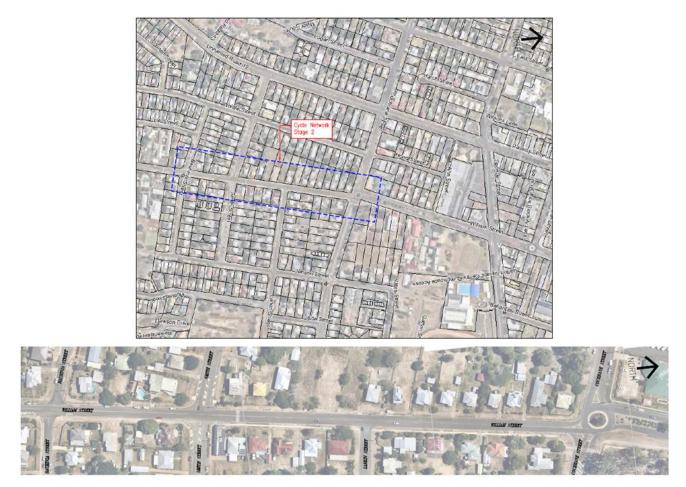


Figure 3: Overview of Stage 2 area

The design has been through many iterations to find solutions that were acceptable to both LVRC and TMR. Through this period TMR have released further guidelines around the standards to be applied on Principal Cycle Networks design. These standards were not known at the time of applying for funding and have contributed to a significantly increased cost estimate to deliver the project.

There remains a significant margin of error in the cost estimate with high risk items such as service relocations not yet resolved and public consultation not completed.

Whilst it is acknowledged that 50/50 funding is available for the works Council needs to weigh the allocation of its limited financial resources across all aspects of the infrastructure budget. In making this decision it was determined that, at this point in time, the projected cost outweighs the potential benefits and these funds would be better allocated to projects in higher demand from the ratepayers.

A number extension of time have been granted by TMR to design the cycleway to meet Council's needs and ensure the cycleway traverses the PCN route as concerns were raised over the loss of parking constructing the on-road cycleway would create.

Options

- 1. Continue with the design and construction of Stage 1 and Stage 2 of the Lake Apex Drive to William Street cycleway project requesting extension of time to fund the additional scope requirements.
- 2. Forfeit all remaining funding allocated to the Lake Apex Drive to William Street cycleway project.
- 3. Transfer funding to investigate future potential cycleways within the region along the PCNP route.

Previous Council Resolutions

On 16 December 2015 Council resolved under resolution 4423:

THAT Council resolves to endorse the Downs South West Principal Cycle Network Plan, and to advise Department of Transport and Main Roads of the endorsement. Furthermore; THAT Council delegates authority to the Chief Executive Officer to apply for relevant funding for principal cycling routes.

Strategic Implications

Corporate Plan

Lockyer Planned; 4.2 – Provision of fit-for-purpose infrastructure which meets the current and future needs of the region.

Lockyer Planned; 4.4 – Regional collaboration and targeted advocacy that drives external funding, for timely delivery of key infrastructure and enhanced community outcomes.

Finance and Resource

Council has received funding of \$112,500, being an upfront 50% payment for the Principal Cycle Network Program funded through the Department of Transport and Main Roads. This funding will need to be returned to the funding body.

Legislation and Policy

As per the options outlined in this report, it is proposed that the Chief Executive Officer be authorised to take the necessary actions to action the resolution.

Risk Management

Key Corporate Risk Code and Category: IA1 Planning, managing and maintaining assets for the future.

Consultation

Portfolio Councillor Consultation

Community Activation Officer briefed all Councillors at the Councillor Workshop on 7 September 2021 regarding the public consultation phase of the project. Council did not wish to proceed with public consultation.

Attachments

There are no attachments for this report.

13.2	Flood Cameras and Electronic Signs - Master Plan Development - Queensland Reconstruction Authority Funding Proposal
Author:	Matthew Lennon, Principal Engineer
Responsible Officer:	John Keen, Group Manager Infrastructure

Purpose:

The purpose of this report is to propose, and seek Council endorsement for, various sites throughout the Lockyer Valley to be recommended as part of the Queensland Reconstruction Authority Flood Cameras and Electronic Signs Master Plan.

Officer's Recommendation: THAT Council endorse the proposed Flood Cameras and Electronic Signs Master Plan locations, scopes and priorities for presentation to the Scenic Valleys Regional Roads and Transport Group (SVRRTG).

RESOLUTION

THAT Council endorse the proposed Flood Cameras and Electronic Signs Master Plan locations, scopes and priorities, as articulated in Attachment 1 "QRA Master Plan Development for Flood Cameras and Electronic Signs – Supporting Materials/Locations", for presentation to the Scenic Valleys Regional Roads and Transport Group (SVRRTG).

Moved By:	Cr Holstein	Seconded By: Resolution Number: 20-24/0470	Cr Hagan
		CARRIED 7/0	

Executive Summary

The Queensland Reconstruction Authority (QRA) is currently leading a project delivering flood warning infrastructure assets across 28 local government areas in North Queensland, Far North Queensland and North West Queensland. The assets being delivered in the project are made up of rainfall and river height gauges, flood cameras and electronic signage (mainly Wig Wags).

QRA has expressed interest in expanding the project across Queensland and are coordinating the development of a series of masterplans aligned to Department of Transport and Main Roads (TMR) districts. Having a master plan in place ensures the consultation with stakeholders has been undertaken and confirms the locations, scopes and priorities. This will expedite the application process should funding opportunities arise.

All cameras and signs will meet with TMR Specifications and Standards for the possible ingestion into Council dashboards as well as the QLD Traffic website. This will ensure consistency across the state and regions.

Proposal

The proposal for Lockyer Valley consists of fifteen (15) locations on both TMR and LVRC roads. These sites will be presented to the Scenic Valleys Regional Roads and Transport Group (SVRRTG) for considerations and incorporation into a final proposal across the Lockyer Valley, Ipswich and Scenic Rim regions.

A summary of the proposal is in Table 1. Additional details can be found in Attachment 1 - Queensland Reconstruction Authority Master Plan Development for Flood Cameras and Electronic Signs - Supporting Material/Locations, and Attachment 2 – Master Plan Asset List.

It is expected that all electronic signs will be able to be activated by water sensors and remotely (as required). Remote activation of signs on TMR roads will be the responsibility of TMR.

Table 1 – Summary of Locations and Inst	allations Types
---	-----------------

1	Mount Sylvia - Mount Sylvia Road	• Pan-Tilt-Zoom (PTZ) camera.
2		
2		Automated Electronic Signage (Semi-
2		Regional)
-	Forest Hill/Laidley North - Old Laidley-Forest Hill	• Pan-Tilt-Zoom (PTZ) camera.
	Road – Multiple Inundation Locations	Automated Electronic Signage (Semi-
		Regional)
3	Lilydale - Flagstone Creek Road (crossing of Flagstone Creek)	Automated Electronic Signage (Local)
4	Glenore Grove – Forest Hill-Fernvale Road	Pan-Tilt-Zoom (PTZ) camera.
	Crossroads	Automated Electronic Signage (Local)
		Automated Electronic Signage (Regional)
5	Regency Downs - Lorikeet Road	Automated Electronic Signage (Local)
6	Lockrose – Forest Hill Fernvale Road/Lockrose	Pan-Tilt-Zoom (PTZ) camera.
	Road - Middletons Bridge crossing of Lockyer	Automated Electronic Signage (Local)
	Creek	
7	Adare – Redbank Creek Road – Crossing of	Automated Electronic Signage (Local)
	Redbank Creek	
8	Winwill - Winwill Connection Road (crossing	Automated Electronic Signage (Local)
	Tenthill Creek) – Electronic Signage	
9	Flagstone Creek Road– Multiple Inundation	Automated Electronic Signage (Semi-
	Locations	Regional)
10	Gatton – Allan Street-Adare Road (Allan Street	Automated Electronic Signage (Local)
	Bridge Crossing of Lockyer Creek)	
11	Forest Hill Fernvale Road– Multiple Inundation	Automated Electronic Signage (Semi-
12	Locations	Regional)
12	Gatton – Gatton Esk Road (Bridge Crossing of Lockyer Creek)	Automated Electronic Signage (Local)
13	Withcott – Two Directional	Pan-Tilt-Zoom (PTZ) camera.
10		 Automated Electronic Signage (Local)
		 Automated Electronic Signage (Eduar) Automated Electronic Signage (Regional)
14	Hatton Vale - Woolshed Creek Crossing – West	 Automated Electronic Signage (Regionar) Automated Electronic Signage (Local)
17 1	of Heise Road	
15	Woodlands Road - Upgrade of Existing	Automated Electronic Signage (Local)

-		
	٠	Automated Electronic Signage (Semi-
		Regional)

Options

- 1. Council endorses the proposed Flood Cameras and Electronic Signs Master Plan locations.
- 2. Council does not endorse the proposed Flood Cameras and Electronic Signs Master Plan locations.

Critical Dates

Date	Milestone	
22 October 2021	Greg Scroope (QRA) presented to the SVRRTG.	
4 November 2021	LVRC to advise SVRRTG of Council officers required to attend Flood Warning	
	Infrastructure Master Plan Video Conference.	
17 November 2021	Lockyer Valley Regional Council meeting to discuss and agree upon Flood Warning	
	Infrastructure Master Plan locations, scopes and priorities.	
17 November 2021	SVRRTG to meet (via video conference) to discuss the Flood Warning Infrastructure	
(10:00am)	Masterplan prior to the SVRRTG Technical Committee Meeting	
10 December 2021	SVRRTG Technical Committee Meeting to finalise a submission to the QRA.	
December 2021	Final submission deadline (TBC).	

Strategic Implications

Corporate Plan

Whilst there are no specific Operational Plan Deliverables for this project, the project meets the intent of the following Corporate Plan Outcomes:

- 1.6 The Community's Preparedness for Disasters Is Improved Through Community Education, Training and Strong Partnerships Between Council and Other Agencies.
- 4.4 Regional collaboration and targeted advocacy that drives external funding, for timely delivery of key infrastructure and enhanced community outcomes.

Finance and Resource

Final funding arrangements are yet to be determined. The intent of the Masterplan is to reach agreement on the locations, scopes and priorities for these installations in preparedness for funding opportunities.

Legislation and Policy

This project will assist LVRC in executing its responsibilities under the Disaster Management Act 2003.

<u>Risk Management</u> Key Corporate Risk Code and Category: Key Corporate Risk Descriptor:

IA1 Infrastructure and Assets Planning, managing and maintaining assets for the future.

Consultation

Portfolio Councillor Consultation Councillor J Holstein has been consulted through the SVRRTG.

Internal Consultation

Internal consultation has occurred between Infrastructure, LVRC SVRRTG representatives and Disaster Management. Internal agreement has been reached on the proposal.

External Consultation

External consultation has occurred through the SVRRTG.

Attachments

1 <u>↓</u>	QRA Master Plan Development for Flood Cameras and Electronic Signs - Supporting Material	30 Dagos
	/ Locations	Pages
2 <u>↓</u>	Master Plan Asset List - LVRC	1 Page
3 <u>↓</u>	Signage Types	19
		Pages
4 <u>↓</u>	DTMR Technical Specification 223 - Roadway Monitoring Systems	20
		Pages

Queensland Reconstruction Authority Master Plan Development for Flood Cameras and Electronic Signs

Supporting Material/Locations

Contents

Mount Sylvia - Mt Sylvia Road
Priority:
Flooding Overlay at Location:
Recommendation:
Forest Hill/Laidley North - Old Laidley-Forest Hill Road – Multiple Inundation Locations
Priority:
Flooding Overlay at Location:
Recommendation:
Lilydale - Flagstone Creek Road (crossing of Flagstone Creek)
Priority:
Flooding Overlay at Location:
Recommendation:
Glenore Grove – Forest Hill-Fernvale Road Crossroads
Priority1
Flooding Overlay at Location:
Recommendation:1
Regency Downs - Lorikeet Road13
Priority:
Flooding Overlay at Location:
Recommendation:1
Lockrose – Forest Hill Fernvale Road/Lockrose Road - Middletons Bridge crossing of Lockyer Creek 14
Priority:14
Flooding Overlay at Location:14
Recommendation:14
Adare – Redbank Creek Road – Crossing of Redbank Creek
Priority:
Flooding Overlay at Location:
Recommendation:
Winwill - Winwill Connection Road (crossing Tenthill Creek)18
Priority:
Flooding Overlay at Location:
Recommendation:18
Flagstone Creek Road– Multiple Inundation Locations
Priority:
Flooding Overlay at Location:

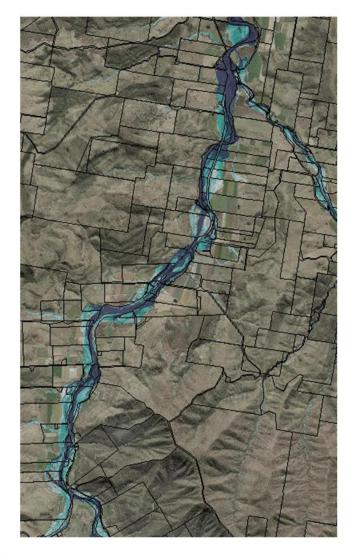
Recommendation:	19
Gatton – Allan Street-Adare Road (Allan Street Bridge Crossing of Lockyer Creek)	20
Priority:	20
Flooding Overlay at Location:	20
Recommendation:	20
Forest Hill Fernvale Road– Multiple Inundation Locations	22
Priority:	22
Flooding Overlay at Location:	22
Recommendation	22
Gatton – Gatton Esk Road (Bridge Crossing of Lockyer Creek)	24
Priority:	24
Flooding Overlay at Location:	24
Recommendation:	24
Withcott – Two Directional	26
Priority:	
Flooding Overlay at Location:	26
Recommendation:	26
Hatton Vale - Woolshed Creek Crossing – West of Heise Road	
Priority:	
Flooding Overlay at Location:	
Recommendation:	
Blenheim - Woodlands Road – Crossing of Sandy Creek	29
Priority:	
Flooding Overlay at Location:	29
Recommendation:	29

Mount Sylvia - Mt Sylvia Road (-27°43'23", 152°13'26" / -27.723186, 152.223934)

Priority: 1

Flooding Overlay at Location:





Recommendation:

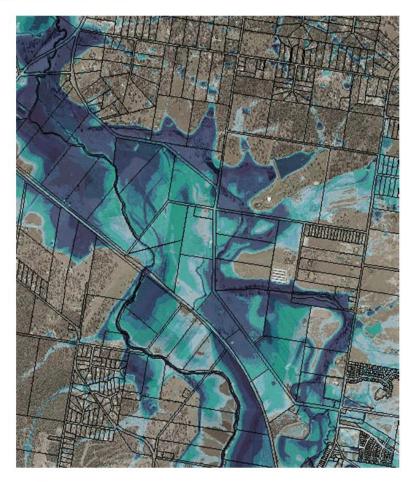
- Camera (PTZ) at Mount Sylvia State School with visibility along both creeks
 - Automated signage (semi-regional) linked to Junction View river height/camera:
 - TC1768 "Advanced Warning Flood Warning Lights"
 - TC9977 "Road Subject to Flooding Next XXkm Indicators Shown Depth"
 - TC2205_1 "Warning Sign Road Closed Ahead"



Forest Hill/Laidley North - Old Laidley-Forest Hill Road – Multiple Inundation Locations

Priority: 2

Flooding Overlay at Location:



Recommendation:

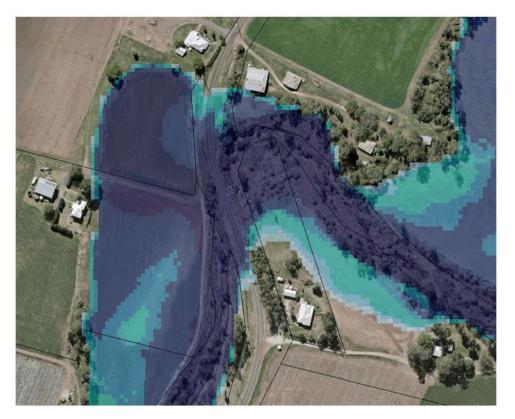
- Camera (PTZ) at northern end
 - Automated electronic signage (semi-regional to be located at both ends)
 - TC1768 "Advanced Warning Flood Warning Lights"
 - TC9977 "Road Subject to Flooding Next XXkm Indicators Shown Depth"
 - TC2205_1 "Warning Sign Road Closed Ahead"



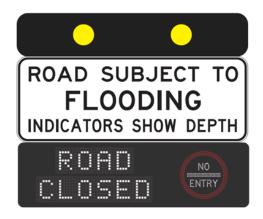
Lilydale - Flagstone Creek Road (crossing of Flagstone Creek) (-27°36'6", 152°8'4" / -27.601594, 152.134398)

Priority: 3

Flooding Overlay at Location:



- Automated electronic signage (Local)
 - TC1768 "Advanced Warning Flood Warning Lights"
 - $\circ~$ G9-21-1 "Road Subject to Flooding Indicators Show Depth
 - TC2204_1 Regulatory Sign "Road Closed No Entry"



Glenore Grove – Forest Hill-Fernvale Road Crossroads (-27°33'14", 152°23'29" / -27.553820, 152.391371)

Priority<u>:</u> 4

Flooding Overlay at Location:



- Camera (PTZ with visibility along all legs)
- Automated electronic signage (Local):
 - TC1768 "Advanced Warning Flood Warning Lights"
 - G9-21-1 "Road Subject to Flooding Indicators Show Depth
 - TC2204_1 Regulatory Sign "Road Closed No Entry"



- Automated Signage (Regional to be located east of the Plainland Interchange and activated remotely):
 - TC1709_5 (Modified) Traveller Information Sign ITS Message Board



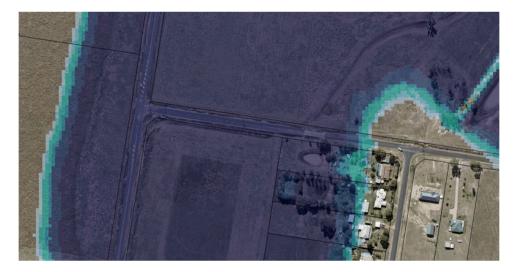
WARREGO HWY/TOOWOOMBA CONNECTION RD

Regency Downs - Lorikeet Road (-27°32'5", 152°25'21" / -27.534813, 152.422488)

Priority:

Flooding Overlay at Location:

5



- Automated electronic signage (Local Electronic Signage for Lorikeet Road Only)
 - TC1768 "Advanced Warning Flood Warning Lights"
 - $\circ~$ G9-21-1 "Road Subject to Flooding Indicators Show Depth
 - $\circ \quad \mathsf{TC2204_1-Regulatory\ Sign\ ``Road\ Closed-No\ Entry''}$

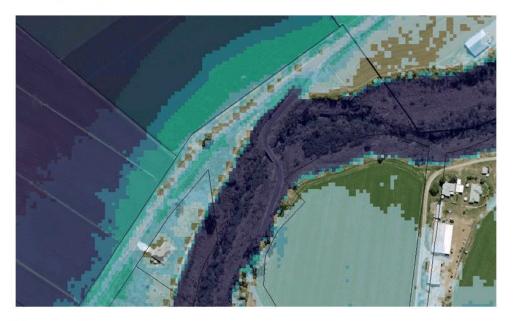


Lockrose – Forest Hill Fernvale Road/Lockrose Road - Middletons Bridge crossing of Lockyer Creek (-27°28'8", 152°27'34" / -27.469023, 152.459458)

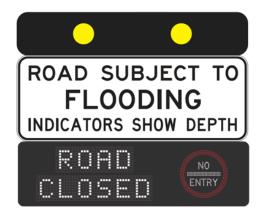
Priority:

Flooding Overlay at Location:

6



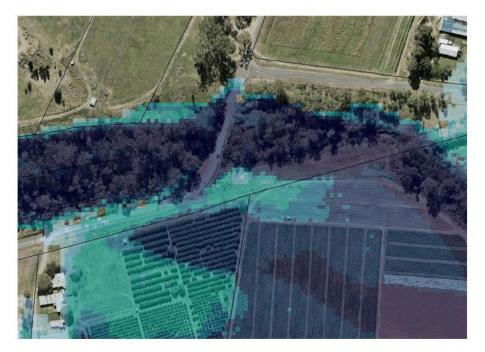
- Camera (PTZ)
 - Automated electronic signage (Local Electronic Signage for Lockrose Road Only)
 - TC1768 "Advanced Warning Flood Warning Lights"
 - G9-21-1 "Road Subject to Flooding Indicators Show Depth
 - TC2204_1 Regulatory Sign "Road Closed No Entry"



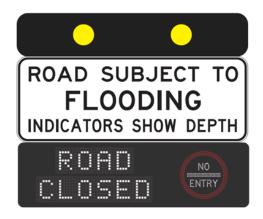
Adare – Redbank Creek Road – Crossing of Redbank Creek (-27°31'55", 152°18'40" / -27.531846, 152.311241)

Priority: 7

Flooding Overlay at Location:



- Automated electronic signage (Local Electronic Signage for Lorikeet Road Only)
 - TC1768 "Advanced Warning Flood Warning Lights"
 - $\circ~$ G9-21-1 "Road Subject to Flooding Indicators Show Depth
 - TC2204_1 Regulatory Sign "Road Closed No Entry"



Winwill - Winwill Connection Road (crossing Tenthill Creek) (-27°36'37", 152°13'14" / -27.610378, 152.220589)

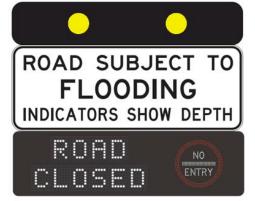
Priority:

Flooding Overlay at Location:

8



- Automated electronic signage (Local)
 - TC1768 "Advanced Warning Flood Warning Lights"
 - G9-21-1 "Road Subject to Flooding Indicators Show Depth
 - TC2204_1 Regulatory Sign "Road Closed No Entry"



Flagstone Creek Road- Multiple Inundation Locations

Priority:

Flooding Overlay at Location:

9



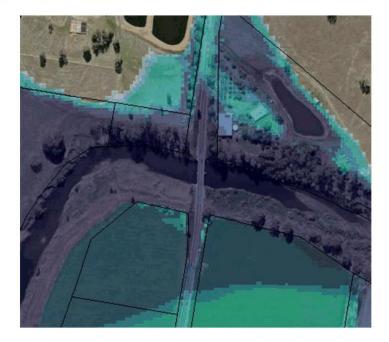
- ٠ Automated electronic signage (semi-regional – to be located at both ends)
 - TC1768 "Advanced Warning Flood Warning Lights" TC9977 – "Road Subject to Flooding – Next XXkm – Indicators Shown Depth"
 - TC2205_1 "Warning Sign Road Closed Ahead"



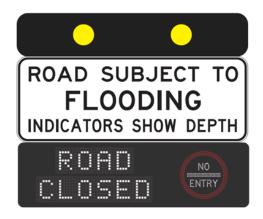
Gatton – Allan Street-Adare Road (Allan Street Bridge Crossing of Lockyer Creek) (-27°32'42", 152°16'60" / -27.544893, 152.283248)

Priority: 10

Flooding Overlay at Location:



- Automated electronic signage (Local Electronic Signage for Lorikeet Road Only)
 - TC1768 "Advanced Warning Flood Warning Lights"
 - G9-21-1 "Road Subject to Flooding Indicators Show Depth
 - TC2204_1 Regulatory Sign "Road Closed No Entry"



Forest Hill Fernvale Road– Multiple Inundation Locations

Priority: 11

Flooding Overlay at Location:



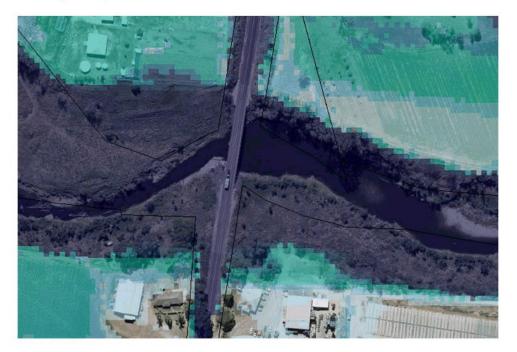
- Automated electronic signage (semi-regional to be located at both ends)
 - TC1768 "Advanced Warning Flood Warning Lights"
 - o TC9977 "Road Subject to Flooding Next XXkm Indicators Shown Depth"
 - TC2205_1 "Warning Sign Road Closed Ahead"



Gatton – Gatton Esk Road (Bridge Crossing of Lockyer Creek) (-27°32'35", 152°19'16" / -27.543043, 152.321123)

Priority: 12

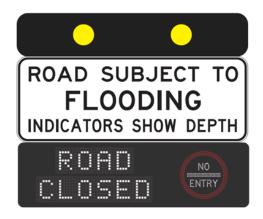
Flooding Overlay at Location:



Recommendation:

.

- Automated electronic signage (Local Electronic Signage for Lorikeet Road Only)
 - TC1768 "Advanced Warning Flood Warning Lights"
 - $\circ~$ G9-21-1 "Road Subject to Flooding Indicators Show Depth
 - TC2204_1 Regulatory Sign "Road Closed No Entry"



Withcott – Two Directional (-27°33'30", 152°0'29" / -27.558425, 152.008117)

Priority: 13

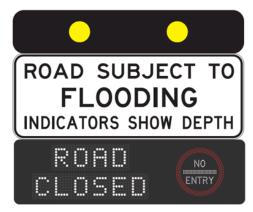
Flooding Overlay at Location:



Recommendation:

.

- Camera (PTZ with visibility along all legs)
 - Automated electronic signage (Local to be located at both approaches to Withcott):
 - TC1768 "Advanced Warning Flood Warning Lights"
 - $\circ~$ G9-21-1 "Road Subject to Flooding Indicators Show Depth
 - TC2204_1 Regulatory Sign "Road Closed No Entry"



- Automated Signage (Regional to be located west of the range turnaround in Toowoomba Regional Council and activated remotely):
 - o TC1709_5 (Modified) Traveller Information Sign ITS Message Board



Attachment 1

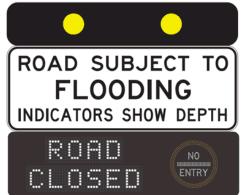
Hatton Vale - Woolshed Creek Crossing – West of Heise Road (-27°33'5", 152°29'33" / -27.551503, 152.492393)

Priority: 14

Flooding Overlay at Location:



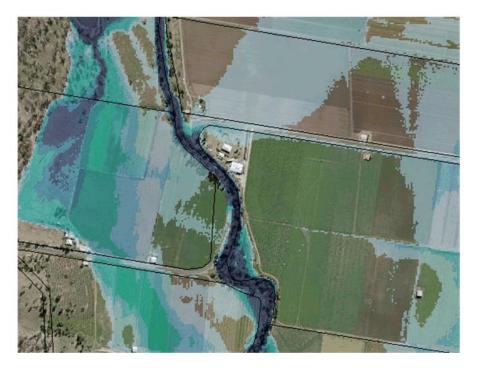
- Automated electronic signage (Local)
 - TC1768 "Advanced Warning Flood Warning Lights"
 - $\circ~$ G9-21-1 "Road Subject to Flooding Indicators Show Depth
 - TC2204_1 Regulatory Sign "Road Closed No Entry"



Blenheim - Woodlands Road – Crossing of Sandy Creek (-27°37'45", 152°19'51" / -27.629230, 152.330730)

Priority: 15

Flooding Overlay at Location:



- Automated electronic signage (Local Upgrade to Existing)
 TC2204_1 Regulatory Sign "Road Closed No Entry"
- Automated electronic signage (semi-regional to be located at both ends)
 - TC1768 "Advanced Warning Flood Warning Lights"
 - TC9977 "Road Subject to Flooding Next XXkm Indicators Shown Depth"
 - TC2205_1 "Warning Sign Road Closed Ahead"



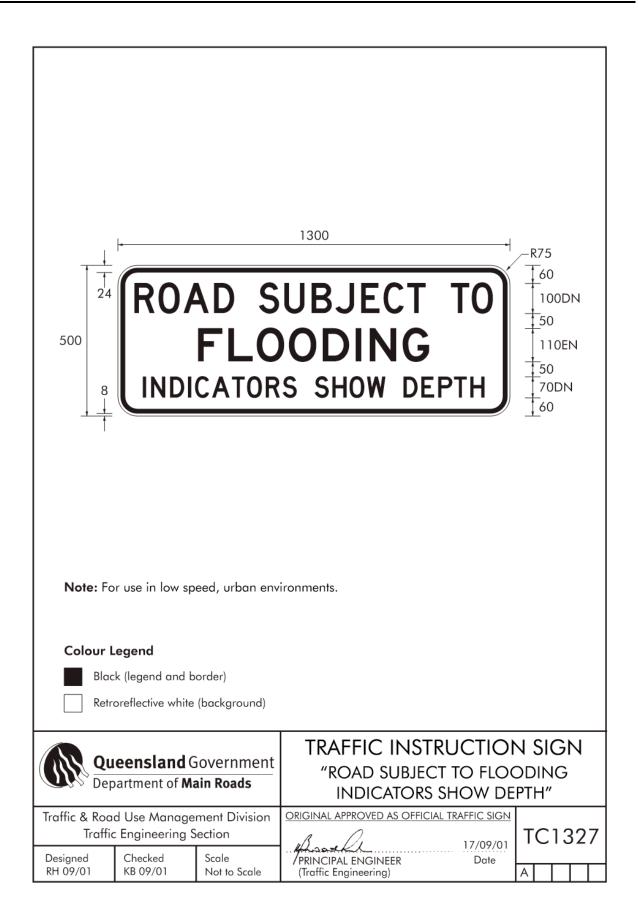


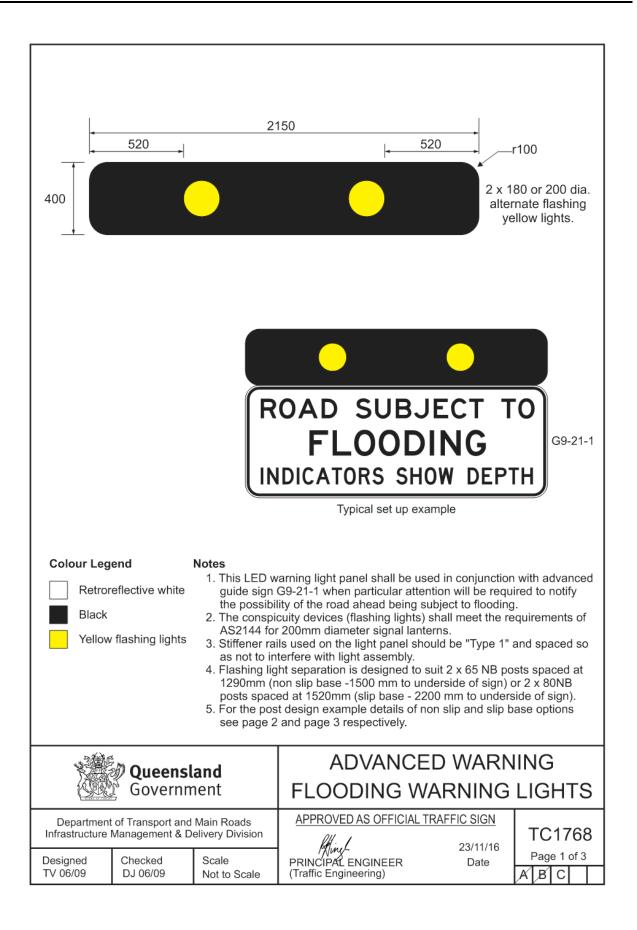
	Note: The below	v tablet has predefine	d dropdown lists to improv	Note: The below tablet has predefined dropdown lists to improve the initial data collection. Please use the comments field to identify anything further outside of these networks the second	e of these.							
LVRC Priority	Area of Operation	TIMR District	LGA	Asset Location	Asset Type	Asset Code	Signage Type	Agreed Priority	Longitude	Latitude	Agency letter of support	Comments
		Southern Queensland	Lockyer Valley Regional	Mount Sylvia - Mount Sylvia Road	Camera and Signage	(c/s)	Refer Attachment 1	μ.	152.223934	27.723186	- 20	Refer Attachment 1
N		Southern Queensland	Lockyer Valley Regional	Forest Hill/Laidley North - Old Laidley-Forest Hill Road – Multiple Inundation Locations	Camera and Signage	(c/s)	Refer Attachment 1	High			30	Refer Attachment 1
	1	Southern Queensland	Lockyer Velley Regional	Litydale - Flagstone Creek Roed (crossing of Flagstone Creek)	Bectronic Sign	(5)	Refer Attachment 1	-	152,134395	-27.601594	- 20	Refer Attachment 1
		Southern Queensland	Lockyer Valley Regional	Glenore Grove – Forest Hill-Fernvale Road Crossroads	Camera and Signage	(C/S)	Refer Attachment 1	-	152,391371	-27.333620		Refer Attachment 1
	1	Southern Queensland	Lockyer Valley Regional	Regency Downs - Lonivest Road	Bestronis Sign	(S)	Refer Attachment 1	1 de la	152,422488	-27.534513		Refer Attachment 1
6	1	Southern Queensland	Lockyer Valley Regional	Locknose – Forest Hill Fernwale Road/Locknose Road - Middletons Bridge crossing of Lockyer Creek	Camera and Signage	(c/s)	Refer Attachment 1	Medium	152,459458	-27.469023	30	Refer Attachment 1
		Southern Queensland	Lockyer Valley Regional	Adare – Redbank Creek Road – Crossing of Redbank Creek	Bectronic Sign	(5)	Refer Attachment 1	Medium	152.311241	-27.331246	30	Refer Attachment 1
.,	1	Southern Queensland	Lockyer Velley Regional	Winwill - Winwill Connection Road (crossing Tenthill Creek) - Electronic Signage	Bectronic Sign	5	Refer Attachment 1	Medium	152.220589	-27.610378	30	Refer Attachment 1
		Southern Queensland	Lockyer Valley Regional	Flagstone Creek Road= Multiple Inundation Locations	Electronic Sign	(s)	Refer Attachment 1	Medium				Refer Attachment 1
10	1	Southern Queensland	Lockyer Valley Regional	Gatton – Allan Street-Adare Road (Allan Street Bridge Crossing of Lockyer Creek)	Bectronic Sign	(s)	Refer Attachment 1	Medium	152.283248	-27.544593	39	Refer Attachment 1
H		Southern Queensland	Lockyer Valley Regional	Forest Hill Ferrivale Road- Multiple Inundation Locations	Electronic Sign	(S)	Refer Attachment 1	Medium			30	Refer Attachment 1
13		Southern Queensland	Lockyer Valley Regional	Gatton – Gatton Esk Road (Bridge Crossing of Lodsjer Creek)	Biectronic Sign	(S)	Refer Attachment 1	Medium	152.321123	-27.543043	7	Refer Attachment 1
13	1	Southern Queensland	Lockyer Velley Regional	Withcott – Two Directional	Camera and Signage	(C/S)	Refer Attachment 1	Medium	152,006117	-27.338423	30	Refer Attachment 1
14		Southern Queensland	Lockyer Valley Regional	Hatton Vale - Woolshed Creek Crossing - West of Heise Road	Electronic Sign	(s)	Refer Attachment 1	Medium	152,492393	-27.551503		Refer Attachment 1
		Southern Queensland	Lockver Valley Regional	Woodlands Road - Upgrade of Existing	Electronic Sign	15	Refer Attachment 1	Medium	152.330730	-27.629230	30	Refer Attachment 1

Queensland Master Plan developmen

October 21

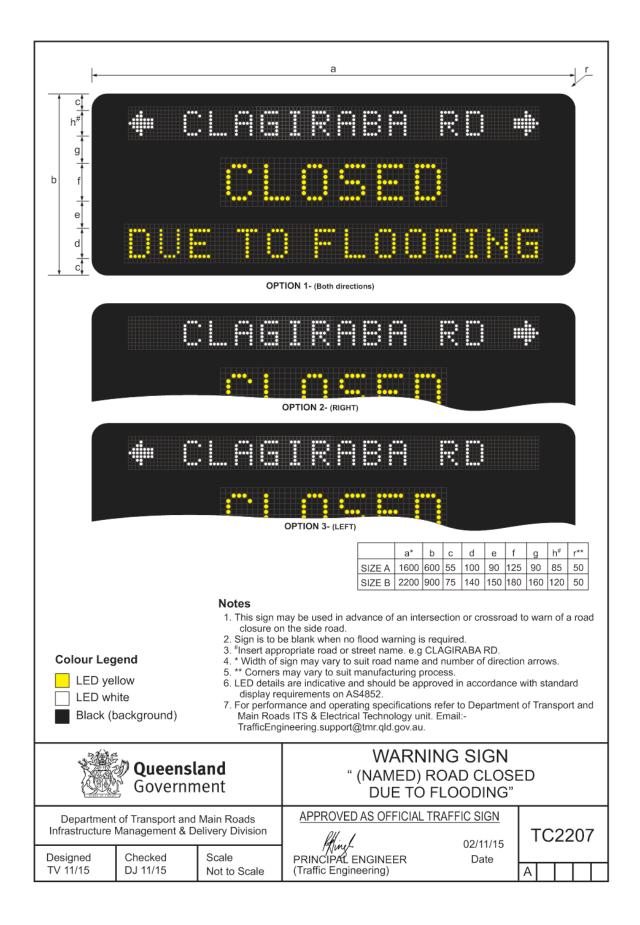
cameras and electronic signs

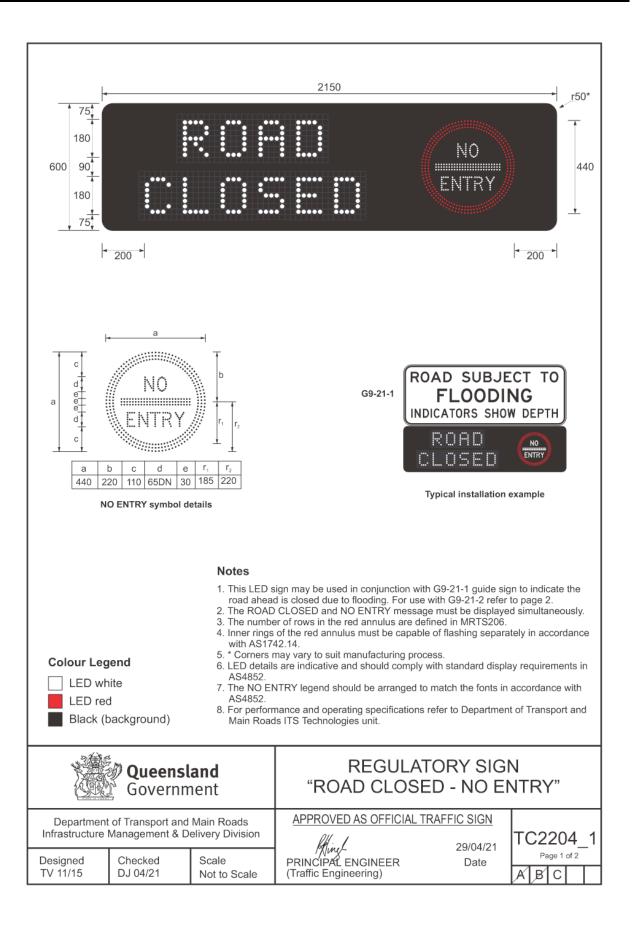


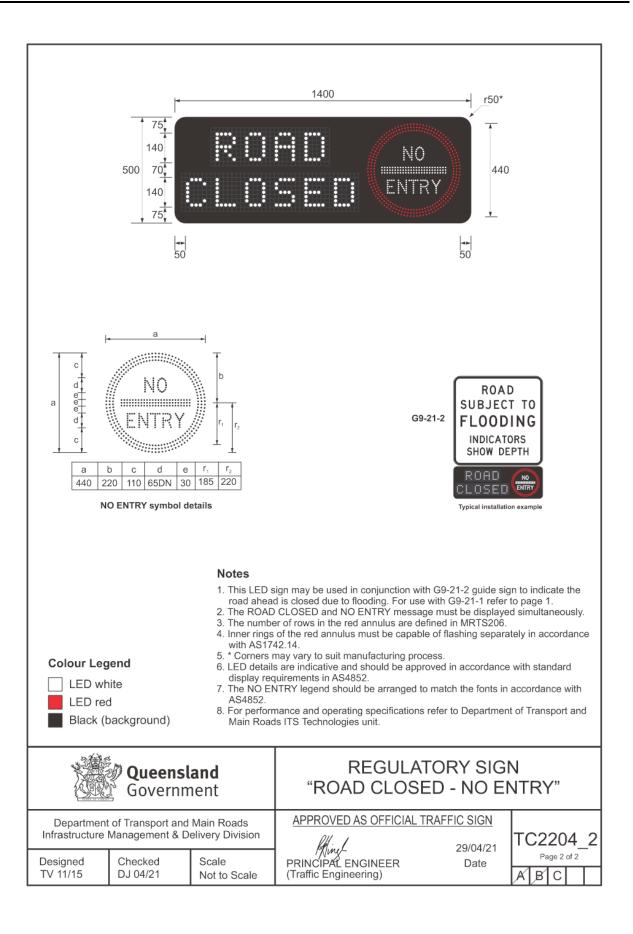


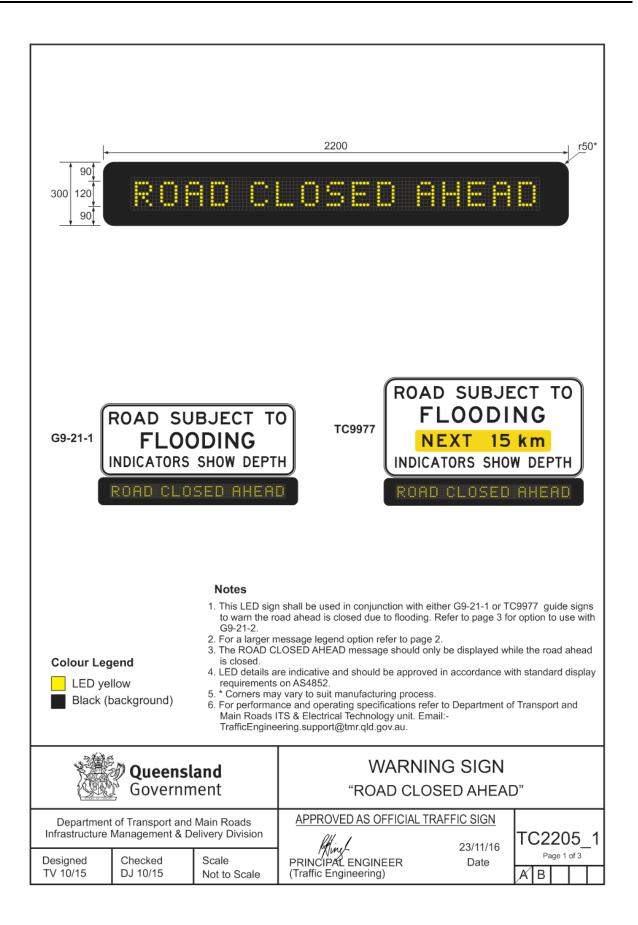
24/06/2009	Traf	fic Sign S	Struct	ures - Des	ign Forr	n	Page 1
Job : Flood		Section	: Lights		Sign Pos	: 1	
Location Deta	ils			Slope Details			
Wind Region Exposed Terrain Risk Category Foundation Soil Side of Road Distance from carriage Road Height	Region C No Low Impact I Firm to Stiff Left way 1000 1500			<u>Segment</u> 1	Length 5000	<u>Height</u> 0	
Sign Face Det	ails						
Detail Sign Code Sign Width Sign Depth Legend Class Legend Colour Background Class Background Clour Sign Separation	Front Lower 11 2150 800 Various Various Various White 0	1: 2 4 V V V V	ront Upper 2 150 00 arious arious arious arious rown				
Sign Stiffener	Details						
Detail Stiffener Type Number of Stiffeners Stiffener Spacing Number of Brackets	Front Lower 1 3 375 6	1 2	50				
CHS Steel Des	sign Details						
Support Details Number Spacing Kerb Post Length Post 2 Length Post 3 Length Stub Length Stub Length Stub Length Stub Length Ost Dimensions Post Wall Thickness Post Grade Silp Base Required Footing Details Diameter of Hole Depth of Hole	2 1290, Stand 3400 0 65 NB 3.2 C350 No 300 700	ard	1500				
	Nu					VARNIN	G
	Queensl Governm		SU	PPORT DE			
	of Transport and lanagement & D		APF	PROVED AS OFF			C1768
Designed TV 06/09	Checked DJ 06/09	Scale Not to Scale		///////- ICIPAL ENGINEE îc Engineering)		Date P	age 2 of 3 BC

