

Agenda



ORDINARY MEETING OF COUNCIL

AGENDA

20 JULY 2022

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1. MEETING OPENED**1.1 Acknowledgement of Country**

The traditional owners of the land on which the meeting is held to be acknowledged.

1.2 Opening Prayer

A minute's silence to be held for those persons recently deceased followed by the opening prayer.

2. LEAVE OF ABSENCE

No Leave Of Absence.

3. CONDOLENCES/GET WELL WISHES**3.1 Condolences/Get Well Wishes**

Author: Bella 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.

Attachments

There are no attachments for this report.

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

Pursuant to Chapter 5B, Part 2 of the *Local Government Act 2009*, a councillor who has a prescribed conflict of interest in an issue to be considered at a meeting of a local government, or any of its committees must:

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

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

Pursuant to Chapter 5B, Part 3 of the *Local Government Act 2009*, a councillor who has a declarable conflict of interest in a matter to be considered at a meeting of the local government or any of its committees must inform the meeting about the personal interest in the matter, including the following particulars about the interests:

- (a) the nature of the interests
- (b) if it arises because of the councillor's relationship with a related party:
 - i. the name of the related party to the councillor
 - ii. the nature of the relationship of the related party to the councillor
 - iii. the nature of the related party's interest in the matter
- (c) if it arises because of a gift or loan from another person to the councillor or a related party:
 - i. the name of the other person
 - ii. the nature of the relationship of the other person to the councillor or related party
 - iii. the nature of the other person's interest in the matter
 - iv. the value of the gift or loan and the date the gift or loan was made.
- (d) how the councillor intends to handle the matter i.e. leave the meeting or proposes to stay in a meeting.

5. MAYORAL MINUTE

No Mayoral Minute.

6. CONFIRMATION OF MINUTES**6.1 Confirmation of Ordinary Meeting Minutes - 15 June 2022****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 15 June 2022 be taken as read and confirmed.

Attachments

There are no attachments for this report.

7. BUSINESS ARISING FROM MINUTES

No Business Arising from Minutes.

8. COMMITTEE REPORTS**8.1 Receipt of the Unconfirmed Minutes of the Audit and Risk Management Committee - 2 June 2022**

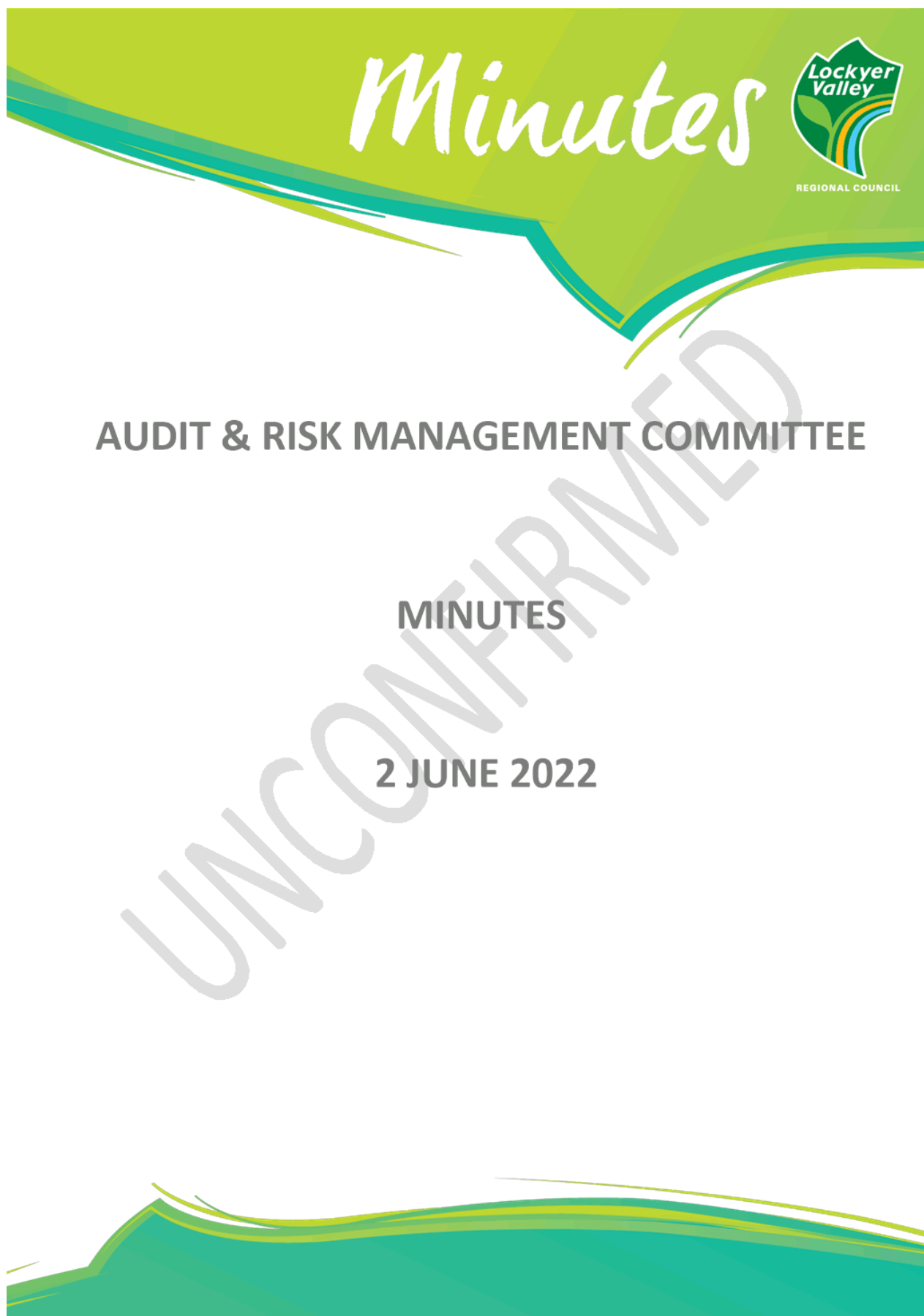
Author: Bella Greinke, Council Business Officer
Responsible Officer: Ian Church, Chief Executive Officer

Officer's Recommendation:

THAT Council receive and note the unconfirmed minutes of the Audit and Risk Management Committee meeting held on 2 June 2022, as attached to this report.

Attachments

1  Unconfirmed Minutes - Audit and Risk Management Committee 20220602 16 Pages



AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

2 JUNE 2022

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ATTENDANCE:

Councillor Members	<ul style="list-style-type: none">• Mayor Tanya Milligan (ex-officio, part of meeting)• Cr Jason Cook• Cr Chris Wilson
Independent External Members (Voting)	<ul style="list-style-type: none">• Kerry Phillips (Chairperson)• Martin Power• Adrian Morey
Attendees (non-voting)	<ul style="list-style-type: none">• Ian Church, Chief Executive Officer• Madonna Brennan, Risk, Audit & Corporate Planning Advisor• Jodi Marchant, Chief Financial Officer• Bella Greinke, Council Business Officer (Secretariat)• Christie Wytenburg, Coordinator Business Improvement• Kylie King, Financial Accountant (part of meeting)• Tania Skopp, Assets Accountant (part of meeting)• Dee Stewart, Coordinator Accounting Services• John Keen, Group Manager Infrastructure (part of meeting)• Cathy Blunt, O'Connor Marsden & Associates (Internal Audit)• Wayne Gorrie, O'Connor Marsden & Associates (Internal Audit)• Logan Meehan, Crowe (External Audit)• Ashita Lal, Queensland Audit Office

1. MEETING OPENED

The meeting commenced at 10:01am.

2. APOLOGIES

There were no apologies for the meeting.

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

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

Pursuant to Chapter 5B, Part 2 of the Local Government Act 2009, a member who has a prescribed conflict of interest in an issue to be considered at a meeting of a local government, or any of its committees must:

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

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

Pursuant to Chapter 5B, Part 3 of the *Local Government Act 2009*, a member who has a declarable conflict of interest in a matter to be considered at a meeting of the local government or any of its committees must inform the meeting about the personal interest in the matter, including the following particulars about the interests:

- (a) the nature of the interests
- (b) if it arises because of the member's relationship with a related party:
 - i. the name of the related party to the member
 - ii. the nature of the relationship of the related party to the member
 - iii. the nature of the related party's interest in the matter
- (c) if it arises because of a gift or loan from another person to the member or a related party:
 - i. the name of the other person
 - ii. the nature of the relationship of the other person to the member or related party
 - iii. the nature of the other person's interest in the matter
 - iv. the value of the gift or loan and the date the gift or loan was made.
- (d) how the member intends to handle the matter i.e. leave the meeting or proposes to stay in a meeting.

No declarations were made by Members at this time.

2 JUNE 2022

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

No business arising from minutes.

AUDIT & RISK MANAGEMENT COMMITTEE
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2 JUNE 2022

6. AUDIT COMMITTEE REPORTS

6.1 Chief Executive Officer's Report

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

Summary:

The purpose of this report is to provide an update on matters relevant to the Audit and Risk Management Committee.

Officer's Recommendation:

THAT the Audit and Risk Management Committee receive and note the Chief Executive Officer's Report.

RESOLUTION

THAT the Audit and Risk Management Committee receive and note the Chief Executive Officer's Report.

Moved By: K Phillips **Seconded By:** M Power
Resolution Number: ARMC/0238

CARRIED
5/0

Key Discussion Highlights from the Meeting

The Chief Executive Officer (CEO) highlighted key points and opened the report for questions/discussion.

Declared Rainfall and Flooding Events

- The CEO noted that the region has had three declared rainfall and flooding events in the past few months; being in November/December 2021; February/March 2022 and May 2022. A "trigger point" of approximately \$250,000 is applicable to each event, being a financial threshold that must be reached before Natural Disaster Relief funding is available. Independent Member, Martin Power, queried the likelihood that one "trigger point" would be declared for all three events given the quick succession in which they occurred. The CEO confirmed that Council has been lobbying for this, however no positive signals have been received at this time.
- The CEO informed the Committee of the Ombudsman's response to a complaint received against Council. The Ombudsman declared Council's decision to be valid, however highlighted process improvements.

Inland Rail

- The CEO provided an update in relation to the discussion with the Australian Rail Track Corporation (ARTC) on the request for the Inland Rail to bypass Gatton. Council will continue lobbying for this

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AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

2 JUNE 2022

- including engagement with various Federal and State representatives for their support.
- Councillor Member, Cr Chris Wilson, agreed that Council should continue lobbying to change the alignment of the Inland Rail track.
 - Martin Power, Independent Member, queried whether the new Federal Government would be likely to change any aspect of the Inland Rail project. The CEO advised that Council is in the process of contacting the Australian Infrastructure Minister, Catherine King, regarding the project.

Policies, Procedures and Guidelines

- Adrian Morey, Independent Member, queried if there are any residual risks created by Council's overdue policies. Council's Risk, Audit and Corporate Planning Advisor noted that there is a plan in place to review overdue policies and their relevance. More information will be obtained and provided to the Committee following the meeting. The CEO added that some of the overdue policies are relevant to and will be finalised with the budget.

Insurance

- Meeting Chair, Kerry Phillips, requested a legend be provided for the graphs in Attachment 1 in relation to Insurance data provided. Council's Risk, Audit and Corporate Planning Advisor, confirmed this will be actioned out of session and distributed to the Committee.

Work Health and Safety

- Independent Member, Martin Power, requested further information on the number of injuries versus lost time provided in the table. The CEO committed to providing additional information following the meeting.

Cyber Security

- Independent Member, Martin Power, expressed satisfaction at the direction Council has taken in the cyber security space.

There was no further discussion in relation to this item.

AUDIT & RISK MANAGEMENT COMMITTEE
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2 JUNE 2022

6.2 Review of Lockyer Valley Regional Council Draft Proforma Financial Statements

Author: Dee Stewart, Acting Chief Financial Officer
Responsible Officer: Jodi Marchant, Chief Financial Officer

Summary:

The purpose of this report is to present the Audit and Risk Management Committee the draft proforma Financial Statements for 2021-22 financial year, the QAO Financial Statement Maturity Model and an accounting position paper on the Refuse Restoration Provision.

Officer's Recommendation:

THAT the Audit and Risk Management Committee receive and note the Lockyer Valley Regional Council Draft Proforma Financial Statements, Maturity Model and Accounting Position Paper. And further; THAT any feedback on the Draft Proforma Financial Statements, Maturity Model and Accounting Position Paper be provided to the Chief Financial Officer by close of business Monday 6 June 2022.

RESOLUTION

THAT the Audit and Risk Management Committee receive and note the Lockyer Valley Regional Council Draft:

- Proforma Financial Statements
- Maturity Model
- Accounting Position Paper

And further:

THAT any feedback on the Draft Proforma Financial Statements, Maturity Model and Accounting Position Paper be provided to the Chief Financial Officer by close of business Monday 6 June 2022.

Moved By: M Power

Seconded By:

K Phillips

Resolution Number: ARMC/0239

**CARRIED
5/0**

Key Discussion Highlights from the Meeting

The Chief Financial Officer (CFO) provided an overview of the report and confirmed that the Accounting Position Paper attached in the Agenda is not the most current version of the document and an updated version will be provided via email following the meeting.

- The Meeting Chair complimented the CFO on the shell statements and advised comments will be sent through to the CFO via email.

AUDIT & RISK MANAGEMENT COMMITTEE
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- Martin Power, Independent Member, also advised comments will be sent through via email following the meeting. In addition, Martin Power requested clarification be added into the Refuse Rehabilitation Provision Position Paper regarding the restoration asset gross cost.

There was no further discussion in relation to this item.

UNCONFIRMED

AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

2 JUNE 2022

6.3 Revaluation of Non-Current Assets 2021-22

Author: Dee Stewart, Coordinator Accounting Services
Responsible Officer: Jodi Marchant, Chief Financial Officer

Summary:

As part of the accounting processes for the preparation of the 2021-22 financial statements, Council has conducted independent revaluations on its buildings and public space asset classes. Council's public space asset class consists of parks, cemeteries, bores, and facilities assets.

The 2022 revaluation process has resulted in an increase in the fair value of buildings by approximately \$17 million and the parks assets had an increase of approximately \$6.9 million. Both the cemeteries and bores assets presented with only a minimal change in fair value. Facilities is a new asset category, because of phase two of the asset class restructure. Approximately \$5.3 million in fair value was moved from the other assets class to public spaces so the facilities assets could be grouped into more specific categories according to their attributes/characteristics, use and facility location.

Officer's Recommendation:

THAT the Audit and Risk Management Committee receive and note the report on revaluation of non-current assets 2021-2022.

RESOLUTION

THAT the Audit and Risk Management Committee receive and note the report on Revaluation of Non-Current Assets 2021-2022.

Moved By: K Phillips **Seconded By:** A Morey
Resolution Number: ARMC/0240

**CARRIED
5/0**

Key Discussion Highlights from the Meeting

The Chief Financial Officer (CFO) highlighted key points of the report and noted that this had not taken into account damage to assets incurred from the February and May flooding events in the Lockyer Valley.

- Martin Power, Independent Member, queried whether the impacts of the flooding will be incorporated into the 2021/2022 budget or the following financial year. The CFO advised that an extension may be requested to complete the financial statements for this year to include the effects of flood damage. The Meeting Chair suggested if an extension is to be requested, this should be done sooner rather than later.
- Comments were made by the Meeting Chair regarding Council's decision to only use short-life asset valuations, not a mix of long-life and short-life as recommended. The Chief Financial Officer advised additional information as to how this decision was made can be distributed following the meeting.

There was no further discussion in relation to this item.

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6.4 External Audit Update

Author: Dee Stewart, Coordinator Accounting Services
Responsible Officer: Jodi Marchant, Chief Financial Officer

Summary:

The attached briefing paper provides an update on the Queensland Audit Office activities since the Committee previously met on 31 March 2022.

Officer's Recommendation:

THAT the Audit and Risk Management Committee receive and note the Queensland Audit Office update.

RESOLUTION

THAT the Audit and Risk Management Committee receive and note the:

- Queensland Audit Office update
- External Audit 2022 Interim Report (distributed separately to Agenda)

And further:

THAT 22EAIR-1 Review of Manual Journals Processed and 22EAIR-2 Review of Fortnightly Pay Run Approval, be included in Council's Audit Register for action and future progress reporting to the Committee.

Moved By: K Phillips

Seconded By:

Cr Cook

Resolution Number: ARMC/0241

**CARRIED
5/0**

Key Discussion Highlights from the Meeting

The external audit representative provided an overview of the external audit report update, followed by an overview of the briefing paper from the Queensland Audit Office representative.

- Independent Member, Martin Power, queried how Council has been mitigating risks around procurement, such as employee's reporting conflicts of interest and completing independence declarations prior to participating in tender panels. The Chief Financial Officer advised that all panel members are required to complete conflict of interest disclosures prior to this process commencing. Furthermore, the Chief Financial Officer committed to provide more information after the meeting to explain how Council is meeting requirements.
- Additional comments were made by Martin Power, suggesting Council undertake benchmarking against the wider learnings on procurement practices and controls listed in the report to identify if there are any areas for improvement.

There was no further discussion in relation to this item.

AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

2 JUNE 2022

6.5 Internal Audit Progress Report

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

Summary:

The purpose of this report is to present the Audit and Risk Management Committee with an update on internal audit activity (current Plan) which has occurred since the previous meeting of the Committee held on 31 March 2022.

Officer's Recommendation

THAT the Audit and Risk Management Committee receive and note the Internal Audit Progress Report.
And further;
THAT the Audit and Risk Management Committee accept the Report on "Disaster Response (On Ground) in Community" provided by O'Connor Marsden and Associates and the inclusion of the agreed recommendations and management action summaries in Council's Audit Register for action and future progress reporting.

RESOLUTION

THAT the Audit and Risk Management Committee receive and note the Internal Audit Progress Report.
And further:
THAT the Audit and Risk Management Committee accept the Report, "Disaster Response (On Ground) in Community", provided by O'Connor Marsden and Associates and the inclusion of the agreed recommendations and management action summaries in Council's Audit Register for action and future progress reporting, subject to review of the target dates.

Moved By: K Phillips **Seconded By:** M Power
Resolution Number: ARMC/0242

CARRIED
5/0

Key Discussion Highlights from the Meeting

The O'Connor Marsden and Associates representatives highlighted the key points and opened the report for discussion.

- The Meeting Chair made various comments about the recommendations and management response in the audit report and the length of time attributed to some of the expected completion dates. Council's Risk, Audit and Corporate Planning Advisor agreed to review the target dates and will provide updates in the Audit Register. The CEO further added the State Government is funding a 2-year Disaster Management Resilience and Recovery Coordinator role within Council, which will assist

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- in completing the recommendations within their target timeframe.
- Independent Member, Adrian Morey, queried what constitutes an adequate number of backups in relation to key roles in disaster response. The CEO advised that Council is working on increasing the number of trained staff. Prior to the May weather event, an external party was engaged to undertake training, however only two sessions were able to be held before the weather event. The CEO added that during the May event, Council had enough staff to run the Local Disaster Coordination Centre for five days, operating 24 hours. In an extended event, additional resources would be sought via Council-to-Council requests.
 - A query was raised by Councillor Member, Chris Wilson, as to what the driver is for the new Disaster Management role and if there will be potential to extend. The CEO advised that Council has received funding for the role as part of Disaster Recovery and there is no agreement to extend at this stage. Additional funding has also been received for a Community Development and Resilience role that will focus on engaging with and developing the capacity of the community.
 - Martin Power, Independent Member, complimented the report and questioned why Council isn't leading in disaster management by way of up to date policies, procedures and plans, particularly given the number of events that have impacted the region over the years. The CEO noted the comment and advised that resourcing the Disaster Management function has been an issue for a period of time.
 - Observations were made by Councillor Member, Chris Wilson, that while risks have been raised regarding disaster management plans, policies and procedures, Council's practical disaster response is very good.
 - Brief discussion was held around communication during disasters with overall comments commending Council's communications during the May weather event.
 - Comments were made by the Meeting Chair that documentation becomes really important when non-local resources are being used (i.e. Council-to-Council request for staff) or newer and less experienced people are involved in disaster response. The Meeting Chair further added that Council is doing well at addressing vulnerabilities in this space.

There was no further discussion in relation to this item.

AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

2 JUNE 2022

6.6 Risk Management Update

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

Summary:

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

Officer's Recommendation

THAT the Audit and Risk Management Committee receive and note the Risk Management Update.

RESOLUTION

THAT the Audit and Risk Management Committee receive and note the Risk Management Update.

Moved By: K Phillips **Seconded By:** Cr Wilson
Resolution Number: ARMC/0243

CARRIED
5/0

Key Discussion Highlights from the Meeting

Council's Risk, Audit and Corporate Planning Advisor highlighted key points of the report and opened for questions.

- Adrian Morey, Independent Member, queried how Council is going to continue training staff in risk management following the workshops held in May. The Risk, Audit and Corporate Planning Advisor informed the Committee there hasn't yet been opportunity to explore this due to the impacts of the flooding within the region, however the interim approach is that branch representatives will now review their risk registers for further discussion with the Corporate Leadership Team. The Committee was informed that this will most likely take place after the budget process has been completed.
- The Meeting Chair commended the workshop materials and supported the query above. As a starting point, suggestion was made to do an annual refresher or 'train the trainer' to ensure Council stays up to date in this space and can begin to incorporate risk in day to day processes.

There was no further discussion in relation to this item.

AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

2 JUNE 2022

6.7 Financial Performance Report

Author: Dee Stewart, Coordinator Accounting Services
Responsible Officer: Jodi Marchant, Chief Financial Officer

Summary:

This report provides the Audit and Risk Management Committee with the summary of Council's financial performance against budget for the financial year to 30 April 2022 and the budget review for the period as at end of April 2022 including the amended Long-Term Financial Forecast.

Officer's Recommendation

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

RESOLUTION

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

Moved By: K Phillips **Seconded By:** M Power
Resolution Number: ARMC/0244

CARRIED
5/0

Key Discussion Highlights from the Meeting

The Chief Financial Officer (CFO) provided an overview of the report to the Committee, highlighting key points of interest.

- Martin Power, Independent Member, raised a discrepancy in relation to intangible assets in the attachment. The CFO clarified that this is due to a reclassification of assets (software) but will seek more information to confirm.
- A query was raised by Adrian Morey, Independent Member, regarding the backlog of infrastructure works and if the applicable grants are at risk of being lost due to timelines not being met. The Committee was informed by the CFO that Council has sought extensions for all grant funded programs at risk of not being delivered on time.
- The Meeting Chair made comments regarding the long term financial planning and forward planning and advised Council to ensure enough surplus is maintained to remain sustainable. The Meeting Chair also suggested continuing to review Council's financial position regularly.

There was no further discussion in relation to this item.

AUDIT & RISK MANAGEMENT COMMITTEE
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2 JUNE 2022

7. ITEMS FOR INFORMATION

Queensland Audit Office – Audit Committee Chairs Briefing

The Meeting Chair highlighted to the Committee the presentation provided by the Queensland Audit Office to Audit Committee Chairs on 5 May 2022.

8. GENERAL BUSINESS

No items for general business.

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

Committee Members held a closed session discussion with internal and external audit. Council Advisors were not present for this session.

10. MEETING CLOSED

There being no further business, the meeting closed at 11:47am.

8.2 **Receipt of the Minutes of the Friends of Das Neumann Haus Meeting - 16 June 2022**

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 16 June 2022, as attached to this report.

Attachments

[1](#) Minutes - Friends of Das Neumann Haus Committee Meeting, 16 June 2022 2 Pages

**MINUTES OF THE FRIENDS OF DAS NEUMANN HAUS MONTHLY
MEETING ON 16.6.2022**

Apologies: Linda Naggs - Marion Davis - Corrie Verbeeton

Attendance: Julie Austin - Karl Woldt - Sue Williams - Trisha Dick –
Dot Windolf - Hannah Choi - Leonor Ballini - Councillor Brett Qualischefski -
Lisette New-Sippel - Elaine Ellis - Elyssa Wardle - Meg Wright - Angela Worrall

Minutes of previous meeting were moved Sue Williams and Seconded by Julie Austin.

Business arising from minutes:

We are to follow up the Community Centre's First Aid Training program for one of our members. Trisha has asked Prem Dove, who works at the Centre, to let us know when the course is being run.

We have successfully put through a price rise on all our food and drinks, and it has been accepted by customers.

Dot has successfully learnt the "Online Banking procedure" from Marion Davis.

Regarding the kitchen update/improvement: Marion is handling this and will advise further details next meeting.

Our new Monday - Sunday roster set up is working well.

We have two new Volunteers and we are currently organising their blue card situation.

Spring Festival: Karl Woldt has very kindly agreed to build a swing for the event. It will be covered in flowers. It fits the brief "Swing into Spring".

Trisha is working on organising musicians for the two-day Spring Festival. Rosalie, from the Glenore Grove Country Music Club, has been approached and we are awaiting confirmation.

Treasurer's report: Given by Karl Woldt on behalf of Marion Davis

All accounts have been paid and our current balance is \$27,772.01. Karl mentioned that the Das Neuman Haus donation box was emptied. It contained \$208.65 and it was banked. It has been agreed that we must empty this box monthly due to safety concerns with keeping large amounts of cash on hand.

General Business:

Due to a recent event where our Alarm set itself off, we will now make sure the telephone number of the Alarm Service is displayed in the kitchen for future use.

Trisha has noted that the two benches in the park of DNH have paint peeling. Lisette will raise a maintenance request for this issue.

Our veranda roll down blinds are sticking and also require cleaning. Lisette will raise a maintenance request for this issue.

We recently discovered a box full of new "old" uniforms and have asked Lisette to please find out what can be done with them.

We mentioned the bad state of our parking area after the floods. Councillor Brett Qualischefski made a phone call to ascertain whether the carpark was already listed for repairs due to the flood. He advised that engineers would be scheduled to inspect the area to ascertain what is required for repairs. We have many customers who have wheelie walkers, and the current condition is difficult for them.

Lisette has advised that the maintenance crew will be reviewing the water leak in the roof during July. This is good news.

Lisette will forward information on another group that will be organising First Aid Training. So, this will be very helpful and hopefully we can get another Volunteer included.

Das Neumann Haus will be officially open 9am to 3pm during the two days of the Spring Festival. Volunteers will start the set up at 7am. Stalls will be in our grounds over the two days.

As Maria is currently overseas, we must contact her on her return re her roster days.

Dot welcomed our two wonderful new Volunteers. Elyssa and Elaine. They were presented with a shirt and badge and welcomed by all.

Karl mentioned we must contact all our Craft sellers regarding the fact we will not be responsible for any items stolen or damaged whilst they are on consignment in the Haus. Marion will be asked to draw up a formal letter advising all Craft people re this. New sellers will also be given this information when they commence with DNH.

Karl officially moved that the Craft sellers be advised we will not be responsible for any items lost or stolen. Seconded Julie Austin.

Marion will be asked to design a new form which Craft Sellers will sign on receipt of any money being owed to them.

Marion will also be asked to design a new form for people entitled to Fuel Costs to sign when receiving payment.

We are looking at purchasing small advertising items eg. magnets etc. Dot has suggested we contact Blue Dog (with whom we have been dealing) Trisha and Dot will see to this.

Today we have planned a Social Lunch at the QN Hotel for all Volunteers. We plan to do this, every three months.

Meeting Closed at 11.50am | **Next meeting 9am July 21st Thursday.**

8.3 **Receipt of the Minutes of the Lake Apex Community Advisory Committee Meeting - 10 May 2022**

Author: Sara Rozynski, Personal Assistant Infrastructure
Responsible Officer: John Keen, Group Manager Infrastructure

Purpose:

Officer's Recommendation:

THAT Council receive and note the unconfirmed minutes of the Lake Apex Community Advisory Committee meeting held on 10 May 2022, as attached to this report.

Attachments

1 [!\[\]\(4754fc919b2e8116c30595fd4b918f00_img.jpg\)](#) Lake Apex Community Advisory Committee Meeting Minutes - 10 May 2022 3 Pages



MEETING:	Lake Apex Community Advisory Committee (LACAC) Meeting		
TIME OF MEETING:	8.00am – 9.00am		
DATE OF MEETING:	10 May 2022		
LOCATION OF MEETING:	Theatrette, Lockyer Valley Cultural Centre		
CHAIRPERSON:	Cr Janice Holstein		
MINUTES:	Sara Rozynski		

ATTENDANCE

PRESENT			
Name	Position Title	Name	Position Title
Cr Janice Holstein	Councillor – LVRC	Cr Michael Hagan	Councillor - LVRC
DI Lewin	Friends of Lake Apex	Sara Rozynski (Minute-taker)	Personal Assistant to Group Manager Infrastructure
Alan Willson	Lockyer Valley Billy Cart Association	Beth Clark (arrived 8.06am)	2nd Light Horse Lockyer Troop
Maurice Hennessey	Gatton Village Markets		



APOLOGIES			
Name	Position Title	Name	Position Title
Barry Hoffmann	Gatton and District Historical Society	Kate Burns	LVRC Coordinator Growth and Policy
Graham Voss	Lights on the Hill	Bill Beckmann	Lockyer Chamber of Commerce and Industry
Tara Stone	parkrun	Renee Sternberg	LVRC Acting Manager Planning, Policy and Community Wellbeing
Brendan Sippel	Manager Community Facilities		

AGENDA ITEMS

ITEM	DESCRIPTION	RECORD MATTERS FOR ACTION	RESPONSIBLE OFFICER	BY WHEN
1.	Apologies if Applicable (Chair)	Apologies as above. Welcome Jason Whiting and Jason Harm.	NA	
2.	Confirmation of previous minutes (Chair)	Minutes from 08/12/2022 ECM 4161220. Moved by Di Lewin. Di would like to meet with Brendan on site to finalise the discussion of planting of trees around the back section of lakes.	Sara	
3.	Outstanding Actions	Refer to the outstanding actions items document ECM 3161961	NA	
4.	Lakes Precient Project update	Jason provided an update on the working group. Kate currently finalising the engagement report. Report has been circulated to the working group members. Council continues to explore the lakes performance and input from LACAC members is valuable. The Committee in general agreed removal of silt from across arrange of sections of the Lakes would improve the lakes. Joint consultant and approvals with landowners and agencies would need to be sort for this to occur. EPBC (Environmental Protection and Biodiversity Conservation) ruling will be issued in the next week or so. Second letter will be sent to TMR regarding the overflow of water being discharged from Lake Apex under Western Drive into Lockyer Farm Machinery. Can infrastructure in this area be fixed under NDRA, to discharge water quicker to the creek from Lake Apex.	NA	
5.	Solar Powered, motion sensor CCTV Camera located at near the bird hide peninsular (FOIA)	FOIA wish for a solar powered motion sensor CCTV camera to be installed near the bird hide peninsular to monitor bird and wildlife in this area and well has monitor plant theft and unruly behaviour. FOIA are encouraged to apply for a grant to assist fund this.	FOIA	
6.	General business (All)	<ul style="list-style-type: none"> Alan Willison Billy Cart Derby has run for the 2nd year. It was internationally viewed in multiple countries. 120 races on the day. 		

ITEM	DESCRIPTION	RECORD MATTERS FOR ACTION	RESPONSIBLE OFFICER	BY WHEN
		<ul style="list-style-type: none"> Minor modifications requests for 2023 – power supply to finish line (perhaps install this with amphitheatre), improved ground finish, underground tubing for cable communications (self-funded and installed by Billy Cart Association). Billy Cart Association to formally write to Council advising of the details. Billy Cart Association wish for bollards to be installed around the toilet area near Denis Minson Drive. 	Alan Willison	
		<ul style="list-style-type: none"> Billy Cart Association wish for bollards to be installed around the toilet area near Denis Minson Drive. 	Brendan	
		<p>Di Lewin</p> <ul style="list-style-type: none"> During summer FOLA were saddened to see weeds, damage and lost opportunities to the parklands. The Parks and Gardens crews did what they could to maintain the area – i.e., mowing, filling some potholes, replacing bollards etc. but staff never seemed to have time to do other basic, simple things which are needed to keep the park looking great. None of these points are criticism against the parks crews. FOLA are request regular more maintenance of the parklands, more staff are required within the Parks team to conduct a higher level of service. Billy Cart Derby – huge number of cars parked on the grass during the event. Alan was meant to rechain the gate to prevent the vehicles parking on the grassed area, however FOLA wish for carpark to be installed to accommodate increased quantity of vehicles from events. 	Brendan	
		<p>Beth Clarke</p> <ul style="list-style-type: none"> Few training days have been conducted since last LACAC meeting. The bridge near the causeway needs looking at and possibly repairing. Need to look at accommodating a 500kg horse. Police horse training also utilise the bridge. 	Brendan	
		<p>Maurice Hennessey</p> <ul style="list-style-type: none"> Feedback from stall holders liked being indoors. Gattin Village Markets are keen to permanently move indoors, or only during wet weather. Markets coordinators to speak further with Fiona from Colonial Café regarding hiring the rooms within the Cultural Centre. 	NA	

Documents Tabled: NA

Meeting opened: 8.01am

Meeting closed: 8.58am

Next meeting: 24 August 2022 – 9.30am to 10.30am

8.4 Receipt of the Minutes of the Lockyer Valley Traffic Safety Working Group Meeting - 10 May 2022

Author: Sara Rozynski, Personal Assistant Infrastructure
Responsible Officer: John Keen, Group Manager Infrastructure

Purpose:

Officer's Recommendation:

THAT Council receive and note the unconfirmed minutes of the Lockyer Valley Traffic Safety Working Group meeting held on 10 May 2022, as attached to this report.

Attachments

- 1** [Lockyer Valley Traffic Safety Working Group Minutes](#) 3 Pages



TIME OF MEETING:	9.30am to 10.30am
DATE OF MEETING:	10 May 2022
LOCATION OF MEETING:	Lockyer Valley Cultural Centre
CHAIRPERSON:	Howard Marshall
MINUTES:	Sara Rozynski

ATTENDANCE

PRESENT			
LVRC	QPS	TMR	
Cr Janice Holstein	Rowland Browne	Michael Timmer (Translink)	Ashlee Anderson
Howard Marshall	Glen Thomas	Dereck Sanderson	Chris Arama
	Dan Curtain	Adam Garvin	Rebecca Roberts
		Rebecca Carver	
APOLOGIES			
Wes Davis		Elizabeth Vince	Michael Trimmer
		David Willis	

AGENDA ITEMS

DATE RAISED	DESCRIPTION	RECORD MATTERS FOR ACTION	RESPONSIBLE OFFICER
10/05/2022	Apologies if applicable	<ul style="list-style-type: none"> Apologies – David Willis, Elizabeth Vince, Michael Timmer. 	All to note
10/05/2022	Outstanding Actions ECM 3814317	<ul style="list-style-type: none"> Refer to the outstanding actions items document 	All to note
10/05/2022	Traffic Incidents Lockyer Valley Region	<ul style="list-style-type: none"> Laidley – 54 reported crashes in total. 19 injury, 11 non-injury and 20 hit and run, 1 fatal traffic crash, 3 departmental – dates from 08/12/2021 to 20/04/2022. <ul style="list-style-type: none"> 7 injury crashes occurred on the Warrego Highway, Hatton Vale. 1 fatal Mulgowie Road, road design did not contribute to this – investigate yet to be finalised. No road design contributing issues. Edges on Woodlands Road, Woodlands concerning (Dan) Helidon – 12 reported crashes in total from 08/12/2021 to 04/05/2022. 6 injury, 3 non-injury, 2 departmental, 1 hit and run, 0 fatal. <ul style="list-style-type: none"> Non - Injury – Coming out of James Norman Hedges – Slow moving vehicle exiting James Norman Hedges Park, Helidon Spa onto Warrego Highway and has cut off a truck which has had to take evasive action. No injuries sustained. No road related injuries during this period. Gatton – 29 reported crashes in total. 7 injury, 13 non-injury and 8 hit and run, 0 fatal traffic crash, 1 police vehicle—dates from 08/12/2021 to 08/05/2022. <ul style="list-style-type: none"> No road related injuries or concerns during this period. Council would like access to the traffic camera owned by TMR located at the intersection of the Warrego Highway and Forest Hill Fernvale Road known as the Glenore Grove Cross roads, especially during a flooding event to monitor the water levels. TMR advised investigations are occurring to determine if access can be granted only during a weather event or fully accessible year round. <p><i>After meeting note:</i> <i>The camera located on the eastbound side has been made public on the QLD Traffic website for viewing by the public.</i></p>	NA
	Flood cameras	<ul style="list-style-type: none"> Feedback received from the community regarding bridges. <ul style="list-style-type: none"> Annoyed the water has receded and the silt has been removed however the road is still not trafficable. Can Council/TMR make an improvement to advise the bridge is awaiting engineering inspection prior to use? It was found the public were ignoring signage and stealing signage. <ul style="list-style-type: none"> Toowoomba Range <ul style="list-style-type: none"> Flooding of Withcott could also be caused by the concrete barriers which are located at the bottom section of the Toowoomba Range on the Warrego Highway. 	Sara to discuss with Madonna Gibson (LVRC)
	February and May Flood Events feedback		

DATE RAISED	DESCRIPTION	RECORD MATTERS FOR ACTION	RESPONSIBLE OFFICER
		<ul style="list-style-type: none"> Water is being channelled by the concrete barriers causing issues further down in Withcott. Was not concentrated like it was in the February/May event in previous event. Pipes under the road potentially not large enough to allow for adequate drainage. 	
		<ul style="list-style-type: none"> Rebecca Events <ul style="list-style-type: none"> Sunday 15 May to 22 May - Road Safety Week Friday 27 May - Fatality Free Friday TMR Comms team to share LVRC Road Safety Facebook post. 	NA
		<ul style="list-style-type: none"> Adam <ul style="list-style-type: none"> Point to point speed cameras are now operational on the Toowoomba Second Range Crossing. Glen Thomas would like the average speed motorist travel information from Adam. Traffic camera is now located at Niemeyer Road and Warrego Highway intersection. 	Adam
10/05/2022	General business	<ul style="list-style-type: none"> Glen <ul style="list-style-type: none"> Concerns raised about the Roches Road and Toowoomba Connection Road intersection if the Withcott Tourist Park is to proceed. Upgrade in this area is required to cater for additional traffic. 	TMR to note.
		<ul style="list-style-type: none"> Janice <ul style="list-style-type: none"> How can Council advance the proposed upgrades to Jones Road and Biggs Road intersections. It was determined a letter to Hon Mark Bailey, Minister for Transport and Main Roads should be written. Bitumen has lifted from that area in front of the Withcott toilet block and has run into the drains. 	LVRC
10/05/2022	Next meeting	25 August 2022 8am-9am	All to note.

Meeting opened: 9.32am
 Meeting closed: 10.22am
 Tabled documents: NA

9. DEPUTATIONS/PRESENTATIONS

No Deputations/Presentations.

10. EXECUTIVE OFFICE REPORTS**10.1 Interim Summary of Council Actual Performance v Budget - 30 June 2022**

Author: Dee Stewart, Coordinator Accounting Services

Responsible Officer: Jodi Marchant, Chief Financial 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 30 June 2022. Final adjustments will be made as part of the audit process and any major changes will be reported back to Council with the final audited statements.

Officer's Recommendation:

THAT Council receive and note the Interim Summary of Council Actual Financial Performance versus Budget to 30 June 2022 as attached to this report.

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 30 June 2022.

At 30 June 2022, revenues are under target and expenditures are under target. The net recurrent result/Operating surplus/(Deficit) at the end of June is \$2.01 million.

A separate statement showing the total revenue and expenditure incurred for the November, February and May flood events has been included in this month's report.

Proposal

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 30 June 2022.

Operating Revenue - Year to date target \$69.74 million actual \$64.18 million or 92.02%

At 30 June 2022, overall operating revenue for the year to date is under target.

Rates and Utility Charges (Gross) on target

The second rates levy for 2021-2022 was raised in February 2022 with a due date of 11 March 2022. Rates collection has been consistent with previous levy trends, despite the impact on the region from recent flood events. Rates collection will continue to be monitored, with assistance offered to those affected by the floods or COVID-19 through the Financial Hardship Policy. 94.23% of the rates levy was collected as of 3 June 2022.

Fees and Charges over budget by \$1.07 million

The favourable variances in fees and charges relates predominately to higher than expected income from development fees \$0.56 million and higher than expected income from plumbing and building fees, waste fees and rates search fees.

Operating Grants and Subsidies under budget by \$4.79 million

Operating grants and subsidies are under budget due to the timing and recognition of revenue relating to QRA funding of counter disaster operation (\$1.43 million) and emergency works (\$4.96 million). These amounts will fall closer to budget once the accrued revenue is finalised for the end of financial year. Offsetting the under budget for QRA funding is the receipt of an extra \$1.69 million as a prepayment for the 2022/2023 financial assistance grant.

Profit from Investments under budget by \$1.98 million

Profit from investments will be recognised in the Council's financial reports once Council receives the financial statements of the associated entities.

Operating Expenditure - Year to date target \$68.98 million Actual \$62.17 million or 90.13%

At 30 June 2022, overall operating expenditure for the year is under budget by \$6.81 million.

Employee Costs under budget by \$0.68 million

The end of year accruals and adjustments for employee costs are mostly finalised and this line item is under budget as at 30th June, 2022.

Goods and Services under budget by \$6.13 million

Goods and services are under budget, however, the results are still subject to adjustments as part of the end of financial year accruals. Goods and services expenditure will be closer to budget once these are finalised but are expected to fall below budget.

The underspend on materials and services is mostly due to civil operations and flood restoration works with delays in the delivery of works due to the effects of the flood event in May which occurred following the finalisation of the most recent budget amendment. This included \$1.00 million for complementary works on Council roads which will be mostly delayed until the 2022/2023 financial year. Council has expended \$4.62 million for goods and services, including plant hire, on the November, February and May flood events to date. There is a further \$2.47 million of committed expenditure for the flood restoration works. The expenditure will be closely monitored over the coming months.

There are also underspends on goods and services mostly due to the delay in delivery of number of operational projects including ICT, Growth and Policy and Disaster Management projects. There is also an underspend on goods and service due to a timing difference with the billing of waste contracts.

Goods and services will fall closer to budget once the accrued expenditure is finalised for the end of financial year.

Capital Revenue – Year to date target \$9.01 million Actual \$6.39 million

Capital grants revenue is below budget due the delay in delivery of a number of funded capital works projects. Council has received an extension of time from the various funding bodies (SEQSP, LRCI2, TIDS, LER, Black Spot and HVSP) to complete these works at a later date. The revenue for these projects will be recognised as the works are completed in accordance with AASB 1058.

Capital Expenses – Actual \$1.79 million

The amount shown against capital expenses relates to accounting adjustments associated with Council's asset capitalisation processes and loss on disposal of assets. The high value is attributed to assets being replaced or upgraded prior to the end of their accounting useful life and the derecognition of assets.

Capital Project Expenditure – Year to date target \$19.64 million Actual \$11.79 million or 60.00%

At 30 June 2022, Council has expended \$11.79 million on its capital works program with a further \$4.86 million in committed costs for works currently in progress. A number of capital works project will be carried over to the next financial year due to adverse weather impacts, staff resources and supply delays.

The main expenditure is \$11.08 million within Infrastructure Group with a significant amount being capital expenditure on the renewal and upgrade of roads.

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 30 June 2022, Council had \$52.18 million in current assets compared to \$19.82 million in current liabilities with a ratio of 2.63:1. This means that for every dollar of current liability, there is \$2.63 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 30 June 2022, there has been a net cash inflow of \$13.49 million with \$19.58 million inflow from operating activities; and a net cash outflow of \$4.50 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 30 June, Council's cash balance was \$47.85 million. Unexpended grant funds which is restricted to be spent in accordance with the terms of the grant is at \$2.99 million.

OptionsOption 1

THAT Council receive and note the Summary of Council Actual Financial Performance versus Budget to 30 June 2022.

Or

Option 2

THAT Council do not receive the Summary of Council Actual Financial Performance versus Budget to 30 June 2022.

Previous Council Resolutions

Nil

Critical Dates

Nil

Strategic ImplicationsCorporate Plan

Leadership and Council

Outcome:

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

Finance and Resource

Monitoring of budgets and actuals will remain important if Council is to achieve the financial results adopted as part of the 2021-22. . Final adjustments will be made as part of the audit process and any major changes will be reported back to Council with the final audited statements.

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

Consultation*Internal Consultation*

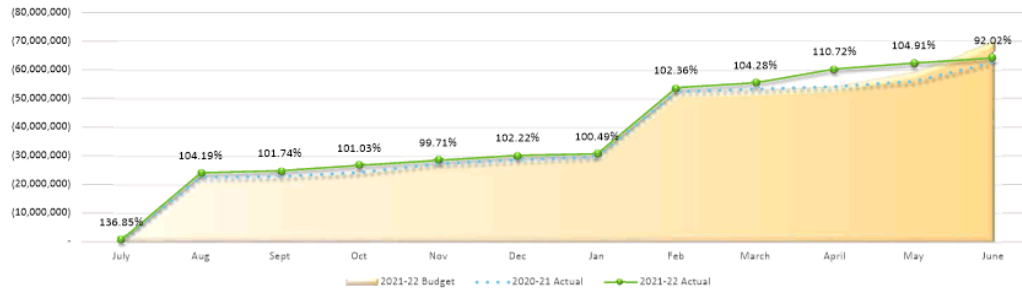
- Managers and Group Managers
- Finance Team

Attachments

- 1 [↓](#) Monthly Financial Statements - June 2022 19 pages

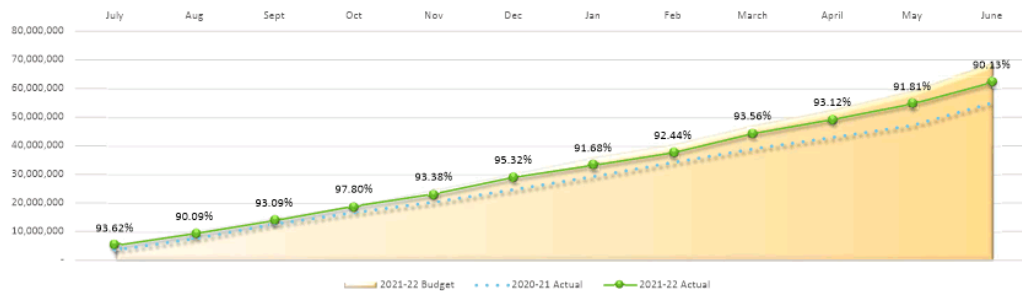
LOCKYER VALLEY REGIONAL COUNCIL
Operating Revenue and Expenditure Dashboard
For the Period Ending 30th June, 2022

Operating Revenue (Cumulative)



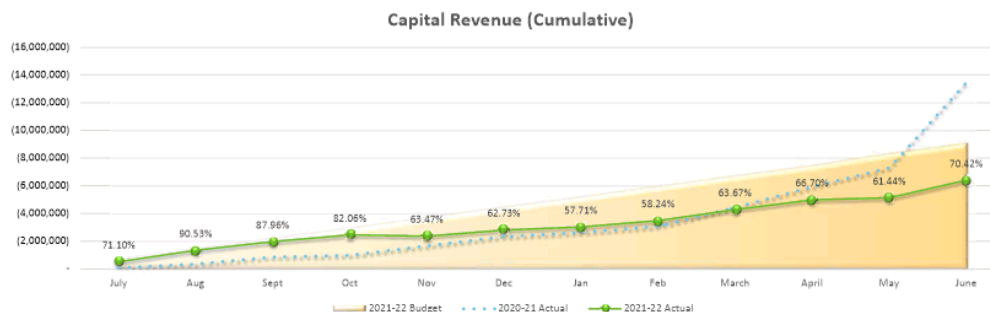
REVENUE TO DATE	Rates and Utility Charges (Gross)	Discount	Charges and Fees	Interest	Operating Grants and Subsidies	Operating Contributions and Donations	Revenue - Contract/Recoverable Works	Other Revenue	Profit from Investments	Total
Actual	(43,114,054)	1,818,958	(6,880,481)	(1,022,308)	(11,070,949)	(308,557)	(1,120,830)	(2,483,483)	-	(64,181,703)
Budget	(43,004,780)	1,841,377	(5,814,651)	(903,000)	(15,861,415)	(621,000)	(1,037,814)	(2,363,361)	(1,980,000)	(69,744,643)
Variance	109,273	22,419	1,065,830	119,308	(4,790,466)	(312,443)	83,016	120,123	(1,980,000)	(5,562,941)
Target %	100.25%	98.78%	118.33%	113.21%	69.80%	49.69%	108.00%	105.08%	0.00%	92.02%
Movement to Prior Month Target %	→	→	↑	↓	→	→	→	↓	→	↓

Operating Expenditure (Cumulative)



EXPENDITURE TO DATE	Employee Costs	Goods and Services	Finance Costs	Depreciation	Total
Actual	27,152,077	22,483,321	1,151,979	11,381,185	62,168,562
Budget	27,828,085	28,609,133	1,128,890	11,413,320	68,979,428
Variance	676,008	6,125,812	(23,089)	32,135	6,810,866
Target %	97.57%	78.59%	102.05%	99.72%	90.13%
Movement to Prior Month Target %	→	↓	→	→	→

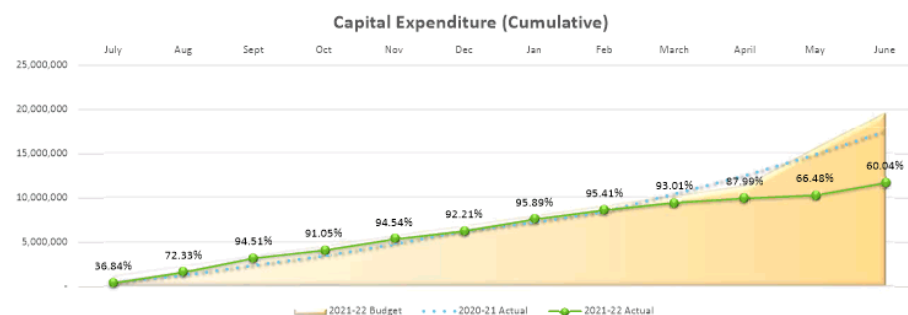
LOCKYER VALLEY REGIONAL COUNCIL
Interim Capital Revenue and Expenditure Dashboard
For the Period Ending 30th June, 2022



REVENUE TO DATE by Type	Capital Grants, Subsidies and Contributions	Profit (Loss) on Disposal of Non Current Assets	Total
Actual	(6,392,139)	(26,849)	(6,418,987)
Budget	(9,008,588)	(107,000)	(9,115,588)
Variance	(2,616,449)	(80,151)	(2,696,601)

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

Target %	70.96%	25.09%	70.42%
Movement to Prior Month Target %	→	→	→



EXPENDITURE TO DATE by Group	People, Customer and Corporate Services	Infrastructure	Community and Regional Prosperity	Total
Actual	644,666	11,081,808	62,919	11,789,393
Budget	1,016,900	18,473,353	145,424	19,635,677

Target %	63.40%	59.99%	43.27%	60.04%
Movement to Prior Month Target %	→	↑	→	↑

Lockyer Valley Regional Council (Whole Council)
Statement of Comprehensive Income
For the Period Ending June 2022

	Current Annual Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
Income					
Revenue					
Recurrent Revenue					
Rates and Utility Charges (Gross)	43,004,780	43,114,054	43,004,780	(109,273)	-0.25%
Discount	(1,841,377)	(1,818,958)	(1,841,377)	(22,419)	1.22%
Charges and Fees	5,814,651	6,880,481	5,814,651	(1,065,830)	-18.33%
Interest	903,000	1,022,308	903,000	(119,308)	-13.21%
Operating Grants and Subsidies	15,861,415	11,070,949	15,861,415	4,790,466	30.20%
Operating Contributions and Donations	621,000	308,557	621,000	312,443	50.31%
Revenue - Contract/Recoverable Works	1,037,814	1,120,830	1,037,814	(83,016)	-8.00%
Other Revenue	2,363,361	2,483,483	2,363,361	(120,123)	-5.08%
Profit from Investments	1,980,000	-	1,980,000	1,980,000	100.00%
Total Recurrent Revenue	69,744,643	64,181,703	69,744,643	5,562,941	7.98%
Capital Revenue					
Capital Grants, Subsidies and Contributions	9,008,588	6,392,139	9,008,588	2,616,449	29.04%
Total Revenue	78,753,231	70,573,842	78,753,231	8,179,390	10.39%
Capital Income	-	-	-	-	0.00%
Total Income	78,753,231	70,573,842	78,753,231	8,179,390	10.39%
Expenses					
Recurrent Expenses					
Employee Costs	27,828,085	27,152,077	27,828,085	676,008	2.43%
Goods and Services	28,609,133	22,483,321	28,609,133	6,125,812	21.41%
Finance costs	1,128,890	1,151,979	1,128,890	(23,089)	-2.05%
Depreciation	11,413,320	11,381,185	11,413,320	32,135	0.28%
Total Recurrent Expenses	68,979,428	62,168,562	68,979,428	6,810,866	9.87%
Capital Expenses	-	1,794,289	-	(1,794,289)	0.00%
Loss on Sale	(107,000)	(26,849)	(107,000)	(80,151)	74.91%
Total Expenses	68,872,428	63,936,003	68,872,428	4,936,425	7.17%
Net Recurrent Result/Operating Surplus/(Deficit)	765,215	2,013,141	765,215	(1,247,925)	-163.08%
NET RESULT AFTER CAPITAL ITEMS	9,880,803	6,637,839	9,880,803	3,242,964	32.82%