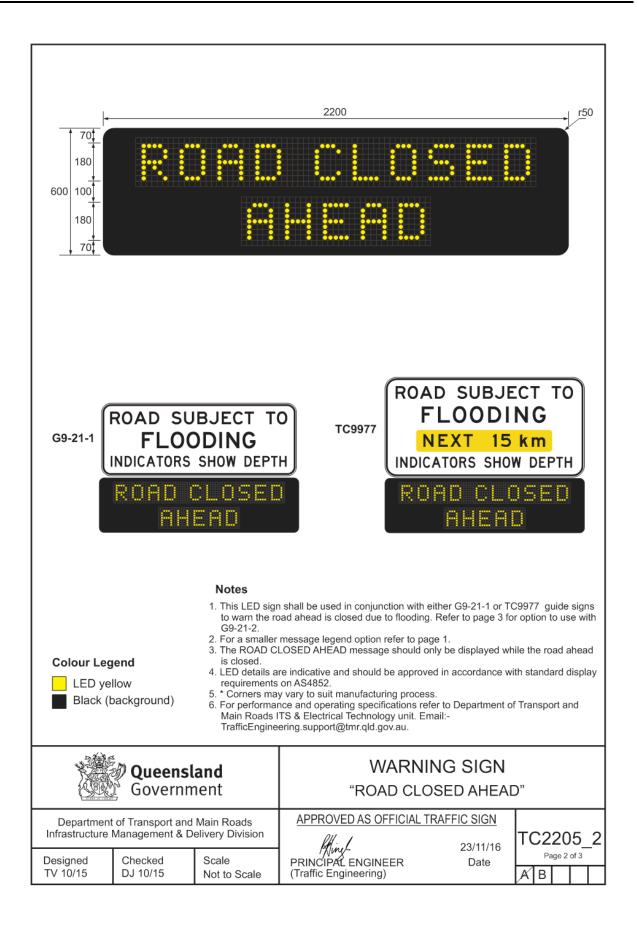
24/06/2009	Traf	fic Sign St	tructures	- Desig	n Form		Page 2
Job : Flood		Section :	Lights	5	Sign Pos : 2		
Location Deta Wind Region Exposed Terrain Risk Category Foundation Soil Side of Road Distance from carriage Road Height	Region C No High Impact Firm to Stiff Left		Slop Segmen 1		enath 5000	<u>Height</u> 0	
Sign Face De							
Detail Sign Code Sign Width Sign Depth Legend Class Legend Colour Background Class Background Colour Sign Separation	Front Lower 11 2150 800 Various Various Various White 0	- Fro 12 215 400 Var Var Bro 0	ous ous				
Sign Stiffener	Details						
Detail Stiffener Type Number of Stiffeners Stiffener Spacing Number of Brackets	Front Lower 1 3 375 6	Fro 1 2 350 4	nt Upper				
CHS Steel De Support Details Number Spacing Kerb Post Length Post 2 Length Post 3 Length Post 3 Length Stub Length Post 0 Jumensions Post Wall Thickness Post Grade Slip Base Required Footing Details Diameter of Hole Depth of Hole	2 1520, Variab 3400 0 825 80 NB 3.2 C350 Yes 300 900	le	2200				
	2 Queencl	and	A	DVANC			3
	Queensl Governm				ESIGNS - S		ASE
Infrastructure N	of Transport and Aanagement & D	elivery Division	Phine	[L TRAFFIC SIGI 23/11/1		C1768 ge 3 of 3
Designed TV 06/09	Checked DJ 06/09	Scale Not to Scale	PRINCIPAL (Traffic Eng	ENGINEER neering)	Date	AB	

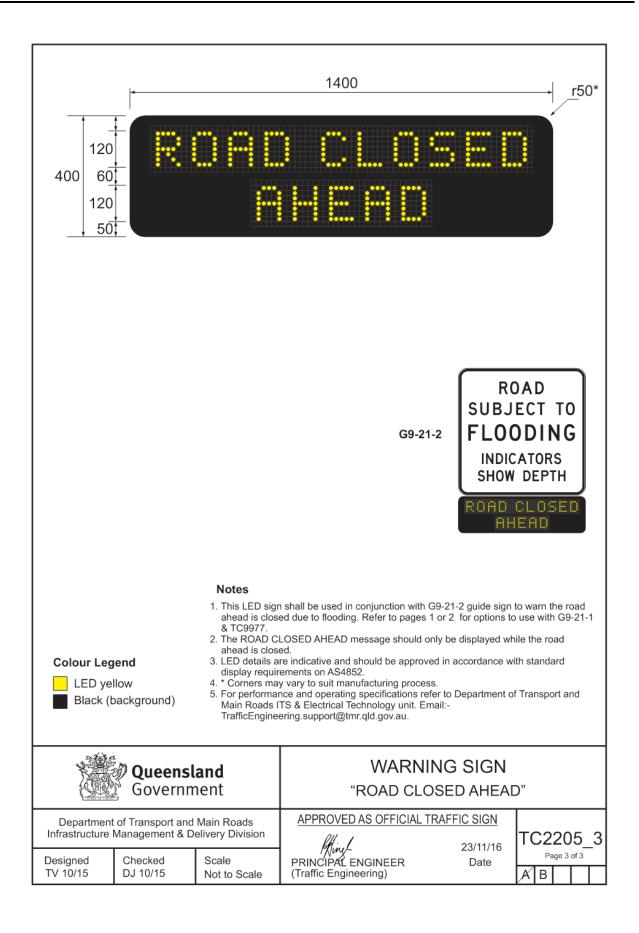


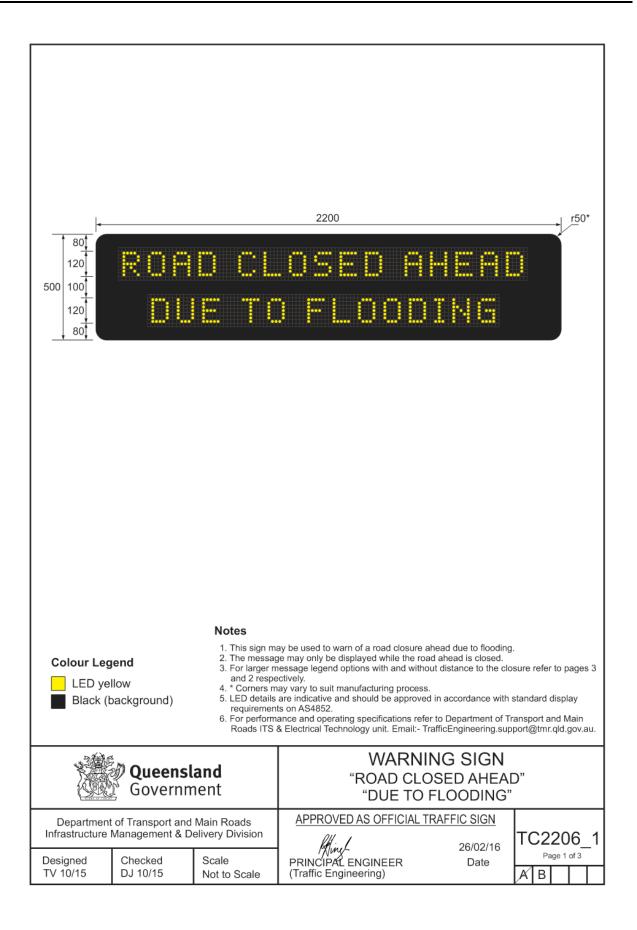


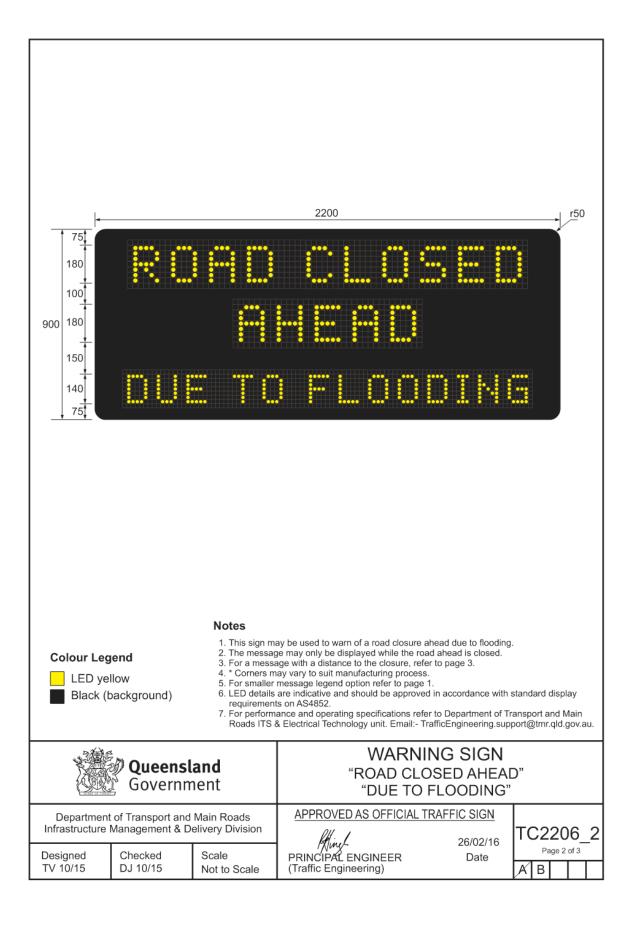


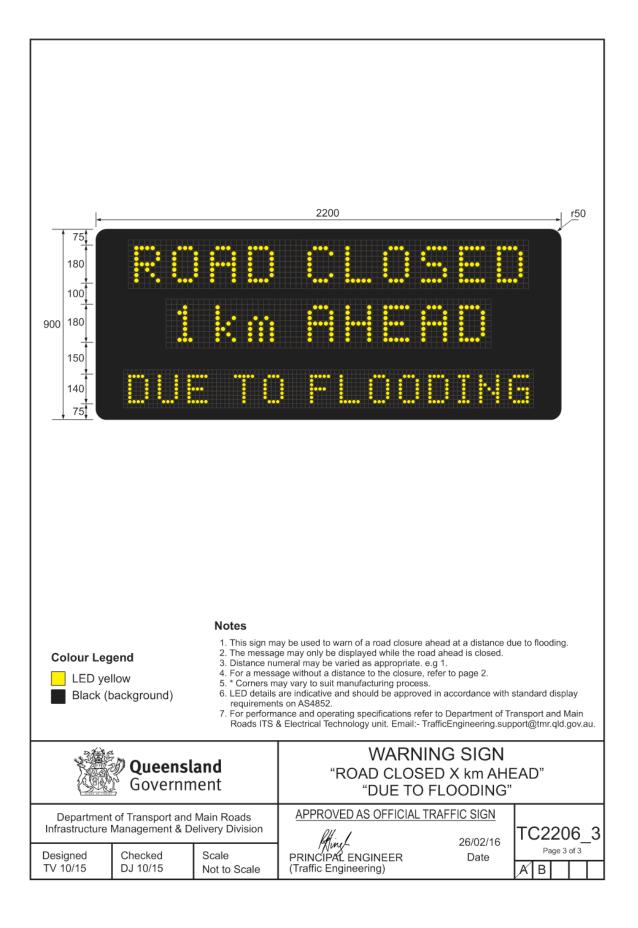


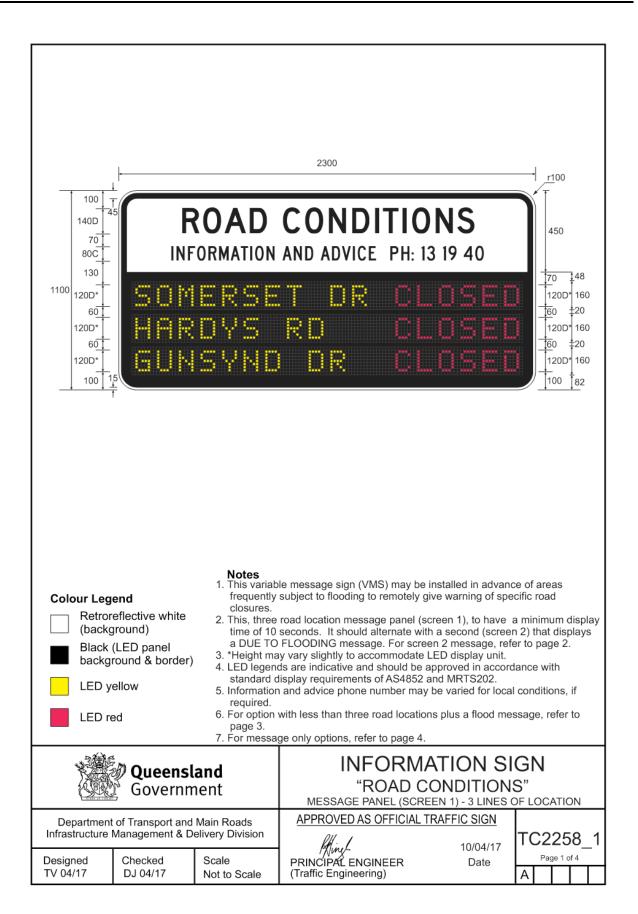


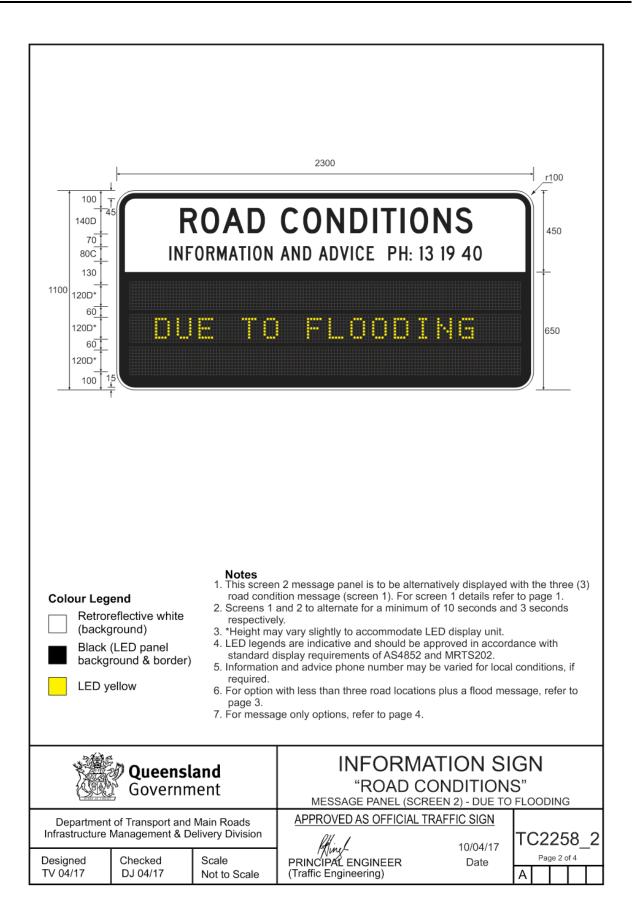


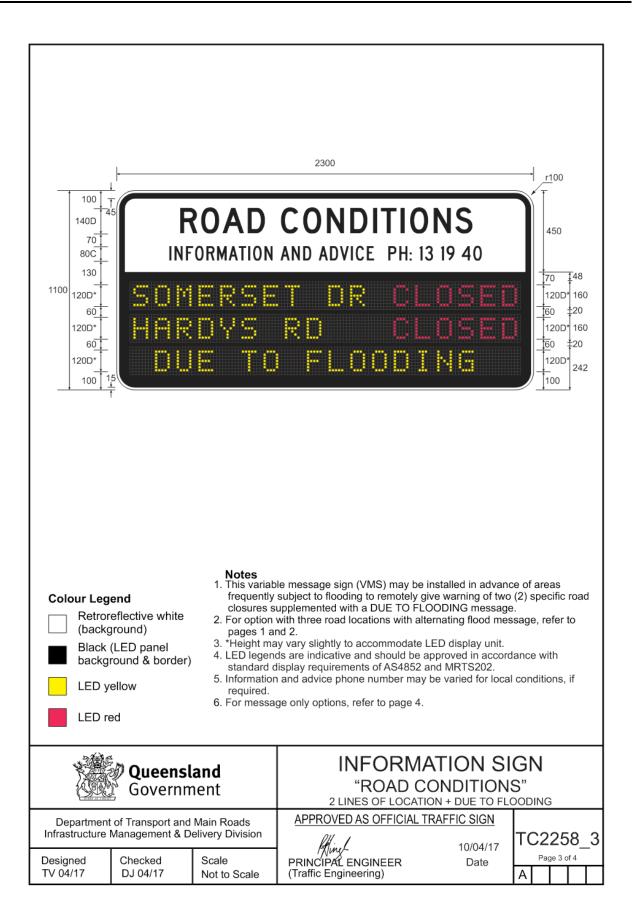


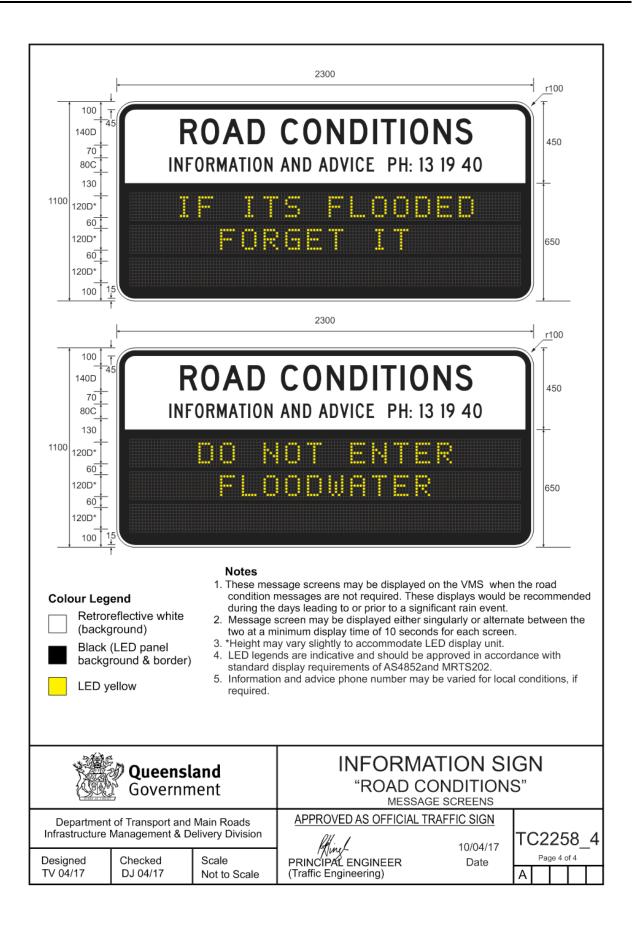


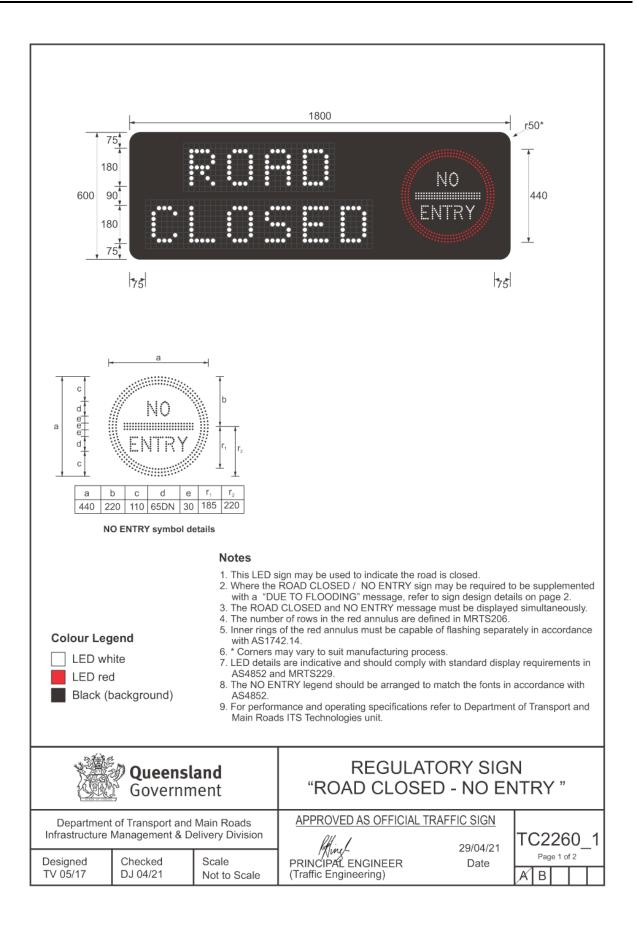


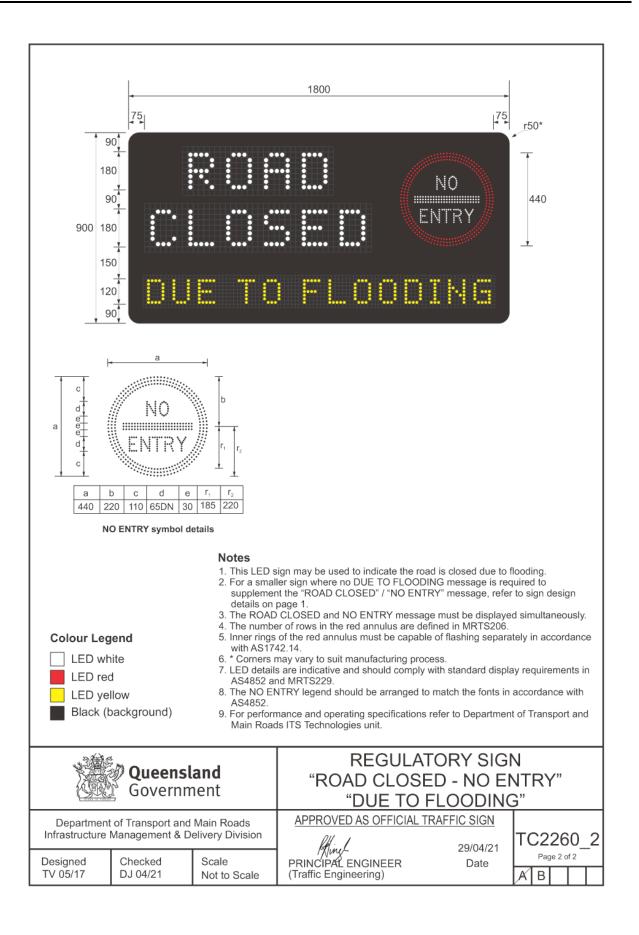














Technical Specification

Transport and Main Roads Specifications MRTS233 Roadway Flood Monitoring Systems

November 2020



Copyright

© The State of Queensland (Department of Transport and Main Roads) 2020.

Licence



This work is licensed by the State of Queensland (Department of Transport and Main Roads) under a Creative Commons Attribution (CC BY) 4.0 International licence.

CC BY licence summary statement

In essence, you are free to copy, communicate and adapt this work, as long as you attribute the work to the State of Queensland (Department of Transport and Main Roads). To view a copy of this licence, visit: <u>https://creativecommons.org/licenses/by/4.0/</u>

Translating and interpreting assistance



The Queensland Government is committed to providing accessible services to Queenslanders from all cultural and linguistic backgrounds. If you have difficulty understanding this publication and need a translator, please call the Translating and Interpreting Service (TIS National) on 13 14 50 and ask them to telephone the Queensland Department of Transport and Main Roads on 13 74 68.

Disclaimer

While every care has been taken in preparing this publication, the State of Queensland accepts no responsibility for decisions or actions taken as a result of any data, information, statement or advice, expressed or implied, contained within. To the best of our knowledge, the content was correct at the time of publishing.

Feedback

Please send your feedback regarding this document to: tmr.techdocs@tmr.qld.gov.au

Transport and Main Roads Specifications, November 2020

Contents

1	Introduction	1
2	Definition of terms	1
3	Referenced documents	2
4	Quality system requirements	2
5	Functional requirements	3
6	Roadway flood monitoring system components	3
7	Operational requirements	4
7.1	Security requirements	5
8	Flood level sensor requirements	5
8.1	Environmental requirements	6
8.2	Performance requirements	6
8.3	Electrical requirements	6
8.4	Mechanical / material requirements	6
9	Road signage	7
10	Imaging equipment	7
11	Control system	7
11.1	General	8
11.2	STREAMS device driver	8
11.3	System local control	8
11.4	System remote control	9
11.5	Internal clock	9
11.6	Communication protocol	9
12	Mechanical and physical requirements	9
13	Electrical requirements1	0
13.1	Mains power	0
13.2	Battery power1	0
13.3	Solar power	0
13.4	Protection against electrical transients and over-voltage1	0
14	Telecommunications requirements1	0
15	Installation requirements1	0
16	Testing and commissioning1	1
17	Documentation1	1
18	Training1	2
19	Maintenance1	2
20	Handover1	2
Арр	endix A1	3

Transport and Main Roads Specifications, November 2020

Attachment 4

i

1 Introduction

This Technical Specification defines the design, supply, installation, testing (Factory Acceptance Test (FAT) and Site Acceptance Test (SAT)) and commissioning, performance, documentation, training and maintenance requirements for roadway flood monitoring systems (RFMS).

The RFMS is intended to supplement an overall weather monitoring system strategy to improve incident response and driver safety.

The basic RFMS is an electrically-powered system consisting of a water level sensor, data logger / controller, antenna and communications equipment, and support structure. The RFMS will communicate (usually wireless) with the Traffic Management System (TMS) STREAMS used by Transport and Main Roads' Transport Management Centres (TMCs). The TMS enables near real-time monitoring of roadway water height data, with optional roadway flood monitoring imaging provided via centralised closed-circuit television (CCTV) management software system. Optional imaging solutions are used by TMC operators to confirm onsite conditions once alerted to an issue by a water level sensor.

Auxiliary devices or systems connected to the basic RFMS include Active Advanced Warning Signs (AAWS), Road Condition Information Signs (RCIS) and CCTV cameras with or without infrared illumination for night viewing.

This Technical Specification shall be read in conjunction with MRTS01 Introduction to Technical Specifications, MRTS50 Specific Quality System Requirements and other Technical Specifications as appropriate.

This Technical Specification forms part of the Transport and Main Roads Specifications Manual.

2 Definition of terms

The terms defined in Clause 2 of MRTS01 *Introduction to Technical Specifications* and MRTS01 *Introduction to Technical Specifications* apply to this Technical Specification. Additional terminology relevant to this Technical Specification is defined in Table 2 below.

Term	Definition
AAWS	Active Advanced Warning Signs
API	Application Programming Interface
BoM	Bureau of Metrology
CCTV	Closed-Circuit Television
FAT	Factory Acceptance Test
FLIR	Principal's video management system
FP	Field Processor
GUI	Graphical User Interface
IP	Internet Protocol
IPRT	Internet Protocol Remote Telemetry (the department's core ITS network supplied by Telstra)
ITS	Intelligent Transport System

Table 2 – Definitions

Transport and Main Roads Specifications, November 2020

Attachment 4

Term	Definition
NTU	Network Termination Unit
PLC	Programmable Logic Controller
RCIS	Road Condition Information Sign
RFMS	Roadway Flood Monitoring System(s)
RPEQ	Registered Professional Engineer of Queensland
SAT	Site Acceptance Test
SDI	Serial Digital Interface
STREAMS	The Principal's traffic management system and primary user interface to ITS field devices
ТМС	Traffic Management Centre
TMS	Traffic Management System (STREAMS)
TRUM	Traffic Road Use Management

3 Referenced documents

The requirements of the referenced documents listed in Table 3 of MRTS201 *General Equipment Requirements* and Table 3 below apply to this Technical Specification. Where there are inconsistencies between this Technical Specification and the referenced MRTS (including those referenced in MRTS201 *General Equipment Requirements*), the requirements specified in this Technical Specification shall take precedence.

Document ID	Document Name / Description
AS/NZS 3000	Electrical installations (known as the Australian/New Zealand Wiring Rules)
AS 60529	Degrees of protection provided by enclosures (IP Code)
MRTS01	Introduction to Technical Specifications
MRTS50	Specific Quality System Requirements
MRTS61	Gantries and Support Structures for Road Signs, Tolling Systems and ITS Devices
MRTS91	Conduits and Pits
MRTS201	General Equipment Requirements
MRTS225	Imaging
MRTS231	Road Weather Monitor (RWM) Systems
MRTS232	Provision of Field Processors
MRTS263	Standalone Solar (PV) Power Systems
TRUM manual	Traffic and Road Use Management manual
MUTCD	Queensland Manual of Uniform Traffic Control Devices

4 Quality system requirements

General requirements for Hold Points, Witness Points and Milestones are specified in Clause 5.2 of MRTS01 *Introduction to Technical Specifications*.

Transport and Main Roads Specifications, November 2020

The quality system requirements defined in MRTS201 *General Equipment Requirements* apply to this Technical Specification.

Additional quality system requirements relevant to this Technical Specification are defined in Table 4. There are no Milestones defined.

Clause	Hold Point	Witness Point	Milestone
15	1. Inspection of mounting surfaces	 After installation of the cables, the conduits shall be sealed to prevent vermin entry. 	
16	2. Testing and commissioning		
17	3. Documentation		

5 Functional requirements

The RFMS shall transmit water level information to stations designated by the Principal, for the purpose of incident management and monitoring.

The RFMS shall also be able to send signals to local roadway signage such as AAWS to alert motorists of water over the road. Operational status of this signage shall be reported back to the TMS (STREAMS).

Where a weather monitor system is already installed at the site, the RFMS may be installed as part of the weather monitor system as described in MRTS231 *Road Weather Monitor (RWM) Systems*.

6 Roadway flood monitoring system components

A typical RFMS shall include:

- a) a water level sensor (Clause 8)
- b) RFMS controller (Clause 11)
- c) RFM communication equipment (Clauses 11, 14)
- d) imaging equipment, where required (Clause 10)
- e) co-located STREAMS field processor, where required
- enclosures (complying with MRTS201 General Equipment Requirements) to house all control and communications equipment associated with the RFMS
- g) column / mounting support and footings (Clause 12)
- h) power supply, including solar power (Clause 13)
- i) roadway warning signals and displays, where required (Clause 9), and
- j) where the warning signals and display enclosure is located above the road surface, a maintenance gantry or designated work platform that complies with MRTS201 General Equipment Requirements.

Transport and Main Roads Specifications, November 2020

7 Operational requirements

The operational requirements defined in MRTS201 *General Equipment Requirements* apply to equipment provided under this Technical Specification. Additional operational requirements are described below.

The RFMS shall transmit water height data to the Transport and Main Roads TMS (STREAMS) to enable departmental operators to centrally monitor RFMS sites directly via STREAMS.

Communications between the RFMS sites and the TMCs should be provided by the department's ITS communication network (Internet Protocol Remote Telemetry (IPRT) or Transport and Main Roads 'private' wireless networks) unless another technology is approved by the Principal.

For RFMS sites supporting remote water level backhaul data and monitoring via STREAMS, but also requiring low-speed flood monitoring images, these images should be integrated within STREAMS via the department's default video management system (FLIR) or purpose-built image server as informed by the Principal.

The department will send some roadway water level data collected from the RFMS to the Bureau of Metrology (BoM) as shown in the diagram below and will also receive selected relevant flood data from BoM.

The departmental roadway flood data captured in STREAMS is transferred to BoM for use in the BoM public database and website. Reciprocal flood data sharing arrangements of data collected directly by BoM (and other agencies supplying data to BoM) is of direct benefit to the department for roadway flood height measurement and prediction.

The department's flood data captured in STREAMS has the advantage of the normal STREAMS full support and maintenance arrangements.

Transport and Main Roads Specifications, November 2020

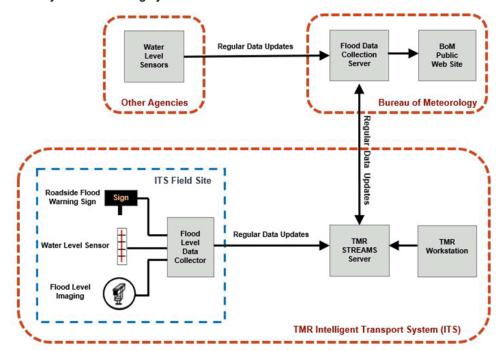


Figure 7 – Transport and Main Roads STREAMS to Bureau of Meteorology Roadway Flood Monitoring Systems data transfer schematic

Where the integration of potential departmental RFMS sites directly into STREAMS or the department's existing Intelligent Transport Systems (ITS) network is not technically possible, a number of third-party RFMS solutions are available which provide tested and mature flood monitoring solutions, including satellite backhaul capability where 3G or 4G coverage is not available at the RFMS site.

The third-party RFMS shall not be used unless those systems have been integrated with STREAMS through a system-to-system interface (access to data via a secure Application Programming Interface (API)) and be able to access using a simple device driver interface of STREAMS.

7.1 Security requirements

Physical security of the equipment and equipment shelter will be in accordance with MRTS201 *General Equipment Requirements.* RFMSs shall have controls over accessing the system through authentication and authorisation of users for the system configuration management.

8 Flood level sensor requirements

The RFMS shall have the ability to support a diversity of water level sensor technologies including the following which have been successfully used in departmental RFMS sites:

- a) radar type sensor
- b) ultrasonic type sensor
- c) conductive probe tube sensor

Transport and Main Roads Specifications, November 2020

- d) gas bubbler sensor (widely used throughout Queensland), or
- e) a pressure transducer.

The sensors for the RFMS shall be easy to install and maintain. All sensors shall meet the environmental, performance and technical requirements as outlined below.

The choice of appropriate flood water level sensors should be carefully selected, depending on the specific flood monitoring site's physical environment.

8.1 Environmental requirements

The sensor (or system of sensors) shall:

- operate normally at temperatures of -5–50°C
- · have ability to operate without an air-drying unit
- be suitable for use in very contaminated waters, and
- withstand extended periods of exposure to dry riverbed conditions (for sensors that measure water level insitu).

8.2 Performance requirements

The sensor (or system of sensors) shall:

- have a measurement range of 0–10 m H₂0
- be accurate to within 0.25% of full scale
- have a current output of 4–20 mA or a Serial Digital Interface (SDI) output, and
- drift stabilisation to be at most 0.2% per annum.

8.3 Electrical requirements

The sensor (or system of sensors) shall:

- operate normally for voltage variation of between 10–30V DC. System voltage shall be 12V or 24V DC
- have reverse polarity protection
- have zero offset of no more than 0.1 mA, and
- withstand voltage spike of up to 600 V.

8.4 Mechanical / material requirements

The sensor (or system of sensors) shall:

- have a minimum rating of IP68 if installed outside the equipment enclosure
- have a minimum 10-year life span
- be made of corrosion-resistant material, and
- be a design with minimal moving parts.

Transport and Main Roads Specifications, November 2020

9 Road signage

Where specified in the contract, the RFMS roadway sign face shall be as outlined in MUTCD Part 2, Section 4.10. The sign face G9-21-1 should be used with wig wags, designed to TC1768 (Figure 9(a)) when installed at a ford, floodway or low-level bridge as defined in the MUTCD. Full drawings for TC 1768 (including the G9-21-1 sign) are attached in Appendix A.

When signage is required on other roadway flood points that are not defined as a ford, floodway or low-level bridge, the sign TC2316 (Figure 9(b)) should be used to replace the G9-21-1 sign face. Full drawings for TC2316 are in Appendix A.

Where electronic signage is to be used, the signage shall comply with any of the TC sign drawings TC2204, TC2205, TC2206 or TC2207.

The flash rate for the flashing lights shall be configurable locally or remotely by the user and shall initially be set to 50% duty cycle with a 1Hz cycle.

Frangible post or slip base construction shall be used in high-speed environments for mounting the signs. The decision to use slip base or frangible posts shall be made by an engineer with the appropriate Registered Professional Engineer of Queensland (RPEQ) qualification.

Figure 9(a) – Roadway flood monitoring system signage showing advanced warning flooding warning lights – TC1768 and G9-21-1



Figure 9(b) – Roadway flood monitoring system signage showing advanced warning flooding warning lights – TC1768 and TC2316



10 Imaging equipment

Where specified in the contract, the provision of imaging equipment shall be as per the implementation guidelines for internet-enabled video cameras defined in the *Traffic and Road Use Management* (TRUM) manual, Volume 1, Part 10, Section 10.2-1.

11 Control system

The control system requirements defined in MRTS201 *General Equipment Requirements* apply to equipment provided under this Technical Specification. Additional control system requirements for equipment provided under this Technical Specification are described below.

Transport and Main Roads Specifications, November 2020

11.1 General

The RFMS control system shall, as a minimum:

- a) have one or more water level sensors, three digital or analogue inputs for interfacing the water level sensor, equipment monitoring and power supply monitoring
- b) retrieve and communicate, automatically or on-demand, in near real-time, the flood levels and other related system information, including images, system status and/or faults, from multiple flood monitoring stations / sensors to STREAMS and/or a server nominated by the Principal
- c) where it performs local calculations based on sensor inputs, transmit both raw data and calculated data to STREAMS and/or a webserver nominated by the Principal
- have three digital outputs to activate other ITS devices such as road signage or other monitoring devices, as required
- e) provide capability for both local and remote fault diagnostics, system monitoring and configuration of the flood monitoring system components
- respond to operator commands (either from STREAMS or a server nominated by the Principal) within 200 ms, and
- g) be housed in an enclosure with suitable IP rating as specified in this Technical Specification.

11.2 STREAMS device driver

RFMSs shall be interfaced with STREAMS simple devices interface using any of the following protocols:

- Modbus TCP / Modbus Serial
- HTTP (JSON data format preferred)
- SNMP, and
- DNP3.

11.3 System local control

The RFMS shall allow local control via a maintenance communications port using a laptop. Local control shall be gained using the diagnostic software. The system shall provide secure access to the RFMS equipment and prevent unauthorised access.

All system diagnostics and configuration parameters able to be changed in the field shall be accessible when the RFMS is selected for local control. Remote control of the RFMS shall be disabled when the RFMS is selected for local control.

Disconnection of a laptop or timeout of the local control session shall cause the controller to revert to autonomous operation. The timeout period shall generally be one minute.

Ending of the maintenance session shall not require further interaction from the user, nor in any way interrupt operation or require rebooting of the RFMS but immediately let the RFMS revert to autonomous operation.

Transport and Main Roads Specifications, November 2020

11.4 System remote control

A remote management system must be supplied. The remote sign management software shall:

- detail the location and current status of all RFMS sites (operational, idle, fault condition)
- show the RFMS on an interactive Graphical User Interface (GUI)
- request passwords as part of the access and configuration authorisation process
- implement multiple levels of user access such as:
 - administrator
 - maintenance
 - standard user, and
 - read only
- allow querying of events according to set criteria such as by site, time, date, event type, or by duration
- poll the RFMS in the field every 24 hours to verify the communications link and that the system has not failed; failure of the remote management system to gain a response from the sign shall result in an event being logged in the system that highlights that the sign status is unknown and possibly failed or damaged
- be compatible with the department's standard operating environment, Microsoft Windows® operating system environment, or industry standard system at the time of delivery any software provided shall be capable of operating on all such operating systems, and
- support remote connectivity to the RFMS via satellite, 3G, 4G, GPRS, ADSL, or any telecommunications network nominated by the Principal.

11.5 Internal clock

An internal clock shall be provided in accordance with MRTS201 General Equipment Requirements.

11.6 Communication protocol

Communication with the RFMS shall be in accordance with a protocol accepted by the Principal's Representative and the requirements of MRTS201 *General Equipment Requirements*. The RFMS controller shall connect to STREAMS through the simple device interface using the protocols specified in this Technical Specification.

12 Mechanical and physical requirements

The mechanical and physical requirements of the RFMS equipment shall be as defined in MRTS201 *General Equipment Requirements.*

The enclosures used for housing any of the RFMS equipment, including the controller, shall be in accordance with MRTS201 *General Equipment Requirements* and IP-rated in accordance with AS 60529 *Degrees of protection provided by enclosures (IP Code)* as follows:

- 1. IP68 if installed below the maximum known flood level.
- 2. IP56 if installed above and up to 1.0 metre of maximum known flood level.
- 3. IP55 if installed at least 1.0 metre above the maximum known flood level.

Transport and Main Roads Specifications, November 2020

Mounting structures shall be as per the requirements defined in MRTS61 *Gantries and Support Structures for Road Signs, Tolling Systems and ITS Devices.* Frangible post or slip base construction may be used in high-speed environments for mounting the RFMS equipment and the signage.

The decision to use slip base or frangible posts shall be made by an engineer with the appropriate RPEQ qualification.

13 Electrical requirements

13.1 Mains power

Where mains power is required, the relevant electrical requirements defined in Clause 10 of MRTS201 *General Equipment Requirements* apply to this Technical Specification.

13.2 Battery power

Where mains power is required, a backup battery power supply in accordance with Clause 10 of MRTS201 *General Equipment Requirements* shall also be supplied as part of the RFMS.

13.3 Solar power

Where solar power is specified, the requirements defined in MRTS263 *Standalone Solar (PV) Power Systems* apply to this Technical Specification.

13.4 Protection against electrical transients and over-voltage

Provide protection against electrical transients and over-voltage in accordance with Clause 10 of MRTS201 *General Equipment Requirements*.

14 Telecommunications requirements

The telecommunications requirements defined in MRTS201 *General Equipment Requirements* apply under this Technical Specification. Additional requirements are as shown below.

RFMSs shall have a local area network (LAN) ethernet port to connect with the department's supplied Network Termination Unit (NTU).

In the areas that the department network coverage is not available, the following connectivity options should be used:

- connection via third-party provided satellite link backhauls from RFMS sites where no telco-provided mobile coverage is available, or
- 2. connection via third-party provided Telstra Cellular LPWAN NB-IOT backhaul solution with provision of a secure API for data connection using STREAMS simple device driver.

15 Installation requirements

The sensors and associated infrastructure shall be installed at locations shown on the design documentation. The Contractor shall allow access for inspection of all mounting surfaces by the Administrator prior to installation. **Hold Point 1**

After installation of the cables, the conduits shall be sealed to prevent vermin entry. Witness Point 1

Transport and Main Roads Specifications, November 2020

16 Testing and commissioning

The testing and commissioning requirements defined in MRTS201 *General Equipment Requirements* apply to this Technical Specification. In addition, test sheets shall demonstrate compliance with the technical requirements of this Technical Specification prior to the delivery of the equipment to site. **Hold Point 2**

17 Documentation

The documentation requirements defined in MRTS201 *General Equipment Requirements* apply to this Technical Specification.

Additional documentation requirements relevant to this Technical Specification are defined below.

Prior to the commencement of manufacturing works, the Contractor shall prepare and request approval of the Principal / Administrator of three copies of the following documents:

- a) fabrication and assembly drawings, detailing all the components to be installed
- b) the control systems configuration program files associated with the system
- c) manufacturer's specifications of the RFMS and of all major components detailing ratings and performance characteristics
- d) a schematic layout of components, building details and interconnection diagrams, and
- e) system operating manual, including:
 - i. operation instructions
 - ii. added interface details
 - iii. recommendations for routine maintenance tasks, and
 - iv. recommendations on spare parts holdings.

Hold Point 3

The Contractor shall provide, to the satisfaction of the Principal / Administrator, the following documents prior to the delivery and acceptance of the RFMS to site:

- a statement confirming the warranty provisions associated with the RFMS and associated equipment
- full set of installation as-constructed drawings
- · compliance details of all components as required or implied under this document
- records of tests conducted by the Contractor to demonstrate compliance with this Technical Specification, and
- project asset data in a format suitable for entry to the department's 'Queensland Asset Data Format Version 2.0'. The department will supply the relevant spreadsheet / template.

Hold Point 3

Prior to issue of Practical Completion, the Contractor shall provide a laminated A3-sized copy of the as constructed telecommunications and electrical schematics and wiring diagrams, together with all FATs, commissioning and operating / maintenance documentation, as appropriate, to the satisfaction of the Administrator. [Hold Point 3]

Transport and Main Roads Specifications, November 2020

18 Training

The training requirements defined in MRTS201 *General Equipment Requirements* apply to work under this Technical Specification.

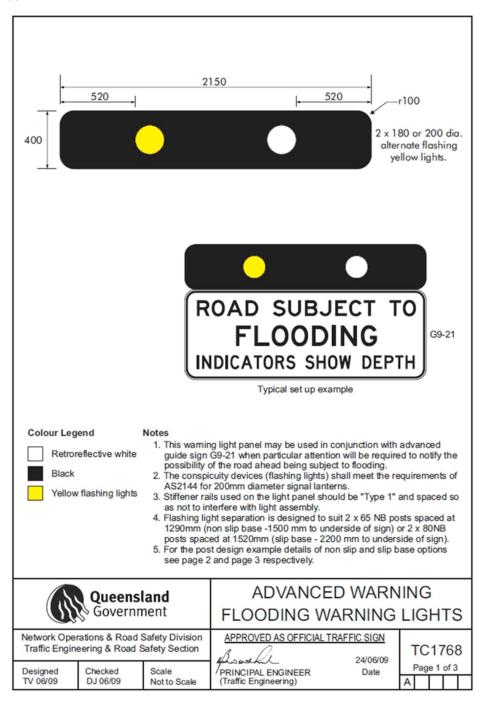
19 Maintenance

The maintenance requirements defined in MRTS201 *General Equipment Requirements* apply to work under this Technical Specification.

20 Handover

The handover requirements defined in MRTS201 *General Equipment Requirements* apply to work under this Technical Specification.

Transport and Main Roads Specifications, November 2020



Appendix A

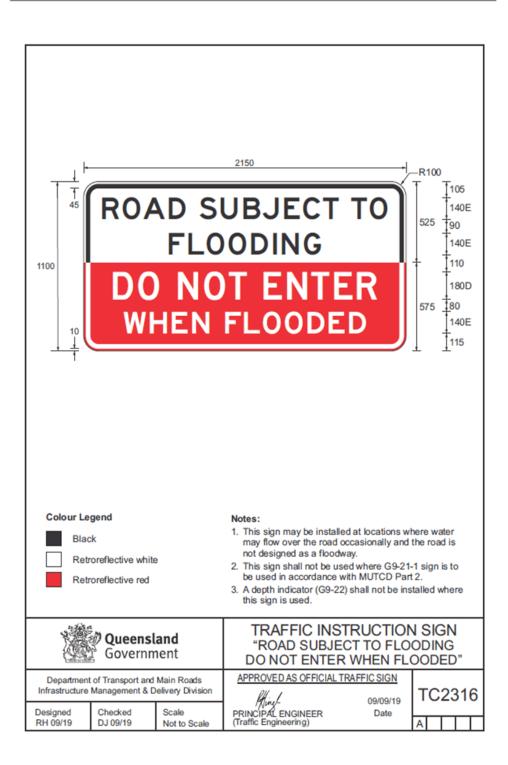
Transport and Main Roads Specifications, November 2020

24/06/2009	Traf	fic Sign S	Struct	ures - Des	ign Forn	n	Page 1
Job : Flood Section :					Sign Pos :		
Location Det	ails	1		Slope Details			
Wind Region Exposed Terrain Risk Category Foundation Soll Side of Road Distance from carriag Road Height	Region C No Low Impact Firm to Stiff Left			<u>Segment</u> 1	Length 5000	<u>Height</u> O	
Sign Face De	tails						
Detail Sign Code Sign Width Sign Depth Legend Class Legend Colour Background Class Background Colour Sign Separation	Front Lowe 11 2150 800 Various Various Various White 0	1 2 4 V V V	150 00 /arious /arious /arious rown				
Sign Stiffene	r Details						
Detail Stiffener Type Number of Stiffeners Stiffener Spacing Number of Brackets	Front Lowe 1 3 375 6	1	50				
CHS Steel De	sign Details						
Support Details Number Spacing Keth Post Length Post 2 Length Post 3 Length Post 4 Length Stub Length Post 4 Length Stub Length Post 4 Length Post 4 Length Post 4 Cong Post 9 Cong Details Diameter of Hole Depth of Hole	2 1290, Stand 3400 0 0 65 NB 32 C350 No 300 700	ard	1500				
ADVANCED WARNING							
Government			SU	PPORT DE	SIGNS -	NON SLI	P BASE
	ations & Road S eering & Road S		APP	PROVED AS OFFI		SIGN 4/06/09	C1768
Designed TV 06/09	Checked DJ 06/09	Scale Not to Scale		ICIPAL ENGINEEI fic Engineering)	_	Date A	Page 2 of 3

Transport and Main Roads Specifications, July 2019

24/06/2009	Traf	fic Sign S	Struct	ures - Des	ign Forr	n	Page 2
Job : Flood		Section	: Lights		Sign Pos	2	
Location Det Wind Region Exposed Terrain Risk Category Foundation Soil Side of Road Distance from carriag Road Height	Region C No High Impact Firm to Stiff Left			Slope Details Segment	Length 5000	<u>Height</u> O	
Sign Face De							
Detail Sign Code Sign Width Sign Depth Legend Class Legend Colour Background Class Background Colour Sign Separation	Front Lowe 11 2150 800 Various Various Various White 0	1 2 4 V V	ront Upper 2 150 00 Various Various Various Brown				
Sign Stiffene	r Details						
Detail Stiffener Type Number of Stiffeners Stiffener Spacing Number of Brackets	Front Lowe 1 3 375 6	1	150				
CHS Steel De	sign Details						
Support Details Number Spacing Kerb Post Length Post 3 Length Post 3 Length Post 4 Length Stub Length Stub Length Stub Length Stub Length Stub Rese Required Footing Details Diameter of Hole Depth of Hole	2 1520, Variet 3400 0 0 825 80 NB 3.2 C350 Yes 300 900	Ne		2200			
Queensland Government				ADVAN SUPPORT I			
	ations & Road S eering & Road S			PROVED AS OFFI			TC17 <u>68</u>
Designed TV 06/09	Checked DJ 06/09	Scale Not to Scale		ICIPAL ENGINEER		Date	Page 3 of 3

Transport and Main Roads Specifications, July 2019



Transport and Main Roads Specifications, July 2019

13 QGOV (13 74 68) www.tmr.qld.gov.au | www.qld.gov.au

13.3 Gatton Showgrounds Indoor Equestrian Centre Masterplan

Author:	Christopher Goddard, Senior Project Officer
Responsible Officer:	John Keen, Group Manager Infrastructure

Purpose:

The purpose of this report is to seek adoption from Council of the recently developed Gatton Showgrounds Indoor Equestrian Centre masterplan.

Officer's Recommendation:

THAT Council adopt the Masterplan for the Indoor Equestrian Centre located at the Gatton Showgrounds.

Further;

THAT Council undertake a biennial review of the Indoor Equestrian Centre Masterplan subject to asset management planning and future budget allocations.

And further;

THAT Council support external grant funding applications to deliver the Masterplan works in the recommended stages.

RESOLUTION

THAT Council adopt the Masterplan for the Indoor Equestrian Centre located at the Gatton Showgrounds, being attachment 1 to these minutes, "Gatton Indoor Equestrian Centre Upgrade – Aspect Architecture – Master Plan Report."

Further;

THAT Council undertake a biennial review of the Indoor Equestrian Centre Masterplan subject to asset management planning and future budget allocations.

And further;

THAT Council support external grant funding applications to deliver the Masterplan works in the recommended stages.

Moved By:	Cr Cook	Seconded By: Resolution Number: 20-24/0471	Cr Hagan
		CARRIED 7/0	

Executive Summary

Aspect Architects were commissioned by Lockyer Valley Regional Council to conduct an assessment of the existing indoor equestrian centre to investigate its current condition, identify potential issues, shortfalls and non-compliances with legislative requirements, assess its ability to be upgraded and continue to operate as an Equestrian Centre into the future.

This commission has resulted from the numerous operational and functional shortfalls identified by Lockyer Valley Regional Council and Lockyer Indoor Equestrian Centre, as part of the recently completed Masterplan for the Gatton Showgrounds site. In addition to the high-level capital improvements that are required by the major user groups to improve the functionality of the wholistic site and facilities, several key compliance and functionality issues were identified with the Indoor Equestrian Centre and ancillary facilities. It is also an objective to increase the usable life of the Centre, providing a modern venue which accommodates the needs of the Community into the future.

It is noted that the Indoor Equestrian Centre has previously hosted world and national level equestrian events and has the potential to be established as a premier equestrian venue not only in the state but the country. There is also an opportunity for the Centre to align and share synergies with the proposed Masterplan for the Gatton Racecourse / Equine precinct development. Similarly, opportunities exist to establish a venue which could host equestrian events as part of the upcoming 2032 Brisbane Olympic Games bid.

Proposal

Aspect staff and Nicholas George Architecture in conjunction with specialist consultants from Diametric Engineers, Kehoe Myers Engineers and Development Certification attended site on various occasions between March and June 2021 and carried out assessments of the existing Centre and services The observations made from the inspections in addition to reviews of available existing drawings were used to establish the existing conditions, identify issues and non-compliances and make recommendations for upgrade works required.

In general, the existing building appears to be of a sound condition. However, it is noted there are critical issues associated with building compliance and the need of a Certificate of Completion to permit its lawful use. The majority of issues identified within the Masterplan report relate to compliance and functionality upgrades, elimination of safety risks and upgrades to comply with current legislative requirements. It is noted that the class 9b building was originally constructed in 2000 – 2003 without an apparent Building Approval / Certificate of Classification which is the primary contributing factor to the identified issues within the Masterplan report.

The conditions assessment carried out and feedback received during the Stakeholder Consultation workshops has assisted in identifying the issues present throughout the Facility. Similarly, the recommendations set out in the Equestrian Queensland Facility guidelines were considered in relation to the long-term desire to host world class events. This then formed the basis for the upgrade works and staging proposed as part of the project.

In addition to the various functionality related upgrades, an array of Persons With Disability (PWD) accessibility compliance upgrades are recommended. This accessibility is for both spectators and competitors using the facility and is noted as a legislative requirement.

An opportunity also exists for the proposed external façade works to the Western side of the building to be utilised to create a 'beacon' / place of significance within the Lockyer Valley through providing a high level aesthetic and usability outcome.

Wider site related upgrades are also recommended as part of this Masterplan to assist with the future desire for the venue to host world class equestrian events and more diverse range of uses. These recommended upgrades include site storage, camping facilities, carparking facilities, traffic management and connectivity / integration between existing precincts of the showgrounds.

The existing facility appears to possess a reasonable capacity for upgrading and expansion. This is facilitated by the apparent sound condition of the building structure and the external site conditions. The Masterplan report has suggested an indicative program and timeframes for the project. Similarly, the proposed staging plan has been prepared to assist with establishing budgets and reducing interruptions to operations.

The scope of works and staging developed in the Masterplan report has the intent of future proofing the Facility in the most feasible manner, which can also be delivered in stages into the future. The shorter-term stages prioritise the key objectives of addressing the critical compliance, safety and operational issues. As such, it is recommended the proposed works in the initial stages are approved and progressed with the intent of addressing the current legislative non-compliances.

Indicative costings information has been provided to assist with setting budgets for the proposed upgrades. It is noted that the cost estimate is arranged by the proposed stages and detailed breakdown information for each has been included in the Appendices of the Masterplan report.

Options

- 1. Council adopts the Masterplan for the Indoor Equestrian Centre for future guidance on capital improvements, Council budgets and grant funding opportunities
- 2. Council does not adopt the Masterplan for the Indoor Equestrian Centre.

Critical Dates

To prepare for grant funding opportunities in 2021-22 financial year to undertake Stage 1 Works as recommended from the Masterplan report, this report will need to be endorsed by Council.

Strategic Implications

Corporate Plan

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

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

Lockyer Planned 4.4 - Regional collaboration and targeted advocacy that drives external funding, for timely delivery of key infrastructure and enhanced community outcomes.

Finance and Resource

Currently there is no budget allocated for this request. The condition assessment and Masterplan was funded from a budget carry over from 2020 – 21 financial year.

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

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

Legislation and Policy

There are no records of the Indoor Equestrian Centre being certified in accordance with Building Code legislation at the time of its construction in 2000 and is yet to achieve a Certificate of Classification. The proposed capital improvements, as part of the Masterplan works are to include any required compliance upgrades to remedy the outstanding Certificate of Classification.

<u>Risk Management</u>	
Key Corporate Risk Code and Category	EC1 Environment and Community
Key Corporate Risk Descriptor:	Environment and the community, include sustainable development, social and community wellbeing, relationships, public health, recreation, regional profile and identify
Key Corporate Risk Code and Category Key Corporate Risk Descriptor:	IA1 Infrastructure and Assets Planning, managing and maintaining assets for the future

Consultation

Portfolio Councillor Consultation

Councillor Cook, Council Hagan, Councillor Wilson, Councillor Vela and Councillor Qualischefski attended a workshop / presentation onsite, facilitated by Aspect Architects and Nicholas George Architecture on Thursday 20 May 2021.

External Consultation

The Gatton Showgrounds Major Stakeholders were provided the opportunity to attend the stakeholder workshops on Tuesday 9 March 2021 and Tuesday 20 April 2021, to have input into the masterplan. All the Showground user groups were given an opportunity to provide their feedback on the design, throughout the Masterplan development.

Attachments

1 <u>↓</u>	Gatton Indoor Equestrian Centre Upgrade - Aspect Architecture - Masterplan Report	105 Pages
2 <u>↓</u>	Proposed Masterplan - Concept Design	1 Page
3 <u>↓</u>	Proposed Equestrian Centre Floor Plan	1 Page
4 <u>↓</u>	Rendered Perspective	1 Page
5 <u>↓</u>	Estimate Report	16 Pages









George

Architecture

Lockyer Valley **Regional Council**

Gatton Indoor Equestrian Centre Upgrade

Masterplan Report

09 July 2021 (Revision B)



TABLE OF CONTENTS				
SECTION	11-	INTRODUCTION		
SECTION	2 -	LEGISLATIVE AND REGULATORY REQUIREMENTS9		
SECTION	3 -	OVERALL DESCRIPTION OF BUILDING		
SECTION	4 -	DETAILED ARCHITECTURAL INVESTIGATIONS & ASSESSMENT 19		
SECTION	5 -	STRUCTURAL ENGINEERING ASSESSMENT		
SECTION	6 -	CIVIL ENGINEERING ASSESSMENT		
SECTION	17-	EXISTING ELECTRICAL SERVICES ASSESSMENT		
SECTION	8 -	EXISTING HYDRAULICS SERVICES ASSESSMENT		
SECTION	9 -	STAKEHOLDER WORKSHOPS FINDINGS		
SECTION	I 10 -	MASTERPLAN DESIGN CONSIDERATIONS		
SECTION	11 -	RECOMMENDED MASTERPLAN SCOPE OF WORKS AND STAGING		
SECTION	l 12 -	PROJECT PROGRAMMING AND BUDGET		
SECTION	13 -	SUMMARY		
SECTION 14 - A		APPENDICIES		
14.1	APPE	NDIX A - PHOTOGRAPHIC RECORD OF EXISTING BUILDING		
14.2	APPE	NDIX B – BUILDING CERTIFIER COMPLIANCE ASSESSMENT		
14.3	APPEN	NDIX C – GATTON SHOWGROUNDS MASTERPLAN		
14.4	APPE	NDIX D – STAKEHOLDER WORKSHOP MINUTES		
14.5	APPE	NDIX E – SPATIAL REQUIREMENTS MATRIXES		
14.6	APPE	NDIX F – EXISTING DRAWINGS		
14.7	APPE	NDIX G – EQUESTRIAN QUEENSLAND PREFERRED FACILITY GUIDELINES 98		
14.8	APPE	NDIX H - LOCKYER VALLEY FLOOR MITIGATION REPORT		
14.9	APPE	NDIX I – SCHEMATIC DESIGN DRAWINGS		
14.10	APF	PENDIX J – COST ESTIMATE		

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B

09 July 2021 Page 2 of 105



SECTION 1 - INTRODUCTION

1.1 EXECUTIVE SUMMARY

The legislative and regulatory guidelines used to assess the existing *Lockyer Indoor Equestrian Centre* within this Report all aim to ensure an acceptable standard of premises is provided to its occupants. Public building owners have a responsibility to ensure their buildings provide a safe, secure and healthy environment which facilitates the safety and well-being of all building occupants. The Report has recommended upgrade works to be carried out to the existing building to meet current codes and standards which are legislated and ultimately achieve a Certificate of Completion to facilitate its lawful occupation. These works in addition to the other recommended non-legislated rectification / reconfiguration works aim to address the current operational shortfalls within the facility, modernize it aesthetics and increase the longevity of the site through the ability to accommodate world class events and a wider range of functions into the future.

In general, the existing building appears to be of a sound condition. However, note is made of the critical issues it currently has associated with building compliance and the need of a Certificate of Completion to permit its lawful use. The majority of issues identified within this Report relate to compliance and functionality upgrades, elimination of safety risks and upgrades to comply with current legislative requirements. It is noted that the class 9b building was originally constructed in 2000 – 2003 without an apparent Building Approval / COC, which is the primary contributing factor to the identified issues within this Report.

The conditions assessment carried out and feedback received during the Stakeholder Consultation workshops has assisted in identifying the issues present throughout the Facility. Similarly, the recommendations setout in the Equestrian Queensland Facility guidelines were considered in relation to the long-term desire to host world class events. This then formed the basis for the upgrade works and staging proposed as part of the project.

In addition to the various functionality related upgrades, an array of PWD accessibility compliance upgrades are recommended. This accessibility is for both spectators and competitors using the facility and is noted as a legislative requirement.

An opportunity also exists for the proposed external façade works to the western side of the building to be utilized to create a 'beacon' / place of significance within the Lockyer Valley through providing a high level aesthetic and usability outcome.

Wider site related upgrades are also recommended as part of this Masterplan to assist with the future desire for the venue to host world class equestrian events and more diverse range of uses. These recommended upgrades include site storage, camping facilities, carparking facilities, traffic management and connectivity / integration between existing precincts of the showgrounds.

The structural engineering assessment notes that whilst a 3 x bay extension to the existing structure is quite straightforward, the enclosing of the western façade will be complex. The existing structure does not have the capacity for the façade to be enclosed, which will require a new independent structure to be constructed to support it. This, however, presents as an opportunity to integrate a PWD ramp within the façade structure and also provide a high-level aesthetic outcome. Note is also made of the structural inadequacy of the existing grandstand structures, their rectification or replacement is recommended to eliminate the potential safety / compliance issue.

Relatively minor civil related upgrades are proposed including rectification of PWD access and levels, stormwater and overland flow issues.

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report Rev B 09 July 2021 Page 3 of 105



The electrical engineering assessment notes the existing infrastructure as being in a dilapidated condition, with upgrades recommended. It is proposed that main switchboard and supply line upgrades be carried out. It is also proposed to provide new lighting, power and data services throughout, including to the new proposed spaces. It is also recommended that emergency lighting and smoke detections systems are installed throughout as part of the project to meet legislative compliance. Similarly, it is recommended that a PA system be installed throughout as part of the project.

The hydraulics engineering assessment notes the proposed design of the fire hydrant system must comply with legislative requirements, including the need for an on-site booster. Other recommended upgrades to existing elements include fire hose reels, gutters and downpipes and water supply lines. It is also noted that the new proposed spaces will require hydraulics supply and drainage to be provided.

The scope of works and staging developed in this Report has the intent of future proofing the Facility in the most feasible manner, which can also be delivered in stages into the future. The shorter-term stages prioritise the key objectives of addressing the critical compliance, safety and operational issues. As such, it is recommended the proposed works in the initial stages are approved and progressed with the intent of addressing the current legislative non-compliances.

Indicative costings information has been provided to assist with setting budgets for the proposed upgrades. It is noted that the cost estimate is arranged by the proposed stages and detailed breakdown information for each has been included for reference in the *Appendices*. The proposed works costings are as follows:

RECOMMENDED WORKS COSTINGS			
STAGE:	PROJECT COST ESTIMATE (EXC GST).		
Stage 1	\$1,828,548.00		
Stage 2	\$2,489,216.00		
Stage 3	\$2,126,753.00		
Stage 4	\$2,570,229.00		

The existing facility appears to possess a reasonable capacity for upgrading and expansion. This is facilitated by the apparent sound condition of the building structure and the external site conditions. This Report has suggested an indicative program and timeframes for the project. Similarly, the proposed staging plan has been prepared to assist with establishing budgets and reducing interruptions to operations.

Provided the required Building Approval and COC is obtained, the existing Facility has considerable years of remaining usable life. It is fundamental that it is upgraded to meet current legislative requirements to ensure that a safe, secure and healthy environment is provided for the public into the future. In addition to this, it is critical the current compliance and safety risks are prioritized to facilitate a lawful use of the building. It is also recommended that the current operational shortfalls be addressed to facilitate an increased flexibility and range of use. The proposed aesthetics upgrades to the building aim to increase the longevity of the Facility through providing a modernized venue with the intent of increasing patronage by the community. It is noted the works recommended within this Report all aim to better utilize the existing elements whilst also future proofing the Facility to bring about 'value for money' to the project. As the Report demonstrates, it can be considered feasible to

09 July 2021 Page 4 of 105

Aspect APM - Project No: AP210114 LVRC – Lockver Indoor Equestrian Centre Masterplan Report Rev B



upgrade the site to facilitate this. Aspect would be delighted to have the opportunity to assist with the future stages of the project as and when required.

1.2 BACKGROUND

Aspect APM were commissioned by Lockyer Valley Regional Council (LVRC) to conduct an assessment of the existing Lockyer Indoor Equestrian Centre to investigate its current condition, identify potential issues, shortfalls and non-compliances with legislative requirements, assess its ability to be upgraded and continue to operate as an Equestrian Centre into the future. A Concept / Schematic Design of the proposed capital improvements and compliance related building works was to be developed in preparation for external funding opportunities.

This commission has resulted from the numerous operational and functional shortfalls the *Lockyer Equestrian Group* identified as part of the recently completed Masterplan for the Gatton Showgrounds site. In addition to the high-level capital improvements that are required by the major user groups to improve the functionality of the wholistic site and facilities, several key compliance and functionality issues were identified with the Indoor Equestrian Centre and ancillary facilities. It is also an objective to increase the usable life of the Centre, providing a modern venue which accommodates the needs of the Community into the future.

It was also identified that there are no records of the Centre being certified in accordance with Building Code legislation at the time of its construction in 2000 and is yet to achieve a Certificate of Classification. Accordingly, the proposed capital improvements proposed as part of this commission are to include any required compliance upgrades to remedy the outstanding COC.

The existing Centre features several non-compliances with current legislative requirements. As a publicly accessible facility, there is an obligation on the building owner to ensure it is compliant with legislation and standards and is safe for use / occupation. The objectives for this project include:

- Address all outstanding Building Certification compliance issues;
- Address safety issues throughout;
- Address PWD accessibility issues throughout;
- · Address shortfalls in number of and equitable access to amenities;
- Address deficiencies highlighted from building user stakeholders;
- · Improving functionality and amenity for building users / the Community;
- Provide compliant fire services and egress from the building;
- Providing a flexible venue which facilitates a wider range of community events;
- Long term future proofing of the Facility; and
- Ability to stage the proposed works to align with funding opportunities.

It is noted that the *Lockyer Indoor Equestrian Centre* has previously hosted World and National level equestrian events and has the potential to be established as a premier equestrian venue not only in the state but the country. There is also an opportunity for the Centre to align and share synergies with

09 July 2021 Page 5 of 105

Aspect APM - Project No: AP210114 LVRC – Lockver Indoor Equestrian Centre Masterplan Report Rev B



the proposed Masterplan for the Gatton Racecourse / Equine precinct development. Similarly, opportunities exist to establish a venue which could host equestrian events as part of the upcoming 2032 Brisbane Olympic Games bid.

This *Masterplan Report* combines the investigations, findings and recommendations specialist consultants have prepared for the Centre based on the various site investigations and assessments performed by *Aspect APM / NGA's* specialist consultants as part of this commission.

1.3 SCOPE

The scope of this commission includes the following:

- Carry out an onsite meeting with LVRC and community stakeholders at the outset to develop the scope;
- Liaise with a Level 1 Building Certifier, Council and major user groups of the Equestrian Centre and surrounding grounds to develop a facility specific Masterplan with a particular focus on compliance upgrades that are required to achieve a Certificate of Classification. These works may include:
 - PWD access (carpark, path of travel, lifts, toilets, seating etc);
 - o Fire services coverage and compliance (hydrants and fire hose reels);
 - Emergency lighting and exit signs compliance;
 - o Grandstand Seating compliance;
 - New amenities including PWD facilities;
 - Judges / announcers box;
 - Wall-in the Western side of the building (e.g. rainwater tanks, metal sheeting etc);
 - o 3 bay extension to the Northern side of building;
- Carry out a second onsite meeting with LVRC and community stakeholders to review and discuss the preliminary design in preparation for finalising the drawings;
- Review and assess available existing drawings;
- Conduct site inspection and analysis of existing building by Consultant Team including Architectural, Electrical, hydraulics, structural, civil and Building Certification disciplines;
- Identify and assess potential issues to the project;
- Identify and offer advice on NCC compliance implications for the project and upgrade works required to meet current legislation, including PWD accessibility;
- Investigate, assess and offer advice on compliance upgrade works required to existing building to address outstanding Building Certification and Certificate of Classification;
- Investigate Town Planning requirements;

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterpian Report_Rev B 09 July 2021 Page 6 of 105



- Identify and assess existing condition of building and identify upgrade works required;
- Identify and assess existing structural and civil elements of the site;
- Identify and assess existing Electrical and Hydraulics services of building;
- Identify available capacity of existing Electrical and Hydraulics services;
- Review existing Asbestos Register for extent of asbestos containing materials requiring removal as part of the project;
- Define scope of upgrade works recommended to the existing building as a part of the project;
- Address current functionality issues throughout Building;
- Identify proposed staging of required upgrade works to facilitate separate funding opportunities;
- Provide Concept (low confidence) Indicative Costings to proposed scopes of works;
- Prepare integral Masterplan Report;
- Prepare Concept and Schematic Design drawings;
- Coordinate specialist consultants as Principal Consultant;
- Identify potential issues relating to the staging and continued operations of the building throughout the redevelopment; and
- Offer advice on future project programming following these preliminary investigations.

1.4 METHODOLOGY

Aspect APM and NGA staff in conjunction with specialist consultants from *Diametric Engineers*, Kehoe Myers Engineers and Development Certification attended the site on various occasions between March and June 2021 and carried out assessments of the existing Centre and services. The observations made from the inspections in addition to reviews of available existing drawings were used to establish the existing conditions, identify issues and non-compliances and make recommendations for upgrade works required.

Key Building user stakeholders have also provided advice regarding issues encountered and current / future operational requirements of the Centre through a series of Stakeholder Consultation Workshops. Advice regarding the proposed capital improvements for the Centre have also been given from key stakeholders, which have been incorporated into the proposed design within this Report. The Stakeholder group included representation from *LVRC* Councillors and staff, *Lockyer Indoor Equestrian Centre Group, Lockyer Equestrian Group, Gatton Show Society* and *Speedway*.

The specialist consultants' assessments have been integrated into this combined Report along with the recommended Masterplan design, scope of upgrade works and indicative costs. These recommendations have been incorporated into the Concept / Schematic Design drawings.

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report Rev B 09 July 2021 Page 7 of 105



Consideration of the Gatton Showgrounds Masterplan, Gatton Racecourse / Equine Precinct Masterplan and higher level *LVRC* objectives was also made in regards to the proposed Design and capital improvements. A draft Report and design drawings were presented to the key Stakeholder group on the 20th April 2021 and feedback received was then incorporated in the finalized versions.

The recommendations made within this Report aim to address the current issues identified in the existing site and building, non-compliances with current legislation and guidelines, to maximize its longevity, remove / reduce existing safety risks and to also validate the proposed upgrade to the Centre.

It is noted that the assessment carried out as part of this commission predominately focuses on the *Lockyer Indoor Equestrian Centre* in detail and the wider site / ancillary facilities considered at only a macro-scale to assist with the overall future masterplanning of the venue.

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B 09 July 2021 Page 8 of 105



SECTION 2 - LEGISLATIVE AND REGULATORY REQUIREMENTS

2.1 LEGISLATIVE AND REGULATORY GUIDELINES

2.1.1 GENERALLY

'Class 9b' public assembly buildings are subjected to a number of legislative requirements to ensure a safe, secure and healthy environment is provided to occupants. In general, compliance with the following legislation will ensure these requirements have been met:

Latest revision and amendments of:

- Integrated Planning Regulation (1998);
- Planning Act 2016;
- Planning Regulation 2017;
- Building Act (1975);
- Building Regulation (2006);
- Local Government Act (1993);
- Fire and Rescue Service Act (1990);
- Building Fire Safety Regulation (1991);
- National Construction Code (2019) (Formerly BCA) BCA Volume 1 2019 amendment 1;
- · Australian Standards referenced by the above;

2.1.2 STRUCTURAL RELATED GUIDELINES

Latest revision and amendments of:

- AS 1170 Structural Design Actions;
- AS 3600 Concrete Structures;
- AS 3700 Masonry Structures;
- AS 4100 Steel Structures;

2.1.3 CIVIL RELATED GUIDELINES

Latest revision and amendments of:

- AS1428.1 Design for access and mobility, Part 1: General requirements for access New building work;
- AS2890.1 Parking facilities, Part 1: Off-street car parking;
- AS3500.3 Plumbing and drainage, Part 3: Stormwater drainage;
- AS3798 Guidelines on earthworks for commercial and residential developments;

09 July 2021 Page 9 of 105

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B



2.1.4 HYDRAULIC RELATED GUIDELINES

Latest revision and amendments of:

- AS/NZS 3500 Plumbing and Drainage;
- AS2441 Installation of Firehose Reels;
- AS2419.1 Fire Hydrant Installations;

2.1.5 ELECTRICAL RELATED GUIDELINES

Latest revision and amendments of:

- BCA/NCC Vol.1 Part E and Part J6;
- Ergon standards;
- AS 1670 Series Fire detection, warning, control and intercom systems system design, installation and commissioning, including Section 3.22 Occupant Warning;
- AS/NZS 1680 Series Interior lighting safe movement;
- AS 2201.1 Intruder alarm systems client's premises Design, installation, commissioning and maintenance;
- AS 2293 Series Emergency evacuation lighting for buildings system design, installation and operation;
- AS/NZS 3000:2007 Electrical installations (known as the Australian / New Zealand Wiring Rules);
- AS 3008 "Electrical installations, selection of cables for alternating voltages up to and including 0.6/1kV, typical Australian installation conditions';
- AS/NZS 3012 Electrical installations construction and demolition sites;
- AS/NZS 3080 Telecommunications installations-Generic cabling for commercial premises (ISO/IEC 11801:2002, MOD);
- Equestrian Queensland Preferred Facility Standards. Lighting requirements.

2.2 BUILDING CERTIFICATION OF EXISTING FACILITY

2.2.1 GENERALLY

Based on a lack of / missing records, it is generally assumed that the original construction of the building in 2000 and subsequent extension in 2002 did not receive final building certification or a Certificate of Classification (COC). Similarly, there are no existing *LVRC* records of the project ever receiving a Building Approval for the works to proceed.

09 July 2021 Page 10 of 105

Aspect APM - Project No: AP210114

LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B



Accordingly, to get the venue to a point where a COC could be granted, a new Building Approval application and assessment will be required and any non-compliances with current NCC legislation rectified. This is detailed further below throughout this Report.

It is noted that in 2017-2018 some works were carried out by *LVRC's* internal Building Certifier's to address outstanding compliance items with the objective of attaining a Building Approval / COC. Whilst these works sufficiently addressed some of the outstanding elements, several outstanding items still requiring remediation. These are detailed further below in this Report.

2.2.2 BACKGROUND

To assist with gaining an understanding of the background associated with the compliance and certification of the building, the following chronological timeline of events has been provided:

- 2000 Original construction of building by Clearspan;
- 2003 2 bay extension and awning constructed by Clearspan;
- Note no LVRC records of BA / Final Certification for both of the above projects;
- 2017 Minor Change Application made to LVRC Planning department for proposed stables and other ancillary upgrades to the facility. This Report notes the original 2000 project was DA approved (DA0502 – Original Decision Notice issued 08 June 2000). This suggests that the building and subsequent works have indeed received the required Town Planning approvals. However, no documentation or evidence that the required Building Approvals were given;
- The 2017 Minor Change approval included:
 - Judges hut (installed);
 - New stables (constructed);
 - Fire Hose reels and hydrant coverages (Fire hose reels were constructed, fire hydrants were not constructed);
 - PWD carparks (not constructed);
 - Proprietary grandstands (not constructed);
- 2017 LVRC Building Certifier Information Request issued a list of items outstanding and required to obtain Final Certification / COC. Of particular note was the requirement for the structure to be designed for and importance level 3 in line with NCC requirements for Class 9B buildings;
- 2017 It is assumed in response to the above, Clearspan issued a revised structural Form 15 and 16 for the Class 9B building. However, it nominates it was only designed only to an importance level 2;
- 2017 It is assumed in response to the above, an emergency lighting and exit signage drawing was updated and an Electrical Form 16 was prepared;
- 2018 JHA specialist engineers were engaged to carry out a structural review of the building and outline upgrades required to achieve an importance level 3. The key outcomes were:

09 July 2021 Page 11 of 105

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B



- Installation of extra knee bracing to each portal frame;
- Installation of more hold-down bolts;
- o Repair/Replacement of corroded bracing members ;
- 2018 Steel testing carried out by JHA proved that the installed steelwork was C450 grade and web members did not require strengthening;
- 2018 After the completion of the above noted upgrade works, JHA provided Reports, Structural Form 15 and 16s for whole of structure meeting importance level 3 requirements;
- 2018 QFES Referral / Application made. Whilst QFES approval was given at this point in time, the assessment carried out by the Building Certifier and Hydraulic Engineer engaged as part of this commission has identified several non-compliances in the proposed design. This is detailed further below in this *Report*;
- 2018 QUU approvals issued for new water connection to town main line received for fire hydrant upgrade works proposed;
- 2018 Pressure and flow testing carried out as part of fire hydrant upgrade design project;
- 2020 QUU approval for new fire hydrant line connection to town mains. However, note is
 made this approval is only for the connection and not the fire hydrant upgrade design itself;
- March 2021 Structural Form 16 and Form 21 provided for retaining wall works. Accordingly
 the retaining wall element is now compliant and requires no further investigation.

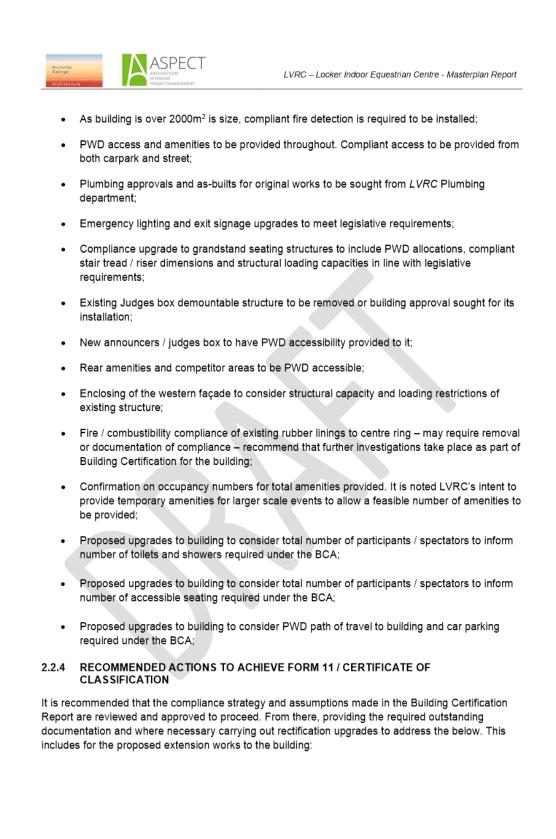
The documentation and records noted above are appendicised to this Report for reference.

2.2.3 OUTSTANDING ITEMS / NON-COMPLIANCES

Whilst some items have been addressed historically, several other elements require further investigation / documentation / upgrading to meet current NCC legislation and facilitate the issuing of a new Building Approval / COC. The *Building Certifier's Report* detailing these items is appendicised to this *Report*, however, key items include:

- Compliant exit / egress paths needed, including from within the centre ring and associated gates;
- Fire hydrant system upgrade design to be compliant, including the need for a booster assembly (as required by AS 2419.1-2008 Clause 7.2 (f)), pillar hydrants and hardstand access to them. Coverage from 2 x hydrants also required as building is over 1000m². It is noted the proposed hydrant system requires:
 - Minimum 20l/sec flow;
 - Minimum 200kPa pressure;
 - Installation of Booster assembly;
- Fire hydrant coverage to be designed so that it does not pass over the eastern side retaining wall and fence. Modifications may be needed to hydrant coverage strategy to provide compliant routes to and within the buildings;
- QFES approval of existing hydrant system Recommend that a new design and approval is
 procured to eliminate compliance issues observed as part of this commission;

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B 09 July 2021 Page 12 of 105



Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B 09 July 2021 Page 13 of 105

Achitecture	LVRC – Locker Indoor Equestrian Centre - Masterplan Report
Development Application Supporting Docum	entation
Design/Architectural Consultant Documentat	ion
Site Plan	
Floor Plans	
Roof Plans	
Elevations	
Sections	
Structural Engineering Consultant Document	tation
Design Certificate (Form 15)	
Structural Design Drawings	
Footing design	
Walls/Frames	
Roof Frame/Trusses	
Civil Engineering Consultant Documentation	
Design Certificate (Form 15)	
Civil Design Drawings	
Site Works	
Stormwater	
Build over Infrastructure permit	

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B

09 July 2021 Page 14 of 105

Nicholes George Architecture	LVRC – Locker Indoor Equestrian Centre - Masterplan Report
Electrical Engineering Consultant Document	ation
Design Certificate (Form 15)	
Electrical Design Drawings	
Lighting	
Emergency Lighting and exit signage	
Fire Services Hydraulic Consultant Documer	itation
Design Certificate (Form 15)	
Hydraulic Design Drawings	
Energy efficiency report and certification	
Hose Reels and Hydrants	
Booster	
QFES	
QFES applicant and billing details	
NOTE ON QFES SUBMISSION:	

QFES assessment period is 15 business days from date of lodgement to QFES Architectural, Electrical and Fire service documents and billing details are needed to be able to submit application to QFES

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterpian Report_Rev B 09 July 2021 Page 15 of 105



SECTION 3 - OVERALL DESCRIPTION OF BUILDING

3.1 OVERALL DESCRIPTION

General Description:

The *Lockyer Indoor Equestrian Centre* (LIEC), situated at the Gatton Showgrounds on the corner of Golf Links Dr and Woodlands Road, was constructed in 2000, adding to the existing array of large agricultural shed structures which form together to create a multipurpose community facility.

The LIEC building has had a series of additions and extensions, with the noteworthy items being the awning extension, fire hose reel and hydrant additions, judges box addition, and the stables to the southern end of the site which remain separate to the building, however, are strongly associated with the building's functions.

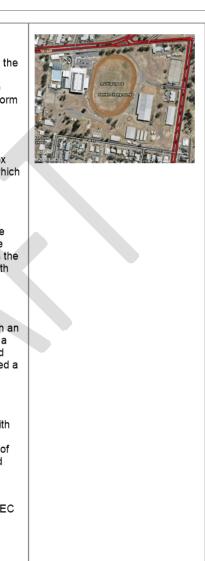
The original building structure appears to be in a sound condition and is constructed to suit the current appropriate design conditions, which is that of importance level 3. The building has had little refurbishment since construction as the building fabric remains sturdy internally and externally, with the exception to the implementation of the weather screens/tarps on the western wall, to address prevailing winds, rain, sun, and distractions.

Internally the LIEC boasts a large internal main arena with an adjacent warm-up arena that currently shares space with a modular structure that is utilized as the commentators and judge's box. The awning extension to the west has enabled a covered spectator's area that covers the full length of the main arena and is supplemented with approximately 130 metres of grandstand seating space.

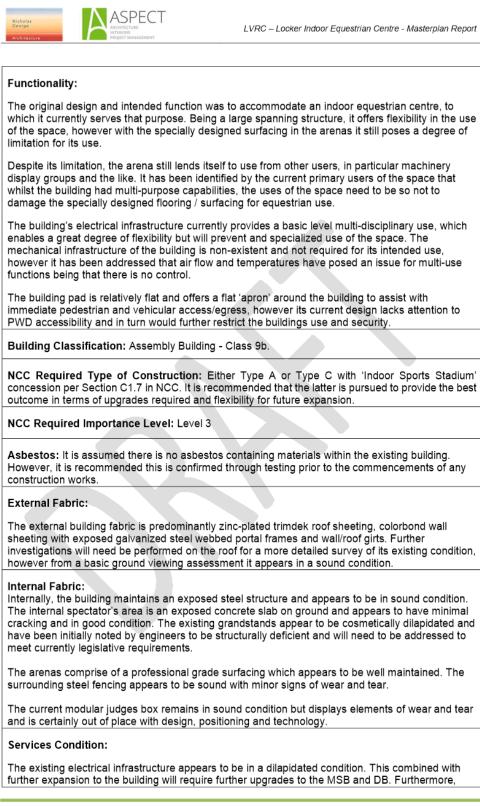
Externally the shed remains fully open on all four sides with the exception to the western façade, of which the awning structure maintains a half enclosed down-turn from the roof structure. The external cladding appears to be zinc-plated trimdek roof sheeting fixed to a steel purlin structure and colorbond cladding to the western facade.

The Showgrounds site is in a major flood zone and the LIEC building within the site, is positioned within the current stormwater overland flow paths, consequently leaving it subject to major flooding events.

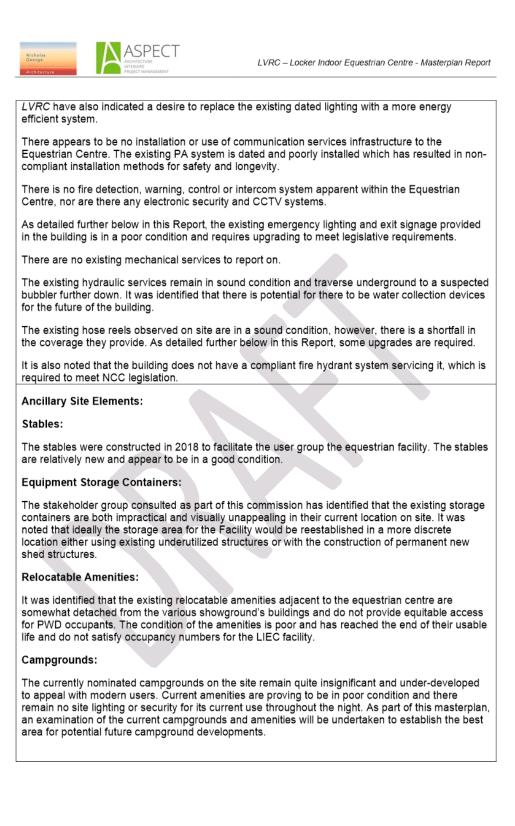
Wholistically, the site and the LIEC building appears to be in a sound condition and of a standard that will facilitate further extensions and upgrades to facilitate it becoming a world-class facility.



Aspect APM - Project No: AP210114 LVRC – Lockver Indoor Equestrian Centre Masterplan Report Rev B 09 July 2021 Page 16 of 105



Aspect APM - Project No: AP210114 LVRC – Lockver Indoor Equestrian Centre Masterplan Report Rev B 09 July 2021 Page 17 of 105



Aspect APM - Project No: AP210114 LVRC – Lockver Indoor Equestrian Centre Masterpian Report Rev B 09 July 2021 Page 18 of 105



SECTION 4 - DETAILED ARCHITECTURAL INVESTIGATIONS & ASSESSMENT

4.1 INTRODUCTION

4.1.1 SPECIALIST CONSULTANT DETAILS

Aspect Architects and Project Managers

L1 469 Ruthven Street, (PO Box 2574)

Toowoomba, QLD 4350

Phone: 07 4632 9962

Email: info@aspectapm.net

Web: www.aspectapm.net

In collaboration with:

Nicholas George Architecture Phone: 0412 299 810

Email: ngeorge@ng-arc.com

4.1.2 QA SYSTEM

Project Architect: Kerry Martin

Verification: Nicholas George

4.1.3 REVISION HISTORY

Issue	Date	Description	Initials
P1	01.04.2021	Draft for review and comment	KGM
A	09.07.2021	Revision A Issue	KGM

4.2 GENERAL

The existing Equestrian Centre structure was built in 2000 with a series of web trussed portal frames to obtain the required span for that of an equestrian arena. In evaluation of the buildings siting, it is assumed that it was positioned in the most readily available area between the existing cattle pavilion and the main outdoor arena. This has resulted in the buildings form extending north-south

LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B

09 July 2021 Page 19 of 105

Aspect APM - Project No: AP210114



lengthways, consequently exposing the largest face of the building to hard western conditions from the sun and prevailing winds. Due to what was assumed a demand for a covered spectators area and for better protection against the western elements, in 2002 an awning structure was constructed to span the length of the existing structure with half of the western wall being sheeted over as a turn-down of the roof, leaving it fully open at 2500mm AFFL. In conjunction with these works a further three bays were constructed on the southern end to form the warm-up arena portion and to create the form of the building that is apparent today.

Generally, the overall integrity and finish of the original structure, subsequent extensions and minor additions, appears to be in sound condition. This can be attributed to the exposed structural elements being galvanized, enabling the longevity of the building. In saying that, it is noted that the building lacks any significant architectural elements that contribute to the aesthetic quality and comfort of the space, both internally and externally.

It is evident that the building was constructed over 21 years ago, possessing several shortcomings with regards to general building compliance, to disability access and integrated emergency systems. These items are detailed further below in this *Report*.

4.3 EXTERNAL SITE CONDITION

The site upon which the Equestrian Centre resides is notably within a flood plain and remains the path of travel for a lot of higher ground stormwater overland flow. Upon review of the Equestrian Centre's location, it remains within the path of significant stormwater overland flow which does not pose a threat to its waterproofing integrity as it is an open structure, however it does pose further ongoing maintenance issues with the grounds keeping of the arena. In particular, the impact to the specialized surfacing to the arena should be considered.

The surrounding site offers very little in the way of cross-site pedestrian access and in particular compliant PWD accessibility. The majority of the site is provided with gravel pathings, with users generally taking the 'shortest path of travel', including through grass, gravel or dirt. It would be a necessary requirement to address the existing lack of dedicated pathing network as part of the masterplan to address both general wayfinding level and PWD accessibility issues.

The adjacent roadways provided are predominantly bitumen and appear to be in a sound condition. Extending the roadways closer to the main building and stables area at the rear would address the current issues presented by the gravel surfacing, which appears to require regular maintenance resulting from overland flow issues from the higher part of the site and a high level of traffic. It is recommended that bitumen roadway with appropriate guttering is installed around the south west corner to address these issues.

Carparking across the site is non-distinguishable and generally forms in the areas of easiest access for vehicles across a variety of events. Similar to the campgrounds, this poses a potential issue for general cleanliness and ease of vehicular traffic accessibility in inclement weather. This also provides a potential safety hazard during larger events when traffic control is required to alleviate the congestions of large crowds and non-distinguishable parks and roadways.

The current grounds dedicated for the camping facilities remain as grassed or dirt areas, proving a potential issue for general cleanliness and ease of vehicular traffic accessibility in inclement weather.

The existing amenities relocatable structure is positioned adjacent the Woodlands Road entry and is somewhat detached from the LIEC and the associated showgrounds. It currently does not provide

Aspect APM - Project No: AP210114 LVRC – Lockver Indoor Equestrian Centre Masterplan Report Rev B 09 July 2021 Page 20 of 105



equitable access and is in a poor condition. Accordingly, it is recommended that the amenities and associated structure is demolished as part of the Masterplan.

It is noted that there is no current Traffic Management Plan in place for the Gatton Showgrounds site. As part of the future Masterplanning of the site, including the Indoor Equestrian Centre, it is recommended that specialist traffic investigations are undertaken to review safety, efficiencies and optimum layouts.

It is also noted that the Showgrounds and Indoor Equestrian Centre sites do not have a definitive Bio-Security Plan in place. This poses as a potential safety risk to users of the site and is recommended that one be developed and implemented by LVRC as part of the future Masterplan upgrades to the site.

The ancillary structures and stables to the south of the main building appear generally appear to be in a sound condition, however, note is made that upgrades may be required in the future if the scale and quality of events held in the Equestrian Centre increases.

The retaining wall and fence to the eastern side of the main building appears to be in a sound condition and note is made of the compliant certification it has recently received.

The array of storage containers located on the eastern side of the main building, whilst functional, also detract from the visual aesthetics of the site, particularly when considering the main entrance point to the facility from Woodlands Road. It is recommended they are removed a replaced with a permanent shed structure as part of the Masterplan upgrade.

The grassed area between the Equestrian Centre and Cattle Pavillion is relatively under utilized and could be upgraded to become more of a functional space for various Equestrian / Showgrounds events. It is recommended the concrete barriers in the space are stored in another location to facilitate the use of the middle area on a more permanent basis. Similarly, addressing some of the ground conditions and impediments in the space is recommended.

The main access to the Equestrian Centre is through the Woodlands Road Entry. Currently the ticket booth is located on the left had side of the road, making it difficult for drivers of vehicles to interact with ticket booth staff. As such, it is recommended that the ticket booth be relocated to the northern side of the entry gates. It is also noted that whilst the entry point is of a sound condition, it may benefit from some wayfinding signage being installed.