Lockyer Valley Regional Council (Executive Office)

Statement of Comprehensive Income

For Period Ending June 2022

	Current Annual Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
Income					
Revenue					
Recurrent Revenue					
Rates and Utility Charges (Gross)	34,368,218	34,447,512	34,368,218	(79,294)	(0.23)
Discount	(1,597,000)	(1,616,456)	(1,597,000)	19,456	(1.22)
Charges and Fees	347,601	449,174	347,601	(101,573)	(29.22)
Interest	859,000	980,573	859,000	(121,574)	(14.15)
Operating Grants and Subsidies	4,321,521	5,420,543	4,321,521	(1,099,022)	(25.43)
Operating Contributions and Donations	1,000	-	1,000	1,000	100.00
Revenue - Contract/Recoverable Works	-	263	-	(263)	-
Other Revenue	1,238,661	1,177,767	1,238,661	60,893	4.92
Profit from Investments	1,980,000	-	1,980,000	1,980,000	100.00
Total Recurrent Revenue	41,519,000	40,859,376	41,519,000	659,625	1.59
Capital Revenue					
Capital Grants, Subsidies and Contributions	144,800	122,003	144,800	22,797	15.74
Total Revenue	41,663,800	40,981,379	41,663,800	682,422	1.64
Capital Income	-	-	-	-	-
Total Income	41,663,800	40,981,379	41,663,800	682,422	1.64
Expenses					
Recurrent Expenses					
Employee Costs	4,687,663	4,572,011	4,687,663	115,652	2.47
Goods and Services	3,056,083	2,454,281	3,056,083	601,802	19.69
Finance costs	299,749	318,863	299,749	(19,114)	(6.38)
Depreciation	9,637,940	9,641,773	9,637,940	(3,833)	(0.04)
Total Recurrent Expenses	17,681,436	16,986,930	17,681,436	694,506	3.93
Capital Expenses	-	-	-	-	-
Loss on Sale	-	-	-	-	-
Total Expenses	17,681,436	16,986,930	17,681,436	694,506	3.93
Net Recurrent Result/Operating Surplus/(Deficit)	23,837,565	23,872,446	23,837,565	(34,881)	(0.15)
NET RESULT AFTER CAPITAL ITEMS	23,982,365	23,994,449	23,982,365	(12,084)	(0.05)

Lockyer Valley Regional Council (People, Customer and Corporate Services)

Statement of Comprehensive Income

For Period Ending June 2022

	Current Annual Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
Income					
Revenue					
Recurrent Revenue					
Rates and Utility Charges (Gross)	7,461,364	7,490,939	7,461,364	(29,575)	(0.40)
Discount	(244,377)	(202,502)	(244,377)	(41,875)	17.14
Charges and Fees	534,500	691,299	534,500	(156,799)	(29.34)
Interest	43,000	40,123	43,000	2,877	6.69
Operating Grants and Subsidies	485,500	392,990	485,500	92,510	19.05
Operating Contributions and Donations	50,000	53,124	50,000	(3,124)	(6.25)
Other Revenue	586,000	591,275	586,000	(5,275)	(0.90)
Total Recurrent Revenue	8,915,987	9,057,249	8,915,987	(141,262)	(1.58)
Capital Revenue					
Capital Grants, Subsidies and Contributions	320,000	123,774	320,000	196,226	61.32
Total Revenue	9,235,987	9,181,023	9,235,987	54,964	0.60
Capital Income	-	-	-	-	-
Total Income	9,235,987	9,181,023	9,235,987	54,964	0.60
Expenses					
Recurrent Expenses					
Employee Costs	5,513,842	5,759,761	5,513,842	(245,919)	(4.46)
Goods and Services	9,733,842	8,357,825	9,733,842	1,376,017	14.14
Finance costs	243,243	245,689	243,243	(2,446)	(1.01)
Depreciation	579,940	587,210	579,940	(7,270)	(1.25)
Total Recurrent Expenses	16,070,867	14,950,485	16,070,867	1,120,382	6.97
Capital Expenses	-	130,503	-	(130,503)	-
Loss on Sale	-	127,039	-	(127,039)	-
Total Expenses	16,070,867	15,208,027	16,197,906	862,840	5.33
Net Recurrent Result/Operating Surplus/(Deficit)	(7,154,880)	(5,893,236)	(7,154,880)	(1,261,644)	17.63
NET RESULT AFTER CAPITAL ITEMS	(6,834,880)	(6,027,004)	(6,961,919)	(807,876)	11.60

Lockyer Valley Regional Council (Community and Regional Prosperity)
Statement of Comprehensive Income
For Period Ending June 2022

	Current Annual Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
Income					
Revenue					
Recurrent Revenue					
Rates and Utility Charges (Gross)	311,058	311,462	311,058	(404)	(0.13)
Charges and Fees	4,617,550	5,381,341	4,617,550	(763,791)	(16.54)
Interest	1,000	1,611	1,000	(611)	(61.14)
Operating Grants and Subsidies	996,698	1,052,491	996,698	(55,793)	(5.60)
Operating Contributions and Donations	570,000	254,524	570,000	315,476	55.35
Revenue - Contract/Recoverable Works	-	7,750	-	(7,750)	-
Other Revenue	68,700	74,784	68,700	(6,084)	(8.86)
Total Recurrent Revenue	6,565,006	7,083,963	6,565,006	(518,957)	(7.90)
Capital Revenue					
Capital Grants, Subsidies and Contributions	27,500	75,000	27,500	(47,500)	(172.73)
Total Revenue	6,592,506	7,158,963	6,592,506	(566,457)	(8.59)
Capital Income	-	-	-	-	-
Total Income	6,592,506	7,158,963	6,592,506	(566,457)	(8.59)
Expenses					
Recurrent Expenses					
Employee Costs	6,837,799	6,789,978	6,837,799	47,821	0.70
Goods and Services	3,902,912	2,495,946	3,902,912	1,406,966	36.05
Finance costs	6,000	7,026	6,000	(1,026)	(17.10)
Depreciation	26,540	21,579	26,540	4,961	18.69
Total Recurrent Expenses	10,773,251	9,314,529	10,773,251	1,458,722	13.54
Capital Expenses	-	13,005	-	(13,005)	-
Loss on Sale	-	-	-	-	-
Total Expenses	10,773,251	9,327,534	10,773,251	1,445,717	13.42
Net Recurrent Result/Operating Surplus/(Deficit)	(4,208,245)	(2,230,566)	(4,208,245)	(1,977,679)	47.00
NET RESULT AFTER CAPITAL ITEMS	(4,180,745)	(2,168,571)	(4,180,745)	(2,012,174)	48.13

Lockyer Valley Regional Council (Infrastructure)
Statement of Comprehensive Income
For Period Ending June 2022

	Current Annual Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
Income					
Revenue					
Recurrent Revenue					
Rates and Utility Charges (Gross)	864,140	864,140	864,140	-	-
Charges and Fees	315,000	358,667	315,000	(43,667)	(13.86)
Operating Grants and Subsidies	2,674,604	3,175,690	2,674,604	(501,086)	(18.73)
Operating Contributions and Donations	-	909	-	(909)	-
Revenue - Contract/Recoverable Works	1,037,814	1,112,817	1,037,814	(75,003)	(7.23)
Other Revenue	470,000	639,657	470,000	(169,657)	(36.10)
Total Recurrent Revenue	5,361,558	6,151,880	5,361,558	(790,322)	(14.74)
Capital Revenue					
Capital Grants, Subsidies and Contributions	8,516,288	6,071,362	8,516,288	2,444,926	28.71
Total Revenue	13,877,846	12,223,242	13,877,846	1,654,604	11.92
Capital Income	-	-	-	-	-
Total Income	13,877,846	12,223,242	13,877,846	1,654,604	11.92
Expenses					
Recurrent Expenses					
Employee Costs	8,607,155	7,495,333	8,607,155	1,111,822	12.92
Goods and Services	6,055,684	4,554,036	6,055,684	1,501,648	24.80
Finance costs	579,898	580,401	579,898	(503)	(0.09)
Depreciation	1,168,900	1,130,622	1,168,900	38,278	3.27
Total Recurrent Expenses	16,411,637	13,760,392	16,411,637	2,651,245	16.15
Capital Expenses	-	1,650,781	-	(1,650,781)	-
Loss on Sale	(107,000)	(153,887)	(107,000)	46,887	(43.82)
Total Expenses	16,304,637	15,257,286	16,304,637	1,047,351	6.42
Net Recurrent Result/Operating Surplus/(Deficit)	(11,050,079)	(7,608,512)	(11,050,079)	(3,441,567)	31.15
NET RESULT AFTER CAPITAL ITEMS	(2,426,791)	(3,034,044)	(2,426,791)	607,253	(25.02)

Lockyer Valley Regional Council (2021/2022 Flood Events)

Statement of Comprehensive Income

For Period Ending June 2022

	Current Annual Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
Income					
Revenue					
Recurrent Revenue					
Operating Grants and Subsidies	7,383,092	1,029,236	7,383,092	6,353,856	86.06
Total Recurrent Revenue	7,383,092	1,029,236	7,383,092	6,353,856	86.06
Capital Revenue					
	-	-	-	-	-
Total Revenue	7,383,092	1,029,236	7,383,092	6,353,856	86.06
Capital Income					
	-	-	-	-	-
Total Income	7,383,092	1,029,236	7,383,092	6,353,856	86.06
Expenses					
Recurrent Expenses					
Employee Costs	2,181,625	2,534,994	2,181,625	(353,369)	(16.20)
Goods and Services	5,860,612	4,621,233	5,860,612	1,239,379	21.15
Total Recurrent Expenses	8,042,237	7,156,227	8,042,237	886,011	11.02
Capital Expenses					
Loss on Sale	-	-	-	-	-
Total Expenses	8,042,237	7,156,227	8,042,237	886,011	11.02
Net Recurrent Result/Operating Surplus/(Deficit)	(659,145)	(6,126,991)	(659,145)	5,467,846	(829.54)
NET RESULT AFTER CAPITAL ITEMS	(659,145)	(6,126,991)	(659,145)	5,467,846	(829.54)

LOCKYER VALLEY REGIONAL COUNCIL
Statement of Cash Flows
For the Period Ending 30 June, 2022

	2021-2022 Annual Budget	2021-2022 YTD Actuals
<u>Cash flows from operating activities:</u>		
<u>Receipts</u>		
Receipts from customers	70,300,000	70,964,529
Dividend received	-	-
Interest received	900,000	1,022,308
<u>Payments</u>		
Payments to suppliers and employees	(62,540,000)	(51,399,382)
Interest expense	(1,010,000)	(1,011,065)
Net cash inflow (outflow) from operating activities	7,650,000	19,576,389
<u>Cash flows from investing activities:</u>		
Capital grants, subsidies and contributions	9,010,000	6,557,967
Payments for property, plant and equipment	(19,640,000)	(12,119,973)
Payments for investment property	-	-
Net transfer (to) from cash investments	1,350,000	-
Proceeds from sale of property plant and equipment	630,000	1,063,805
Net cash inflow (outflow) from investing activities	(8,640,000)	(4,498,202)
<u>Cash flows from financing activities:</u>		
Repayment of borrowings	(1,580,000)	117,695
Proceeds from borrowings	-	(1,701,050)
Net cash inflow (outflow) from financing activities	(1,580,000)	(1,583,356)
Net increase (decrease) in cash and cash equivalents held	(2,580,000)	13,494,832
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	32,030,000	47,845,662

LOCKYER VALLEY REGIONAL COUNCIL
STATEMENT OF FINANCIAL POSITION
As at 30 June, 2022

	2021-2022 Annual Budget	2021-2022 YTD Actual
Current Assets		
Cash assets and cash equivalents	32,030,000	28,845,662
Cash investments	-	19,000,000
Trade and other receivables	6,790,000	3,190,615
Inventories	740,000	625,178
Contract Receivable	-	513,349
Non-current assets classified as held for sale	-	10,000
Total Current Assets	39,560,000	52,184,805
Non Current Assets		
Trade and other receivables	14,740,000	14,734,969
Equity investments	33,570,000	32,262,384
Investment properties	1,610,000	1,605,000
Property, plant and equipment	537,720,000	555,753,879
Intangible assets	670,000	101,774
Total Non Current Assets	588,300,000	604,458,006
TOTAL ASSETS	627,860,000	656,642,810
Current Liabilities		
Trade and other payables	13,080,000	6,913,553
Provisions	560,000	8,214,865
Borrowings	1,660,000	1,697,916
Contract Liability Grants	-	2,992,359
Total Current Liabilities	15,300,000	19,818,693
Non Current Liabilities		
Provisions	28,350,000	28,672,156
Borrowings	18,320,000	18,285,910
Total Non Current Liabilities	46,670,000	46,958,066
TOTAL LIABILITIES	61,980,000	66,776,759
NET COMMUNITY ASSETS	565,880,000	589,866,051
Community Equity		
Retained surplus (deficiency)	409,195,000	401,612,002
Asset revaluation surplus	155,920,000	183,152,464
Reserves	-	3,088,444
Current Surplus/(Deficit)	765,000	2,013,141
TOTAL COMMUNITY EQUITY	565,880,000	589,866,051

LOCKYER VALLEY REGIONAL COUNCIL
For Period Ended June, 2022

CAPITAL WORKS PROGRAM

INFRASTRUCTURE

Cost Centre: Parks & Open Spaces

Program: Parks and Open Spaces Projects

Fairways Parking and Traffic Controls
Fairways Shade and Drainage Improvements
Forest Hill Place Renewals
Hutton Vale/Fairways Park Stage 1A (BBRF)
Hutton Vale/Fairways Park Stage 1C (URCS)
Hvale/Fairways Park Stage 1B & 1D (URCS)
Jean Biggs Park Playground Improvements

LRR Shelter and Table setting Renewal
Parks and Open Spaces Projects Total

Cost Centre: Capital Program Delivery

Program: Asphalt Resheet Programme

20/21 Asphalt Resheet Program (LRCl1)
21/22 Asphalt Renewal Gaitton CBD (LRCl1)
21/22 Asphalt Renewal Gaitton CBD (LRCl2)
Asphalt Resheet Programme Projects Total

Program: Bridge Renewal Programme

Consoles Bridge Rehabilitation (LRCl2)
Bridge Renewal Programme Projects Total

Program: Culvert Renewal Programme

21/22 Culvert Renewal Program (non-fund)
21/22 Culvert Renewal Program (SECOSP)
Culvert Renewal Programme Projects Total

	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
	30,000	-	-	-	30,000	-	30,000	100	0	
	20,000	-	8,111	8,111	11,890	-	20,000	100	10	
	46,000	32,350	706	33,057	12,943	-	46,000	100	100	
	272,988	229,250	3,208	232,458	40,530	272,988	-	100	100	
	57,445	58,901	614	59,515	(2,070)	57,445	-	100	100	
	356,884	308,914	20,324	329,238	27,646	356,884	-	100	100	
	62,500	44,507	2,199	46,706	15,794	-	62,500	100	100	Completed. Current overspend as the Whitcott Progress Association is contributing funds towards this project.
	26,000	20,002	-	20,002	5,998	-	26,000	100	100	
	871,817	693,925	35,162	729,087	142,730	687,317	184,500			
	3,000	2,556	-	2,556	344	3,000	0	100	100	
	147,120	-	-	-	147,120	147,120	-	Not applicable	Not applicable	
	405,029	335,176	5,311	340,487	64,542	405,029	0	100	80	
	555,149	337,832	5,311	343,143	212,006	555,149	0			
	300,000	291,246	-	291,246	8,754	300,000	-	100	100	
	300,000	291,246	-	291,246	8,754	300,000	-			
	204,000	174,260	-	174,260	29,740	-	204,000	100	100	
	380,000	138,863	5,586	144,449	235,551	380,000	0	100	40	
	584,000	313,124	5,586	318,710	265,290	380,000	204,000			

	Budget	Actual	Committed	Total		Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
				(includes committed costs)	Remaining Budget					
Program: Footpath Renewal Programme										
21/22 Footpath Missing Links (SEQCSP)	129,903	3,867	6,127	9,994	119,909	118,000	11,903	<div><div>100</div></div>	<div><div>0</div></div>	
21/22 Footpath Renewal Program (SEQCSP)	140,000	19,086	70,776	89,862	50,138	140,000	-	<div><div>100</div></div>	<div><div>0</div></div>	
Murphys Creek Road, Footpath (LRQ2)	60,000	47,476	4,674	52,150	7,850	60,000	-	<div><div>100</div></div>	<div><div>95</div></div>	
Footpath Renewal Programme Projects Total	329,903	70,429	81,577	152,006	177,897	318,000	11,903			
Program: Floodway Renewal Programme										
20/21 Floodway Renewal Program - Design	5,428	7,733	-	7,733	(2,305)	-	5,428	<div><div>100</div></div>	<div><div>Not applicable</div></div>	
21/22 Floodway Renewal Program (SEQCSP)	383,000	54,629	41,420	96,049	286,951	383,000	-	<div><div>100</div></div>	<div><div>0</div></div>	
Floodway Renewal Programme Projects Total	388,428	62,362	41,420	103,782	284,646	383,000	5,428			
Program: Gravel Resheet Programme										
2020/2021 Gravel Resheet Program (RTR)	18,413	161	-	161	18,251	18,413	-	<div><div>100</div></div>	<div><div>100</div></div>	
21/22 Gravel Resheet Program	900,000	345,251	189,204	534,454	365,546	-	900,000	<div><div>Not applicable</div></div>	<div><div>60</div></div>	Further works on hold until emergent works are completed.
Gravel Resheet Programme Projects Total	918,413	345,412	189,204	534,616	383,797	18,413	900,000			
Program: Kerb & Channel Renewal Programme										
21/22 Kerb and Channel Renewal (SEQCSP)	300,000	389	-	389	299,611	300,000	-	<div><div>0</div></div>	<div><div>0</div></div>	
Kerb & Channel Renewal Programme Projects Total	300,000	389	-	389	299,611	300,000	-			
Program: Other Infrastructure Projects										
22/23 Future Design	248,000	155	-	155	247,845	-	248,000	<div><div>20</div></div>	<div><div>Not applicable</div></div>	
Bus Shelter Drayton St (BSSP + RTAP)	36,785	22,193	980	23,173	13,612	-	36,785	<div><div>100</div></div>	<div><div>0</div></div>	
Bus Shelter Western Dr & Turner St (BSSP)	16,006	2,912	-	2,912	13,094	16,006	-	<div><div>100</div></div>	<div><div>100</div></div>	
Digital Signage (LER)	450,000	18,708	380,988	399,695	50,305	425,000	25,000	<div><div>80</div></div>	<div><div>0</div></div>	Delayed due to weather and supply issues. Extension of time approved by funding body.
Flagstone Cr/Lockyer Cr Rd (HVSPP)	650,000	446,667	75,338	522,006	127,994	375,000	275,000	<div><div>100</div></div>	<div><div>40</div></div>	Variation from funding body approved - \$225,000 transferred to 22/23 FY.
Flagstone Creek Rd/Carpendale Rd (HVSPP)	789,500	601,710	36,552	638,262	151,238	375,000	414,500	<div><div>100</div></div>	<div><div>90</div></div>	Variation from funding body approved - \$225,000 transferred to 22/23 FY.
Gatton Central Drainage Upgrade - Design	2,000	1,138	-	1,138	863	-	2,000	<div><div>0</div></div>	<div><div>0</div></div>	Discontinued
Gatton Industrial Estate (HVSPP)	365,898	178,224	112,724	290,947	74,951	282,343	83,555	<div><div>100</div></div>	<div><div>0</div></div>	Variation from funding body approved - \$24,500 transferred to 22/23 FY.
Gehrke Road/Lonkeet Road (BS)	173,677	80,379	4,785	85,164	88,513	173,677	-	<div><div>100</div></div>	<div><div>0</div></div>	Variation from funding body approved - \$167,220 transferred to 22/23 FY.
Grantham Scrub/Grantham Winwill (HVSPP)	74,440	41,940	102,509	144,449	(70,009)	74,440	-	<div><div>100</div></div>	<div><div>0</div></div>	

	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
Ladley LED Street Lighting (LOGSP)	205,538	239,360	-	239,360	(33,822)	150,000	55,538	100	100	This project is slightly over budget due to an increase in contract price for underground conduit repair and refurbishing an extra light pole.
Ladley LED Street Lighting (URCS)	60,711	43,976	-	43,976	16,735	60,711	0	100	100	
Murphy's Creek Road - Footpath (IRC)	4,497	1,163	-	1,163	3,334	4,497	0	100	100	
North Street / East Street, Gatton (BS)	102,565	86,525	110,909	197,434	(94,869)	102,565	0	100	0	Variation from funding body approved - \$181,250 transferred to 22/23 FY.
Safe Schools Program - TIDS 21/22	60,000	1,866	-	1,866	58,134	30,000	30,000	100	0	
Safeschools Project Kentville School TIDS	2,000	1,884	-	1,884	116	2,000	-	100	100	
Spencer Street/East Street, Gatton (BS)	90,080	15,735	-	15,735	74,345	90,080	-	100	0	Variation from funding body approved - \$45,250 transferred to 22/23 FY.
Vehicle Activated Signs Bases Various Woodlands Rd & Rangeview Drive (BS)	61,000	7,199	-	7,199	(7,199)	61,000	-	100	100	
Other Infrastructure Projects Total	3,392,697	1,853,090	824,784	2,677,875	714,822	2,222,319	1,170,378			
Program: Pavement Renewal Programme										
23/24 Culvert Renewal Program	-	2,159	-	2,159	(2,159)	-	-			
Brightview Road Rehabilitation	11,334	34,365	-	34,365	(23,031)	-	11,334	90	Not applicable	This project is slightly over budget due to an increase in design fees.
Cemetery Road/Victor Court Intersection	-	4,497	-	4,497	(4,497)	-	-	50	0	To be funded from Future Design budget.
Flagstone Creek Rd Rehabilitation	13,589	21,451	-	21,451	(7,862)	-	13,589	0	0	
Gehrke Road, Plainland - TIDS 21/22	600,000	87,653	10,888	98,541	501,459	300,000	300,000	100	30	
Lawlers Road/Sandy Creek Intersection	954	6,367	-	6,367	(5,413)	-	954	50	Not applicable	
Mountain Rd/Range Crescent Intersection	13,808	24,640	-	24,640	(10,831)	-	13,808	50	Not applicable	
Orton Street	-	665	-	665	(665)	-	-	5	Not applicable	
Postmans Ridge Rd, Pavement Renewal (TIDS)	109,768	103,514	-	103,514	6,254	109,768	-	100	100	
Sandy Creek/Fords Road Intersection	-	3,734	-	3,734	(3,734)	-	-	5	Not applicable	To be funded from Future Design budget.
Summerholm Road Rehabilitation	245,099	263,025	-	263,025	(17,926)	-	245,099	100	95	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.
Tenthill Ropeley Rockside Steinhardt	-	7,098	-	7,098	(7,098)	-	-	50	Not applicable	To be funded from Future Design budget.
William Street, Gatton	-	570	-	570	(570)	-	-	Not applicable	Not applicable	To be funded from Future Design budget.
William Street, Gatton - Pavement Rehab	100,000	11,057	-	11,057	88,943	-	100,000	10	Not applicable	

	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
Pavement Renewal Programme Projects Total	1,094,552	570,795	10,888	581,683	512,870	409,768	684,784			
Program: Pavement Widening Programme										
Grantham Scrub Road - TIDS 21/22	615,000	106,982	186,364	293,346	321,654	375,446	239,554	100	0	\$260,446 of LVRC 21/22 TIDS allocation to be transferred to Ipswich City Councils 21/22 TIDS. We recoup that back from ICC 22/23 TIDS allocation next FY. Formally approved.
Lake Clarendon Way Widening (RTR)	149,372	143,922	9,120	153,042	(3,670)	149,372	-	100	95	Awaiting pavement testing to determine ultimate pavement design. This design to determine future costs. This project will require extra budget and we are looking at external funding opportunities.
Stockyard Creek Road Widening - Design	50,000	15,965	345	15,710	34,290	-	50,000	5	Not applicable	
Woodlands Rd Pavement Rehab (LRG12)	350,000	251,270	15,772	267,042	82,958	350,000	0	100	80	
Pavement Widening Programme Projects Total	1,164,372	517,539	211,600	729,139	435,233	874,818	289,554			
Program: Seal Renewal Programme										
2020/2021 Reseal Program (RTR)	70,721	53,310	-	53,310	17,411	70,721	-	N/A	100	
21/22 Bitumen Reseal Program (RTR)	1,700,000	1,374,249	435,250	1,809,498	(109,498)	927,079	772,921	N/A	70	
Seal Renewal Programme Projects Total	1,770,721	1,427,559	435,250	1,862,808	(92,087)	997,800	772,921			
Program: Seal Road Upgrade Programme										
Twidales Rd Heldon Spa Upgrade (SEOCSP)	230,000	134,019	9,940	143,959	86,041	230,000	-	100	95	
Seal Road Upgrade Programme Projects Total	230,000	134,019	9,940	143,959	86,041	230,000	-			
Program: Stormwater Renewal Programme										
21/22 Swater - Railway St Heldon SEOCSP	68,000	11,526	-	11,526	56,474	68,000	-	100	Not applicable	
Stormwater Pipe Relining (SEOCSP)	60,000	389	-	389	59,611	60,000	-	0	0	
White Street Garton Drainage (URCS)	975,939	978,007	-	978,007	(2,068)	700,000	275,939	100	100	
Stormwater Renewal Programme Projects Total	1,103,939	989,922	-	989,922	114,017	828,000	275,939			

	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
Cost Centre: Fleet										
<i>Program: Fleet Projects</i>										
21/22 Earthmoving Equipment Replacement	-	-	798,377	798,377	(798,377)	-	-	Not applicable	Not applicable	Delivery in 22/23.
21/22 Light Commercial's Replacement	95,000	45,762	140,329	186,091	(91,091)	-	95,000	Not applicable	Not applicable	Delivery in 22/23.
21/22 Mowers Replacement	-	13,841	214,455	228,295	(228,295)	-	-	Not applicable	Not applicable	Delivery in 22/23.
21/22 Passenger Vehicles	55,000	54,221	33,670	87,891	(32,891)	-	55,000	Not applicable	Not applicable	Delivery in 22/23.
21/22 Tractors Replacement	-	-	64,500	64,500	(64,500)	-	-	Not applicable	Not applicable	Delivery in 22/23.
21/22 Trailers Replacement	50,000	48,798	178,844	227,642	(177,642)	-	50,000	Not applicable	Not applicable	Delivery in 22/23.
21/22 Trucks Replacement	690,000	46,784	672,785	719,569	(29,569)	-	690,000	Not applicable	Not applicable	Delivery in 22/23.
Earthmoving Equipment	237,027	236,981	-	236,981	46	70,000	167,027	Not applicable	Not applicable	Delivery in 22/23.
Light Commercial Vehicles	354,935	353,641	86,041	439,682	(84,747)	140,000	214,935	Not applicable	Not applicable	Delivery in 22/23.
Passenger Vehicles	-	-	25,075	25,075	(25,075)	-	-	Not applicable	Not applicable	Delivery in 22/23.
SFS Vehicles & Plant (SFS Support Grant)	39,989	43,198	-	43,198	(3,209)	18,490	21,499	Not applicable	Not applicable	Delivery in 22/23.
Trailers	90,972	87,935	-	87,935	3,037	10,000	80,972	Not applicable	Not applicable	Delivery in 22/23.
Trucks	600,943	547,789	-	547,789	53,154	120,000	480,943	Not applicable	Not applicable	Delivery in 22/23.
Fleet Projects Total	2,213,866	1,478,948	2,214,075	3,693,024	(1,479,158)	358,490	1,855,376	Not applicable	Not applicable	
Cost Centre: Cemetery										
<i>Program: Cemetery Projects</i>										
Gatton Cemetary Seam Strip Instal (SEQCSF)	33,000	31,480	1,564	33,044	(44)	33,000	-	100	100	
Gatton Cemetery Bolland Renewal (SEQCSF)	6,600	3,314	123	3,436	3,164	6,600	-	100	100	
Laidley Cemetery Seam Strip(SEQCSF)	33,000	32,106	284	32,390	610	33,000	-	100	100	
Cemetery Projects Total	72,600	66,900	1,970	68,870	3,730	72,600	-			
Cost Centre: Facilities										
<i>Program: Facilities Projects</i>										
Bore Infrastructure Improvements(SEQCSF)	112,600	70,593	13,470	84,063	28,537	112,600	-	100	90	
Cahill Park Machinery Shed (SEQCSF)	117,000	105,433	12,058	117,491	(491)	117,000	-	100	90	
Community Facilities Work Packages	57,000	30,334	-	30,334	26,666	-	57,000	80	50	
Corrective Electrical Upgrades	19,394	21,113	-	21,113	(1,719)	-	19,394	100	100	
Electrical Infrastructure Program	178,000	74,943	89,860	164,803	13,197	-	178,000	100	50	
Gatton Depot Action Plan	36,000	18,228	22,300	40,528	(4,528)	-	36,000	100	20	Overspend due to Site Survey.
Gatton Depot Fuel Tank	280,000	196,324	51,274	247,598	32,402	-	280,000	100	80	
Gatton S'Gronds Masterplan Work (W4QLD)	98,028	107,095	-	107,095	(9,067)	98,028	-	100	100	
Gatton Shire Hall Improvements (BoR)	50,184	19,285	-	19,285	30,899	50,184	-	100	100	
Gatton Showgrounds Equestrian Centre	19,679	10,560	-	10,560	9,119	-	19,679	100	100	
Gatton Showgrounds Program	125,000	90,578	-	90,578	34,422	-	125,000	100	95	
Garrham Butter Factory Upgrade (LER)	58,000	25,212	22,866	48,079	9,921	58,000	-	100	100	
Helidon Hall Upgrade (LER)	47,700	51,380	-	51,380	(3,680)	47,700	-	100	100	

	Total					Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
	Budget	Actual	Committed	(includes committed costs)	Remaining Budget					
Hydraulic Renewal Program	105,000	32,932	15,894	48,826	56,174	-	105,000	100	75	
Laidley Rec Grounds Program	116,000	12,015	42,117	54,132	61,868	-	116,000	100	50	
Laidley Rec Reserve Entry Upgrade (LRC)	52,756	52,322	-	52,322	434	52,756	-	100	100	
Laidley Saleyards Program (SEOCSP)	114,000	57,587	-	57,587	56,413	114,000	-	100	50	
Laidley Showgrounds Bore Pump	12,500	-	-	-	12,500	-	12,500	100	0	
Lake Apex Amphitheatre (SEOCSP)	400,000	34,974	-	34,974	365,026	400,000	-	25	0	Redesign required and present option to Council.
Lake Apex Youth Node Upgrade (LRC12)	591,395	546,273	325	546,598	44,797	591,395	-	100	100	
LVSAC Revitalisation (SEOCSP)	506,000	325,187	100,946	426,133	79,867	406,000	100,000	100	50	
Murphy Creek Hall & Toilet Demolition	41,000	40,411	-	40,411	589	-	41,000	100	100	
Nielsen's Place Shade Structure	7,019	-	-	-	7,019	-	7,019	100	100	
Solar to Gatton Depot Workshop	25,000	2,608	20,909	23,517	1,483	-	25,000	100	0	
Springbrook Park Entry Upgrade	13,641	2,931	1,200	4,131	9,510	-	13,641	100	0	
<i>Facilities Projects Projects Total</i>	3,182,896	1,928,318	393,220	2,321,537	861,359	2,047,663	1,135,233	60	0	
Total for Group	\$ 18,473,353	\$ 11,081,808	\$ 4,459,988	\$ 15,541,795	\$ 2,931,558	\$ 10,983,337	\$ 7,490,017			

PEOPLE AND BUSINESS PERFORMANCE															
Cost Centre: Governance and Property						Total (includes committed costs)		Remaining Budget		Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments	
Program: Legal Services Projects						Budget	Actual	Committed	committed costs						
Realignment, subdivid, sale Tryhorn St						5,000	1,675	1,675	3,350	1,650	-	5,000	50	0	
Legal Services Projects Total						5,000	1,675	1,675	3,350	1,650	-	5,000			
Cost Centre: Disaster Management															
Program: Disaster Management Projects															
Flood Warning System Upgrade						23,500	-	-	-	23,500	-	23,500	0	0	Will be delivered in QRRF Signage & Cameras Project.
Upgrade Flood Cameras Equipmen (SECOSP)						144,800	118,968	2,745	121,713	23,087	144,800	-	100	100	
Disaster Management Projects Total						168,300	118,968	2,745	121,713	46,587	144,800	23,500			
Cost Centre: Information Communication Technology															
Program: Information Communication Technology Projects															
Cyber Security						60,000	39,584	19,273	58,857	1,143	-	60,000	60	30	
Network Perimeter Security (Firewalls)						89,000	88,610	-	88,610	390	-	89,000	100	90	
Switches Renewal						10,500	-	-	-	10,500	-	10,500	100	100	
Information Communication Technology Projects Tot						159,500	128,194	19,273	147,467	12,033	-	159,500			
Program: Public Order and Safety Projects															
Building Security Systems						128,000	113,041	-	113,041	14,959	-	128,000	100	100	
Public Order and Safety Projects Total						128,000	113,041	-	113,041	14,959	-	128,000			
Cost Centre: Transfer Stations															
Program: Transfer Station Projects															
Gatton Landfill cell 5 (SECOSP)						320,000	93,934	296,038	389,973	(69,973)	320,000	-	10	0	
Laidley Landfill Capping Design						30,000	17,930	8,473	26,403	3,597	-	30,000	5	0	
Oil Buildings Upgrade and Maintenance						25,000	21,114	-	21,114	3,886	-	25,000	100	100	
Old Gatton Landfill Capping						30,000	21,450	-	21,450	8,550	-	30,000	5	0	
Waste Management Signage Review						22,000	13,008	-	13,008	8,992	-	22,000	10	100	
Transfer Station Projects Total						427,000	167,437	304,511	471,948	(44,948)	320,000	107,000			
Cost Centre: Public Order & Safety															
Program: Public Order and Safety Projects															
CCTV Cyber Security Improvements						5,000	4,472	-	4,472	528	-	5,000	80	20	
Gatton Depot CCTV						11,100	11,110	-	11,110	(10)	-	11,100	100	100	
LVRC CCTV						113,000	99,771	900	100,671	12,330	-	113,000	100	95	
Public Order and Safety Projects Total						129,100	115,352	900	116,252	12,848	-	129,100			
Total for Group						\$ 1,016,900	\$ 644,666	\$ 329,104	\$ 973,771	\$ 43,129	\$ 464,800	\$ 552,100			

COMMUNITY AND REGIONAL PROSPERITY											
	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments	
Cost Centre: Growth & Policy											
Program: NDRP Projects											
Evacuation Planning (NDRP)	62,124	-	62,124	62,124	-	30,458	31,666	0	0		
NDRP Projects Total	62,124	-	62,124	62,124	-	30,458	31,666				
Cost Centre: Community Wellbeing											
Program: Community Wellbeing Projects											
Sound Level Meter	8,300	7,412	-	7,412	888	-	8,300	100	100		
Community Wellbeing Projects Total	8,300	7,412	-	7,412	888	-	8,300				
Cost Centre: Gatton Child Care Centre											
Program: Gatton Child Care Projects											
Gatton Childcare Centre Refurbishment	75,000	55,507	10,751	66,258	8,742	-	75,000	100	100		
Gatton Child Care Projects Total	75,000	55,507	10,751	66,258	8,742	-	75,000				
Total for Group	\$ 145,424	\$ 62,919	\$ 72,875	\$ 135,794	\$ 9,630	\$ 30,458	\$ 114,966				
Total for Council	\$ 19,635,677	\$ 11,789,393	\$ 4,861,967	\$ 16,651,360	\$ 2,984,318	\$ 11,478,595	\$ 8,157,083				

LOCKYER VALLEY REGIONAL COUNCIL
For Period Ended June, 2022

CAPITAL WORKS PROGRAM SUMMARY

	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget
INFRASTRUCTURE					
Capital Program Delivery	12,132,174	6,913,717	1,815,560	8,729,277	3,402,897
Cemetery	72,600	66,900	1,970	68,870	3,730
Facilities	3,182,896	1,928,318	393,220	2,321,537	861,359
Fleet	2,213,866	1,478,948	2,214,075	3,693,024	(1,479,158)
Parks & Open Spaces	871,817	693,925	35,162	729,087	142,730
Total for Group	\$ 18,473,353	\$ 11,081,808	\$ 4,459,988	\$ 15,541,795	\$ 2,931,558

PEOPLE AND BUSINESS PERFORMANCE

Disaster Management	168,300	118,968	2,745	121,713	46,587
Governance and Property	5,000	1,675	1,675	3,350	1,650
Information Communication Technology	287,500	241,235	19,273	260,508	26,992
Public Order & Safety	129,100	115,352	900	116,252	12,848
Transfer Stations	427,000	167,437	304,511	471,948	(44,948)
Total for Group	\$ 1,016,900	\$ 644,666	\$ 329,104	\$ 973,771	\$ 43,129

COMMUNITY AND REGIONAL PROSPERITY

Community Wellbeing	8,300	7,412	-	7,412	888
Gatton Child Care Centre	75,000	55,507	10,751	66,258	8,742
Growth & Policy	62,124	-	62,124	62,124	-
Total for Group	\$ 145,424	\$ 62,919	\$ 72,875	\$ 135,794	\$ 9,630
Total for Council	\$ 19,635,677	\$ 11,789,393	\$ 4,861,967	\$ 16,651,360	\$ 2,984,318

10.2 Amendment to Register of Fees and Charges 2022-23

Author: Kirsty Johnson, Coordinator Revenue Services; Jodi Marchant, Chief Financial Officer

Responsible Officer: Ian Church, Chief Executive Officer

Purpose:

The purpose of this report is to seek Council's endorsement of a number of changes required to the 2022-23 Register of Fees and Charges adopted at the May Council meeting.

Officer's Recommendation:

THAT Council include within its Register of Cost Recovery and Commercial Fees and Charges 2022-2023 the following amended fees with an effective date of 20 July 2022:

1.2 – Animal Management

Change to the Dog Registration Fee for Dogs under 6 months of age AND not desexed being registered for the first time with LVRC to be the same as the pensioner rate as per previous years.

Fee Name	2022/2023 Fee
Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.2 - Animal Management - Registration, Permits & Other 1.2.1 - Dog Registration (New Registration & Registration Renewal) Dog Registration - Pensioner Owners	
Dogs under 6 months of age AND not desexed & being registered for first time with LVRC	\$42.00

1.4.1 – Right to Information

Amendments to the below fees are required with an effective date 20 July 2022.

Description	2021-22 Amount	2022-23 Amount	GST Applies
Right to Information Application Fee	\$52.60	\$53.90	No
Processing Charges (per fifteen minutes or part thereof)	\$8.15	\$8.35	No

1.7.1 Planning – other

Removal of the Refund processing Fee for \$60.00

1.10.1 Plumbing and Drainage Application

Amendments to the base fees as per below:

- Per Fixture no. of fixtures 151 to 200 inclusive plus base fee of \$18,750.00
- Per Fixture no. of fixtures 201 to 250 inclusive plus base fee of \$24,250.00
- Per Fixture no. of fixtures 251 to 300 inclusive plus base fee of \$28,750.00
- Per Fixture no. of fixtures greater than or equal to 301 inclusive plus base fee of \$32,000.00

2.5 Swimming Pools

Changes to the swimming pools fees effective from 20 July 2022:

Fee Name	2022/2023 Fee
Lockyer Valley Regional Council 2 - Commercial Fees & Charges 2.5 - Swimming Pool 2.5.1 - Lockyer Valley Sports & Aquatic Centre General Entry	
Pass out	
Child (Under 2)	
Child (2 – 15 yrs) / Concession	\$4.80
Adult (16 yrs & over)	\$5.80
Family (2 adults + 2 children)	\$16.00
Spectators	\$3.30
Lockyer Valley Regional Council 2 - Commercial Fees & Charges 2.5 - Swimming Pool 2.5.1 - Lockyer Valley Sports & Aquatic Centre Monthly Tickets	
Child (2 - 15 yrs) / Concession	\$28.00
Adult (16 yrs & over)	\$35.00
Family (2 adults + 2 children)	\$75.00
Lockyer Valley Regional Council 2 - Commercial Fees & Charges 2.5 - Swimming Pool 2.5.1 - Lockyer Valley Sports & Aquatic Centre Three Monthly Tickets	
Child (2 - 15 yrs) /Concession	\$75.00
Adult (16 yrs & over)	\$95.00
Family (2 adults + 2 children)	\$210.00
Lockyer Valley Regional Council 2 - Commercial Fees & Charges 2.5 - Swimming Pool 2.5.1 - Lockyer Valley Sports & Aquatic Centre Indoor Sports Centre Court Hire	
Hourly rate (for scheduled team sport or schools)	\$35.00
Individual (not part of fixtures)	\$5.80
Lockyer Valley Regional Council 2 - Commercial Fees & Charges 2.5 - Swimming Pool 2.5.1 - Lockyer Valley Sports & Aquatic Centre Old Pavilion Hire	
Weekly rate	\$105.00
Lockyer Valley Regional Council 2 - Commercial Fees & Charges 2.5 - Swimming Pool 2.5.2 - Laidley Pool General Entry	
Pass out	
Child (Under 2)	
Child (2 – 15 yrs) / Concession	\$3.90
Adult (16 yrs & over)	\$4.80
Family (2 Adults + 2 Children)	\$13.50
Spectators	\$3.30
Lockyer Valley Regional Council 2 - Commercial Fees & Charges 2.5 - Swimming Pool 2.5.2 - Laidley Pool Monthly Ticket	
Child (2 – 15 yrs) / Concession	\$22.00
Adult (16 yrs & over)	\$27.00
Family (2 adults & 2 children)	\$69.00
Lockyer Valley Regional Council 2 - Commercial Fees & Charges 2.5 - Swimming Pool 2.5.2 - Laidley Pool Three Monthly Tickets	
Child (2 - 15 yrs) / Concession	\$63.50
Adult (16 yrs & over)	\$79.00
Family (2 adults & 2 children)	\$190.00
Lockyer Valley Regional Council 2 - Commercial Fees & Charges 2.5 - Swimming Pool 2.5.3 - School Attendances	
School Pupils (attending with schools, under their supervision) - Lockyer Valley Sports & Aquatic Centre	\$3.30
School Pupils (attending with schools, under their supervision) - Laidley Pool	\$1.80

Lockyer Valley Regional Council | 2 - Commercial Fees & Charges | 2.5 - Swimming Pool | 2.5.4 - Gatton Swim Club

Swimming Club Rooms (per month) (Gatton)	\$22.00
Hourly Rate	\$73.00

Lockyer Valley Regional Council | 2 - Commercial Fees & Charges | 2.5 - Swimming Pool | 2.5.5 - School Hire for Carnivals

Extra Lifeguard	\$59.00
Hourly Rate LVSAC	\$128.00
Hourly Rate Laidley	\$59.00

2.9 – Showgrounds

Not for profit (80% discount) - Charitable organisations, and community groups using the facility to conduct community activities (proof of Not for Profit status from the Australian Taxation Office is required). Applicant / hirer must be the person or organisation responsible for and running the event and hold the applicable Public Liability Insurance.

Fundraising (25% discount) - For-Profit organisations, Council would require a statement from the charity receiving the donation funds.

2.11.1 – Gatton Child Care Centre

Discontinue providing the below care effective from 1 July 2022 at the Gatton Child Care Centre.

Description
Before School Care
After School Care
Vacation Care – During School Holidays and student free days

Building Services and Plumbing

Nineteen fees within the building services and plumbing area have been updated to show the same rounding to the nearest five dollars. These changes are shown in the below table:

Fee Name	2022/2023 Fee
Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.9 - Building Services 1.9.2 - Concurrence Agency Fees including when Council is the assessment Manager for a Development Approval	
Request to determine bond to remove a building (any type of building) from a site in the Council area	\$230.00
Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.9 - Building Services 1.9.3 - Supply of Plans and Information to Consultants/Building Certifier/Owner	
Request for Building, Plumbing and Planning Information / Form 19 - relevant sections of register of show cause and enforcement notice information (for a particular lot on plan) (part A - F3)	\$70.00
Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.10 - Plumbing 1.10.1 - Plumbing & Drainage Applications	
Lodgement fee Plus fees per fixture as calculated with reference to the fee scale below.	\$295.00
Minor applications - no fixtures - lodgement and inspection process (one inspection) (i.e. new water service)	\$420.00

Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.10 - Plumbing 1.10.2 - On-Site Sewerage Facilities	
Application and inspection process (two inspections)	\$550.00
Commercial OSSF (over20EP) land application area only (two inspections)	\$550.00
Minor land application area change (e.g. moving turf valve for shed) (one inspection)	\$425.00
Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.10 - Plumbing 1.10.6 - Concurrent Agents Fee - Planning Regs	
Concurrence for onsite wastewater management (fee is inclusive when Council is the assessment manager for a development approval)	\$125.00
Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.10 - Plumbing 1.10.8 - Supply of Plans & Information to Consultants/Building Certifier/Owner	
Request for Building, Plumbing and Planning Information / Form 19 - plan of any sanitary drain within or adjacent to the property, including approved connection point and any limitations on capacity (class 1 and 10 'as constructed' sanitary drainage plan) (part A - A1)	\$70.00
Request for Building, Plumbing and Planning Information / Form 19 - details of any required land application area for on-site disposal of sewerage, including any reserve area (part A - A5)	\$70.00
Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.10 - Plumbing 1.10.9 - Backflow Prevention Devices	
Commercial additional devices - each greater than 20 devices	\$15.00
Lockyer Valley Regional Council 2 - Commercial Fees & Charges 2.12 - Building Services 2.12.1 - Building Class 1A (All Fees are based on footings and slab inspections being undertaken by RPEQ)	
Additions, alteration/extension to dwelling (including raising & restumping)	\$935.00
Veranda's and decks	\$730.00
Lockyer Valley Regional Council 2 - Commercial Fees & Charges 2.12 - Building Services 2.12.2 - Units Class 1, 2 & 3 Commercial/Industrial (Class 4,5,6,7,8,9)	
Units (class 1, 2 & 3 including duplex, town houses, motel, boarding house, etc.) per unit up to 4, (5 and above units by quote) additional inspections charged at discretion of Certifiers	\$1,250.00
Lockyer Valley Regional Council 2 - Commercial Fees & Charges 2.12 - Building Services 2.12.4 - Class 10 (Outbuildings, Carports, Patios, etc.)	
New buildings and additions	\$580.00
Lockyer Valley Regional Council 2 - Commercial Fees & Charges 2.12 - Building Services 2.12.5 - Class 10b	
Swimming pool/spa & fence or pool fence only	\$830.00
Pool safety certificate (including two inspections)	\$520.00
Lockyer Valley Regional Council 2 - Commercial Fees & Charges 2.12 - Building Services 2.12.6 - Miscellaneous Building Fees	
Inspection requested - (where current period has expired or disengaged by a Private Certifier) class 10	\$310.00
Negotiated decisions - extension of currency period (before permit expiry date) no lodgement fee	\$295.00

Material Change of Use, Planning and Reconfiguration of Lots and Operational Works

Twelve fees within the sections of Material change of Use, Planning and Reconfiguration of lots and operational works have been updated to take into consideration the same dollar rounding.

Fee Name	2022/2023 Fee
Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.6 - Material Change of Use 1.6.1 - Residential & Residential Related Gatton Planning Scheme Area Dual Occupancy (Duplex)	
Code Assessment	\$3,405.00
Impact Assessment	\$4,260.00
Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.6 - Material Change of Use 1.6.3 - Animal Related Gatton Planning Scheme Area Intensive Animal Husbandry Poultry Farm (Traditional/Organic)	
1 to 999 Birds	\$4,280.00
Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.6 - Material Change of Use 1.6.3 - Animal Related Laidley Planning Scheme Area Intensive Animal Husbandry Poultry Farm (Traditional/Organic)	
1 to 999 Birds	\$4,280.00
Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.7 - Planning Other & Copies 1.7.1 - Other	
Exemption Certificate requested after development has occurred	\$570.00
Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.7 - Planning Other & Copies 1.7.1 - Other Fees for Peer Reviews/Assessment of Technical/Specialist Reports	
Fees for Peer Reviews/Assessment of Technical/Specialist Reports	<p>In house assessment: Simple reports are \$540.00 per report; Complex reports are \$1080.00 per report.</p> <p>External assessment: Actual cost as charged by the consultant for each review.</p> <p>Fee to be determined in consultation with Planning Staff depending on report to be reviewed.</p>
Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.7 - Planning Other & Copies 1.7.1 - Other Minor Change/Extension to Existing Use	
All other Minor Changes to an approval (involving a combination of changes to approved plans and/or a request to change an approval involving a change to or cancelling of any number of conditions)	Base Fee \$980.00 (includes either 1 condition or change to the approved plans) plus \$245.00 per additional condition.
Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.8 - Reconfiguration of Lots & Operational Works 1.8.1 - Reconfigure a Lot Signing of Survey Plan	
Plan Signing - Standard, Building & Volumetric Format Plan and Community Title Plan	1 into 2 \$980.00 or 3 plus lots \$415.00 per lot
Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.8 - Reconfiguration of Lots & Operational Works 1.8.2 - Operational Work Operational Works approval associated with Reconfiguration of Lots	
Minor Changes to an approval (involving a combination of changes to approved plans and/or a request to change an approval involving a change to or cancelling of any number of conditions)	Base Fee \$980.00 (includes either 1 condition or change to be approved plans) plus \$245.00 per additional condition

Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.8 - Reconfiguration of Lots & Operational Works 1.8.2 - Operational Work Operational Works Approval – Not Associated with reconfiguration of lots	
\$1-10,000 (Value of Work)	Minimum \$870 or 10% of the value of Work (Whichever is greater)
>\$10,000 (Value of Work)	Base fee \$1,305 plus 0.5% of the total value of work
Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.8 - Reconfiguration of Lots & Operational Works 1.8.2 - Operational Work Operational Works Reinspection	
Reinspection Fee (where insufficient preparation or contractor's staging and/or programming of works necessitates additional inspections, or where pavement inspections have failed) per inspection	\$330.00 during business hours and \$500.00 outside.

Executive Summary

The report seeks to include the following changes in the 2022-2023 Register of Fees and Charges:

- Decrease the discount available to not-for-profit groups for showground facilities hire in line with the discount for the hire of other facilities by not-for-profit groups.
- Amend 19 fees and charges within the Building Services and plumbing section due to rounding.
- Discontinue the Gatton Child Care Centre Before and After School Care and Vacation Care fees in line with those services no longer being offered.
- Amend 12 cost recovery fees within the Material Change of Use, Planning and Reconfiguration of Lots and Operational Works section due to rounding.

Proposal

Council is required as part of its annual budget process, to review its fees and charges each year to ensure that:

- Cost recovery fees and charges continue to reflect the cost of providing the services performed; and
- Commercial fees and charges are appropriate given the commercial nature of the services provided.

The fees and charges for 2022-23 were originally adopted on 18 May 2022 to take effect from 1 July 2022.

The changes are listed below:

1.2 – Animal Management

Change to the Dog Registration Fee for Dogs under 6 months of age AND not desexed being registered for the first time with LVRC to be the same as the pensioner rate as per previous years.

Fee Name	2022/2023 Fee
Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.2 - Animal Management - Registration, Permits & Other 1.2.1 - Dog Registration (New Registration & Registration Renewal) Dog Registration - Pensioner Owners	
Dogs under 6 months of age AND not desexed & being registered for first time with LVRC	\$42.00

1.4.1 – Right to Information

Amendments to the below fees are required with an effective date 20 July 2022.