4.4 EXTERNAL FABRIC CONDITION

The external building fabric is predominantly zinc-plated trimdek roofing and colorbond wall sheeting with exposed galvanized steel webbed portal frames and wall/roof girts. Further investigations will need be performed on the roof for a more detailed survey of its existing condition, however, from a basic ground viewing assessment it appears in a sound condition. The roof area does not feature a roof access safety system, which for a building of its height is highly recommended from a safety and maintenance aspect. As part of this masterplan, a study on the overall utilization of the roof for solar and passive water cooling treatments will be examined to produce a benefit analysis.

The exposed galvanized portal frame structure appears to be in sound condition.

Aspect APM - Project No: AP210114 LVRC – Lockver Indoor Equestrian Centre Masterplan Report Rev B 09 July 2021 Page 21 of 105



It was observed that the external drainpipes are connected underground to stormwater infrastructure rather than utilizing the rainwater for collection and re-use. As part of this masterplan, utilization of rainwater will be investigated from a tank storage, holding and dispersion capability.

The western wall of the building does not feature full height cladding, with the bottom section being open and unprotected from the western sun, winds, rain and surrounding noises, which impact directly on the events within the Equestrian Centre. Currently, a temporary approach has been taken with the implementation of tied tarpaulin structures to screen portions of the western opening. This however provides further noise distractions for the horses and also creates potential fire combustibility hazards as well as potentially blocking necessary egress points. This masterplan will aim to address potential opportunities that could be undertaken to effectively resolve the western wall screening issues and tie into the broader scheme of the masterplan to create a world-class facility.

Similarly, an opportunity exists for the upgrade to the western façade to be of a high quality aesthetic which creates a 'beacon' / place of significance within the Lockyer Valley. There is an opportunity to increase patronage and tourism to the region through creating a unique and multi-purpose type function space associated with the façade.

Site observations indicated no evidence of external lighting or surveillance infrastructure. This poses potential restrictions on the use of the site in its current condition and would be ideal, as part of this masterplan to introduce a cross-site lighting and security plan to address this matter. Similarly, this would assist with security and safety across the site.

4.5 INTERNAL FABRIC CONDITION

Internally, the building features exposed galvanized steel structures with exposed galvanized roof purlins and sheeting. The roofing does not feature any additional insulation layers, which results in large fluctuations of temperature in the building. Similarly, this lack of insulation internally to the building contributes to the lack of acoustic properties to screen any external noise or internal reverberations. Addressing the heat gains and acoustic issues present in the building will be explored as part of this masterplan.

The internal spectator's area is an exposed concrete slab on ground and appears to have minimal cracking and in good condition.

The existing grandstands appear to be cosmetically dilapidated with the need to be re-painted if the structure is to be re-used. As part of the structural engineering assessment undertaken, it has been identified that the grandstands are structurally inadequate and do not meeting the current Australian Standards requirements for grandstand loading and balustrade loading. Similarly, non-compliances exist in the sizes of stair treads / risers and PWD allotted spaces. It is recommended that the existing grandstands are rectified to meet legislative requirements or are replaced with new proprietary systems to alleviate the identified safety issues.

The arenas comprise of a professional grade ground surfacing for the range of equestrian events (presumed to be Soiltex or the like) which appears to be well maintained and meeting the standard required for national events capability. It is also noted that a sprinkler irrigation system has been suspended from the roof of the structure to facilitate regular watering of the ground surfacing.

The surrounding galvanized steel fencing appears to be sound with minor signs of wear and tear. However, it is noted that the fire egress compliance of the gates installed requires further consideration. Similarly, the fire combustibility of the rubber sheeting installed to the lower portion of

Aspect APM - Project No: AP210114 LVRC – Lockver Indoor Equestrian Centre Masterplan Report Rev B 09 July 2021 Page 22 of 105



the fencing (installed to block visual distractions) will require further consideration by the Building Certifier.

The current modular judges box appears sound but in a dated condition and is certainly out of place in regards to its design, positioning and technology. In the short-term phases of the masterplan it would beneficial for the new judges box to be integrated within the existing architecture of the Centre and to be designed to align with the *Equestrian Queensland Facility Standards* (appendicised for reference).

The necessity for the judges / announcers box to be elevated and centrally positioned creates a complexity in terms of providing compliant PWD to a raised floor level. However, it also presents an opportunity for PWD accessible spectating areas at a raised level to be provided and also amenities to provided under it.

4.6 FUNCTIONALITY RELATED ITEMS

From the stakeholder workshop, it has been identified that the use of the Equestrian Centre had the potential to be utilized as a multi-disciplined facility with it currently being used in conjunction with the Show Society for machinery display events, and for the Cattle Showing in the arena's warm-up area. Exploration of other means of cross-pollination will be undertaken in effort to understand what cohesive relationships could exist between structures and the various stakeholders/users.

Another critical aspect of multi-use sites, particular with the cross-use of human and animal living quarters is the safety obligations surrounding bio-security. It is recommended as part of the Masterplan upgrades that a Bio Security Plan for the venue be established to assist with determining the optimum location for human verses animal facilities.

The key functionality related issues identified as part of the stakeholder workshop and assessment against EQ Guidelines include:

- Judges / announcers box should be located centrally to the arena and ideally in an elevated position to maximise visibility from within;
- Sufficient amenities, including showers to be provided for both competitors and spectators. Consideration of their positioning to include proximity, accessibility and privacy;
- Intent to expand the main show ring by one bay and expand the warm-up area by two bays to improve functionality and usability of the arena. This also includes the removal of the existing judges box from the warm up area;
- Enclosing of the western façade to shield the facility from harsh westerly winds and afternoon sun;
- Set the arena up in a way that will facilitate the future hosting of world class events including:
 - Setup a zone that can accommodate a future administration office and facilitate the running of larger scale events;
 - Additional stables and warm up areas potentially space for temporary provisions;
 - Adequate space and quality for camping provisions, including amenities;

09 July 2021 Page 23 of 105

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B



- Additional space for carparking / car storage;
- Quality of ancillary structures and accommodation;
- Consideration of future kitchen / bar provisions to be retrofitted into the structure;
- · Consideration of a 'corporate' / events viewing area over the showgrounds centre ring;
- Improving connectivity to the cattle pavilion, showgrounds centre ring and other areas of the showgrounds. This may include the construction of footpath networks throughout the site;
- Provision of PWD carparking and accessibility throughout the venue;
- Provision of rainwater harvesting and storage;
- Consideration of the future use of the LIEC facility if the proposed Equine Precinct at the Gatton Racecourse site progresses. The intent is to set the LIEC in a manner that would allow a more multi-functional use of the venue;

4.7 COMPLIANCE / SAFETY RELATED ITEMS

4.7.1 BUILDING CERTIFIERS ASSESSMENT

Refer to Appendix B – Building Certifier Compliance Assessment Report for details.

4.8 AMENITIES CALCULATIONS

4.8.1 BUILDING OCCUPANCY

It was identified as part of the stakeholder workshops that the typical equestrian events held at the facility can have around 250 people (competitors and spectators) in attendance. However, depending on the event this number can be substantially less and on occasion can be larger.

Similarly, it is noted that the wider site show grounds can have occupancies in the several thousands, particularly during peak times of the Gatton Show.

LVRC's current strategy to provide a compliant number of amenities during large events is to rent temporary relocatable amenities. Accordingly, it is proposed to adopt this strategy into the Indoor Equestrian Centre to allow a flexibility of events without constructing a large number of permanent facilities.

As part of the Masterplan, it is proposed to construct new amenities to serve the maximum typical occupancy of 250 people (125 competitors and 125 spectators and assumed even split between male and female). Table F2.3 of the NCC nominates that for 'Class 9B – Sports Venues or the like' venues must provide amenities for both participants / competitors and spectators. The numbers required are detailed in the below table:

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report Rev B 09 July 2021 Page 24 of 105



LIEC Proposed Amenities Summary			
	Male	Female	Unisex PWD
WC's proposed	4	9	1
Urinal's Provided	8	-	-
Handbasins provided	7	8	1
Showers pro∨ided	4	4	1
Totals Provided	WC's x 4, UR's x 8, HWB's x 7, SHR's x 4 + Unisex PWD WC x 1, HWB x 1, SHR x 1	WC's x 9, HWB's x 8, SHR's x 4 + Unisex PWD WC x 1, HWB x 1, SHR x 1	Unisex PWD WC x 1, HWB x 1, SHR x 1
(Required Number to meet NCC requirements)	WC's x 4, UR's x 8, HWB's x 7, + Unisex PWD WC x 1, HWB x 1	WC's x 9, HWB's x 8, + Unisex PWD WC x 1, HWB x 1	Unisex PWD WC x 1, HWB x 1, SHR x 1

4.9 PWD ACCESSIBILITY

4.9.1 PWD COMPLIANCE ISSUES

Whilst the building was constructed in 2000 and is on a relatively flat site, it appears little consideration for PWD accessibility compliance has been given in the original design. It is noted that AS1428.1:2009 PWD compliance is federally enforced legislation, which has the aim of providing equitable access for all building users. There is an obligation for Building Owners to provide equitable throughout publicly accessible facilities.

Compliance related issues observed onsite include the following:

- No PWD carparking facilities provided to the venue, both for spectators and participants in equestrian events. This can be addressed by providing compliant PWD carparks in appropriate positions adjacent the building;
- No PWD compliant access path provided from the street / footpath. Due to the natural fall of
 the site from Woodlands Road it would be difficult to provide a pathway with a compliant
 gradient from this entrance. Accordingly, it is suggested that a compliant pathway be installed
 to the North through to Eastern Drive / Golf Links Drive;

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B 09 July 2021 Page 25 of 105



- The earthworks batters provided to the northern and western sides of the building pad are currently too steep for PWD accessibility permitted gradients. This can be addressed by reshaping a portion of them or installing PWD ramping which traverses the batter;
- The current grandstand seating does not include any demarcated PWD seating areas. This
 can be addressed through marking the required number of PWD seats in line with the NCC
 requirements. It is noted that this seating can be provided on the ground level, however,
 consideration of visibility through to the centre ring should be given;
- As noted elsewhere in this *Report*, the building possesses egress related compliance issues. As part of the rectification of this, luminance contrast of the exit points to assist vision impaired occupants should also be provided to meet NCC requirements;
- Whilst there is an existing amenities block provided at the Woodlands Road entrance, it is
 noted that no PWD amenities or access to them from the Equestrian Centre is provided. To
 address this, it is recommended that either PWD amenities be provided in the building or
 accessible pathing is provided to another external location in the Showgrounds site that have
 compliant facilities;
- In addition to PWD amenities, current legislation calls for ambulant amenities to be provided at each bank of cubicles. It is recommended these are also provided as part of the project;

Whilst the above noted items form the main PWD compliance issues observed onsite, they relate to predominately building users who would be spectators at equestrian events. Consideration must also be given to competitors / riders and their associated family members / supporters who potentially have PWD and/or ambulant type impairments. Note was also made at the Stakeholder Consultation Workshop 01 that the *Riding for the Disabled* group does operate within the region.

Accordingly, it is recommended that equitable access considerations also be given to:

- PWD accessibility to and within the building for PWD competitors / supporters;
- PWD accessibility to and within ancillary spaces including stables, dairy pavilion, warmup areas, etc;
- PWD accessibility to and within camping areas and associated amenities provided;
- Consideration for any raised elements such as the judges/ announcers box to provide compliant PWD access via a lift or ramping;
- Consideration of the connectivity of the Equestrian Centre to the wider showgrounds and how compliant PWD access can be provided via hardstand pathing at appropriate gradients;

To assist with forming a suitable plan for these wider site considerations in line with the potential risk profile they present, it is recommended that an Accessibility consultant is engaged. They will review the site wholistically and the current issues and assist with developing a Management in Use Plan that may explore performance-based solutions to specific issues where providing a 'Deemed to Satisfy' outcome is not possible or feasible. A Management in Use Plan will provide appropriate level responses to the risks identified to the site and its connectivity to the Equestrian Centre building.

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B 09 July 2021 Page 26 of 105



4.10 TOWN PLANNING CONSIDERATIONS

4.10.1 GENERAL

The Equestrian Centre was developed under an initial development approval (DA0502) in 2000 and has since had a minor change to the existing approval in 2002 which saw the development of the awning extension to the west and a three-bay extension to the south.

In 2017 a series of upgrades were undertaken to address the fire safety of the site and the building with the implementation of fire hose reels, hydrants and emergency lighting under a minor change application (MC2017/0047). This application also included the construction of the stables, judges box, PWD ramping and PWD carparking to building. Upon review of the current building, the latter items have not been implemented and accordingly the Masterplan will look to include the PWD related elements as part of the wholistic staging of works.

LVRC's planning scheme identifies the Gatton Showgrounds site as a Community Facility Zone upon which the following proposed works will need to be examined at the following levels:

- Self Assessable:
 - Carrying out building not associated with an MCU (if compliant with Building Work Code, and Services and infrastructure code);
- Code Assessable:
 - Additional advertising on premise;
 - Carrying out building not associated with an MCU (if non-compliant with Building Work Code, Services and infrastructure code, and vehicle Access, parking and on site movement code);
- Impact Assessable:

0

No works identified as part of this report are to be impact assessable;

An investigation of the *LVRC* mapping data indicates there is no direct relationship regarding bushfire risk, biodiversity, unstable land, extractive/mineral resources, agricultural land, development opportunities, gas and oil / major infrastructure, heritage significance and environmental constraints.

One significant mapping overlay, the Flood Inundation Overlay has identified that majority of the site is at risk of being a low to medium hazard area, dissecting the site from north to south and east as per the below diagram.

It is also noted that particular mention of the flood risk from Dawson Drive flowing north to and through the Showgrounds site is included in the 2014 commissioned *Lockyer Valley Flood Mitigation Report*, appendicised for reference.

The risk of flooding to the Indoor Equestrian Centre should be considered as part of any future Masterplan upgrades carried out on the building and adjacent site.

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report Rev B 09 July 2021 Page 27 of 105

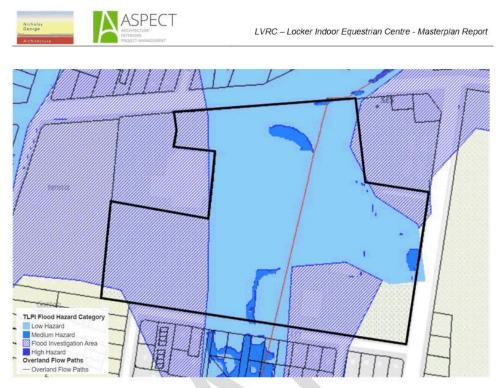


Figure 1 – Flood mapping of Showgrounds site

Further modifications to the existing infrastructure and site topography will need to consider the ensuing impacts of stormwater overland flow and collection in order not the worsen the current situation. Likewise, it would be diligent for future works that may impact overland flow to seek a solution to improve the site.

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B 09 July 2021 Page 28 of 105



SECTION 5 - STRUCTURAL ENGINEERING ASSESSMENT

5.1 INTRODUCTION

5.1.1 BACKROUND INFORMATION

Structural Engineering staff from *Kehoe Myers Engineers* carried out an onsite assessment of the existing building's structure on the 09th March 2021 concurrently with the other specialist consultants involved with the *Preliminary Design Report*. As such, this section 'Structural Engineering Assessment' has been prepared by Kehoe Myers *Engineers* for inclusion in the combined report.

5.1.2 SPECIALIST CONSULTANT DETAILS

Kehoe Myers Consulting Engineers

124 Russell St, Toowoomba QLD 4350

Phone: 07 4632 8100

Email: danielm@kehoemyers.com.au

Web: www.kehoemyers.com.au

5.1.3 QA SYSTEM

Project Engineer: Daniel McCallum

Verification: John Pikramenos

5.1.4 REVISION HISTORY

Issue	Date	Description	Initials
P1	31 March 2021	Preliminary Issue	DM

5.1.5 REFERENCED STANDARDS

Certain standards were referenced in the assessment of this installation. They have been nominated in the relevant sections. This is by no means an indication that an exhaustive analysis of each referenced standard's relevance to the installation has been made. This type of in-depth analysis is generally made during design and documentation of works. While all due care has been taken to highlight the main relevant requirements, certain requirements may have been omitted from this document that would become apparent during future design and documentation of works.

5.1.6 INDICATIVE COSTS

The indicative costs provided in this document are estimates which **do not include** GST, Regional Allowances, After-Hours Work, Shut Downs, Demolition, Builder's Works, Builder's Margins and Consultants Design Fees.

Please note that these prices are merely indicative and are provided as-is for the purpose of budgetary analysis. While all due care is taken to provide accurate figures, they remain estimates

09 July 2021 Page 29 of 105

Aspect APM - Project No: AP210114 LVRC – Lockver Indoor Equestrian Centre Masterplan Report Rev B



which could change significantly based on market fluctuations, regional factors and on conditions unknown at the time of issuing.

5.1.7 EXCLUSIONS

This report was compiled from a visual inspection of existing services. Items and services which are normally hidden from view and within wall cavities, were not able to be inspected. No measurements or commissioning data were ascertained from site. No as-built drawings or original operation and maintenance documentation was provided at the time of writing.

5.2 BACKROUND INFORMATION

The existing structure is a single level steel portal frame construction with concrete bored pier footings, truss square hollow section (SHS) steel columns and rafters, cold formed steel purlins and steel roof sheeting. This report has been based on a visual inspection we conducted on site on the 16th of March 2021.

The main shed has been constructed in 2000 by Clearspan Building Solutions. The main shed has been extended by 3 bays to the south and an awning installed to the western side of the shed in 2002 by Clearspan Building Solutions. The existing drawings have been made available for the main shed and extensions.

The main shed and awning structure have been reviewed and upgraded to meet Building Importance Level 3 by JHA Consulting Engineering Services in 2018. The reports as well as the design and inspection certificates (Form 15 and 16) prepared by JHA have been made available to us.

5.3 PRELIMINARY ADVICE REGARDING THE EXISTING BUILDING AND PROPOSED DEVELOPMENT

1. Enclosing the western wall of the shed:

The shed structure would need to be assessed and upgraded for this to be possible. We have confirmed with the original Design Engineer that the shed has currently only been designed with the upper portion of the western wall be sheeted. The original design has not allowed for the lower portion of the wall to be sheeted.

2. Structural compliance to meet Importance Level 3:

The shed structure has been upgraded to meet a Building Importance Level 3 by JHA Consulting Engineering Services with both Design and Inspection Certificates provided (Form 15 and 16).

Footings appear to have been reviewed and are noted in 'section 7' of JHA Consulting Engineering Services report on page 7. Our expectation is that if the column connections have been reviewed then the overall footing system should have been reviewed. We recommend the client contact JHA to confirm they have assessed the shed footings.

The most cost-effective option would be to leave the shed as it currently is and installing canvas roller awnings that can be managed by Council as they could reel the awnings back in a high wind event or storms. If the client would prefer the western wall be clad, the roof structure would need to be reviewed for the increased loads and elements be upgraded if required.

09 July 2021 Page 30 of 105

Aspect APM - Project No: AP210114 LVRC – Lockver Indoor Equestrian Centre Masterplan Report Rev B



Options to provide a more permanent and aesthetically pleasing screen / façade will require a stand alone type structure to be constructed, independently of the existing structure. This presents as an opportunity to integrate a ramping type structure that could be integrated with screening / façade.

3. Shed roof sheeting:

The roof sheeting and fixings is currently compliant with Building Importance Level 3 wind and the western wall being partially cladded to the upper portion. The shed roof sheeting is Lysaght Trimdek 0.42BMT with screw fixings at each rib. We confirmed the type of sheeting with the original Design Engineer.

The roof sheeting and fixings would not be compliant if the western wall is completely cladded.

The roof sheeting would need to be replaced with a new suitable sheeting if the western wall were to be enclosed.

4. Grandstand structural compliance:

We have reviewed the grandstand framing and it is currently not adequate to support the required grandstand loading to AS1170.1, which is 5.0kPa uniformly distributed load and 3.6kN point load.

The grandstand balustrade and infill are currently not adequate to support the grandstand loading to AS1170.1, which is 3.0kN/m on the top edge and 1.5kPa UDL / 1.5kN PL for the infill.

To upgrade the grandstand to meet current loading. Footings would be required under each frame, balustrade posts upgraded and balustrade infill replaced with a compliant option.

We also note that the stair risers are 200mm high and 255mm run. Our interpretation of the BCA is that the stair riser limit is 190mm and the stairs are not compliant.

We suggest it may be more cost effective to replace the grandstands with a compliant proprietary grandstand system.

5. Solar panels on roof:

Yes, the existing roof would be suitable to support solar panels with a weight of ~ 10 kg/m². This is the typical weight of solar panels we have previously reviewed.

6. Proposed new amenities and judging box:

We suggest any new structures be designed as a 'free standing' and independent of the existing building. The reason for this is to reduce risk of damage from differential movement as these structures will behave differently and these new structures may be susceptible to movement due to the brittle nature of the finishes. The other benefit is that the independent structures will allow for staging of works.

Aspect APM - Project No: AP210114 LVRC – Lockver Indoor Equestrian Centre Masterplan Report Rev B 09 July 2021 Page 31 of 105



SECTION 6 - CIVIL ENGINEERING ASSESSMENT

6.1 INTRODUCTION

6.1.1 BACKROUND INFORMATION

Civil Engineering staff from Kehoe Myers *Engineers* carried out an onsite assessment of the existing site civil conditions on the 09th March 2021 concurrently with the other specialist consultants involved with the *Preliminary Design Report*. As such, this section 'Civil Engineering Assessment' has been prepared by *Kehoe Myers Engineers* for inclusion in the combined report.

6.1.2 SPECIALIST CONSULTANT DETAILS

Kehoe Myers Consulting Engineers

124 Russell St, Toowoomba QLD 4350

Phone: 07 4632 8100

Email: danielm@kehoemyers.com.au

Web: www.kehoemyers.com.au

6.1.3 QA SYSTEM

Design Technician: Cary Lobwein

Verification: John Pikramenos

6.1.4 REVISION HISTORY

Issue	Date	Description	Initials
P1	31 March 2021	Preliminary Issue	CFL

6.1.5 REFERENCED STANDARDS

Certain standards were referenced in the assessment of this installation. They have been nominated in the relevant sections. This is by no means an indication that an exhaustive analysis of each referenced standard's relevance to the installation has been made. This type of in-depth analysis is generally made during design and documentation of works. While all due care has been taken to highlight the main relevant requirements, certain requirements may have been omitted from this document that would become apparent during future design and documentation of works.

6.1.6 INDICATIVE COSTS

The indicative costs provided in this document are estimates which **do not include** GST, Regional Allowances, After-Hours Work, Shut Downs, Demolition, Builder's Works, Builder's Margins and Consultants Design Fees.

Please note that these prices are merely indicative and are provided as-is for the purpose of budgetary analysis. While all due care is taken to provide accurate figures, they remain estimates

09 July 2021 Page 32 of 105

Aspect APM - Project No: AP210114 LVRC – Lockver Indoor Equestrian Centre Masterplan Report Rev B



which could change significantly based on market fluctuations, regional factors and on conditions unknown at the time of issuing.

6.1.7 EXCLUSIONS

This report was compiled from a visual inspection of existing services. Items and services which are normally hidden from view and within wall cavities, were not able to be inspected. No measurements or commissioning data were ascertained from site. No as-built drawings or original operation and maintenance documentation was provided at the time of writing.

6.2 BACKROUND INFORMATION

The existing equestrian arena is located on the eastern side of the showgrounds. The ground around the arena is generally falling to the north west. The arena appears to be constructed on a cut fill platform with the eastern side in cut and western side on fill. This report has been based on a visual inspection conducted on site on the 16th of March 2021.

6.3 PRELIMINARY ADVICE REGARDING THE EXISTING BUILDING AND PROPOSED DEVELOPMENT

1. Uncontrolled Fill Material:

The existing pad further north of the existing equestrian arena battering to the existing bitumen roadway from our site visit appears to be uncontrolled fill.

This area will require a Geotechnical Engineer to test the soil as well as existing documents demonstrating that the material has been correctly placed and compacted. If the material is determined not suitable it must be fully removed, replaced, and compacted by existing suitable material or approved imported material. This would need to be done to 'Level 1' compaction which generally requires a Geotechnical Engineer to be involved in the earthworks process.

2. PWD Access

The existing equestrian arena has several entry/access points. Currently there is no dedicated PWD access pathway to the existing building or dedicated PWD carpark and shared zone. Both the proposed amenities and judging box will require compliant PWD access into each structure accordingly.

The existing concrete path on eastern side appears to have suitable grades for PWD compliance.

3. Stormwater Drainage

Existing downpipes are collected from the existing portal frame pitched roof along both the eastern and western sides and all connected into an in-ground drainage system. There were no issues reported to us regarding the exiting stormwater drainage pipework at time of inspection. No existing documentation of existing stormwater drainage has been made available to us.

It was also noted during our inspection several 100mm diameter grated inlets at each portal frame along the eastern side internal which we believe would have been the existing downpipe locations for the original building and converted to grated inlets when the awning extension further west was

09 July 2021 Page 33 of 105

Aspect APM - Project No: AP210114 LVRC – Lockver Indoor Equestrian Centre Masterplan Report Rev B



constructed. This appears it would be connected into the same existing in-ground stormwater drainage collecting the downpipes from this western side.

From historic imagery we were able to determine some additional stormwater and roadworks had been completed between February to March 2018 in which a surcharge pit was installed at the north western corner from the existing equestrian arena with 600mm diameter outlet pipe and two inlet pipes. It appears this would collect the stormwater discharge from the existing equestrian arena roof. The existing inlet pipes appear to have insufficient capacity for the roof catchment area.

No visible expansion control was noted during our site inspection. Condition of pipework in-ground unknown and would require further investigations.

It is also noted that the existing structure appears to have been built over an existing LVRC stormwater drainage line from Woodlands Road. This will require a 'build over infrastructure' permit to be provided as part of the compliance finalization for the project.

4. Overland Stormwater Flow

The overland stormwater flow path around the existing building appears to have sufficient fall away from the existing building with no issues being reported. Noted during our inspection was a large upstream overland flow catchment located to the east consisting of existing structures with overland path directing stormwater flow around to the north eastern corner of the existing building around to an invert along the existing bitumen road and then into the surcharge pit. In a major stormwater event or blockage stormwater would build up at this low point crossing the road and follow the natural overland flow into the existing grated pit and stormwater infrastructure on Spencer Street.

Consideration should be given to the overland stormwater flow path if the carpark and/or other structures are located within the overland flow path.

There is also an existing natural grassed invert running along the western existing roadway collecting the southern overland catchment. This existing invert falls to the north following the existing roadway to the north western corner low point where it appears to then build up within this corner eventually discharging into the surcharge pit located at this corner. The soil in this corner was damp during our inspection and is evidence substantial surface water was holding in this area before entering the existing surcharge pit. We recommend this be addressed to give a more defined overland flow path.

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report Rev B 09 July 2021 Page 34 of 105



SECTION 7 - EXISTING ELECTRICAL SERVICES ASSESSMENT

7.1 INTRODUCTION

7.1.1 BACKROUND INFORMATION

Electrical Engineering staff from *Diametric Engineers* carried out an onsite assessment of the existing building's electrical, fire detection and communications services on the 9th March 2021 concurrently with the other specialist consultants involved with the *Preliminary Design Report*. As such, this section 'Existing Electrical and Comms Services Assessment' has been prepared by *Diametric Engineers* for inclusion in the combined report.

7.1.2 SPECIALIST CONSULTANT DETAILS

Diametric Engineers Pty Ltd

Level 1, 382 Ruthven Street,

Toowoomba, QLD 4350

Phone: 07 4512 6300

Fax: N/A

Email: reception@diametric.com.au

Web: www.diametric.com.au

7.1.3 QA SYSTEM

Project Engineer: Vilensky Cediel.

Verification: Alex Lim.

7.1.4 REVISION HISTORY

Issue	Date	Description	Initials
P1	31/03/2021	Preliminary Issue	AL
P2	10/05/2021	Preliminary Issue	AL

7.1.5 REFERENCED STANDARDS

Certain standards were referenced in the assessment of this installation. They have been nominated in the relevant sections. This is by no means an indication that an exhaustive analysis of each referenced standard's relevance to the installation has been made. This type of in-depth analysis is generally made during design and documentation of works. While all due care has been taken to highlight the main relevant requirements, certain requirements may have been omitted from this document that would become apparent during future design and documentation of works.

LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B

09 July 2021 Page 35 of 105

Aspect APM - Project No: AP210114



7.1.6 INDICATIVE COSTS

The indicative costs provided in this document are estimates which **do not include** GST, Regional Allowances, After-Hours Work, Shut Downs, Demolition and Builder's Works.

Please note that these prices are merely indicative and are provided as-is for the purpose of budgetary analysis. While all due care is taken to provide accurate figures, they remain estimates which could change significantly based on market fluctuations, regional factors and on conditions unknown at the time of issuing.

7.1.7 EXCLUSIONS

This report was compiled from a visual inspection of existing services. Items and services which are normally hidden from view such as underground conduits & cables; and wiring within wall cavities, were not able to be inspected. In addition, not every item was able to be tested for functionality and correct operation.

7.2 POWER SUPPLY AND RETICULATION NETWORK

7.2.1 INTRODUCTION

To provide context, the image below indicates the extent of existing electrical supply infrastructure Diametric Engineers were able to ascertain during our site visit.

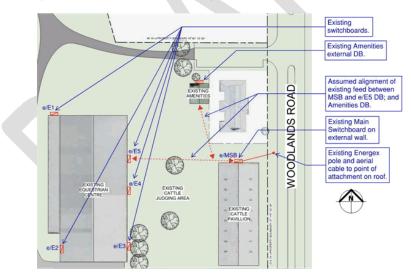


Figure 2: Existing electrical supply infrastructure

7.2.2 EXISTING ENERGEX SUPPLY

The existing supply is connected to Energex power pole (66963) located on Woodlands Drive via an aerial cable to a point of attachment at high level on the external northern wall of the Cattle Pavilion. The capacity of the existing supply is assumed to be 80-100 Amps 3 Phase maximum, based on the

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report Rev B 09 July 2021 Page 36 of 105



size of the conductor and lack of CT metering on-site. The existing maximum demand can be estimated to be approximately 60-80 Amps 3 Phase.

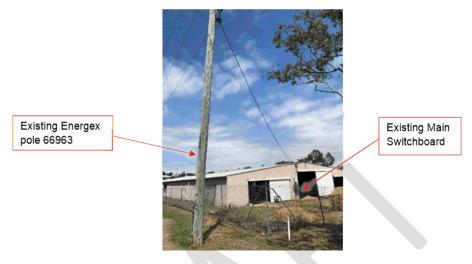


Figure 3: Existing Energex point of supply looking SW at the Cattle Pavilion

7.2.3 EXISTING MAIN SWITCHBOARD

The existing MSB is mounted to the northern external wall of the Cattle Pavilion. It consists of a galvanized metal enclosure that houses three Energex direct meters and various circuit breakers. The MSB was custom made using after-market components and not manufactured by a specialist switchboard builder.

There are existing conduits below the MSB, which we assume were used to reticulate submains cables to existing switchboards including e/D5 DB mounted at the Equestrian Centre.



Figure 4 and 5: Existing MSB

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B 09 July 2021 Page 37 of 105



Above the MSB is an aftermarket Infosyte Comms Panel, which houses a BMS interface and controller.

The MSB is in a poor to fair condition with an expected remaining useful life span of 5 years. There is no segregation between the meters and circuit breakers; and it has no surge protection devices. This is not the norm for a main switchboard.

We do not expect the MSB to have a test type certificate, nor do we expect it to have been built to a particular chassis current capacity rating or a particular fault current withstand level for example.

7.2.4 EXISTING ELECTRICAL FEED FROM MSB TO EQUESTRIAN CENTRE

From our site investigation, we understand the MSB feeds the Equestrian Centre e/E5 DB. There are no existing pits visible between the MSB and e/E5 DB. It is assumed that the existing cables between the MSB and e/E5 DB were buried in conduits that run between these two items without any pit infrastructure provided.

7.2.5 EXISTING ELECTRICAL FEED FROM MSB TO AMENITIES DB

From our site investigation, we understand the MSB feeds the existing Amenities block DB. There are no existing pits visible between the MSB and Amenities DB. It is assumed that the existing cables between the MSB and Amenities DB were buried in conduits that run between these two items without any pit infrastructure provided.

7.2.6 EQUESTRIAN CENTRE EXISTING SWITCHBOARDS

We are of the understanding that e/E5 DB is the main switchboard of the Equestrian Centre. It in turn, feeds the other Equestrian Centre switchboards (e/E1 to e/E4). All switchboards are in a poor condition with an expected remaining useful life span of 3 years or less.

All existing Equestrian Centre switchboards (e/E1 to e/E5) were custom-made using after-market components. None of the existing Equestrian Centre switchboards were manufactured by a specialist switchboard builder.



Figures 5 - 8: Existing Equestrian Centre Switchboards

We do not expect these switchboards to have test type certificates, nor do we expect them to have been built to a particular chassis current capacity rating or a particular fault current withstand level for example.

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B 09 July 2021 Page 38 of 105



7.2.7 AMENITIES CENTRE EXISTING SWITCHBOARD

The existing Amenities DB is an external wall mounted unit. Similar to other switchboards, it was custom-made using after-market components and not manufactured by a specialist switchboard builder. This switchboard is in a fair condition with an expected remaining life span to approximately 5 to 10 years.



Figure 9: Existing Amenities Switchboard.

We do not expect this switchboard to have a test type certificate, nor do we expect it to have been built to a particular chassis current capacity rating or a particular fault current withstand level for example.

7.3 LIGHTING AND EMERGENCY LIGHTING SYSTEMS

The existing lighting consists mainly of highbay style luminaires that use discharge lamps and, in some areas, fluorescent wire guard battens with exposed tubes. The existing installation appears typical for a venue of this size and intended use.

The existing Emergency lighting appeared to consist of emergency battens mounted directly to the underside of the main roof. No emergency lighting test facility was found during the site visit.



Figure 10 and 11: Existing Equestrian Centre Lighting

Lighting controls appeared to consist of various switches located inside the existing switchboards. In general, the condition of the existing lighting and switching is in poor condition.

Aspect APM - Project No: AP210114 LVRC – Lockver Indoor Equestrian Centre Masterplan Report Rev B 09 July 2021 Page 39 of 105



7.4 COMMUNICATIONS INFRASTRUCTURE

The nearest NBN Co. infrastructure is located near the boundary with Lot 2 SP 275169 (the tennis courts).



Figure 12: Existing Amenities Switchboard

No existing Equestrian Centre communications services infrastructure were sighted during our site inspection.

7.5 PUBLIC ADDRESS SYSTEM

The existing Equestrian Centre announcement and PA system is housed in a demountable building under the main roof. There are various speakers mounted at high level under the existing roof.



Figure 13 and 14: Existing Announcer's building and speakers

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B 09 July 2021 Page 40 of 105



Existing cables appear to have been strung without adequate fixing or attachment points.



Figure 14 and 15: Existing cables strung without adequate support.

We are of the opinion the existing PA and cable installation is in a very poor condition overall.

7.6 EXISTING TICKET BOOTH

The existing ticket booth is a demountable building located in Woodlands Road entry. This ticket booth is currently not on the correct side of the road to provide access to the driver's side of vehicles entering the grounds for events.

In addition, there is no permanent power supply to the ticket booth. Extension leads are run from nearby existing toilet block DB to power lights and the air conditioner in the ticket booth.



Figure 16: Existing ticket booth.

7.7 FIRE DETECTION, WARNING, CONTROL AND INTERCOM SYSTEM

Nil to report

7.8 ELECTRONIC SECURITY AND CCTV

Nil to report

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B 09 July 2021 Page 41 of 105



7.9 ELECTRICAL SERVICES RECOMMENDATIONS

7.9.1 INTRODUCTION

The recommendations set out in this section are meant to inform the future electrical scope of works. These recommendations form the minimum upgrades required in our opinion, in order to ensure the site is provided with statutory and code compliant infrastructure; and provided with sufficient spare capacity to cater for foreseeable future growth.

7.9.2 PROPOSED ELECTRICAL INFRASTRUCTURE

To provide context, the image below indicates the new electrical supply infrastructure to cater for the proposed works. Indicative positions have been shown for the time being. We recommend all existing electrical infrastructure including lighting, outlets, cables and switchboards be decommissioned, made safe and removed.

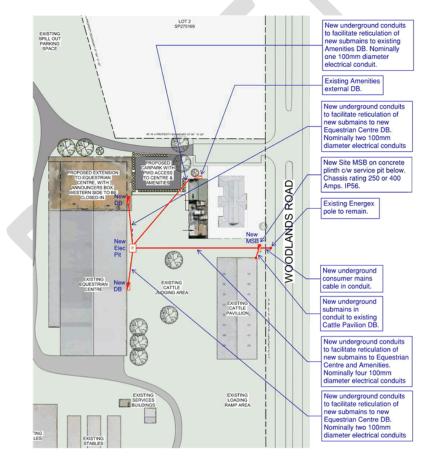


Image 17: Proposed electrical supply infrastructure

Aspect APM - Project No: AP210114 LVRC – Lockver Indoor Equestrian Centre Masterplan Report Rev B 09 July 2021 Page 42 of 105



- (a) Upgraded Energex Supply: Nominal 160 Amps 3 Phase feed. To reticulate down pole and transition into underground electrical conduits. To feed new MSB from below. New supply capacity to be confirmed during Schematic Design.
- (b) New Proprietary Main Switchboard: External free-standing DB complete with service pit below for cable reticulation. Top rain hood. Nominal 250 or 400 Amps 3 Phase rated chassis. Final rating to be confirmed during Schematic Design. IP56. This would house the main Energex meter as well. Typical example shown below. Colour to client selection.



Image 18: Typical free standing external MSB

- (c) New underground electrical conduits from under new MSB to proposed electrical pit adjacent Equestrian Centre for reticulation of submains cable to the Equestrian Centre, Cattle Pavilion and Amenities block; and sub-circuit cables for the proposed car park lighting.
- (d) New Proprietary Distribution Switchboards for the Equestrian Centre. Internal or external to suit requirements. Nominal 100 Amps 3 Phase rated chassis. IP42 or IP56. To also house any additional metering required by LVRC.

7.9.3 AMENITIES CENTRE EXISTING SWITCHBOARD

We recommend the existing Amenities DB be retained and fed from the new MSB. It can be re-used to feed new lighting and power circuits to cater for the expansion of the amenities facility.

7.9.4 PROPOSED COMMUNICATIONS INSFRASTRUCTURE

We recommend new NBN Co. compliant pits and conduits be installed, to connect the new Announcer's Box to the existing telecommunications infrastructure near the tennis courts. This will allow the client to

09 July 2021 Page 43 of 105

Aspect APM - Project No: AP210114 LVRC – Lockver Indoor Equestrian Centre Masterplan Report Rev B



provide a new telecommunications system to the new Announcer Box as well as a WiFi network for public use.

7.9.5 PROPOSED WIFI INFRASTRUCTURE

We recommend WiFi units be provided throughout the Equestrian Centre as well as other areas required by the client, in order to facilitate the creation of a new WiFi network for public use.

External higher power WiFi units mounted to the side of buildings or on poles will be provided to other areas as required to ensure adequate external coverage to client requirements.

The WiFi routers will be connected to new data outlets. The new data outlets will be cabled back to the new Announcer's Box and be consolidated into a new small data rack.

7.9.6 PROPOSED EQUESTRIAN CENTRE LIGHTING AND EMERGENCY LIGHTING

We recommend new lighting be provided throughout the Equestrian Centre. New LED lowbay fittings can be used throughout the covered arena. New LED emergency battens and Exit signs will be installed. The style and final selection of luminaires can be determined during Schematic Design.



Switching and controls will be consolidated to a common Light Switch Panel [LSP], located in an optimum position. Two-way switching should be considered to facilitate ease of use, as well as the incorporation of the following functionality into each [LSP] as an example:

- Master ON.
- Master OFF.
- Dim all to 75%.
- Dim all to 50%.
- Dim all to 25%.
- Competition.
- Presentation.
- Away.

The exact configuration of the [LSP] can be confirmed during Schematic Design, to suit the client's preferred switching groups and dimming requirements.

Additional infrastructure such as stage lighting bars, spotlights, colour changing lights and the like can be included; or provisions for future use incorporated.

Emergency lighting test facilities will be provided to comply with AS 2293 to allow periodic testing and maintenance to be carried out. These will be incorporated into the new switchboards.

Page 44 of 105

09 July 2021

Aspect APM - Project No: AP210114 LVRC – Lockver Indoor Equestrian Centre Masterplan Report Rev B



7.9.7 PROPOSED EQUESTRIAN CENTRE LIGHT AND POWER

Depending on the type of construction for this extension, which we understand will incorporate the new Announcer Box, the electrical services infrastructure such as lighting, power and data, can be designed and installed to suit intended use.

7.9.8 PROPOSED EQUESTRIAN PA SYSTEM

A new PA system shall be installed in the new Announcer's Box comprising a rack mounted head-end and amplifiers; desk mounted microphones with volume controls, as well as speakers mounted throughout the Equestrian Centre.

7.9.9 PROPOSED NEW CAR PARK LIGHITNG

The new car park will require pole mounted lighting in order to comply with AS/NZS 1158 for both normal and PWD car park spaces.

The exact number of poles, pole heights and luminaires will be determined during Schematic Design.

The new car park lighting will be fed from the nearest new switchboard and be controlled by a PE Cell, to switch on after hours.

Alternatively, solar powered pole mounted lights can be used, which will not require pits, conduits or cables allowing for more economical initial installation costs.

The new car park lighting can be switched off after hours by a time switch. A small number can be left to run overnight if required, to suit client operational needs.

7.9.10 PROPOSED AMENITIES EXPANSION

We recommend the new amenities block be provided with a new dedicated switchboard fed from the new MSB via underground pits and conduits.

We recommend vandal resistant LED lighting and emergency lighting be provided. Switching can be automatic via movement sensors.

Power outlets can be provided to client requirements as well as for hot water units for example.

7.9.11 PROPOSED LIGHTING AND POWER TO EXISTING TICKET BOOTH

As part of the proposed Masterplan, the ticket booth is to be relocated to the northern side of the showgrounds access road.

Aspect APM - Project No: AP210114

LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B

09 July 2021 Page 45 of 105



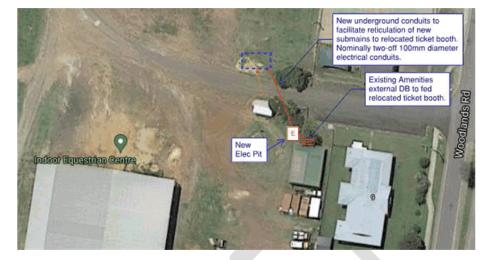


Figure 20: Proposed relocation of existing ticket booth

Provision of new electrical services infrastructure such as lighting, power and data to be included to cater for the relocation works.

This building to be fed from existing Amenities DB via underground conduit/pit infrastructure.

7.9.12 PROPOSED LIGHTING AND POWER TO CAMPUS, CAMPING AREA AND FOR EVENTS

This item is to be confirmed.

7.10 COST ESTIMATES

7.10.1 INTRODUCTION

The following budgetary estimates have been provided to assist the project Quantity Surveyor better quantify the costs associated with the proposed works. The estimates are based on square meter rates, estimates of distances and quantities to suit the high-level concept site plans, and previous experience on similar projects. All estimates are subject to change pending the completion of a schematic, concept or preliminary design.

Electrical estimates include pits and conduits, cables, lighting, power, telecommunications, data, dry fire and security. The estimates include labour costs to supply, install, test and commission. The estimates exclude GST, project contingency, builder's margin, mobilisation costs, seasonal variations, staging, storage, trenching and demolition.

No allowance has been made in the estimate for additional consultant fees.

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report Rev B 09 July 2021 Page 46 of 105



7.10.2 ELECTRICAL ESTIMATES

RECOMMENDATION	PRE-DESIGN BUDGET ESTIMATE
Energex Supply Upgrade ¹	\$1,000.00
Energex Capital Contribution (PC Sum only) ²	\$15,000.00
New Main Switchboard	\$35,000.00
New External Pits and Conduits	\$35,000.00
New Distribution Switchboards	\$30,000.00
Proposed Communication Infrastructure	\$10,000.00
New submains Cables	\$20,000.00
Proposed Wi-Fi Infrastructure	\$10,000.00
New Equestrian Centre Lighting and Emergency Lighting	\$35,000.00
Proposed Equestrian Centre expansion Light and Power	\$50,000.00
New Equestrian Centre PA System	\$20,000.00
Proposed Equestrian Centre Solar PV System ³	\$15,000.00
Proposed Amenities Expansion	\$25,000.00
New Car Park Lighting	\$20,000.00
Relocation of existing ticket booth & provision of new power infrastructure	\$10,000.00
Proposed Lighting and Power for Campus, Camping Area and for Events (TBC)	\$65,000.00
SUB-TOTAL	\$396,000.00
Pre-Design Project Contingency (15%)	\$59,400.00
TOTAL	\$455,400.00

Application fee only. Excludes any further capital contribution. 1.

Can only be determined once a new connection contract is received from Energex. As 2. the client is LVRC, Energex could potential ask for nil capital contribution.

3. Nominally for a 10kW roof mounted system. Capacity to be confirmed pending structural engineering feedback on the existing Equestrian Centre roof structure and ability to support a Solar PV system.