Description	2021-22 Amount	2022-23 Amount	GST Applies
Right to Information Application Fee	\$52.60	\$53.90	No
Processing Charges (per fifteen minutes or part thereof)	\$8.15	\$8.35	No

1.7.1 Planning – other

Removal of the Refund processing Fee for \$60.00

1.10.1 Plumbing and Drainage Application

Amendments to the base fees as per below:

- Per Fixture no. of fixtures 151 to 200 inclusive plus base fee of \$18,750.00 from \$18,000.00
- Per Fixture no. of fixtures 201 to 250 inclusive plus base fee of \$24,250.00 from \$25,250.00
- Per Fixture no. of fixtures 251 to 300 inclusive plus base fee of \$28,750.00 From \$27,500.00
- Per Fixture no. of fixtures greater than or equal to 301 inclusive plus base fee of \$30,000.00

2.5 Swimming Pools

Changes to the swimming pool fees are shown below:

Fee Name	2022/2023 Fee
Lockyer Valley Regional Council 2 - Commercial Fees & Charges 2.5 - Swimming Pool 2.5.1 - Lockyer Valley Sports & Aquatic Centre General Entry	
Pass out	
Child (Under 2)	
Child (2 – 15 yrs) / Concession	\$4.80
Adult (16 yrs & over)	\$5.80
Family (2 adults + 2 children)	\$16.00
Spectators	\$3.30
Lockyer Valley Regional Council 2 - Commercial Fees & Charges 2.5 - Swimming Pool 2.5.1 - Lockyer Valley Sports & Aquatic Centre Monthly Tickets	
Child (2 - 15 yrs) / Concession	\$28.00
Adult (16 yrs & over)	\$35.00
Family (2 adults + 2 children)	\$75.00
Lockyer Valley Regional Council 2 - Commercial Fees & Charges 2.5 - Swimming Pool 2.5.1 - Lockyer Valley Sports & Aquatic Centre Three Monthly Tickets	
Child (2 - 15 yrs) /Concession	\$75.00
Adult (16 yrs & over)	\$95.00
Family (2 adults + 2 children)	\$210.00
Lockyer Valley Regional Council 2 - Commercial Fees & Charges 2.5 - Swimming Pool 2.5.1 - Lockyer Valley Sports & Aquatic Centre Indoor Sports Centre Court Hire	
Hourly rate (for scheduled team sport or schools)	\$35.00
Individual (not part of fixtures)	\$5.80
Lockyer Valley Regional Council 2 - Commercial Fees & Charges 2.5 - Swimming Pool 2.5.1 - Lockyer Valley Sports & Aquatic Centre Old Pavilion Hire	
Weekly rate	\$105.00

Lockyer Valley Regional Council 2 - Commercial Fees & Charges 2.5 - Swimming Pool 2.5.2 - Laidley Pool General Entry	
Pass out	
Child (Under 2)	
Child (2 – 15 yrs) / Concession	\$3.90
Adult (16 yrs & over)	\$4.80
Family (2 Adults + 2 Children)	\$13.50
Spectators	\$3.30
Lockyer Valley Regional Council 2 - Commercial Fees & Charges 2.5 - Swimming Pool 2.5.2 - Laidley Pool Monthly Ticket	
Child (2 – 15 yrs) / Concession	\$22.00
Adult (16 yrs & over)	\$27.00
Family (2 adults & 2 children)	\$69.00
Lockyer Valley Regional Council 2 - Commercial Fees & Charges 2.5 - Swimming Pool 2.5.2 - Laidley Pool Three Monthly Tickets	
Child (2 - 15 yrs) / Concession	\$63.50
Adult (16 yrs & over)	\$79.00
Family (2 adults & 2 children)	\$190.00
Lockyer Valley Regional Council 2 - Commercial Fees & Charges 2.5 - Swimming Pool 2.5.3 - School Attendances	
School Pupils (attending with schools, under their supervision) - Lockyer Valley Sports & Aquatic Centre	\$3.30
School Pupils (attending with schools, under their supervision) - Laidley Pool	\$1.80
Lockyer Valley Regional Council 2 - Commercial Fees & Charges 2.5 - Swimming Pool 2.5.4 - Gatton Swim Club	
Swimming Club Rooms (per month) (Gatton)	\$22.00
Hourly Rate	\$73.00
Lockyer Valley Regional Council 2 - Commercial Fees & Charges 2.5 - Swimming Pool 2.5.5 - School Hire for Carnivals	
Extra Lifeguard	\$59.00
Hourly Rate LVSAC	\$128.00
Hourly Rate Laidley	\$59.00

2.9 – Showgrounds

Changes for the showgrounds are shown below:

- Not for profit (80% discount) - Charitable organisations, and community groups using the facility to conduct community activities (proof of Not-for-Profit status from the Australian Taxation Office is required). Applicant / hirer must be the person or organisation responsible for and running the event and hold the applicable Public Liability Insurance.
- Fundraising (25% discount) - For-Profit organisations, Council would require a statement from the charity receiving the donation funds.

2.11.1 – Gatton Child Care Centre

Discontinue providing the below care effective from 1 July 2022 at the Gatton Child Care Centre.

Description
Before School Care

After School Care
Vacation Care – During School Holidays and student free days

Building Services and Plumbing

Nineteen fees within the building services and plumbing area have been updated to show the same rounding to the nearest five dollars. These changes are shown in the below table:

Fee Name	2022/2023 Fee
Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.9 - Building Services 1.9.2 - Concurrence Agency Fees including when Council is the assessment Manager for a Development Approval	
Request to determine bond to remove a building (any type of building) from a site in the Council area	\$230.00
Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.9 - Building Services 1.9.3 - Supply of Plans and Information to Consultants/Building Certifier/Owner	
Request for Building, Plumbing and Planning Information / Form 19 - relevant sections of register of show cause and enforcement notice information (for a particular lot on plan) (part A - F3)	\$70.00
Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.10 - Plumbing 1.10.1 - Plumbing & Drainage Applications	
Lodgement fee Plus fees per fixture as calculated with reference to the fee scale below.	\$295.00
Minor applications - no fixtures - lodgement and inspection process (one inspection) (i.e. new water service)	\$420.00
Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.10 - Plumbing 1.10.2 - On-Site Sewerage Facilities	
Application and inspection process (two inspections)	\$550.00
Commercial OSSF (over20EP) land application area only (two inspections)	\$550.00
Minor land application area change (e.g. moving turf valve for shed) (one inspection)	\$425.00
Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.10 - Plumbing 1.10.6 - Concurrent Agents Fee - Planning Regs	
Concurrence for onsite wastewater management (fee is inclusive when Council is the assessment manager for a development approval)	\$125.00
Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.10 - Plumbing 1.10.8 - Supply of Plans & Information to Consultants/Building Certifier/Owner	
Request for Building, Plumbing and Planning Information / Form 19 - plan of any sanitary drain within or adjacent to the property, including approved connection point and any limitations on capacity (class 1 and 10 'as constructed' sanitary drainage plan) (part A - A1)	\$70.00
Request for Building, Plumbing and Planning Information / Form 19 - details of any required land application area for on-site disposal of sewerage, including any reserve area (part A - A5)	\$70.00
Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.10 - Plumbing 1.10.9 - Backflow Prevention Devices	
Commercial additional devices - each greater than 20 devices	\$15.00

Lockyer Valley Regional Council 2 - Commercial Fees & Charges 2.12 - Building Services 2.12.1 - Building Class 1A (All Fees are based on footings and slab inspections being undertaken by RPEQ)	
Additions, alteration/extension to dwelling (including raising & restumping)	\$935.00
Veranda's and decks	\$730.00
Lockyer Valley Regional Council 2 - Commercial Fees & Charges 2.12 - Building Services 2.12.2 - Units Class 1, 2 & 3 Commercial/Industrial (Class 4,5,6,7,8,9)	
Units (class 1, 2 & 3 including duplex, town houses, motel, boarding house, etc.) per unit up to 4, (5 and above units by quote) additional inspections charged at discretion of Certifiers	\$1,250.00
Lockyer Valley Regional Council 2 - Commercial Fees & Charges 2.12 - Building Services 2.12.4 - Class 10 (Outbuildings, Carports, Patios, etc.)	
New buildings and additions	\$580.00
Lockyer Valley Regional Council 2 - Commercial Fees & Charges 2.12 - Building Services 2.12.5 - Class 10b	
Swimming pool/spa & fence or pool fence only	\$830.00
Pool safety certificate (including two inspections)	\$520.00
Lockyer Valley Regional Council 2 - Commercial Fees & Charges 2.12 - Building Services 2.12.6 - Miscellaneous Building Fees	
Inspection requested - (where current period has expired or disengaged by a Private Certifier) class 10	\$310.00
Negotiated decisions - extension of currency period (before permit expiry date) no lodgement fee	\$295.00

Material Change of Use, Planning and Reconfiguration of Lots and Operational Works

Twelve fees within the sections of Material change of Use, Planning and Reconfiguration of lots and Operational Works have been updated to take into consideration the same dollar rounding.

Fee Name	2022/2023 Fee
Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.6 - Material Change of Use 1.6.1 - Residential & Residential Related Gatton Planning Scheme Area Dual Occupancy (Duplex)	
Code Assessment	\$3,405.00
Impact Assessment	\$4,260.00
Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.6 - Material Change of Use 1.6.3 - Animal Related Gatton Planning Scheme Area Intensive Animal Husbandry Poultry Farm (Traditional/Organic)	
1 to 999 Birds	\$4,280.00
Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.6 - Material Change of Use 1.6.3 - Animal Related Laidley Planning Scheme Area Intensive Animal Husbandry Poultry Farm (Traditional/Organic)	
1 to 999 Birds	\$4,280.00
Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.7 - Planning Other & Copies 1.7.1 - Other	
Exemption Certificate requested after development has occurred	\$57 0.00
Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.7 - Planning Other & Copies 1.7.1 - Other Fees for Peer Reviews/Assessment of Technical/Specialist Reports	

Fees for Peer Reviews/Assessment of Technical/Specialist Reports	In house assessment:
	Simple reports are \$540.00 per report;
	Complex reports are \$1080.00 per report.
	External assessment: Actual cost as charged by the consultant for each review.
	Fee to be determined in consultation with Planning Staff depending on report to be reviewed.
Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.7 - Planning Other & Copies 1.7.1 - Other Minor Change/Extension to Existing Use	
All other Minor Changes to an approval (involving a combination of changes to approved plans and/or a request to change an approval involving a change to or cancelling of any number of conditions)	Base Fee \$980.00 (includes either 1 condition or change to the approved plans) plus \$245.00 per additional condition.
Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.8 - Reconfiguration of Lots & Operational Works 1.8.1 - Reconfigure a Lot Signing of Survey Plan	
Plan Signing - Standard, Building & Volumetric Format Plan and Community Title Plan	1 into 2 \$980.00 or 3 plus lots \$415.00 per lot
Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.8 - Reconfiguration of Lots & Operational Works 1.8.2 - Operational Work Operational Works approval associated with Reconfiguration of Lots	
Minor Changes to an approval (involving a combination of changes to approved plans and/or a request to change an approval involving a change to or cancelling of any number of conditions)	Base Fee \$980.00 (includes either 1 condition or change to be approved plans) plus \$245.00 per additional condition
Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.8 - Reconfiguration of Lots & Operational Works 1.8.2 - Operational Work Operational Works Approval – Not Associated with reconfiguration of lots	
\$1-10,000 (Value of Work)	Minimum \$870 or 10% of the value of Work
	(Whichever is greater)
>\$10,000 (Value of Work)	Base fee \$1,305 plus 0.5% of the total value of work
Lockyer Valley Regional Council 1 - Cost Recovery Fees & Charges 1.8 - Reconfiguration of Lots & Operational Works 1.8.2 - Operational Work Operational Works Reinspection	
Reinspection Fee (where insufficient preparation or contractor's staging and/or programming of works necessitates additional inspections, or where pavement inspections have failed) per inspection	\$330.00 during business hours and \$500.00 outside.

Options

Option One: Council adopt the amendments to the Register of Cost Recovery and Commercial Fees and Charges for 2022-2023, as per the officer's recommendation.

Option Two: Council adopt the amendments to the Register of Cost Recovery and Commercial Fees and Charges for 2022-2023, with adjustments as proposed by Councillors at the Ordinary Council Meeting.

Option Three: Council do not adopt the amendments to the Register of Cost Recovery and Commercial Fees and Charges for 2022-2023.

Previous Council Resolutions

Resolution Number: 20-24/0564: THAT Council adopt the Lockyer Valley Regional Council 2022/2023 Register of Fees and Charges, as attached to these minutes, with an effective date of 1 July 2022.

Critical Dates

Nil

Strategic Implications

Corporate Plan

Lockyer Leadership and Council

Finance and Resource

The amendments to Council's 2022-23 Fees and Charges will ensure that the correct fee is charged for each service either on a cost recovery or commercial basis.

Legislation and Policy

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

Sections 106 and 107 of the *Justice Legislation (Fees, Allowances and Other Amounts) Amendment Regulation 2020* defines the Right to Information application fee and processing charge which is updated each year.

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

Council may amend its fees and charges by resolution at any time during the year.

Risk Management

Key Corporate Risk Code and Category: FE2

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

Consultation

Portfolio Councillor Consultation

Due to the nature of this report no Portfolio Councillor Consultation was conducted.

Internal Consultation

Due to the nature of this report no internal consultation was conducted.

External Consultation

Due to the internal administrative nature of this report, there has been no external consultation.

Community Engagement

Due to the internal administrative nature of this report, there has been no community engagement.

Attachments

There are no attachments for this report.

10.3**2023 Public Holiday**

Author: Vickie Wieland, Executive Assistant Chief Executive Officer
Responsible Officer: Ian Church, Chief Executive Officer

Purpose:

The purpose of this report is for Council to determine the appointment of a special holiday in 2023 in accordance with correspondence received from the Office of Industrial Relations.

Officer's Recommendation:

THAT an application be lodged with the Office of Industrial Relations and Compliance requesting a special holiday for the Lockyer Valley Regional Council area, nominating the day as the Brisbane EKKA "Country People's Day" on Monday 7 August 2023.

Executive Summary

Council has received correspondence from the Office of Industrial Relations and Compliance, inviting Council to nominate a special holiday for the Lockyer Valley Regional Council area for the 2023 calendar year. Council is required to respond to the Office of Industrial Relations by 30 July 2022 if it wishes to request the appointment of a special holiday in 2023.

Proposal

Each year all local governments receive correspondence inviting Councils to nominate a special day as a public holiday for the local government area throughout the upcoming calendar year. The special holiday has traditionally been allocated to enable residents to attend the RNA Brisbane Exhibition (Brisbane EKKA).

Council has traditionally chosen the Brisbane EKKA "Country People's Day" as the special holiday for the region. "Country People's Day" is always the Monday before the Brisbane EKKA Show Holiday held on the Wednesday for people in Brisbane. This year "Country People's Day" falls on Monday 7 August. Since the formation of the Lockyer Valley Regional Council, the region has continued to host the local shows around the dates and weekends where these have traditionally fallen. Currently there is no proposal to change that timing.

Legal Implications

The application is made by Council under the *Holidays Act 1983* and may be for a full or part day. Council may make application for a bank or public holiday. Traditionally only one day is approved each year.

Previous Council Resolutions

Ordinary Meeting 21 July 2021
Resolution 20-24/0366

Critical Dates

Council is required to respond to the Office of Industrial Relations by 30 July 2022 if it wishes to request the appointment of a special holiday in 2023.

Strategic ImplicationsCorporate Plan

Lockyer Leadership and Council

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

Legislation and Policy

There are no legislative requirements.

Risk Considerations

Key Corporate Risk Code and Category: R1

Key Corporate Risk Descriptor: Reputation
 Reputation and Goodwill

Implementation

Notify the Office of Industrial Relations by 30 July 2022 if it wishes to request the appointment of a special holiday in 2023.

Attachments

There are no attachments for this report.

10.4 Review of the Community Grants and Assistance Policy and the Community Grants and Assistance Procedure

Author: Tye Casten, Community Activation Officer
Responsible Officer: Ian Church, Chief Executive Officer

Purpose:

This report seeks a review and update of the Community Grants and Assistance Procedure and Community Grants and Assistance Policy; specifically, Category 7 – Public Halls Assistance to add the Steve Jones Community Centre, Withcott.

Officer's Recommendation:

THAT Council adopt the revised Community Grants and Assistance Policy and the revised Community Grants and Assistance Procedure, to add the Steve Jones Community Centre to category 7 – Public Halls Assistance.

Executive Summary

The operating committee of the Steve Jones Community Centre have requested inclusion in the Public Halls Assistance funding category. The Community Grants and Assistance Policy and Community Grants and Assistance Procedure have been reviewed and the revised versions are presented for Council's approval.

Proposal

Grants and assistance provided by Council are aimed at building community capacity and providing supplementary funding to assist with social, cultural, educational and recreational outcomes.

The Community Grants and Assistance Policy outlines the grants, donations and assistance available to eligible organisations and individuals.

The Community Grants and Assistance Procedure describes the process for making an application to Council for grants and assistance.

There are ten categories under which grants and assistance are provided. These categories have been established to ensure processes and evaluation criteria are appropriate to the specific project or activity. The current categories of funding and assistance are:

- Category 1 – Community Grants Program
- Category 2 – Mayoral Donations
- Category 3 – Ambassador Support and School Dux Bursary
- Category 4 – Event Assistance
- Category 5 – Rate Rebates and Remissions
- Category 6 – School Chaplaincies
- Category 7 – Public Halls Assistance
- Category 8 – Anzac Day Remembrance
- Category 9 – Community Environment Grant
- Category 10 – Community Sporting Complex Category

In addition to minor changes to wording, the following change is proposed to be made to Category 7 – Public Hall Assistance:

Category 7 – Public Halls Insurance

It is proposed that Withcott Helidon Lions Club be added to the list of eligible public halls to receive a single annual payment to assist with the maintenance and ongoing costs associated with running a public hall including the provision of public liability insurance.

Funding levels are determined each year through Council's annual budget process. Each public hall on this list is also required to submit a copy of the hall's Annual Financial Statement every year.

Criteria: To be eligible the public hall must:

- Not be Council controlled
- Be made available to Council for public functions and to members of the public
- Not have direct access to funds generated from licensed premises or gambling machines.

Options

Council has the below options:

- Council can agree to add the Steve Jones Community Centre to the list of Public Halls approved for funding under this category for the full amount budgeted to the other halls.
- Council can agree to add Steve Jones Community Centre to the list of Public Halls approved for funding under this category for a percentage of the amount budgeted to the other halls.
- Council can deny the request from Steve Jones Community Centre to receive funding from Category 7 – Public Halls Assistance from the Community Grants and Assistance Policy and the Community Grants and Assistance Procedure.

Previous Council Resolutions

Amendments to the Community Grants and Assistance Policy and Community Grants and Assistance Procedure were considered and approved by Council at its Ordinary Council Meeting held 14 October 2020. (Resolution: 20-24/0158)

Critical Dates

As per the Community Grants and Assistance Procedure document, Payments to halls will be made in January each year.

Strategic Implications

Corporate Plan

Council seeks to understand community needs, resulting in partnerships that realise long-term benefits for the community in a timely manner.

Finance and Resource

Budget allocation has been made for grants and assistance available under the policy.

Legislation and Policy

The policy and procedure comply with the statutory obligations of the *Local Government Act 2009* and the *Local Government Regulation 2012*. Council's policy framework has been adhered to in the development and review of the policy outlined in this report. The policy complies with the requirements of relevant legislation. Any future policy implications will be addressed as matters arise before Council.

Risk Management

Key Corporate Risk Code and Category: EC1 Environment and Community

Key Corporate Risk Descriptor: Environment and the community, including sustainable development, Social and community wellbeing, relationships, public health, recreation, regional profile, and identity.

Consultation*Portfolio Councillor Consultation*

This request and need for a policy change to facilitate the request was discussed in a Council Workshop.

Internal Consultation

This request has been discussed within the Engagement and Communications Team.

External Consultation

Correspondence with Withcott Helidon Lions Club regarding amount of hall that is available for hire to Council and the public as well as hall fees.

Attachments

- 1 [↓](#) Community Grants and Assistance Policy 3 Pages
- 2 [↓](#) Community Grants and Assistance Procedure 26 Pages



STATUTORY

COMMUNITY GRANTS AND ASSISTANCE

Head of Power

Local Government Regulation 2012

Key Supporting Council Document

Lockyer Valley Regional Council Corporate Plan (2017-2022):

- 1.4 Council seek to understand community needs, resulting in partnerships that realise long term benefits for the community in a timely manner.

Definitions

Grant	A sum of money given to an organisation or individual for a specified purpose.
Donation	A cash contribution to an organisation that may be associated with a particular event, purpose or project.
In-Kind Assistance	The provision of services, equipment, plant or facilities to assist an event or project conducted by an individual or community-based non-profit organisation.

Policy Objective

The purpose of this policy is to establish a governing framework for the consistent management of grants, donations, scholarships, fee waivers and in-kind assistance programs provided by Lockyer Valley Regional Council to the community.

Policy Statement

In adopting the annual budget, Council may approve an allocation of funds to support a range of grants, donations, scholarships, fee waivers and in-kind assistance programs for eligible community organisations and individuals.

Group: Community & Regional Prosperity
Unit: Community Activation
Approved: Ordinary Meeting (Resolution Number 20-24/0158)

Date Approved: 14/10/2020
ECM: 3902655

Effective Date: 14/10/2020
Version: 2 Last updated 14/10/2020
Review Date: 30/09/2023
Superseded/Revoked: Community Grants and Assistance Policy
S 06 Approved 13/12/2017 Resolution Number 16-20/0752

Page 1 of 3

Each grant, donation, scholarship, fee waiver and in-kind assistance program has specific guiding documentation defining eligibility, assessment and acquittal criteria under which Council funding and assistance will be provided.

Grants, donations, scholarships, fee waivers and in-kind assistance programs provided by Council will be promoted through a range of Council media.

Council may contribute to businesses or other partnerships where there is no financial gain to an individual or business and where projects, events or activities will contribute significantly to individual, community, cultural, social, recreational and environmental enhancement and re-vitalisation of the Lockyer Valley community.

Organisations and individuals are expected to apply responsible management of any grants, donations, scholarships, fee waivers and in-kind assistance received from Council.

Where grants or assistance is provided to an individual, the recipient should reside permanently within the boundaries of the Lockyer Valley Regional Council; and will demonstrate exceptional ability and potential and be willing to contribute this skill within the Lockyer Valley community.

Council may consider applications from organisations outside the Lockyer Valley Regional Council boundary where it is considered that the project, activity or initiative will benefit the Lockyer Valley community.

Council will consider providing assistance to community-based and not-for-profit organisations, teams or individuals where:

- The community or not-for-profit organisation has significant local membership
- The individual resides in the Lockyer Valley Region or has a strong connection to the region
- The project or event will deliver tangible benefits of an economic, social or environmental nature to residents of the Lockyer Valley Region
- The project or event will be administered and conducted on a non-discriminatory basis
- The project or service does not duplicate an existing service or facility in the region or if so, the need for duplication is sufficiently demonstrated
- The organisation does not have sufficient funds of its own
- The organisation has a management structure and skills appropriate to its size and functions
- The event or project is one which Council can legally support pursuant to the *Local Government Act 2009* or other statute
- Consideration is given to the amount of financial assistance Council has provided to the organisation in the preceding 12-month period
- The event or project is determined to be self-funding or self-sustainable once the funds or assistance granted by Council is exhausted
- The organisation is contributing real or in-kind value to the project or event
- Evidence of self-help, proven past performance and affiliations with accredited State and Federal bodies is demonstrated
- Funds are available within the allocations provided for in the budget for that year

Grants and assistance can be provided under the following categories:

Category 1 – Major Community Grants Program

Category 2 – Minor Community Grants Program

Group: Community & Regional Prosperity
Unit: Community Activation
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Category 3 – Ambassador Support and School Dux Bursary
Category 4 – Event Assistance
Category 5 – Rate Rebates and Remissions
Category 6 – School Chaplaincies
Category 7 – Public Halls Assistance
Category 8 – Anzac Day Remembrance
Category 9 – Community Environment Grant
Category 10 – Community Sporting Complex

Related Documents

Community Grants and Assistance Procedure

Group: Community & Regional Prosperity
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Community Grants and Assistance

October 2020

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				
1		Review conducted – minor amendments made	Governance & Property	
2		Adopted by Council	Council Meeting 20-24/0158	14/10/2020
3				
4				

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1. Introduction

The Community Grants and Assistance Procedure outlines the grants, donations, fee waivers and in-kind assistance programs available to eligible community organisations and individuals and the process for applying for this assistance from Council.

Funding and assistance made available by Council is aimed at building community capacity and/or providing supplementary funding to assist with social, cultural, recreational and environmental outcomes that contribute to the development of inclusive and sustainable practices of community groups throughout the Lockyer Valley.

2. Objective

The objective of the Community Grants and Assistance Procedure is to establish the framework within which Council will provide financial and non-financial assistance to community-based organisations and individuals within the Lockyer Valley region.

The focus is on community development, arts and cultural development, social services, recreational, environmental or educational activities that:

- Support the development of projects designed to enhance the well-being of the community and which address a demonstrated need in the community
- Encourage community activities, initiatives and economic development outcomes
- Enhance the region's capacity for long term sustainability and overall liveability
- Strengthen social cohesion, collaboration and inclusion.

Council will deliver public money and in-kind assistance to community organisations and individuals within the Lockyer Valley region in an open, accountable and responsible manner and with reference to the Corporate Plan 2017 – 2022:

- 1.4 – Council seek to understand community needs, resulting in partnerships that realise long term benefits for the community in a timely manner.

3. Definitions

The following definitions apply for the purpose of this procedure:

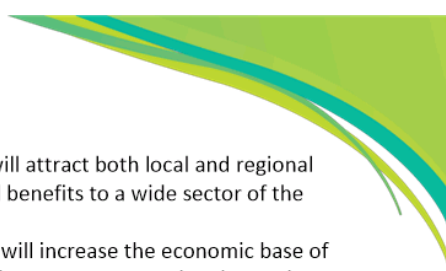
<i>Community Organisation</i>	An entity that carries on activities for a public purpose and whose primary object is not to make a profit. It might include sporting clubs, social clubs, schools, arts, cultural and environmental groups and service organisations
<i>Sustainability</i>	The capacity to endure. By collectively addressing environmental, economic, social and governance circumstances in decision-making and actions we can significantly enhance our ability to ensure the sustainability of current and future generations at individual, organisational and community levels
<i>Grant</i>	A sum of money given to organisations or individuals for a specified purpose directed at achieving goals and objectives. It generally includes a funding arrangement where the recipient is selected on merit against a set of criteria

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<i>Events of Regional Significance</i>	Defined as major community events that will attract both local and regional patronage and deliver economic and social benefits to a wide sector of the community
<i>Projects of Regional Significance</i>	Defined as major community projects that will increase the economic base of the region and/or increase the community's access to recreational, sporting, cultural or social opportunities
<i>In-kind support</i>	Includes activities or actions or the provision of services, equipment, plant or facilities to assist an event or project conducted by an individual or community-based not-for-profit organisation. Examples may include the use of Council plant or equipment by Council staff in their own time for authorised activities, assistance by Council staff in the operation or conducting of an event or project or the provision of facilities such as meeting rooms
<i>Donation</i>	A cash contribution to an organisation that may be associated with a particular event, purpose or project but does not carry with it any specific requirements for use. In addition, the contribution does not seek benefits in exchange
<i>Acquittal</i>	The provision of documentation to show how funds provided by Council have been spent.

4. Responsibilities

4.1 Council Responsibilities

Council is responsible for:

- Adopting the Community Grants & Assistance Policy and the Community Grants and Assistance Procedure
- Explaining the policy and procedure to local community organisations
- Implementing the policy and procedure
- Complying with the policy and procedure
- Considering proposals for assistance from the community
- Administering available funds.

4.2 Applicants Responsibilities

Community organisations and individuals applying for financial assistance are responsible for:

- Reading and understanding the policy and procedure
- Complying with the policy and procedure
- Adhering to the acquittal process.

5. Process Overview

Council receives numerous requests from individuals and organisations to provide either cash and/or in-kind support for projects, functions, events and initiatives. This procedure has been established to ensure that all such requests are dealt with:

- In a fair and equitable manner
- With an appropriate level of consistency across the organisation
- In accordance with legislation, standards, policies, procedures and resource provisions.

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Council will allocate funds within its annual budget for the provision of assistance to community organisations, not-for-profit organisations and individuals.

Assistance and partnerships with businesses and government bodies may be considered providing the intent of the project is to address an identified outcome and can demonstrate community benefit.

All funding requests will be subject to application, assessment, approval, acknowledgement and acquittal requirements, specific to the type of support rendered and appropriate to the level of funding provided.

These requirements will facilitate a fair, accountable and transparent process for the distribution of funding across the Lockyer Valley community and ensure that Council's contribution is recognised and recorded.

6. Eligibility for Grants and Assistance

Council will consider providing assistance to community-based and not-for-profit organisations, teams or individuals where:

- The community or not-for-profit organisation has significant local membership
- The individual resides in the Lockyer Valley region or has a strong connection to the region
- The project or event will deliver tangible benefits of an economic, social or environmental nature to residents of the Lockyer Valley region
- The project or event will be administered and conducted on a non-discriminatory basis
- The project or service does not duplicate an existing service or facility in the region or if so, the need for duplication is sufficiently demonstrated
- The organisation does not have sufficient funds of its own
- The organisation has a management structure and skills appropriate to its size and functions
- The event or project is one which Council can legally support pursuant to the *Local Government Act 2009* or other statute
- Consideration is given to the amount of financial assistance Council has provided to the organisation in the preceding 12-month period
- The event or project is determined to be self-funding or self-sustainable once the funds or assistance granted by Council is exhausted
- The organisation is contributing real or in-kind value to the project or event
- Evidence of self-help, proven past performance and affiliations with accredited State and Federal bodies is demonstrated
- Funds are available within the allocations provided for in the budget for that year.

7. Categories for Grants and Assistance

There are eleven categories under which funding and assistance can be sort. These categories have been established to ensure organisations and individuals are seeking funding from the category most appropriate to their project or activity. This allows Council to provide funding and assistance to projects within budget constraints and ensures that the appropriate process is being followed.

The following categories of funding and assistance are available:

Category 1 – Major Community Grants Program

Category 2 – Minor Community Grants Program

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Category 3 – Ambassador Support and School Dux Bursary
Category 4 – Event Assistance
Category 5 – Rate Rebates and Remissions
Category 6 – School Chaplaincies
Category 7 – Public Halls Assistance
Category 8 – Anzac Day Remembrance
Category 9 – Community Environment Grant
Category 10 – Community Sporting Complex

Council has adopted the process outlined in this procedure and applications for funding and assistance will only go to Council meetings for a decision by exception.

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Category 1 – Major Community Grants Program

Description

Non-recurrent grants of between \$1,000 and \$4,000 will be made available to not-for-profit community organisations to undertake projects, activities or events which benefit the wider community, depending upon availability of funds and the merit of projects, activities or events.

Level of Funding

Funding levels will be determined each year through the budget process.

Funding Rounds

Two rounds of equal funding will be made available during each financial year at six monthly intervals in February and September.

Eligibility for Community Grants Program

Who can apply for Council Community Grant?

Not-for-profit community organisations that:

- Operate within the Lockyer Valley local government area or can demonstrate the projects, activities or events will benefit residents of the Lockyer Valley local government area
- Have appropriate insurance and adhere to sound workplace health and safety practices
- Can demonstrate viability
- Have no debt to council, or have entered into scheduled payment arrangements with council which are being met
- Have met acquittal conditions for previous council grants.

If a community organisation is not a legal not-for-profit entity or recognised by the Australian Taxation Office as a not-for-profit type, the application must be auspice and administered by such a group.

Applicants may submit only one grant application per round.

Who cannot apply?

Applications cannot be made by:

- Government agencies or departments of local, state or federal government
- Educational, religious or medical organisations, where the application is for the organisation's core business
- Businesses
- Schools

Projects or activities eligible for funding

To be eligible for funding, Council will assess applications based on their ability to:

- Need for the project/activity
- Evidence the organisation is working towards or maintaining self-sufficiency
- Benefit to the people of the Lockyer Valley local government area
- Evidence of consultation and community partnerships
- Capacity of the applicant to successfully complete the project
- Balanced, realistic and complete project budget
- Level of funding contributed by the applicant and/or others towards the project

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- Be “shovel ready.”

Submitting an application does not guarantee that an organisation will be successful in receiving funding.

Projects not eligible for funding

- Ongoing operational or recurrent costs including but not limited to salaries, rent, fuel
- Activities that have already begun prior to submitting a grant application
- The core business of educational, religious or medical organisations
- Prize money, prizes or trophies
- Development of privately-owned facilities
- Payment of debt
- Political activities
- Projects run solely for commercial profit
- Items included in another council grant application
- Projects run solely for fundraising purposes, without broader community benefit
- Projects/events seeking reimbursement for already spent funds.

Community Events

If you require funding to assist in running a community event, please read the following:

- Projects/Events support sustainable community and regional events and celebrations that reflect cultural values, diversity and the lifestyle of our community
- Must be scheduled to take place after notification of funding outcomes. Applicants must discuss their project with the Grants Officer prior to applying.

Ineligible items for events

The following are not eligible for funding:

- Celebration or competition activities and events where attendance is limited to individual organisations or their members
- Judging or adjudication fees
- Uniforms
- Purchase of catering, hospitality, food and beverages
- Purchase of merchandise, trophies and prizes
- Insurance costs
- Costs related to your event that are incurred from Council
- Administration fees.

Lower priority

Lower priority is given to:

- Applicants who have been funded within the previous 12 months
- Projects or events that have previously received Council funding
- Groups who are seeking to have funds reimbursed for a project or event already started or completed

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Assessment

Applications will be short listed and referred to a Community Grants Assessment Committee for assessment. Recommendations will be made in accordance with funding priorities determined by Council each year and based on the applications ability to meet the assessment criteria. Successful applicants are advised in writing of the conditions of funding and details for receiving the grant payment. Unsuccessful applicants are invited to resubmit an application to a future funding round.

Acquittal

Grant recipients are to complete a Grant Acquittal Form and where applicable provide copies of promotional materials and/or other supporting information to show how Council's grant was acknowledged. The Grant Acquittal Form and supporting material must be submitted to Council within two months of the completion of the project, activity or event by the date detailed in the funding timelines (whichever is sooner). Until all existing grants are acquitted, the organisation is not eligible to apply for an additional grant funding from Council.

Funding Conditions

Grants will be provided based on the following conditions:

- Grant funding is spent within twelve (12) months from receiving a successful letter, otherwise funding may be forfeited, and needed to be returned
- Grants provided are to be expended on items as described in the application form and budget and not for any other purpose
- Applicants provide all required information on the grant application.
- Grants are awarded based on budgetary allocations
- The organisation will meet all reporting requirements
- Council will not accept any applications that are submitted after the closing date.
- The organisation will provide evidence of Council acknowledgement, e.g. Branding, signage etc. when acquitting the grant
- Within two months of the completion of the project, funded organisations must provide a completed Grant Acquittal Form and supporting material to Council
- Following a successful application, grant recipients will not be eligible for further funding under the same Category during the same financial year.
- If the recipient is unable to apply the funds for the agreed purpose or is unable to comply with the agreed conditions, Council must be notified immediately. In such circumstances, Council may require funds to be repaid.

Council has the right to award funding above or below the amounts requested within the application.

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Category 2 – Minor Community Grants Program

Description

Financial contributions of up to \$1,000 will be made to organisations and individuals seeking support for projects or activities which contribute to the Lockyer Valley community.

Level of Funding

Funding levels will be determined each year through the budget process.

Funding Application

Applications will be accepted throughout the financial year for funding under this category. Requests must be in writing setting out details of the request and its purpose.

Criteria

Council will consider requests for financial assistance to individuals as well as local cultural, education, health, sport, welfare and other bodies where the applicants demonstrate community need outside the scope of the Category 1 funding. Each case will be considered on its merit without precedent and in line with the following criteria:

- The need for the project/activity is linked to a community purpose
- The benefit of the project/activity to the people of the Lockyer Valley region
- The individual resides in the Lockyer Valley region or has a strong connection to the region
- The community group or not-for-profit organisation has significant local membership
- The project or event will deliver tangible benefits of an economic, social or environmental nature to residents of the Lockyer Valley region
- The project or event is not eligible for funding under another funding category
- Applicants have no outstanding debt with Council (including rates)
- The community group or not-for-profit organisation have met acquittal conditions for previous council grants where applicable
- Amount of funding and in-kind assistance previously provided by Council

The following are ineligible organisation types for this category of funding:

- Political groups

Assessment

Allocations will be assessed by the Minor Community Grants Program Committee in accordance with criteria outlined above.

Acquittal

An acquittal is not required for this category of funding.

Funding Conditions

Funds will be provided based on the following conditions:

- Funds provided are to be expended on items as described in the application and not for any other purpose
- Funding is awarded based on budgetary allocations per financial year
- Following the receipt of funds, organisations and individuals may not be eligible for further funding under this category during the funding period but may be eligible to apply for other grants and funding offered by Council.

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Unit: Community Activation
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- If the recipient is unable to apply the funds for the agreed purpose or is unable to comply with the agreed conditions, Council must be notified immediately. In such circumstances, Council may require funds to be repaid.

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Category 3 – Ambassador Support and School Dux Bursary

Description

One-off financial contributions per financial year may be made by Council to individuals who excel in sporting, academic and cultural pursuits. Council may provide assistance to individuals to partially offset the cost of representing their club, organisation or school and provide an incentive for continued success.

The following funding will be available to individuals representing their organisation, club or school:

State Event	\$100
National Event (held in Queensland)	\$150
National Event (held interstate)	\$200
International Event (held in Queensland)	\$200
International Event (held interstate)	\$250
International Event (held overseas)	\$500
Laidley State High School Dux (Clarice Ferrari Bursary)	\$1,000
Lockyer District High School Dux (Lockyer Valley Regional Council Bursary)	\$1,000
Faith Lutheran College Dux (Lockyer Valley Regional Council Bursary)	\$1,000

Level of Funding

The quantum of funding available each financial year for applications under this category will be determined each year through the budget process.

Funding Application

Applications must be made in writing using the Ambassador Application Form by the person's group or club, or by the individual, prior to attending the representative event and:

- Be signed by an official of the person's club, association or school; and
- Include verification by the controlling body of the selection e.g. a copy of the letter or document of selection.

Dux Bursaries will be provided to the relevant school prior to the annual award ceremony upon receipt of a letter from the school requesting the funds.

Criteria

To be eligible for consideration for ambassador support funding, the person must be -

- A resident of the Lockyer Valley Regional Council area
- Selected as: -
 - An Australian representative participating in an international event; or
 - A Queensland representative participating in a national event; or
 - A Queensland representative participating in a state event
- Affiliated with a club or association, or school, and the representative honours must be a result of such affiliation.

Assessment

Applications received under this Category will be assessed in accordance with the criteria by a Council officer.

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Acquittal

No acquittal requirements exist under this Category. Schools are required to write to Council to provide details of the Dux recipient and to invite a Council representative to present the dux recipient with the funds.

Funding Conditions

Funds will be provided based on the following conditions:

- Funding is awarded based on budgetary allocations
- A Council representative must be invited to present the recipient with the funds
- Following the receipt of funds, individuals will not be eligible for further funding under the same Category during the funding period but may be eligible to apply for other grants and funding offered by Council
- If the recipient is unable to apply the funds for the agreed purpose or is unable to comply with the agreed conditions, Council must be notified immediately. In such circumstances, Council may require funds to be repaid.

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Category 4 – Event Assistance

Description

Contributions may be made to organisations seeking support (in-kind or cash) for events being held in the Lockyer Valley Regional Council area, by an organisation based in the Lockyer Valley region.

Level of Funding

Funding levels will be determined each year through the budget process. Commitment of support to community events is made up of cash and in-kind contributions.

Criteria

Council will accept requests for in-kind event assistance on a case-by-case basis in accordance with the following criteria:

- The event is held in the Lockyer Valley region area
- The community or not-for-profit organisation holding the event has significant local membership
- The event will deliver tangible benefits of an economic, social or environmental nature to residents of the Lockyer Valley region and where possible, encourage tourism to the region
- Evidence of a Temporary Entertainment Permit application submission which includes
 - a) Event Management Plan
 - b) Public Liability Insurance
 - c) Traffic Guidance Scheme if applicable.

Assessment

Allocations will be assessed by Council officers in accordance with the above criteria and will ensure that access to this assistance is fair and equitable.

Acknowledgement of Support

Organisations who receive funding under this Category are required to acknowledge the support of Council for the event through:

- a) Installation of signage supplied by Council - Proudly Supported by Lockyer Valley Regional Council
- b) Provide opportunity for a Council representative to speak if appropriate
- c) Inclusion of Council's logo on printed promotional material, television commercials or mentions in radio advertising.

Funding Conditions

Funds will be provided based on the following conditions:

- Assistance provided is to be used for the purpose described in the application letter/form and not for any other purpose.
- Applicants are to provide details of previous funding and assistance received from Council
- Funding is awarded based on budgetary allocations
- The organisation is required to acknowledge the support of Council for the event.

Following the receipt of assistance, organisations will not be eligible for further funding under the same Category during the funding period but may be eligible to apply for other grants and funding offered by Council.

Category 5 – Rate Rebates and Remissions

Description

This funding aims to help pensioner property owners to remain in their own homes by reducing the impact of rates and charges. Non-profit, community, sporting and cultural groups may also be eligible for exemption from rates and charges levied by Council.

Level of Funding

Funding levels will be determined each year through the budget process.

Funding Rounds

Application for Rate Remission must be made to Council in writing for assessment and resolution. Pensioners must apply yearly to receive the rebate. A multi-year application (4-year Council term) is available for community groups.

Criteria

Pensioner Rate Subsidy Scheme:

To be eligible under the Queensland Government Pensioner Rate Subsidy Scheme, the applicant must be an approved pensioner who:

- Is and remains an eligible holder of a:
 - Queensland 'Pensioner Concession Card' issued by Centrelink, on behalf of the Department of Family and Community Services, or the Department of Veterans' Affairs, or
 - Queensland 'Repatriation Health Card - For All Conditions' (Gold Card) issued by the Department of Veterans' Affairs; and
- Is the owner or life tenant (either solely or jointly) of the property which is located in Queensland and which is his/her principal place of residence; and
- Has, either solely or jointly with a co-owner, the legal responsibility for the payment of rates and charges as defined herein, which are levied in respect of the said property by the Lockyer Valley Regional Council.

Criteria for Community Group Rate Remissions

Non-profit, community, sporting and cultural groups may be eligible for rate exemption under the Local Government Act 2009.

Council may consider an application for remissions of rates in the following circumstances:

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

Council will not approve requests for financial contributions to reimburse rates payments, charges or development application fees unless hardship under the *Local Government Act 2009* can be demonstrated.

Assessment

The Chief Financial Officer will assess all applications in accordance with the criteria.

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Acquittal

No acquittal requirements apply to this Category of assistance.

Funding Conditions

Funding is based on budgetary allocations.

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Category 6 – School Chaplaincies

Description

Funding for Chaplaincies is provided to three schools in the Lockyer Valley as listed below to assist this program to deliver positive social outcomes for high school students in the Lockyer Valley.

Level of Funding

Funding levels for this program are:

Gatton State School	\$2,500
Lockyer District High School	\$2,500
Laidley State High School	\$5,000
(which also services the small Schools in the area)	

Funding Rounds

These payments are made at the beginning of each financial year.

Criteria

Schools that provide a chaplaincy program which delivers positive social outcomes for high school students in the Lockyer Valley.

Assessment

Inclusion of additional schools will be at the discretion of Council and will be considered on a case-by-case basis in accordance with the criteria.

Acquittal

There are no acquittal requirements for this category.

Funding Conditions

Funds will be provided based on the following conditions:

- Assistance provided is to be used for the purpose described under this Category and not for any other purpose
- Funding is awarded based on budgetary allocations.

Following the receipt of assistance, organisations will not be eligible for further funding under the same Category during the funding period but may be eligible to apply for other grants and funding offered by Council.

Category 7 – Public Halls Assistance

Description

Council will make provision for a single annual payment to Public Hall Committees and School of Arts Committees to assist with the maintenance and ongoing costs associated with running a public hall including the provision of public liability insurance.

Level of Funding

Funding levels will be determined each year through Council's annual budget process.

List of eligible Public Halls:

1. Forest Hill School of Arts
2. Blenheim
3. Mulgowie
4. Glenore Grove
5. Lockyer Waters
6. Ma Ma Creek
7. Fordsdale
8. Murphys Creek
9. Junction View
10. Stockyard Creek
11. Postmans Ridge
12. Gatton Senior Citizens Centre
13. Ingoldsby Recreation Group
14. Steve Jones Community Centre

Funding Rounds

Payments to halls will generally be made in January each year.

Criteria

To be eligible, the public hall must:

- Be on the approved list of public halls (refer to list above)
- Not be Council controlled
- Be made available to Council for public functions and to members of the public
- Not have direct access to funds generated from licensed premises or gaming machines.

Assessment

Inclusion of additional facilities will be at the discretion of Council and will be considered on a case-by-case basis in accordance with the criteria.

Acquittal

There are no acquittal requirements for these specific allocations. However, hall committees are required to submit a copy of their Annual Financial Statements to Council each year prior to receiving the next year's allocation.

Funding Conditions

Funds will be provided based on the following conditions:

- Assistance provided is to be used for the purpose of the Category and not for any other purpose.

Group: Community & Regional Prosperity
Unit: Community Activation
Approved: Ordinary Meeting (Resolution Number 20-24/0158)

Date Approved: 14/10/2020
ECM: 3902656

Effective Date: 14/10/2020
Version: 4.0 Last Modified 14/10/2020
Review Date: 30/09/2023
Superseded/Revoked: NA

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- Funding is awarded based on budgetary allocations
- A copy of the Annual Financial Statements of the hall committee is submitted to Council each year

Following the receipt of assistance, organisations will not be eligible for further funding under the same Category during the funding period but may be eligible to apply for other grants and funding offered by Council.

DRAFT

Group: Community & Regional Prosperity
Unit: Community Activation
Approved: Ordinary Meeting (Resolution Number 20-24/0158)
Date Approved: 14/10/2020
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Superseded/Revoked: NA

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Category 8 – Anzac Day Remembrance

Description

Council will provide financial assistance to the specified organisations to assist with the cost of catering at events/functions/ceremonies which recognise Anzac Day and are held on 25th April.

Level of Funding

Funding levels will be determined each year through the budget process. The current allocation is:

- | | |
|--------------------------------------|---------|
| • Gatton RSL | \$2,500 |
| • Laidley RSL | \$2,500 |
| • Helidon RSL | \$1,000 |
| • Withcott Progress Association | \$ 400 |
| • Grantham/Ma Ma Creek RSL | \$ 400 |
| • Murphys Creek Progress Association | \$ 400 |

Events/functions/ceremonies supported under this category will be provided with funding on a recurring basis. The above payments are a contribution towards the cost of catering provided at the event. Additional costs incurred by organisations in running their ANZAC Day event which are above the Council cash allocation outlined in this procedure will not be met by Council.

Council will continue to provide in-kind assistance for ANZAC Day events outside the funding provided under this category.

Funding Round

Payments under this category will be paid in February each year.

Criteria

Funding may be provided to organisations that:

- Conduct events/functions/ceremonies which recognise Anzac Day;
- Are in the Lockyer Valley Regional Council area; and
- Hold events on 25th April.

Assessment

Inclusion of events/functions/ceremonies will be at the discretion of Council and will be considered on a case-by-case basis in accordance with the criteria.

Acquittal

There are no acquittal requirements for these allocations.

Funding Conditions

Funds will be provided based on the following conditions:

- Assistance provided is to be used for the purpose described in this Category and not for any other purpose
- Funding is awarded based on budgetary allocations

Following the receipt of assistance, organisations will not be eligible for further funding under the same Category during the funding period but may be eligible to apply for other grants and funding offered by Council.

Group: Community & Regional Prosperity
Unit: Community Activation
Approved: Ordinary Meeting (Resolution Number 20-24/0158)

Date Approved: 14/10/2020
ECM: 3902656

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Version: 4.0 Last Modified 14/10/2020
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Superseded/Revoked: NA

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Category 9 – Community Environment Grant

Description

The Community Environmental Grant Program is available to community groups, schools or organisations to undertake environmental projects involving the management, conservation and education about our natural environment.

Level of funding

Funding levels will be determined each financial year through Council's annual budget process. Funding amounts up to \$5,000 will be available.

Funding rounds

One round of funding will be made available each financial year during September.

Assessment criteria

Applications for funding will be evaluated and assessed against criteria as part of the competitive process. Applicants will be assessed by Council on how well the proposed project achieves the Community Environmental Grant funding objectives. The objectives for the Community Environmental Grant are:

- Protection, maintenance and restoration of the natural environment supporting native fauna and flora
- Education of the community about the importance of protecting, maintaining and restoring the natural environment
- Flora and fauna survey work which assists in protecting and or restoring the environmental values of the Lockyer Valley regional area
- Promotion and implementation of catchment management such as the restoration of waterway vegetation communities.

Submitting an application does not guarantee that a community group, school or organisation will be successful in receiving funding nor can any applicant be guaranteed to receive the full amount requested.

Assessment

Applications will be short listed and referred to a Community Grants Assessment Committee for assessment. Recommendations will be made in accordance with funding priorities determined by Council each year and based on the applicants' ability to meet the assessment criteria.

Successful applicants will be notified in writing of the conditions of funding and details for receiving the grant payment. Unsuccessful applicants are invited to resubmit an application to a future funding round.

Acquittal

Grant recipients are to complete the Grant Acquittal, which includes a final report, all financial documentation including invoices and receipts, copies of any promotional materials and any supporting information to show how Council's grant was acknowledged.

The Grant Acquittal form is to be completed by the date detailed in the Grant Fact Sheet and Application Form for that financial year.

If grant recipients fail to fully complete and lodge the Grant Acquittal by the required date it may result in a request for the return of the grant funds and will result in ineligibility for future grant rounds. Recipients are not eligible to apply for any additional grants from Council until all outstanding acquittals are submitted.

Group: Community & Regional Prosperity
Unit: Community Activation
Approved: Ordinary Meeting (Resolution Number 20-24/0158)

Date Approved: 14/10/2020
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Effective Date: 14/10/2020
Version: 4.0 Last Modified 14/10/2020
Review Date: 30/09/2023
Superseded/Revoked: NA

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Funding conditions

Community Environmental Grants are provided based on the following conditions:

- Grant money is to be expended as per the approved application
- Applicants complete the application form in full, including details of previous grant applications
- Community Environmental Grants are approved based on an applications' achievement of funding objectives
- That the recipient group / school / organisation meets all required reporting requirements
- That the recipient group / school / organisation provides evidence of the acknowledgement of Council's contribution to the project e.g. through branding, signage
- The Final Report and Grant Acquittal form is to be completed by the date detailed in the Community Environmental Grant Fact Sheet and Application Form
- If the recipient group / school / organisation is unable to expend the funds for the approved purpose or is unable to comply with the agreed conditions, Council is to be notified immediately. In such circumstances Council will require that the funds are repaid.

Group: Community & Regional Prosperity
Unit: Community Activation
Approved: Ordinary Meeting (Resolution Number 20-24/0158)

Date Approved: 14/10/2020
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Version: 4.0 Last Modified 14/10/2020
Review Date: 30/09/2023
Superseded/Revoked: NA

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Category 10 – Community Sporting Complex Category

Description

Financial contributions will be made to organisations to assist in the maintenance and upkeep of approved sporting complexes which contribute to the Lockyer Valley community.

Level of Funding

Funding levels will be determined each year through the budget process.

List of eligible sporting complexes:

1. Bichel Oval
2. Cahill Park
3. Ropehill Sporting Complex
4. Gatton Soccer Club
5. Withcott Soccer Club.

Funding Application

Payments under this Category will be paid in September each year.

Criteria

To be approved, the sporting complex must:

- Be on the approved list of sporting complexes (refer to list above)
- Be Council owned
- Not be Council managed.

Assessment

Inclusion of additional facilities will be at the discretion of Council and will be considered on a case-by-case basis in accordance with the criteria.

Acquittal

There are no acquittal requirements for these allocations. However, sporting management Committees who receive funding under this category are required to submit a copy of their Annual Financial Statements to Council each year prior to receiving the next year's allocation.

Funding Conditions

Funds will be provided based on the following conditions:

- Assistance provided is to be used for the purpose of the Category and not for any other purpose
- Funding is awarded based on budgetary allocations
- A copy of the Annual Financial Statements of the management committee is submitted to Council each year.
- Following the receipt of assistance, organisations will not be eligible for further funding under the same Category during the funding period but may be eligible to apply for other grants and funding offered by Council.

Assessment

Allocations will be assessed by Council officers in accordance with the above criteria and will ensure that access to this assistance is fair and equitable.

Group: Community & Regional Prosperity
Unit: Community Activation
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Superseded/Revoked: NA

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8. New Application Details

All requests to Council for grants or assistance are to be made on the appropriate application form or in writing and contain the following information unless otherwise stated under that category:

- Amount of assistance sought
- Total cost of the event or project for which the assistance is sought
- Purpose of the event or project
- Benefit of the event or project to the Lockyer Valley community
- Details of the value of the cash or in-kind contribution being invested into the event or project by the organisation or individual
- Details of any other funding sources
- Details of all previous assistance provided by Council to the individual or /organisation in the past 12 months
- Incorporation Status (It is not mandatory to be incorporated to receive assistance)
- For all organisations: A copy of their Financial Statements for the previous financial year.

9. Funding Conditions

All funding and assistance received may only be used for the approved purpose and in accordance with the agreed terms and conditions. If the recipient is unable to apply the funds for the agreed purpose or is unable to comply with the agreed conditions, Council must be notified immediately. In such circumstances, Council may require funds to be repaid.

Where appropriate, recipients of funding and assistance must submit a completed acquittal report within 2 months of the event or finalisation of the project confirming that the assistance has been used for the purpose intended.

The acquittal report must be signed by two authorised office bearers from the recipient organisation.

10. Appeals

All appeals will be treated in accordance with Council's Complaints Management Policy.

11. Acknowledgement of Assistance

Recipients of Council grants and assistance is required to acknowledge the Lockyer Valley Regional Council as a project sponsor. Acknowledgment is required:

- In any relevant publicity
- On the organisation's website
- At appropriate functions
- In relevant documents such as newsletters and annual reports.

The Lockyer Valley Regional Council logo and appropriate signage is to be included on any relevant documentation in accordance with specified grant conditions.

Group: Community & Regional Prosperity
Unit: Community Activation
Approved: Ordinary Meeting (Resolution Number 20-24/0158)

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Superseded/Revoked: NA

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Where Council provides a significant contribution to a project, the Mayor, Councillor Portfolio holder or a Council representative should be invited to attend relevant ceremonies or promotional activities.

12. Conflict of Interest

If a Councillor or officer assessing applications for funding made under the categories outlined in this procedure, is connected to an organisation or group or is a member of an organisation or group, they must declare a conflict of interest and remove themselves from any discussion or voting surrounding that organisation's application.

13. Delegation

Council may delegate authority to the Chief Executive Officer, Councillor Portfolio holder or a specified committee to decide on the allocation of funds in accordance with this procedure.

14. Related Documents

Community Grants and Assistance Policy

Group: Community & Regional Prosperity
Unit: Community Activation
Approved: Ordinary Meeting (Resolution Number 20-24/0158)
Date Approved: 14/10/2020
ECM: 3902656

Effective Date: 14/10/2020
Version: 4.0 Last Modified 14/10/2020
Review Date: 30/09/2023
Superseded/Revoked: NA

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11. PEOPLE, CUSTOMER & CORPORATE SERVICES REPORTS**11.1 Application for Permanent Road Closures - Main Range National Park and Main Range Conservation Park****Author:** Julie Lyons, Property Officer**Responsible Officer:** Dan McPherson, Group Manager People, Customer and Corporate Services

Purpose:

The purpose of this report is to consider an application for the permanent road closures of roads within Main Range National Park and Main Range Conservation Park.

Officer's Recommendation:

THAT with respect to the request received from the Department of Environment and Science, represented by the Queensland Parks and Wildlife Service for Council's views as road manager in relation to the proposed permanent road closures of the three (3) roads being part of East Haldon Road, an unnamed road (which is an extension of East Haldon Road) and part of Black Duck Creek Road within Main Range National Park and Main Range Conservation Park, Council resolve to respond to the Applicant by completing the Part C Statement in relation to an application under the *Land Act 1994* to request the Department of Resources consider the application and the following views of Council:

- (a) the road closure areas are not required to provide legal or practical access to any land parcels in private ownership; and**
- (b) if the application is approved, the road closure areas are to be amalgamated into the Main Range National Park and Main Range Conservation Park.**

Executive Summary

The purpose of this report is to consider an application for the permanent road closures of roads within Main Range National Park and Main Range Conservation Park.

Proposal

On 10 December 2021, the State of Queensland revoked 6,299.409 hectares of Glen Rock State Forest and dedicated 3,408.183 hectares as an addition to Main Range National Park, with a further 2,891.226 hectares dedicated as Main Range Conservation Park.

Following dedication, the Department of Environment and Science, represented by the Queensland Parks and Wildlife Service identified that three (3) roads being part of East Haldon Road, an unnamed road (which is an extension of East Haldon Road) and part of Black Duck Creek Road:

- are not located on the dedicated alignment;
- terminate within Main Range National Park and Main Range Conservation Park;
- do not provide access to any adjacent freehold land;
- are not required to facilitate access within Main Range National Park or Main Range Conservation Park for public use or land management due to the presence of management tracks and roads which facilitate access.

Consequently on the 21st June 2022 Council received a request from the Department of Environment and Science, represented by the Queensland Parks and Wildlife Service (the Applicant) to permanently close the three (3) roads being part of East Haldon Road, an unnamed road (which is an extension of East Haldon Road) and part of Black Duck Creek Road. A map showing the road closure areas is **Attachment 1** to this Report.

The Applicant is seeking Council's support as Road Manager and is a pre-requisite step before an application can be lodged with the Department of Resources (DR) for consideration. Council is required to complete the "Part C Statement in relation to an application under the *Land Act 1994* over State Land" with its views so that the relevant form can be submitted with the application.

The Applicant has advised the proposed road closures will not impact on the current visitation and use of Main Range National Park and Main Range Conservation Park by the public for recreational activities including camping, hiking and bird watching and the dedication of Main Range Conservation Park will provide for the continuation of additional recreational pursuits such as horse riding.

The Recommendation in this Report will enable the Applicant to make a formal application for permanent road closure to the DR for consideration. Ultimately, whether or not the application is approved is a decision that rests with the DR.

The DR is responsible for publishing the proposed road closures and engaging with any other interested parties and agencies to determine whether there are any objections to the application.

Any objections received by the DR may be viewed by other parties interested in the proposed road closure in accordance with the provisions of the *Right to Information Act 2009*.

Options

- Option 1 Council doesn't object to the Application for Permanent Road Closure
- Option 2 Council objects to the Application for Permanent Road Closure and provides reasons

Strategic Implications

Corporate Plan

Lockyer Leadership and Council

- 5.2 Excellence in customer service to our community
- 5.7 Compliant with relevant legislation

Finance and Resource

No financial or resource implications for Council have been identified.

Legislation and Policy

If the Application is successful, the roads closed will become unallocated state land (USL) and the Applicant will then be able to have the USL included into Main Range National Park and Main Range Conservation Park.

Council's consideration of this application, and the issue of the completed Part C Statement in relation to an application under the *Land Act 1994* over State land with Council's views, comply with DR's policy requirements for the assessment of such application.

Risk Management

Key Corporate Risk Code and Category: LCL1

Key Corporate Risk Descriptor: Legal Compliance and Liability
Compliance management – regulatory or contract compliance, litigation, liability and prosecution

Key Corporate Risk Code and Category: IA1

Key Corporate Risk Descriptor: Infrastructure and Assets
Planning, managing and maintaining assets for the future

Consultation

Internal Consultation

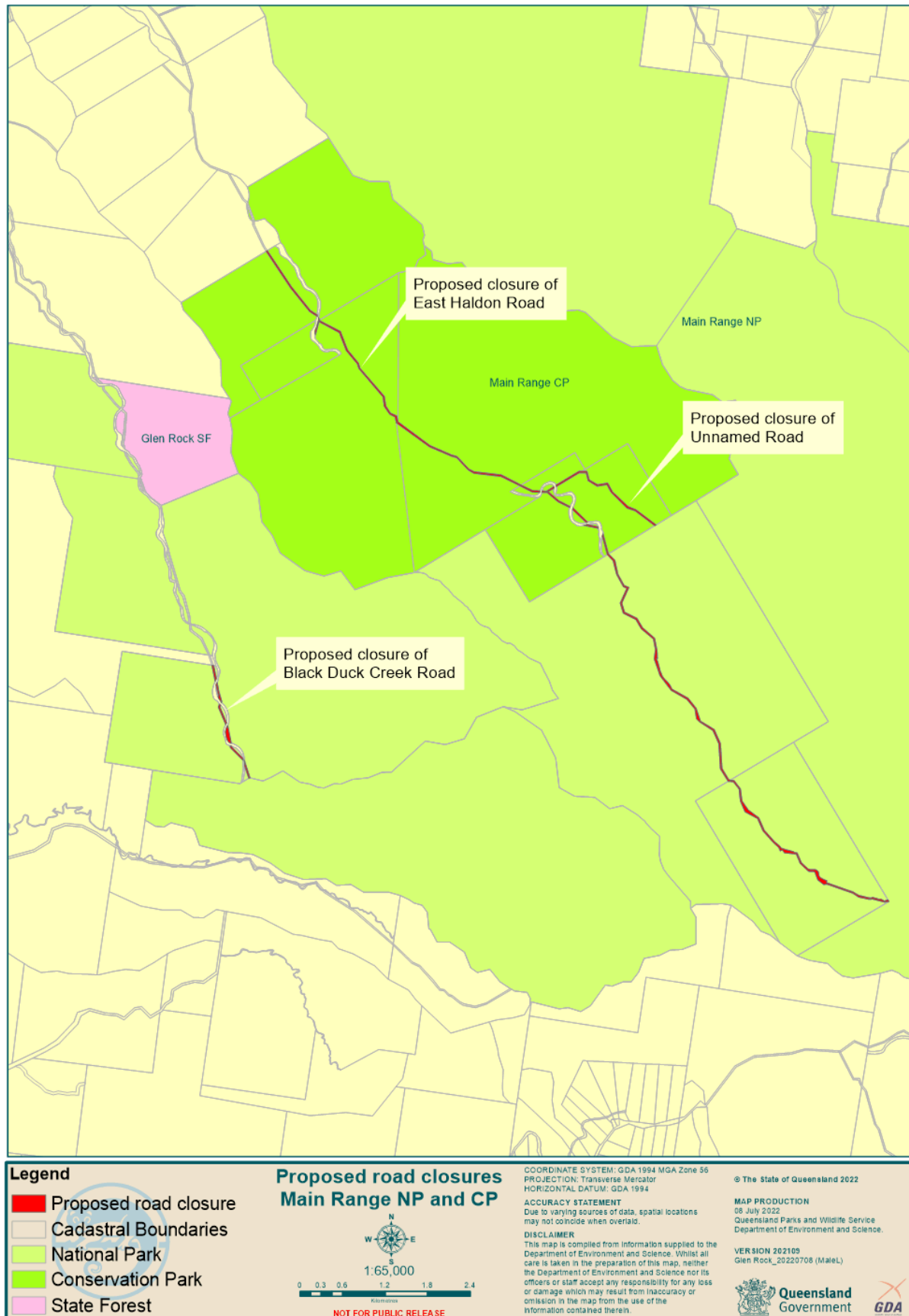
- ✓ Community and Regional Prosperity
- ✓ People, Customer and Corporate Services
- ✓ Infrastructure
- ✓ Finance

Council's Acting Manager Planning, Policy and Community Wellbeing has no objections subject to the land being amalgamated into the Main Range National Park and Main Range Conservation Park.

Council's Group Manager of Infrastructure has no concerns provided Council doesn't lose any of the currently maintained road access. In response the Applicant has advised in the event the closure of the dedicated road reserve does occur, the existing physical road surface will remain open for access to camping areas, emergency access and land management.

Attachments

1 [🔗](#) Attachment 1 1 Page



11.2 Renewal of Term Lease 0/236765 over Lot 49 on CP M333037 and Term Lease 0/236766 over Lot 50 on CP M333037**Author:** Julie Lyons, Property Officer**Responsible Officer:** Dan McPherson, Group Manager People, Customer and Corporate Services

Purpose:

The Queensland State Government currently leases land described as Lot 49 on CP M333037 under Term Lease 0/236765 and land described as Lot 50 on CP M333037 under Term Lease 0/236766. The Department of Resources are considering the renewal of the leases to the Lessee and have requested Council provide any views or requirements which should be considered when considering the lease renewals.

Officer's Recommendation:

THAT with respect to the email correspondence dated 6 June 2022 from the Department of Resources requesting Council's views in respect to the Renewal of Term Lease 0/236765 over Lot 49 on CP M333037 and Term Lease 0/236766 over Lot 50 on CP M333037 at Rockmount Road, Rockmount and conversion of Term Lease 0/236765 over Lot 49 on CP M333037 and Term Lease 0/236766 over Lot 50 on CP M333037 to freehold, Council resolve to advise the Department of Resources that:

- a) Council has no objection to the renewal of Term Lease 0/236765 over Lot 49 on CP M333037 or Term Lease 0/236766 over Lot 50 on CP M333037;
- b) Council has no objection to the conversion of Term Lease 0/236765 over Lot 49 on CP M333037 or Term Lease 0/236766 over Lot 50 on CP M333037 to freehold subject to the Department first undertaking simultaneous road closures and road openings to rectify the alignment of the road networks which traverse on Lot 49 on CP M333037 and Lot 50 on CP M333037.

Executive Summary

The Department of Resources (**Department**) are considering the renewal of Term Lease 0/236765 and Term Lease 0/236766 to the current Lessee. The Department is also considering converting the leases to freehold. The purpose of this Report is for Council to provide its views and/or requirements in relation to the lease renewals and also its views on conversion of the leases to freehold.

Proposal

Term Lease 0/236765 covers Lot 49 on CP M333037 which is situated at Rockmount Road, Rockmount and details are:

Area	1.727 Ha
Tenure	State Lands Lease
Zoning	Rural Uplands

Flood Risk Nil

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



TLPI 2020 applies No

Term Lease 0/236766 covers Lot 50 on CP M333037 which is situated at Rockmount Road, Rockmount and details are:

Area	2.5373 Ha
Tenure	State Lands Lease
Zoning	Rural Uplands
Flood Risk	Nil

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



TLPI 2020 applies No

The following are attachments to this Report:

1. Aerial Plan showing the Term Leases and surrounding land is **Attachment 1**;
2. SmartMap of Lot 49 on CP M333037 is **Attachment 2**; and
3. SmartMap of Lot 50 on CP M333037 is **Attachment 3**.

The Lessee has leased both properties from the Department for grazing purposes since 29 May 2013 and the leases are due to expire on 28 May 2023.

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

1. whether the public interest could be adversely affected if the lease was renewed;

2. the condition of the lease land;
3. whether part of the lease land has a more appropriate use from a land planning perspective;
4. whether part of the lease land is needed for a public purpose;
5. whether a new lease is the most appropriate form of tenure for the lease land; and
6. whether freehold is considered a more appropriate tenure.

As can be seen on Attachment 1, Rockmount Road is not in alignment with the allocated road reserve area and traverses into both Lot 49 on CP M333037 and Lot 50 on CP M333037. Also, Walkers Road is not in alignment with the allocated road reserve area and traverses into Lot 50 on CP M333037. If the conversion of the lease to freehold is approved, it is recommended the Department should first undertake simultaneous road closure and road openings to rectify the alignment of the road networks.

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

If an objection is offered to the renewal of the leases or to the conversion of the leases to freehold, a full explanation stating the reason for such an objection should be forwarded to the Department before close of business on 8 August 2022.

Options

- | | |
|----------|---|
| Option 1 | Council resolves not to object to either the renewal of Term Lease 0/236765 or Term Lease 0/236766 or the conversion of the leases to freehold. |
| Option 2 | Council resolves to object to the lease renewals or conversion to freehold and provides reasons. |

Critical Dates

Council is to advise the Department of any views and/or requirements in relation to the renewal of Term Lease 0/236765 or Term Lease 0/236766 and to the conversion of the leases to freehold by close of business on 8 August 2022.

Strategic Implications

Corporate Plan

Lockyer Leadership and Council

5.7 Compliant with relevant legislation

Finance and Resource

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

Legislation and Policy

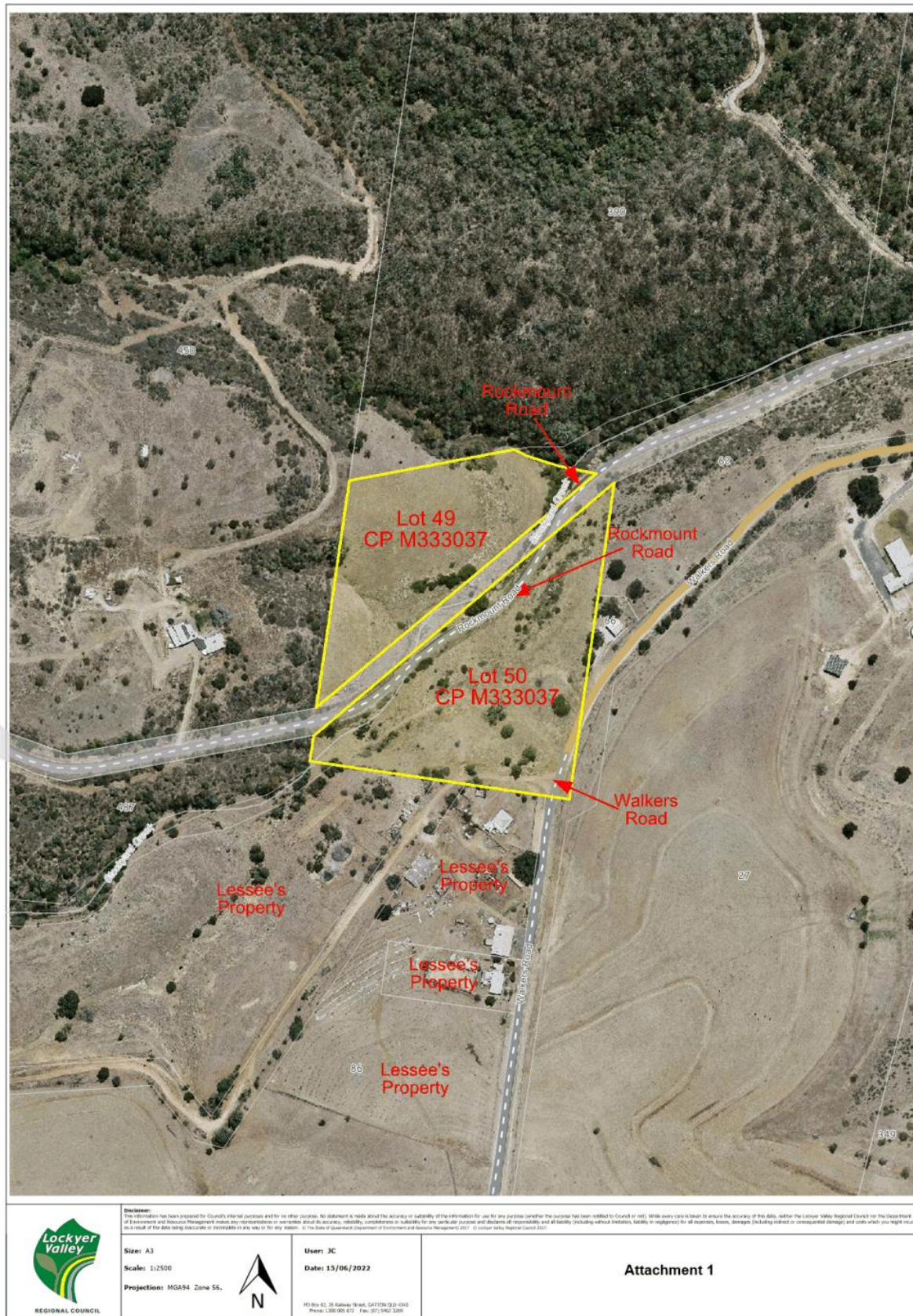
If the leases are renewed to the current Lessee, they are likely to continue on the same conditions. The current lease conditions include an indemnity in favour of Council for any claims relating to the Lessee's use and occupation of the land except to the extent the claim arises as a result of the negligence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

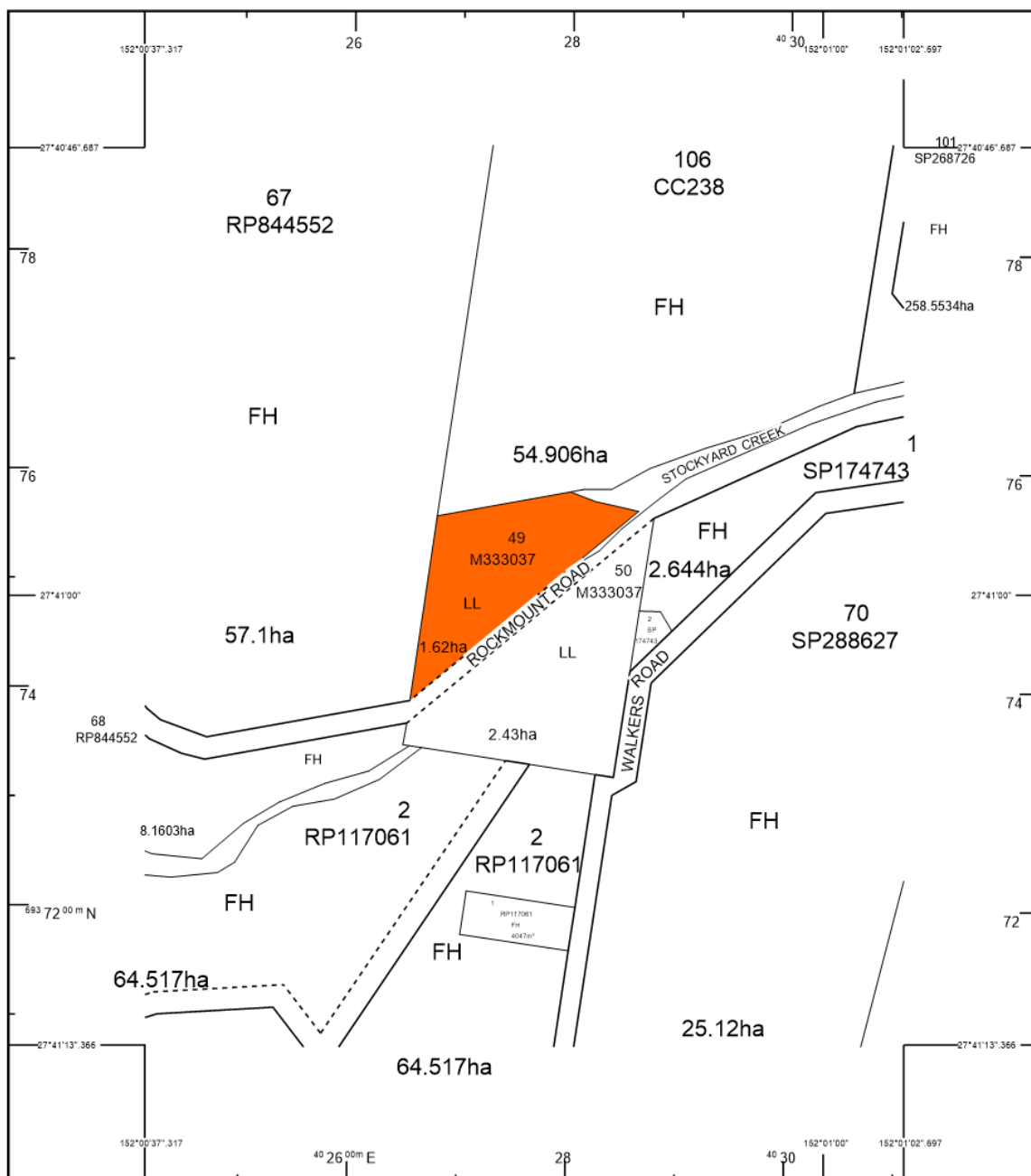
Consultation*Internal Consultation*

- ✓ Community and Regional Prosperity
- ✓ People, Customer and Corporate Services
- ✓ Infrastructure
- ✓ Finance

Attachments

- 1** [↓](#) Attachment 1 1 Page
- 2** [↓](#) Attachment 2 2 Pages
- 3** [↓](#) Attachment 3 2 Pages





STANDARD MAP NUMBER
9342-43433

MAP WINDOW POSITION &
NEAREST LOCATION



SUBJECT PARCEL DESCRIPTION

DCDB
Lot/Plan
Area/Volume
Tenure
Local Government
Locality
Segment/Parcel

CLIENT SERVICE STANDARDS

PRINTED 02/06/2022
For additional information regarding this SmartMap see page 2.
Shading Rules have been applied.

DCDB 01/06/2022

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SmartMap

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

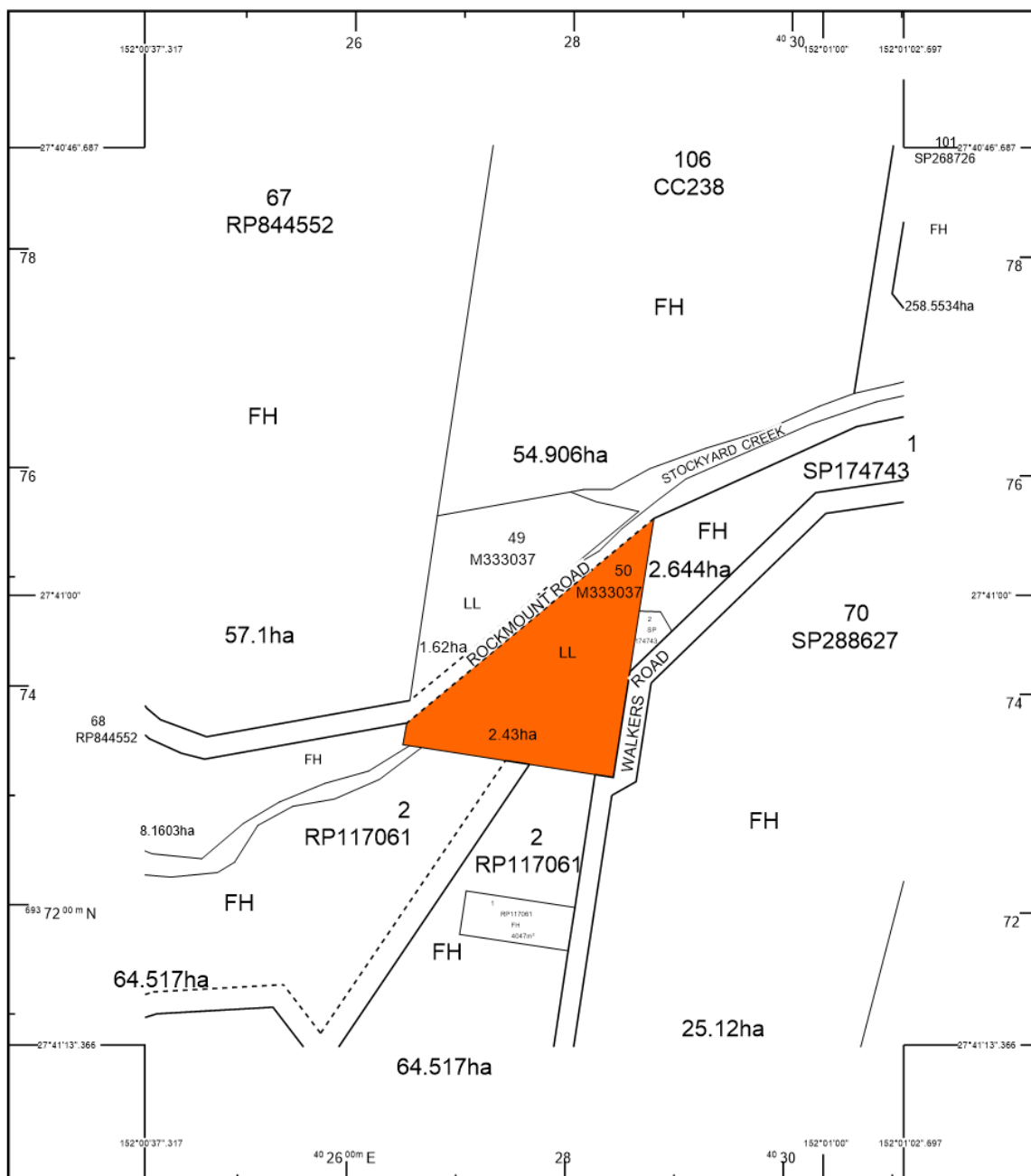


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Additional Information Page

Shading Rules

■ Lot Number = 49 and Plan Number = M333037



STANDARD MAP NUMBER
9342-43433

HORIZONTAL DATUM: GDA94 ZONE: 56 SCALE 1: 5000

SmartMap

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

MAP WINDOW POSITION &
NEAREST LOCATION



SUBJECT PARCEL DESCRIPTION

DCDB
Lot/Plan
Area/Volume
Tenure
Local Government
Locality
Segment/Parcel

49/M333037
1.62ha
LANDS LEASE
LOCKYER VALLEY REGIONAL
ROCKMOUNT
33966/50

CLIENT SERVICE STANDARDS

PRINTED 02/06/2022
For additional information regarding this SmartMap see page 2.
Shading Rules have been applied.

DCDB 01/06/2022

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GDA

Additional Information Page

Shading Rules

■ Lot Number = 50 and Plan Number = M333037

11.3 Renewal of Term Lease 0/237336 over Lot 2 on SP 168022**Author:** Julie Lyons, Property Officer**Responsible Officer:** Dan McPherson, Group Manager People, Customer and Corporate Services

Purpose:

The State of Queensland (Represented by the Department of Community Safety) currently leases land described as Lot 2 on SP 168022 under Term Lease 0/237336. The Department of Resources are considering the renewal of the lease to the Lessee and have requested Council provide any views or requirements which should be considered when considering the lease renewal.

Officer's Recommendation:

THAT with respect of the correspondence dated 11 July 2022 from the Department of Resources requesting Council's views in respect to the Renewal of Term Lease 0/237336 and any views or requirements that may affect the future use of the land described as Lot 2 on SP 168022 situated at 6 Dallingers Road, Lefthand Branch, Council resolve to advise the Department of Resources that:

- a) Lot 2 on SP 168022 is exempt from rates as it is State land;**
- b) Lot 2 on SP 168022 is in the Rural Agricultural Zone under the Gatton Shire Planning Scheme 2008 and no change to the zoning is proposed at this time; and**
- c) Council has no objection to the renewal of Term Lease 0/237366 over Lot 2 on SP 168022.**

Executive Summary

The Department of Resources (Department) are considering the renewal of Term Lease 0/237336 to the current Lessee. The purpose of this Report is for Council to provide its views and/or requirements in relation to the lease renewal and also any views or requirements that may affect the future use of the land.

Proposal

Term Lease 0/237336 covers Lot 2 on SP 168022 which is situated at 6 Dallingers Road, Lefthand Branch (the Land) and details are:

Area	656.474 m ²
Tenure	Lands Lease
Zoning	Rural Agricultural

Flood Risk

Nil

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



TLPI 2020 applies

No

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

The Lessee has leased the Land for Community Purposes namely the Lefthand Branch Rural Fire Brigade depot since the 2nd December 2013 and the lease is due to expire on the 1st December 2023.

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

- the land is needed for environmental or nature conservation purposes;
- the condition of the leased land;
- the extent to which the lease land suffers from, or is at risk of, land degradation;
- the land has a more appropriate use from a land planning perspective;
- the land is needed for a public purpose.

The Department has also requested Council provide the following additional information:

- date to which rates have been paid; and
- present or proposed zoning of the land.

If an objection is offered to the renewal of the lease, a full explanation stating the reason for such an objection should be forwarded to the Department before close of business on 10th August 2022.

Options

Option 1 Council resolves not to object to the renewal of Term Lease 0/237336.

Option 2 Council resolves to object to the renewal of Term Lease 0/237336 and provides reasons.

Critical Dates

Council is to advise the Department of any views and/or requirements in relation to the renewal of Term Lease 0/237336 by close of business on 10th August 2022. If no reply is received from Council by 5pm on 10th August 2022, it will be assumed that Council has no objections or requirements in relation to this matter.

Strategic Implications

Corporate Plan

Lockyer Leadership and Council

5.7 Compliant with relevant legislation

Finance and Resource

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

Legislation and Policy

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

Risk Management

There is no risk identified to Council.

Consultation

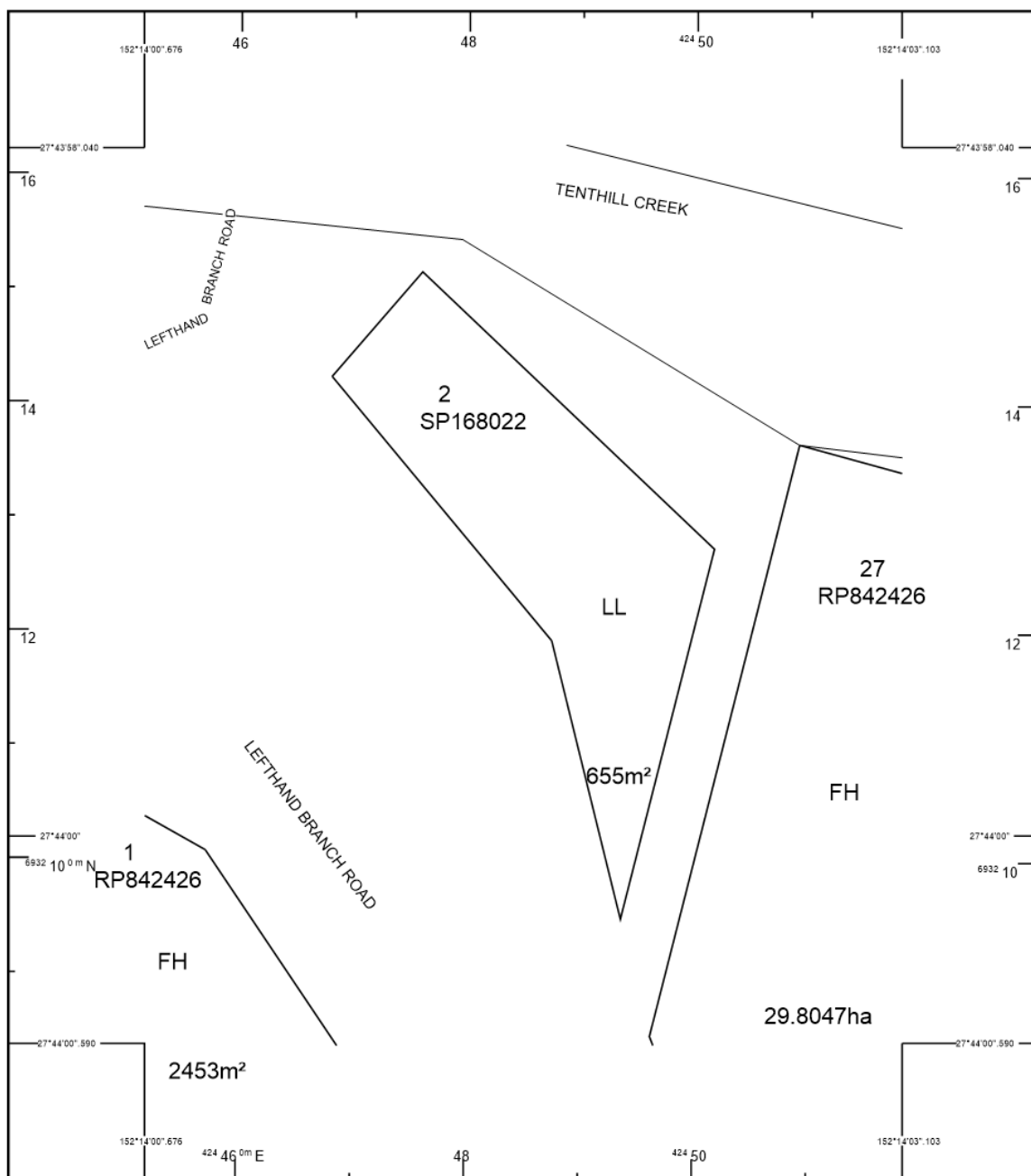
Internal Consultation

- ✓ Community and Regional Prosperity
- ✓ People, Customer and Corporate Services
- ✓ Infrastructure
- ✓ Finance

Attachments

- [1](#) Attachment 1 1 Page
- [2](#) Attachment 2 1 Page

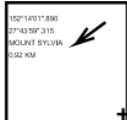




STANDARD MAP NUMBER
9342-42224

0 9 19 28 38 47 m
HORIZONTAL DATUM: GDA94 ZONE 56 SCALE 1:478

MAP WINDOW POSITION &
NEAREST LOCATION



SUBJECT PARCEL DESCRIPTION

DCDB	2/SP168022
Lot/Plan	
Area/Volume	655m²
Tenure	LANDS LEASE
Local Government	LOCKYER VALLEY REGIONAL
Locality	LEFTHAND BRANCH
Segment/Parcel	33968/104

CLIENT SERVICE STANDARDS

PRINTED (dd/mm/yyyy) 12/04/2021

DCDB 11/04/2021

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GDA

12. COMMUNITY & REGIONAL PROSPERITY REPORTS**12.1 MC2021/0110 - Development Permit for Material Change of Use for Dual Occupancy and Kennels at 36 Johns Lane, Grantham (Lot 2 RP178227)****Author:** Scott Hambleton, Contract Planner**Responsible Officer:** Amanda Pugh, Group Manager Community & Regional Prosperity**Purpose:**

The purpose of this report is to consider an application (MC2021/0110) for Material Change of Use for Dual Occupancy and Kennels on Lot 2 RP178227 located at 36 Johns Lane, Grantham.

The matter is brought to Council for decision as there was one (1) not properly made submission received which makes the Council the decision maker pursuant to Councils Councillor Involvement in Development Application Policy.

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

Officer's Recommendation:

THAT the application (MC2021/0110) for Material Change of Use for Dual Occupancy and Kennels on Lot 2 RP178227 located at 36 Johns Lane, Grantham be approved subject to the following conditions:

APPROVED PLANS

The following plans are Approved Plans for the development:

Approved Plans

Plan No.	Rev.	Plan Name	Date
A.000	B	Site Plan, prepared by BDP	13/12/21
A.105	A	Existing Kennel, prepared by BDP	07/12/21
A.106	A	New Kennel, prepared by BDP	07/12/21
A.100	A	Floor Plan, prepared by BDP	07/12/21
A.200	A	Elevations, prepared by BDP	07/12/21
J000736	2	Bushfire Management Plan, prepared by Range Environmental Consultants	02/03/22

PROPERTY NOTES

Not Applicable.

VARIATION APPROVAL

Not Applicable.

FURTHER PERMITS REQUIRED

- Development Permit for Building Work

CURRENCY PERIOD OF APPROVAL

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

ASSESSMENT MANAGER CONDITIONS

NO.	CONDITION	TIMING
1.	Undertake the development in accordance with the approved plans and documents referred to in this notice, subject to the conditions and any notations by Council on the plans.	At all times.
2.	Maintain the approved development (including landscaping, crossover, access driveway, parking and other external spaces) in accordance with the approved drawings and/or documents, and any relevant Council or other approval required by the conditions.	At all times.
3.	Undertake the development in accordance with the recommendations of the approved bushfire management plan.	At all times.

KENNELS

4.	The development is limited to a maximum of 50 dogs unless otherwise approved by Council in writing.	At all times.
5.	Obtain an approval from Council for the keeping of animals in accordance with Local Law No. 1 (Administration) 2011 and Subordinate Local Law No. 15 (Keeping of Animals) 2011.	Prior to commencement of the Kennel use and to be maintained thereafter.
6.	All dogs must be housed within the kennel buildings between 6:00pm and 8:00am.	At all times.
7.	Solid waste (dog faeces) receptacles are to be sealed, weatherproof and located on hardstand, bunded areas. Collection of solid wastes must be regular (at least weekly) and disposed of off-site to a licensed facility. Evidence of waste collection, through receipt of purchase, must be retained for a minimum of twenty-four (24) months and made available upon request.	At all times.

STREET IDENTIFICATION

8.	Each dwelling unit must be identified by way of a clearly displayed unit number.	Prior to the commencement of use and maintained at all times.
9.	A numbered mail box must be provided for each unit at the front of the allotment within the property boundary.	Prior to the commencement of use and maintained at all times.

SERVICES

10.	Provide the development with connection to electricity and telecommunications infrastructure in accordance with the standards of the service provider.	Prior to the commencement of use and maintained at all times.
11.	Provide sufficient water supply for bushfire purposes to each dwelling unit in accordance with the approved Bushfire Management Plan.	Prior to the commencement of use and maintained at all times.
BUSHFIRE MANAGEMENT		
12.	Undertake the development in accordance with Section 9.1 Recommendations of the approved Bushfire Management Plan.	Prior to the commencement of use and maintained at all times.
PROPERTY ACCESS, DRIVEWAYS AND PARKING		
13.	Vehicle access is to be limited to the existing access from Johns Lane and the proposed new access from Connors Road.	At all times.
14.	The proposed access driveway on to Connors Road must be built in a location that provides suitable site distance for the design speed of the road.	Prior to commencement of use.
15.	<p>All new vehicular access, parking and manoeuvring areas must be designed and constructed in accordance with:</p> <p>a) AS/NZS2890.1 <i>Parking facilities Part 1: Off-street car parking;</i> b) AS/NZS2890.6 <i>Parking facilities Part 6: Off-street parking for people with disabilities.</i></p> <p>to facilitate the safe and efficient movement of vehicles.</p>	Prior to commencement of use.
16.	For the new dwelling, construct an imperviously sealed internal access driveway of a minimum width of 3.5m.	Prior to commencement of use.
17.	Remove any redundant crossover and reinstate the existing road verge to match surrounding conditions, including shoulder, swale drain, culverts and kerb & channel where existing.	Prior to the commencement of use.
ALTERATIONS AND/OR RELOCATIONS		
18.	<p>Any damage caused to existing services and assets as a result of the development works must be repaired at no cost to the asset owner. Where the damage would cause a hazard to pedestrian or vehicle safety, repairs are to be carried out immediately. Otherwise, damage is to be repaired upon completion of the works associated with the development.</p> <p>Any repair work which proposes to alter the alignment or level of existing services and assets must first be referred to the asset owner for approval.</p>	At all times.
19.	Any alteration or relocation of any service, installation, plant, equipment or other item belonging to or under control of the telecommunications authority, electricity authority or Council or other person engaged in the provision of public utility services is	Prior to commencement of use.

	to be carried out with relevant approvals and at no cost to Council.	
STORMWATER DRAINAGE		
20.	All works associated with this development must be undertaken without resulting in stormwater damage or nuisance to surrounding and/or downstream properties or infrastructure.	At all times
21.	Ensure that driveway works do not impede the existing overland flow conditions, including impacting on sheet flows and concentrated flow paths.	Prior to commencement of use and to be maintained at all times
EROSION, SEDIMENT, DUST CONTROL		
22.	Erosion and sediment control measures must be implemented and maintained to prevent the tracking of sediment to and from the site onto the adjoining street network for the duration of the construction period.	Prior to the commencement of construction and at all times.
23.	Any cleaning required of the road and/or drainage network due to erosion and/or sediment from the development will be at the expense of the developer. Such works shall be undertaken immediately where there is potential hazard to pedestrian and/or passing traffic.	Prior to the commencement of construction and at all times thereafter.
24.	Dust mitigation measures must be implemented to minimise any dust problems which may occur during construction works and in accordance with requirements of the <i>Environmental Protection Act 1994</i> .	At all times.
OUTDOOR LIGHTING		
25.	All outdoor lighting must be directed inwards from the lighting source and be hooded to ensure no spillage to adjoining properties.	At all times.
26.	Design installation and operation of outdoor lighting complies with the requirements of <i>Australian Standard AS4282 – Control of Obtrusive Effects of Outdoor Lighting</i> .	At all times.
WASTE MANAGEMENT		
27.	Refuse storage, removal and collection facilities must be provided in accordance with the following: (a) Provision of a minimum of two (2) 240L wheelie bins for each dwelling unit; (b) Provision of separate bins for general and recyclable waste for each dwelling unit, with an equal number of each being provided; (c) Collection by service vehicles from the kerbside.	Prior to the commencement of use and maintained at all times.
VEGETATION CLEARING		
28.	Vegetation clearing is only to occur in accordance with approved plans and bushfire management plan.	At all times.
29.	Any vegetation clearing as a result of this approval is to comply with the following: a) The applicant is to provide a copy of this approval to the accredited fauna spotter/wildlife consultant*, who is to	Prior to and during any vegetation clearing.

	<p>acknowledge in writing, that they have read and understood the conditions of this approval. A copy of this acknowledgement and the fauna spotter's details are to be forwarded to Council prior to vegetation clearing.</p> <p>b) Ensure that an accredited fauna spotter/wildlife consultant* is present to check all potential habitat prior to and during vegetation removal or earthworks. Under the <i>Nature Conservation Act 1992</i>, any clearing of vegetation that is required to tamper with a confirmed native animal breeding place in order to complete the scope of works, must be undertaken in accordance with a Species Management Program (SMP) approved by the Department of Environment and Science. The fauna spotter/wildlife consultant is to:</p> <ol style="list-style-type: none"> inspect vegetation approved for removal, or dams to be dewatered or filled and advise contractors when it is appropriate to commence works. clearly mark (flag) vegetation found to contain fauna or fauna habitat (such as tree hollows, arboreal termite mounds, stick nests or possum drays with flagging tape), and visually and verbally communicate this information to the tree feller to ensure flagged trees are not felled until authorised by the fauna spotter; be present during topsoil stripping and supervise further earthworks in that area where native fauna may be located (i.e. subterranean species of reptiles or amphibians) Where native animals are found, clearing must only continue in coordination with a fauna spotter. All native animals located within, on and amongst vegetation or areas of vegetation approved for clearing, are only to be managed under the guidance of the fauna spotter. the fauna spotter/wildlife consultant is to prepare a brief report detailing records of all animal captures, incidents and disposals for the site. This report is to be provided to Council and other relevant authorities within one month of the vegetation clearing or earthworks. <p>*An accredited Fauna Spotter/ Wildlife Consultant is a person or company holding a current Rehabilitation Permit – Spotter Catcher issued by the Department of Environment and Science under the <i>Nature Conservation (Administration) Regulation 2017</i>.</p>	
30.	<p>Ensure vegetation and rubble piles are not left to serve as a refuge for displaced or roaming wildlife through the implementation of the following measures:</p> <ol style="list-style-type: none"> immediately (within 12 hours) remove or destroy such materials; or 	At all times.

	b) ensure old (>12 hours) piles of felled vegetation are treated as potential wildlife habitat and inspected by a fauna spotter/ wildlife consultant prior to removal or destruction.	
31.	<p>Ensure all vegetation cleared as a result of this development approval and requiring disposal is disposed of:</p> <ul style="list-style-type: none"> a) on the premises for landscaping and sediment and erosion control purposes (for example as mulch); and/or b) at a waste disposal facility operated by Council provided that the waste is delivered to the waste disposal facility in a manner and form which allows it to be mulched at the facility; and/or c) in such other environmentally responsible manner as meets with the written approval of the Council; and d) ensure any vegetation cleared as a result of this development approval is not burnt or incinerated except for the purpose of domestic heating inside a dwelling on the subject site. 	At all times.
32.	Fauna exclusion fencing is to be installed in accordance with the approved Site Plan.	Prior to the commencement of use and maintained at all times.
33.	Fauna exclusion fencing is to be constructed to a minimum height of 1.9m and be an unclimbable barrier, and be generally in accordance with the Queensland Government Koala-sensitive Design Guideline , and Department of Transport and Main Roads Fauna Sensitive Road Design Volume 2 . Fauna exclusion fencing is to incorporate self-closing gates.	At all times.
34.	<p>Ensure any new boundary fencing is fauna friendly and allows fauna movement throughout the remaining undeveloped portions of the property.</p> <p>Note: examples are outlined in Table 1: Guide to Koala Sensitive Design - koala friendly fencing of the Queensland Government Koala-sensitive Design Guideline.</p>	At all times.

ADVISORY NOTES

- (i) Council will issue an Infrastructure Charges Notice. These charges are required to be paid prior to the commencement of the use.
- (ii) Both dwellings must remain on a single lot. A Building Format Plan is not permitted to be lodged as it contravenes the regulatory requirements of the South East Queensland Regional Plan 2017.
- (iii) All works associated with this approval may not start until all subsequent approvals have been obtained, and its conditions complied with.
- (iv) Any additions or modifications to the approved use (not covered in this approval) may be subject to further application for development approval.

(v) Fire ants

Biosecurity Queensland should be notified on 13 25 23 of proposed development(s) occurring in the fire ant biosecurity zone before operational works commence. It should be noted that works involving fire ant carrier materials may be subject to movement controls and failure to obtain necessary approvals from Biosecurity Queensland is an offence.

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

The Fire Ant Restricted Area as well as general information can be viewed on the [DAF website](#).

(vi) Biosecurity

Ensure all prohibited and restricted biosecurity matter under the Biosecurity Act 2014 are removed appropriately prior to conducting any works on the site.

Everyone is obligated under the *Biosecurity Act 2014* to take all reasonable and practical steps to minimise the risks associated with invasive plants under their control. More information on restricted and invasive plants as well as your general biosecurity obligation (GBO) can be viewed on the [Business Queensland website](#).

(vii) Cultural heritage

The *Aboriginal Cultural Heritage Act 2003* requires anyone who carries out a land use activity to exercise a duty of care. Further information on cultural heritage duty of care is available on the [Department of Aboriginal and Torres Strait Islander Partnerships](#) (DATSIP) website:

The DATSIP has established a [register and database](#) of recorded cultural heritage matters, which is also available on the Department's website:

Should any aboriginal, archaeological or historic sites, items or places be identified, located or exposed during construction or operation of the development, the *Aboriginal Cultural Heritage Act 2003* requires all activities to cease. Please contact DATSIP for further information.

Advice for Urban Utilities

On 1 July 2014, Urban Utilities became the assessment manager for the water and wastewater aspects of development applications. An application will need to be made directly to Urban Utilities for water supply connections for the proposed development.

Executive Summary

This report considers a development application (MC2021/0110) for a Material Change of Use for Dual Occupancy and Kennels on Lot 2 RP178227 located at 36 Johns Lane, Grantham. The premises has existing kennels catering for 21 dogs and an existing Dwelling House.



Existing Site Aerial

The development seeks to construct a second unattached dwelling near the northern boundary as a Dual Occupancy and provide new dog kennels in the vicinity of the proposed new dwelling. In addition, a further dog kennel is proposed near to the existing dwelling house along Johns Road. The development ultimately seeks to hold 50 dogs for breeding and training.

APPLICATION SUMMARY	
Applicant and Landowner:	Darren Jan Makowiecki
Proposal:	Development Permit for Material Change of Use for Dual Occupancy and Kennels
Properly Made Date:	13 January 2022
Street Address:	36 Johns Lane, Grantham
RP Description:	Lot 2 RP178227
Assessment Type:	Impact
Number of Submissions:	One (1) not properly made submission. No properly made submissions.
State Referral Agencies:	State Assessment and Referral Agency (SARA)
Referred Internal Specialists:	<ul style="list-style-type: none"> • Development Engineer • Environment Officer

	<ul style="list-style-type: none">• Plumbing Specialist
DA Stage	Decision Stage. Due 21 July 2022.

The application has been assessed in accordance with the requirements of the *Planning Act 2016*. The development can comply with the applicable assessment benchmarks, subject to reasonable and relevant conditions.

PROPOSAL:

The proposed second dwelling (i.e. Dual Occupancy) is one storey and 170m² Gross Floor Area (GFA) which comprises of 121m² of living area over three (3) bedrooms, a living and dining area and 49m² outdoor living area.