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B

09 July 2021 Page 47 of 105



7.10.3 STAGED ELECTRICAL ESTIMATES

PROPOSED STAGE	RECOMMENDATION	PRE-DESIGN BUDGET ESTIMATE
1	Energex Supply Upgrade ¹	\$1,000.00
1	Energex Capital Contribution (PC Sum only) ²	\$15,000.00
1	New Main Switchboard	\$35,000.00
1	New External Pits and Conduits to Equestrian Centre building only	\$17,500.00
1	New Distribution Switchboard to Equestrian Centre building only	\$15,000.00
1	New submains Cables to Equestrian Centre building only	\$10,000.00
1	New Equestrian Centre Lighting and Emergency Lighting	\$35,000.00
1	Proposed Equestrian Centre expansion Light and Power	\$50,000.00
1	New Equestrian Centre PA System	\$20,000.00
	SUBTOTAL STAGE #1	\$198,500.00
2	New External Pits and Conduits to all other areas	\$17,500.00
2	New Distribution Switchboards to all other areas	\$15,000.00
2	New submains Cables to all other areas	\$10,000.00
2	Proposed Communication Infrastructure	\$10,000.00
2	Proposed Wi-Fi Infrastructure	\$10,000.00

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B

09 July 2021 Page 48 of 105



	SUBTOTAL STAGE #2	\$62,500.00
3	Proposed Equestrian Centre Solar PV System ³	\$15,000.00
3	Proposed Amenities Expansion	\$25,000.00
3	New Car Park Lighting	\$20,000.00
3	Relocation of existing ticket booth & provision of new power infrastructure	\$10,000.00
	SUBTOTAL STAGE #3	\$70,000.00
4	Proposed Lighting and Power for Campus, Camping Area and for Events (TBC)	\$65,000.00
	SUBTOTAL STAGE #4	\$65,000.00
	SUB-TOTAL	\$396,000.00
	Pre-Design Project Contingency (15%)	\$59,400.00
	TOTAL	\$455,400.00

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B

09 July 2021 Page 49 of 105



SECTION 8 - EXISTING HYDRAULICS SERVICES ASSESSMENT

8.1 INTRODUCTION

8.1.1 BACKROUND INFORMATION

Hydraulic Engineering staff from *Diametric Engineers* carried out an onsite assessment of the existing building's hydraulic services on the 9th of March 2021 concurrently with the other specialist consultants involved with the *Preliminary Design Report*. As such, this section 'Existing Hydraulic Services Assessment' has been prepared by *Diametric Engineers* for inclusion in the combined report.

8.1.2 SPECIALIST CONSULTANT DETAILS

Diametric Engineers

2/88 Brunswick Street, Brisbane, QLD 4006

Phone: 04 38162588

Email: I.khalifa@diametric.com.au

Web: www.diametric.com.au

8.1.3 QA SYSTEM

Project Engineer: Lama Khalifa Bro

Verification: Richard MacAvoy

8.1.4 REVISION HISTORY

Issue	Date	Description	Initials
P1	31 March 2021	Preliminary Issue	LKB

8.1.5 REFERENCED STANDARDS

Certain standards were referenced in the assessment of this installation. They have been nominated in the relevant sections. This is by no means an indication that an exhaustive analysis of each referenced standard's relevance to the installation has been made. This type of in-depth analysis is generally made during design and documentation of works. While all due care has been taken to highlight the main relevant requirements, certain requirements may have been omitted from this document that would become apparent during future design and documentation of works.

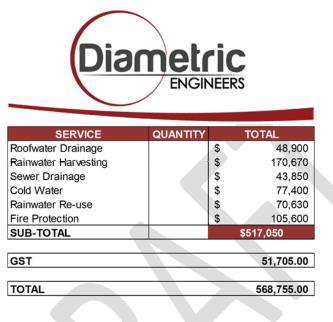
8.1.6 INDICATIVE COSTS

The indicative costs provided in this document are estimates which **do not include** GST, Regional Allowances, After-Hours Work, Shutdowns, Demolition, Builder's Works, Builder's Margins and Consultants Design Fees, Sanitary Fixtures and Tapware.

Aspect APM - Project No: AP210114 LVRC – Lockver Indoor Equestrian Centre Masterplan Report Rev B 09 July 2021 Page 50 of 105



Please note that these prices are merely indicative and are provided as-is for the purpose of budgetary analysis. While all due care is taken to provide accurate figures, they remain estimates which could change significantly based on market fluctuations, regional factors and on conditions unknown at the time of issuing.



Diametric highlights that in preparation of these estimates of "Opinion of Costs" Diametric can not control market conditions, services, equipment, materials, or labor costs provided by others and contractors. Diametric has based the "Opinion of Costs" on experience and best judgment from experienced hydraulic engineers with familiarity with the construction industry. Although dia has taken all care to provide an accurate appraisal for these "Opinion of Costs" no guarantee can be provided that actual construction Diametric costs, proposals or bids will not vary from Diametric "Opinion of Costs"

Cost estimate excludes fixtures and tapware.

8.1.7 EXCLUSIONS

This report was compiled from a visual inspection of existing services. Items and services which are normally hidden from view and within wall cavities, were not able to be inspected. No measurements or commissioning data were ascertained from site. No as-built drawings or original operation and maintenance documentation was provided at the time of writing.

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B 09 July 2021 Page 51 of 105



8.2 SITE INFRASTRUCTURE ASSESSMENT

8.2.1 FIRE HYDRANT SYSTEM

8.2.1.1 CURRENT HYDRANT SYSTEM

The site is served by two spring hydrants located at the eastern side of the existing building. The existing spring hydrants are supplied from Yates Street.

There is an existing proposal documented by Baker Rossow on February 2020 (refer to figure H1), to disconnect the supply from Yates Street, and reconnect to the QUU mains located at the north east corner of the building. QUU has approved the proposal and requested that the hydrant system design shall be transferred to the council and the proposed works must be completed under private plumbing.

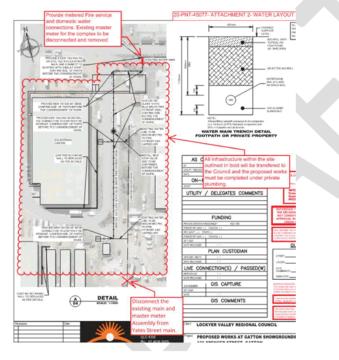


Figure 21: Hydraulics Assessment

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B 09 July 2021 Page 52 of 105



8.2.1.2 ASSESSMENT OF CURRENT HYDRANT SYSTEM

The location of the existing hydrants are non-compliant for the following reasons:

- The existing hydrants are located more than 20 m from a hardstand. •
- One of the existing hydrants is located under a concrete barrier (refer to figure H2).
- The coverage from the existing hydrant does not meet the requirement of AS2419.1.



Figure 22: Hydrants Assessment

8.2.1.3 RECOMMENDATION TO UPGRADE THE HYDRANT SYSTEM.

For compliance, following measure shall be undertaken:

- Double pillar hydrants shall be installed to achieve coverage to the whole building. •
- A booster assembly shall be installed.
- It is noted that the LVRC provided pressure and flow tests indicate the required 20L/sec at 200KPA is provided through the town main supply.
- The pillar hydrants shall be installed 10m away from the protected building.
- The pillar hydrants shall be less than 20 m away from a hardstand. (refer to H3 for proposed solution)

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B

09 July 2021 Page 53 of 105

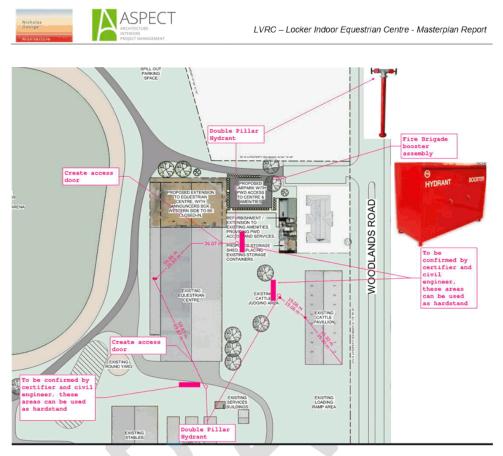


Figure 23: Hydrants Recommendation

8.2.2 FIRE HOSE REEL SYSTEM

8.2.2.1 CURRENT HOSE REEL SYSTEM

The existing centre is served by three fire hose reels. The fire hose reels are assumed to be fed by domestic water supply via backflow prevention devices.

8.2.2.2 ASSESSMENT OF CURRENT HOSE REEL SYSTEM

The existing fire hose reels provide non-complaint coverage as per AS 2441, for the existing building. The south west corner of the building has shortfall. The supply pipework is in fair condition.

8.2.2.3 RECOMMENDATION TO UPGRADE THE FIRE HOSE REEL SYSTEM.

A new fire hose reel shall be provided to cover shortfall. The supply line and shut off valve to the hose reel shall also be locked in an open position.

Aspect APM - Project No: AP210114

LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B

09 July 2021 Page 54 of 105



8.2.3 ROOFWATER SERVICE

8.2.3.1 CURRENT ROOFWATER SERVICE

The existing centre is served by 13 by 100mm down pipes at both eastern and western sides of the building. The downpipes at the western side of the building have a larger outlet that reduce to 100mm as per figure H4 below, while the 13 down pipes on eastern side are 100mm diameter outlet and continue as 100mm to connect to inground system as per figure H5.

The route of the roofwater and location of connection point is unknown. It is assumed that roofwater is discharged to site wide stormwater network located at the eastern side of the building as shown in red in figure H6.

No roofwater harvesting system was observed.

The size of the gutter could not be measured.



Figure 24: Existing Roof Drainage System



Figure 25: Existing Roof Drainage System

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B 09 July 2021 Page 55 of 105





Figure 26: LVRC Stormwater Infrastructure

8.2.3.2 ASSESSMENT OF ROOFWATER SERVICE

As per AS3500.3, the roofwater system (gutters and downpipes), shall be sized to accommodate storm event of Q20. The size of the downpipes is inadequate for storm event of Q20, the downpipes should be 150mm diameter.

The size of the existing gutter could not be ascertained. The minimum required size is 100mm deep and 200mm wide gutter with 13 X 150mm outlets both sides.

8.2.3.3 RECOMMENDATION TO UPGRADE THE ROOFWATER SERVICE.

A new gutter system appropriately sized (i.e. 100mm deep and 200mm wide gutter with 13 X 150mm outlets both sides), shall be installed.

There is an opportunity to harvest rainwater from existing equestrian roof, existing cattle pavilion roof as well as new extension. The harvested water and be reused in irrigation, wash down or toilet flushing.

It was also noted by the client that harvested roofwater could be used for a proprietary roof cooling system.

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B 09 July 2021 Page 56 of 105



Each of the three catchments can yield the estimated average storage capacity of the following.

- 50 kL from the new extension
- 72 kL from the existing cattle pavilion
- 195 kL from the existing equestrian roof.

8.2.4 DOMESTIC WATER SERVICE

8.2.4.1 CURRENT DOMESTIC WATER SERVICE

An existing 65mm water meter was observed onsite north of the oval. It is believed that this meter is main feed for the existing Equestrian Centre and the amenities adjacent to the carpark (TBC- refer to figure H9 showing a survey marks on straight light between the amenities and water meter).

A flow & pressure test was conducted on 20 September 2019, shows that this connection has the capacity to provide 5l/sec at 540kPa and 20l/sec at 410 kPa.

There are three amenities blocks onsite, as well as various water points and hose taps near the stables and the cattle pavilion. The source of the supply to each area is unknown. We suspect though, that there are multiple connection points to QUU mains.

It was noted onsite by council personnel that the cattle pavilion is supplied from the existing QUU main currently suppling inground hydrants. There is a current proposal to terminate this feed.

Some above ground HDPE blue striped pipework were observed.

8.2.4.2 ASSESSMENT OF DOMESTIC WATER SERVICE

The 65mm connection appears to have sufficient capacity to supply the entire site. Although it is suspected that there are multiple connection points to QUU infrastructure.

The internal water network routes are unknow to us. Ideally the whole site should be served by one metered water connection.

An inground services survey will be required to determine water network routes, to determine if it is practical to supply all required points from one connection.

Some above ground HDPE blue striped pipework were observed. Although there is no code requirement to provide UV protection, we recommend providing a (Co-ex) coating to the HDPE pipes installed in the direct sunlight to extend life.

8.2.4.3 RECOMMENDATION TO UPGRADE THE DOMESTIC WATER SERVICE. We recommend undertaking a detailed inground services survey to identify the route of water network, and the number of water connection. To determine whether it is practical to extend the water supply from the 65mm water meter to supply the entire property.

Upon termination of the Yates Street connection, the supply to the cattle pavilion shall be reinstated.

We recommend providing UV protection to the HDPE pipes installed above ground.

Aspect APM - Project No: AP210114 LVRC – Lockver Indoor Equestrian Centre Masterplan Report Rev B 09 July 2021 Page 57 of 105



Figure 30

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B 09 July 2021 Page 58 of 105



8.2.5 SANITARY DRAINAGE SERVICE

8.2.5.1 CURRENT SANITARY DRAINAGE SERVICE

There are three amenities blocks onsite, each block is discharging separately to a different QUU connection point, as advised by council personnel. Refer to figure H11 below for anticipated connection locations.

8.2.5.2 ASSESSMENT OF SANITARY DRAINAGE SERVICE

There are no inground services information or as-constructed drawing for the internal sanitary system.

An inground survey as well as CCTV investigation will be required for any future connection proposal, to determine invert levels and condition of connection.

8.2.5.3 RECOMMENDATION TO UPGRADE THE SANITARY DRAINAGE SERVICE.

An inground survey as well as CCTV investigation will be required for any future connection proposal, to determine invert levels and condition of connection.



Figure 31: Recommended Sanitary Drainage Connection Points

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B 09 July 2021 Page 59 of 105



8.2.6 NON-POTABLE WATER SERVICE

8.2.6.1 CURRENT NON-POTABLE SERVICE

An existing non-potable water system was observed in the Equestrian Centre. The system is installed downstream of a backflow prevention device. The purpose of the system is dust management.

8.2.6.2 ASSESSMENT OF NON-POTABLE SERVICE

The system is supplied by a blue striped HDPE pipework installed above ground. Although there is no code requirement to provide UV protection, we recommend providing a (Co-ex) coating to the HDPE pipes installed in the direct sunlight to extend life.

The backflow prevention device is installed vertically.

8.2.6.3 RECOMMENDATION TO UPGRADE THE NON-POTABLE SERVICE.

We recommend providing a (Co-ex) coating to the HDPE pipes installed in the direct sunlight to extend life.

The RPZD shall be installed horizontally.



Figure 32: Exposed Pipework

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B 09 July 2021 Page 60 of 105



SECTION 9 - STAKEHOLDER WORKSHOPS FINDINGS

9.1 BACKGROUND

A series of Stakeholder Consultation Workshops were held on site on the 22nd March 2018, with the intent of establishing the 'needs / wants / wishes' of key building users in addition to gaining an understanding of the current deficiencies impacting on the use of the facility.

The feedback received from these sessions has been used to help form the scope of proposed upgrade works. Similarly, it has been used to assist with establishing the priorities of the proposed works.

It is noted LVRC invited a large number of key building users to participate in these workshops or alternatively provide email based feedback. The feedback received was as follows:

9.2 STAKEHOLDER DISCUSSIONS

PROJECT OVERVIEW:

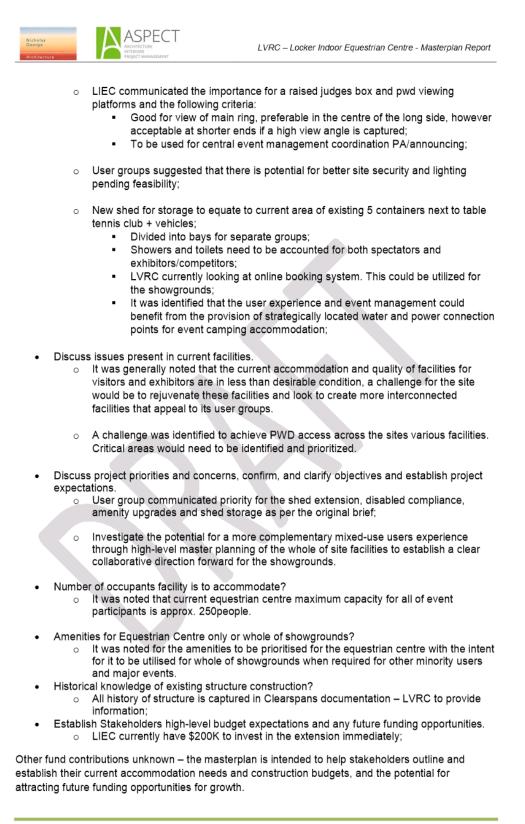
Facility upgrade accommodation outline

- Incorporate numerous capital improvements required to improve the functionality of the facility. The proposed capital improvements will be guided by the compliant building works that must be undertaken to achieve a Certificate of Classification. These improvements include:
 - Disability access (carpark, path of travel, lifts, toilets, seating etc);
 - It was noted by the LIEC group that disabled carparking is a priority and general parking is something not foreseen in the near future. It was identified that the south-western corner of the building provided a level access to tie into already.
 - Fire services coverage (hydrants and fire hose reels);
 - This will need to be reviewed by sub-consultant team to address compliance review and potential alterations required to achieve compliance where it is not met.
 - Emergency Lighting and Exit Signs;
 - Sub-consultant team to assess.
 - Seating (current seating arrangements);
 - It was noted that the current seating numbers were adequate and the user group would not be needing to upgrade the seating any time soon. However it was raised that provision for disabled viewing areas was needed.
 - New amenities;
 - It was noted that the new amenities design should consider a centralised location for convenient access to all potential user groups as well as any ability to overlap with the existing toilet facilities and new judges box.
 - The masterplan to outline the extent of amenities required to meet the current user needs, identify any potential opportunities for expansion and temporary event management in use segregation access/circulation.
 - Judges Box;

09 July 2021 Page 61 of 105

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B

Nicholas George Architecture	ASPECT ADVITICIONAL MITTERIORS PROJECT MARAGEMENT LVRC – Locker Indoor Equestrian Centre - Masterplan Report
	 It was noted to consider relocating the current judges box to a more centra and elevated position to achieve optimum surveillance viewing for efficien event management. It was also expressed that the best position around the arena would be along the side to the centre, which would be unlikely achieved therefore leaving the end of the arena to the north being the best option.
0	3 (3
	 It was communicated by the user group a possibility to enclose the wester wall to screen the horses from external noises, weather and wind during competition events; It was also noted that this could be combined with a series of tanks which would double as a re-usable water source for the site as well as potentially for a roof water-cooling system for use in summer.
o	 3 bay extension to the Northern side. The preference from Council and user groups was to continue the same root design for the additional 3-bays; Warm up area to go from 3 bays to 5 bays (expand by 2) and potential shared with cattle exhibitions. +1 bay at northern end for competition; This leaves 2 bays to accommodate the new amenities and judges box.
High level ma	asterplan objectives
and ti o	 lop a facility specific Masterplan that will focus on the proposed capital improvements he compliant building works that are required to achieve a Certificate of Classification. It was noted that previous architects and engineers had been engaged to undergo this prior, of which parts have been compiled to assist with achieving the current COC. LVRC to provide all supporting documentation as such. lop upgrade works scope for existing structure to achieve a Certificate of Classification.
0	
ESTABLISHI	NG CLIENT PROJECT VISION:
• Key it	ems from stakeholder needs / wants / wishes discussions. It was discussed that the Gatton Equestrian Centre had the opportunity to establish a unique user proposition that would complement the sport, attract new patrons to Gatton and provide a higher level of human amenities similar to other established equestrian facilities in SEQ.
0	Potential opportunity to grow equestrian sports to include disabled riders through the "Riders for the Disabled" organization;
0	Western wall – potential for it to be a marketing canvas, signs, art, naming rights, to establish unique/ authentic identity?
0	It was mentioned by LIEC that there could be a potential to collect rain water and utilize it to pump onto the roof and naturally cool the shed down in summer use.
0	and solar electricity harvesting. The intention is to consider at a high-level the current and future user aspirations/ revenue streams for private and government sustainability initiatives, as a potential investment for the building and its users.



Aspect APM - Project No: AP210114 LVRC – Lockver Indoor Equestrian Centre Masterplan Report Rev B 09 July 2021 Page 63 of 105



SECTION 10 - MASTERPLAN DESIGN CONSIDERATIONS

10.1 GENERAL

10.1.1 GENERAL

As part of the stakeholder consultation process the issues identified have been understood to have the following priorities:

- 1. Safety issues addressed;
- 2. Compliance related issues addressed;
- 3. 3 bay expansion to structure;
- New amenities constructed;
- 5. Enclosing of the western façade;
- 6. Functionality issues addressed;
- 7. Major aesthetic upgrades;
- 8. Wider site masterplan upgrades;

It is noted the above priorities for the masterplan also considers available budgets and if the works are "low budget", "value for money" or "premium" levels of scope. The proposed "low budget" elements have a more short term view in mind, which address the safety / compliance issues and a general improvement to the facility.

The proposed "value for money" options offer a more medium-term solution for the facility. These proposed options allow for future expansion / flexibility, which is aimed at increasing patronage and range of events able to be accommodated.

The proposed "premium" options offer a more idealistic, high end and long-term solution for the Facility and wider site. These proposed options aim to provide a modern state of the art facility which can host world class events and service the community into the future.

10.2 FACILITY REQUIREMENTS AND SPATIAL RELATIONSHIPS

10.2.1 HIGH LEVEL ACCOMMODATION SCOPING TABLE AND RELATIONSHIPS MATRIX

From advice obtained from the Building User Stakeholders during the Consultation Workshops and based on the understanding of the intended use of the Facility, a schedule of the required areas, elements and their relationship to one another has been prepared to assist with the proposed Design outcome.

Similarly, the High Level Accommodation Scoping Table to understand the specific areas requirements to be incorporated into the proposed Design. See below for further detail.

Also included is an excerpt from the Equestrian Queensland Preferred Facility Standards guideline document which outlines the elemental and qualitative requirements for Equestrian facilities at a 'world class' level. The Masterplan will consider these requirements for the longer term outcome of the venue.

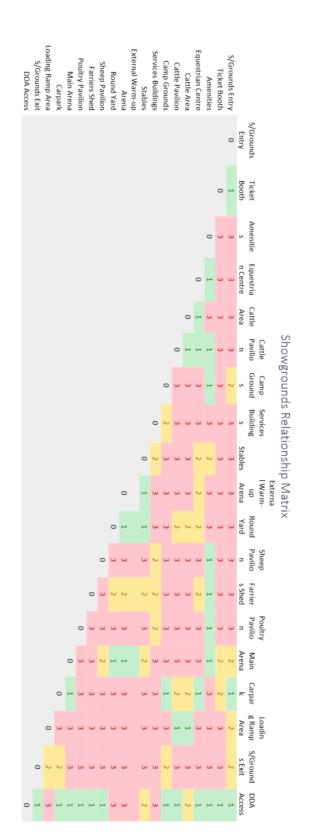
(These documents are also appendiced to this Report for reference).

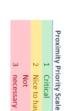
Aspect APM - Project No: AP210114 LVRC – Lockver Indoor Equestrian Centre Masterplan Report Rev B 09 July 2021 Page 64 of 105



This page intentionally blank

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B 09 July 2021 Page 65 of 105





REF No. AREA / FUNCTION DESCRIPTION OF USE RECOMMENDED SIZE QUANTITY Testing Facilitates use of up to 250 competitors and spectators (LIEC to confirm level of required equestrian QLD preferred facility standards to be met). I LIEC Arena Estimate provision for 132 spectators with current grandstand seating @ 1m2 per person. New anouncers box. I Display of the method of the method. I Display of the method of the met	ARA / FUNCTION DESCRIPTION OF USE RECOMMENDED SIZE QUANTITY COMMENTS IT IT <t< th=""><th>1.2 New Amenities</th><th>REF No. AREA / FUNCTION Design Criteria - - Facilitates use of up to 250 competito - Estimate provision for 132 spectators - New 3-bay extension. - New announcers box. - New announcers box building - DDA accessibility to and from building - Extension of warm-up area by 3 bays, - New water collection and storage. - New water collection and storage. - New Manouncers Box</th></t<>	1.2 New Amenities	REF No. AREA / FUNCTION Design Criteria - - Facilitates use of up to 250 competito - Estimate provision for 132 spectators - New 3-bay extension. - New announcers box. - New announcers box building - DDA accessibility to and from building - Extension of warm-up area by 3 bays, - New water collection and storage. - New water collection and storage. - New Manouncers Box
PTION OF USE RECOMMENDED SIZE 1 UEC Arena 1 X announcer 1 X judges 3 X judges	PTION OF USE RECOMMENDED SIZE QUANTITY 1 LIEC Arema 1 LIEC Arema firm level of required equestrian QLD preferred facility standards to be met). ing @ 1m2 per person. entre arena to remain the same size and relocating to the north (LIEC to confirm perimeter exts ator/announcer and judges. 1 x announcer 3 x judges 3 x judges		M DESCRIPTION to 250 competitors and spectators (LIEC to contract or 132 spectators with current grandstand seat the parea by 3 bays, with the existing equestrian vectore. t <
RECOMMENDED SIZE 1 LIEC Arena rerred facility standards to be met) relocating to the north (UEC to con 1 x announcer 3 x judges	RECOMMENDED SIZE QUANTITY 1 LIEC Arena 1 LIEC Arena ferred facility standards to be met). relocating to the north (LIEC to confirm perimeter externelocating to the north (LIEC to confirm perimeter externelocating a x judges 1 x announcer 1 3 x judges 1	 Facilities printiarity for Liec equestrial users and as required for 	PTION OF USE firm level of required equestrian QLD pre ing @ 1m2 per person. centre arena to remain the same size and centre arena to remain the same size and ator/announcer and judges.
	QUANTITY firm perimeter exte	0 W/C-7 110-12	RECOMMENDED SIZE 1 LIEC Arena Ferred facility standards to be met) relocating to the north (LIEC to con 1 x announcer 3 x judges
COMMENTS		 Can be accessed by other 	Can be accessed by other user groups outside of organized equestrian events for events coordination.

LVRC – Locker Indoor Equestrian Centre - Masterplan Report

	LI	19	1.8	1.7	REF No.	George Architectore
	Proposed structured Camping Areas	New Vehicle Parking	New Rainwater Tanks	New West Wall Enclosure	AREA / FUNCTION	MICHERCINE MICHERCINE MICHERCINE
	 To provide both powered and un-powered sites to accommodate spectators and exhibitors/competitors for a range of vehicles/structures such as: O Tents/Camp trailers Caravans/RVS Horse floats 	 Provide PWD compliant parking access, 	 To collect, hold and recirculate water for equestrian centre, uses. 	 To conceal prevailing winds, noise, and weather during competition events. 	DESCRIPTION OF USE	LVRC – Locker Indoor Equestrian Centre - Masterpian Report
	Maximum use of open green areas.	1 park / 20m2 of GFA = 66 Or 1 park / 4 users = 96 • (therefore PWD space is 1 PWD spacer / 50 parks = 2 PWD spaces)	• TBA	 Full extent of western wall, to ground. 	RECOMMENDED SIZE	
	4 green space locations identified, 2 in close proximity to the equestrian centre precinct.	1 bitumen carpark location with other designated overlap car parking areas.	тва	1	QUANTITY	
	 Investigate requirements to meet the new Bio Security Legislation. Investigate any health requirements regarding camping areas and overland flow from animal excrement. 	 Future proof location through master planning of potential future building expansions. 	 Investigate potential quantities for collection vs storage for use. 	 Investigate enclosing with wall sheeting, operable sliding doors, louvres, water tanks. 	COMMENTS	
	(LIEC) Equestrian Centre (GSS) Cattle Pavilion	 Equestrian centre Amenities Spectator's Surrounding facilities 		 The new wall structure may also overlap with potential DDA access ramp truss configuration 	SECONDARY SHARED FACILITIES	

-		
	L	>
PROJECT SAMUAGRADINE	ARCHITECTURE	ASPECT
	LVRC – Locker Indoor Equestrian Centre - Masterplan Report	

02 TIER 2 - INTERNATIONAL/NATIONAL

Facility Standard Requirements	Dressage (Olympics, World Equestrian Games) Indoor dressage stadium preferred min	Jumping (Olympics, World Equestrian Games) Indoor min 1,200m2 with short side min 25m	Eventing (Olympics, World Equestrian Games) 1 dressage arena/max 40 competitors/day	ames) allow for driven	(World E Min 18m diameter
Competition Areals	Indoor descape stadium preferred min Blimedon (3.200m2) and multiple outdoor dressage arenair 1 dressage arenaimas 60 competior testa/ day	Indoor min 1,300m2 with short side min 25m Outdoor min 4,000m2 1 jumping arenatinaar 200 competitor rounds/ day	a 25 5	Man 120em/20en (8,400m2) to allow for driven dressage and obstaclebicones Allower for driven dressage arrens plus an extra 10m either side and 20m at the entry end at A Marothon – CAIQ4* 11.8km–18.5km, CAI3* 11.8km-16.5km	
Practice / Training Area's	Min 60ms/2mr (1,200m2) or similar m2 sate areas per competition arena with competition surface	Min 2.000m2 per competition arena with competition surface	Dressage min 60mz/0m (1.200m2) per competition arena with competition surface Jumping min 46mz/61 (2.00m2) per competition arena with competition surface Cross country training area min 6.000m2	Min 100mx100m (10.000m2), practice driver dreasage areas provided, and of conest for same specta as the competition areas practicing destandisconest advisable advisable advisable for characteristic and the second second areas and provide the second area area of provide the second area of advisable advisabl	tice driver T practice circle is computery with the onces for axine specs as the competition areas and 3 additional practice circles timit fand dameter in the dameter of the practice of the practice of the prostability for practicing holes must be available to all atheters (indices must be competition/practice areas (wraitable during competition/practice areas (wraitable during atheters that vauling areas are open to atheters that valids areas (or and the open to atheters that valids).
Surface	Ali-weather sand based equestrian artificial fooling	All-weather sand based equestrian artificial footing or highly maintained turf	Ali-weather sand based equestrian artificial fooling for dressage and show jumping competition areas Cross country highly maintained turf	Highly maintained turf or all-weather sand based equestrian artificial footing (surface must be specific to Driving requirements) Primarily turf undulating track with water obtacle for mathon	
Lunging Area	Min 2 round yards and designated safe lunging area	Min 1 round yard and designated safe lunging area	Min 1 round yard and designated safe lunging area	Min 1 round yard and designated safe lunging area	d safe 19m diameter)
Admin / Office Rooms	Multiple administration facilities required for admin, press, scoring and officials	Multiple administration facilities required for admin, press, scoring and officials	Multiple administration facilities required for admin, press, scoring and officials	Multiple administration facilities required for admin, press, scoring and officials	cials Admin, press, scoring and officials
3	200-400	200-400	200-400	50-100	100-150
Spectators	500-2,000	500-2,000	500-2,000	100-300	200-500
Lighting / Sound	Min 500 lux lighting and extensive sound system	Extensive sound system	Extensive system	Extensive sound system	Min 500 lux lighting and extensive sound system
Horse Inspection / Holding Areas	Required	Required	Required	Required	Required
Stabling / Yards	200-500 stables Mén 2 for isolation Mén 2 for medication control (swabbing)	200-500 stables Min 2 for isolation Min 2 for medication control (swabbing)	200-500 stables Min 2 for lociation Min 2 for medication control (ewabbing)	50-200 stables Harnets rooms Min 1 for isolation Min 1 for medication control (swabbing)	S0-60 stables Min 1 for isolation Min 1 for medication control (swabbing) rol (swabbing)
Camping	130+ camp sites required Electricity and water available, toilet/shower facilities Self-catering and laundry facilities	Required Electricity and drinking water available, toilet/ shower facilities	Required Exercicity and drinking water available, toilet/ shower facilities	Required Driving - 25mx18m (450m2) per athlete Electricity and drinking water available, tollet/ shower facilities	22) per althete Required Electricity and drinking water available, toile/ store facilities
Water	Min 1 tap/20 horses Min 1 wash bay/60 horses Irrigation	Min 1 tap/20 horses Min 1 wash bay/80 horses Irrigation	Min 1 tapi/20 horses Min 1 wash bay/80 horses Irrigation	Min 1 tap/20 horses Min 1 wash bay/60 horses Irrigation	es Min 1 tap/20 horses Min 1 wash bay/80 horses Irrigation

ure 34: Equestrian Queensiand Preterred Pacility Standards E

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterpian Report_Rev B

09 July 2021 Page 69 of 105



SECTION 11 - RECOMMENDED MASTERPLAN SCOPE OF WORKS AND STAGING

11.1 GENERAL

11.1.1 GENERAL

From an analysis of the consultant assessments, stakeholder feedback and consideration of guideline documents above, a definitive scope of works and proposed staging has been developed. This is also based on the understanding of Client priorities, available budget and feasibility of the proposed works. The below recommended scope of works and staging is subject to change as circumstances change into the future.

Depending on the budget available for the project, it may be necessary to stage the delivery of the upgrade works across numerous financial years. Should this be the case, it is recommended that the compliance and safety related items be carried out as a matter of priority.

In terms of creating 'value for money' to the project, it is recommended that all works be bundled into the one Contract which will allow the Contractor to have one set of overheads, sub-contractors works, insurances, etc. It is also noted that the larger scope of works, generally the more interest and competition from potential Contractors when the project is put to tender, thus providing 'value for money'. However, it is acknowledged it due to funding constraints this may not be possible.

As funding becomes available throughout future financial years, it is recommended the proposed scope of works and staging of the works is reviewed on an ongoing basis.

The feasibility of the proposed works should also be made in consideration with the potential Equine Precinct upgrade proposed to the Gatton Racecourse.

The below staging of the works also aims to minimize disruptions to the operations to the Facility, with potential to keep it partially operational during periods of construction works.

11.2 PROPOSED STAGE 1 WORKS

11.2.1 PROPOSED SITE UPGRADES

- Implement a dedicated 'Management in Use Plan' for a performance-based solution for PWD accessibility across the site;
- PWD Carpark and compliant pathways provided;
- Implement a dedicated Traffic Management Plan for the site;
- Implement a dedicated Bio-security Plan for the site;

11.2.2 PROPOSED EXTERNAL UPGRADES

- Carry out geotechnical investigations on earthworks pad to north of existing structure to inform design of extension;
- Construct new 3 x bay extension to north of existing structure;
- Construct new amenities at northern end of structure;
- Install roof access safety system to meet legislative requirements;



11.2.3 PROPOSED INTERNAL UPGRADES

- Reinforce or replace internal grandstand structures to meet current legislative requirements;
- New arena fencing as required to suit 3 x bay extension and reconfiguration of warm up and event rings;
- New amenities structure and fitout to northern end only;

11.2.4 COMPLIANCE RELATED UPGRADES

- Carry out required further investigations / documentation sourcing to facilitate Building Certification and issuing of COC;
- Upgrade hardware to gates of show ring fencing to provide safe egress;
- Fire hydrant system upgrade design to be compliant, including the need for a booster assembly, pillar hydrants and hardstand access to them. Installed hydrants to also provide compliant coverage to buildings;
- Emergency lighting and exit signage upgrades to meet legislative requirements;
- Existing Judges box demountable structure to be removed or building approval sought for its installation;
- Obtain Council permit / approval for existing structure being located over existing stormwater line (build over infrastructure permit);
- Implement a dedicated 'Management in Use Plan' for a performance-based solution for PWD accessibility across the site;
- Confirm JHA structural investigations and Form 16 certification previously carried out included the concrete footings of the building;

11.2.5 ELECTRICAL SERVICES UPGRADES

- Energex Supply Upgrade;
- New Main Switchboard upgrade;
- New External Pits and Conduits to Equestrian Centre building only;
- New Distribution Switchboard to Equestrian Centre building only;
- New submains Cables to Equestrian Centre building only;
- New Equestrian Centre Lighting and Emergency Lighting;
- Proposed Equestrian Centre expansion Light and Power;
- New Equestrian Centre PA System;

11.2.6 HYDRAULICS SERVICES UPGRADES

- Redesign proposed fire hydrant system to meet compliance requirements;
- Construct compliant fire hydrant system including booster;
- Obtain QFES approval for hydrant design and installation;
- Install additional fire hose reel to provide compliant coverage;
- Lock shut off valves to fire hose reels open;
- Upgrade existing gutters and downpipes to building as part of extension to meet compliance requirements;
- Carry out services location survey to identify existing in-ground water supply services to ascertain if upgrade required;
- Carry out CCTV investigations to sewer line infrastructure to ascertain condition and best point of connection;
- Install UV protection to exposed HDPE pipework;
- Install RPZD device to non-potable arena dust management sprinkler system;

09 July 2021 Page 71 of 105

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B



Provide water and drainage services to proposed amenities;

11.3 PROPOSED STAGE 2 WORKS

11.3.1 PROPOSED SITE UPGRADES

 Extend asphalt roadway around southern end of building to address current overland flow "wash out" issues;

11.3.2 PROPOSED EXTERNAL UPGRADES

- · Construct new PWD ramping and stairs up to mezzanine level of structure;
- Construct initial extent of western façade upgrade to enclose building (stand-alone structure integrated with PWD ramping);
- Construct new amenities structure to southern end of building;
- Construct new elevated platform and spectator viewing area;
- Construct external signage to building;

11.3.3 PROPOSED INTERNAL UPGRADES

- Construct new elevated judges / announcers box structure and associated raised platform and access to mezzanine level;
- Demolish existing judges box relocatable structure;
- Construct 2nd amenities structure to southern end of building and fitout;
- Construct elevated platform / spectator view area;

11.3.4 COMPLIANCE RELATED UPGRADES

- PWD access and amenities to be provided throughout. Compliant access to be provided from both carpark and street;
- Compliance upgrade to grandstand seating structures to include PWD allocations, compliant stair tread / riser dimensions and structural loading capacities in line with legislative requirements;
- New announcers / judges box to have PWD accessibility provided to it;

11.3.5 ELECTRICAL SERVICES UPGRADES

- New External Pits and Conduits to all other areas;
- New Distribution Switchboards to all other areas;
- New submains Cables to all other areas;
- Proposed Communication Infrastructure;
- Proposed Wi-Fi Infrastructure;

11.3.6 HYDRAULICS SERVICES UPGRADES

• Provide water and drainage services to proposed amenities;

09 July 2021 Page 72 of 105

Aspect APM - Project No: AP210114

LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B



11.4 PROPOSED STAGE 3 WORKS

11.4.1 PROPOSED SITE UPGRADES

- Relocate ticket booth to Northern side of entrance and run new power supply;
- Demolition of existing amenities and storage containers to tidy area adjacent entry;
- Construction of new 6 bay storage shed;
- Construct new carparking and entry pathing / promenade;
- Construction of landscaping to promenade area;

11.4.2 PROPOSED EXTERNAL UPGRADES

Install solar panels to existing roof area;

11.4.3 PROPOSED INTERNAL UPGRADES

· Provide acoustic baffles to underside of roofing to absorb reverberation within the building;

11.4.4 COMPLIANCE RELATED UPGRADES

· Rear amenities and competitor areas to be PWD accessible;

11.4.5 ELECTRICAL SERVICES UPGRADES

- Proposed Equestrian Centre Solar PV System;
- New Car Park Lighting;
- Relocation of existing ticket booth & provision of new power infrastructure;

11.5 PROPOSED STAGE 4 WORKS

11.5.1 PROPOSED SITE UPGRADES

- Upgrade grassed area between Equestrian Centre and Cattle Pavilion;
- Upgrade camping facilities with modern amenities and expanded camping zones;
- Upgrade existing stables increase to accommodate world class events;

11.5.2 PROPOSED EXTERNAL UPGRADES

- · Construct full extent of western façade upgrade and retained viewing platform area;
- Install in-ground rainwater storage tanks under viewing platform area;
- Install water cooling system to existing roof area;

11.5.3 PROPOSED INTERNAL UPGRADES

Construct new show office structure;

11.5.4 COMPLIANCE RELATED UPGRADES

- Enclosing of the western façade to consider structural capacity and loading restrictions of existing structure;
- Provide compliant PWD access ways down western side embankment to centre ring area;

09 July 2021 Page 73 of 105

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B



11.5.5 ELECTRICAL SERVICES UPGRADES

• Proposed Lighting and Power for Campus, Camping Area and for Events;

11.5.6 HYDRAULICS SERVICES UPGRADES

- Install in-ground water storage tanks in position of western side raised view platform;
- Install water cooling system to roof using captured rainwater;

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B

09 July 2021 Page 74 of 105



SECTION 12 -PROJECT PROGRAMMING AND BUDGET

12.1 PROPOSED PROJECT PROGRAMMING AND WORKFLOW

It is understood the proposed upgrade works are to be delivered in stages to facilitate multiple income streams / Government Grant opportunities. Should a traditional design and procurement for the works be undertaken, the below timeframes give an indication of the length of time required to prepare the project for tender:

Stage	Time	Duration			
Phase 1 – Stakeholder	Phase 1 – Stakeholder Communication Stage				
1st Stakeholder Workshop	09 March 2021	-			
Site Investigations and Preparation of Preliminary Design Scope	09 – 30 March 2021	3 weeks			
Issue preliminary Masterplan Report and Concept Design	02 April 2021	-			
Client Review and comment	06 - 16 April 2021	2 weeks			
Client Meeting and 2 nd stakeholder workshops (present preliminary Masterplan Report and Concept design)	16 April 2021	-			
Issue 95% version Masterplan Report	30 April 2021	-			
Client Review and comment	30 April – 30 June 2021	-			
Finalisation of design and scope , Client Review and Approval, Client presentation	30 April – 09 July 2021	-			
Issue 100% Masterplan Report	09 July 2021	-			
Phase 2 – Concept and	Schematic Design Stage				
Preparation of Drawings, Building Certifier review and Cost Estimate Presentation	30 April 2021 – 30 June 2021	2 weeks			
Issue preliminary documentation	14 May 2021	-			
Client review and comment	17 May 2021 – 30 June 2021	2 weeks			
Council Workshop / Presentation	25 May 2021	-			
Issue 95% Schematic Design Drawings	4 June 2021	-			
Client review and comment	7 June – 30 June 2021	1 week			
Finalisation of Documentation, provide advice on future stages of project	31 May 2021 – 09 July 2021	2 weeks			
Issue 100% complete documentation	09 July 2021	-			
End of this scop	e of engagement				

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B

09 July 2021 Page 75 of 105





Phase 3 and Future Phases for Tendering of Staged Works				
30 July 2021	-			
02 August 2021	-			
02 August – 10 September 2021	6 weeks			
10 September 2021	-			
13 – 24 September 2021	2 weeks			
13 – 24 September 2021	-			
27 September – 12 November 2021	7 weeks			
12 November 2021	-			
15 November – 26 November 2021	2 weeks			
29 November – 24 December 2021	4 weeks			
10 January – 04 February 2022	4 weeks			
07 – 18 February 2022	2 weeks			
21 February 2022 - Ongoing	ТВА			
Ongoing	ТВА			
	30 July 2021 30 July 2021 02 August 2021 02 August – 10 September 2021 10 September 2021 13 – 24 September 2021 13 – 24 September 2021 27 September – 12 November 2021 12 November – 2021 15 November – 26 November 2021 29 November – 24 December 2021 10 January – 04 February 2022 07 – 18 February 2022 - Ongoing			

* This proposed program is subject to change dependent on Client review and approval requirements and scope of construction works included in the project.

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B 09 July 2021 Page 76 of 105



12.2 COST ESTIMATE AND BUDGET

As detailed in the Appendicies the estimated cost for the project are as follows:

RECOMMENDED WORKS COSTINGS	
STAGE:	PROJECT COST ESTIMATE (EXC GST).
Stage 1	\$1,828,548.00
Stage 2	\$2,489,216.00
Stage 3	\$2,126,753.00
Stage 4	\$2,570,229.00

The cost estimate also includes relevant project associated costs which would typically be addressed outside of the construction contract. Theses allowances include the following:

- Construction contract values for each stage;
- Construction contingencies for each stage;
- Statutory fees and charges for each stage;
- Professional fees for each stage;

The proposed staged delivery of the works will enable funding for the wholistic project to be sourced from multiple income streams / Government Grant opportunities and over multiple financial years, reducing the impact of the cost of the project. This proposed staging has been established on the basis of the highest priority works being carried out first.

In terms of creating 'value for money' to the project, it is recommended that all works be bundled into the one Contract which will allow the Contractor to have one set of overheads, sub-contractors works, insurances, etc. It is also noted that the larger scope of works, generally the more interest and competition from potential Contractors when the project is put to tender, thus providing 'value for money'. However, it is acknowledged it due to funding constraints this may not be possible.

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B 09 July 2021 Page 77 of 105



SECTION 13 - SUMMARY

13.1 SUMMARY OF FINDINGS

The legislative and regulatory guidelines used to assess the existing *Lockyer Indoor Equestrian Centre* within this Report all aim to ensure an acceptable standard of premises is provided to its occupants. Public building owners have a responsibility to ensure their buildings provide a safe, secure and healthy environment which facilitates the safety and well-being of all building occupants. The Report has recommended upgrade works to be carried out to the existing building to meet current codes and standards which are legislated and ultimately achieve a Certificate of Completion to facilitate its lawful occupation. These works in addition to the other recommended non-legislated rectification / reconfiguration works aim to address the current operational shortfalls within the facility, modernize it aesthetics and increase the longevity of the site through the ability to accommodate world class events and a wider range of functions into the future.

In general, the existing building appears to be of a sound condition. However, note is made of the critical issues it currently has associated with building compliance and the need of a Certificate of Completion to permit its lawful use. The majority of issues identified within this Report relate to compliance and functionality upgrades, elimination of safety risks and upgrades to comply with current legislative requirements. It is noted that the class 9b building was originally constructed in 2000 – 2003 without an apparent Building Approval / COC, which is the primary contributing factor to the identified issues within this Report.

The conditions assessment carried out and feedback received during the Stakeholder Consultation workshops has assisted in identifying the issues present throughout the Facility. Similarly, the recommendations setout in the Equestrian Queensland Facility guidelines were considered in relation to the long-term desire to host world class events. This then formed the basis for the upgrade works and staging proposed as part of the project.

In addition to the various functionality related upgrades, an array of PWD accessibility compliance upgrades are recommended. This accessibility is for both spectators and competitors using the facility and is noted as a legislative requirement.