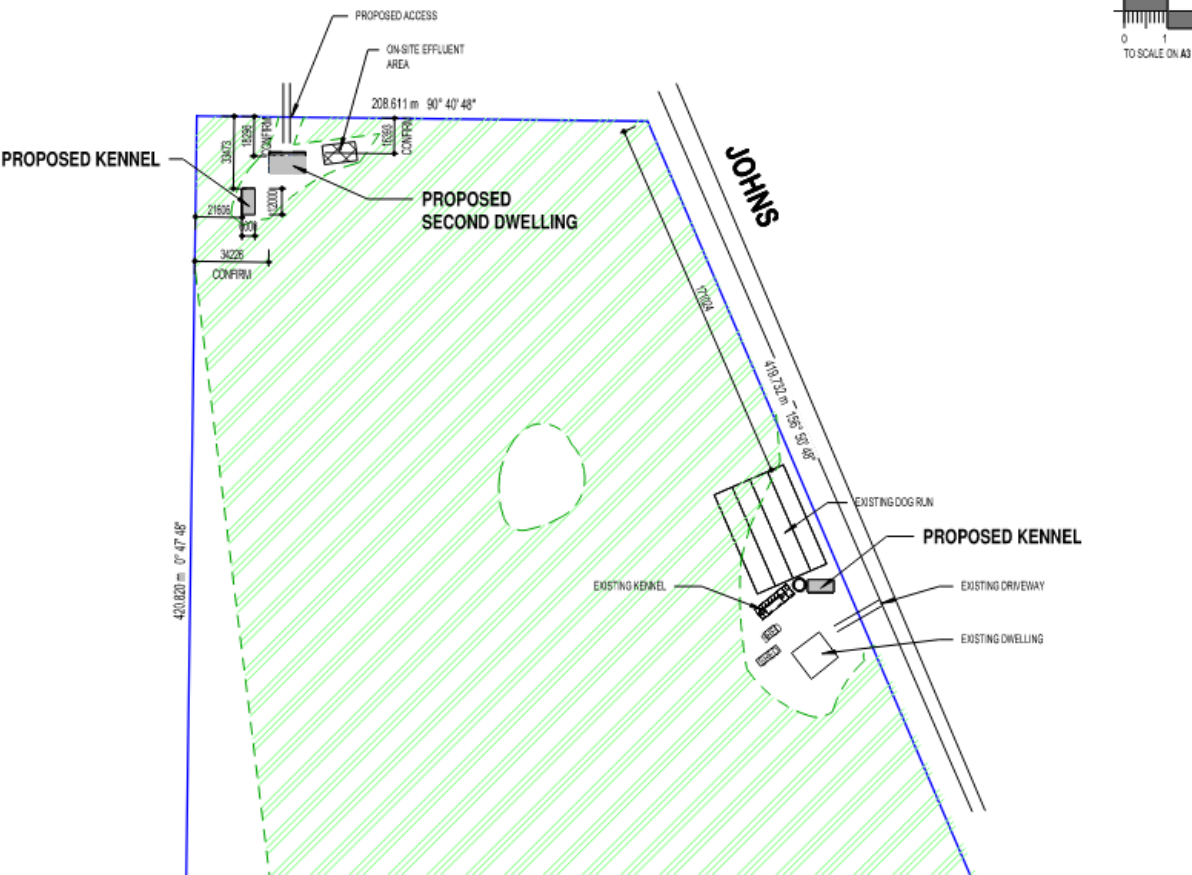
Kennel 1 will be located adjacent to the existing kennel and dwelling house and will cater for an additional 19 greyhounds. The kennel will consist of 13 separate bays and a meal preparation and storage area. This new kennel will result in a total of 40 greyhounds being housed adjacent to the dwelling house in the Kennel 1 and the existing kennel. Kennel 1 has a GFA of 72m².

Kennel 2 will be located adjacent the proposed second dwelling and will cater for up to ten (10) greyhounds. The kennel will have a GFA of approximately 121m².

Both kennels will be single storey buildings with a height of approximately 4m, and will have a similar appearance to a shed.

Both a Kennel and a Dual Occupancy are subject to Impact Assessment, under the Planning Scheme.

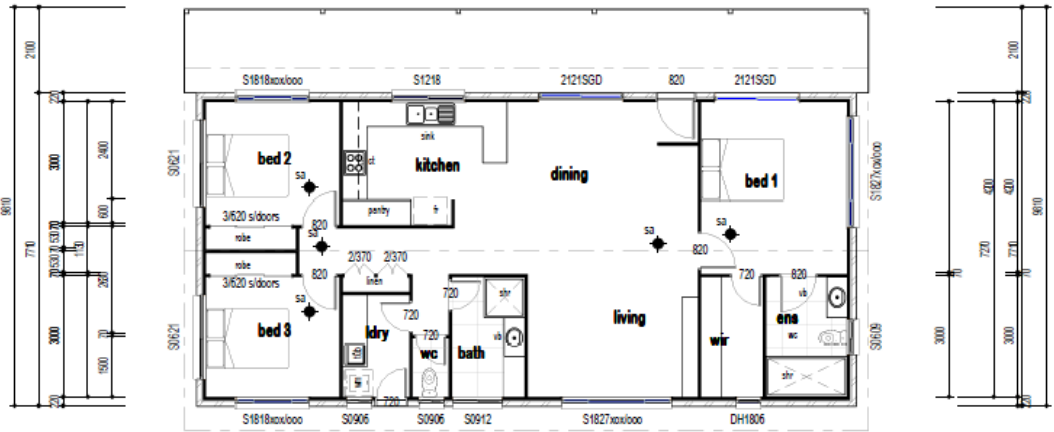
Refer to the plans below.

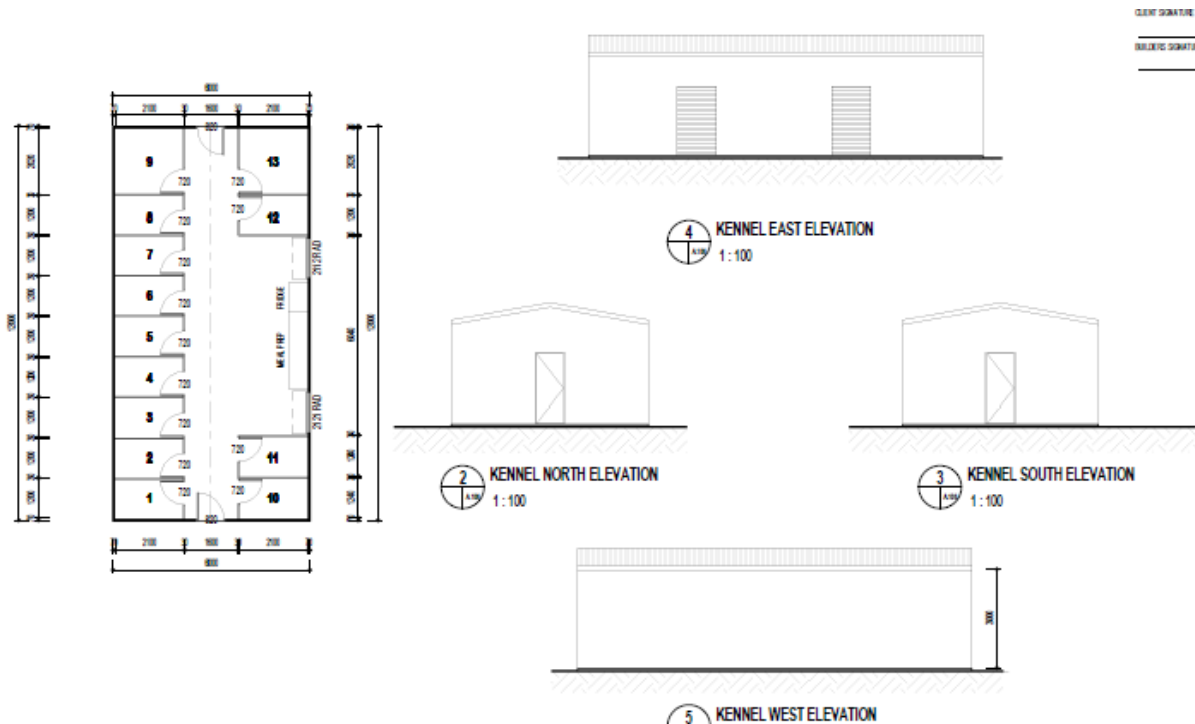


Site Plan



1 NORTH ELEVATION
1:100



Dual Occupancy Plans**Proposed Kennel Plan**

The following table describes the key development parameters for the proposal:

MATERIAL CHANGE OF USE	DEVELOPMENT PARAMETERS	
	Required by planning scheme	Proposed
Gross Floor Area	Not specified	New dwelling (as Dual Occupancy): 170.38m ² Kennels: 192m ²
Number of Units	-	2
Building Height/ Storeys	Maximum 10m	Approximately 4m, single storey
Setbacks	<u>Kennels</u> 200m to road frontage 150m to nearest dwelling <u>Dual Occupancy</u> 6m to road frontage 1.5m to side and rear boundary	<u>Kennels</u> 20m to road frontage 135m to nearest dwelling <u>Dual Occupancy</u> In excess of: <ul style="list-style-type: none"> • 6m to road frontage • 1.5m to side and rear boundary
Site Cover	50%	1%
Parking	6 total	Adequate space for 6 vehicles

SITE DETAILS:

SITE AND LOCALITY DESCRIPTION	
Land Area:	11.8 hectares
Existing Use of Land:	Dwelling House and Kennel

Road Frontage:	400m to Johns Lane (existing dwelling house accesses from this road), 200m to Connors Road, 380m to Warrego Highway
Significant Site Features:	Heavily vegetated with a dam central to the site
Topography:	Sloping from 159m AHD on northern boundary to 144m on southern boundary
Surrounding Land Uses:	Large lot rural living. Nearest dwelling house is 130m to the south-east, from proposed kennel/existing dwelling location. Nearest dwelling to the northeast from the proposed kennel is 160m.

ASSESSMENT:

Framework for Assessment

Categorising Instruments for Statutory Assessment

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

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

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

Assessment Benchmarks Pertaining to the *Planning Regulation 2017*

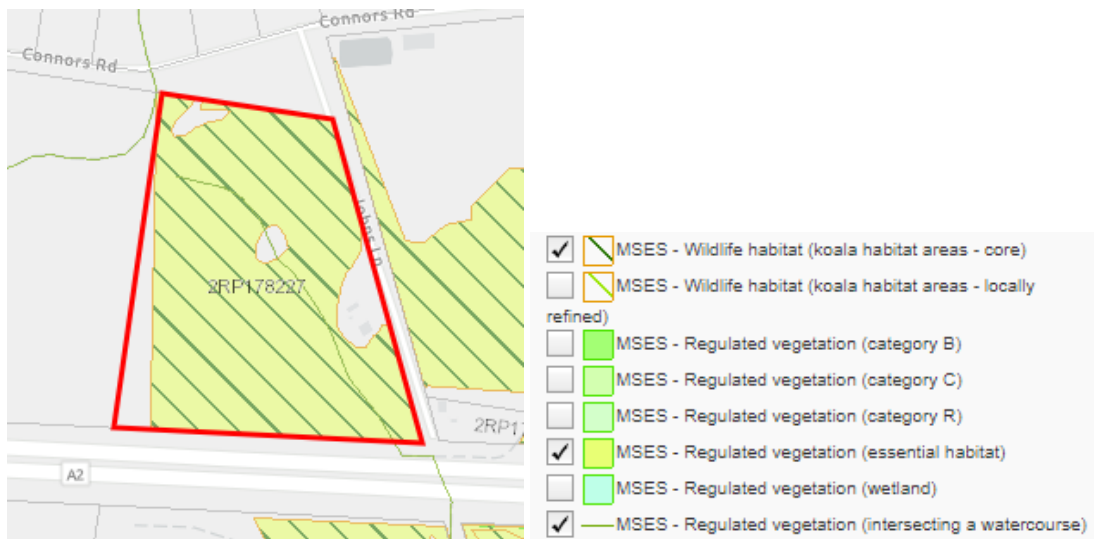
The following Assessment Benchmarks from the *Planning Regulation 2017* are applicable to this application:

PLANNING REGULATION 2017 DETAILS	
Assessment Benchmarks:	<ul style="list-style-type: none"> • State Planning Policy (Biodiversity, Water Quality, Natural Hazards, Risk and Resilience, Transport Infrastructure)
SEQ Regional Plan Designation:	Regional Landscape and Rural Production Area

State Planning Policy

Biodiversity

The premises is mapped as containing Matters of State Environmental Significance (refer map below). The proposed second dwelling is located in a cleared area as per the SPP mapping. The clearing associated with the proposal is limited to areas required for bushfire purposes which has been considered by Council's Environmental Planner and determined to be appropriate in this instance as minimising the extent of clearing. Further, SARA confirmed the clearing in a koala habitat area did not require referral as it met appropriate koala clearing exemptions. The development has been determined to meet the State Interest.



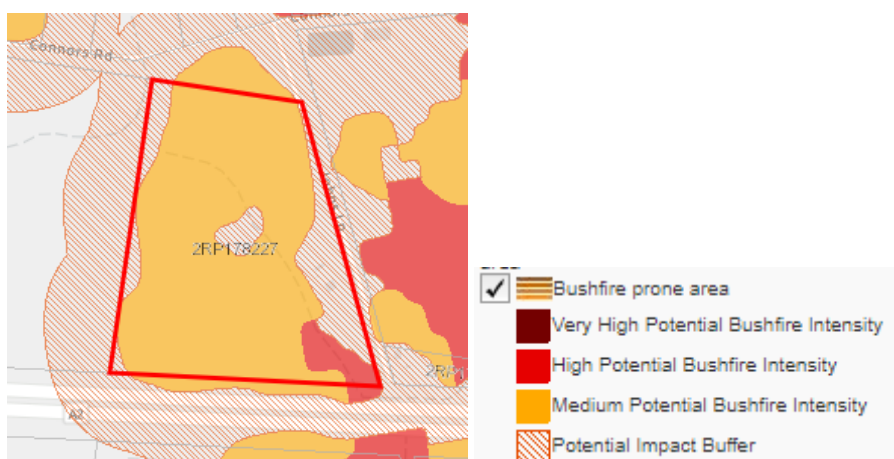
Water Quality

The premises is identified in a water resource catchment area. The development proposes minimal site cover on the large rural allotment and Council's plumbing unit has determined the low volumes of water used with no solids to clean up animal waste will not create an adverse water quality impact. Stormwater runoff will be treated on-site through the large, vegetated areas. The small nature of the development is determined to accord with the State Interest.

Natural Hazards, Risk and Resilience

The premises is identified in a Flood hazard area - Local Government flood mapping area. However, the site is not included in Council's flood mapping other than an overland flow path which is separated from the development footprint. The proposed development avoids risks from flood impacts by not being located in close proximity to mapped hazards.

In addition, the site is included in a bushfire prone area. Refer to the map below. The development was supported by a bushfire management plan which identifies mitigation measures including on-site water storage, asset protections zones, and limits on landscaping works which are determined to suitably mitigate bushfire impacts. Subject to compliance with the recommendations of the bushfire management plan, the development mitigates risks from bushfire risks.



Transport Infrastructure

The development was referred to the State Assessment and Referral Agency (SARA) for consideration of this State Interest as it adjoins the Warrego Highway, a State Controlled Road. SARA had no requirements relating to the proposal and accordingly the State Interest is achieved.

South East Queensland Regional Plan

A Dual Occupancy on a single lot is an 'exempt material change of use' for the purposes of the *Planning Regulation 2017*. Therefore, the development is permitted within the Regional Landscape and Rural Production Area.

Assessment Benchmarks Pertaining to the Planning Scheme

The applicable planning scheme for the application is Gatton Shire Planning Scheme 2007. The following sections relate to the provisions of the Planning Scheme.

Planning Scheme:	<i>Gatton Shire Planning Scheme 2007</i>
Strategic Framework	Applicable
Zone:	Rural General Zone
Consistent/Inconsistent Use:	Inconsistent
Assessment Benchmarks:	<ul style="list-style-type: none"> • Rural General Zone Code • Intensive Animal Industries, Animal Product Processing Industries, Kennels and Catteries Code • Accommodation Unit and Dual Occupancy Code • Building Work Code • Services and Infrastructure Code • Vehicle Access, Parking and On-Site Movement Code • Temporary Local Planning Instrument 2020 (Flood Regulation)

Strategic Framework

The Strategic Framework considers the following matters:

- Environment
- Character and Landscape Quality
- Settlement Pattern, Amenity and Safety
- Access to Services, Facilities and Employment Opportunities
- Cultural Heritage
- Economic Development and Natural Resource Management

The application has been assessed against each of the matters above and found to be generally consistent with each matter. Key issues are discussed below.

Environment

The development largely retains all existing vegetation on-site, limiting the proposed development to existing cleared areas and only proposing new clearing for asset protection zones which are a maximum of 12m wide

around buildings. The natural environment and biodiversity values for the zone and of the Shire are protected by the development. The development is consistent with the strategic outcomes.

Economic Development and Natural Resource Management

Strategic outcome (I) requires a *strong and diverse economic base is promoted that builds upon the Shire's established rural strengths, its natural resources, its landscape character, and its location on strategic transport routes; and provides a broad range of employment opportunities*. The development builds upon the Shire's established rural strength in this location with additional employment by way of a Kennels expansion. The development is consistent with the strategic outcome.

Assessment Benchmarks – Planning Scheme Codes

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

Rural General Zone Code

Overall outcome (h) notes intensive animal industries may be appropriate in the zone where they are sufficiently separated and buffered in a manner which avoids adverse impacts. Whilst the kennel is not an intensive animal industry, it is clear the zone is intended to include animal keeping activities provided the impacts are managed.

The applicant has demonstrated that the kennels will have no adverse impacts. Particularly, there is no adverse noise impacts as demonstrated by an acoustic report submitted with the application. Further, the odour impacts arising from the keeping of additional 29 dogs on-site will be mitigated due to the kennels being separated from nearby residences by a minimum 130m, and separated on the site to different corners of the land.

The second dwelling is only 121m² of living space which is similar in bulk and scale to a small Dwelling House. The second dwelling is separated from the existing dwelling by 330m and visually buffered by dense vegetation. When viewed from the adjoining roads, each dwelling will appear as a separate rural dwelling operating with a kennel activity. In this way, the Dual Occupancy will not appear as a typical residential Dual Occupancy and will maintain the Shire's landscape quality as required by the specific outcomes of the code.

The development is in compliance with the overall outcomes and specific outcomes of the code.

Intensive Animal Industries, Animal Product Processing Industries, Kennels and Catteries Code

The code requires a kennel to be sited on a lot greater than 4 hectares. The subject land has an area of approximately 11 hectares.

The development is non compliant with road boundary setbacks as the code seeks a 200m setback for kennels. Further, the development is non compliant with the required minimum 150m dwelling setback, as the setback to the nearest dwelling house is 130m. An acoustic report has been prepared which demonstrates the proximity of the kennels and barking dogs will not cause adverse noise impacts. The development therefore complies with Performance Outcome P1 of the code.

The code also requires the area of the kennel to be not unduly constrained, have suitable vehicle access, and connections to infrastructure. The development is in a generally unconstrained area, will be conditioned to include suitable vehicle access, and has appropriate infrastructure connections for the locality (as discussed in Services and Infrastructure Code). The development complies with Performance Outcome P2 of the code.

Accommodation Unit and Dual Occupancy Code

The Dual Occupancy is consistent with the design requirements of the code given the large lot size, large setbacks to roads and boundaries, and large existing, established vegetation which is to be retained.

The Dual Occupancy is in conflict with Performance Outcome P2 which requires: *accommodation units and dual occupancy units are located within easy and safe access of community facilities*. The site is located in the Rural General Zone and there are limited community facilities nearby. When considered against the purpose of the code, the development is compliant because the dwellings will appear as a separate rural dwelling operating with a kennel activity from each road frontage and not appear as a conventional urban residential Dual Occupancy. Accordingly, the development is in keeping with the scale and character of surrounding residential development, is responsive to site characteristics, and provides a high level of privacy, private open space and access for residents commensurate with expectations of a rural locality. The development complies with the purpose of the code.

Building Work Code

The code requires buildings to be less than 8.5m in height. All proposed buildings comply with this requirement. The development is consistent with the code.

Services and Infrastructure Code

The code requires appropriate servicing for the locality. The site is not serviced by water or sewerage. Electricity and telecommunications will be conditioned to be provided to the new dwelling. In addition, on-site water tanks will also be conditioned. There is suitable area available for effluent disposal for the new dwelling.

The development can be provided with appropriate services for the locality.

Vehicle Access, Parking and On-Site Movement Code

The kennels will be operated by residents of each dwelling. There is sufficient space for car parking on the premises for the new dwelling and the infrequent visitors of the Kennels. The need for service vehicles is limited, however there is sufficient space for circulation and manoeuvring on-site.

Development engineering have reviewed the access and parking and recommended conditions to ensure suitable construction standards met.

The development complies with the requirements of the code.

Internal Referrals

The development was referred to Council's Environmental Planner, Plumbing Officer and Development Engineer. Relevant conditions are included in the recommendations.

Assessment Benchmarks Pertaining to a Variation Approval

Not Applicable.

Assessment Benchmarks Pertaining to a Temporary Local Planning Instrument (TLPI)

The premises is identified as containing an overland flow path. Refer to the map below. The development however avoids any development near to the overland flow path. Therefore, the development avoids risks arising from flood hazard consistent with the requirements of the TLPI.



Overland Flow Path

CONSULTATION:**Referral Agencies**

The application was referred to the following Referral Agencies in accordance with the *Planning Act 2016* and the *Planning Regulation 2017*:

Referral Status	Referral Agency and Address	Referral Trigger	Response
Referral	South East Queensland (West) regional office	Schedule 10, Part 9, Division 4, Subdivision 2, Table 4, Item 1	The agency provided its response on 15 February 2022 (Reference No. 2201-26835 SRA). A copy of the response is attached.

Department of State Development, Manufacturing, Infrastructure and Planning (SARA)

The application was referred to SARA due to the site's proximity to the Warrego Highway. The Department responded advising it has no requirements.

Public Notification

The application was publicly notified for 15 days in accordance with the requirements of the *Planning Act 2016*. Zero properly made submissions and one (1) not properly made submission was received. The issues raised were largely civil issues between the submitter and the landowner. There were no valid town planning grounds which warrant consideration or refusal of the application.

Adopted Infrastructure Charges Resolution

Infrastructure charges are payable in accordance with the following table:

LOCKYER VALLEY REGIONAL COUNCIL				
Charge Type	Description	Demand Units	Rate	TOTAL
PROPOSED DEMAND				
Charge	New 3 bedroom Dual Occupancy	2	\$13,125.00	\$26,250
	High Impact Rural new GFA	192	\$10.50	\$2,016
TOTAL PROPOSED DEMAND				\$28,266
EXISTING DEMAND				
Credit	Existing Allotment	1	-\$13,125.00	-\$13,125.00
TOTAL EXISTING DEMAND CREDIT				-\$13,125.00
TOTAL PAYABLE				\$15,141

CONCLUSION:

The proposed development generally complies with the requirements of the planning scheme and does not raise any significant issues that cannot be addressed by reasonable and relevant conditions. The application is therefore recommended for approval.

Options

Option A: Approve the development application subject to reasonable and relevant conditions.

Option B: Approve the development application in part subject to reasonable and relevant conditions.

Option C: Refuse the development application.

Critical Dates

A decision on the application must be made by Council by 21 July 2022.

Strategic Implications

Corporate Plan

Lockyer Planned 4.3 – A development assessment process that delivers quality development that is consistent with legislation, best practice and community expectations.

Finance and Resource

There could be a financial implication should the decision be contested in the Planning and Environment Court.

Legislation and Policy The application has been assessed in accordance with the requirements of the *Planning Act 2016*. Legal

implications arising from the recommendation provided in this report are that the applicant may appeal the decision to the Planning and Environment Court.

Risk Management

The application has been assessed in accordance with the *Planning Act 2016*. Any risks have been mitigated through reasonable and relevant conditions.

Attachments

- | | | | |
|-------------------|-------------------|---|----------|
| 1 | ↓ | MC2021.0110 Bushfire Management Plan | 58 Pages |
| 2 | ↓ | MC2021.0110 Proposal Plans | 5 Pages |
| 3 | ↓ | MC2021.0110 State Assessment and Referral Agency Response | 5 Pages |

BUSHFIRE MANAGEMENT PLAN

36 Johns Lane,
Helidon



Client: Darren Makowiecki

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Project Number: J000736
Status: Final
Date: 2/03/2022

Lot: 2 RP178227
BAL: 12.5



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Important Note

We have prepared this report for the sole purposes of **Darren Makowiecki** (the Client) for the specific purpose for which it is supplied (the Purpose). This report is strictly limited for use by the client for the purpose and the facts and matters stated in it and it shall not be used directly or indirectly for any other use.

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Document Version Register

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				Approver	Date
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1. Executive Summary

The development comprises the establishment of a new dual occupancy dwelling (hereafter the dwelling) and dog kennels on 36 Johns Lane, Grantham (Lot 2 RP178227, hereafter the site). The development will address the requirements of the State Planning Policy (SPP) and meet the requirement of the Australian Standard, "Construction of buildings in bushfire-prone areas" (AS 3959-2018). An assessment of the vegetation on and surrounding the site was undertaken to assist in the development of a fire plan for the purpose of ensuring that the dwelling and dog kennels can be safely constructed on the site. The proposed dwelling has been identified as being exposed to a Bushfire Attack Level (BAL) of 12.5.

This fire report has been prepared on the basis that a minimum separation distance of greater than 12 metres can be achieved and maintained between the dwelling and kennels and hazardous understorey vegetation. Failure to achieve and maintain this separation distance will result in a higher BAL being applied to the dwelling and increase the potential radiant heat flux that kennels may be exposed to. This report provides recommendations for a number of measures that will assist in ensuring the safety of life and property and mitigating the impacts of bushfire.

The site is identified by the Lockyer Valley Regional Planning Scheme (Gatton Shire Council 2007) mapping as containing no areas of mapped bushfire hazard. The SPP Mapping System - Natural Hazards Risk and Resilience mapping (Bushfire) identifies that the site contains areas of High and Medium Potential Bushfire Intensity and Potential Impact Buffer. The proposed development is located in an area of Medium Bushfire Intensity and Potential Impact Buffer. The implementation of the following measures will assist in mitigating the bushfire threat to an acceptable level for future residents and assets on the site.

1.1 Minimisation of risk - Building

A number of construction measures are required to minimise the risk of bushfire impact on the dwelling. Key areas include:

- Roof to be fully sarked; or
- Gaps under corrugations or roof sheeting sealed at the fascia or wall line and at valleys, hips and ridges; and
- Vents and weepholes in walls and eave linings to be screened; and
- Cladding to be of bushfire resisting material for walls that are less than 400mm from the ground, decks, awnings, and other horizontal surfaces; and
- Openable parts of windows to be screened with corrosion resistant metal mesh; and



- Decking to be of bushfire-resistant or non-combustible material.

Although the dog kennels are not a Class 1, 2, 3 or associated 10a building and aren't required to be constructed to BAL-12.5, they should be built to minimise the threat of bushfire attack or ember attack on the dogs:

- Kennels to be constructed from non-combustible material (eg. steel frame sheds);
- Metal flyscreen on any windows;
- Northern extent
 - 30m separation from potentially hazardous vegetation in the road reserve north of the site;
 - On site vegetation is managed and maintained at a low fuel load.
- Eastern extent
 - 7m separation from vegetation in the road reserve east of the property;
 - Mowing of grass and control of woody environmental weeds such as lantana in the 10m wide strip of vegetation in the road reserve;
 - Johns Lane provides a further 10m separation from potentially hazardous vegetation to the east of the site.

1.2 Water supply

The LVRC Planning Scheme (Gatton 2007) Bushfire Prone Areas Overlay Code requires that the development be provided with a reliable water supply for fire-fighting purposes that is safely located and freely accessible. The site is located outside of a reticulated water supply so a minimum water supply storage of 22,500 litres will be required for fire-fighting purposes. The SPP (2017 version 6) state interest guidance material recommends a reticulated water supply or a dedicated static water supply that is available solely for fire-fighting purposes and can be accessed by fire-fighting vehicles. It refers to QFES Bushfire Resilient Communities, which recommends 10,000 litres for residential buildings.

1.3 Adjacent structures

Where a garage, carport, or similar structure including kennels is not attached to the building covered by this report and it is located closer than 6 metres, it will be required to comply with the construction requirements of this report. The proposed kennels are not located closer than 6 metres to the building covered by this report.



1.4 Asset Protection Zone

An Asset Protection Zone (APZ) is identified for the dwelling and kennels and should be established for a minimum radius of 12m from the dwelling and kennel in the northern extent and 7m from the kennel in the eastern extent of the site. Contrary to common belief, the area around the building does not need to be totally devoid of vegetation, and in fact some trees in this area can serve a valuable role in trapping embers before they impact on the asset. Vegetation within the APZ is to be maintained in a low fuel load state, principally by mowing or slashing.

1.5 Property access

Unhindered access and egress is required to the site to enable ready access by emergency services in a time of need. Ready access is available from Connors Road which is of sealed all-weather access that will enable safe and unhindered ingress and egress to the proposed dwelling and kennel infrastructure. Adequate access is constructed and maintained to enable efficient, practical access to buildings and water supply for emergency services appliances.

1.6 Location of dwelling

The proposed dwelling and kennel in the northern extent of the site are located in a sparsely vegetated area approximately 49 metres south of Connors Road, that is not mapped as koala habitat vegetation. The dwelling is within a mapped vegetation hazard class (VHC) of 10.1 Spotted gum dominated woodlands, and is separated from areas of potentially hazardous vegetation to the north by Connors Road and to the west by an open area of VHC 40.4 Continuous low grass or tree cover. The kennel in the northern extent of the site is within an area mapped as VHC 40.4. The kennel in the eastern extent of the site is located in a cleared area approximately 17 metres west of Johns Lane, that is not mapped as koala habitat vegetation. The kennel is within an area mapped as VHC 10.1, and is separated from areas of potentially hazardous vegetation to the east by Johns Lane.

1.7 Prepare Act Survive

The property is located in an identified bushfire hazard area. It is important that residents are well prepared during times of high fire danger and have well made plans that can be readily enacted in a time of bushfire emergency. The key message being; Prepare, Act and Survive.

1.8 Maintenance of Bushfire Mitigation Measures

This bushfire report has been prepared on the basis that bushfire mitigation measures identified are implemented and maintained into the foreseeable future. Failure to maintain these measures may contribute to the dwelling and kennels being exposed to a higher level of bushfire threat and attack.



1.9 Determination of Bushfire Attack Level (BAL)

The following steps were carried out using information collected from the relevant site and applying this information to the conditions required and set out in Australian Standard 'Construction of Buildings in Bushfire-prone areas' (AS 3959-2018). An effective slope of 0 degrees was used for a conservative assessment as the potentially hazardous vegetation is upslope from the dwelling.

Summary of attributes to determine BAL rating

Step	Procedure	Value (dwelling and northern kennel)
1	Fire Danger Index (FDI)	70
2	Classified vegetation type	Open Forest (A-03)
3	Distance of the site from the classified vegetation	>12 m
4	Location of vegetation (upslope/downslope)	Upslope
5	Effective slope	0°
6	Radiant heat flux	11.78 kW/m ²
7	Determination of BAL using method 2 AS 3959-2018	12.5
8	Appropriate construction methods	Appendix A:

1.10 Vegetation Management

The site contains areas of Category X (non-remnant) and C (high value regrowth) vegetation. The development footprint is located within areas of Category X vegetation, with areas of Category C vegetation nearby. Vegetation management works identified that enable the development to be safely established include limited clearing of understorey vegetation to construct the dwelling and kennels and establish a 12 metre wide (northern) and 7 metre wide (eastern) Asset Protection Zone.

A small number of trees are located adjacent to or overlapping the asset protection zones of the proposed dwelling and kennel in the north of the site. Where these are located within 12m of the proposed infrastructure these shall be removed in accordance with this plan. Clearing of these trees is exempted development under the *Planning Regulation 2017*, Schedule 24, Exempted development, (n). A referral agency response was also received from the State Assessment and Referral Agency (SARA) dated 15 February 2022 confirming that the development did not require referral to the State.

The following photographs were taken from the proposed dwelling site and show the nature of vegetation surrounding the proposed dwelling and kennel in the northern extent of the site.

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Photograph 1 Dwelling Site - facing north



Photograph 2 Dwelling site - facing east

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Photograph 3 Dwelling site - facing south



Photograph 4 Dwelling site - facing west

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2. Introduction

Range Environmental was engaged by Darren Makowiecki to prepare a Bushfire Management Plan for the proposed development at 36 Johns Lane, Helidon (2 RP178227). A development application for the development of a Dual Occupancy (the dwelling) and Kennels on the site was lodged for the site. This bushfire management report will support the lodged development application and allow for assessment against the State Planning Policy - natural hazards and risk resilience (bushfire) (SPP 2017 version 6). This bushfire report has been prepared on the basis that a minimum separation distance of greater than 12 (northern) and 7 (eastern) metres can be maintained between the dwelling and kennels and hazardous understorey vegetation to the north and east on lands under the management of the landholder.

2.1 Site Context and Proposed Development

The lot covers an area of approximately 12 ha of land currently zoned as rural general under the LVR Planning Scheme (Gatton 2007). The site is adjacent to properties that are zoned as rural general. It is bounded by Johns Lane to the east, Warrego Highway to the south and Connors Road to the north (Figure 1). The site is predominantly undeveloped and currently contains an existing residential dwelling, associated sheds, kennel and dog runs (hereafter existing infrastructure). The proposed development is located on a gently sloping site with the land falling to the south with underlying slopes in the order of 4% or 2 degrees.

The property abutting the western border of the site (2RP186020) is mostly devoid of vegetation. A waterway with associated vegetation is present on the neighbouring property and is greater than 200m to the west from the common boundary. The properties north of the site contain extensive areas of native vegetation, individual dwellings and associated outbuildings, and open grassed areas, and are separated from the site by Connors Road. The road reserve abutting the northern boundary of the site contains open forest with a grassed understorey. This area of vegetation is considered to be potentially the most hazardous to the dwelling and kennel in the northern extent of the site. Extensive areas of vegetation to the east are separated from the site by Johns Lane and are considered to be potentially the most hazardous to the proposed kennel in the eastern extent of the site.

The proposed development will consist of the following infrastructure:

- One (1) dwelling; and
- Two (2) breeding and training kennels with a combined capacity of up to 50 dogs.
 - One kennel will be associated with the existing dwelling, kennel and dog run (approximately 19 dogs).
 - One kennel will be associated with the proposed dwelling (approximately 31 dogs).

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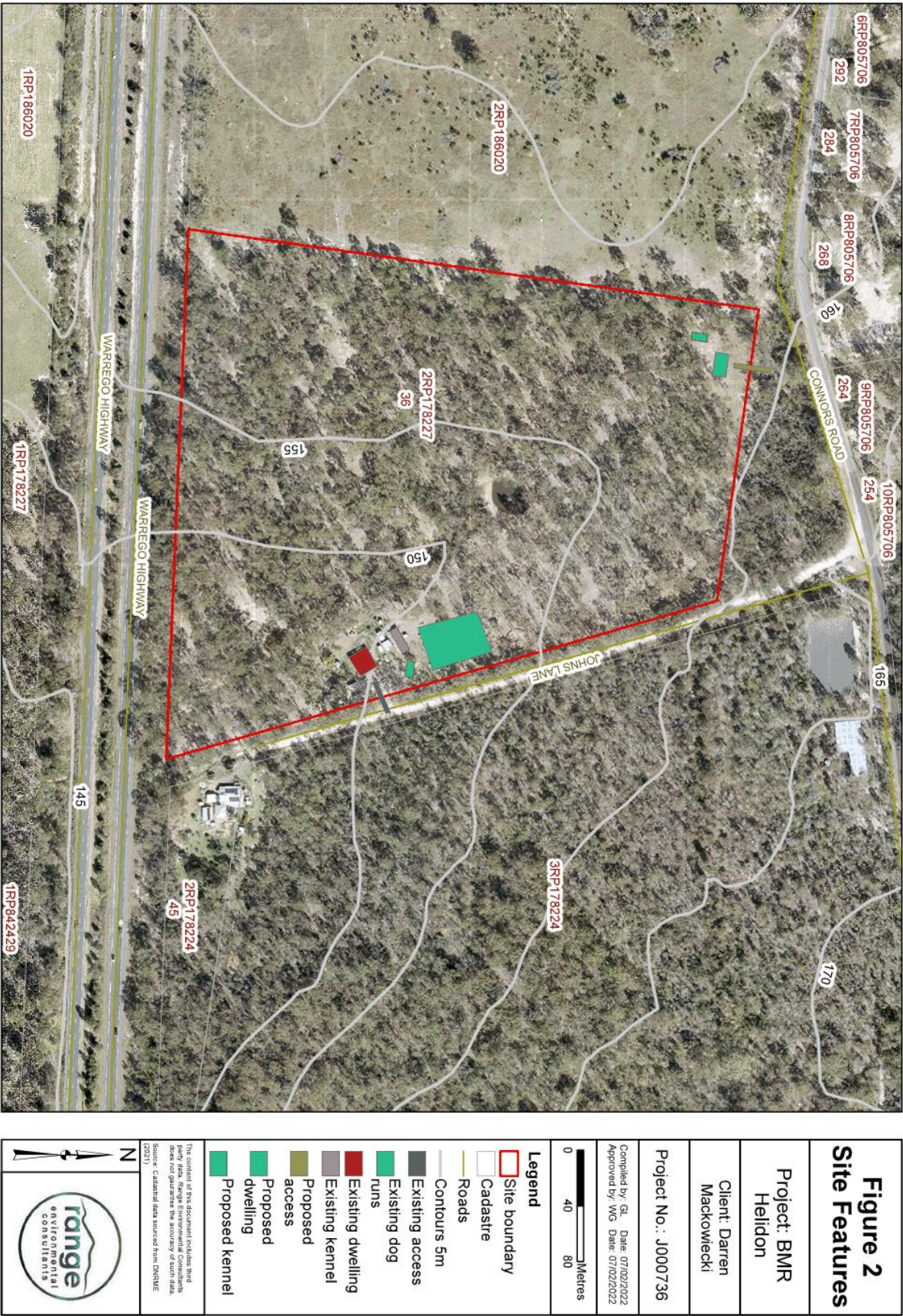
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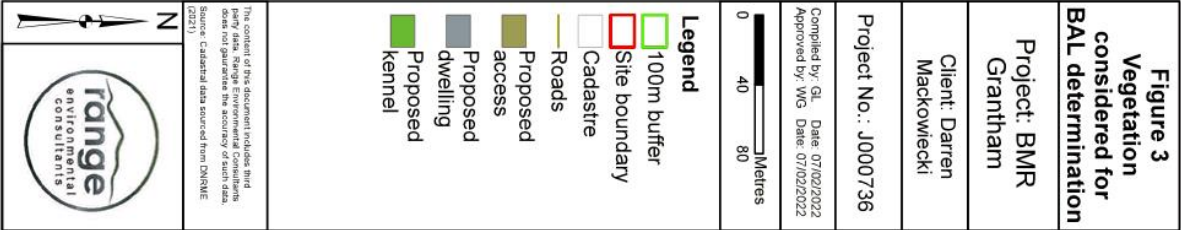


Figure 2 shows the proposed development, topography of the site and the formal description and addresses of the site and adjacent properties for context where reference to these are made.

The site is almost completely covered by remnant vegetation, with areas of non-remnant vegetation along the western boundary, north-western corner, centre and mid-eastern portions. The site however is generally devoid of understory vegetation, due to historic and ongoing grazing. The proposed dwelling and kennels are sited in areas mapped as non-remnant that are largely devoid of woody vegetation. Figure 3 shows the extent of vegetation within a 100 m radius of the dwelling and kennels which can be used in determining the applicable BAL.







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3. Bushfire

3.1 Bushfire Hazard Mapping

The Queensland State-wide mapping methodology was used to verify Bushfire Prone Areas on and surrounding the site. This methodology scales bushfire hazard based on the Potential Fire-line Intensity of a severe bushfire, and can be used to predict the radiation profile of areas adjacent to potentially hazardous vegetation. The SPP mapping indicates the site contains areas of potential impact buffer, medium and high potential bushfire intensity. The development area contains areas of medium potential bushfire intensity and potential impact buffer (Figure 4). The LVRC Planning Scheme (Gatton 2007) does not identify areas of potential bushfire risk on the site.

Under adverse conditions, a bushfire could potentially approach from the north, east, southeast and south. Severe fire weather conditions are typically associated with hot strong westerly winds. Bushfires in the area have the potential to generate quantities of embers that could impact on a building even though the fire does not necessarily reach it.



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3.2 Fire Brigade

The development site is contained within the Queensland Fire and Rescue Service (QFES) Withcott Rural Fire Brigade district. The closest fire brigade equipped to fight structural fires is the Helidon Fire Station (Auxiliary) located at 13 Railway Street, Helidon approximately 4.7 kilometres by road to the east of the site.

3.3 Fire Run

The length of fire run influences the area in which a fire has to develop and reach its potential maximum intensity for the conditions prevailing at the time. It is important to assess the length of fire run to determine the potential scale and intensity of fires that may occur in the area. Fire runs less than 1 kilometre in length are generally considered to pose a lesser risk than those with a longer run. Fire runs may be modified by natural features such as creeks, rock formation and vegetation types and be influenced by weather and fuel conditions.

Fire runs in the area are limited due to the maintained nature of the site and surrounding landscape. A fire run of greater than 2 kilometres from the east is identified upslope of the site, with Johns Lane providing 10 metres of separation between it and the site. A fire run of greater than 1 kilometre from the southeast is identified. The Warrego Highway is a 54m wide dual lane carriage way with a 12 metre wide median strip of managed vegetation that provides separation from potentially hazardous vegetation to the southeast. Fires from this direction are more likely to provide a source for ember attacks rather than heat risk to the site. Fire runs of greater than 1.5 kilometres from the north/northeast is identified upslope from the site, however the intensity of bushfires approaching from this direction are moderated by the presence of tracks and roads interrupting potential fire runs and moderate slopes. These fire runs are shown in Figure 5.





3.4 Fuel Loads

Three key factors that influence how a bushfire behaves are topography, fuel and weather. Fuel; its availability, arrangement, size, amount and moisture content contribute to the speed and intensity of a bushfire. The type of vegetation present determines the flammability of the fuel, with the finer and drier the fuel, the more easily it will burn. Fuel loads in general are related to the quantities of fine fuels available to burn. The primary components of fuel loads are the fine fuels; that is; flammable materials that are less than 6 mm in diameter such as leaves, twigs and bark principally on or near the ground.

The Queensland State Government has introduced a State-wide mapping methodology to identify Bushfire Prone Areas. This methodology was developed by the CSIRO Climate Adaptation Flagship and scales bushfire hazard based on the Potential Fire-line Intensity of a severe bushfire. It is used to predict the radiation profile of areas adjacent to potentially hazardous vegetation. A key component of the methodology is the allocation of Vegetation Hazard Classes (VHC) which are used to estimate Potential Fuel Loads. These fuel loads were derived from a combination of expert appraisals and field measurements using the upper range of fuel loads for each fuel element (i.e. surface, near surface, elevated and bark). A "long unburnt condition" of generally greater than 10 years without burning was used for estimating fuel loads.

The site assessment confirmed the vegetation hazard classes (VHCs) present within and surrounding the site to be 10.1, 40.4 and 42.6. Vegetation south of Connors Road including the site and adjacent lots (east and west of the site) was confirmed to be consistent with the vegetation hazard class mapping for the site (QFES 2017). VHC 10.1 was dominant on the site with a large area of vegetation comprising VHC 40.4 to the west of the site. Table 1 provides a summary of the VHCs present and potential fuel loads. The site assessment of fuel loads is given in Table 2, with vegetation surrounding the fuel load assessment sites shown in the below photo sets. Figure 6 shows the predominant mapped VHCs present in and around the site (QFES 2017).

Table 1 Vegetation Hazard Class and Potential Fuel Loads (values taken from SPP Bushfire Resilient Communities 2019)

Vegetation Hazard Class (VHC)	Surface and near surface Fuel Load (t/ha)	Total Fuel Load (t/ha)
10.1 Spotted gum dominated open forests	19.3	20.8
40.4 Continuous low grass or tree cover	4.5	5

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Table 2 Summary of site assessment fuel loads

Fuel type	Site 1	Site 2
Bark t/ha	1	1
Elevated t/ha	1	2
Near surface t/ha	1	4
Surface t/ha	3	2
Total t/ha	6	9

Site	Photographs in order of: north, east, south, west (left to right)			
1				

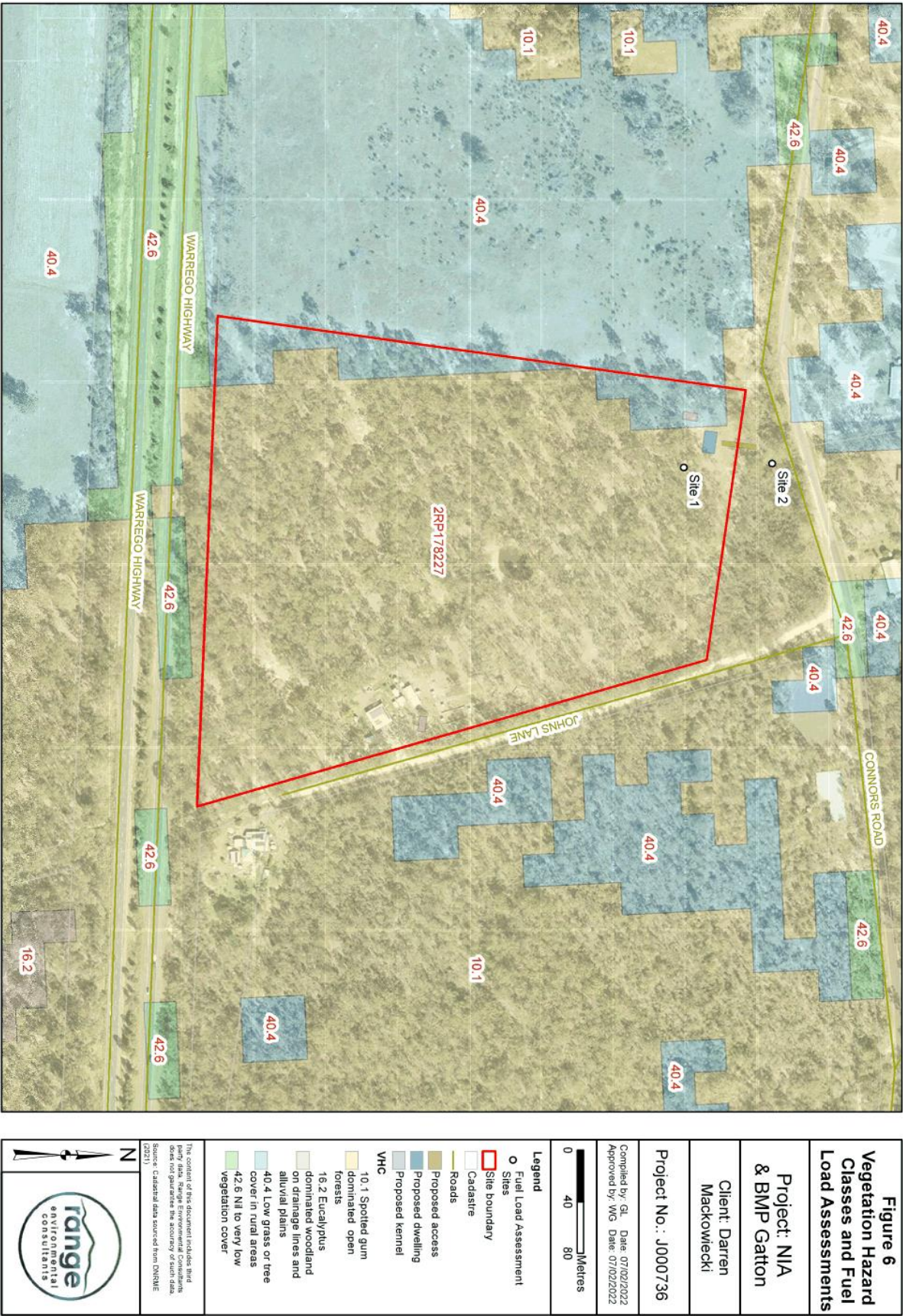
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Site	Photographs in order of: north, east, south, west (left to right)			
2				

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4. Vegetation

An assessment of the vegetation on Lot 2 RP178227 was undertaken to assist in the development of a fire plan for the purpose of ensuring that the Material Change of Use (MCU) application addresses the SPP requirements for bushfire.

Potentially hazardous vegetation is located upslope of the dwelling and kennels and comprises open grassy eucalypt woodland. Using Table 2.3 Classification of Vegetation (AS3959-2018), the vegetation is classified as Open Forest (A-03) which is shown in Figure 7. It is described as Trees 30 m high; 30%–70% foliage cover (may include understorey of sclerophyllous low trees or shrubs). Typically dominated by eucalypts, melaleuca or callistemon (may include riverine and wetland environments) and callitris. Includes eucalypt plantations.' A component of assessing potential bushfire attack is to determine the vegetation type, its distance from the proposed building and whether vegetation is upslope or downslope of the building. In this situation, potentially hazardous vegetation is located upslope of the building as illustrated in Figure 8.

The current Vegetation Management Supporting Map identifies that the vegetation within the development area is mapped as Category X (non-remnant) with nearby Category C (high value regrowth) vegetation. The extent of mapped vegetation in the area and its conservation status is shown in Figure 9. The site assessment identified that vegetation present aligns with the pre-clear mapping and the potential regional ecosystems that historically occurred on the site. Table 3 provides the description for these regional ecosystems.

Table 3 Description of pre-clear regional ecosystems for the site

Regional Ecosystem	Short Description	Conservation Status (VMA status)
12.9 - 10.2	<i>Corymbia citriodora</i> subsp. <i>variegata</i> +/- <i>Eucalyptus crebra</i> open forest on sedimentary rocks	Least concern
12.9-10.19	<i>Eucalyptus fibrosa</i> subsp. <i>fibrosa</i> woodland on sedimentary rocks	Least concern

The vegetation in and around the site was generally consistent with the current preclear RE mapping, with species such as *Corymbia citriodora*, *Eucalyptus tereticornis* and *Lophostemon suaveolens* present. It is noted that the vegetation located within the site has previously been cleared, resulting in reduced vegetation complexity and quality and the introduction of non-native species. Livestock are currently run on the property and the open grassy understorey is maintained by grazing. Figure 6 shows the Vegetation Hazard Class (VHC) mapping in and around the site.

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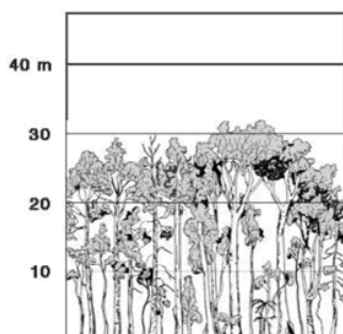


Figure 7 Vegetation class A-03 Open Forest (AS3959-2018)

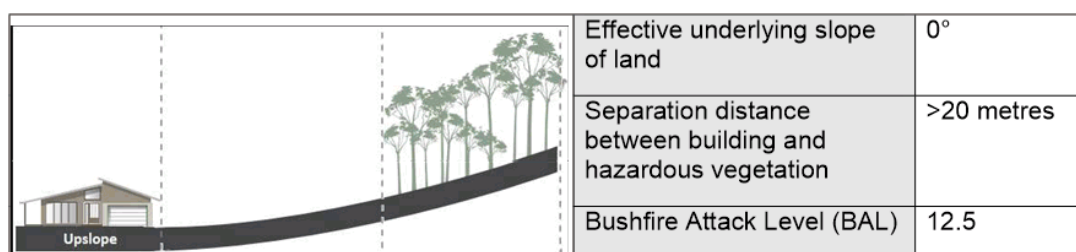


Figure 8 Determination of distance from classified vegetation and effective slope of land.





5. Determination of Bushfire Attack Level (BAL)

The following details (Table 4) summarise the steps that were carried out using information collected from the relevant site and apply this information to the conditions required and set out in Australian Standard 'Construction of Buildings in Bushfire-prone areas' (AS 3959-2018).

Table 4 Summary of attributes to determine BAL rating

Step	Procedure	Value
1	Fire Danger Index (FDI)	70
2	Classified vegetation type	Open Forest (A-03)
3	Distance of the site from the classified vegetation	>12 m
4	Location of vegetation (upslope/downslope)	Upslope
5	Effective slope	0°
6	Radiant heat flux	11.78 kW/m ²
7	Determination of BAL using method 2 AS 3959-2018	12.5
8	Appropriate construction methods	Appendix A:

The Bushfire attack level for the dwelling was identified using AS3959-2018 Method 2 and was determined to be BAL-12.5. Details of the AS3959-2018 Method 2 calculation are provided in Appendix B: with an explanation of Bushfire Attack Levels in Appendix C: of this report.