An opportunity also exists for the proposed external façade works to the western side of the building to be utilized to create a 'beacon' / place of significance within the Lockyer Valley through providing a high level aesthetic and usability outcome.

Wider site related upgrades are also recommended as part of this Masterplan to assist with the future desire for the venue to host world class equestrian events and more diverse range of uses. These recommended upgrades include site storage, camping facilities, carparking facilities, traffic management and connectivity / integration between existing precincts of the showgrounds.

The structural engineering assessment notes that whilst a 3 x bay extension to the existing structure is quite straightforward, the enclosing of the western façade will be complex. The existing structure does not have the capacity for the façade to be enclosed, which will require a new independent structure to be constructed to support it. This, however, presents as an opportunity to integrate a PWD ramp within the façade structure and also provide a high-level aesthetic outcome. Note is also made of the structural inadequacy of the existing grandstand structures, their rectification or replacement is recommended to eliminate the potential safety / compliance issue.

Relatively minor civil related upgrades are proposed including rectification of PWD access and levels, stormwater and overland flow issues.

Aspect APM - Project No: AP210114 LVRC – Lockver Indoor Equestrian Centre Masterplan Report Rev B 09 July 2021 Page 78 of 105



The electrical engineering assessment notes the existing infrastructure as being in a dilapidated condition, with upgrades recommended. It is proposed that main switchboard and supply line upgrades be carried out. It is also proposed to provide new lighting, power and data services throughout, including to the new proposed spaces. It is also recommended that emergency lighting and smoke detections systems are installed throughout as part of the project to meet legislative compliance. Similarly, it is recommended that a PA system be installed throughout as part of the project.

The hydraulics engineering assessment notes the proposed design of the fire hydrant system must comply with legislative requirements, including the need for an on-site booster. Other recommended upgrades to existing elements include fire hose reels, gutters and downpipes and water supply lines. It is also noted that the new proposed spaces will require hydraulics supply and drainage to be provided.

The scope of works and staging developed in this Report has the intent of future proofing the Facility in the most feasible manner, which can also be delivered in stages into the future. The shorter-term stages prioritise the key objectives of addressing the critical compliance, safety and operational issues. As such, it is recommended the proposed works in the initial stages are approved and progressed with the intent of addressing the current legislative non-compliances.

Indicative costings information has been provided to assist with setting budgets for the proposed upgrades. It is noted that the cost estimate is arranged by the proposed stages and detailed break-down information for each has been included for reference in the *Appendices*.

The existing facility appears to possess a reasonable capacity for upgrading and expansion. This is facilitated by the apparent sound condition of the building structure and the external site conditions. This Report has suggested an indicative program and timeframes for the project. Similarly, the proposed staging plan has been prepared to assist with establishing budgets and reducing interruptions to operations.

Provided the required Building Approval and COC is obtained, the existing Facility has considerable years of remaining usable life. It is fundamental that it is upgraded to meet current legislative requirements to ensure that a safe, secure and healthy environment is provided for the public into the future. In addition to this, it is critical the current compliance and safety risks are prioritized to facilitate a lawful use of the building. It is also recommended that the current operational shortfalls be addressed to facilitate an increased flexibility and range of use. The proposed aesthetics upgrades to the building aim to increase the longevity of the Facility through providing a modernized venue with the intent of increasing patronage by the community. It is noted the works recommended within this Report all aim to better utilize the existing elements whilst also future proofing the Facility to bring about 'value for money' to the project. As the Report demonstrates, it can be considered feasible to upgrade the site to facilitate this. Aspect would be delighted to have the opportunity to assist with the future stages of the project as and when required.

Aspect APM - Project No: AP210114 LVRC – Lockver Indoor Equestrian Centre Masterplan Report Rev B 09 July 2021 Page 79 of 105



SECTION 14 - APPENDICIES

14.1 APPENDIX A - PHOTOGRAPHIC RECORD OF EXISTING BUILDING



Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B 09 July 2021 Page 80 of 105

Nicholas George Architectore		LVRC – Locker Indoor Equestrian Centre - Masterplan Report
4	Cattle Area	
5	External Structure	
6	LIEC Internal Ceiling	
7	LIEC Internal Ceiling	

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B

09 July 2021 Page 81 of 105

Nicholes George Architecture		LVRC – Locker Indoor Equestrian Centre - Masterplan Report
8	LIEC Northern Building Pad Extent	
9	LIEC Northern Building Pad Extent	
10	Showgrounds Gravel Roadways	
11	Showgrounds Gravel Roadways – West of LIEC Building	

09 July 2021 Page 82 of 105

Nicholas George Architecture		LVRC – Locker Indoor Equestrian Centre - Masterplan Report
12	External Warm-up Arena	
13	Round Yard	
14	Southern and Eastern retaining wall of LIEC Building	
15	Existing stables	

09 July 2021 Page 83 of 105

Nicholas George Architecture		LVRC – Locker Indoor Equestrian Centre - Masterplan Report
16	Existing stables	
17	Existing Commentators Box	
18	Washdown Bays	
19	Eastern side of LIEC Building	

09 July 2021 Page 84 of 105

Nicholas George Architecture		LVRC – Locker Indoor Equestrian Centre - Masterplan Report
20	South-Eastern Camp Grounds	
21	Cattle Loading Platform	
22	Southern Façade of LIEC Building	
23	Southern Entry to Awning structure of LIEC Building	

09 July 2021 Page 85 of 105

Nicholas George Architecture		LVRC – Locker Indoor Equestrian Centre - Masterplan Report
24	Existing Grandstands	
25	Internal Main Arena	
26	Commentators Box	
27	Commentators Box	

09 July 2021 Page 86 of 105

Nicholas George Architecture		LVRC – Locker Indoor Equestrian Centre - Masterplan Report
28	Existing Tarp Wall to Western Side	
29	Existing Internal Portal Structure	
30	Western Wall Opening	

09 July 2021 Page 87 of 105



14.2 APPENDIX B - BUILDING CERTIFIER COMPLIANCE ASSESSMENT

14.2.1 2021 INVESTIGATIONS AND ASSESSMENT

14.2.1.1 2021 DEVCERT - LOCKYER INDOOR EQUESTRIAN CENTRE – BUILDING COMPLIANCE REPORT

14.2.2 EXISTING CERTIFICATION DOCUMENTATION

14.2.2.1 2017 MINOR CHANGE TO DA APPROVAL
14.2.2.2 2017 CLEARSPAN REVISED FORM 15 AND 16
14.2.2.3 2017 LVRC CERTIFIER INFO REQUEST
14.2.2.4 2017 EXIT AND EMERGENCY LIGHTING FORM 15
14.2.2.5 2018 LVRC CERTIFIER CORRESPONDENCE ON STRUCTURAL ENGINEERING
14.2.2.6 2018 JHA STRUCTURAL FORM 15
14.2.2.7 2018 JHA STRUCTURAL FORM 16

14.2.3 STRUCTURAL UPGRADES DOCUMENTATION

14.2.3.1 2018 JHA STRUCTURAL ASSESSMENT REPORT

14.2.3.2 2018 JHA STEEL TESTING REPORT

14.2.4 FIRE HYDRANT UPGRADE DOCUMENTATION

14.2.4.1 FIRE HYDRANT UPGRADE DRAWING

14.2.4.2 2018 QFES APPROVAL

14.2.4.3 2019 QUU CONNECTION APPROVAL

14.2.5 PRESSURE AND FLOW TESTING

14.2.5.1 2019 HYDRANT FLOW REPORT

14.2.5.2 2018 PRESSURE AND FLOW RESULTS

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B 09 July 2021 Page 88 of 105



14.2.6 RETAINING WALL CERTIFICATION

14.2.6.1 RETAINING WALL FINAL INSPECTION REPORT

14.2.6.2 RETAINING WALL FORM 16

14.2.6.3 RETAINING WALL FORM 21



Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B 09 July 2021 Page 89 of 105



14.3 APPENDIX C – GATTON SHOWGROUNDS MASTERPLAN

• 2019 dated Gatton Showgrounds Masterplan Report from CPR Group.



Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B 09 July 2021 Page 90 of 105



This page is intentionally left blank

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B 09 July 2021 Page 91 of 105



14.4 APPENDIX D – STAKEHOLDER WORKSHOP MINUTES

- Minutes from Stakeholder Consultation Workshop, 09 March 2021.
- Discussion Record from Stakeholder Consultation Workshop, 09 March 2021.
- Minutes from Stakeholder Consultation Workshop, 20 April 2021.
- Agenda from Stakeholder Consultation Workshop, 20 May 2021.

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B

09 July 2021 Page 92 of 105



This page is intentionally left blank

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterpian Report_Rev B 09 July 2021 Page 93 of 105



14.5 APPENDIX E – SPATIAL REQUIREMENTS MATRIXES

- Stakeholders Accommodation Scoping Matrix;
- Spatial Relationships Matrix;



09 July 2021 Page 94 of 105



This page is intentionally left blank

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B 09 July 2021 Page 95 of 105



•

LVRC – Locker Indoor Equestrian Centre - Masterplan Report

14.6 APPENDIX F - EXISTING DRAWINGS

Assorted existing Building Drawings provided by LVRC as part of this commission:

- o 2000 and 2002 dated Architectural / Structural Drawings from Clearspan;
- 2017 dated exit and emergency lighting Electrical drawings from Building Services Design P/L;
- o 2017 dated feature and contour survey of Equestrian Centre area from SMK;
- 2017 dated site wide survey from SMK;
- o 2017 dated Architectural drawings of Stables 1 from BDP;
- 2017 dated Architectural drawings of Stables 2 from BDP;
- 2021 dated services infrastructure plan from LVRC;
- 2021 dated stormwater infrastructure plan from LVRC;

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B 09 July 2021 Page 96 of 105



This page is intentionally left blank

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B 09 July 2021 Page 97 of 105



14.7 APPENDIX G – EQUESTRIAN QUEENSLAND PREFERRED FACILITY GUIDELINES

• Equestrian Queensland Preferred Facility Guidelines document;



Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B 09 July 2021 Page 98 of 105



This page is intentionally left blank

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B 09 July 2021 Page 99 of 105



14.8 APPENDIX H – LOCKYER VALLEY FLOOR MITIGATION REPORT

• 2014 commission Jacobs Report: Lockyer Valley Flood Mitigation;



Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterpian Report_Rev B 09 July 2021 Page 100 of 105



This page is intentionally left blank

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B 09 July 2021 Page 101 of 105



٠

LVRC – Locker Indoor Equestrian Centre - Masterplan Report

14.9 APPENDIX I – SCHEMATIC DESIGN DRAWINGS

Schematic Design Drawings Prepared as Part of Commission;



Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B 09 July 2021 Page 102 of 105



This page is intentionally left blank

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B 09 July 2021 Page 103 of 105



14.10 APPENDIX J - COST ESTIMATE

• Preliminary QS Cost Estimate

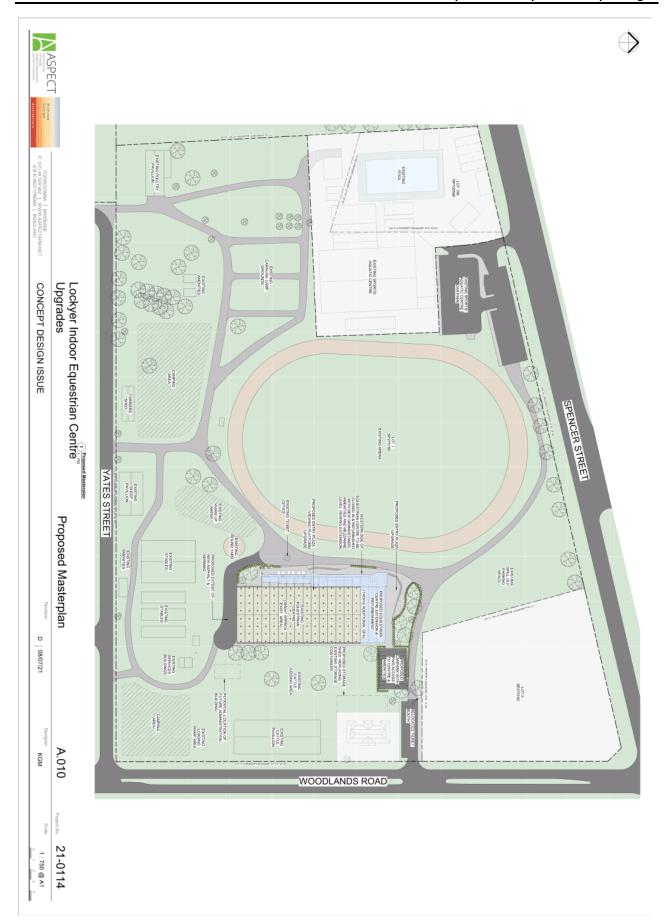


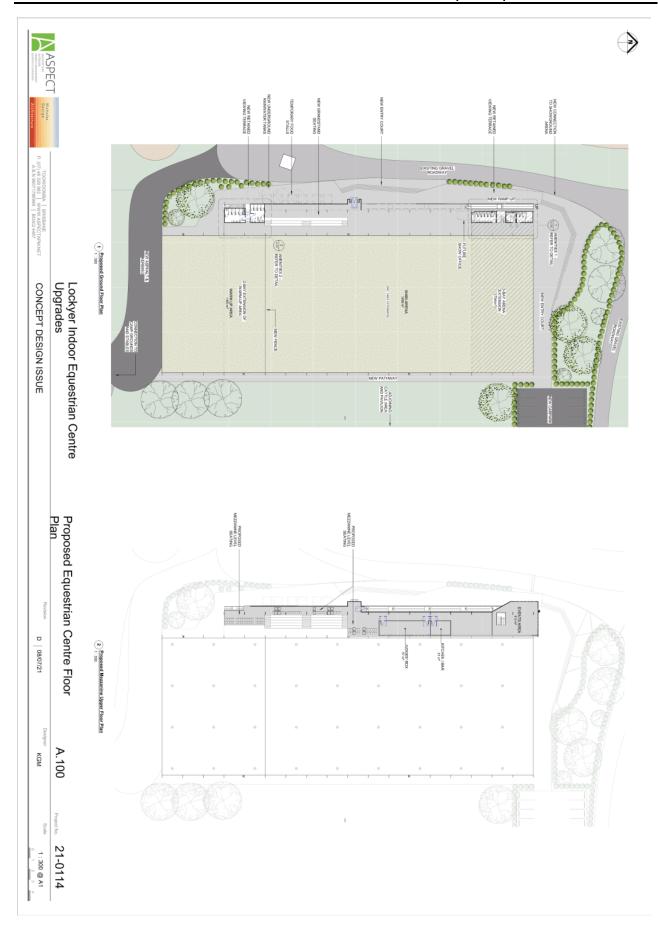
09 July 2021 Page 104 of 105



This page is intentionally left blank

Aspect APM - Project No: AP210114 LVRC – Lockyer Indoor Equestrian Centre Masterplan Report_Rev B 09 July 2021 Page 105 of 105





Page 426





SCHEMATIC DESIGN ESTIMATE REPORT

LOCKYER VALLEY REGIONAL COUNCIL GATTON INDOOR EQUESTRIAN CENTRE UPGRADE MASTERPLAN REPORT

2 JULY 2021

Author:	Stephen Kaszas Director – Quantity Surveying Canopy Project Consultants
Prepared for:	Kerry Martin Aspect Architects & Project Managers Level 1, 469 Ruthven Street Toowoomba QLD 4350
Version:	21021 SD1 v1.0
Submission Date:	2 July 2021



p. 0407 769 273

e. info@canopypc.com.au

'ostal Address 'O Box 1516 Juddina Qld 4575 Canopy Trust T/A Canopy Project Consultants ABN 86 383 703 146

2

2 July 2021	LVRC Gatton Indoor Equestrian Centre Upgrade – Master	plan Report
	Table of Contents	
	Section	Page
Estimate Commen	tary	3
Estimate Cost Sum	mary	5
Estimate Details		7





2 July 2021

LVRC Gatton Indoor Equestrian Centre Upgrade – Masterplan Report

3

Estimate Commentary

Basis of Estimate

The estimate has been based on the drawings and information provided for the staged scope of works as described in Section 11 of the Masterplan Report prepared by Aspect Architects and Project Managers dated (Rev A dated 2 July 2021). Allowance has been made for procurement of each project stage by traditional lump sum tender and the use of standard construction methodologies, materials, plant and equipment.

Budgets for electrical and hydraulics services has been based on the consultant estimates contained in the Masterplan Report.

Assumptions have been made and provisional allowances included where design and budget advice were not available and the required scope of work could not be ascertained. Further details relating to the included project scope, estimated costs and provisional allowances are included in the Estimate Details section of this report.

Estimate Methodology

Where possible, the project has been measured and priced in accordance with the cost elements contained in the Australian Cost Management Manual Volume 2 published by the Australian Institute of Quantity Surveyors (AIQS). Where there was insufficient information to permit detailed measurement of the project, estimates have been based on historical building cost data, with adjustments for project particulars.

Non-Contract Items

The following non-contract items have been included in the attached estimate:

ltem	Comments
Construction Contingency	A project construction contingency allowance has been included for design variations and other contract sum adjustments during construction. This allowance has been calculated at 7.5% of the Project Cost at Tender Date.
Statutory Fees & Charges	 Provisional allowances have been included for the following: Plumbing & Development Approval fees QLeave fees.
Professional Fees	An allowance for professional fees has been included. This allowance has been calculated at 12% of the Project Cost at Completion.



CPC21021 SD1 v1.0

4

2 July 2021

LVRC Gatton Indoor Equestrian Centre Upgrade – Masterplan Report

Exclusions

No allowance has been included in the estimate for the following:

- Cost escalation beyond July 2021
- Restrictions on working hours or methods
- Prolonged or compressed construction periods
- Alternative project procurement method and/or complex staging arrangements
- Demolition and removal of asbestos containing material
- Latent conditions
- Loose furniture and equipment
- Phones, computers and ICT equipment
- Audio visual equipment
- Work outside the site boundaries
- Client costs

- The effects of the COVID-19 pandemic on the construction sector including:
 - Impacts on contractor and subcontractor availability
 - Impacts on materials and equipment lead times and availability
 - Fluctuating construction costs and pricing of risk
 - Increased Workplace Health and Safety compliance requirements.



CPC21021 SD1 v1.0

2 July 2021

LVRC Gatton Indoor Equestrian Centre Upgrade – Masterplan Report

5

Estimate Cost Summary



CPC21021 SD1 v1.0



Lockyer Valley Regional Council Gatton Indoor Equestrian Centre Upgrade Masterplan Report

PROJECT NO.: CPC: 21021 AAPM: 21-0114 DATE: 02/07/2021

Schematic Design Estimate

PROJECT ELEMENT	STAGE 1 \$	STAGE 2 \$	STAGE 3 \$	STAGE 4 \$
Proposed Site Upgrades	73,800	102,700	624,700	698,500
Proposed External Upgrades	528,900	1,472,300	Incl	922,700
Proposed Internal Upgrades	168,800	116,800	879,500	158,800
Compliance Related Upgrades	183,700	17,100	Incl	63,500
Electrical Services Upgrades	252,100	79,400	88,900	82,600
Hydraulics Services Upgrades	161,800	77,000	-	Incl
PROJECT COST - ESTIMATE DATE	1,369,100	1,865,300	1,593,100	1,926,100
Cost Escalation (Nil)	-	-	-	-
PROJECT COST - TENDER DATE	1,369,100	1,865,300	1,593,100	1,926,100
Construction Contingency Allowance (7.5%)	102,700	139,900	119,500	144,500
PROJECT COST - COMPLETION	1,471,800	2,005,200	1,712,600	2,070,600
Plumbing & Development Approval Fees	5,000	5,000	5,000	5,000
QLeave Fees	8,900	12,100	10,300	12,500
Loose Furniture & Equipment			-	
Phones, Computers & ICT Equipment				
Audio Visual Equipment				
Client Costs			-	
PROJECT COST - SITE	1,485,700	2,022,300	1,727,900	2,088,100
Professional Fees	176,616	240,624	205,512	248,472
GROSS PROJECT COST (Excluding GST)	1,662,316	2,262,924	1,933,412	2,336,572
GST Allowance	166,232	226,292	193,341	233,657
GROSS PROJECT COST (Including GST)	1,828,548	2,489,216	2,126,753	2,570,229

2 July 2021

LVRC Gatton Indoor Equestrian Centre Upgrade – Masterplan Report

7

Estimate Details



CPC21021 SD1 v1.0



Elemental Cost Summary Schematic Design

Stage 1 Works

Lockyer Valley Regional Council Gatton Indoor Equestrian Centre Upgrade Masterplan Report Project No.: 21021

Auto code	Description	Total
1	Proposed Site Upgrades	73,775
2	Proposed External Upgrades	528,892
3	Proposed Internal Upgrades	168,774
4	Compliance Related Upgrades	183,687
5	Electrical Services Upgrades	252,095
6	Hydraulics Services Upgrades	161,797
	TOTAL (EXCL. GST)	1,369,019

2/07/2021 4:43:01 PM

Canopy Project Consultants



Project Scope & Elemental Cost Details Schematic Design Lockyer Valley Regional Council Gatton Indoor Equestrian Centre Upgrade Masterplan Report Project No.: 21021

Stage 1 Works

Auto code	Description	Total
1	Proposed Site Upgrades	
1.1	Management in use plan for PWD accessibility	10,000
1.2	PWD carpark and compliant pathways	43,775
1.3	Dedicated traffic management plan	10,000
1.4	Dedicated bio-security plan	10,000
	Proposed Site Upgrades	73,775
2	Proposed External Upgrades	
2.1	Geotechnical investigations on earthworks pad to north of existing structure	5,000
2.2	3 Bay extension to north of existing structure	328,199
2.3	New amenities at northern end of structure	176,643
2.4	Roof access safety system to meet legislative requirements	19,050
	Proposed External Upgrades	528,892
3	Proposed Internal Upgrades	
3.1	Replace internal grandstand structures	138,200
3.2	New arena fencing to suit 3 x bay extension and reconfiguration of warm up and event rings	30,573
3.3	New amenities structure and fitout to northern end only (included in "Stage 1 Proposed External Upgrades")	
	Proposed Internal Upgrades	168,774
4	Compliance Related Upgrades	
4.1	Carry out further investigations/documentation sourcing to facilitate certification and issuing certificate of classification	10,000
4.2	Upgrade hardware to gates of show ring fencing to provide safe egress	9,525
4.3	Fire hydrant system upgrade	153,162
4.4	Emergency lighting and exit signage upgrades (included in "Stage 1 Electrical Services Upgrades")	
4.5	Remove existing Judges box demountable structure (relocation included in "Stage 1 Proposed Internal Upgrades" to facilitate reconfiguration of warm-up and event rings	
4.6	Obtain Council permit/approval for existing structure being located over existing stormwater line (build over infrastructure permit)	10,000
4.7	Implement a dedicated "Management in Use Plan" for a performance-based solution for PWD accessibility across the site (included in "Stage 1 Proposed Site Upgrades")	
4.8	Confirm JHA structural investigations and Form 16 certification previously carried out included the concrete footings of the building	1,000
	Compliance Related Upgrades	183,687
5	Electrical Services Upgrades	
5.1	Energex supply upgrade (Application fee only)	1,270
5.2	Energex capital contribution	19,050
5.3	New main switchboard	44,450
5.4	New external pits and conduits to Equestrian Centre building only	22,225
		19.050
5.5	New distribution switchboard to Equestrian Centre building only	19,000

2/07/2021 4:44:06 PM

New Equestrian Centre lighting and emergency lighting

5.7

Canopy Project Consultants

Page 1 of 2

44,450



Project Scope & **Elemental Cost Details** Schematic Design

Lockyer Valley Regional Council Gatton Indoor Equestrian Centre Upgrade Masterplan Report Project No.: 21021

Stage 1 Works

Auto code	Description	Total
5	Electrical Services Upgrades	(Continued)
5.8	Proposed Equestrian Centre expansion light and power	63,500
5.9	New Equestrian Centre PA system	25,400
	Electrical Services Upgrades	252,095
6	Hydraulics Services Upgrades	
6.1	Redesign proposed fire hydrant system to meet compliance requirements (included in "Stage 1 Compliance Related Upgrades")	
6.2	Construct compliant fire hydrant system including booster (included in "Stage 1 Compliance Related Upgrades")	
6.3	Obtain QFES approval for hydrant design and installation (included in "Stage 1 Compliance Related Upgrades")	
6.4	Install additional fire hose reel to provide compliant coverage (included in "Stage 1 Compliance Related Upgrades")	
6.5	Lock shut off valves to fire hose reels open (included in "Stage 1 Compliance Related Upgrades")	
6.6	Upgrade existing gutters and downpipes to building as part of extension to meet compliance requirements	62,103
6.7	Carry out services location survey to identify existing in-ground water supply services	5,000
6.8	Carry out CCTV investigations to sewer line infrastructure	5,000
6.9	Install UV protection to exposed HDPE pipework	6,350
6.10	Install RPZ device to non-potable arena dust management sprinkler system	6,350
6.11	Water and drainage services to proposed amenities	76,994
	Hydraulics Services Upgrades	161,797

2/07/2021 4:44:06 PM

Canopy Project Consultants

Page 2 of 2



Elemental Cost Summary Schematic Design Lockyer Valley Regional Council Gatton Indoor Equestrian Centre Upgrade Masterplan Report Project No.: 21021

Stage	2	Works
-		

Auto code	Description	Total
1	Proposed Site Upgrades	102,669
2	Proposed External Upgrades	1,472,263
3	Proposed Internal Upgrades	116,840
4	Compliance related Upgrades	17,090
5	Electrical Services Upgrades	79,375
6	Hydraulics Services Upgrades	76,994
	TOTAL (EXCL. GST)	1,865,231

2/07/2021 4:44:45 PM

Canopy Project Consultants



Project Scope & Elemental Cost Details Schematic Design Lockyer Valley Regional Council Gatton Indoor Equestrian Centre Upgrade Masterplan Report Project No.: 21021

Stage 2 Works

Auto code	Description	Total
1	Proposed Site Upgrades	
1.1	Extend asphalt roadway around southern end of building	102,669
	Proposed Site Upgrades	102,669
2	Proposed External Upgrades	
2.1	New PWD ramping and stairs up to mezzanine level of structure	214,840
2.2	Initial extent of western facade upgrade to enclose building (standalone structure integrated with PWD ramping)	612,208
2.3	New amenities structure to southern end of building	194,253
2.4	New elevated platform and spectator viewing area	438,262
2.5	External signage	12,700
	Proposed External Upgrades	1,472,263
3	Proposed Internal Upgrades	
3.1	New elevated judges/announcers box structure and associated raised platform and access to mezzanine level	114,300
3.2	Demolish existing judges box relocatable structure	2,540
3.3	2nd amenities structure to southern end of building and fitout (Included in "Proposed External Upgrades")	
3.4	Elevated platform/spectator viewing area (included in "Proposed External Upgrades")	
	Proposed Internal Upgrades	116,840
4	Compliance related Upgrades	
4.1	PWD access and amenities to be provided throughout. Compliant access to be provided from carpark and street.	17,090
4.2	Compliance upgrade to grandstand seating structures to include PWD allocations, compliant stair tread/riser dimensions and structural loading capacities in line with legislative requirements (replacement grandstand seating structures included in "Stage 1 Proposed Internal Upgrades")	
4.3	New announcer's/judges' box to have PWD accessibility provided to it (included in "Stage 2 Proposed Internal Upgrades")	
	Compliance related Upgrades	17,090
5	Electrical Services Upgrades	
ō.1	New external pits to all other areas	22,225
5.2	New distribution switchboards to all other areas	19,050
5.3	New submains cables to all other areas	12,700
5.4	Proposed communication infrastructure	12,700
5.5	Proposed wi-fi infrastructure	12,700
	Electrical Services Upgrades	79,375
6	Hydraulics Services Upgrades	
6.1	Water and drainage services to proposed amenities	76,994
	Hydraulics Services Upgrades	76,994

2/07/2021 4:45:05 PM

Canopy Project Consultants



Elemental Cost Summary Schematic Design

Stage 3 Works

Lockyer Valley Regional Council Gatton Indoor Equestrian Centre Upgrade Masterplan Report Project No.: 21021

Auto code	Description	Total
1	Proposed Site Upgrades	624,721
2	Proposed External Upgrades	0
3	Proposed Internal Upgrades	879,459
4	Compliance Related Upgrades	0
5	Electrical Services Upgrades	88,900
	TOTAL (EXCL. GST)	1,593,080

2/07/2021 4:46:57 PM

Canopy Project Consultants



Project Scope & Elemental Cost Details Schematic Design Lockyer Valley Regional Council Gatton Indoor Equestrian Centre Upgrade Masterplan Report Project No.: 21021

Stage 3 Works

Auto code	Description	Total
1	Proposed Site Upgrades	
1.1	Relocate ticket booth to Northern side of entrance	6,350
1.2	Demolition of existing amenities and storage containers to tidy up area adjacent entry	36,142
1.3	New 6 bay storage shed	257,556
1.4	New carparking and entry pathing/promenade	220,743
1.5	Landscaping	103,930
	Proposed Site Upgrades	624,721
2	Proposed External Upgrades	
2.1	Solar panels to existing roof area (included in "Stage 3 Electrical Services Upgrades")	
	Proposed External Upgrades	0
3	Proposed Internal Upgrades	
3.1	Acoustic baffles to underside of roofing	559,990
3.2	Mezzanine enclosure for Events Area	213,989
3.3	Mezzanine enclosure for Kitchen/Bar	105,480
	Proposed Internal Upgrades	879,459
4	Compliance Related Upgrades	
4.1	Rear amenities and competitor areas to be PWD accessible (included in prior works)	
	Compliance Related Upgrades	0
5	Electrical Services Upgrades	
5.1	Proposed Equestrian Centre PV System (10kW)	19,050
5.2	Proposed amenities expansion	31,750
5.3	New carpark lighting	25,400
5.4	Relocation of existing ticket booth and provision of new power infrastructure	12,700
	Electrical Services Upgrades	88,900

2/07/2021 4:47:50 PM

Canopy Project Consultants



Elemental Cost Summary Schematic Design Lockyer Valley Regional Council Gatton Indoor Equestrian Centre Upgrade Masterplan Report Project No.: 21021

Stage 4 Works

Auto code	Description	Total
1	Proposed Site Upgrades	698,500
2	Proposed External Upgrades	922,678
3	Proposed Internal Upgrades	158,750
4	Compliance related Upgrades	63,500
5	Electrical Services Upgrades	82,550
6	Hydraulics Services Upgrades	0
	TOTAL (EXCL. GST)	1,925,978

2/07/2021 4:48:25 PM

Canopy Project Consultants



Project Scope & **Elemental Cost Details** Schematic Design

Lockyer Valley Regional Council Gatton Indoor Equestrian Centre Upgrade Masterplan Report Project No.: 21021

Stage 4 Works

Auto code	Description	Total
1	Proposed Site Upgrades	
1.1	Upgrade grassed area between Equestrian Centre and Cattle Pavilion	63,500
1.2	Upgrade camping facilities with modern amenities and expanded camping zones	381,000
1.3	Upgrade existing stables	254,000
	Proposed Site Upgrades	698,500
2	Proposed External Upgrades	
2.1	Full extent of western facade upgrade and retained viewing platform area	587,560
2.2	In-ground rainwater storage tanks under viewing platform area	216,751
2.3	Water cooling system to existing roof area	89,700
2.4	New pathway to Eastern side of Equestrian Centre	28,667
	Proposed External Upgrades	922,678
3	Proposed Internal Upgrades	
3.1	New Show Office structure	158,750
	Proposed Internal Upgrades	158,750
4	Compliance related Upgrades	
4.1	Enclosing of the western facade to consider structural capacity and loading restrictions of existing structure (included in "Stage 4 Proposed External Upgrades")	
4.2	Provide compliant PWD access down western side embankment to centre ring area	63,500
	Compliance related Upgrades	63,500
5	Electrical Services Upgrades	
5.1	Proposed lighting and power for Campus, Camping Area and Events	82,550
	Electrical Services Upgrades	82,550
6	Hydraulics Services Upgrades	
6.1	Install in-ground water storage tanks to western side of raised viewing platform (included in "Stage 4 Proposed External Upgrades")	
6.2	Install water cooling system to roof using captured rainwater (included in "Stage 4 Proposed External Upgrades")	
	Hydraulics Services Upgrades	0

2/07/2021 4:48:46 PM

Canopy Project Consultants

13.4 Donation of Laidley Recreation Reserve Shade Shelter

Author:	Christopher Goddard, Senior Project Officer
Responsible Officer:	John Keen, Group Manager Infrastructure

Purpose:

The purpose of this report is to seek direction from Council regarding a request from the Laidley and District Hack and Pony Club to secure the shade shelter located adjacent the skatepark at the Laidley Recreation Reserve, that is scheduled for replacement in the 2021-22 capital program.

Officer's Recommendation:

THAT Council approve the donation of the shade shelter located adjacent to the skatepark at the Laidley Recreation Reserve to the Laidley and District Hack and Pony Club.

RESOLUTION

THAT Council approve the donation of the shade shelter located adjacent to the skatepark at the Laidley Recreation Reserve to the Laidley and District Hack and Pony Club.

Moved By:	Cr Holstein	Seconded By: Resolution Number: 20-24/0472	Cr Vela
		CARRIED 7/0	

Executive Summary

A request has been received from the Laidley Pony Club to obtain a shade shelter, due to be replaced at the Laidley Recreation Reserve skatepark, as scheduled within the asset management program. The replacement of the shelter is budgeted in the 2021-22 capital budget. Refer to figure 1 attached for the shelter in question.

Proposal

The Laidley and District Hack and Pony Club (the Club) wrote to Council on 29 October expressing interest in obtaining the shade shelter adjacent to the skatepark at the Laidley Recreation Reserve. The shade shelter is scheduled to be replaced within the asset management program. The new shade shelter design has been approved at a Laidley Recreation Reserve committee meeting as the replacement.

The existing shade shelter is at its end of life, deemed to be beyond economic repair and of no further use to Council. Council propose to disassemble the shade shelter and hand over to the Club. The Club will be responsible for erecting shade shelter and undertaking any repairs needed to do so at the Laidley Showgrounds where the Club is located.

The Club intend to erect the shelter as indicated in figure 2 attached.

Options

- 1. Council approves the donation of the shade shelter to the Laidley and District Hack and Pony Club.
- 2. Council does not approve the donation of the shade shelter to the Laidley and District Hack and Pony Club and it is disposed at an approved waste facility.
- 3. Council seeks expressions of interest from other potential community/not for profit organisations for the disposal of the structure

Strategic Implications

Corporate Plan

Lockyer Planned: 4.2 – Provision of fit-for-purpose infrastructure which meets the current and future needs of the region.

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

Council has allocated funding in the 2021/22 capital budget for the replacement of this shade shelter.

Legislation and Policy

Council will not be liable for the re-installation of the donated shade shelter; it will be the responsibility of the Club re-assemble the shelter and to obtain relevant building approvals prior to being erected.

<u>Risk Management</u>	
Key Corporate Risk Code and Category:	EC1 Environment and Community
Key Corporate Risk Descriptor:	Environment and the community, include sustainable
	development, social and community wellbeing, relationships,
	public health, recreation, regional profile and identify
Key Corporate Risk Code and Category:	IA1 Infrastructure and Assets
Key Corporate Risk Descriptor:	Planning, managing and maintaining assets for the future.

Consultation

Community Engagement

The Laidley and District Hack and Pony Club have been made aware all relevant building approvals which need to be obtained prior to the shade shelter being erected and understand repairs will need to be made.

Attachments

1 <u>↓</u>	Proposed location of reassembled shade shelter at the Laidley Showgrounds	1 Page
2↓	Shade Shelter	1 Page

Shade Shelter **2**<u>↓</u>







13.5 Donation of Drayton Street, Laidley Bus Shelter

Author:	Christopher Goddard, Senior Project Officer
Responsible Officer:	John Keen, Group Manager Infrastructure

Purpose:

The purpose of this report is to seek direction from Council in relation to a request from the Laidley Historic Pioneer Village to secure the bus shelter located outside of their village facility, that is scheduled for replacement with the Translink upgrade program in the 2021-22 financial year.

<u>Officer's Recommendation</u>: THAT Council approve the donation of the bus shelter located on Drayton Street, Laidley adjacent to Lot 10 on L1748 to the Laidley Pioneer Village and Museum.

RESOLUTION

THAT Council approve the donation of the bus shelter located on Drayton Street, Laidley adjacent to Lot 10 on L1748 to the Laidley Pioneer Village and Museum.

Moved By:	Cr Holstein	Seconded By: Resolution Number: 20-24/0473	Cr Qualischefski
		CARRIED 7/0	

Executive Summary

A request was received on 18 October 2021 from the Laidley Pioneer Village and Museum (Pioneer Village) to obtain the bus shelter currently located outside of their facility at Lot 10 on L1748 Laidley. The bus shelter is scheduled to be replaced in 2022, within the Translink upgrade program.

Proposal

The Pioneer Village stated that the bus shelter would benefit the Village as a shelter for elderly people and visitors in general and intend to house the their Fordson tractor located in the south-western corner of the Village.

The existing Council owned asset is scheduled for replacement in 2022 under the Translink upgrade program.

Options

- 1. Council approves the donation of the bus shelter to the Laidley Pioneer Village and Museum.
- 2. Council does not approve the donation of the bus shelter to the Laidley Pioneer Village and Museum and it is disposed at an approved waste facility.
- 3. Council seeks expressions of interest from other potential community/not for profit organisations for the disposal of the structure.

Strategic Implications

Corporate Plan

Lockyer Planned: 4.2 – Provision of fit-for-purpose infrastructure which meets the current and future needs of the region.

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

Council has allocated funding in the 2021/22 operational budget for the replacement of this bus shelter.

Legislation and Policy

Council will not be liable for the re-installation of the donated bus shelter; it will be the responsibility of the Pioneer Village to re-assemble the shelter and to obtain relevant building approvals prior to being erected.

<u>Risk Management</u>	
Key Corporate Risk Code and Category:	EC1 Environment and Community
Key Corporate Risk Descriptor:	Environment and the community, include sustainable development, social and community wellbeing, relationships, public health, recreation, regional profile and identify
Key Corporate Risk Code and Category: Key Corporate Risk Descriptor:	IA1 Infrastructure and Assets Planning, managing and maintaining assets for the future.

Consultation

External Consultation

Councils Principal Engineer has contacted the Pioneer Village president regarding the approvals that are required and advised to make contact with Councils Coordinator Building and Plumbing officer.

Community Engagement

The Pioneer Village have been made aware all relevant building approvals need to be obtained prior to the bus shelter being erected and understand repairs will need to be made. Council are unable to certify the integrity of the shelter once it's removed nor can we responsible for its reinstallation elsewhere, including recertification of the shelter.

Attachments

1. Bus shelter images and dimensions 2 Pages



Figure 1 & 2: Bus shelter - Drayton Street, Laidley



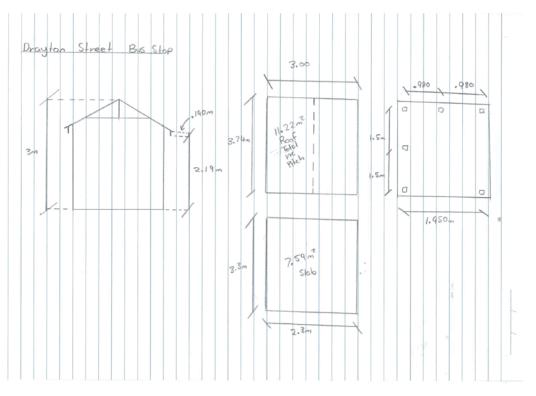


Figure 2: Bus shelter dimensions

14.0 ITEMS FOR INFORMATION

GENERAL BUSINESS

THAT Council receive and note the following items for information:

- 14.1 Chief Executive Officer's Monthly Report October 2021
- 14.2 Group Manager People and Business Performance Monthly Report October 2021
- 14.3 Group Manager Community and Regional Prosperity Monthly Report October 2021
- 14.4 Group Manager Infrastructure Monthly Report October 2021
- 14.5 Urban Utilities Monthly Update October 2021
- 14.6 2021 Audit Observation Report

14.7 - Independent Chairperson Annual Report - Audit and Risk Management Committee 2020-21

Moved By:	Cr Cook	Seconded By: Cr Holstein Resolution Number: 20-24/0474
		CARRIED 7/0
14.1		Chief Executive Officer's Monthly Report - October 2021
Author: Responsible Officer:		Ian Church, Chief Executive Officer Ian Church, Chief Executive Officer

Purpose:

This report provides Council with a summary of key operational activities undertaken by the Chief Executive Officer's Group during October 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 Development and Engagement, Disaster Management and Advocacy branches of the Executive Office Group during October 2021. The Finance branch is subject to a separate report each month.

Proposal

That this report be received and noted.

Attachments

1. Monthly Group Report - Executive Office - October 2021 5 Pages



BUSINESS IMPROVEMENT & STRATEGY

INTERNAL AUDIT

Audit Register

The following table provides insight into the status of the internal recommendations captured on Council's Audit Register. The table identifies the number of current active action times on the Audit Register by their level of risk to Council.



INTERNAL AUDIT	TOTAL NUMBER OF	ACTIVE ITEMS BY RISK LEVEL				COMPLETED
INTERNAL AUDIT	ACTIVE ITEMS		MEDIUM	LOW	IMPROVE	COMPLETED
Tendered Contracts Review	17	1	4	1	1	10
Project Management Practices	11	0	1	2	0	8
Legislative Compliance Review	6	0	2	3	0	1
Payroll and Remunerations Processes	10	1	1	6	0	2
Payroll and Vendor Data Analytics	9	0	8	0	0	1
Lessons Learned from Pandemic	4	3	1	0	0	0
TOTAL	57		17	12		22

Internal Audit Plan

Fieldwork is nearing completion on the Property and Building Management Review. The draft Terms of Reference for the Community Disaster Response has been reviewed by all key stakeholders for approval by the Chief Executive Officer to commence the review.

BUSINESS IMPROVEMENT

No further update from September monthly report.

CORPORATE RISK MANAGEMENT

Risk Management Awareness Education Workshop

The Terms of Reference for the Risk Awareness Workshop to be completed with the Corporate Leadership Team and other key risk stakeholders has been approved. These workshops have been tentatively scheduled for January 2022.

Review of Risk Management Policy and Framework

The review of Council's Corporate Risk Management Policy and supporting Framework has been completed. The Policy was adopted by Council 15 September 2021 and supporting Framework by the Chief Executive Officer. These documents provide the framework for the Risk Awareness Training Workshop.

CORPORATE PLANNING

Annual Report 2020-21

Council's Annual Report 2020-2021 has been finalised with the Financial Statements signed by the Auditor-General on 21 October 2021. The Annual Report 2020-2021 has been included in the Agenda for adoption at this meeting.

PROCUREMENT

MONTH HIGHLIGHTS

INFRASTRUCTURE DELIVERY:

- Replacement vehicles are being procured but there are delays with ٠ delivery across the motor vehicle industry
- LED Digital Signage is being sourced
- Railway Street Asphalt Overlay Part 2 has been awarded

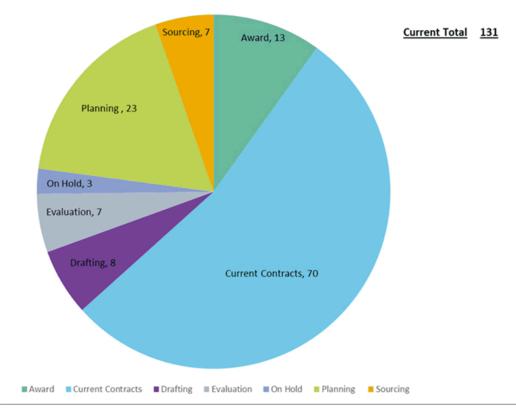
COMMUNITY FACILITIES:

Gatton Skate Park - Project award has been delayed due to successful • Quotes for non-current asset valuations being sourced. tenderer being placed in receivership and Council withdrawing from contact. Quotes have been requested from the other two tendering organisations.

PEOPLE BUSINESS PERFORMANCE

After Hours Customer Contact awarded to the existing • service provider with new contract to commence on 24/11/2021.

FINANCE



PROCUREMENT STATUS

DISASTER MANAGEMENT

PROJECT UPDATES

The Lockyer Valley Local Disaster Management Group held their annual multi-agency exercise on 8 October. The exercise involved representatives from Council, QPS, QFES, SES, QAS, TMR, Urban Utilities, SEQWater, NBN, Red Cross, QRA, Dept of Communities, Laidley Community Centre. These annual exercises test our readiness for disaster and our disaster planning, as well as ensure coordination across all emergency services and agencies in responding to a disaster event. Exercises such as this are very important in building and strengthening networks and enhance our response to the real thing.

Council Officers and Councillors Holstein and Hagan attended the Queensland Reconstruction Authority's "The FLOOD-EX21 Recovery in Practice" exercise, which familiarised participants and observers with the Queensland Disaster Management Arrangements, the Queensland Recovery Plan and increased awareness of multi-agency roles and responsibilities. The extraordinary flood event scenario developed involved participants from the four local government areas in the Brisbane River Catchment and the five state function recovery groups, to demonstrate how locally-led recovery planning approaches and processes identify initial and ongoing actions to then be taken by all levels of government.

Council's Disaster Management and Infrastructure officers participated in the Toowoomba Department of Transport and Main Roads disaster disruption exercise which tested creating and publishing road impacts to the QLD Traffic website. Council's Disaster Management advisor also participated.

Disaster Resilient Community Workshop "An Introduction to Community Led Disaster Support", was facilitated by the Laidley Community Centre and delivered by Red Cross to build social recovery support capacity for disaster recovery. Council officers from Disaster Management and Community Engagement and Development supported the workshop.

TRAINING



Seasonal preparedness activities including capacity building, training and exercising are underway for the coming storm season.

Guardian IMS (Incident Management System) IMS training and exercise to enhance the readiness of the Local Disaster Coordination Centre was attended by 20 Council officers who were able to effectively use the system based on the scenarios presented.