5.1 Mitigating the bushfire risk

5.1.1 Vegetation management

The design, management and maintenance of the landscape in the immediate vicinity of buildings are fundamental to the chances of survival of both people and buildings in a bushfire event. Vegetation provides the major fuel element in a bushfire. All vegetation, regardless of how succulent or green it is will eventually burn, provided the fire has sufficient intensity.

The site falls to the south with underlying slopes of 2°. The site is adjacent to potentially hazardous vegetation on the northern border. Areas of non-remnant, maintained land are situated between the development area and potentially hazardous vegetation to the west, an existing fire break exists between the development area and the vegetated road reserve to the north, Johns Lane provides separation from potentially hazardous vegetation to the east, and vegetation on the site has been managed by grazing and is not considered to be significantly hazardous.

Vegetation on the site comprises open grassy forest with minimal areas of woody weeds. It is mapped as VHC 10.1, however the fuels loads present were much lower than what was mapped at the time of the site assessment due to management activities such as grazing.



Areas suitable for the construction of a dwelling and kennels will be well-separated from areas of unmanaged vegetation during development (i.e. implementation of APZ). Required vegetation management will include limited clearing of understorey species to establish the dwelling and associated outbuildings, and limited clearing of understory species to establish an APZ around the proposed dwelling and kennels. An APZ should be established for a minimum radius of 12 metres from the dwelling and kennel in the northern extent, and 7 metres from the kennel in the eastern extent of the site. Additional details for creating and maintaining an APZ are found in Appendix D. The continuation of existing vegetation management regimes on the sites (i.e. grazing or slashing of grass) will maintain the current level of bushfire risk. General site maintenance on the proposed development area will limit the potential for the accumulation of potentially hazardous vegetation to occur.

Contrary to common belief, the area around the building does not need to be totally devoid of vegetation, and in fact some trees in this area can serve a valuable role in trapping embers before they impact on the asset. It is important however that:

- There are substantial gaps (of at least 2 - 5m) between the canopies of any trees in this area;
- There are no continuous fuels linked horizontally or vertically. (Smooth barked trees provide a lesser fuel ladder to the canopy than rough barked or ribbon barked species);
- Tree canopies do not overhang the roof;
- Surface and near surface fuels are kept to a minimum. This includes lawns to be kept short (less than 10 cm in height) and removal of accumulated leaf and bark litter;
- Avoidance of flammable mulches on garden beds such as woodchip or straw within 10 metres of dwellings; and
- Use of non-flammable mulches such as river pebbles or stones on garden beds near dwellings and buildings.

Guidelines for landscaping in fire prone areas are provided in Appendix E:

5.1.2 Water Supply

An adequate water supply suitable for fire fighting purposes should be available at all times. The Lockyer Valley Regional Council Planning Scheme (Gatton 2007) Potential Bushfire Risk Area Overlay Code requires that premises have a sufficient supply of water for fire fighting purposes. This can be achieved by:

- The site is connected to a reticulated water supply that has a minimum pressure and flow of 10 litres a second at 200kPa at all times; or

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- An on-site water storage containing at least 22,500 litres (solely for fire fighting purposes) is available on each site in the APZ and directly accessible by fire fighting appliances; and
- Tanks used for fire fighting water storage are fitted with a Queensland Round Thread 50mm male camlock coupling and a 50mm gate or ball valve to enable connection by the rural fire brigade; and
- Above ground water storage tanks are constructed from non-combustible materials; and
- Non-reticulated on-site fire fighting water supply is supported by petrol or diesel powered pump or pumps

5.1.3 Adjacent structures

Where any garage, carport, or similar structure is not attached to the building covered by this report, the entire garage, carport, or similar roofed structure on the subject allotment shall comply with the construction requirements of this report. Alternatively the building shall be at least 6m from the building covered in this report or it shall be separated by a fire wall with an FRL 60/60/60 if loadbearing, and an FRL -/60/60 if not loadbearing.

The bushfire provisions of the National Construction Code (NCC) are applied to Class 1, 2 & 3 buildings and associated Class 10a buildings, located in designated bushfire prone areas. "Designated bushfire prone area means land which has been designated under a power in legislation as being subject, or likely to be subject, to bushfires" (NCC Schedule 3 Definitions). Although the proposed kennels are not Class 1, 2, 3 or associated 10a buildings, the framework of assessment provided under AS3959 – 2018 has been utilised to ensure that development is undertaken in a manner which minimises risk to people, dogs and infrastructure.

The kennel in the northern extent of the site will potentially be subject to a radiant heat flux of less than 4kW/m² based on the site assessed fuel loads present and distance to potentially hazardous vegetation to the north. Vegetation surrounding this kennel is regularly slashed and/or grazed and a separation distance of greater than 33m is present from potentially hazardous vegetation north of the site.

The kennel in the eastern extent of the site will potentially be subject to a radiant heat flux of less than 15kW/m² based on the fuel loads associated with the mapped VHC 10.1. This kennel is located in a previously cleared area nearby existing infrastructure. A separation distance of approximately 27m exists between the kennel and potentially hazardous vegetation to the east of the site, provided by 7m of cleared area on site, 10m of managed vegetation within the road reserve, and a 10m wide road (Johns Lane).



5.1.4 Building Location

The location of buildings and their relationship with vegetation in the immediate surrounding area is critical for maximising their survival in the event of a bushfire. Alternative building envelopes have not been identified for the site due to the level of bushfire hazard present, ability to achieve adequate separation distances from potentially hazardous vegetation and good access to the proposed location of buildings associated with the development. Building issues can be adequately addressed during the design and construction phase with compliance to the National Construction Code and the Australian Standard for construction of buildings in bushfire-prone areas.

The proposed dwelling and kennel in the northern extent of the site are located in a sparsely vegetated area mapped as Category X, approximately 49 metres south of Connors Road, sited to avoid impacts on mapped koala habitat vegetation. The dwelling is within a mapped vegetation hazard class (VHC) of 10.1 Spotted gum dominated open forests, and is separated from areas of potentially hazardous vegetation to the north by an existing cleared area, to the east by Johns Lane and to the west by an area mapped as VHC 40.4 Continuous low grass or tree cover. The kennel in the northern extent of the site is within an area mapped as VHC 40.4. The kennel in the eastern extent of the site is located in a cleared area approximately 17 metres west of Johns Lane, that is not mapped as koala habitat vegetation. The kennel is within an area mapped as VHC 10.1, and is separated from areas of potentially hazardous vegetation to the east by Johns Lane.

Bushfire risks are relatively uniform across the site with dwelling and kennel sites selected to:

- Minimise exposure to bushfire hazards for residents by limiting travel distances through areas of bushfire hazard, should there be a need to evacuate in a bushfire emergency; and
- Maximise survivability of the dwelling and kennels in the event of a bushfire by selecting an area with low levels of potentially hazardous understorey vegetation.

Appendix B: Calculation of bushfire hazard contains additional information on the methodologies used to calculate the potential bushfire hazard that the site is exposed to.

5.1.5 Maintenance of Bushfire Mitigation Measures

This fire report has been prepared on the basis that bushfire mitigation measures identified are implemented and maintained into the foreseeable future. Failure to maintain these measures may contribute to the development being exposed to a higher level of bushfire threat and attack.



5.1.6 Prepare, Act, Survive

It is important that residents are well prepared during times of high fire danger and have well made plans that can be readily enacted in a time of bushfire emergency. This includes having plans in place to guide actions on days of extreme and catastrophic, identifying safe refuge areas and planning to either 'stay' or 'go'. The key message being; Prepare, Act and Survive. The Queensland Fire and Emergency Services have information readily available to assist people living in bushfire prone areas to develop their own plans. Details can be downloaded from: www.ruralfire.qld.gov.au/BushFire_Safety/Pages/default.aspx

5.1.7 Asset Protection Zones

The establishment of an Asset Protection Zone (APZ) is an effective mechanism for reducing bushfire hazards that a building may be exposed to. An APZ is a fuel-reduced area surrounding a built asset or structure. Potential bushfire fuels should be minimised within an APZ, so that the vegetation within it does not provide a path for the transfer of fire to the asset either from the ground level or through the tree canopy. An APZ, if designed correctly, implemented and maintained regularly, will reduce the risk of:

- direct flame contact on the asset;
- damage to the built asset from intense radiant heat; and
- ember attack.

Maintenance of vegetation near the building will assist in managing fuel loads and associated bushfire risks. An Asset Protection Zone (APZ) should be established on lands under the management of the landholder for a minimum distance of 12 metres on all sides of the dwelling and kennel facilities in the northern extent, and 7 metres on all sides of the kennel in the eastern extent of the site (Figure 10). The APZ was determined in accordance with the GSC Planning Scheme requirements. Vegetation on the property to the immediate west of the dwelling site has previously been cleared and is maintained in a low fuel load state that does not contribute to elevated bushfire hazards. Vegetation on the site east and south of the dwelling has been grazed and maintained to a low fuel load state and is unlikely to contribute to elevated bushfire hazards. The vegetation surrounding the dwelling and kennel in the northern extent is already at an appropriate standard for the APZ. No further clearing is required to implement this APZ, however management of vegetation must be continued to maintain this standard. The kennel in the eastern extent of the site is located within a cleared area nearby the existing infrastructure. Vegetation on the property surrounding this kennel is already at an appropriate standard for the APZ. Johns Lane provides further separation from potentially hazardous vegetation.

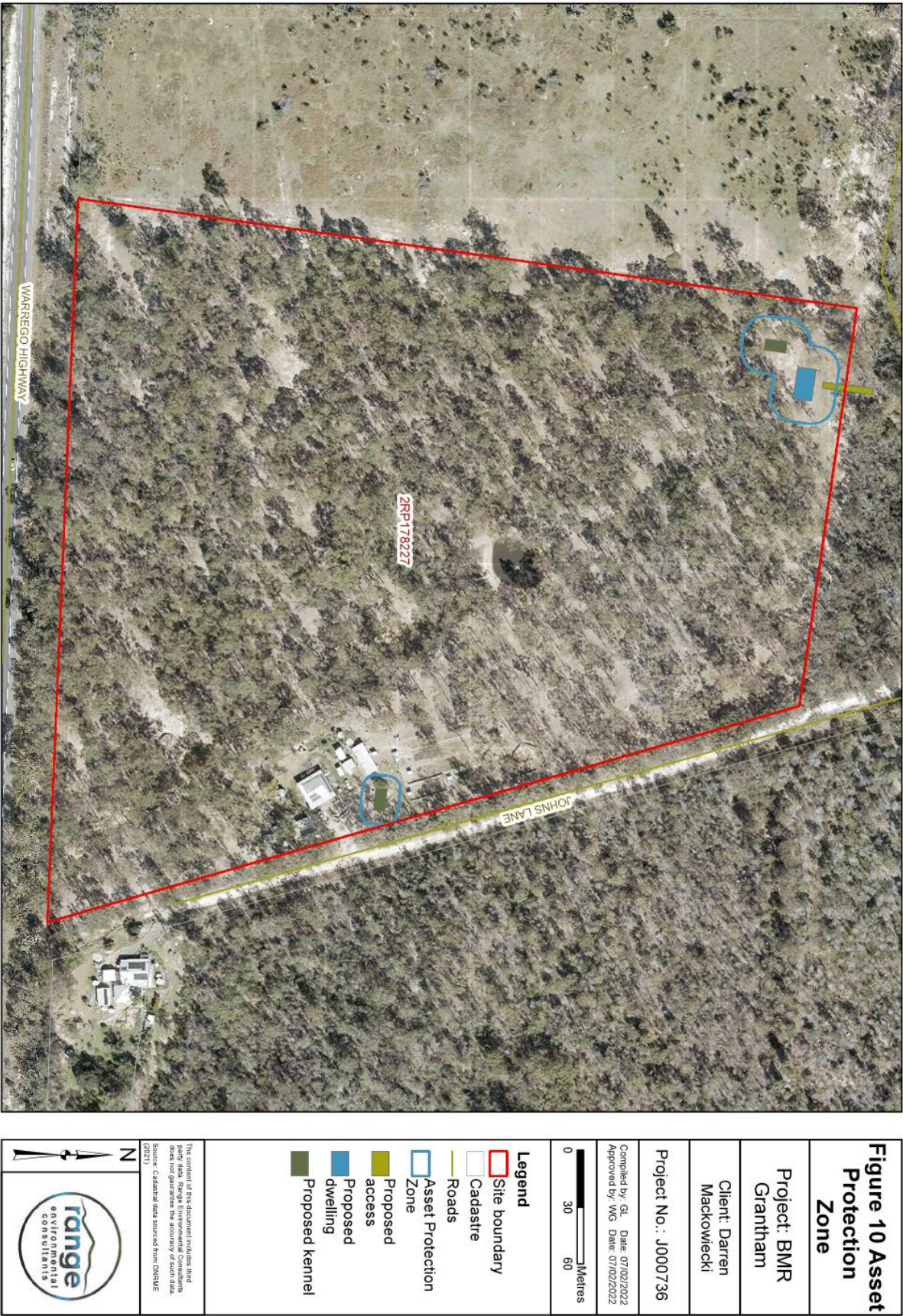
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5.1.7.1 Site Specific Inner Protection Zone

The inner protection zone (IPZ) is stipulated as a 12 metre buffer directly surrounding the dwelling and kennel in the northern extent of the site and a 7 metre buffer directly surrounding the kennel in the eastern extent of the site. Fuel loads within this zone are required to be kept below 2t/ha. Landscaping is to be consistent with the requirements of Appendix E:. This area should be mown and maintained regularly. Due to the small size of the APZs they will be wholly comprised of the IPZ, and site-specific outer protection zones (OPZ) have not been identified.

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6. Planning Requirements

The Queensland Government's State Planning Policy (SPP) for Natural Hazards (Bushfire) contains development assessment requirements that developments in bushfire prone areas are required to address.

The Code proposes Performance outcomes and Acceptable outcomes which have been addressed through Proposed Solutions. A summary of compliance with the SPP is presented in Table 5.

Table 5 Summary of compliance to the Queensland SPP Bushfire hazard overlay code

Issue	Compliance	Reference to proposed solution
Development Action	SPP Bushfire Hazard Overlay Code	Response to SPP
Risk mitigation	✓	PS1
Water access	✓	PS2
Access and Egress	✓	PS1
Vegetation management	✓	PS3 & PS5
Asset Protection Zones	✓	PS3
Location of buildings	✓	PS1
Building design & construction	✓	PS1
Hazardous materials	✓	PS4
Community infrastructure	N/A	N/A

6.1 State Planning Policy - Bushfire

The State Planning Policy (July 2017) provides a comprehensive set of principles which underpin Queensland's planning system to guide local government and the state government in land use planning and development assessment. The State's interest in relation to natural hazards is: "The risks associated with natural hazards are avoided or mitigated to protect people and property and enhance the community's resilience to natural hazards". The State Planning Policy (July 2017) development assessment requirements have been addressed in Table 6.

Table 6 State Planning Policy development assessment requirements (Natural hazards, risk and resilience - Bushfire)

Assessment Benchmark	Development assessment requirement	Proposed solution
Applicable development	A development application for a material change of use, reconfiguration of a lot or	Development is a Material Change of Use that will result in the creation of a dual-occupancy

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Assessment Benchmark	Development assessment requirement	Proposed solution
	operational works on premises in any of the following: 1. bushfire prone areas 2. flood hazard areas 3. landslide hazard areas 4. storm tide inundation areas 5. erosion prone area.	Dwelling House (the dwelling), driveway and kennels. Development is proposed in an area identified as bushfire prone.
3	Bushfire, flood, landslide, storm tide inundation, and erosion prone areas outside the coastal management district: Development other than that assessed against (1) above, avoids natural hazard areas, or where it is not possible to avoid the natural hazard area, development mitigates the risks to people and property to an acceptable or tolerable level.	PS1. The dwelling is located in an area of mapped medium potential bushfire intensity and the kennels are located in areas of mapped potential impact buffer by the Queensland Government Development Assessment Mapping System Natural Hazards Risk and Resilience mapping (Bushfire). A site assessment was conducted to confirm the presence of mapped VHC classes and the level of potential bushfire hazard present. A Bushfire Management Plan was prepared that identifies measures to mitigate the risks to people and property to an acceptable level. Included in the hazard assessment were; identification of vegetation hazard class (VHC) present and the calculation of Bushfire Attack Levels. Mitigation measures identified include: i) Establishment of Asset Protection Zones at the time of constructing new buildings on the site; ii) Buildings to comply with relevant standards of building construction including the BCA and AS3959-2018. The BAL identified for the proposed dwelling is BAL-12.5 dependent on the final location and ongoing management and maintenance of the recommended APZs; iii) Establishment of an Asset Protection Zone (APZ) at the time of constructing the buildings on the site for a minimum distance of 12 metres around the dwelling and northern kennel, and 7 metres around the eastern kennel on lands under the management of the landholder;

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Assessment Benchmark	Development assessment requirement	Proposed solution
		<ul style="list-style-type: none"> iv) A 'worst case scenario' was adopted with an FDI of 70 used in BAL calculations; v) Provision of an adequate water supply that can be readily accessed for fire-fighting purposes; and vi) Adequate ingress and egress to the site. <p>Provided the measures identified in the bushfire management plan are implemented and maintained, the bushfire risk to people, property and infrastructure can be kept to an acceptable level.</p>
4	All natural hazard areas: Development supports and does not hinder disaster management response or recovery capacity and of capabilities.	<p>PS2.</p> <p>Development is a Material Change of Use that will result in the construction of a dwelling, driveway and kennels in an area mapped by the Queensland Government Development Assessment Mapping System (Natural Hazards Risk and Resilience Bushfire Hazard Area) as comprising medium potential bushfire intensity and potential impact buffer. The development actively assists and supports disaster management capacity and capabilities by:</p> <ul style="list-style-type: none"> i) Providing ready access to a water supply suitable for fire-fighting purposes. This can be achieved by provision of on-site water storage containing at least 22,500 litres; and ii) Managing potentially hazardous fuel loads within the vicinity of the dwelling, kennels and associated outbuildings.
5	All natural hazard areas: Development directly, indirectly and cumulatively avoids an increase in the severity of the natural hazard and the potential for damage on the site or to other properties	<p>PS3.</p> <p>The development takes into consideration topography, location of existing vegetation and potential natural hazards. The site comprises open forest with a maintained low fuel load understory. Mitigation measures identified include:</p> <ul style="list-style-type: none"> i) Maintenance of vegetation (including understory) on the site to prevent the accumulation of hazardous fuel loads;

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Assessment Benchmark	Development assessment requirement	Proposed solution
		<ul style="list-style-type: none"> ii) Establishment of an Asset Protection Zone around the dwelling and kennels at the time of construction; and iii) Ongoing management of woody environmental and highly flammable weeds in the vicinity of the dwelling and kennels; and iv) Landscaping near the dwelling and kennels to consist of plants that have low flammability.
6	All natural hazard areas: Risks to public safety and the environment from the location of hazardous materials and the release of these materials as a result of a natural hazard are avoided.	<p>PS4.</p> <p>Development is the construction of a dwelling and kennels in a rural general zone. It does not involve the location or use of hazardous materials on the site. In this situation there is no potential for the release of these materials as a result of a natural hazard event.</p>
7	All natural hazard areas: The natural processes and the protective function of landforms and the vegetation that can mitigate risks associated with the natural hazard are maintained or enhanced.	<p>PS5</p> <p>The development seeks to maintain and enhance the protective function of landforms and vegetation present on the site by:</p> <ul style="list-style-type: none"> i) Ongoing and effective management of environmental weeds on the site, ii) Retaining the natural landform by minimising the extent of earthworks required, and iii) Ensuring that any landscape plantings are compatible with the natural environment and do not contribute to an elevated bushfire hazard. <p>Incorporation of these measures in the development will enable natural processes and functions to continue and aid in the mitigation of risks associated with potential natural hazards.</p>

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7. Minimisation of risk - building

Careful design of new buildings in areas of mapped bushfire hazard needs to be undertaken; which includes consideration of site characteristics. Buildings should be constructed to meet the requirements of the relevant building standards and Council bylaws prevailing at the time to enable a building to be designed and constructed according to the site conditions. This includes the Building Code of Australia (BCA 2019) and the Australian Standard for "Construction of buildings in bushfire-prone areas (AS3959 – 2018). Currently a site specific assessment is required for all new buildings being constructed in identified bushfire prone areas.

A number of construction measures are required to minimise the risk of bushfire impact on buildings. The key areas are summarised below and include:

- Roof to be fully sarked; or
- Gaps under corrugations or roof sheeting sealed at the fascia or wall line and at valleys, hips and ridges; and
- Cladding to be of bushfire resisting material for walls that are less than 400mm from the ground, decks, awnings, and other horizontal surfaces; and
- Vents and weepholes in external walls and eave linings to be screened with corrosion resistant steel mesh; and
- Openable parts of windows to be screened with corrosion resistant steel mesh with a maximum aperture of 2mm; and
- Garage doors (roller and panel lift) have a maximum permissible gap of 3mm; and
- Decking to be of bushfire-resistant timber or a non-combustible material.

Although the dog kennels are not a Class 1, 2, 3 or associated 10a building and aren't required to be constructed to BAL-12.5, they should be built to minimise the threat of bushfire attack or ember attack on the dogs:

- Kennels to be constructed from non-combustible material (eg. steel frame sheds);
- Metal flyscreen on any windows;
- Northern extent
 - An APZ of 12m has been identified with an IPZ of 12m;
 - A minimum of 33m separation from potentially hazardous vegetation in the road reserve north of the site;

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- On site vegetation is managed and maintained at a low fuel load.
- Eastern extent
 - An APZ of 7m has been identified with an IPZ of 7m;
 - 7m separation from vegetation in the road reserve east of the property;
 - Vegetation within the road reserve (10m wide) east of the site provides protection from potential ember attack;
 - Johns Lane provides a further 10m separation from potentially hazardous vegetation to the east of the site.

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8. Safety of people

Any residential property located in a Bushfire prone area should have its own smoke alarms and basic fire-fighting equipment, and a fire fighting and evacuation procedure should be in place and well-rehearsed.

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9. Conclusion

The bushfire assessment of the site identified that, upon implementation and management of an Asset Protection Zone (APZ) of at least 12m (dwelling and northern kennel) and 7m (eastern kennel) radius around buildings in the development, BAL-12.5 is applicable for the proposed dwelling, and bushfire and ember attack threats to canine safety in the kennels is minimised. Potentially hazardous vegetation in proximity to the proposed development in the northern extent of the site was assessed as having a lower fuel load than that mapped by QFES for the VHCs present and listed in Bushfire Resilient Communities (2019). Potentially hazardous vegetation in proximity to the kennel in the eastern extent of the site was assessed as having a fuel load consistent with the mapped VHC 10.1. The bushfire risk to built assets can be effectively managed at the design and construction phase through the application of the National Construction Code and the Australian Standard Construction of buildings in bushfire-prone areas (AS3959-2018) and ongoing vegetation management.

9.1 Recommendations

The following recommendations are made for the proposed development with reference to the ecological values and bushfire management requirements of the site:

- That buildings are designed and constructed to meet the requirements of the relevant building standards prevailing at the time. This includes the Building Code of Australia (BCA), the Australian Standard for Construction of buildings in bushfire-prone areas (AS3959 – 2018) and relevant Council bylaws and building regulations. Appendix A: identifies the BAL requirements for the development.
- An inner protection zone (12m radius from the dwelling and northern kennel, 7m radius from the eastern kennel) is to be maintained as an APZ to achieve a BAL-12.5 for the dwelling and ensure the safety of the dogs in the kennels in the event of a bushfire.
- That any landscaping works utilise plant species and design principles suitable for bushfire prone areas and in accordance with Appendix E.
- That bushfire mitigation measures identified in this bushfire management report are implemented and maintained.

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10. References

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Appendix A: Summary of AS3959-2018 BAL 12.5 construction requirements

Note: this is a summary of some portions of the standard - the building designer, builder and subcontractors should refer to AS3959-2018 in full prior to construction.

Subfloor supports

The Standard does not provide construction requirements for sub-floor supports where the sub-floor is enclosed in accordance with wall that conforms to the requirements for walls listed below or is enclosed with corrosion resistant steel, bronze or aluminium mesh with a maximum aperture of 2 mm.

Floors

The Standard does not provide construction requirements for concrete slabs on the ground.

Unenclosed subfloor space

The standard does not provide construction requirements for bearers, joists and floors that are greater than 400mm above finished ground level

External walls

External walls that are less than 400mm from the ground, decks, carport roofs and similar elements should be:

- made of non-combustible materials (e.g. full masonry, brick veneer etc.) with a minimum thickness of 90 mm;
 - timber logs with a density of 680 kg/m³ and a minimum nominal thickness of 90mm; or
- cladding that is fixed externally to a timber or metal frame and is:
- non-combustible; or
 - fibre cement a minimum of 6mm thick; or
 - bushfire-resisting timber.

Joints

All joints in the external surface material of walls shall be covered, sealed, overlapped, backed or butt-jointed.

Vents and weepholes

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Vents and weepholes in external walls are to be screened with corrosion-resistant steel, bronze or aluminium mesh with a maximum aperture of 2 mm.

Screens for windows and doors

Where fitted, screens for windows and doors shall have mesh or perforated sheet made of corrosion-resistant steel, bronze or aluminium with a maximum aperture of 2 mm.

Windows

Frame material for windows less than 400 mm from the ground, decks, carport roofs and awnings, window frames are to be made from bushfire-resisting timber, metal or metal-reinforced uPVC.

Where glazing is less than 400 mm from the ground, decks, carport roofs and awnings, glazing shall be grade A safety and openable part screened with a minimum thickness of 4 mm.

The openable portions of windows shall be screened with a mesh with a max aperture of 2 mm made of corrosion resistant steel, bronze or aluminium.

Doors - side hung external doors, panel fold & sliding doors

Doors- shall be completely protected externally by a screen with a mesh with a max aperture of 2mm made of corrosion resistant steel, bronze or aluminium, OR

Door panel material shall be:

- non-combustible; or
- solid timber, laminated timber or reconstituted timber, having a minimum thickness of 35 mm for the first 400 mm above the threshold; or
- hollow core, solid timber, laminated timber or reconstituted timber with a non-combustible kickplate on the outside for the first 400 mm above the threshold; or
- fully framed glazed door panels with framing made from metal or bushfire resisting timber.

There is no requirement to screen the openable part of a door at this level.

Garage doors

The lower portion (within 400 mm of the ground) of vehicle access doors shall be made from:

- non-combustible material; or
- bushfire-resisting timber; or
- fibre-cement sheet, a minimum of 6 mm in thickness; or

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- a combination of any of items (i), (ii) or (iii) above.

All vehicle access doors to be protected with suitable weather strips, draught excluders, draught seals or brushes.

Roofs

The following apply to all types of roofs and roofing systems:

- roof tiles, roof sheets and roof covering accessories shall be non-combustible;
- the roof/wall and roof/roof junction shall be sealed, or otherwise protected to prevent openings greater than 2mm;
- roof ventilation openings, such as gable and roof vents, shall be fitted with ember guards made of non-combustible material or a mesh or perforated sheet with a max aperture of 2mm made of corrosion resistant steel, bronze or aluminium.

Tiled roofs shall be fully sarked.

Sheet roofs shall:

- be fully sarked with sarking, except that foil backed insulation blankets may be installed over battens; OR
- have any gaps sealed at the fascia, or wall line, hips and ridges by:
 - a mesh or perforated sheet with a maximum aperture of 2 mm, made of corrosion-resistant steel, bronze or aluminium; or
 - mineral wool; or
 - other non-combustible material; or
 - a combination of any of the above.

Roof penetrations

The following apply to roof penetrations:

- Roof penetrations, including roof lights, roof ventilators, roof-mounted evaporative cooling units, aerals, vent pipes and supports for solar collectors or the like, shall be sealed. The material used to seal the penetration shall be non-combustible.
- openings in vented roof lights, roof ventilators or vent pipes shall be fitted with ember guards made from a mesh or perforated sheet with a maximum aperture of 2 mm, made of corrosion-resistant steel, bronze or aluminium.



- glazed elements in roof lights and skylights may be of polymer provided a grade safety glass diffuser, complying with AS 1288, is installed under the glazing.

Eaves linings, fascias and gables

The following apply to eaves linings, fascias and gables:

- gables shall comply with requirements for walls.
- eaves ventilation openings are to be fitted with ember guards and be made of corrosion resistant steel, bronze or aluminium.

The Standard does not provide construction requirements for fascias, bargeboards and eaves linings.

Gutters and downpipes

The Standard does not provide material requirements for gutters and downpipes, with the exception of box gutters.

Box gutters are to be non-combustible and flashed at the roof junction with non-combustible material.

If installed, gutter and valley leaf guards are to be non-combustible.

Verandahs, decks, steps, ramps and landings

Decking may be spaced. There is no requirement to enclose the subfloor spaces of verandas, decks, steps, ramps or landings.

Decking, stair treads and trafficable surfaces of ramps and landings less than 300 mm (measured horizontally at deck level) from glazed elements that are less than 400 mm (measured vertically) from the surface of the deck are to be made from:

- non-combustible material; or
- bushfire-resisting timber; or
- a combination of items (a) and (b) above.

Water and gas supply pipes

External gas pipes and fittings above ground shall be of steel or copper construction having a minimum wall thickness in accordance with gas regulations or 0.9 mm whichever is the greater. The metal pipe shall extend a minimum of 400 mm within the building and 100 mm below ground.



Appendix B: Calculation of Bushfire Hazard

In accordance with SPP guidance material (Bushfire Resilient Communities (QFES 2019) the vegetation hazard class (VHC) mapping was reviewed and confirmed to generally correspond to the on-ground matters through a field assessment in regards to species composition and structure.

Vegetation hazard class and 80th percentile potential fuel load inputs from QFES (2019) were utilised to determine the radiant heat exposure using a Method 2 Calculator for the eastern kennel, while ground-truthed values were utilised for the dwelling and northern kennel.

Attributes taken into consideration when calculating bushfire hazards include bark fuel, elevated fuel, near-surface fuel, and surface fuel as illustrated in Figure 11.

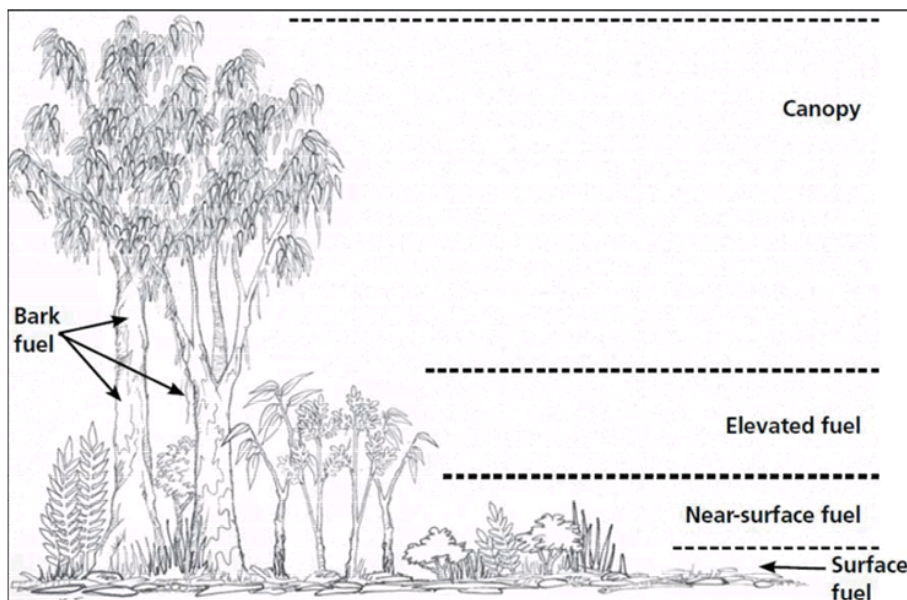


Figure 11 Fuel hazard layers used to determine the overall fuel hazard for a site. (Image from Overall fuel hazard assessment guide 2010).

Determination of Bushfire Attack Level – AS3959-2018

The bushfire hazard that buildings could potentially be exposed to was calculated using the Australian Standard Construction of buildings in bushfire-prone areas (AS3959-2018) Method 2 and site specific data. AS 3959-2018 identifies the level of construction required for the purpose of ensuring that a building is constructed to withstand a potential bushfire attack. This Standard is primarily concerned with improving the ability of buildings in designated bushfire-prone areas to better withstand attack from bushfire, thus giving a measure of protection to the building

Bushfire Management Plan
Helidon



occupants (until the fire front passes) as well as to the building itself. AS3959-2018 requires that vegetation be assessed within 100 metres of a building when determining the Bushfire Attack Level.

Adopting a worst case scenario, an FDI of 70 was used for the site when calculating Bushfire Attack Levels (BAL) for 'the site'. Figure 12 provides a Fire Danger Index (FDI) map of Southeast Queensland and identifies the location of the site.

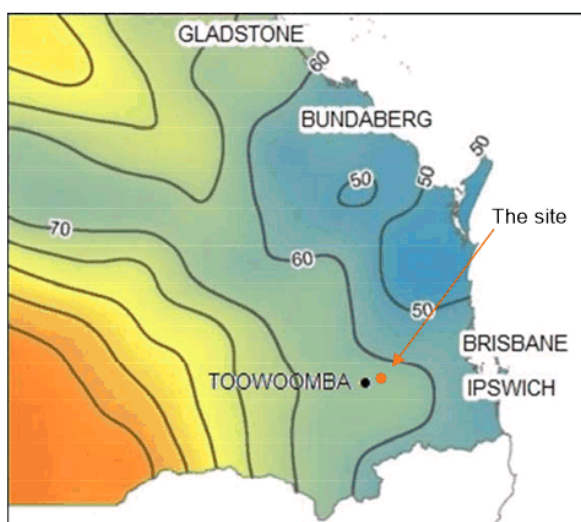


Figure 12 FDI map for Southeast Queensland. Leonard, J. A New Methodology for State-wide Mapping of

The Bushfire Attack Level for the development was calculated using AS3959-2018 Method 2. Fuel load values were used that were consistent with the conditions and fuels loads present at the time of the site assessment. An understory fuel load of 6 tonnes per hectare and overall fuel load of 9 tonnes per hectare was used in the calculation for the dwelling (Figure 13). An FDI of 70 was utilised to reflect severe bushfire weather conditions that could occur in a 'worst case' scenario. The BAL for the proposed dwelling was determined to be BAL-12.5 dependent on ongoing maintenance of the recommended APZ.

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Calculated January 31, 2022, 5:25 pm (BALc v.4.9)

Johns Lane, Helidon

Bushfire Attack Level calculator - AS3959-2018 (Method 2)			
Inputs		Outputs	
Fire Danger Index	70	Rate of spread	0.5 km/h
Vegetation classification	Forest	Flame length	4.35 m
Understorey fuel load	6 t/ha	Flame angle	79 °
Total fuel load	9 t/ha	Panel height	4.27 m
Vegetation height	n/a	Elevation of receiver	2.13 m
Effective slope	0 °	Fire intensity	2,343 kW/m
Site slope	0 °	Transmissivity	0.858
Distance to vegetation	12 m	Viewfactor	0.1805
Flame width	100 m	Radiant heat flux	11.78 kW/m ²
Windspeed	n/a	Bushfire Attack Level	BAL-12.5
Heat of combustion	18,600 kJ/kg		
Flame temperature	1,090 K		

Rate of Spread - McArthur, 1973 & Noble et al., 1980

Flame length - NSW Rural Fire Service, 2001 & Noble et al., 1980


Elevation of receiver - Douglas & Tan, 2005

Flame angle - Douglas & Tan, 2005

Radiant heat flux - Drysdale, 1999, Sullivan et al., 2003, Douglas & Tan, 2005

Figure 13 AS 3959-2018 Method 2 Bushfire Attack Level calculations for the dwelling

Appendix C: Explanation of Bushfire Attack Levels



BAL-12.5	BAL-19	BAL-29	BAL-40	BAL-FZ
<p>The risk is considered to be LOW</p> <p>There is a risk of ember attack.</p> <p>The construction elements are expected to be exposed to a heat flux not greater than 12.5 kW/m².</p>	<p>The risk is considered to be MODERATE</p> <p>There is a risk of ember attack and burning debris ignited by wind borne embers and a likelihood of exposure to radiant heat.</p> <p>The construction elements are expected to be exposed to a heat flux not greater than 19 kW/m².</p>	<p>The risk is considered to be HIGH.</p> <p>There is an increased risk of ember attack and burning debris ignited by windborne embers and a likelihood of exposure to an increased level of radiant heat.</p> <p>The construction elements are expected to be exposed to a heat flux not greater than 29 kW/m².</p>	<p>The risk is considered to be VERY HIGH.</p> <p>There is a much increased risk of ember attack and burning debris ignited by windborne embers, a likelihood of exposure to a high level of radiant heat and some likelihood of direct exposure to flames from the fire front.</p> <p>The construction elements are expected to be exposed to a heat flux not greater than 40 kW/m².</p>	<p>The risk is considered to be EXTREME.</p> <p>There is an extremely high risk of ember attack and burning debris ignited by windborne embers, and a likelihood of exposure to an extreme level of radiant heat and direct exposure to flames from the fire front.</p> <p>The construction elements are expected to be exposed to a heat flux greater than 40 kW/m².</p>

Images sourced from Planning Practice Note 65 September 2014 Victoria State Government

BAL Descriptions - Australian Standard - Construction of Buildings in Bushfire-prone Areas (AS 3959-2018)

Appendix D: Living in a Bushfire Prone Area

A bushfire can ignite fuel and spread in three ways:

- Embers and burning debris carried by wind,
- Heat radiation from fire, and
- Direct flame contact.

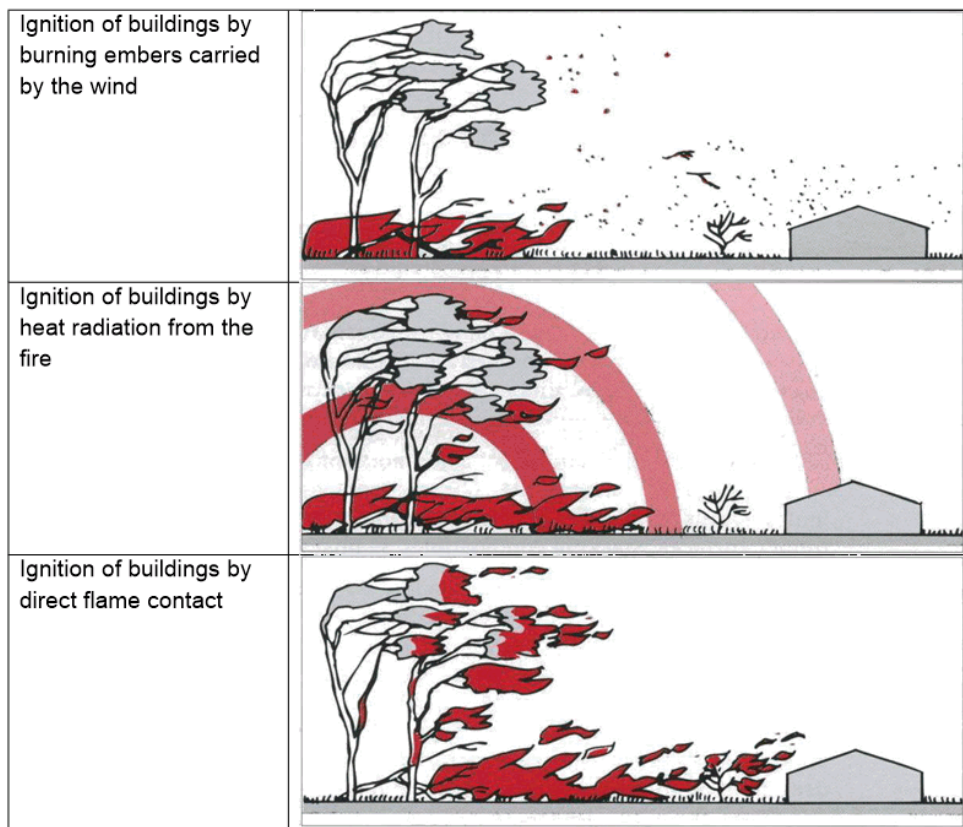


Figure 14 The three main elements of bushfire which threaten life and property. (Ramsay & Rudolf 2003)

Overall the intention of bush fire protection measures should be to prevent flame contact to a structure, reduce radiant heat to below the ignition thresholds for various elements of a building, to minimise the potential for wind driven embers to cause ignition and reduce the effects of smoke on residents and firefighters.

Asset Protection Zones

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Helidon



The most immediate form of defence for an asset is a well-designed Asset Protection Zone (APZ). This zone serves to protect the asset from flames and radiant heat. It improves the chances of the asset surviving the passing of the fire front, providing a safe refuge for occupants during this period and providing a relatively "defendable space" for firefighting activity.

Whilst research shows that ember attack ultimately claims more vacant houses than radiant heat or flames, if a house is occupied, ember attack can be relatively easily dealt with.

The consequence of leaving a house unattended is that there will probably be nobody there to prevent the small fires which initially start, from gradually taking hold of various parts of the structure. This process can occur over a significant period of time, usually simply with embers which fly about and settle, and start smouldering. The hot windy conditions associated with the fire help fan the smouldering clumps of fuel, and bring many small fires to life. These are usually easy fires to extinguish if there is someone there with the equipment and water to put them out. In their absence, often some time, even hours after the initial fire front, the house succumbs to small fires which have grown to larger ones.

Over 90% of houses burnt down in bushfires are attributable to ember attack, and the vast majority of these are unattended at the time. In the 1984 study of the Ash Wednesday Fires around Mt Macedon, the survival rate amongst the 450 houses was 82% where they were occupied and 90% where the occupants were active, able bodied defenders, while only 30% of houses survived without someone to patrol them (Wilson & Ferguson, 1984).

Asset Protection Zones act as a buffer zone between a building and the hazard. The primary purpose of an Asset Protection Zone is to ensure that a progressive reduction of bushfire fuels occurs between the bushfire hazard and any habitable structures.

An APZ provides:

- a buffer zone between a bush fire hazard and an asset;
- an area of reduced bush fire fuel that allows suppression of fire;
- an area from which back burning or hazard reduction can be conducted; and
- an area which allows emergency services access and provides a relatively safe area for firefighters and home owners to defend their property.

Potential bush fire fuels should be minimised within an APZ. This is so that the vegetation within the planned zone does not provide a path for the transfer of fire to the asset either from the ground level or through the tree canopy. Various amenities can contribute to the Asset Protection Zone, provided they are not combustible or otherwise add to radiant heat levels.

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Such amenities include driveways, tennis courts, swimming pools or firetrails, each adding to the distance from the hazard.

An APZ is made up of an Inner Protection Area (IPA) and Outer Protection Area (OPA) as illustrated in Figure 15.

Inner Protection Area (IPA) is the area closest to the asset and creates a fuel-managed area which can minimise the impact of direct flame contact and radiant heat on the development and be a defensible space. Vegetation within the IPA should be kept to a minimum level. Litter fuels within the IPA should be kept below 1cm in height and be discontinuous. The IPA is typically the open area around a dwelling, consisting of a mown lawn and well maintained gardens and grounds. Contrary to common belief, this area does not need to be devoid of vegetation, and in fact some trees in this area can serve a valuable role in trapping embers before they impact on the asset. It is important however that:

- Canopy cover should be less than 15% with substantial gaps (or at least 2 - 5m) between the canopies of any trees in this area;
- Tree canopies do not overhang the roof;
- There are no continuous fuels linked horizontally or vertically. Smooth barked trees provide a lesser fuel ladder to the canopy than rough barked or ribbon barked species;
- Lower limbs should be removed to a minimum height of 2 metres above the ground;
- Surface and near surface fuels are kept to a minimum. This includes lawns (to be kept short) leaf litter and garden mulches; and
- Plants with a higher tolerance to fire should be utilised closest to the house and are maintained in a healthy moisture state throughout the fire season.

Outer Protection Area (OPA) is located between the IPA and the unmanaged vegetation. Vegetation within the OPA can be managed to a more moderate level with the reduction of fuel in this area substantially decreasing the intensity of an approaching fire. It also assists restricting the pathways to crown fuels; reducing the level of direct flame, radiant heat and ember attack on the IPA and built assets. The removal of mid layer fuels can help to prevent flames from transferring from ground fuels to the canopy where destructive potential is greatest.

Radiant heat barriers such as non-combustible walls or water tanks can help shield assets from radiant heat, thereby complementing the APZ, and in some cases reducing the requirement for distance from the hazard, to a degree.

The required distances for Asset Protection Zones are dependent on the vegetation type (hazard), the slope of the site and whether the hazard is upslope or downslope from the asset. An example of an Asset Protection Zone in relation to a dwelling is presented in Figure 15.

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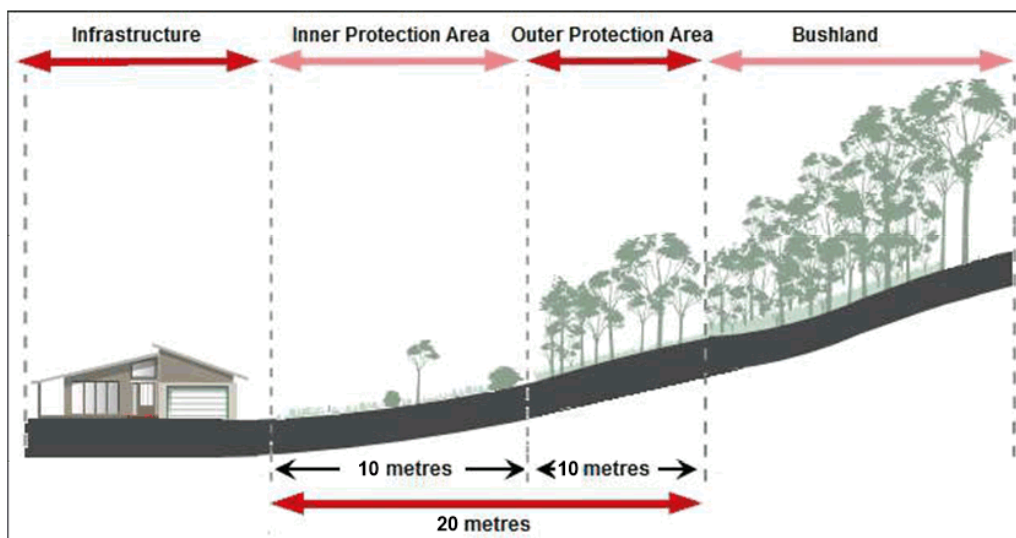


Figure 15 APZ elements with example radius



Appendix E: Landscaping in Fire Prone Areas

The design, management and maintenance of the landscape in the immediate vicinity of buildings are fundamental to the chances of survival of both people and buildings in a bushfire event. Vegetation provides the major fuel element in a bushfire. All vegetation, regardless of how succulent or green it is will eventually burn, provided the fire has sufficient intensity. Table 7 identifies the attributes of plants that may influence fire behaviour.

Table 7 Attributes of plants that may influence bushfire attack

Growing plant attributes Composition of leaves	Growing plant attributes Structure	Ground fuel attributes
Moisture content Volatile oil content Mineral content	Leaf fineness Density of foliage Continuity of plant form Height of lowest foliage above ground Size of plant in terms of its volume and spread Dead foliage on plant Bark texture / characteristics	Quantity of ground fuel available in fire season Fineness of ground fuel Compacting ability of ground fuel Mineral content of ground fuel

When landscaping in bushfire prone areas, it is important to use or retain plants of low flammability that have the following characteristics:

- Leaves with high moisture content,
- Low volatile oil content in leaves,
- Leaves that have a high mineral content,
- Limited retention of leaves and twigs in canopy and mid branches, and
- Smooth or tight bark.

To assist building survival in a bushfire event, it is important that a fuel-reduced zone is maintained around it. This can be achieved by keeping all vegetation away from the building or by using low flammability plantings to help shield the building from radiant heat. Trees and shrubs that drop litter should not be planted or retained close to buildings where they can contribute to the accumulation of flammable material.

- Plants to avoid using in bushfire prone areas are ones that:
- Accumulate or create lots of dry dead debris during the fire season,

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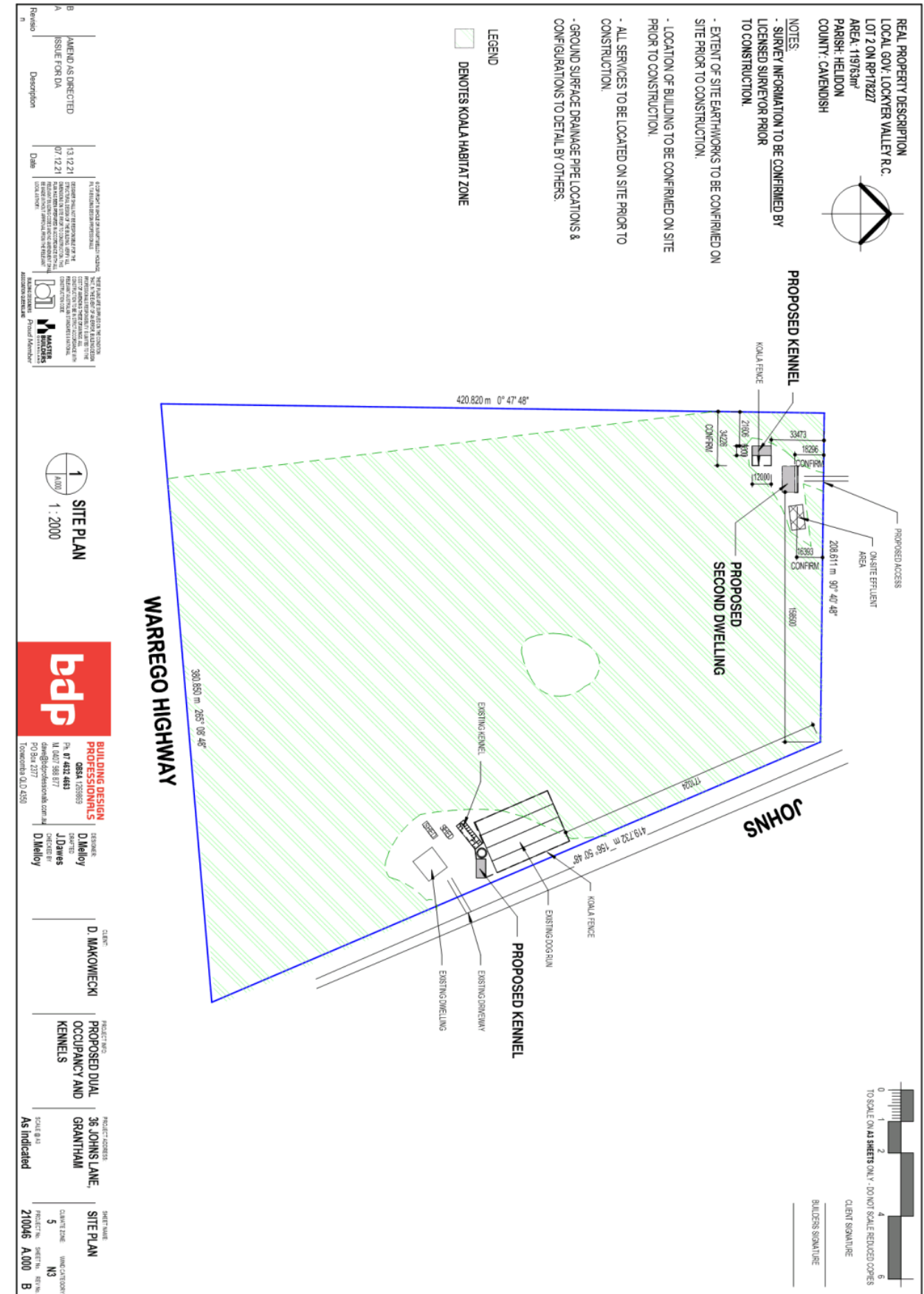


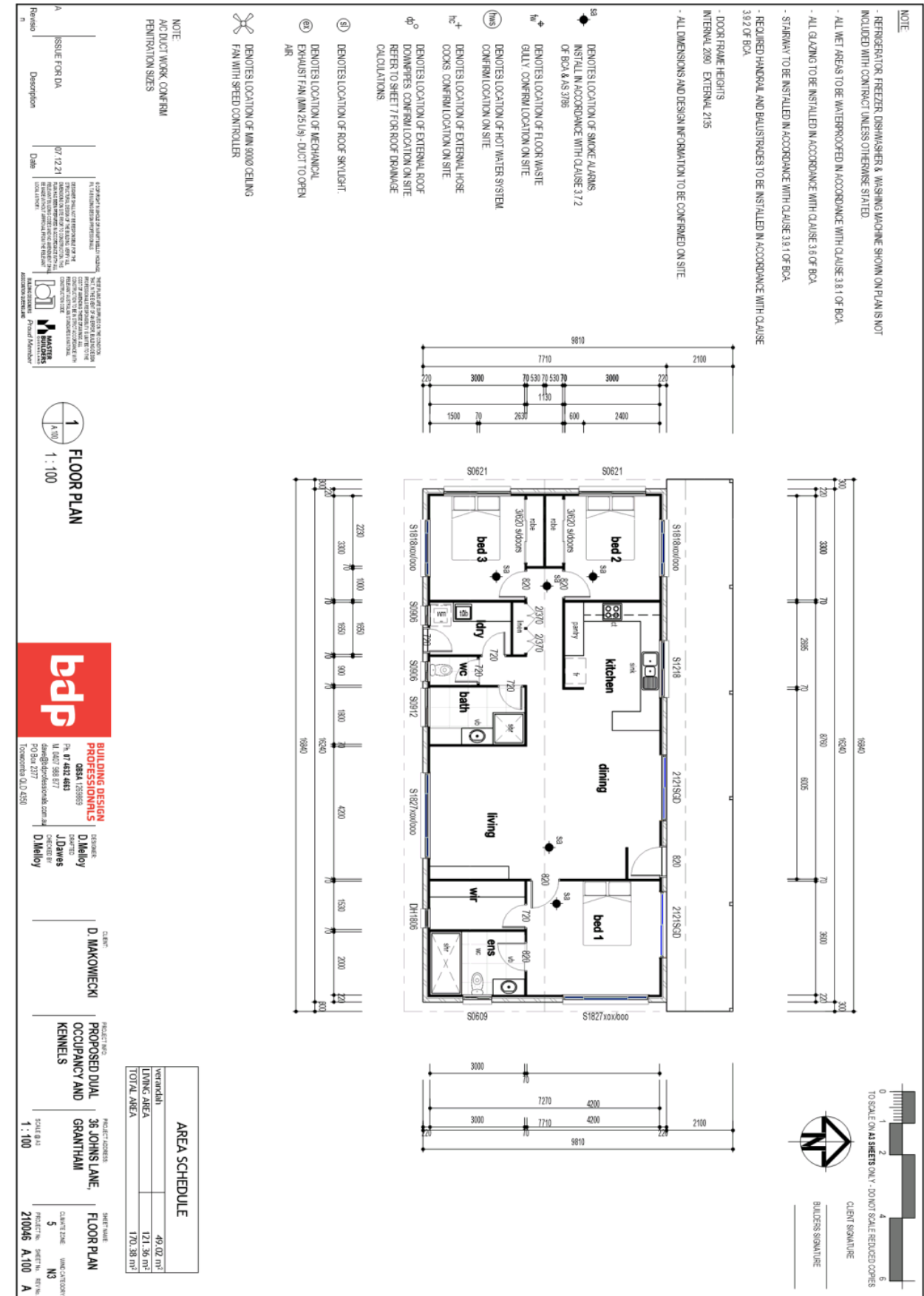
- Have a high volatile oil content in their leaves,
- Have loose flaky bark, and
- Have masses of very fine leaves, especially if they are continuous to the ground.

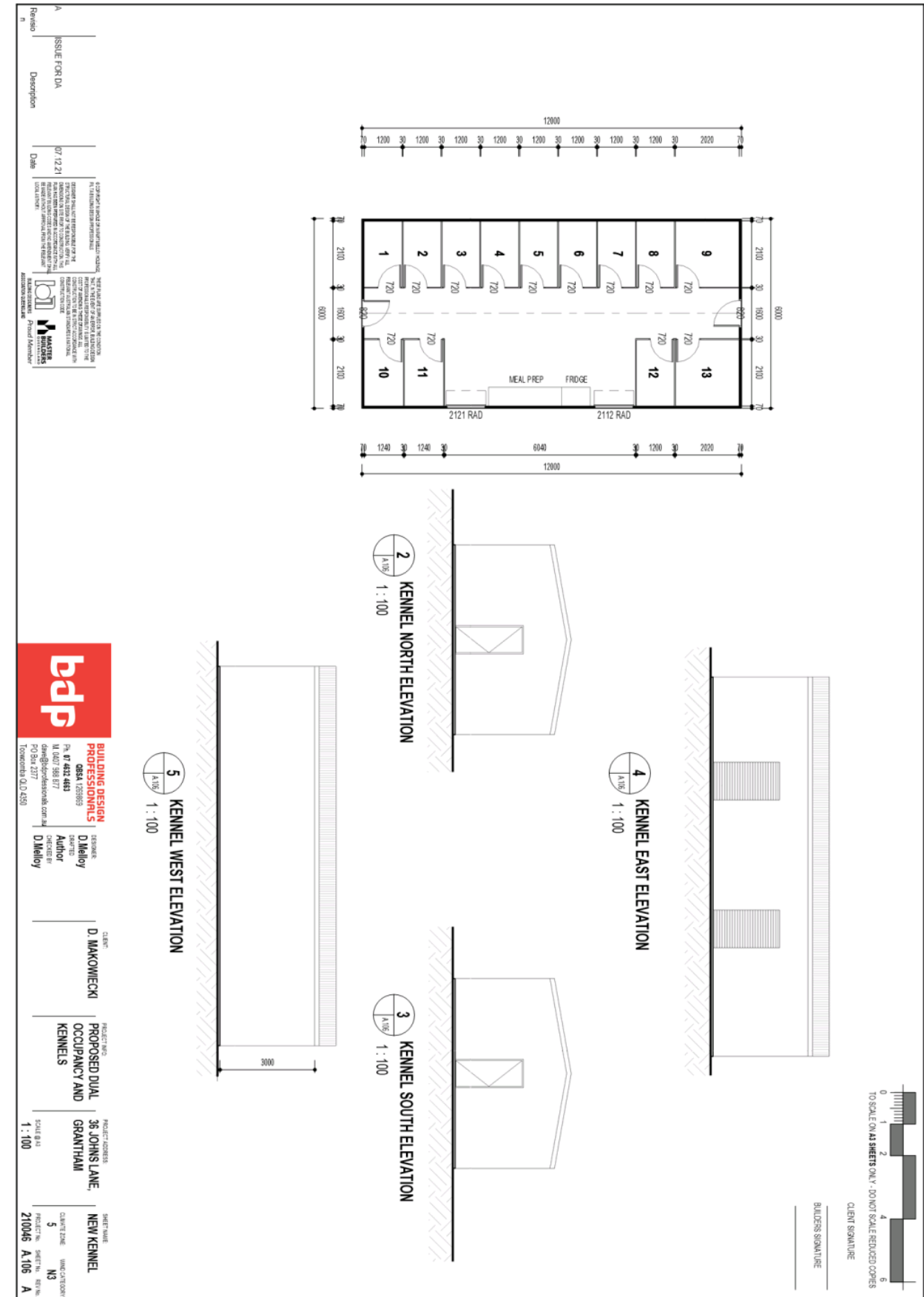
Garden maintenance actions include:

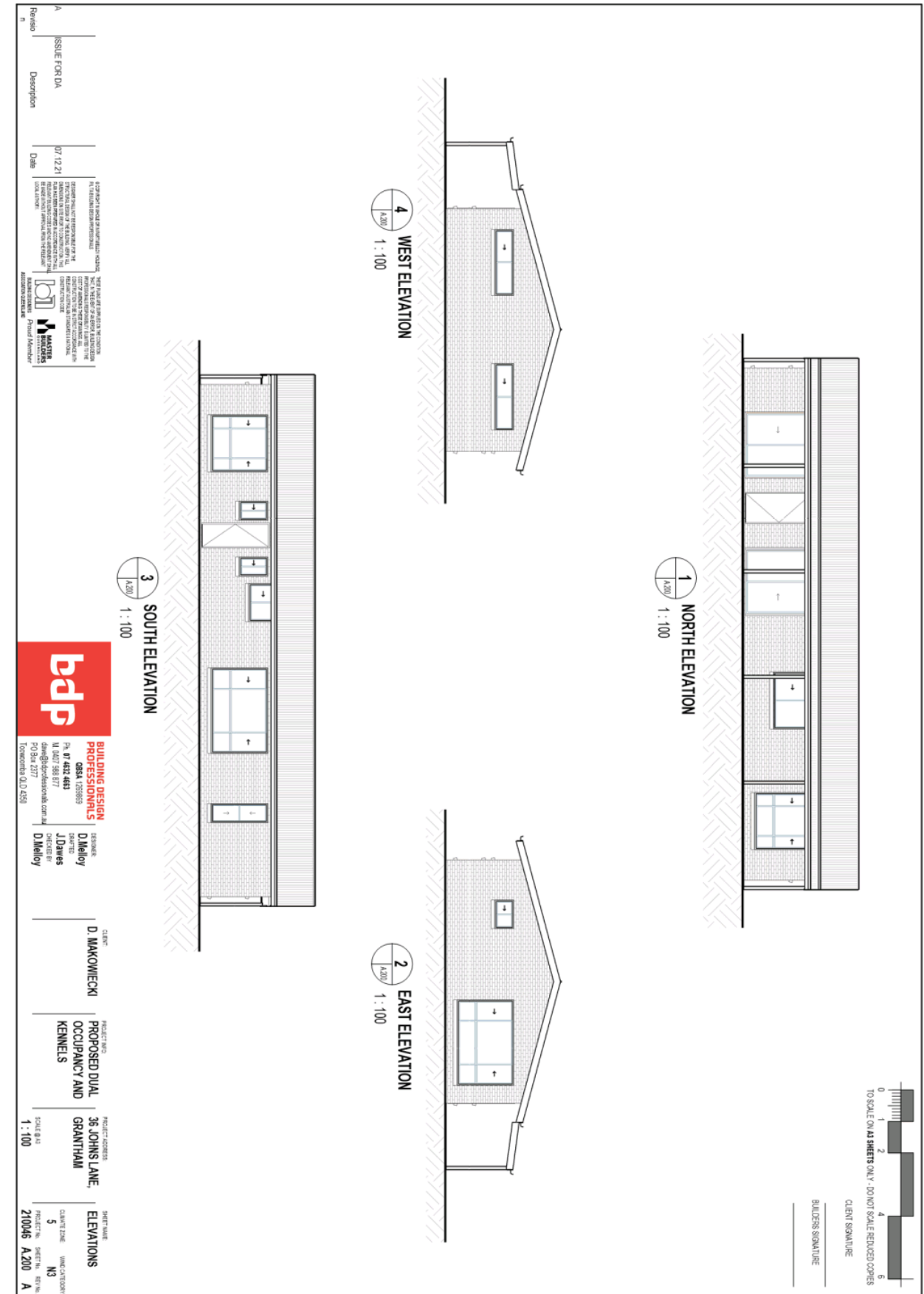
- Pruning lower branches of trees to provide a minimum vertical 2 metre high fire break,
- Removal of loose bark, dead twigs, leaves,
- Regular mowing of lawns,
- Keeping other grassed areas to less than 100mm in height.
- Use of non-flammable mulches such as river pebbles or stones on garden beds near dwellings and buildings, and
- Avoidance of flammable mulches on garden beds such as woodchip or straw.

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Report Status/Date: Final/2/03/2022
Page number: 53









RA9-N



SARA reference: 2201-26835 SRA
Council reference: MC2021/0110

15 February 2022

Chief Executive Officer
Lockyer Valley Regional Council
PO Box 82
GATTON QLD 4343
mailbox@lvrc.qld.gov.au

Attention: Scott Hambleton

Dear Mr Hambleton

SARA response—36 Johns Lane, Helidon

(Referral agency response given under section 56 of the *Planning Act 2016*)

The development application described below was confirmed as properly referred by the State Assessment and Referral Agency (SARA) on 17 January 2022.

Response

Outcome:	Referral agency response - No requirements Under section 56(1)(a) of the <i>Planning Act 2016</i> , SARA advises it has no requirements relating to the application.
Date of response:	15 February 2022
Advice:	Advice to the applicant is in Attachment 1 .
Reasons:	The reasons for the referral agency response are in Attachment 2 .

Development details

Description:	Development Permit for Material Change of Use for Dual Occupancy and Kennels
SARA role:	Referral Agency
SARA trigger:	Schedule 10, Part 9, Division 4, Subdivision 2, Table 4, Item 1 (Planning Regulation 2017)
	Material change of use of premises near a state transport corridor
SARA reference:	2201-26835 SRA
Assessment Manager:	Lockyer Valley Regional Council
Street address:	36 Johns Lane, Helidon

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South East Queensland (West) regional office
Level 4, 117 Brisbane Street, Ipswich
PO Box 2390, NORTH IPSWICH QLD 4305

2201-26835 SRA

Real property description: Lot 2 on RP178227
Applicant name: Mr Darren Makowiecki C/- Precinct Urban Planning
Applicant contact details: PO Box 3038
Toowoomba QLD 4350
james@precinctplan.com.au

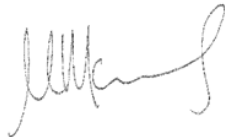
Representations

An applicant may make representations to a concurrence agency, at any time before the application is decided, about changing a matter in the referral agency response (section 30 Development Assessment Rules). Copies of the relevant provisions are in **Attachment 3**.

A copy of this response has been sent to the applicant for their information.

For further information please contact Corey Culpitt, Senior Planning Officer, on 3432 2408 or via email lpwrichSARA@dsdilgp.qld.gov.au who will be pleased to assist.

Yours sincerely



Ursula McInnes
Planning Manager

enc Attachment 1 - Advice to the applicant
Attachment 2 - Reasons for referral agency response
Attachment 3 - Representations about a referral agency response
cc Mr Darren Makowiecki, james@precinctplan.com.au

2201-26835 SRA

Attachment 1—Advice to the applicant

General advice	
1.	Terms and phrases used in this document are defined in the <i>Planning Act 2016</i> its regulation or the State Development Assessment Provisions (SDAP) version 2.6. If a word remains undefined it has its ordinary meaning.
2.	<p>The subject site is traversed by a mapped waterway identified by the Queensland waterways for waterway barrier works as a low risk (green) waterway.</p> <p>Prior to undertaking any operational works on the subject site, the applicant is recommended to consider if the works will constitute waterway barrier works. Should the works constitute waterway barrier works and the works cannot be undertaken under the Department of Agriculture and Fisheries (DAF) Acceptable Development Codes, an application is required to be lodged to SARA for constructing or raising waterway barrier works under the Planning Regulation 2017.</p> <p>The DAF Factsheet <i>What is a Waterway Barrier Work?</i> available online from www.daf.qld.gov.au, provides several examples of waterway barrier works, including revetment walls (as part of a stream diversion) to prevent bank erosion. These have the potential to impede fish passage by narrowing waterways and increasing water velocities, or alternatively by introducing jump-ups or steps which may pose a physical barrier to fish passage.</p>

2201-26835 SRA

Attachment 2—Reasons for referral agency response

(Given under section 56(7) of the *Planning Act 2016*)

The reasons for SARA's decision are:

- The development complies with all relevant performance outcomes of State code 1: Development in a state-controlled road environment of the State Development Assessment Provisions. In particular:
 - o There are no new buildings, structures, infrastructure, earthworks or services proposed directly adjacent to the state-controlled road.
 - o There are no significant changes proposed to stormwater and drainage that would adversely impact the state-controlled road.
 - o Vehicle access is provided to the local road network only. Furthermore, there is no public passenger transport infrastructure fronting the subject site.
 - o There are no planned upgrades or future state-controlled roads affecting the subject site.

Material used in the assessment of the application:

- The development application material and submitted plans
- *Planning Act 2016*
- *Human Rights Act 2019*
- Planning Regulation 2017
- The SDAP version 2.6
- The Development Assessment Rules
- SARA DA Mapping system

2201-26835 SRA

Attachment 3—Representations about a referral agency response

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12.2

MC2021/0052 & RL2021/0028 - Application for Variation Request and Development Permit for Reconfiguring a Lot - 1 Calendula Court, Regency Downs**Author:** Tammee Van Bael, Planning Officer**Responsible Officer:** Amanda Pugh, Group Manager Community & Regional Prosperity**Purpose:**

The purpose of this report is to consider an application (MC2021/0052 and RL2021/0027) for a Preliminary Approval including Variation Request to vary the effect of the *Laidley Shire Planning Scheme 2003* and Development Permit for Reconfiguring a Lot (Subdivision of 1 Lot into 5 Lots) on Lot 22 RP200060 at 1 Calendula Court, Regency Downs.

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

Officer's Recommendation:

THAT the application (MC2021/0052 and RL2021/0027) for a Preliminary Approval to vary the effect of the *Laidley Shire Planning Scheme 2003* and a Development Permit for Reconfiguring a Lot (Subdivision of 1 Lot into 5 Lots) on Lot 22 RP200060 at 1 Calendula Court, Regency Downs be approved subject to the following conditions:

APPROVED PLANS

The following plans are Approved Plans for the development:

Approved Plans

Plan No.	Rev.	Plan Name	Date
DA-01	-	1 Calendula Court, Regency Downs 5 Lot Subdivision, prepared by the Applicant	12/10/2021

REFERENCED DOCUMENTS

Not Applicable.

PROPERTY NOTES

The following property notes will be placed against the subject property in Council's property record system:

- Vehicular access to proposed Lot 1 must be from Calendula court only. Vehicular access from Staatz Quarry Road is prohibited.

VARIATION APPROVAL

A Variation Approval under the *Planning Act 2016* has been granted. The level of assessment and applicable codes for any development approval resulting from this approval are identified in the conditions.

FURTHER PERMITS REQUIRED

Not Applicable.

CURRENCY PERIOD OF APPROVAL

The currency period for the Preliminary Approval including a Variation Request to vary the effect of the Laidley Shire Planning Scheme 2003 is five (5) years starting the day that this variation approval takes effect. (Refer to Section 88 “Lapsing of approval for failing to complete development” of the Planning Act 2016.)

The currency period for the Development Permit for Reconfiguring a Lot for Subdivision (1 Lot into 5 Lots) is four (4) years starting the day that this development approval takes effect. (Refer to Section 85 “Lapsing of approval at end of currency period” of the *Planning Act 2016*.)

ASSESSMENT MANAGER CONDITIONS**Preliminary Approval including a Variation Request to vary the effect of the Laidley Shire Planning Scheme 2003**

NO.	CONDITION	TIMING
1.	The Rural Residential Zone, assessment tables and assessment criteria under the <i>Laidley Shire Planning Scheme 2003</i> shall apply to Lot 22 RP200060 also known as Proposed Lots 1, 2, 3, 4 and 5. These allotments are considered to be zoned Rural Residential under the <i>Laidley Shire Planning Scheme 2003</i> .	At all times while the approval is current.

Development Permit for Reconfiguring a Lot for Subdivision (1 Lot into 5 Lots)

NO.	CONDITION	TIMING
1.	Undertake the development generally in accordance with the approved plan. This plan will form part of the approval unless otherwise amended by conditions of this approval.	Prior to lodgement of a request for sealing of survey plan.
2.	Maintain the approved development in accordance with the approved plan, and any relevant Council or other approval required by conditions.	At all times.
3.	Pay all outstanding rates and charges applicable to the subject land.	Upon lodgement of a request for sealing of survey plan.
4.	Submit certification from a Licensed Surveyor or suitably qualified person that all works approved by the conditions of this approval have been constructed in accordance with the Approved Plans and relevant specifications. Note: Photographic evidence to be submitted of constructed works along with the certification.	Upon lodgement of a request for sealing of survey plan.

Plan Sealing Requirements

5.	All conditions must be complied with prior to the plan of survey being sealed by Council.	Prior to lodgement of a request for sealing of survey plan.
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6.	Submit an assessment to Council detailing the development's compliance with each condition of this approval or agreed variation.	Upon lodgement of a request for sealing of survey plan.
Alterations and/or Relocations		
7.	Any alteration or relocation in connection with or arising from the development to any service, installation, plant, equipment or other item belonging to or under the control of the telecommunications authority, electricity authority or Council or other person engaged in the provision of public utility services is to be carried out with the development and at no cost to Council.	Prior to lodgement of a request for sealing of survey plan.
8.	Replace existing Council infrastructure (including but not limited to any street trees and footpaths) to a standard which is consistent with Council's standards should this infrastructure be damaged as part of construction works.	Prior to lodgement of a request for sealing of survey plan.
Public Utilities		
9.	All utilities must be installed within the relevant utility corridor in accordance with the Institute of Public Works Australasia's standard drawing number RS-100 public utilities typical service corridors and alignments and RS-101 public utilities typical service conduit sections.	Prior to lodgement of a request for sealing of survey plan.
10.	Kerb markers must be installed to identify the location of cross road services e.g. water, electricity, telecommunications and gas as applicable.	Prior to lodgement of a request for sealing of survey plan.
Location of Services		
11.	Submit certification from a Licensed Surveyor or suitably qualified person that all services are located wholly within the lot it serves.	Upon lodgement of a request for sealing of survey plan.
12.	Remove any services made redundant as a result of the development and reinstate the land.	Prior to lodgement of a request for sealing of survey plan.
Electricity and Telecommunications		
13.	Provide evidence (e.g. Certificate of Supply to Subdividers with agreement) demonstrating that electricity supply has been provided to each lot.	Upon lodgement of a request for sealing of survey plan.
14.	Provide evidence (e.g. Certificate of Supply) demonstrating that telecommunications have been provided to each lot.	Upon lodgement of a request for sealing of survey plan.
15.	Telecommunications conduits (ducts) and pits, including trenching and design, must be provided to service the development in accordance with the NBN Co installing pit and conduit infrastructure – guidelines for developers.	Prior to lodgement of a request for sealing of survey plan.
Water and Wastewater		
16.	Provide a Connection Certificate from the distributor-retailer, trading as Urban Utilities, that each allotment has been connected to reticulated water.	Upon lodgement of a request for sealing of survey plan.
Stormwater		
17.	All works associated with this development must be undertaken without resulting in stormwater damage or nuisance to surrounding and/or downstream properties or infrastructure.	At all times.

Dam		
18.	The existing dam on Lot 1 must be drained and filled. The fill is to be Level 1 standard 'controlled fill' in accordance with Australian Standard AS3798 Guidelines on Earthworks for Commercial and Residential Developments.	Prior to lodgement of a request for sealing of survey plan.
19.	Submit to Council a Certificate of Supervision from a suitably qualified RPEQ stating that filling works for the existing dam have been constructed, in accordance with the Australian Standard AS3798 Guidelines for Earthworks for Commercial and Residential Developments (Level 1 Supervision).	Upon lodgement of a request for sealing of survey plan.
Access		
20.	Vehicular access to proposed Lot 1 must be via Calendula Court only. No vehicular access is permitted from Staatz Quarry Road. Future purchasers are to be advised that no vehicular access will be permitted from Staatz Quarry Road.	At all times.

ADVISORY NOTES

- (i) Council will issue an Infrastructure Charges Notice. These charges are required to be paid prior to the sealing of the survey plan.
- (ii) All works associated with this approval may not start until all subsequent approvals have been obtained, and its conditions complied with.
- (iii) Any additions or modifications to the approved use (not covered in this approval) may be subject to further application for development approval.

(iv) Fire ants

Biosecurity Queensland should be notified on 13 25 23 of proposed development(s) occurring in the fire ant biosecurity zone before operational works commence. It should be noted that works involving fire ant carrier materials may be subject to movement controls and failure to obtain necessary approvals from Biosecurity Queensland is an offence.

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

The Fire Ant Restricted Area as well as general information can be viewed on the [DAF website](#).

(v) Biosecurity

Ensure all invasive pest weed species under the *Biosecurity Act 2014* are removed appropriately prior to removing trees on site.

Everyone is obligated under the *Biosecurity Act 2014* to take all reasonable and practical steps to minimise the risks associated with invasive plants under their control. More information on restricted and invasive plants as well as your general biosecurity obligation (GBO) can be viewed on the [Business Queensland website](#).

(vi) Cultural heritage

The *Aboriginal Cultural Heritage Act 2003* requires anyone who carries out a land use activity to exercise a duty of care. Further information on cultural heritage duty of care is available on the [Department of Aboriginal and Torres Strait Islander Partnerships](#) (DATSIP) website.

The DATSIP has established a [register and database](#) of recorded cultural heritage matters, which is also available on the Department's website.

Should any aboriginal, archaeological or historic sites, items or places be identified, located or exposed during construction or operation of the development, the *Aboriginal Cultural Heritage Act 2003* requires all activities to cease. Please contact DATSIP for further information.

Advice for Urban Utilities

On 1 July 2014, Urban Utilities became the assessment manager for the water and wastewater aspects of development applications. An application will need to be made directly to Urban Utilities for water supply connections for the proposed development.

Executive Summary

This report considers a development application (MC2021/0052 & RL2021/0027) for a Preliminary Approval to vary the effect of the *Laidley Shire Planning Scheme 2003* (i.e. Variation Request) and a Development Permit for Reconfiguring a Lot (Subdivision of 1 Lot into 5 Lots) at 1 Calendula Court, Regency Downs. The following table summarises the application details.

APPLICATION SUMMARY	
Applicant:	Vanilla Systems Pty Ltd
Landowner:	RJ Hansel and TM Hansel
Proposal:	Preliminary Approval to vary the effect of the <i>Laidley Shire Planning Scheme 2003</i> ; and Development Permit for Reconfiguring a Lot (Subdivision into 5 Lots)
Properly Made Date:	1 July 2021
Street Address:	1 Calendula Court, Regency Downs
RP Description:	Lot 22 RP200060
Assessment Type:	Impact
Number of Submissions:	Nil
State Referral Agencies:	Nil
Referred Internal Specialists:	<ul style="list-style-type: none"> Development Engineer
Prelodgement Meeting:	Not Applicable
Information Request:	Yes 28 July 2021 - Response received 27 October 2021
Further Advice:	Yes 21 January 2022 - Response received 8 June 2022
Decision Due Date:	22 July 2022

The application has been assessed in accordance with the requirements of the *Planning Act 2016*. The development complies with the applicable assessment benchmarks, subject to reasonable and relevant conditions.

Background / Site History

There are no existing planning approvals over the subject site.

Site Details

SITE AND LOCALITY DESCRIPTION	
Land Area:	2Ha
Existing Use of Land:	Dwelling House
Road Frontage:	Calendula Court: 207m Staatz Quarry Road: 89m
Significant Site Features:	Sparsely vegetated, existing dam, existing house and ancillary outbuildings
Topography:	~3% slope down towards Staatz Quarry Road
Surrounding Land Uses:	Dwelling House



Figure 1: Aerial image

Proposal

The application seeks a Preliminary Approval to vary the effect of the *Laidley Shire Planning Scheme 2003* (i.e. a Variation Request) and a Development Permit for Reconfiguring a Lot (Subdivision of 1 Lot into 5 Lots) at 1 Calendula Court, Regency Downs.

The Variation Request seeks to vary the effect of the *Laidley Shire Planning Scheme 2003* by applying the Rural Residential zoning provisions to the land, including the Rural Residential zone Tables of Assessment and subdivision provisions, which would result in a new minimum lot size of 4,000m² for the subject site.

The proposed development also includes a subdivision of one (1) lot into five (5) lots (refer to Figure 2). Proposed Lot 1 includes an existing dam which is proposed to be filled in as part of the development. Proposed Lot 4 includes an existing residential dwelling and ancillary shed which are proposed to remain as part of the development. The existing buildings will be setback a minimum of 1.5m from the nearest side boundary, as per the Queensland Development Code.

The following table describes the key development parameters for the proposal.

<i>RECONFIGURING A LOT</i>	<i>DEVELOPMENT PARAMETERS</i>
Number of Proposed Lots	5
Size of Proposed Lots	4004m ²

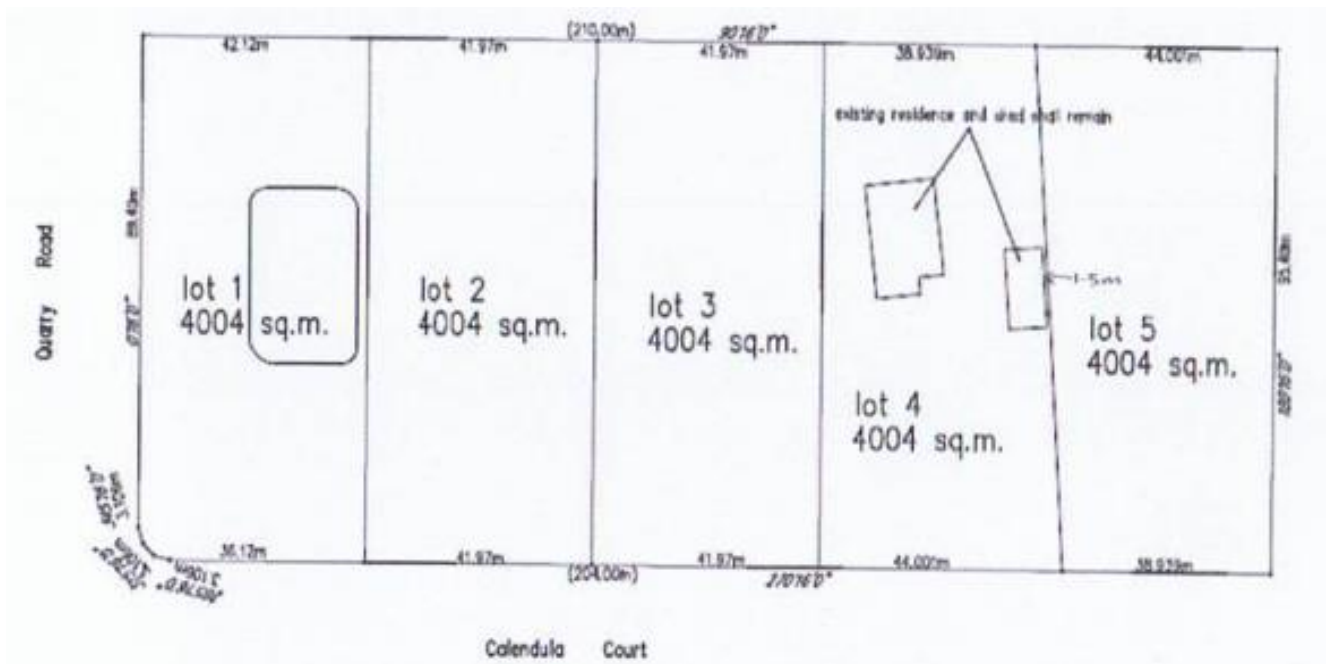


Figure 2: Proposal Plan

ASSESSMENT:

Framework for Assessment

Categorising Instruments for Statutory Assessment

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

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

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

Assessment Benchmarks Pertaining to the *Planning Regulation 2017*

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

PLANNING REGULATION 2017 DETAILS	
Assessment Benchmarks:	<ul style="list-style-type: none"> State Planning Policy: Biodiversity, Water Quality, and Natural Hazards, Risk & Resilience
SEQ Regional Plan Designation:	Rural Living Area

State Planning Policy

Biodiversity

The subject site is located within MSES – Regulated vegetation (intersecting a watercourse). The watercourse includes an existing dam which is proposed to be filled in as part of the development. However, a watercourse will be retained to ensure there is no adverse impacts on the watercourse and surrounding area.

Water Quality

The subject site is located within the Water resource catchments. The proposed development is not for an urban purpose, therefore assessment against this State Interest is not required.

Natural Hazards, Risk & Resilience

The subject site is located within the Flood hazard area – Local Government flood mapping area. As part of the application, a Flood Study prepared by WMAwater was submitted which assessed the impact of the filling of the existing dam. This report was reviewed by Council's Development Engineering section. The report identified that the filling of the dam will result in minor increases up to 50mm off site to downstream properties in 10%, 5% and 1% storm events. There is a general allowance of up to 200mm afflux for rural properties. Therefore, the impact of the subdivision and dam filling is acceptable, subject to reasonable and relevant conditions for dam filling. The lot has sheet flow up to approximately 200mm over the subject site and any future dwellings must be constructed a minimum of 300mm above the Defined Flood Level and take into account surface flows.

South East Queensland Regional Plan

The subject site is located within the Rural Living Area under the SEQ Regional Plan. Council has not yet undertaken structure planning within this catchment area which would take into account the values and constraints and existing infrastructure of the area, as well as informing the built form and character of the area (i.e. minimum lot size).

The application of Rural Residential zone provisions to this land is considered to be appropriate given its close proximity to existing Rural Residential development, and the commercial centre and Lockrose to the north. However, the development must be undertaken in a manner that does not compromise the future development of the area or prevent future development of the area in an orderly, logical and efficient manner.

In this situation, the subject site is located on the edge of the catchment area, has two road frontages – Staatz Quarry Road and Calendula Court, and is not constrained by any overlays other than flooding. Subdivision of this land is therefore not considered to compromise the future development of the catchment area given that all lots meet the minimum lot size for the Rural Residential area and all lots are regular in shape and have direct frontage with no lots being a rear access handle allotment.

Staatz Quarry Road is a higher order road being a rural collector road, and Calendula Court is a rural access road. As Council is yet to undertake structure planning for the area, it is considered that vehicular access to Staatz Quarry Road should be limited given its road classification and the likelihood for the road to become a main access point for the catchment area. Structure planning will further inform the road classification for the area and whether additional accesses are recommended. As all lots can obtain access from Calendula Court, it is recommended that a condition be imposed requiring vehicular access to proposed Lot 1 to be via Calendula Court only. This will ensure the function and safety of Staatz Quarry Road is protected.

On this basis, it is considered that the subject site is suitable to be developed for Rural Residential purposes as outlined above. The lot size and shape facilitates the highest and best use for Rural Residential purposes that could be achieved, even after taking into account any potential structure planning for the area. The lot size, shape and location with two road frontages means that the lot can be realised for rural residential living without the need to rely on the development of surrounding properties. Further the development of the lot as proposed will not compromise future development in the surrounding area for rural residential living. However, it should be noted future development within the catchment area may need to be limited until such time as structure planning is undertaken to inform development of the area, if similar circumstances to the subject site are not able to be demonstrated. This is to ensure future development is not compromised and the development of the area achieves a logical, orderly and efficient development pattern that provides for appropriate connectivity.

Assessment Benchmarks Pertaining to the Planning Scheme

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

Planning Scheme:	Laidley Shire Planning Scheme 2003
Zone:	Rural Landscape Zone
Overlay/s:	TLPI Overland Flow Paths
Consistent/Inconsistent Use:	Not Applicable
Assessment Benchmarks:	Planning Scheme as a whole

Desired Environmental Outcomes

The Desired Environmental Outcomes (DEOs) are:

- Environment
- Economic
- Community Well-Being and Lifestyle

Environment

The subject site is not located within an area of ecological significance. The subject site is very sparsely vegetated with limited vegetation. Therefore, it is considered the development will have limited impacts upon any fauna or flora habitat areas. The site is not identified as being susceptible to land degradation. The site is not identified as a place of cultural heritage significance. Future development of the proposed lots would be generally for residential purposes, which is considered, in this instance to have limited impacts to the environment.

Economic

The subject site is not identified as Good Quality Agricultural Land (GQAL), nor is the subject site located in close proximity to GQAL. The surrounding area generally consistent of residential uses predominantly dwelling houses. Further development of this land for residential purposes is considered acceptable.

Community Well-Being and Lifestyle

The subject site has convenient access to existing roads and services. Staatz Quarry Road and Calendula Court are both constructed to a bitumen sealed standard. Water, electricity and telecommunication infrastructure is available within the area to service the development.

The subject site is located within an area zoned as Rural Landscape. This area is generally characterised by lots approximately one hectare to two hectares in size. To the east lot sizes increase substantially up to 40 hectares in size. The area is generally not used for rural purposes and is generally utilised for residential purposes as well as stables. Approximately 300m to the south is the current extent of the rural residential area with lot sizes ranging from 4000m² to 8000m². To the northwest of the site is a small commercial centre which includes a tavern, convenience store and other small commercial tenancies. Approximately two kilometres to the north is the Lockrose residential area, which includes a primary school and lots approximately 4000m² in size.

Although Council has not yet undertaken structure planning within this catchment area which would take into account the values, constraints and existing infrastructure of the area, as well as informing the character of the area (e.g. minimum lot size), under the SEQ Regional Plan 2017, the land is included in the Rural Living Area. This indicates the intent by the State Government for this land to be further developed for Rural Residential purposes.

The subject land is located on the edge of the catchment area, has two road frontages – Staatz Quarry Road and Calendula Court, and is not constrained by any overlays other than flooding. Subdivision of this lot for rural residential purposes will not compromise the future development of the catchment area given that all lots meet the minimum lot size for the Rural Residential area and all lots are regular in shape and have direct road frontage. The lot size, shape and location with two road frontages means that the lots can be realised for rural residential living without the need to rely on the development of surrounding land. Further the development of the land as proposed will not compromise future development of the surrounding area for rural residential purposes.

Staatz Quarry Road is a higher order road being a rural collector road. As all lots can obtain access from Calendula Court, it is recommended that a condition be imposed requiring vehicular access to proposed Lot 1 to be via Calendula Court only. This will ensure the function and safety of Staatz Quarry Road is protected.

The proposed development is for Rural Residential purposes and will not impact upon Laidley's role as the main township.

The subject site is identified as being within a flood hazard area, as it contains an Overland Flow Path under the TLPI. A Flood Study prepared by WMAwater was submitted demonstrating that impacts of the subdivision and filling of the day are acceptable.

There are no existing footpath connections within the area. Therefore, it is not considered reasonable in this situation to impose requirements to construct a footpath for the development.

The application has been assessed against each of the matters above and found to be generally consistent with each DEO.

Assessment Benchmarks – Planning Scheme Codes

The application requires Impact Assessment and must be assessed against the Planning Scheme as a whole. The following codes are most relevant to assessment of the application:

- Residential Areas Code
- Rural Areas Code
- Reconfiguring a Lot Code
- TLPI Flood Hazard Overlay Code

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

Zone Code

Residential Areas Code

The development of the site for Rural Residential purposes is considered to be a logical extension of an existing Rural Residential area. The development is able to connect to physical infrastructure including water, roads, telecommunications and electricity as this infrastructure already exists within the area. No further expansion or new infrastructure is required to facilitate the development. The development will not impact upon Good Quality Agricultural Land. The development will not impact upon any natural or culturally significant assets.

Rural Areas Code

The subject site is surrounded by Rural zoned lots which are generally of a similar size and shape. In this instance, the subdivision of this land is considered to be a logical progression of the rural residential area to the south and the Lockrose rural residential area to the north. Given the size and location of the lot, is it unlikely it would be used for rural purposes. Subdivision of the land is considered to be the highest and best use of the land given its location and access to services.

The Overall Outcomes contemplate that Rural zoned land may, in certain circumstances, be developed for rural residential style living. The proposed development will not impact upon Good Quality Agricultural Land (GQAL), as the site is not identified as GQAL nor is it located in proximity to GQAL. The subject site is unlikely to be developed for rural purposes. This further supports the Variation Request to apply Rural Residential zone provisions to this site.

Development Codes

Reconfiguring a Lot Code

There is no existing pedestrian or cycle facilities within the area at this time. The proposed development also does not result in the extension of or creation of any new roads. Therefore, it is not considered necessary to require any footpaths to be provided as part of the development. Further the resulting development is for five lots, therefore it is not considered necessary for public open space to be provided as part of the development.

All lots meet the minimum lot size of 4000m² and minimum frontage of 34m. Conditions are recommended requiring all lots to be connected to electricity, telecommunications and water.

Assessment Benchmarks Pertaining to a Temporary Local Planning Instrument

The subject site contains an Overland Flow Path under the *Temporary Local Planning Instrument 2020 (Flood Regulation)* (TLPI). The Overland Flow Path includes an existing dam on the subject site which is proposed to be filled in as part of the development. A Flood Study prepared by WMAwater was submitted demonstrating that impacts of the subdivision and filling of the day are acceptable.

Adopted Infrastructure Charges Resolution

Infrastructure charges are payable in accordance with the following table:

LOCKYER VALLEY REGIONAL COUNCIL				
Charge Type	Description	Demand Units	Rate	TOTAL
PROPOSED DEMAND				
Charge	New Allotment	5	\$13,297.13	\$66,485.65
TOTAL PROPOSED DEMAND				\$66,485.65
EXISTING DEMAND				
Credit	Existing Allotment	1	-\$13,297.13	-\$13,297.13
TOTAL EXISTING DEMAND CREDIT				-\$13,297.13
TOTAL PAYABLE				\$53,188.52

Options

1. Council approves the development application in accordance with the Officer's recommendation.
2. Council approves the development application in part subject to reasonable and relevant conditions.
3. Council refuses the development application.

Critical Dates

A decision on the application must be made by Council by 22 July 2022.

Strategic Implications

Corporate Plan

Lockyer Planned 4.3 – A development assessment process that delivers quality development that is consistent with legislation, best practice and community expectations.

Finance and Resource

Should the decision be contested in the Planning and Environment Court financial implications may occur.

Legislation and Policy

The application has been assessed in accordance with the requirements of the *Planning Act 2016*. Legal implications arising from the recommendation provided in this report are that the applicant and/or submitter/s may appeal the decision to the Planning and Environment Court.

Risk Management

The application has been assessed in accordance with the *Planning Act 2016*. Any risks have been mitigated through the appropriate assessment of the application in accordance with legislative requirements and the recommendation of reasonable and relevant conditions.

Consultation*Internal Consultation*

The application was internally referred to Council's Development Engineering section.

*External Consultation**External Consultation*

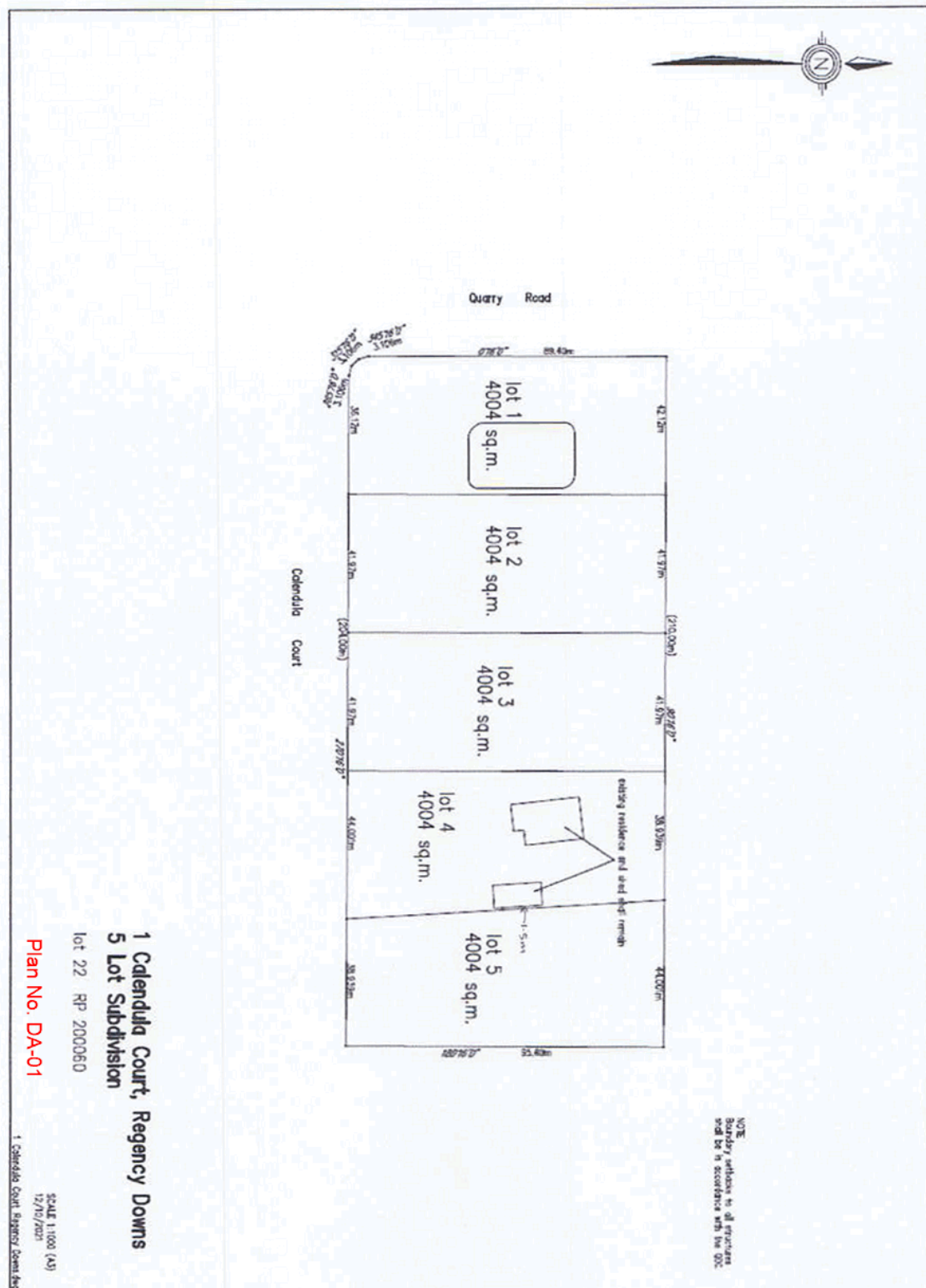
There were no referral agencies for the application in accordance with the *Planning Regulation 2017*.

Community Consultation

The application was publicly notified for 30 business days from 24 November 2021 to 24 January 2022 in accordance with the requirements of the *Planning Act 2016*. No submissions were received.

Attachments

1 [↓](#) MC2021/0052 & RL2021/0028 Proposal Plan 1 Page



12.3 Support for Motion to the 2022 Local Government Association of Queensland Annual Conference - Continuation of the Queensland Climate Resilient Councils Program

Author: Renee Sternberg, Senior Environmental Planner
Responsible Officer: Amanda Pugh, Group Manager Community & Regional Prosperity

Purpose:

The purpose of this report is to seek Council's 'in principle' support for a motion to be submitted by Logan City Council to the 2022 Local Government Association of Queensland's (LGAQ) Annual Conference in relation to the continuation of the Queensland Climate Resilient Councils (QCRC) Program.

Officer's Recommendation:

THAT Council provide 'in principle' support for Logan City Council's motion to the 2022 Local Government Association of Queensland Annual Conference. The motion is:

"Continue the Queensland Climate Resilient Councils (QCRC) Program and its initiatives to support Queensland local governments

The LGAQ calls on the State government to:

- 1. Extend the Queensland Climate Resilient Councils (QCRC) program and services for 3 years with increased funding;***
- 2. Extend the Climate Resilient Alliances with coordination roles supported for three years (and extending current pilots); and***
- 3. Pilot further stages of the Climate Risk Management Framework, and/or consider piloting the framework for multiple hazards."***

Executive Summary

The Queensland Climate Resilient Councils (QCRC) program is a partnership between the Department of Environment and Science (DES) and the Local Government Association of Queensland (LGAQ) which delivered services and products to Queensland local governments to increase their capacity to take positive actions to mitigate and adapt to climate risk. Lockyer Valley Regional Council joined the QCRC program in 2017, and the South East Queensland Climate Resilience Alliance (SEQCRA) in 2021.

Funding for the QCRC Program ceased in June 2022.

Logan City Council intends submitting a motion to the 2022 LGAQ Annual Conference to call on the State Government to extend the QCRC Program, and is seeking in-principle support for the motion from alliance member Councils.

Proposal

The Queensland Climate Resilient Councils (QCRC) program is a partnership between the Department of Environment and Science (DES) and the Local Government Association of Queensland (LGAQ) which delivered services and products to Queensland local governments to increase their capacity to take positive actions to mitigate and adapt to climate risk. Lockyer Valley Regional Council joined the QCRC program in 2017.

In 2021, Logan City Council received funding through the QCRC to pilot the establishment of a Climate Resilience Alliance. In 2021 Lockyer Valley Regional Council, along with ten other South-East Queensland

Councils, joined the pilot South East Queensland Climate Resilience Alliance (SEQCRA) with the aim of building climate resilience across the region.

The QCRC Program funding ceased in June 2022 meaning support for and potential future funding for the SEQCRA and other alliances also ceased.

Logan City Council has drafted a motion for the 2022 LGAQ Annual Conference and is seeking in-principle support for the motion from alliance member Councils. The motion is:

“Continue the Queensland Climate Resilient Councils (QCRC) Program and its initiatives to support Queensland local governments.

The LGAQ calls on the State government to:

- 1. Extend the Queensland Climate Resilient Councils (QCRC) program and services for 3 years with increased funding;*
- 2. Extend the Climate Resilient Alliances with coordination roles supported for three years (and extending current pilots); and*
- 3. Pilot further stages of the Climate Risk Management Framework, and/or consider piloting the framework for multiple hazards.”*

If the supported motion is successful and the QCRC program and its initiatives are extended, all Councils will benefit from additional climate resilience support, increased funding for climate resilient actions, funding for Climate Resilience Alliance Coordination roles and opportunities to be supported in progressing through stages of the Climate Risk Management Framework.

If the motion is unsuccessful, member Councils will need to fund any climate resilience actions and roles themselves and/or seek grant funding to assist.

Options

1. Provide in principle support for Logan City Council’s motion through a Council resolution which can be attached to the formal motion submission;
2. Support the LGAQ motion through Councillor votes at the 2022 LGAQ Annual Conference; or
3. Not support the motion.

Previous Council Resolutions

Resolution 16-20/0451, 12 April 2017 - THAT Council receive and note the Queensland Climate Resilient Councils Program invitation and confirm the submission to participate in the program.

Critical Dates

Motions to the 2022 LGAQ Annual Conference are to be submitted to LGAQ by 10 August 2022.

The 2022 LGAQ Annual Conference is to be held 17-19 October 2022 in Cairns.

Strategic Implications

Corporate Plan

3. Lockyer Nature - Deliver the Strategic priorities of the Environment Strategy.

Environment Strategy

Strategic Priority 1 - Identify, promote and enable the delivery of projects, programs and initiatives that align with our environmental and emerging pillars.

- *Climate Change Resilience* is one of the emerging pillars on the Environment Strategy.

Finance and Resource

If the QCRC program and its initiatives are extended, Council will likely benefit from extended funding for climate resilient actions and funding for a SEQ Climate Resilience Alliance Coordination role.

If the QCRC program is not extended, and Council decides to formally join the SEQCRA as a member, Council would need to fund the annual membership fee. Any climate resilience actions that Council decides to implement will need to be funded through Council funds and/or grant funding.

Legislation and Policy

Council does not have a current policy related to climate resilience, however documents such as the Natural Resource Management Strategy, Catchment Action Plan and Local Disaster Management Plan all reference the need for better climate resilience.

If the QCRC program continues, Council has the opportunity to have a detailed governance assessment undertaken and be supported with the development of a local Climate Resilience Strategy.

Risk Management

Key Corporate Risk Code and Category: EC1 Environment and Community

Key Corporate Risk Descriptor: Environment and the community, including sustainable development, social and community wellbeing, relationships, public health, recreation, regional profile and identity.

Consultation

Councillor Consultation

The draft LGAQ conference motion was presented to a Councillor Workshop on 5 July 2022.

External Consultation

Consultation with Logan City Council and other SEQCRA member Councils regarding the preferred process for Councils to demonstrate in principle support for the motion.

Attachments

There are no attachments for this report.

13. INFRASTRUCTURE REPORTS

No Infrastructure Reports.

14. ITEMS FOR INFORMATION**14.1 Chief Executive Officer Monthly Report - June 2022**

Author: Ian Church, Chief Executive Officer

Responsible 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 June 2022.

This document is for Council's information only.

Executive Summary

The Branch activities covered in this report include Community Development and Engagement, Disaster Management, Strategic Planning, Internal Audit and Risk, and Advocacy.

Proposal

That this report be received and noted.

Attachments

[1](#) Executive Office Monthly Report 11 Pages



Executive Office

MONTHLY GROUP REPORT
June 2022



BUSINESS IMPROVEMENT & STRATEGY

Audit and Risk Management

Internal Audit Update

The following table identifies the internal audit recommendations captured on Council's Audit Register, by level of risk to Council.

INTERNAL AUDIT	TOTAL NUMBER OF ITEMS	ACTIVE ITEMS BY RISK LEVEL				COMPLETED
		HIGH	MEDIUM	LOW	IMPROVE	
Tendered Contract Review	17	0	4	1	1	11
Project Management Practices	11	0	1	2	0	8
Legislative Compliance Review	6	0	2	2	0	2
Payroll and Remuneration Processes	10	1	1	6	0	2
Payroll and Vendor Data Analytics	9	0	6	0	0	3
Lessons Learned from Pandemic	4	3	1	0	0	0
Property Management Review	8	4	1	1	2	0
TOTAL	65	8	16	12	3	26

A review of the outstanding items on the Audit Register will be conducted by Council's contracted Internal Auditor, O'Connor Marsden and Associates, with a particular focus on aged items. This review was originally scheduled for May, however it was deferred because of the flood event and will now be completed in late July.