The Disaster Management team has welcomed Steve Hompes, who commenced to assist Lockyer Valley Regional Council with disaster preparation.



COMMUNICATIONS

35	CORPORATE FACEBOOK POSTS	
HIGHEST PERFOR	MING POST	
Summerholm	n Bridge Weather Event Damage	
Reach: 99,260	Comments: 111	1
Reactions: 328	Shares: 283	,
Ø 35	INSTAGRAM GRID POSTS	
HIGHEST PERFOR	MING POST	
Summerholm	n Bridge Weather Event Damage	
Reactions: 41	Comments: 1	
2 35	TWITTER POSTS	
HIGHEST PERFOR	MING POST	
Long Serving	Employees	
Retweets: 2	Reactions: 6	
COMMUN	ITY CONNECT NEWSLETTER	
35%	TOP 3 ARTICLES	
SUBSCRIBE	RS 1. SEQ Koala Conservation Strateg	ÿ

COUNCIL'S CORPORATE WEBSITE

11,138 TOTAL WEBSITE

70.9% NEW WEBSITE USERS

TOP 3 MOST VISITED WEB PAGES

- 1. Flood Monitoring Cameras
- 2. Waste Disposal Facilities
- 3. Current Vacancies



COMMUNITY DEVELOPMENT & ENGAGEMENT

COUNCIL PROJECTS WHICH RECEIVED ENGAGEMENT SUPPORT

- Food Organics Garden Organics (FOGO) Trial
- Whittle Street Drainage Project
- Lake Apex Youth Precinct
- **Council Parks Rationalisation Project**
- Connoles Bridge Deck Project
- Lake Apex Master Plan Refresh Project
- Christmas Lights Displays
- Inland Rail project impacts on the community, particularly on housing and accommodation
- Capital projects 2021-2022 Program
- Seven Mile Lagoon Project
- Postmans Ridge Road Bridge Works
- Principal Cycle Network Gatton
- Tenthill Creek Resilience Project
- Disaster Management Antennae Change
- Traffic Management Plan approval processes
- **Digital Signage Locations**
- Lake Clarendon Way Gas Pipeline Maintenance
- Neilsen's Place Maintenance

COMMUNITY GRANTS

- \$40,000 was shared by 16 community groups under Council's latest Major Community Grants Program. The next round will open in March 2022.
- \$800,000 has been distributed under the Major Facilities Fund (Rural Halls) across 11 community halls to address major upgrades and improvements for facilities likely to be used as a community shelter, relief or recovery centre in the event of a disaster. This is a demonstration of Council's commitment to the long-term capacity of community facilities including those not owned or managed by Council.
- \$5,400 distributed across six community events to build community connection and resilience, funded by the Department of Communities, Disability Services and Seniors' Community Drought Support Program.

COMMUNITY DEVELOPMENT PROJECTS

The Community Wellbeing Day event was held at Lake Apex on Friday 8 October as part of Mental Health Week and to get as many service providers as possible in one place for the benefit of residents.

- 22 services attended from across the community and health services sectors.
- 11 local and regional businesses were engaged to provide a range of services,
- entertainment, and activities. 150+ residents attended the event.
- Council's Library, Art Gallery, Visitor Information Centre, Queensland Transport Museum, Disaster Management/ Bushfire Recovery and Waste Services/FOGO services participated in community awareness, engagement and programs.

A survey was conducted to gain insights regarding the Lockyer Valley community's response to current mental health initiatives and if the broader public would like a proactive response to mental health support.

The results showed:

- 100% of the people surveyed would attend this type of event if it was held again next year.
- 100% of the people surveyed felt better within themselves after attending the event
- 96% of the people surveyed felt a proactive approach to mental health support was needed.

The localised My Community Directory was promoted at the recent Community Wellbeing Day event, encouraging both service providers and residents to sign up.

- 186 organisations based in the Lockyer Valley
- 270 services delivered in the Lockyer Valley
- 30 events listed

Top 4 most visited categories:

- 1. Community clubs and Interest groups
- 2. Child Services

3

- 2. Gatton Medical Centre
 - 3. Lifeline Shop Crowley Vale

- Health Services 4. Sporting groups
- The Community Resilience Program uses funding from Queensland Health, the Department of Communities, Disability Services and Seniors, and Darling Downs West Moreton PHN to design and deliver a range of integrated projects and programs in partnership with stakeholders from health, community halls, community centres and support services.
- Coordinated with National Recovery and Resilience Agency for a local support roadshow to be held on 23 November at Ma Ma Creek Community Centre.
- CD&E staff have attended Disaster Coordination Centre Training, Guardian and Red Cross "Recovery Basics" training.
- Mentoring for Grant Writing and Capacity-Building Workshops
- A survey is being distributed to community groups to gauge the level of interest in a range of capacity-building workshops and mentoring opportunities to help shape the program for 2022.

YOUTH DEVELOPMENT AND ENGAGEMENT

- School Holiday Program planning is currently underway for the upcoming December/ January school holidays.
- A Lockyer Youth Agency Network meeting was held 12 October with 12 people attending from 10 services.
- The annual Talkin' it Up- Regional Youth Mental Health Forum will return to the Lockyer Valley next year on Thursday 14 July 2022 at Laidley Cultural Centre. This is a capacity-building event for young people from Lockyer Valley, Somerset and Ipswich local government areas designed and delivered in partnership with the education, health, not-for-profit community services and local government sectors.

- Top 3 most visited listings:
 - 1. Laidley Pool

ADVOCACY

INLAND RAIL

Following Council consideration, the submission on the Draft Environmental Impact Statement (EIS) for the Gowrie to Helidon (G2H) section of Inland Rail was lodged with the Coordinator General on 25 October 2021. The submission raised a series of concerns about the project and its likely impacts on the Lockyer Valley community.

Officers reviewing the EIS identified key impacts including:

- amenity (particularly noise and visual)
- transport impacts during construction
- flora and fauna
- flooding
- groundwater, and
- safety

Council encouraged community members affected by the Inland Rail project to make a submission through our website, social media and a radio advertisement on Hit FM (100.7FM). This was to advise the community that this was the time to have their say.

Council officers continue to work with ARTC on the design to minimise impacts as far as possible. ARTC are still evaluating the Public Private Partnership (PPP) arrangements in order to identify a preferred bidder. It is envisaged at that time Council will need to work through outstanding legal and design issues. These agreements and arrangements will guide the project from design through to construction and commencement of operation.

Consultants engaged under the Australian Government's Interface Improvement Program (Ernst Young) have now submitted their Gateway 2 report to the Government. Based on that report the Government will need to make a determination as to whether or not to proceed to the next phase. As previously advised, it has been challenging to identify meaningful long-term business benefits for the region.

A key aspect of advocacy relating to Inland Rail is the Council desire for the Independent Expert Flood Panel to continue their role in the detailed design phase of the project. Officers are advocating to both Queensland and Australian governments on the need for this function to assure stakeholders of the adequacy of the flood modelling and design.

PASSENGER RAIL

Council officers continue to advocate for passenger rail for the region and have been engaged on the Working Group for the Toowoomba to Brisbane (T2B) Passenger Rail business case. A further meeting of the Technical Working Group will be held in November as well as a session to evaluate the options outlined to Councillors at the October Councillor Workshop.

WATER COLLABORATIVE

 Meetings have been held with large irrigators to discuss water pricing and volume models.

Negotiations with SEQWater continue regarding

- 1. Fixed and variable water pricing charges
- 2. Consideration for Lockyer Water Company to operate and maintain the three dams
- 3. Consideration of a larger off take of water when available
- Applications to fund the project are being prepared and will be lodged when negotations with SEQWater are concluded.
- Formation and registration of the Lockyer Somerset Water Company Ltd is almost complete.







14.2	Group Manager People and Business Performance Monthly Report - October 2021
Author:	Dan McPherson, Group Manager People and Business Performance
Responsible Officer:	Dan McPherson, 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 October 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 October 2021.

Proposal

That this report be received and noted.

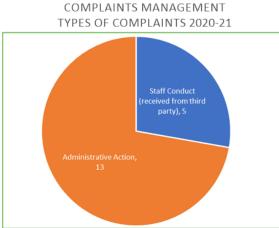
Attachments

1. Monthly Group Report - People and Business Performance - October 2021 7 Pages

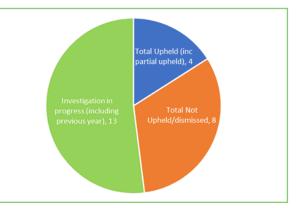


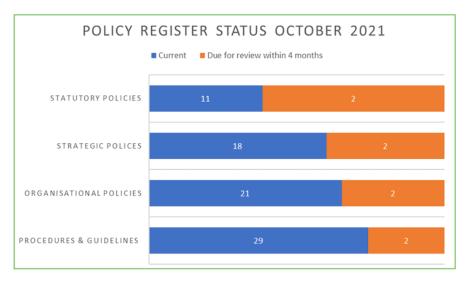


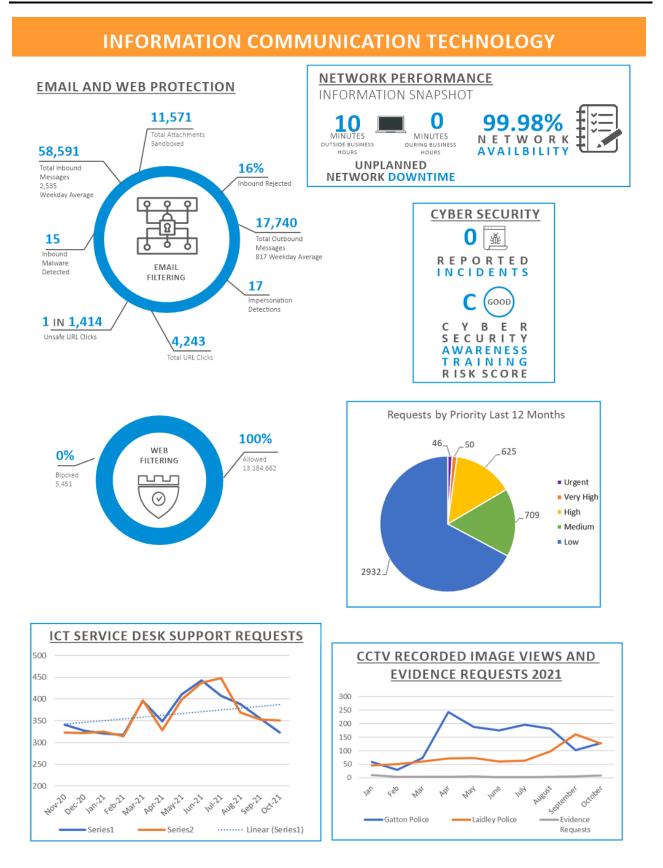
GOVERNANCE AND PROPERTY



COMPLAINTS MANAGEMENT SYSTEM 2020-21







PEOPLE AND CUSTOMER EXPERIENCE

ORGANISATIONAL DEVELOPMENT AND PAYROLL



INFORMATION MANAGEMENT

PROJECT UPDATES

Disposal of Physical Records

Work on the disposal of archived and Physical Source records continues and approximately 600 boxes of records have been identified and itemised for disposal. The sign off process is being finalised and arrangements will then be made for the secure destruction of the records.

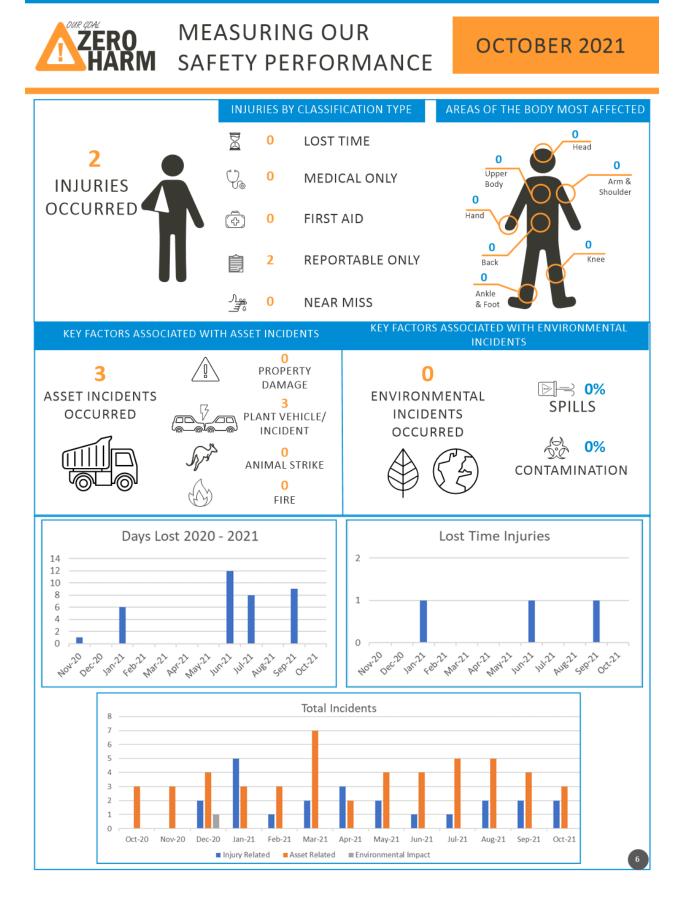
Preliminary research is underway for digitisation of older records and an approach is being developed.



	2021	2020	2019	2018	2017
Number of applications received	13	10	2	8	11

SERVICE LEVELS - TARGET 75% TELEPHONE 2,244 CALLS RECEIVED 100.00 90.00 80.00 70.00 60.00 50.00 40.00 30.00 20.00 10.00 0.00 87.59 87.40 86.59 83.65 83 74 80.35 **87.40%** Decrease of 633 calls from last month SERVICE LEVEL REACHED 4:129 AVERAGE HANDLING Oct-20 Nov-20 Dec-20 Jan-21 Feb-21 Mar-21 Apr-21 May-21 Jun-21 Jul-21 Aug-21 Sep-21 Oct-21 Increase of 12 seconds from last month Service Level Achieved --Target Service Leve CALL TYPES 0% _0% **CALLS RECEIVED** Enquiry Answered 4000 2776 2724 2877 2428 2608 2454 2085 2156 2244 2097 2159 2067 Call Transferred 1575 2000 27 56 50 24 40 59 42 86 83 0 Payment Oct-20 Nov-20 Dec-20 Jan-21 Feb-21 Mar-21 Apr-21 May-21 Jun-21 Jul-21 Aug-21 Sep-21 Oct-21 Call Not Connected Calls Received Calls Abandoned WEBCHAT TOTAL **QGAP PERFORMANCE** TOTAL 8:54 HANDLING 87 eREQUESTS E 45 WEB CHATS MINUTES TIME 78.51HRS Increase of 11 eRequests from last Decrease of 36 chat from last month Increase of 36 seconds from last month Total time taken month for all transactions COUNCILLOR REQUESTS 404 1,135 TOTAL CRM RECEIVED TOTAL 351 RECEIPTS 19 50 Total number of Decrease of 322 requests from last month Decrease of 1,273 receipts from RECEIVED OPEN transactions last month Decrease of 7 received requests from last month 11:06 Total average time for all transactions **CRM MONTH COMPARISON** 3500 2017 3000 2500 2018 Total 2000 2019 CRM 1500 1000 2020 500 0 2021 11/4 August catender October November December EN34

WORK HEALTH AND SAFETY

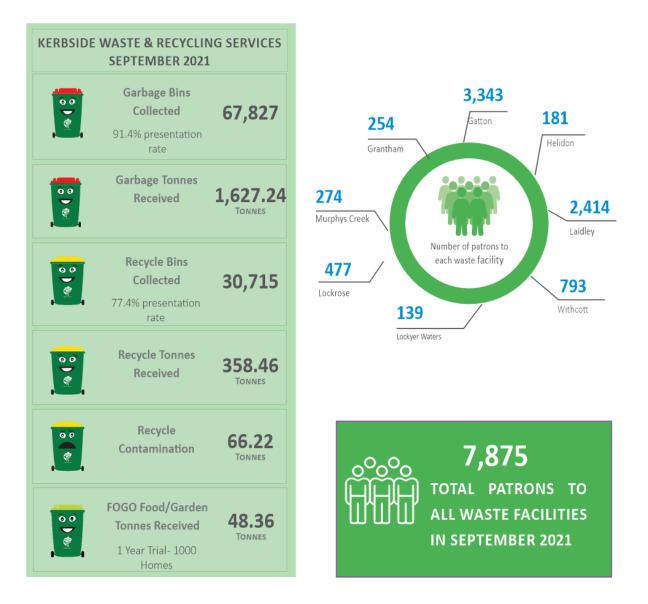


WASTE SERVICES

WASTE MANAGEMENT

FOGO

- The FOGO trial continues to do well with 55.02 tonnes of food and garden waste collected in the nine weeks since the trial commenced. The contamination rate averages 2.41% which is good but could be a little lower (we would like to see it under 1%). Communication with those residents not doing the right thing continues.
- The Waste Services team attended the Community Wellbeing Day event with a pop-up stall to talk to residents about all things waste. It was well received by those attending the event with approximately 40 people engaged with staff on the day.



14.3	Group Manager Community and Regional Prosperity Monthly Report - October 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 October 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 October 2021.

Proposal

That this report be received and noted.

Attachments

1 Monthly Group Report - Community and Regional Prosperity - October 2021 12 Pages







FLOOD EVACUATION AND FLOOD PLAIN MANAGEMENT

The flood evacuation project and flood classification project (Part of the LFMP) are in progress. The modelling outputs are providing the extent and timing to inform both projects. The Local Floodplain Management Project (LFMP) is using the compiled datasets for each event to progress. The modelling outputs provide mapping extents and engineering parameters to allow assessment of flood risk, especially in those areas for which council has had no data to date. The LFMP floor level project (establishing floor heights for flood affected dwellings) database is also being used in the assessment. We have provided outcomes from our work to date into the many local and regional Disaster Management exercises completed or currently in progress.

A response to ARTC in relation to flooding for the Helidon to Gowrie EIS was prepared and provided. This was consistent with the feedback on the recent independent panel.





The Lockyer Somerset Water Company Ltd has now been registered by Talbot Sayer with Australian Securities and Investments Commission. A certificate of registration has been provided as well as registration of the business and domain names.

The Lockyer Valley and Somerset Water Collaborative met on Thursday 7 October 2021. A decision was made at this meeting to request further contribution of funds from the Collaborative members for the following 12-month period. Both LVRC and Somerset Regional Council have approved additional funds for the collaborative.

Fortnightly meetings have been scheduled with the Collaborative sub-committee, the Commercial Advisor and SEQWater to negotiate a term sheet for a Bulk Water Supply Agreement.



LAKE APEX AND LAKE FREEMAN REIMAGINING PROJECT 🖋

The Community Engagement period was to conclude on Sunday 7 November 2021 but has been extended by a week. Consultants, Infinitum Partners gave a presentation at the Lockyer Chamber of Commerce breakfast held on Wednesday 20 October, promoting the opportunity to capture the broader views of the community regarding the Lake Apex Masterplan refresh.

A drawing competition entry form has been distributed to local Child Care Centres and Schools promoting an opportunity for children between the ages of 5 to 12 to submit their ideas on what they would like to see at the Lakes Precinct. Entry forms can be obtained from the Gatton and Laidley Libraries.



The focus for the Growth and Policy Team has been on the draft LVRC Planning Scheme this month.



DEVELOP A CONTINUOUS IMPROVEMENT PLAN FOR THE PLANNING POLICY AND COMMUNITY WELLBEING BRANCH

A Continuous Improvement Plan has been developed for Planning Policy and Community Wellbeing Branch. The continuous Improvement Plan includes a total of 115 deliverables. The Plan was presented at the Councillor Workshop 28 September 2021 and approved by Group Manager Community and Regional Prosperity on 30 September.



The Equine Collaborative have not met this month, however each key stakeholder is preparing to enter into discussions regarding a Memorandum of Understanding/Heads of Agreement, which is scheduled for early December.



Further media has been generated through each of the Equine Collaborative members keeping the project top of mind and releasing components of the project that are news relevant.

The Deputy Mayor and Coordinator Special Projects and Tourism met with UQ Collaborative representatives on Tuesday, 21 September to discuss strategies to take the project forward.





- DEVELOP A PLAN FOR DELIVERING THE STRATEGIC LAND USE INFRASTRUCTRE PROGRAM
- This project is a key deliverable of the 2021-22
- Operational Plan. Scoping of this project has commenced

The focus for the Growth and Policy Team has been on the draft LVRC Planning Scheme this month.



DEVELOP A CONTINUOUS IMPROVEMENT PLAN FOR THE COMMUNITIES BRANCH

- A Continuous Improvement Plan has been developed for the Communities Branch. The Continuous Improvement
- Plan includes a total of 62 improvement initiatives and was
 presented to Council at the workshop on 28 September 2021.
- •
- The Quality Improvement Plan for the Gatton Child Care
- Centre has been updated. The Education and Care Services
 National Regulations requires all child care services to have a
- Quality Improvement Plan which must be regularly reviewed
- and updated.

TOURISM []]

S

0

COMMUNITIES



58%

HERN

TEQ ROUND TABLE (TOOWOOMBA)

Manager Communities and tourism/events staff attended a meeting on 27 October to seed ideas for an SQCT/TEQ event strategy for the region. Speakers provided intense clarity on the role of events in guaranteeing visitation to the region, with an event bootcamp to be held in the Lockyer Valley in due course.





INDUSTRY SUPPORT

т

QUEENSLAND

COUNTRY OCCUPANCY

IN SEPTEMBER

20% Increase since last month

ш

Forest Hill Heritage Trail

The Forest Hill Heritage Trail has now been completed. It is available at the Visitor Information Centre and numerous Forest Hill outlets.

Tourism Enquiries

Two operator enquiries have been received around a potential new tourism cluster in the Thornton area including planning requirements for a business relocation.

Accessible Tourism

Accessible tourism is becoming a trending and important aspect in our industry as we see more and more businesses and organisations catering to the varying needs of travellers and their families. One of these organisations supporting these needs is Spinal Life and their 'Accessible Australia' app.

The app aims to empower users with a physical disability to make informed choices about where they visit and interact within their community; helping to easily identify which destinations are and are not accessible.

The Visitor Information Centre and the Queensland Transport Museum were added to the Accessible Australia website. https://www. accessibleaustralia.com.au/

DAS NEUMANN HAUS

KYER

OCCUPANCY

17% Increase since last month

I F

SEPTEMBER

v

IN

AI

Das Neumann Haus has been undergoing restorations with the assistance of the Council, the Neumann Group and the Friends of Das Neumann Haus Inc. The front stairs and the top balcony have been restored, a fresh coat of external paint and pigeon proofing added to ensure the longevity of this historic building.

SEQ Food Trails

ComSEQ / Caravel Media Digital Campaign sponsored the new "Graze and Gather Trail" post on social media.

The post received **23,300 views**, 43 shares, 19 comments and 187 likes.

VISITOR INFORMATION CENTRE (VIC)

The VIC staff are currently working on a new procedure for accepting locally made/produced commissionable stock for the VIC Retail Store.

Investigations continue into the logistics of establishing an Electric Vehicle Charging Station at the Lockyer Valley Cultural Centre.



Das Neumann Haus



TOURISM F

'VISIT LOCKYER VALLEY' FACEBOOK PAGE





Over the Month of October "Visit the Lockyer Valley" Social Media highlighted many local businesses:

Engagements: 43

WITH YOUR BEST FRIEND

SOMETIMES YOU JUST NEED TO CHILL OUT

Reach: 1,742 Comments: 6

Shares: 6

SEQ FOOD TRAILS GRAZE AND GATHER FEATURED SEVEN LOCKYER VALLEY OPERATORS - Schulte's, Boko's Energy Boosta Bar, Holmwood Lavender Farm, Jak & Mo Taste Co, Australian				ENJOY HISTOR PIONEE
	Organic Farmers, Awassi Cheesery and Porters Plainland Hotel			Reach: 1,1
	Reach: 17,296	Engagements: 2,506		Comments

Comments: 29

Shares: 183

THE RELAXED ATMOSPHERE AND RICAL FEATURES OF THE LAIDLEY ER VILLAGE

171 Engagements: 25

nts: 2

Shares: 5

EVENTS

Ongoing support is being provided to a range of community event organisers as events are now in full swing with postponed events being delivered by the end of the year.





Events include:

- Christmas Lights and Decorations Displays new online mapping program
- Lockyer Valley Mayoral Christmas Carols, 27 November
- Lockyer Valley Christmas Carnival, 17 December



- Australia Day Awards
- Event Organisers' Toolkit
- Establishment of SmartyGrants process for Council supported events

PROJECTS IN PLANNING



AUSTRALIA DAY AWARD

NOMINATIONS Nominations close on 15 November. To date the following have been received: 1 x Junior Sportsperson of the Year, 2 x Citizen of the Year, 1 x Community Organisation of the Year.



Lights on the Hill Memorial Convoy and Service



UPCOMING COMMUNITY EVENTS

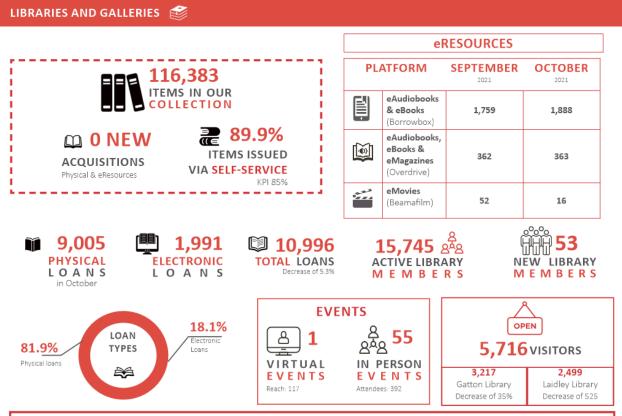
Ongoing assistance was provided to:

- Withcott Family Fun Day, 17 November
- Lockyer Valley Drought Relief- Dinner and Show, Ma Ma Creek, 14 November
- Hatton Vale Christmas Markets and Concert, 26 November
- Laidley Christmas Carnival, 26 November
- Festival of Small Halls Spring Tour, Ma Ma Creek, 30 November
- Forest Hill Christmas Festivities, 10 December

COMMUNITY GROUPS/ EVENTS GIVEN ASSISTANCE

Ongoing assistance was provided to:

- Lights on the Hill Memorial Convoy and Memorial Service, Gatton
- Twilight Markets and BBQ, Stockyard Creek
- Time Out Day in the Park, Gatton
- Pedals and Medals Cycling event, region wide
- Gatton Apex Club, Opening of the Time Capsule, Lake Apex Parklands, Gatton
- Seniors Month various events including the Lockyer Luncheon
- Music in the Park, Grantham
- Lockyer Valley Billy Cart Derby Family Fun Day, Gatton
- Beersheva Day, Laidley
- Gatton and District Historical Society
- Laidley Christmas Carnival
- Hatton Vale Christmas Markets and Concert



LIBRARIES UPDATE

- Libraries celebrated Seniors Month at both branches with a movie event on our big screens and a visit from Hearing Australia to administer free hearing checks.
- Story Times are continuing with a new 'Babes in Arms' Story Time having commenced this term, for little ones 6 months and under. This new Story Time coincides with the Child Health Nurse's Fourth Trimester group, continuing our partnership with West Moreton Health.
- We spoke to the great Australian author Kerry McGinnis this month with our online author talk. These virtual talks are continuing to be well attended, with most authors happy for us to record the chat and upload to our Facebook page so those who missed it can still enjoy the talk.



Seniors Month - Big Screen Movie

ART GALLERY UPDATE

- Gallery staff have assessed the applications to exhibit in 2022 and have started contacting successful applicants to confirm their exhibitions. A brochure detailing all exhibitions in 2022 will be created in due course and distributed later this year.
- The Lockyer District High School exhibition concluded this month, and the QAGOMA's travelling exhibition 'Asia Pacific Video' was installed. We are the first gallery to host this exhibition, which includes works that have featured in QAGOMA's flagship exhibition series, The Asia Pacific Triennial of Contemporary Art. The QAGOMA exhibition is always an interesting insight into modern art with differing perspectives and mediums to what we generally host in our gallery

REGIONAL ARTS AND DEVELOPMENT FUNDING (RADF)

- Shelley from the Ideas Distillery delivered an in-person and online RADF focused Grant Writing Workshop this month, introducing attendees to RADF grant applications and developing their grant writing skills. Attendees were able to also attend a one-on-one mentoring session with Shelley.
- The current RADF round has just closed, the Committee will meet to assess and recommend successful applications for Council to endorse. This round was very competitive as we received more applications than ever submitted in a single round with a diverse range of applicants.



CHILDCARE

CENTRE OCCUPANCY



The centre occupancy is now at 82.5%. The room's occupancy is nearly at capacity. We have a waiting list for next year and families looking to increase days of attendance. There is still available vacancies in the Kindergarten room, however, we are focusing on the delivery of an effective program for the rest of the year.

TOTAL OCCUPANCY RATE

The Kindergarten children have commenced the process of delivering their transition statements to their 2022 primary schools.

Childcare staff have been focused on increasing their knowledge of inclusion support. We are working closely with Inclusion Support to promote a supportive learning environment. This month, we are looking to engage in the resource program with a goal of applying for more funding for professional training for staff in the new year.



ACTIVITIES

.

All About Space

The children engaged in learning about space and exploring activities about space, including making moon rocks in the Kindergarten room.



Swimming Lessons

Swimming lessons are going very well with the children learning new skills every week. We had a parent volunteer attend swimming with the children (Quality Area 6).



Day for Daniel We celebrated Day for Daniel on 29 October and enaged in learning about safety.





Attachment 1

0

PLANNING POLICY AND COMMUNITY WELLBEING

GROWTH AND POLICY

A focus on

Education



Education

region

of Lockyer population are young people (0-24yrs)

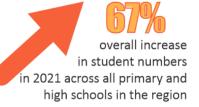


23 Primary Schools facilities in the 4 High Schools 1 University



attend the largest school in the region

Schools at or near capacity



Lockyer Valley - draft planning scheme

Council staff and consultants are presenting the flood risk mapping to a workshop in early November. This workshop will take a detailed look at the flood risk overlay to support the

code element of the planning scheme. This workshop will also provide councillors with an opportunity to view the Biodiversity and Habitat overlay maps and how

attending an

information workshop on 8 October at Blenheim Hall. The contractor engaged to

undertake initial site visits has

the escarpment and into the

Murphys Creek area.

been visiting landholders across

state and local interests are managed. It is anticipated that the draft scheme will go to public consultation around the end of the



Business ALL BUSINESS ENQUIRIES **Development in** 15 the Lockver Valley



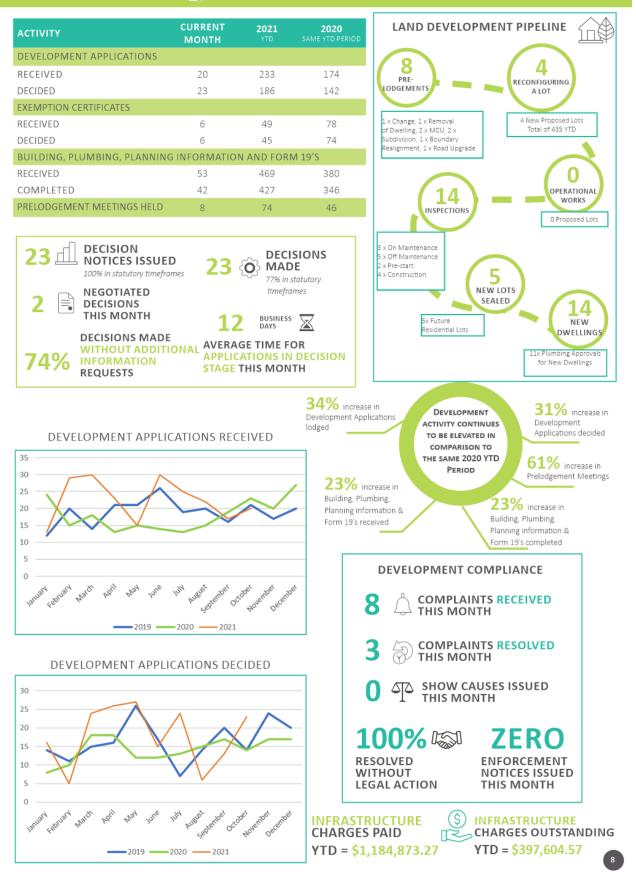
Each year Healthy Land and Water release the report ard for waterway and riparian health across South East Queensland. The Lockyer has scored a D-. This result is due to many factors including increase in sediment and nutrients and the ongoing effects of drought. The measuring methodology and mechanisms used by HLW also contribute to this score. Interestingly, HLW undertook a small community survey to guage community interaction with waterways in the region with 45% of respondents valuing their local waterway as a place of rest and relaxation. To support an improvement in the report card score, priority areas are indentified for action including the protection of wetlands from clearing and weed infestation together with bank stabilisation and improved land managment practices.

Environment Grants delivery

The Queensland Reconstruction Authority funded Bushfire Recovery -Lantana Control program is now underway with 70 landholders

first quarter 2022.

DEVELOPMENT ASSESSMENT



BUILDING AND PLUMBING



PLANNING, POLICY & COMMUNITY WELLBEING - BUSINESS SUPPORT

CONTINUOUS IMPROVEMENT

Process Improvement delivers efficiency and consistency

<u>Commencement of Use Alert for Infrastructure Charges Audits</u>

2	۱	h
		Π
		Ш
Ļ		IJ

Following a review of the best way to capture commencement of use for material change of use development applications a new internal process has been implemented in collaboration with Waste Services. Waste Services will advise the Coordinator Business Support and Innovation when a request for Dual Occupancies, Second dwellings or Commercial bins are requested by occupiers or tasked through the building workflow. This improvement will assist in auditing development approvals that have commenced use and may possibly be eligible to pay Infrastructure Charges.



Community and Regional Prosperity Continuous Improvement Plan

It was identified that the word document version of the Continuous Improvement Plan was not user friendly and did not automatically update the summary page of the Continuous Improvement Plan, requiring excessive manual data input. A Business Support Officer with the assistance of a Planning Officer converted the plan to a formatted excel document with headers and footers, formula's, drop down selections and an automated summary page.

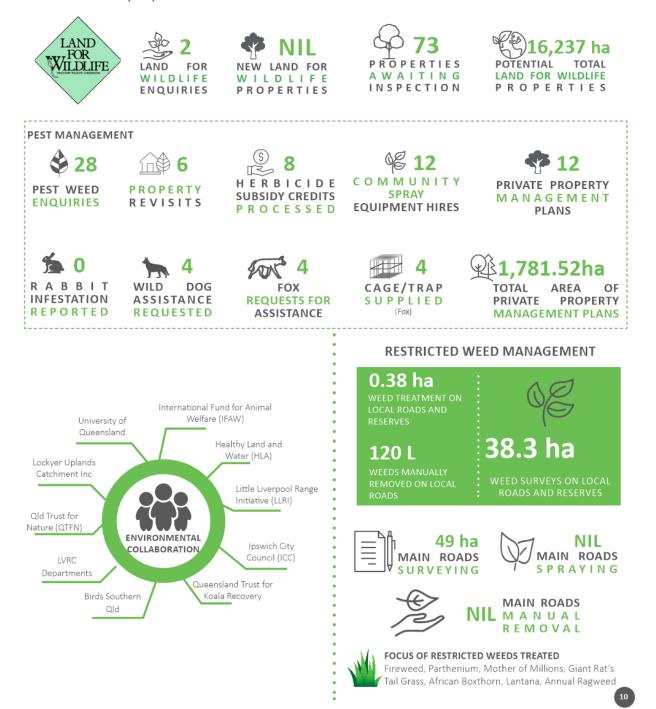
This was an Operational Plan and Continuous Improvement deliverable and provides live data for reporting, a streamlined process and a user friendly document for Management and Coordinators to update. This is a real asset for the Planning, Policy and Community Wellbeing branch.

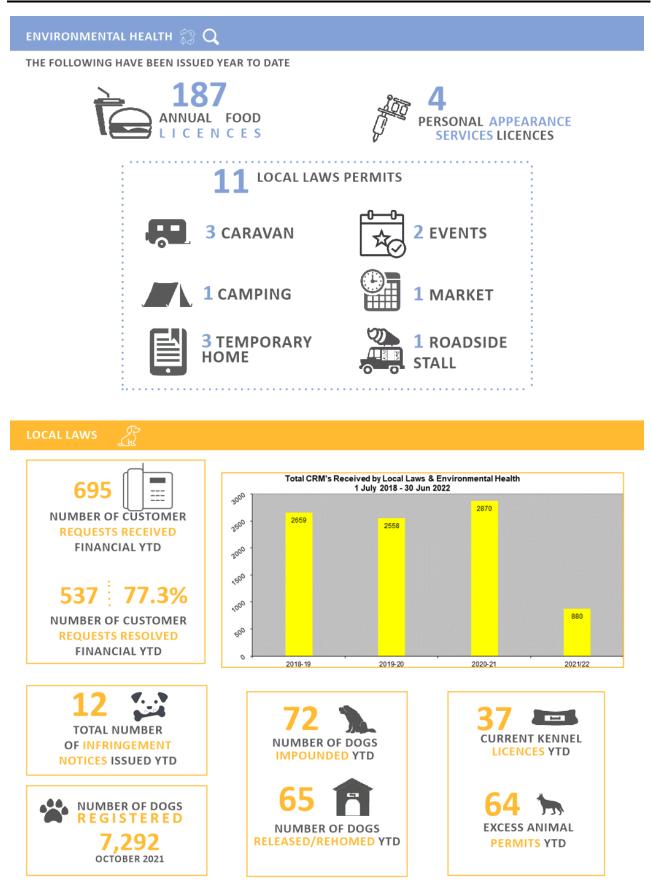
COMMUNITY AND WELLBEING

PEST MANAGEMENT

- Pest Management and Local Law Officers attended the Biosecurity Qld Fire Ants and Hay Management workshop.
 Officers also attended the Faith Lutheran College Careers Expo, representing Council and Career Opportunities
- RESILIENT RIVERS
- Site preparation at future planting site on Blackfellow Creek.
- Development of spring revegetation work program with contractor.
 Parian of hydrological study are staffed for Tarthill Cathemat project
- Review of hydrological study report for Tenthill Catchment project.

LAND FOR WILDLIFE (LFW)

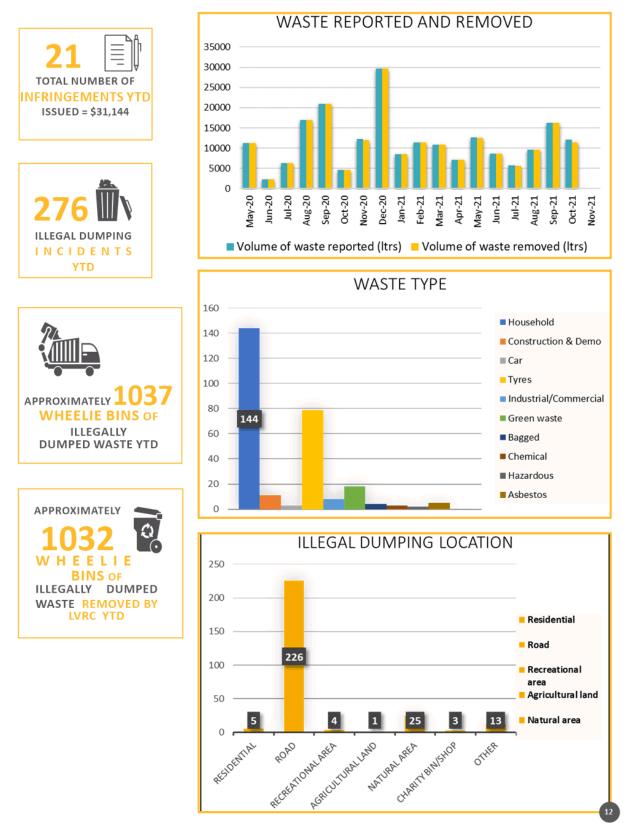




LOCAL LAWS

LOCAL GOVERNMENT ILLEGAL DUMPING PARTNERSHIP PROGRAM (LGIDPP) UPDATE

Illegal Dumping Statistics have been collated based on review of all Illegal Dumping CRMs received and actioned in 2021–2022.



14.4 Group Manager Infrastructure Monthly Report - October 2021

Author:	John Keen, Group Manager Infrastructure
Responsible Officer:	John Keen, Group Manager Infrastructure

Purpose:

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

Proposal

That this report be received and noted.

Attachments

1. Infrastructure Monthly Group Report - October 2021 9 Pages



INFRASTRUCTURE DELIVERY PROJECTS BRANCH HIGHLIGHTS CAPITAL WORKS

SUMMERHOLM ROAD, SUMMERHOLM - CONSTRUCTION

- The next section of Summerholm Road is currently under construction by Council. The construction links from a previously completed section and continues south to Gehrke Hill Road. The work activities include, culvert extensions, vegetation clearing, embankment construction, road pavement, bitumen sealing and road furniture. The construction will deliver a wider formation which will increase the safety of motorists, while also improving drainage and pavement life.
- Construction is approximately 95% completed with the final seal and line marking remaining.



FLAGSTONE CREEK ROAD/CARPENDALE ROAD INTERSECTION REHABILITATION-PART 1 (HVSPP)

- The upgrade to the intersection of Flagstone Creek Road and Carpendale Road is part funded under the Heavy Vehicle Safety and Protection Program (HVSPP) to ensure the intersection will increase safety of all motorists and ensure capacity for heavy vehicles. The construction along Flagstone Creek Road and Carpendale Road will be completed by Lockyer Valley Regional Council and is split into two sub stages, 1A and 1B. The works include road excavation, earthworks, drainage, road pavement, bitumen sealing, asphalt and road furniture. An asphalt wearing course will be paved in the intersection which will protect the new road pavement and minimise ongoing maintenance.
- Works are 95% complete on stage 1A with line marking and road furniture remaining. Works have reached 75% completion in Stage 1B with the final section of works to be completed by end of the calendar year alongside Stage 2A



GREER BRIDGE REHABILITATION

- Lockyer Valley Regional Council have engaged RAW Worx to undertake rehabilitation works on Greer Bridge on Postman Ridge Road. The works involve rectifying the sealant on the bridge deck and also concrete repair and rehabilitation works underneath the bridge on the superstructure.
- The works are currently 50% complete, with expected completion mid November 2021.

MURPHYS CREEK FOOTPATH

• The next stage of footpath construction in Murphys Creek has commenced with expected completion by late November 2021. The footpath will link from the previously completed sections through to the skate park. The project will be a blended delivery with council crews completing the culvert installation and earthworks, followed by a concrete contractor to pour the concrete footpath. The project is funded under the Local Roads and Community Infrastructure stream.

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. Current construction progress includes the following:
 - Drainage variation works completed and waiting sign off.
 - All pavement works completed.
 - All concrete works completed.
 - All block work completed.
 - Final connection to newly located water meters to be completed Monday.

MAINTENANCE WORKS

Road Patching Works

- Airforce Road, Helidon
- Amy Drive, Laidley Heights
- Beckman Road, Mulgowie
 Biggs Road, Withcott
- Blanchview Road, Withcott
- Blenheim Road, Blenheim
- Bonnell Road, Thornton
- Brightview Road, Brightview
- Brightview Road, Brightview
- Brown Court, Laidley Heights
- Burgess Road, Laidley Heights
- Cemetery Road, Plainland
- Coates Street, Laidley
- Coleman Road, Mulgowie
- Connors Road, Helidon
- Coot Place, Laidley Heights
- Deviney Street, Helidon
- Dippel Road, Thornton
- Dolleys Road, Withcott
- East Egypt Road, Mount Whitestone
- Edgerton Drive, Plainland
- Evans Road, Grantham
- Fifteen Mile Road, Murphys Creek
- Fiona Court, Laidley Heights
- Flagstone Creek Road, Helidon
- Fords Road, Adare
- Glen Cairn Road, Laidley Heights
- Harm Drive, Crowley Vale
- Heron Street, Laidley Heights
- Honeyeater Court, Laidley Heights
- Jones Road, Withcott
- Jordan Street, Laidley
- Kentville School Road, Kentville
- Klucks Road, Carpendale
- Lakes Drive, Laidley Heights
- Lawlers Road, Helidon
- Lester Lane East, Laidley South

- Lockrose Road North, Lockrose
- Lower Tenthill Road, Lower Tenthill
- Main Camp Creek Road, Thornton
- Meadows Road, Withcott
- Moonlight Parade, Laidley South
- Mountain Road, Laidley
- Mountain View Drive, Plainland
- Mulgowie School Road, Mulgowie
- Niemeyer Road, Hatton Vale
- Numera Court, Adare
- Old Mulgowie Road, Laidley South
- Old Ropeley Road, Lower Tenthill
- Otto Road, Glenore Grove
- Pelican Drive, Laidley Heights
- Preston Boundary Road, Preston
- Railway Street, Helidon
- Rangeview Drive, Gatton
- Seventeen Mile Road, Helidon
- Sippel Road, Laidley Heights
- Smithfield Road, Gatton
- Stockyard Creek Road, Flagstone Creek
- Tenthill Creek Road, Gatton
- Thornton School Road, Thornton
- Turner Street, Helidon
- Upper Flagstone Creek, Flagstone
- Weebill Court, Laidley Heights
- Woodlands Road, Gatton
- Zabel Road, Lockrose

Road Pavement Repairs

- East Egypt Road, Mount Whitestone
- Fords Road, Adare
- Mount Sylvia Road, Mount Sylvia
- Mulgowie Road, Mulgowie

MAINTENANCE WORKS

- Traffic Signs and Line Marking
- Amos Road, Withcott,
- Belah Court, Withcott
- Bell Road, Withcott,
- Belmore Drive, Withcott
- Berghofer Drive, Withcott
- Biggs Road, Withcott
- Blanchview Road, Withcott
- Bradton Court, Withcott
- Casuarina Crescent, Withcott
- Clive Crescent, Withcott
- Dayne Street, Withcott
- Debra Street, Withcott
- Dolleys Road, Withcott
- Elizabeth Street, Withcott
- Forest Hill Fernvale Road, Forest Hill
- Gatton Laidley Road, Forest Hill
- Gittins Road, Withcott
- Glencoe Road, Withcott
- Gordon Crescent, Withcott
- Greenwood Place, Withcott
- Hodges Road, Withcott
- Jean Street, Withcott
- Karbul Crescent, Withcott
- Karene Crescent, Withcott
- Kate Court, Withcott
- Kensingston Drive, Withcott
- Kimdonn Drive, Withcott
- Little Oakey Creek Road, Withcott
- May Court, Withcott,
- McNamaras Road, Withcott
- Meadows Road, Withcott
- Mount Sylvia Road, Mount Sylvia

GRAVEL RESHEET PROGRAM

Commenced

- Coles Road, Adare Ch0 1917
- Seventeen Mile Road, Helidon Ch6034 21719
- Symes Road, Helidon Ch0 295

Yet to Commence

- Knitters Road, Blanchview Ch0 891
- Main Camp Creek Road, Thornton Ch2379 5578
- McGarrigals Road, Laidley Creek West Ch0 1163
- Moon Road, Blenheim Ch1285 1899
- Rockside Mountain Road, Rockside Ch0 1418
- Ropeley Rockside Road, Rockside Ch11721 15880
- Schultz Lookout Road, Blenheim Ch0 –1067
- Sunset Boulevard, Laidley South Ch0 1393

Completed

- Hogers Road, Ropeley Ch298 1837
- Leschkes Road, Ropeley Ch0 839
- Perretts Road, Mount Whitestone Ch28 1661
- Sutcliffes Road, Flagstone Ch1581 4081
- Weiers Road, Ropeley Ch1370 3870

- O'Neils Road, Withcott
- Pamela Court, Withcott
- Pepperwood Place, Withcott
- Porteus Road, Withcottt
- Quigleys Road, Withcott
- Roser Court, Withcott
- Rutherford Road, Withcott
- Shorelands Drive, Withcott
- Stewart Street, Withcott
- Tabletop Road, Withcott
- Taylor Road, Withcott
- Wallaces Road, Withcott
- Wandin Road, Withcott
- Woodland Crescent, Withcott

Drainage Works

- Bucknall Court, Regency Downs
- Costellos Road, Lockyer
- Cramer Avenue, Laidley South
- Hall Road, Forest Hill
- Hennessy Street, Gatton
- Quigleys Road, Withcott
- Whistler Court, Laidley Heights
- Winwill Connection Road, Winwill
- Wissemann Road, Preston

Maintenance Grading

- Black Duck Creek Road, Junction View
- East Haldon Road, Derrymore
- East Haldon Road, Junction View
- Helidon Dip Road, Helidon
- Main Camp Creek Road, Thornton
- Olm Road, Ropeley

RAIN EVENT 18 OCTOBER 2021

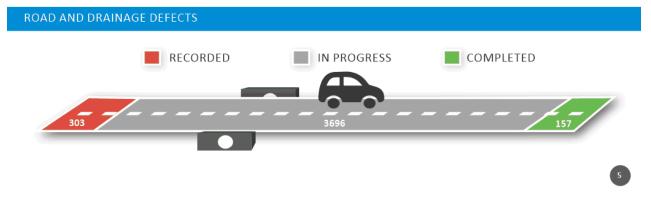
On Monday 18 October 2021 the Lockyer Valley Region received a substantial amount of rain, in particular the Summerholm area receiving approximately 160ml in an hour. Although significate damage was sustained to Council infrastructure during the event, the Queensland Reconstruction Authority clarified event activation point of \$260,000 was not reached. Repairs are being undertaken through the Infrastructure operational budget.











COMMUNITY FACILITIES BRANCH HIGHLIGHTS

CAPITAL WORKS

GATTON SHOWGROUNDS SURFACE UPGRADE

• The Gatton Cemetery upgrades are funded by the South East Queensland Community Stimulus Program (SEQCSP). These works include construction of new concrete seam strips which are currently being completed by our Parks team.



UPCOMING WORKS

- Lockyer Valley Sports and Aquatic Centre Cricket Netting Upgrade works scheduled for early November 2021.
- Lockyer Valley Aquatic Centre Pool Chlorination System Upgrade contract has been awarded. Works are scheduled for late 2021, early 2022, depending on lead times.
- Gatton Showgrounds Gymnastics Pavilion Roof Upgrade contractor has been selected and work is scheduled for early 2022.
- Cahill Park Machinery Shed Renewal shed has been ordered and installation scheduled for March/April 2022.

CURRENTLY OUT FOR QUOTE

• Lockyer Valley Sports and Aquatic Centre Pool Heating Unit Replacement is currently out for quotation and is due to close on 11 November 2021.



PARKS AND CEMETERIES MAINTENANCE WORKS

Playground Maintenance

Works completed on a as required basis.

Event Assistance

- Event sign changeovers completed as required.
- Event equipment delivery for October 2021:
 - * Lights on the Hill 2 October
 - * Country at the Creek 2 October 2021
 - * LVRC Community Wellbeing Day 8 October 2021

PARKS AND CEMETERIES MAINTENANCE WORKS

Furniture Maintenance / Landscaping

• Works were undertaken at the Laidley Anzac Park after a request from the Laidley RSL Subbranch was received to remove some of the hedges for better visibility during celebrations. Due to the difficulty engaging a contractor to do the kerb, internal staff undertook the works.



• Council were approached by the Gatton Apex Club to assist with the removal of the time capsule that is located at the BBQ shelter at Apex Lake. Staff were able to successfully remove the capsule for opening. It is now in the hands of the committee who will reinsert it for the official removal on Saturday, 30 October 2021.





- Inspection of irrigation systems are complete.
- CRM resolution across the region.

Mowing

- Mowing has taken priority throughout the region due to recent rain events.
- Slashing has begun on both sides of the Region.

Cemetery Works

- Assistance provided for 8 funerals across all cemeteries.
- Work is mostly complete on the second phase of seam strips at the Gatton Cemetery. Concreting is complete and

FACILITIES MAINTENANCE WORKS

ELECTRICAL

- Roof mounted air conditioning packaging unit failed in the Gatton Administration building temporarily repaired.
- Damper control installed to control HVAC heat at Colonial Café.
- General maintenance and repairs as required.



FACILITIES MAINTENANCE WORKS

BUILDINGS

- New lighting installed behind the Gatton Shire Hall.
- Significant vandalism repairs continuing at Laidley Recreation Reserve.
- Colonial Café repairs/replacements:
- Hot water system replaced
- Ice machine replaced
- Cold room 2 repaired
- Commercial refrigerator failed replacement compressor ordered
- Cake display fridge repaired
- Laidley Sports Complex field lighting repaired due to storm damaged.
- Damage to North Street toilets grounds delivery trucks at adjacent businesses.
- Q fever policies and agreements for Laidley Saleyards in place and signed off.
- Decorative lights at Das Neumann Haus damaged due to vandalism.
- General repairs and maintenance.

PLUMBING

- Springbrook park bubbler repaired.
- Damage caused by vehicle strike undertaken to Forest Hill Bore station.
- Repairs to glass washer at Gatton Shire hall.
- General Repairs and maintenance.

INFRASTRUCTURE SERVICES BRANCH HIGHLIGHTS

ASSET MANAGEMENT

- Stormwater Asset Condition and CCTV survey for Gatton continues
- Review of QRA Benchmarking Rates
- Ongoing processing of Capital Completions for capital works program
- 354 assets inspected bringing running total for the year to 3550
- Quotation and negotiation of bridge works contract for Connole Bridge rehabilitation as part of the LRCI funded works
- Continuing development of the Asset Management Framework

DESIGN

Design Milestones Achieved

- Grantham Scrub Road/Grantham Winwill Rd Intersection Upgrade 50% design review returned with 80% due early November
- Grantham Scrub Road (TIDS) 50% design review returned with 80% due next week
- Gehrke Road (TIDS) and Gehrke Road Footpath 80% design review returned
- Flagstone Creek Road and Lockyer Creek Road Intersection Upgrade Stage 2b is approaching issued for construction
- Brightview Road 100% design returned

Designs Completed

- Flagstone Creek Road Stage 2a
- Twidales Road Upgrade
- Gatton Industrial Estate Watermain Relocation Plans (Market Drive/Freeman Road intersection)

Surveys Planned

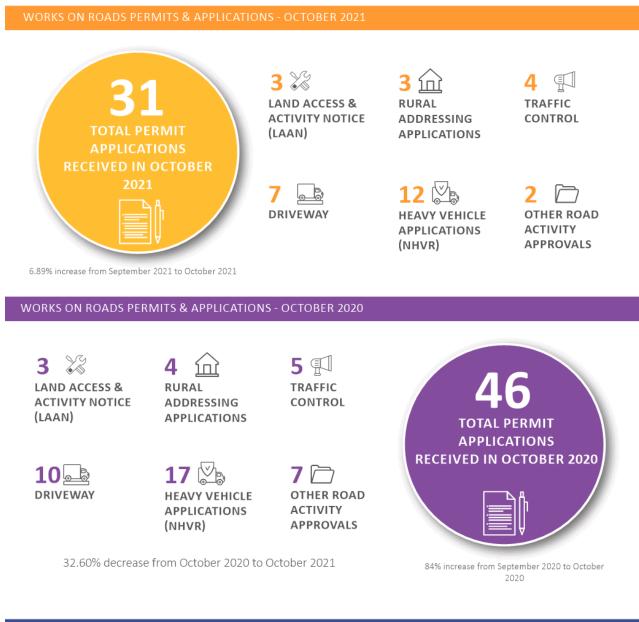
- William Street rehabilitation
- Stockyard Creek Road widening
- Multiple forward design sites are being scheduled.

Surveys Completed

- Culvert Renewal Waldron Road
- Spencer Street Footpath
- Various other works in progress







CUSTOMER CONTACT



Incoming Infrastructure customer requests for the month of October 2021



TOTAL CUSTOMER REQUESTS RECEIVED



14.5

Urban Utilities Monthly Update - October 2021

Author:	Vickie Wieland, Executive Assistant Chief Executive Officer
Responsible Officer:	Ian Church, Chief Executive Officer

Purpose:

The purpose of this report is to provide Council with highlights from the Urban Utilities (UU) September 2021 Board Meeting.

This document is for Council's information only.

Executive Summary

Lockyer Valley Regional Council maintains an ongoing 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 with delivering 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 wastewater services for customers in the Brisbane, Ipswich, Lockyer Valley, Scenic Rim and Somerset local authority areas.

Proposal

Foundational Success

Aspiration 2032

The Board considered *Urban Utilities' 2032 Aspiration*, a strategic document that looks out to 2032 and sets an ambitious and bold vision for their future. Building on their strong foundations, their aspiration takes them through to the next phase of their evolution, which involves shaping the liveability of our communities. This will be achieved by reshaping the water cycle, moving up the value chain and being a trusted partner and advisor.

Supporting their aspiration are five strategic outcomes that cover the key elements of people, customer, community, environment and growth.

- Employees: We recognise that our people are critical to delivering on the aspiration, and therefore want to see that *Urban Utilities is the most desirable place to work in Australia.*
- Customer: We are here to serve our customers. The pinnacle of delivering for our customers will be when Urban Utilities is the most trusted provider in Australia.

- Community: We recognise that our role is broader than just the services we provide to our customers, therefore, we want to see that *Our communities are the most liveable in Australia.*
- Environment: We have a critical role in delivering for our environment and aspire to ensure that *Our natural ecosystems are clean, vibrant and resilient for future generations.*
- Our business: We need a sustainable business in the long run, in the face of a rapidly changing external environment, therefore, *We pursue opportunities where we are uniquely placed to create and grow value.*

The Board considered and approved the *2032 Aspiration*. Over the next year, the Board and management look forward to sharing this exciting strategy.

Brand Promise and Values Refresh

Management briefed the Board on the refresh of Urban Utilities' brand promise and values.

This important work, which forms part of the broader review of their Brand Strategy, has been developed with regard to customer research and insights, employee feedback, and consultation with the Experience and Safety Committee.

The brand promise, 'Show up for the moments that matter. Shape the moment to come' sets out clear commitments that, as a business, Urban Utilities staunchly stand behind.

At the same time, management has reviewed and revised Urban Utilities' organisational values. The values are structured around 'CARE'. We're Connected, We're All In, We Keep it Real and We're Evolving.

The Board considered and approved Urban Utilities' brand promise and values.

CEO Search Partner

With Louise Dudley's term concluding on 31 August 2022, the Board discussed and approved the executive recruitment firm that will be appointed to lead the search for Urban Utilities' next Chief Executive Officer.

In considering this matter, the Board received proposals from a number of executive recruitment firms, shortlisted two, and final presentations were made to the Board sub-committee that was established to oversee the search process.

It is anticipated the successful partner will be communicate over the next week, once contractual arrangements have been finalised.

The Board also discussed the attributes, competencies and experience that will be required of Urban Utilities' next CEO, which will be shared with you at upcoming meetings and importantly, receiving Council's input.

Innovation, Research and Development

The Board received a briefing on the current and emerging opportunities that are being explored through their Innovation, Research and Development Program.

Key highlights for the past six months include unveiling Australia's first full-scale sidestream anammox plant at the Luggage Point Resource Recovery Centre (RRC). The facility employs unique microorganisms to naturally remove ammonium and nitrogen from sewage, creating a more efficient treatment process that requires less energy and eliminates the need to add carbon. This innovative treatment method will reduce our operating costs on account of using fewer chemicals and less energy, whilst deferring capital works at the RRC.

Urban Utilities also continued to lead a \$5.3 million Cooperative Research Centre Project, titled *Transforming Wastewater Treatment in Regional Australia*. They recently operationalised their first pilot plant with their partner Power and Water NT in Darwin, and the Helidon plant will be functional in January 2022.

The Board also noted that they are in discussions with City Parklands regarding the deployment of their proven U-Gold technology. This was piloted at their Innovation Centre to support the circular economy by using urine separation to produce safe and effective fertilisers.

Chief Entrepreneur Officer

The Board had an opportunity to meet Wayne Gerard, who was recently appointed as Queensland's Chief Entrepreneur Officer. Urban Utilities has a strong and long-standing relationship with Wayne's start-up company, Redeye, which has allowed them to digitise their asset records.

The Board and Wayne discussed the strategic priorities for the Office of the Chief Entrepreneur and, importantly, how Government and Urban Utilities can work in partnership to deliver against the key challenges and opportunities that are utilities are facing.

Opportunity Appetite Statement

Following consideration by the Audit and Risk Committee, the Board considered and approved Urban Utilities' Opportunity Appetite Statement.

This statement outlines an approach for considering and responding to significant strategic opportunities that Urban Utilities is exposed to and that have the potential to drive commercial growth through regulated and non-regulated revenue.

These opportunities could be advanced in our own right or through a strategic partnership model. In some instances, these opportunities will present through their Innovation, Research and Development Program as technologies that are proven and/or if Urban Utilities owns the technical IP capability.

In many cases, the Opportunity Appetite Statement has a high tolerance in relation to creating new value propositions for existing customers, such as, beyond the meter solutions, where Urban Utilities have adopted proven technologies from other industries to improve efficiency or sustainability (e.g. thermal process). Another example is leveraging existing assets to create new value, such as food organics and garden organics.

Social and Economic Value

Reconciliation Action Plan

Following the successful delivery of the 'Reflect' Reconciliation Action Plan, the Board considered their second Reconciliation Action Plan, 'Innovate'.

The purpose of this plan, which is currently being assessed by Reconciliation Australia, is to further embed the existing commitment to fostering stronger connections with Aboriginal and Torres Strait Islander Peoples. It will guide in delivering a number of initiatives that support 14 key focus areas, each designed to increase awareness and facilitate a shift towards a more reconciled society.

Lowood Sewage Treatment Plant (STP)

The Board received an update on the commissioning of the new STP at Lowood. The plant has been constructed using membrane bioreactor technology to ensure the plant achieves a Class A effluent standard. It also provides increased opportunities for water recycling.

Once operational, the STP will provide water to a nearby farmer, and Urban Utilities is working collaboratively with Somerset Regional Council to facilitate the provision of up to 700kL/day Class A for use by Council.

Management advised that the commissioning process is progressing well.

Constructive Culture

Enterprise Agreement – Operations and Field

Management provided an update on the bargaining parameters for the Operations and Field Enterprise Agreement. The Board discussed and approved these parameters.

Voice of the People Program Insights

The Board noted insights from the 2021 'Voice of the People' program, which draws trends on people, culture, engagement and enablement results from across the enterprise. These insights are used to drive their people strategies that are shaping how Urban Utilities work and how their people experience Urban Utilities.

Attachments

There are no attachments for this report.

14.6

2021 Audit Observation Report

Date:	10 November 2021	
Author:	Jodi Marchant, Chief Financial Officer	
Responsible Officer:	Ian Church, Chief Executive Officer	

Purpose:

The purpose of this report is to provide Council a copy of the Auditor General's 2021 Observation Report as required under the *Local Government Regulations 2012*.

The report and its findings will also be provided to the next meeting of the Audit and Risk Management Committee for further follow up.

This document is for Council's information only.

Executive Summary

Section 213 of the *Local Government Regulation 2012* requires the Mayor to present to Council a copy of the Auditor General's Observation Report. The Observation Report is a report about the Audit prepared under Section 54 of the *Auditor General Act 2009* that includes observations and suggestions made by the Auditor General about anything arising out of the audit.

Council's contract auditors, William Buck, have provided a Final Management Report which provides information on the key aspects of the 2021 audit. A copy of the Final Management Report is attached, while the audited financial statements and the un-modified audit opinion has been included in Council's Annual Report.

Whilst Council has not received this report formally from the Auditor General, Council's contract auditors, William Buck, has provided a "Final Management Report" which for the purposes of the legislation is taken to be the Observation Report.

Proposal

Following review by the Audit and Risk Management Committee, the financial statements for 2020-21 were presented to William Buck on behalf of the Queensland Audit Office (QAO) for audit on 23 August 2021.

The field work on the audit by William Buck commenced on 23 August 2021 and concluded on 27 August 2021 with an un-modified audit opinion received on 9 November 2021. As with the prior year, the sign off on the statements was completed utilising QAO's electronic signature process which has resulted in time savings as paper copies of the statements did not need to be exchanged.

A Final Management Report has been provided by William Buck outlining the key points of the 2021 audit and is attached to this report. The audit was completed within the statutory timeframe and there are no outstanding tasks remaining.

The Final Management Report provides a review of the key matters considered as part of the audit.

During the final field work phase of the audit process one financial reporting issue with a medium risk was identified for action:

• Restoration provision cost estimates

During the interim audit phase of the audit process one internal control issue identified as significant risk was identified which is still unresolved:

• Purchase Order Amendment

All prior period deficiencies have been resolved

All unresolved matters will be included in the Audit and Risk Management Committee's Outstanding Items Register for follow up action.

Attachments

1. Final Management Letter 2021 5 Pages



Our ref: JAL:MJM:LVRAA88

SENSITIVE

9 November 2021

Cr T Milligan Mayor Lockyer Valley Regional Council PO Box 82 Gatton QLD 4343

Dear Cr Milligan

Final Management Report for Lockyer Valley Regional Council

We have completed our 2021 financial audit for Lockyer Valley Regional Council. The Auditor-General issued an unmodified audit opinion on your financial statements.

The purpose of this letter is to update you on any matters that have arisen since we provided our closing report on 15 October 2021.

Reporting on issues identified after the closing report

I can confirm that we have not identified significant issues since the presentation of our closing report. Issues and other matters formally reported to management and an update on actions taken by management to resolve these issues is included as Appendix A to this letter.

Report to parliament

Each year we report the results of all financial audits and significant issues to Parliament.

This year we intend to include the results of our audit of Lockyer Valley Regional Council in our report to Parliament on the results of the Local Government sector. In this report we will comment on the results of our audit of your financial report, any significant internal control issues we identified, and the overall results of the sector, including, major transactions and events. We will discuss the proposed content of our report with your Chief Executive Officer and will continue to consult as we draft our report. Formally, you will have an opportunity to comment on our report and for these comments to be included in the final report.

Audit fee

The final audit fee for this year is expected to be \$97,119 exclusive of GST (2020: \$92,000). This fee is higher than the fee estimated in our external audit plan due to the additional funding acquittal for Local Roads Community Infrastructure (LRCI) and work required on the prior period error corrections and disclosures.

Queensland Audit Office Level 13, 53 Albert Street, Brisbane Qld 4000 PO Box 15396, City East Qld 4002
 Phone
 07 3149 6000

 Email
 qao@qao.qld.gov.au

 Web
 www.qao.qld.gov.au

 @ Queensland Audit Office (QAO)

Forward work plan 2021-24

QAO has published its *Forward work plan 2021-24*. We continue to focus our work where we can best advise and support entities, and where our insights can most effectively influence positive change. For the first time this year, the plan outlines the strategic risks to public service delivery that QAO has identified and focus areas for our audits. We include all of our audit work in this plan—our financial audits, performance audits and assurance activities—which work together to provide a full picture of state and local government performance and accountability.

Our forward-looking plan covers the next three years to ensure transparency around our work and to allow entities time to prepare for an audit. Each year, we will reconsider each topic's relative importance and timing, and republish a revised plan. We will continue to consult with entities to ensure we are proposing the right audits at the right time and we welcome suggestions for audit topics, or contributions to audits in-progress via <u>www.qao.qld.gov.au/contact-us</u>. On our website, we also provide an acquittal of our prior published plans.

We would like to thank you and your staff for their engagement in the audit for the past several years and wish every success to Lockyer Valley Regional Council for the future. We will ensure a smooth transition to your new appointed auditors.

If you have any questions about this letter or would like to discuss any matters regarding our audit service, please contact me or Matthew Monaghan, on 3229 5100.

Yours sincerely

ju

Junaide Latif Director

SENSITIVE



Appendix A1—Financial reporting issues

Status

The following table outlines financial reporting issues identified through our audit since our last interim report dated 27 May 2021. It includes a response from management.

Our risk ratings are as follows-refer to Our rating definitions for more detail.

High	Medium	Low

Medium risk issue				
21CR-1 Restoration provision co	ost estimates			
Observation				
We noted that Council last obtained cost estimates of the key future restoration costs (capping and filling) from an independent expert in December 2016, for the 2017 year. While we acknowledge that management have reviewed internally the key assumptions on an annual basis since then, given the passage of time and that the restoration provision is the largest liability on the statement of financial position, it would be prudent to again engage with independent experts to review key cost assumptions this year.				
Implication				
The landfill restoration provision m	ay be misstated in the financial statements.			
QAO recommendation				
We recommend that Council engages with an independent expert over costs as part of its annual assessment of the key assumptions for the landfill provisions for the 30 June 2022 year end.				
Management response				
Management acknowledges the need to review and update the cost estimates of the key future restoration costs associated with the refuse and quarry rehabilitation provisions held by Council in line with potential changes in strategy and notes that the numbers are reviewed and considered for accuracy each year.				
A comprehensive review of the numbers has commenced and will be completed by Council during the 2021-2022 financial year.				
Responsible officer:	Group Manager People & Business Performance and Chief Financial Officer			
Status:	Work in Progress			
Action date:	30 June 2022			



Attachment 1

3

俞

Appendix A2—Matters previously reported

The following table summarises all control deficiencies, financial reporting issues and other matters that have previously been raised but are not yet resolved. The listing includes issues from our reports this year and those issues raised in prior years.

Reference	Issue	Status/Comment action date	
	Internal control issues		
	Significant deficienc	ies	
21IR-1	Purchase Order Amendment	Work in progress	
	Systems allowed purchase orders to be amended and increased over the delegation of the approver.	No change from the interim report except for the responsible officer. To improve current internal controls on purchase order processing and subsequent amendments and management an education piece will be undertaken (initially with key staff) on roles and responsibilities in line with the recently approved Procurement Guideline and also financial delegations. It is also envisaged future data analytical development will be undertaken to provide improved internal controls on purchase orders. Action Date 30 June 2022 Responsible officer: Chief Financial Officer	

4

SENSITIVE

Appendix B—Our rating definitions

Internal controls rating definitions

	Definition	Prioritisation of remedial action
Significant deficiency	 A significant deficiency is a deficiency, or combination of deficiencies, in internal control that requires immediate remedial action. Also, we increase the rating from a deficiency to a significant deficiency based on: the risk of material misstatement in the financial statements the risk to reputation the significance of non-compliance with policies and applicable laws and regulations the potential to cause financial loss including fraud, or where management has not taken appropriate timely action to resolve the deficiency. 	This requires immediate management action to resolve.
Deficiency	A deficiency arises when internal controls are ineffective or missing, and are unable to prevent, or detect and correct, misstatements in the financial statements. A deficiency may also result in non- compliance with policies and applicable laws and regulations and/or inappropriate use of public resources.	We expect management action will be taken in a timely manner to resolve deficiencies.
Other matter	An other matter is expected to improve the efficiency and/or effectiveness of internal controls, but does not constitute a deficiency in internal controls. If an other matter is not resolved, we do not consider that it will result in a misstatement in the financial statements or non-compliance with legislative requirements.	Our recommendation may be implemented at management's discretion.

Financial reporting issues

	Potential effect on the financial statements	Prioritisation of remedial action
High	We assess that there is a high likelihood of this causing a material misstatement in one or more components (transactions, balances and disclosures) of the financial statements, or there is the potential for financial loss including fraud.	This requires immediate management action to resolve.
Medium	We assess that there is a medium likelihood of this causing a material misstatement in one or more components of the financial statements.	We expect management action will be taken in a timely manner.
Low	We assess that there is a low likelihood of this causing a material misstatement in one or more components of the financial statements.	We recommend management action to resolve; however, a decision on whether any action is taken is at management's discretion.

SENSITIVE



14.7	Independent Chairperson Annual Report - Audit and Risk Management Committee 2020-21
Author:	Madonna Brennan, Risk, Audit and Corporate Planning Advisor
Responsible Officer:	Ian Church, Chief Executive Officer

Purpose:

This report presents to Council the third Annual Report by the Independent Chairperson of the Audit and Risk Management Committee for the period 1 July 2020 to 30 June 2021.

This document is for Council's information only.

Executive Summary

The Audit and Risk Management Committee is an advisory committee and is directly responsible to Council. The role of the Committee is to provide independent assurance and guidance of audit and risk management related matters.

The Audit and Risk Management Committee Charter identifies the membership of the Committee which comprises of the two Councillors appointed in accordance with practices and procedures of Council at the commencement of each term and a Proxy, being a Councillor nominated by Council to attend in the absence of an appointed Councillor member.

The Committee membership also includes three independent external members, with Council appointing one of the independent members as Chairperson.

A requirement under the Committee Charter is for an annual report to Council be prepared to provide a summary of the performance and achievements for the previous year and to outline an interim program of planned activities for the coming year for the Audit and Risk Management Committee.

Proposal

The 2020-2021 Annual Report for the Audit and Risk Management Committee has been prepared by Ms Kerry Phillips, the Independent Chairperson of the Committee who commenced as Chairperson on 1 July 2018.

The key deliverables during the 2020-21 financial year highlighted in the Independent Chairperson's Annual Report are:

- Community Plan 2017-2027
- Corporate Plan 2017-2022
- Annual Budget 2021-2022
- Operational 2020-2021
- 2019-2020 Financial Statements and draft shell statements, revaluation reporting and position papers 2020-2021.
- 2019-2020 financial accountability documents.
- Council Minutes
- Councillor material personal interest declarations

- Internal Audit Plan 2020-2021 including the following deliverables risk assurance map, payroll and remuneration review, development of data analytics, review of lessons learned from pandemic.
- Audit register progress updates.
- Review of performance of internal audit.
- CEO updates to the Committee
- Risk management updates
- Fraud and corruption reporting.
- Business continuity planning.

The details of these items are captured in the attached Independent Chairperson's Annual Report along with the interim program of planning activities for 2021-2022.

Attachments

1. Independent Chairperson Annual Report 2020-2021 9 Pages

22 October 2021

Mrs Kerry Phillips Independent Chairperson Lockyer Valley Regional Council Audit and Risk Management Committee 29 Bath St BIRKDALE Q4159 Email <u>Kerry@antipodes2.net</u>

Councillor Tanya Milligan Mayor Lockyer Valley Regional Council PO Box 82 GATTON QLD 4343

Dear Councillor Milligan

2021 Annual Report – Lockyer Valley Regional Council Audit and Risk Management Committee

1.0 Introduction

- 1.1 As Chairperson, Lockyer Valley Regional Council Audit and Risk Management Committee, I am pleased to present my third(3rd) Annual Report to Council.
- 1.2 During the 2020/21 year, the committee has seen some change in composition due to the retirement of community member Mark Newton. Council undertook a recruitment process and Adrian Morey Director PwC has joined the committee and was warmly welcomed to his first meeting and induction in March 2021. Councillors Wilson and Cook continued to provide solid support during this period. Independent member Martin Power participated in all meetings during the period sees continuity for the committee. Committee members extended their thanks and appreciation for the efforts of the exiting member Mark Newton after a number of years of solid service to the group.
- 1.3 The outsourced internal audit contract saw O'Connor Marsden in their second full year with Council. Cathy Blunt and Wayne Gorrie have been regular attendees and presenters at Committee meetings. Their reports have covered -

a) Risk assurance map – great single page resource and detailed recommendations for management, OCM have provided tools to assist implementation (Nov 2020), an update on progress has been requested for March 2022 meeting.

b) Payroll and remuneration processes (Feb 2021 - 10

recommendations for improvement tracked via the register) c) Data analytics – payroll and finance – (May 2021 – 8 recommendations for improvement) d) Lessons learnt from the pandemic- completed June 2021 to be presented to the committee at the August 2021 meeting

- 1.4 The committee has continued to evolve significantly in the past 12 months and members have extended themselves to engage with management and officers in the pursuit of improvement in the areas of compliance and risk.
- 1.5 The committee, with the support and guidance of the Council corporate governance function has navigated through a responsive agenda to ensure that the Committee meets the objectives of the Committee Charter. Thus, implementing and maintaining an efficient audit committee function, supporting an effective internal audit and external audit function and close oversight of the emerging maturing risk management environment.
- 1.6 This report considers oversight and assurance of activities of the Committee that cover the operating period 1 July 2020 to 30 June 2021.

2.0 Operating in and compliance with legislative frameworks.

- 2.1 The Committee operates within the legislative framework of the *Local Government Act 2009* and the *Local Government Regulation 2012*. The role and responsibilities, guidelines and operational procedures are contained in the Audit and Risk Management Committee Charter the Committee's Code of Conduct (now repealed) and Council's Code of Meeting Practice.
- 2.2 As an Advisory Committee of Council, the Committee is independent of management and does not have executive power, delegated responsibility or authority to implement actions over which management has responsibility. Consistent with these responsibilities, and with objectivity, credibility and Council support, the Committee promotes and supports good corporate governance through the provision of independent assurance, oversight and advice to Council and the Chief Executive Officer. This advice covers financial statement oversight, short and long term financial sustainability, financial matters, annual reporting and matters relating to fraud control, risk management, internal control, governance, compliance, cyber security and external audit.
- 2.3 As Chairperson, I acknowledge the willingness and interest of the Mayor, Cr Milligan, and CEO, Ian Church in meeting and engaging with me on the Committee's role, responsibilities and recommended actions. Independent members out of session have also provided

insight to key members of management and the Committee in relation to emerging corporate governance and compliance issues as they have arisen over year. These insights have been well received and associated dialogue and actions have been responsive and encouraging.

3.0 Membership and Meetings

3.1. Membership: In accordance with Audit and Risk management Charter, voting and non-voting members of the Committee comprise:

Voting members:

- Independent Chairperson Kerry Phillips
- Councillor Members Deputy Mayor Cr Jason Cook and Councillor Chris Wilson,
- Proxy Councillor Rick Vella
- Independent External members (Community) Mark Newton (Jul-Aug 2020), (Professional) Adrian Morey (Feb June), Martin Power full year

Non-Voting Member, staff and external Attendees:

- Mayor: Cr Tanya Milligan (ex officio non-voting)
- Chief Executive Officer: Ian Church
- Group Manager People and Business Performance: Anna Hebron
- Chief Finance Officer: Jodi Marchant
- Management Accountant: Dee Stewart
- Manager Information Services: Graham Cray
- Secretariat: Erin Carkeet, Susan Boland and Bella Greinke (commenced 4 March 2021).
- Risk, Audit and Corporate Planning officer: Madonna Brennan
- Manager Business Performance: Corrin Bischoff (July- Feb)
- Internal Auditor: Cathy Blunt, Wayne Gorrie, O'Connor Marsden
- External Auditor: Junaide Latif, Matthew Monaghan, William Buck (Chartered Accountants)
- Queensland Audit Office: Raechel Filler (July-Dec), Sabrina Frank (Mar-June)

3.2 Meetings: The Charter provides that the Committee meet at least 4 times per year.

Meetings for 2020/21were held on 6 August 2020, 26 November 2020, 4 March 2021 and 3 June 2021.

Consistent with Section 211 *Local Government Regulation 2012*, the Chief Executive Officer presented the Reports and Minutes of the Committee Meetings on the matters reviewed and the Committee's recommendations to the Council's Ordinary Meetings immediately following each Audit and Risk Committee meeting.

4.0 Responding to long term financial sustainability challenges

Council pleasingly delivered an operating surplus ratio of over 12% for 2020/21 This is slightly above the target range and following on from the success in the previous two years.

In addition, the other two sustainability ratios are well inside target.

This saw the delivery of a substantial Capital Works Program.

The result is positive and continues to lay a solid foundation for long term financial sustainability.

Budget 21/22 and the following 3 financial years are set to achieve similar target results as 2020/21. Forecasting continued surpluses and containment of asset related costs on the back end of the development of sound strategic asset management plans. The organisational effectiveness review initiated during 18/19 has resulted in the application of a more appropriate structure and implemented some structural reform to support more efficient resource utilisation.

5.0 Key deliverables during the 2020/21 financial year

Council continued to meet the mandatory elements for legislative compliance for the key deliverables.

- Community Plan 2017-2027 In 2019/20 this Strategic Plan remained part of Council's key strategy in articulating community expectations of its elected Council over a 10 year period and is published on Council's website
- Corporate Plan 2017-22 in accordance with S199 of the Local Government Regulation 2012 (LGR) this plan was adopted by Council 24 May 2017. The plan responds to the Community Plan and provides direction for Council in delivering a sustainable future for the region over the period. The Corporate Plan is published on Council's website
- Annual Budget 2021/22 the 10 year forecasts are encouraging with continued annual operating surpluses projected; growth in asset values; and with impressive measures and forecasts of long- term financial sustainability in the statutory reporting of operating surplus ratios, net financial asset/liability ratios and asset sustainability ratios. Council remains committed to paying down debt.

Monthly reporting requirements were met in relation to Council reports. Reporting to the Committee provided insightful updates on performance against budget and emerging issues. The support to the Committee by the Chief Executive Officer, Group Manager People and Business Performance and the Chief Finance Officer has been valuable in clarifying emerging issues, challenges and reviews undertaken by management to ensure target performance remains on track.

- Operational Plan 2020/21- in accordance with Section 174 LGR 2012, performance against the plan was reported to Council quarterly and made available on Council's website;
- 2019/20 Financial statements and draft shell statements, revaluation reporting and position papers 2020/21

2019/20 Financial accountability documents including general purpose financial statements, financial sustainability statement (Part 3, LGR 2012); submitted to the Audit and Risk Management Committee on 6 August 2020 and adopted within the statutory period.

Consistent with Council's policy objective for long term financial management, these financial reporting documents are evidence of accountability to the community whilst focusing on Council's core business in a responsible and accountable manner.

I again was extremely impressed with both the quality and timeliness of the financial statements and the associated commentary. I continue to direct other assurance and governance professionals to these statements as an exemplary example of effective communication. Key staff associated with the preparation of these documents are to again be commended on their standard of preparation, it is noted that there were significant challenges to resourcing and external support during the year and it was good to see the quality and standard maintained.

The Committee was provided the opportunity to review the **draft shell financial statements for the 2020/21** financial year and associated position papers and revaluation reporting. Significant feedback was developed by committee members and provided to the Finance team for consideration.

- Council Minutes Section 272, LGR 12 compliant in terms of public accountability, including recording of declarations of conflicts of interest for reports and records of minutes, which are available at the Council Chambers and posted on Council's website;
- Councillor material personal interest declarations: Section 172, Local Government Act 2009 (LGA 2009) compliant for public accountability with registers of interest posted in Council's website;
- Internal Audit Plan 2020/21 As Council's appointed internal auditors, O'Connor Marsden, have with the cooperation and participation by senior management addressed a range of matters and issues across strategic,

financial and operational areas. Management has concentrated on areas of perceived weaknesses and addressed opportunities for improvement rather than being compliance orientated.

Deliverables against the Internal Audit Plan 2020/21 included in the plan;

- Risk Assurance Map
- Payroll and remuneration processes
- Data analytics payroll and financial
- Lessons learnt from the Pandemic

There were requests by management to defer a number of reviews and the plan has been amended to accommodate these requests.

- Audit Register Status reports were presented at each meeting. The Committee has some concern in relation to the delays often experienced in terms of timely response to recommendations, it has been especially highlighted in the compliance areas. Management have been challenged in addressing this issue due to competing priorities and resource pressures.
- Review of Performance Internal Audit the Committee reviewed the self -assessment undertaken by O'Connor Marsden and made some very minor amendments to their recommendations. Council and the committee have been very satisfied with the work of this group. The Committee undertook the annual review of the Internal Audit Policy and Charter.
- CEO reports to the Committee regularly on matters pertaining to Governance, Fraud and Corruption, complaints and associated investigations, emerging and current legal matters and workplace health and safety indicators. These items provide insight into a number of potential and emerging risks. Further to this, the CEO has provided the Committee with insight into the progress of the organizational effectiveness review, the progress and emerging risks in association with Inland Rail, the emerging water consortium and the grant program.
- Risk management updates Council has made significant progress toward the establishment of a fulsome Corporate Operational Risk register and associated risk governance framework. Progress reporting has been provided at each meeting this financial year as matters have progressed. This work refines the framework in 2020/21 to provide a solid platform to monitor and review Council's response to identification, comprehension and responsiveness to the risk environment.
- Fraud and Corruption reporting resource pressure this year has seen minimal progress on the maturing of the Fraud and Corruption Control framework, this is an area of improvement opportunity for the 2021/22 year.

Business Continuity Planning - the recommendations from the Lessons Learnt form the Pandemic internal audit will provide supplementary improvement in this area.

6.0 Dealings with the Queensland Audit Office (QAO), Council External Auditor and Council – a positive report card

6.1 The Queensland Audit Office and Council's External Auditor were represented at all four meetings of the Committee during 2020/21

6.2 The External Auditor, William Buck, Accountants provided representatives and reported to all meetings. This included the provision of an unmodified audit opinion on Council's financial statements for 2019/20.

6.3 At the meeting held 6 March 2020, the Committee endorsed the 2020/21 External Audit Plan.

6.4 During 2020/21 the QAO conducted the following relevant performance audits;

- Water high relevance
- Transport medium
- Energy medium
- Health planning for sustainable services medium
- State entities 2020 medium
- Delivering successful technology projects high relevance
- Effectiveness of stat audit committees high relevance
- Local Government entities 2019/20 high relevance
- Responding to complaints from people with impaired capability medium

7.0 Interim Program of planned activities for 2021/22 financial year

The Committee's priorities and objectives for the coming year will include but are not limited to:

- 1) Review and endorse the internal audit plan for 21/22 and plans for subsequent 2 years;
- 2) Review progress and updates on the audit register and the risk register;
- 3) Review and provide feedback with respect to the draft shell financial statements 2021/22;
- 4) Review and endorse and draft 2020/21 financial statements for presentation to the Auditor General for auditing;
- 5) Prior to publication, establish compliance with legislation for the contents of the 2021 Annual Report;
- 6) Finalise the schedule of meetings during 2022;
- 7) Provide reports to Council on the Audit and Risk management function;
- Survey via self assessment of members the Committee's responsibilities and identify areas for improvement at the August 2022 Committee Meeting including review of the charter and code of conduct;

- 9) Review and revise the progress of the Fraud and Corruption Control Plan and the development of the associated framework;
- 10) Monitor on-going progress on cyber security, risk management, fraud and corruption, procurement and the organisational efficiency reviews;
- 11) Review progress against the Audit Plan;
- 12) Consider findings emerging from QAO performance reports

8.0 Thank you and appreciation - Reflecting on a successful year

8.1 Adrian Morey, Director PwC has quickly acquainted himself with LVRC and has provided immediate value to the committee. Martin Power Audit Consultant from Bentleys continues to solidly support myself as chair and the committee by undertaking extensive review of agenda materials provided. Feedback to the Finance team regarding the draft shell statements from all members of the committee has been invaluable.

8.2 The remaining members of the Committee – Mark Newton (Community), Cr Chris Wilson and Cr Jason Cook (Deputy Mayor) have also continued to make positive contributions particularly in relation to community and elected members sentiment with regard to emerging changes.

8.3 The Committee has been incredibly well supported by non voting members – CEO, Ian Church; Committee Secretariat and Governance and Strategy Advisor, Madonna Brennan; Governance and Strategy Officer and minute taker, Erin Carkeet, Susan Boland and Bella Greinke ; Manager Business Performance , Corrin Bischoff; Group Manager, Anna Hebron; CFO, Jodi Marchant; Cor-Ordinator Accounting Services, Dee Stewart; Manager Information Communication and Technology, Graham Cray; Internal Auditor, Cathy Blunt; External Auditors, Junaide Latif and Matthew Monaghan and QAO representatives, Raechel Filler and Sabrina Frank. Any request has been responded to promptly and the CEO in particular, has taken time to engage in a fulsome manner to ensure continued success of the committee.

8.4 I also appreciate the interest and discussions during debrief sessions with the Mayor Tanya Milligan. Her commitment to these sessions demonstrates an active and committed interest to the work of the Committee.

8.5 I have taken great pride in the opportunity to continue to lead and steer the committee. I am appreciative of Council's confidence in the role I have played over the past three years. The conduct of the team of professionals that guide and support the work of the Committee ensures its success. Discussion is robust and ideas are free flowing with the best of intent and interest in the success of the organisation. As the organisation continues on a path of maturity in the areas of risk management, governance and long-term sustainability, the Committee I am confident will continue to contribute and offer value to decision making and the provision of governance and oversight as part of a continued successful journey.

Sincere Regards

Kerry Phillips Chairperson Audit and Risk Committee

Lockyer Valley Regional Council

15.0 CONFIDENTIAL ITEMS

In accordance with the provisions of section 254J(3) of the *Local Government Regulation 2012*, a local government may resolve to close a meeting to the public to discuss confidential items, when its Councillors or members consider it necessary to close the meeting.

CLOSED SESSION

THAT the meeting be closed to the public, the time being 10:28am, to discuss the following items, which are considered confidential in accordance with section 254J(3) of the *Local Government Regulation 2012*, for the reasons indicated.

- 15.1 Rates Charges Write Off Request Property ID 143170 This item is confidential in accordance with Section 254J (3) (d) of the Local Government Regulation, 2012, as the matter involves rating concessions.
- **15.2** Rates and Interest Write Off Request Property ID 120760 This item is confidential in accordance with Section 254J (3) (d) of the Local Government Regulation, 2012, as the matter involves rating concessions.

Moved By:	Cr Hagan	Seconded By:	Cr Vela	
		Resolution Number: 20-24/0475		
		CARRIED		
		7/0		

In accordance with section 150EQ of the Local Government Act 2009, Councillor Holstein informed the meeting that she has a declarable conflict of interest in Item 15.2 'Rates and Interest Write Off Request – Property ID 120760'. The nature of the interest is that Councillor Holstein has previously undertaken business by way of purchasing items held for sale by the applicant. Councillor Holstein left the meeting room at 10:29am (including any area set aside for the public) while the matter was discussed and voted upon.

OPEN SESSION								
THAT Council move into open session, the time being 10:31.								
Moved By:	Cr Cook	Seconded By: Resolution Number: 20-24/0476	Cr Wilson					
CARRIED 7/0								

15.2	Rates and Interest Write Off Request - Property ID 120760	
Author:	Kirsty Johnson, Coordinator Revenue Services; Jodi Marchant, Chief Financial Officer	
Responsible Officer:	Ian Church, Chief Executive Officer	

That the above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 254J (3) (d) of the Local Government Regulation, 2012, as the matter involves rating concessions.

Purpose:

The purpose of this report is to seek Council's approval to write off rates and charges for the period 1 December 2017 to 26 July 2019 for Property ID 120760.

<u>Officer's Recommendation</u>: THAT Council resolve to write off rates and charges including accrued interest for the period 1 December 2017 to 26 July 2019 for Property ID 120760.

RESOLUTION

THAT Council resolve to write off rates and charges including accrued interest for the period 1 December 2017 to 26 July 2019 for Property ID 120760.

Moved By:	Cr Wilson	Seconded By: Resolution Number: 20-24/0477	Cr Hagan
		CARRIED 6/0	

Cr Holstein returned to the meeting at 10:32am.

15.1	Rates Charges Write Off Request - Property ID 143170	
Author:	Kirsty Johnson, Coordinator Revenue Services; Jodi Marchant, Chief Financial Officer	
Responsible Officer:	Ian Church, Chief Executive Officer	

That the above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 254J (3) (d) of the Local Government Regulation, 2012, as the matter involves rating concessions.

Purpose:

The purpose of this report is to seek Council's approval to write off the legal fee charges raised in August 2021 for Property ID 143170.

<u>Officer's Recommendation</u>: THAT Council resolve to write off the legal fee charges raised in August 2021 for Property ID 143170.

RESOLUTION

THAT Council resolve to write off the legal fee charges raised in August 2021 for Property ID 143170.

Moved By:	Cr Wilson	Seconded By: Resolution Number: 20-24/0478	Cr Qualischefski
		CARRIED 7/0	

16.0 MEETING CLOSED

There being no further business, the meeting closed at 10:32am