The report on the Community (on ground) Disaster Response review has been finalised and was endorsed by the Audit and Risk Management Committee on 2 June 2022. The recommendations from this report are currently being reviewed by Council's Disaster Management team for the purposes of implementation, and will be included on Council's Audit Register for future progress reporting. Fieldwork on the Plant and Fleet Review is in progress.

Risk Management Update

Risk Awareness Workshops facilitated by O'Connor Marsden and Associates were conducted in May. The cost of these Workshops was covered by funding received from the LGW Risk Excellence Award. The style and format of the workshop provided a great educational tool for participants to now have the capacity to further develop their respective risk registers to include operational and project risks. It also identified some improvement opportunities for Council's Risk Management Framework and risk management practices.

Corporate Planning and Reporting

Development of Operational Plan 2022-2023

A draft Operational Plan 2022-2023 has been developed and was presented to Council for adoption with the 2022/2023 Budget.

Business Improvement

Information and data gathering continues with key stakeholders within the Parks, Opens Spaces and Slashing teams. Due to the recent floods and competing priorities this activity has been put on hold for the month of June.

PROCUREMENT



INFRASTRUCTURE DELIVERY:

- LED Digital Signage – contract preparation and approvals



INFRASTRUCTURE SERVICES / FLEET:

- Hydro Vac Excavation - Deed of Variation out for signing with supplier to include services surveying and location along with additional clean up around pipes and culverts.
- LVRC-22-013 - Gehrke Road Upgrade – Asphalt and Bitumen Spray Seal – Contract negotiation has been completed awaiting final signatures on the Evaluation Report & Contract.
- LVRC-22-029 - CCF Class 4 Wheel Loader – Evaluation phase.
- LVRC-22-037 - Tyres & Tyre Repairs.



WASTE:

- LVRC-21-124 - Waste Collection and Bulk Haulage – Evaluation scoring has been finalised and the report for the Sponsors & Council is being collated.
- LVRC-22-002 - Gatton Waste Depot Cell 5 – Tender closed 30/06/2022, individual evaluations to commence.



COMMUNITY FACILITIES:

- Lake LVRC-22-032 - Gatton Administration Building Air Conditioning Replacement – Planning phase
- LVRC-22-033 - Gatton Administration Building Roof Repairs – Planning phase



PLANNING & DEVELOPMENT:

- Forest Hill Silos Art Project – Planning stage



PROCUREMENT & STORES

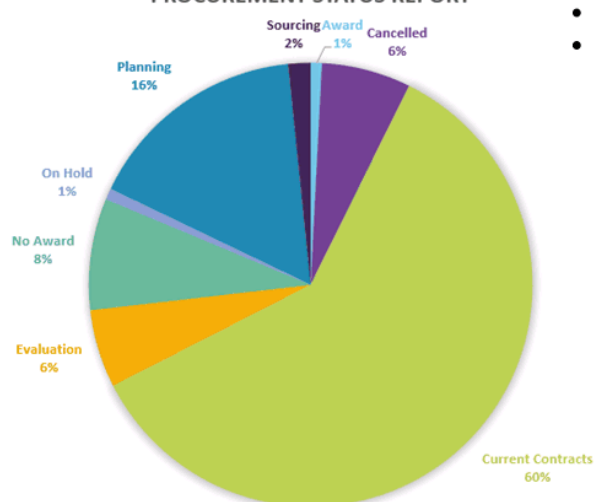
- Plant & Equipment Hire – Suppliers contacted for a pricing refresh for the extension period (1 July 2022 – 1 July 2023) and asked to sign a Deed of Variation to confirm new pricing – the original panel consisted of 47 suppliers, however upon refresh the panel will reduce to approximately 35 suppliers.
- Quarry Products – Initial expiry 1 August 2022 – Optional extension due to be exercised on 1 August 2022 until 1 August 2023 – Wagners still in negotiation between Caitlan and their legal team
- Stores – Stocktake was finalised on Friday 24/06/2022 with a total variance of \$793.86, which is a great outcome given we have had 2 separate major weather events with large amounts of goods required with short turn.
- Procurement is currently working with the Safety team to close gaps identified in the procurement process regarding safety, and will work towards assisting current and future suppliers to ensure they are aware of LVRC's safety focus from the initial market invitation phase. The procurement team will endeavour to work closely with suppliers to assist them to understand the requirements and help them with the appropriate paperwork.



CORPORATE

- LVRC-22-022 – Corporate Uniforms
- LVRC-22-038 – PPE – Safety Boots

PROCUREMENT STATUS REPORT



Procurement Status	#
Award	1
Cancelled	8
Current Contracts	74
Evaluation	7
No Award	10
On Hold	1
Planning	20
Sourcing	2
Current Total	123

DISASTER MANAGEMENT

Coordinator Disaster Management Resilience

The Coordinator Disaster Management Resilience (CDMR) commenced with Council on 27 June 2022. The CDMR will manage disaster resilience planning and project activities including redrafting the Local Disaster Management Plan and Sub Plans ensuring that they are up to date, developing and implementing a disaster management framework for LVRC, designing and delivering training to staff for Coordination Centre roles and generally contributing towards improved disaster resilience. This position is funded under Disaster Recovery Funding Arrangements (DRFA) Category D - 2022 Local Recovery and Resilience Grants funding.

Category C – Queensland Bushfires Community Development Program Funding

This program funded the following projects/activities.

Community Development Officer

Lockyer Valley and Somerset Regional Councils shared this role, the purpose of which was to accelerate bushfire recovery in impacted communities. The incumbent resigned from the role on 11 December 2021 and the program ended on funding ended on 30 June 2022.



Water Tanks for Rural Fire Brigades

Three water tanks are being installed at Left Hand Branch, Spring Creek and Ropeley. The tanks will provide additional water storage to existing concrete tanks at these locations. Queensland Fire & Emergency Services (QFES) will be the owner of the tanks and will be responsible for repairs and maintenance as outlined in a Memorandum of Understanding between QFES and Council. This is also in accordance with a Council resolution from 8 March 2017 that Council transfer ownership of remote static water tanks located within the Lockyer Valley Region, including the maintenance and upkeep of the tanks, to the RFSQ while still maintaining the arrangement to refill the tanks when required.



VMS Trailers

The above funding is also providing Council with two five colour variable messaging (VMS) trailers for community messaging during disasters. Delivery is expected in the next few weeks. Trailers will be stored in the Disaster Shed on Saleyard Road with access available to other teams as needed.

DISASTER MANAGEMENT (Cont'd)

Other

Other activities funded included delivering Christmas hampers in partnership with Laidley Community Centre to bushfire impacted community members; a community round table discussion with the National Bushfire Recovery Agency; supporting affected property owners to access funding from Bendigo Bank, St Vincent de Paul and other funding bodies; a movie night at Mulgowie with some service providers available; a Natural Sequence Farming Field Day; a Cultural Burning Program; QRA Mapping Workshop at Laidley, Queensland Fire and Biodiversity Consortium Bushfire Information Night and Bushfire Management Planning. In addition, a workshop on Bushfire Preparedness was delivered to nearly 2000 property owners living in high bushfire risk areas in the region.

A local community action group named "Friends of the Upper Laidley Creek Catchment" was formed as a result of the Natural Sequence Farming field days and the Laidley Community Centre developed a volunteer program to increase volunteer capacity in the Laidley area.

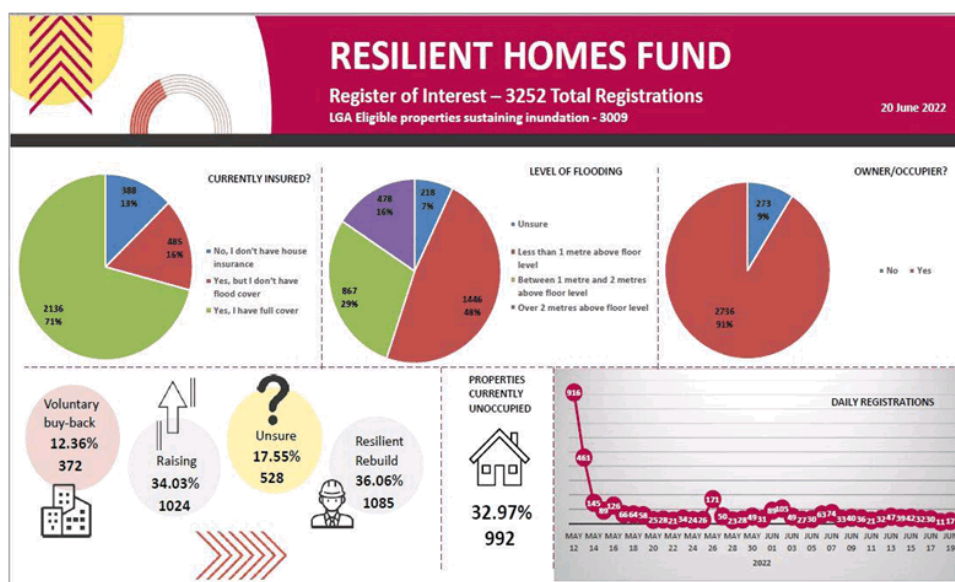
Disaster Management Advisor

The Disaster Management advisor will be on leave from 2 July 2022 and returning to duties on 9 August 2022.

Recovery

The Lockyer Valley Regional Council Flood Recovery Plan on a Page (PoP) has been updated to include both the February & May 2022 events and was presented at the Recovery Committee Meeting held on Wednesday 6 July prior to being presented to Council for adoption. A formal reporting process has been developed to allow functional leads to report on the progress of tasks identified in the PoP. Key emerging issues in the Recovery space centre around the agricultural industry, with outputs still at very low levels. Farmers are facing difficulties in the grant funding application process and the ability to access grant support. Also of concern in the agricultural sector is the lack of support available to seasonal workers.

A Resilient Homes Fund report with an outline of the program status and progress is being sent through from QRA on a weekly basis – the first of which was sent through on Tuesday 21 June. To date, 65 Expressions of Interest have been received from the LVRC region with 22 have expressing interest in a buyback.



COMMUNITY DEVELOPMENT & ENGAGEMENT

Strategic Priority 1 – Engage with the community to ensure the community's views, values and aspirations inform Council decision-making:



11 projects received engagement support in June

- Lake Apex Youth Precinct
- Capital Projects 2021-2022 Program
- Flood reconstruction projects
- Flagstone Creek Road temporary closure
- Laidley Recreational Reserve restoration
- Libraries Services Survey
- Governor-General visit to the region
- Community Safer Places and halls projects
- Temporary closure of Gatton Pool
- Spring Festival traffic management review
- Insurance Council of Australia community issues

Strategic Priority 2 – Support community groups to increase their capacity, resilience and sustainability:



- The Black Summer Bushfire Recovery-funded \$1.5M Community Safer Places Project which provides funding to a range of rural halls to be better equipped for localised disaster responses, long-term community connectedness and fundraising has commenced. A grant round is currently open for identified public halls.
- The Team is also managing grants from the Darling Downs West Moreton Public Health Network and Queensland Health Localised Mental Health Initiative which are being used to support smaller events and initiatives led by community groups where promotion of mental health and support is a key component.
- 5 Sporting Ambassador applications have been assessed and approved with funds distributed to successful applicants as well as one Minor Community Grant.
 1. Hayley Reynolds, 2022 Oceania Athletics Championships, International Event
 2. Jasmine Maher, Junior Nissan State Age, State Event
 3. Harrison Bridge, School Sport Australia AFL Under 15 Championships, National Event
 4. Marley Stokes, Junior Nissan State Age, State Event
 5. Joshua Sippel, QLD School Sport 17-18 years Rugby Union State Championships, State Event
- Minor Community Grants were provided to:
 - NAIDOC School Initiatives 2022

My Community Directory: Statistics for June 2022

Type	This Month	Last Month	Comments
Search Results	5,371	5,507	The number of people that have searched My Community Directory for local information
Listing Views	832	950	The number of people that have clicked on individual listings in My Community
Events Listed	51	59	The number of events listed in the My Community Diary section.

COMMUNITY DEVELOPMENT & ENGAGEMENT (Cont'd)

Unique Users	1,314	1,438	The number of people who have visited My local Community Directory to find local community information
New Organisations	2	0	The number of organisations registering on the platform

	Top 5 searched categories	Top 5 most viewed service
	1. Health Services (128)	1. Laidley Oral Health Services
	2. Community Clubs & Interest Groups (93)	2. Laidley & Districts Netball Association
	3. Sport (75)	3. Lifeline Shop Crowley Vale
	4. Child Services (72)	4. Brave Companion Dog Rescue
	5. Religion & Philosophy (60)	5. Lockyer Valley Regional Council

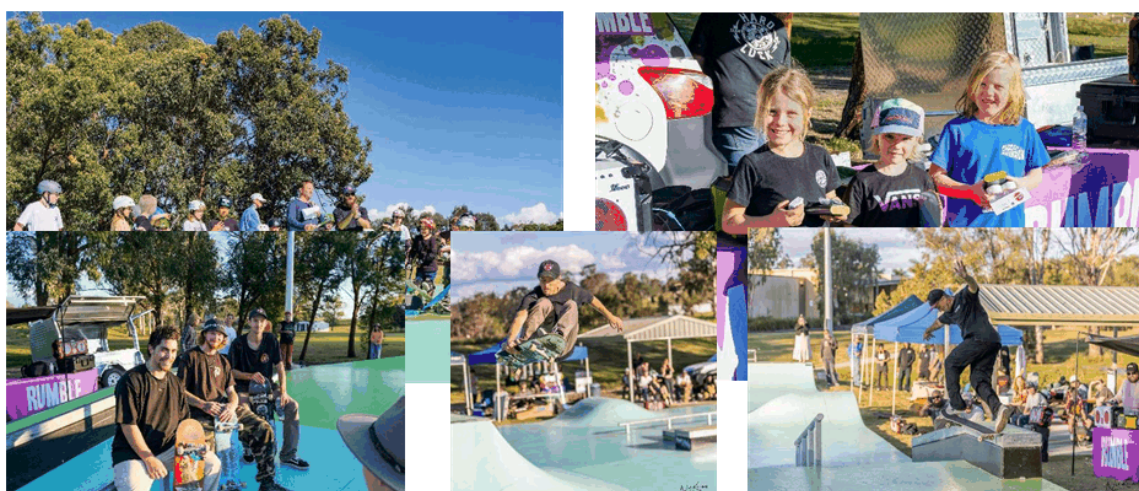


Strategic Priority 3 – Develop and deliver programs, in consultation and collaboration with stakeholders, to promote community wellbeing and resilience, including recovery from adverse events:

Youth Development and Engagement

Gatton skatepark Re-launch and Regional Rumble Skateboarding Competition– Saturday 18 June 2022.

- Delivered in collaboration with Australian Community Skateboarding Initiative and key youth and community stakeholders. The event formally celebrated the re-opening of the upgraded Gatton Skate Park, attracting almost 60 competitors across all age groups and genders and 250 spectators on the day, some traveling from as far as Sydney and Townsville, the Gold and Sunshine Coasts, and Northern NSW, with many of these opting to stay in local motels.
- Key Outcomes include positive engagement of young people including males 18+ years and under 12 years, female competitors and one competitor with a disability.
- Positive feedback on the skatepark upgrade itself including:
 - Great consultation, design, and finish.
 - Skaters from neighbouring regions such as the Gold Coast, Ipswich and Toowoomba keen to make regular day trips to utilise the park due its high quality.
 - Very positively received by families and skaters in the region and strong social media engagement.
 - The Visitor Information Centre received a considerable increase in foot traffic from visitors.



COMMUNITY DEVELOPMENT & ENGAGEMENT (Cont'd)

The *Talkin' it Up Regional Youth Forum 2022* is set for Thursday 14 July at Laidley Cultural Centre. This program is a collaborative project led by Queensland Health and Education with support from neighbouring councils, key youth and mental health stakeholders, and secondary schools from across the Ipswich and West Moreton region.

Community Outdoor Movie Program

A family movie night was delivered on behalf of Peace Lutheran Primary School for approximately 80 attendees and provided a fundraising and community-building opportunity for the school.

Strategic Priority 4 – Strengthen and utilise partnerships with NGOs and government agencies to improve support services and programs for vulnerable members of the community:



Disaster Recovery and Resilience

The Community Engagement Team continues to update and provide information on a wide range of support options for the community via Council's website, interagency and directly to customers that enquire. Council liaises closely with both government and non-government agencies that provide specific support packages for flood-affected residents, businesses and farmers.

Council is an active member in the combined Ipswich and Toowoomba District Human and Social Recovery Committee meetings to ensure strategic coordination of support for the community.

Council is liaising between local leaders from various cultural groups, peak bodies such as the Pacific Island Council of Queensland and Islamic Council of Queensland and support agencies such as Red Cross and Lifeline to arrange culturally appropriate support and approaches to disaster preparedness and recovery. This forms part of a longer-term project to support disaster preparedness with vulnerable populations.

Council is liaising with the Darling Downs West Moreton Primary Health Network (DDWMPHN) on a project to improve coordination and availability of local GPs during disasters and to assist with advising residents with known medical issues to take proactive steps to ensure access to treatment and medications.

Council is liaising with the Queenslanders with a Disability Network (QDN) to improve disaster preparedness and resilience for people with a disability.

Council provided support to Queensland Reconstruction Authority (QRA) to advise flood-affected residents of damage assessment processes.

Council has been liaising with the State Recovery Coordinator, Queensland Reconstruction Authority, National Recovery and Resilience, local and national non-profit agencies and volunteers to coordinate support for flood-affected residents.

Council facilitated meetings between the Governor-General of Australia, the Hon. David Hurley and Mrs Hurley and leaders in the agricultural industry, flood-affected residents and support agencies



COMMUNITY DEVELOPMENT & ENGAGEMENT (Cont'd)

Multicultural and Vulnerable Populations:

Staff are involved in the following networks aimed to improve local support services:

- Access and Inclusion Community of Practice (CoP) led by Brisbane City and Moreton Bay Regional Councils.
- CALD community disaster preparedness and capacity building online resource development.
- SEQ Community Development Network.
- Together4Lockyer – Early years stakeholder engagement.
- Lockyer Youth Agency Network Meeting.
- Lockyer Valley Service Provider Interagency meeting.
- Local Level Alliance and Ipswich West Moreton Community Central.
- Toowoomba and Ipswich Districts Human and Social Recovery Committee.

The Governor-General of Australia, the Hon. David Hurley and Mrs Hurley visiting the Laidley Library



COMMUNICATIONS

ONLINE ENGAGEMENT**f** **37** CORPORATE FACEBOOK POSTS

HIGHEST PERFORMING POST

Road closure of Flagstone Creek Road at Carpendale to repair damaged culvert

Reach: 31.7k

Engagement: 1,137

**i** **37** INSTAGRAM GRID POSTS

HIGHEST PERFORMING POST

Mayor's Shadow for a Day - Harry

Likes: 270

**t** **36** TWITTER POSTS

HIGHEST PERFORMING POST

Applications now open for Council's Regional Arts Development Fund

Impressions: 352

Shares: 2

**17**

IN-HOUSE DESIGN
PROJECTS

**\$5,750.00**

COUNCIL SAVED ON
DESIGN PROJECTS

56

DESIGNS CREATED

1

INTERNAL
VIDEOS

1

EXTERNAL
VIDEOS



External videos were outsourced, with final edits and video sharing conducted by Council

MEDIA ENQUIRIES**5**

RADIO

**9**

NEWSPAPER

**2**

TV

EXTERNAL COMMUNICATIONS**18**

MEDIA
RELEASES

5

PAID ADVERTS

COUNCIL'S CORPORATE WEBSITE**11,445**

TOTAL WEBSITE
USERS

67.7%

NEW WEBSITE
USERS

MOST VISITED WEB PAGES

- Flood Monitoring Cameras
- Current Vacancies
- Registration and Microchipping

COMMUNITY CONNECT NEWSLETTER

Subscribers Opened Newsletter = 30%

Top three articles clicked

1. LVRC Current Vacancies
2. Instructions for applying for and using the GCBF grant
3. Lockyer Valley Art Society

ADVOCACY

Inland Rail

The Australian Rail Track Corporation (ARTC) have announced that Regionerate Rail (RR) is the Preferred Bidder for the Gowrie to Kagaru Section of Inland Rail. RR is a consortium made up of Plenary Group, Clough, GS Engineering and Construction, Webuild and Service Stream. RR will be designing and constructing both the Helidon to Calvert (H2C) and Gowrie to Helidon (G2H) projects that will run through the Lockyer Valley region. Officers from Council have met with RR and ARTC to discuss both their design proposals and the legal deeds that will govern the ongoing planning, design, construction and operation of the Inland Rail project.



As Council is aware, construction approval is required pursuant to the Environment Protection and Biodiversity Conservation Act. That approval process is being administered by the Queensland Coordinator-General (COG) and will need to be completed (along with necessary land acquisition processes) prior to commencement of any construction. As part of the approval process the COG has sought additional information from ARTC following the release and submission process undertaken for the H2C EIS.

That request for information contains a significant number of issues to be addressed by ARTC. A key issue relates to the alignment through the centre of Gatton and the COG has asked ARTC to discuss why the current alignment is preferred. Council remains of the view that there are significant benefits in a corridor that bypasses the town. Further advocacy work is currently being undertaken to continue to raise our concerns at all levels of government.

Council has always sought to identify potential benefits from the railway. These remain elusive. The Gateway 3 Report developed by Ernst Young (EY) under the auspices of the Australian Government's Interface Improvement Program has been submitted. The government is currently considering this report and will assess whether it proceeds to the next phase of evaluation.

Passenger Rail

Council has advocated for improved passenger transport for a considerable amount of time. As part of that work Council has been represented on the Working Group for the Toowoomba to Brisbane (T2B) Passenger Rail business case. The process is being undertaken by a team from the Department of Transport and Main Roads. Following further consideration by both State and Australian governments, a decision will be required by them on whether to proceed from the Strategic Business Case on to a full Detailed Business Case.

14.2 Group Manager People, Customer and Corporate Services Monthly Report - June 2022

Author: Dan McPherson, Group Manager People, Customer and Corporate Services
Responsible Officer: Dan McPherson, Group Manager People, Customer and Corporate Services

Purpose:

This report provides Council with a summary of key operational activities undertaken by the People, Customer and Corporate Services Performance Group during June 2022.

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, Customer and Corporate Services Group during June 2022.

Proposal

That this report be received and noted.

Attachments

1 [↓](#) Monthly Group Report - People Customer and Corporate Services - June 2022 7 Pages



People, Customer and Corporate Services

MONTHLY GROUP REPORT
JUNE 2022



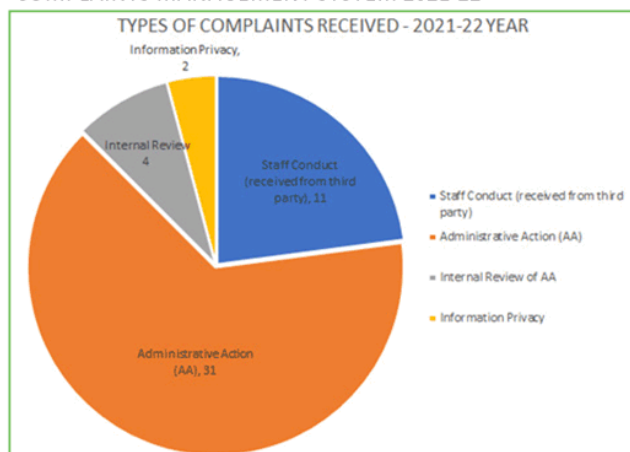
GOVERNANCE AND PROPERTY

LOCAL LAWS PROJECT UPDATE

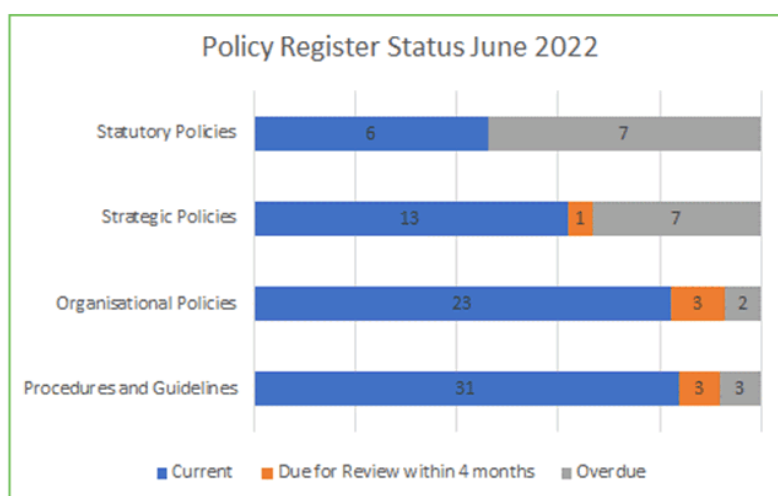
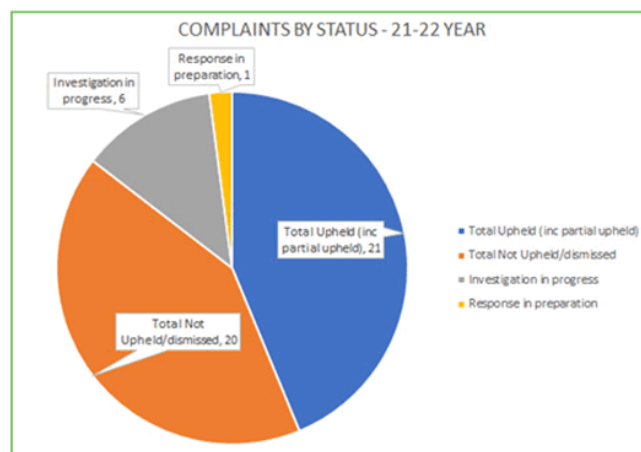
This project has been transferred to the Planning, Policy and Community Wellbeing Group to progress as the content experts.

COMPLAINTS MANAGEMENT SYSTEM UPDATE

COMPLAINTS MANAGEMENT SYSTEM 2021-22

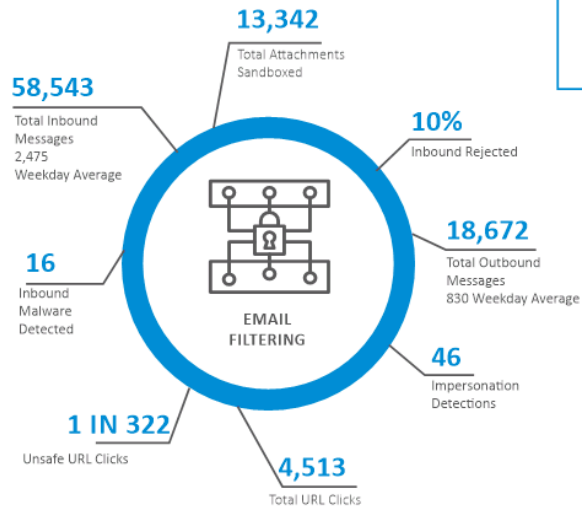


COMPLAINTS MANAGEMENT TYPES OF COMPLAINTS 2021-22



INFORMATION COMMUNICATION TECHNOLOGY

EMAIL AND WEB PROTECTION



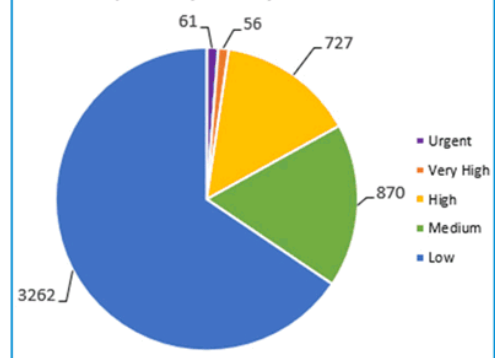
NETWORK PERFORMANCE INFORMATION SNAPSHOT



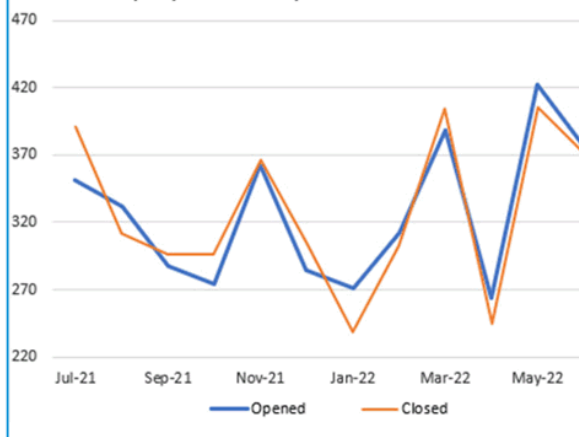
CYBER SECURITY



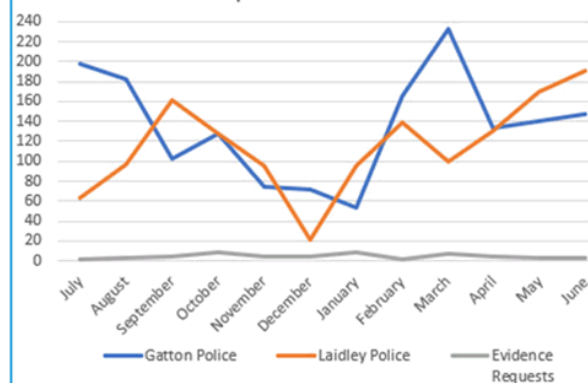
Requests by Priority Last 12 Months



Open/Closed Requests Last 12 Months

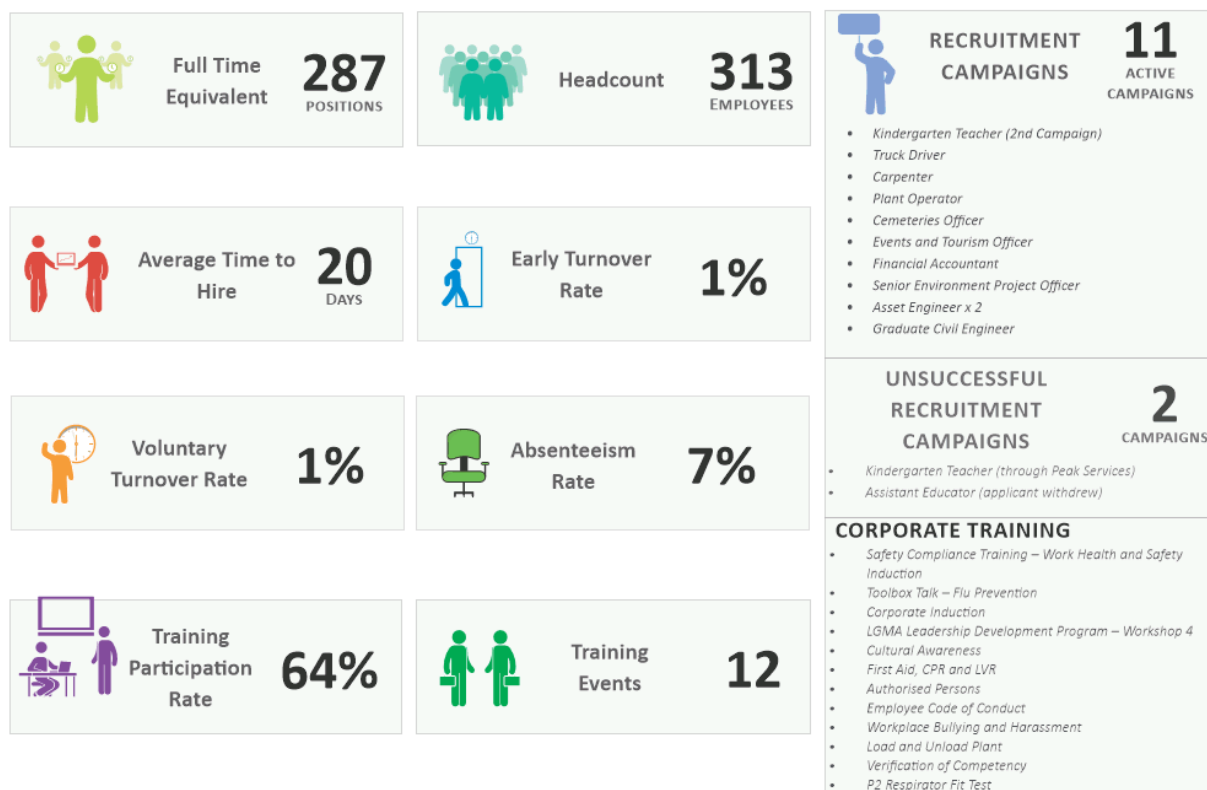


CCTV Recorded Image Views & Evidence Requests Last 12 Months



PEOPLE AND CUSTOMER EXPERIENCE

ORGANISATIONAL DEVELOPMENT AND PAYROLL



INFORMATION MANAGEMENT

PROJECT UPDATES

Disposal of Physical Records

Work is ongoing for the disposal of records and approximately 1900 boxes of documents have been approved for disposal. Arrangements are progressing for the collection and destruction of the boxes. Work also continues on the audit of digitised documents and evaluation of other archived records to determine their value for digitisation or listing for disposal in accordance with legislation.



RIGHT TO INFORMATION APPLICATIONS

	2022	2021	2020	2019	2018	2017
Number of applications received	6	14	10	2	8	11

CUSTOMER CONTACT

TELEPHONE



2,650 CALLS RECEIVED

Decrease of 418 calls from last month

5:00 AVERAGE HANDLING TIME

MINUTES
Increase of 37 seconds from last month

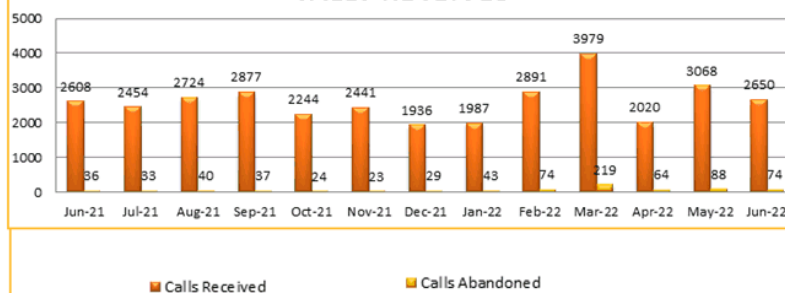
SERVICE LEVELS - TARGET 75%

SERVICE LEVEL REACHED **74.79%**

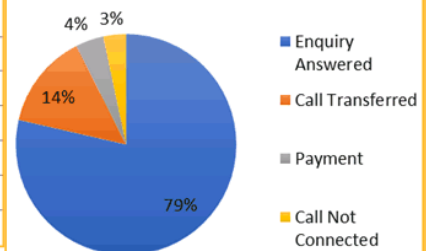
CALLS HANDLED BY MONTH



CALLS RECEIVED



CALL TYPES



65 TOTAL WEB CHATS

Decrease of 7 chats from last month

8:23 WEBCHAT HANDLING TIME

MINUTES
Decrease of 1.26 minutes from last month

630 TOTAL eREQUESTS

Decrease of 157 eRequests from last month

999 TOTAL RECEIPTS

Increase of 745 receipts from last month. (Animal registrations were due)

1,249 TOTAL CRM RECEIVED

Decrease of 126 requests from last month

COUNCILLOR REQUESTS

7 RECEIVED
54 OPEN
Decrease of 4 received requests from last month

QGAP PERFORMANCE

66.65HRS

Total time taken for all transactions

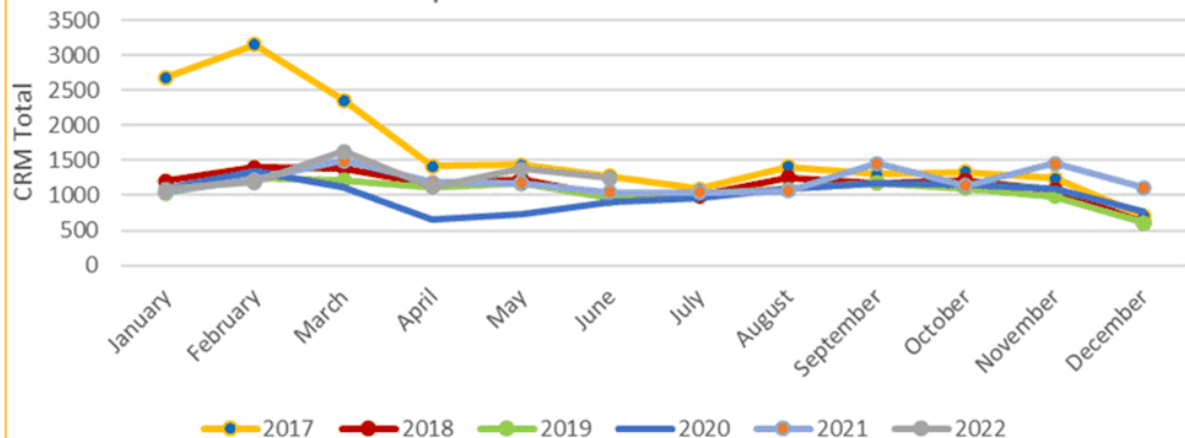
408

Total number of transactions

9:80

Total average time for all transactions

CRM Month Comparison 2017 - 2022

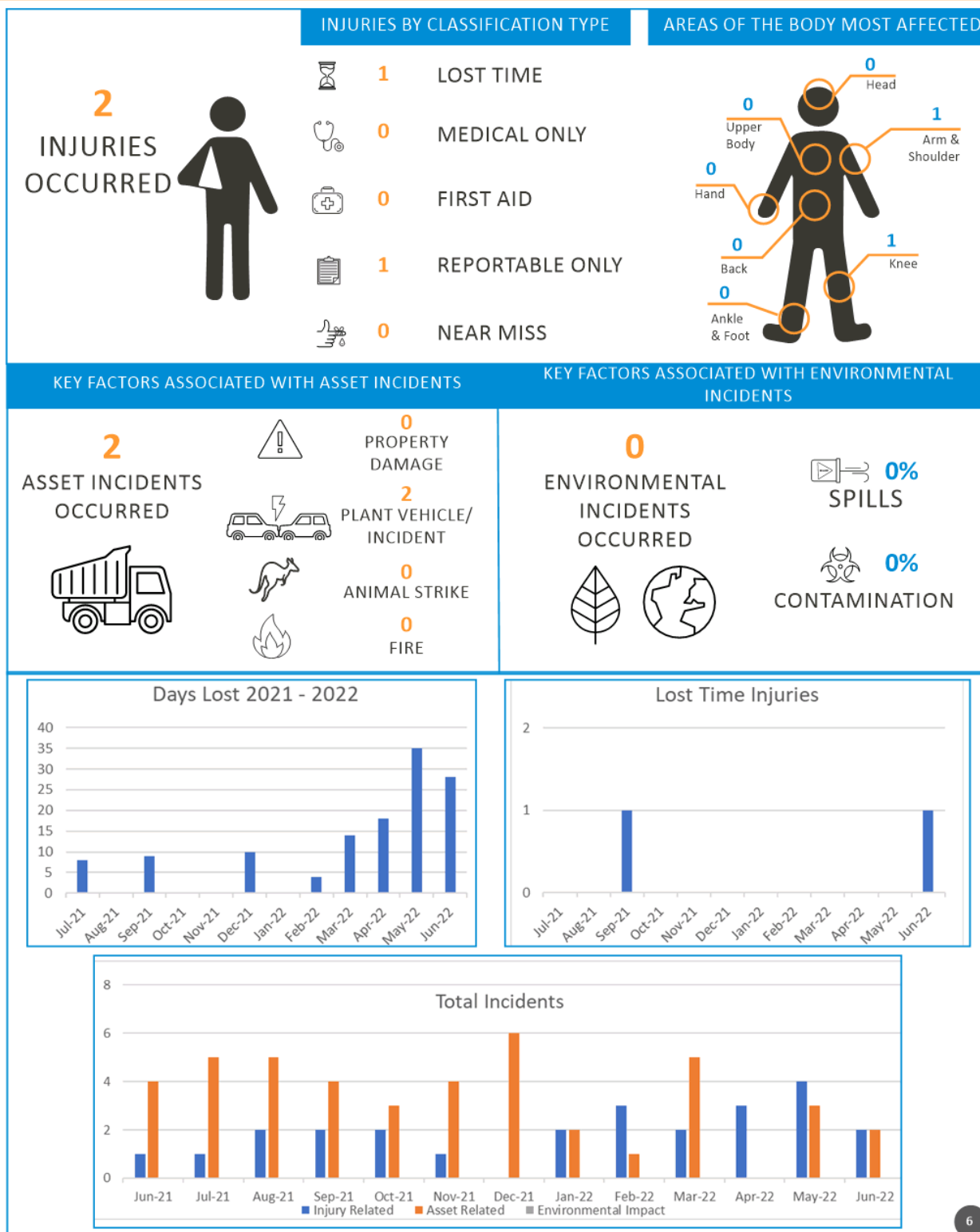


WORK HEALTH AND SAFETY



MEASURING OUR SAFETY PERFORMANCE

JUNE 2022

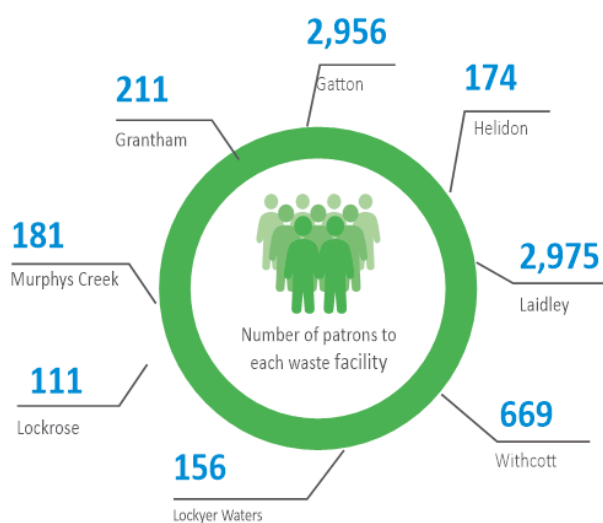
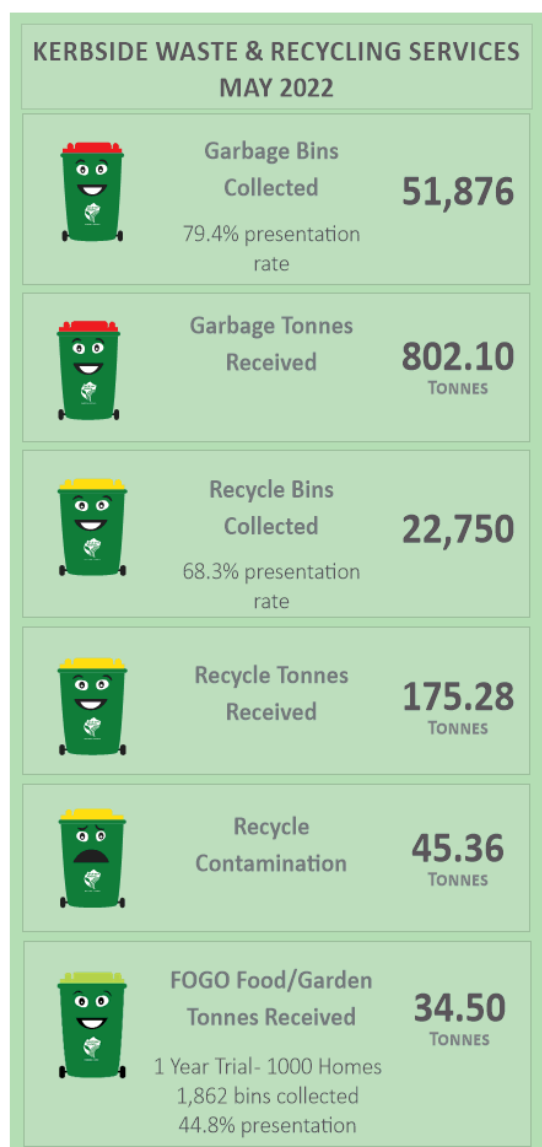


WASTE SERVICES

WASTE MANAGEMENT

UPDATE

- Over 340 tonnes now collected in the Food Organics and Garden Organics (FOGO) trial.
- Flood waste disposal from both flood events is now complete.



14.3 Group Manager Community and Regional Prosperity Monthly Report - June 2022

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 June 2022.

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 June 2022.

Proposal

That this report be received and noted.

Attachments

[1](#) Community and Regional Prosperity Monthly Group Report - June 2022 12 Pages

Community and Regional Prosperity

MONTHLY GROUP
REPORT

JUNE 2022



PERFORMANCE REPORTING

KEY GROUP PROJECTS



WATER FOR LOCKYER PROJECT

The Lockyer Valley & Somerset Water Collaborative meeting scheduled for 12 May was cancelled due to flooding within the region.

The June meeting was held as planned on 2 June, with items of business carried forward from the May meeting.

Commercial Advisor Andrew Brown provided the meeting with a status report on negotiations with Seqwater regarding a term sheet. (Following 8 months of negotiations with Seqwater a consensus for an agreement has not been met.) The Collaborative members were provided final reports from WREMA who were engaged to run probability scenarios and KBR who provided pricing models.

A letter of invitation has been sent from the Mayor to Minister Plibersek for the Collaborative to provide a project brief.



FOREST HILL SILO PROJECT

Tourism & WHS officers met with GrainCorp Community Engagement Manager at the Forest Hill Silos to discuss the next steps of the Project. EOI documents are being finalised. Review of inland rail site specifications is required to ensure they don't hinder the full view of the painted silos from the proposed viewing area.



EQUINE COLLABORATIVE PRECINCT

This project has recommenced activity. There is new opportunity with the introduction of the betting tax changes in Queensland and a change of Federal Government, with regard to advocating to the newly appointed Minister.



LAKE APEX AND LAKE FREEMAN REIMAGINING PROJECT

The Lake Apex and Lake Freeman working group have not met recently. There are no further updates at this stage.



TOOWOOMBA AND LOCKYER VALLEY ESCARPMENT MOUNTAIN BIKE TRACK PROJECT

Toowoomba Regional Council (TRC) met on Wednesday 15 June in support of the recommendation to not support the project proposal through Redwood Park, due to environmental & cultural heritage values identified in the environmental reports.

TRC did support investigating alternative route opportunities through Jubilee Park and progressing to detailed design.



LOCAL FLOODPLAIN MANAGEMENT PLAN

The Local Floodplain Management Project (LFMP) project has produced flood risk maps based on the model engineering outputs in accordance with State Planning Policy frameworks. The flood evacuation and flood classification components are in progress but delayed as resources have been directed to recent flood response activities. The flood modelling outputs are providing the extent and timing to inform both projects. Council officers have undertaken gap surveys of the gauges, creeks, banks, roads and critical infrastructure items at each location to verify sensor levels, configurations and extent of the knowledge base in these areas before and during flood operations. Due to continued rainfall events and stream operations, data collection has been delayed as it is necessary to gain access to the gauge sensors and other items that were affected by elevated water levels from the stream flow events.

Identification of possible evacuation routes has continued as part of the risk profiling. Data has been received from QG Parks and Wildlife on access trails and historical sources (photos and maps) have been identified. The 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 database from the LFMP floor level project (establishing floor heights for flood affected dwellings) is also being used in the assessment. The newly collected flood data from events since October 2021, including detailed flood survey from the February/March and May 2022 events, is providing details of the flood affected dwellings and structures that will extend our understanding of the actual impacts and a knowledge base for future events and planning.



FLOOD MODELLING - ENGINEERING

The flood modelling project is near completion. The base combined engineering map set will be brought to Council for adoption in July 2022. The creation of the new Defined Flood Event (DFE) map and finalisation of flood risk planning trigger maps can then proceed with these in place. This has been delayed by Council and WMA staff working on responses to flood events since October 2021, including the May 2022 event.

After the October and November 2021 severe storm events, the URBS rainfall model for Forest Hill was refined to better reflect flood operations and address issues arising. This will be included in the updated flood intelligence tool (WaterRIDE console). The finalised regional engineering mapping and rainfall models will be provided to the Flood Intelligence vendor (WaterRIDE) to allow that project to progress. The vendor has been engaged to consider and include learnings from the February/March 2022 events to improved operation of the Flood Intelligence tool particularly in high vulnerability/complex localities, e.g. Grantham.



LAIDLEY FLOOD MITIGATION

The Laidley Mitigation scheme review is in progress and the flood modelling consultant is due to meet with Council Officers in July.



FLOOD INFORMATION PORTAL

- The Flood information Portal (FIP) is near completion. A report is being submitted to the July Council meeting regarding adoption of the flood mapping for the FIP. This will determine the date at which the product can go live to the community. Supporting Factsheets and media are prepared to support the release of the portal and feedback loop.



FLOOD INTELLIGENCE - EVENT BASED DATA CAPTURE

Flood survey levels from the February and May events have been taken in affected localities. These and other LFMP outcomes are being used in the engagement with QRA in relation to resilient homes and other recently announced Government programs. Officers are also engaging with QRA and EPW to address deficiencies in the building regulations in relation to flood. QRA are currently engaged with LGAs across the state in order to set up a 10 year investment program based on priority. This may open avenues for funding in the future for Council.



FLOOD RISK ASSESSMENT - DRAFT PLANNING SCHEME

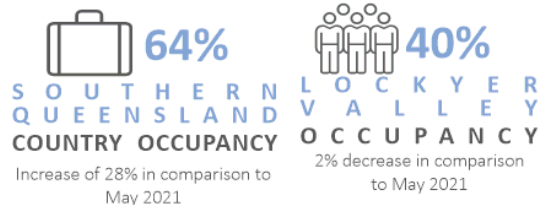
- Following a review and analysis of the WMA 'Community Risk Profiling' report and WMA draft Planning Control Risk Mapping, the expert planner (consultant) has workshopped an appropriate planning scheme framework with Council. The use of an Extreme hazard overlay has been introduced as part of this development and officers/consultants are undertaking detailed checks at lot level to set the appropriate level of constraint. This project has been making good progress on what is proving to be a difficult and challenging task given the nature and operations of floods in the valley and the requirements of the State Government planning regulations.

COMMUNITIES

TOURISM



STATISTICS FOR MAY 2022



LET'S GO CAMPING AND CARAVANNING SUPERSHOW

The LVRC Tourism team represented on the SQCT stand 3 of the 6 days at the Let's Go Camping and Caravanning Supershow held in Brisbane from the 7-12 June. The official attendance was 41,017 visitors, which provided our tourism team with the opportunity to encourage visitors to explore our great region.

SQCT NETWORKING EVENT

Thursday, 23 June, a number of Councillors and staff represented LVRC at the monthly SQCT networking event at local café, Tins & Trays. Local tourism operators attended a social media workshop earlier that day and then joined the group to hear updates from SQCT and guest speaker Brendan McKenna, COO of JUCY Group, presenting on the future of the working holiday maker in regional Australia.



QUEENSLAND TRANSPORT MUSEUM (QTM) FACEBOOK PAGE

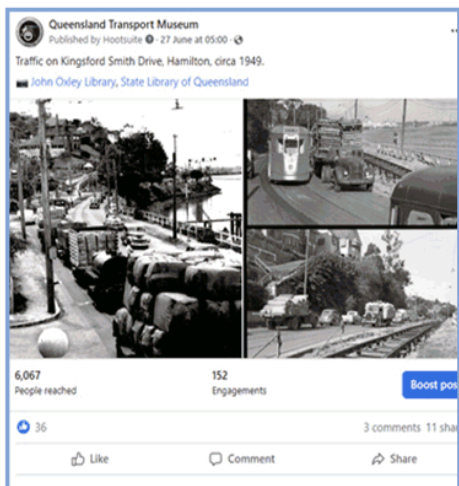
11 POSTS

TRAFFIC ON KINGSFORD SMITH DRIVE, HAMILTON CIRCA 1949

Reach: 6,067 Engagements: 61
Comments: 6 Shares: 11

QTM WELCOMES ANOTHER FANTASTIC DISPLAY

A 1986 Kenworth SAR (Short-bonnet Australian right-hand drive) Prime Mover built and sold in Australia from 1975 until 1987 and the first Kenworth model designed, engineered and built in Australia specifically for Australian operating requirements, is currently on display at the QTM. This truck has been proudly restored and displayed by Ahern Haulage.



VISITOR INFORMATION CENTRE (VIC)

(Including QTM Admissions)



TOURISM 

'VISIT LOCKYER VALLEY' FACEBOOK PAGE



18
POSTS

During the Month "Visit the Lockyer Valley" Social Media highlighted many local businesses.

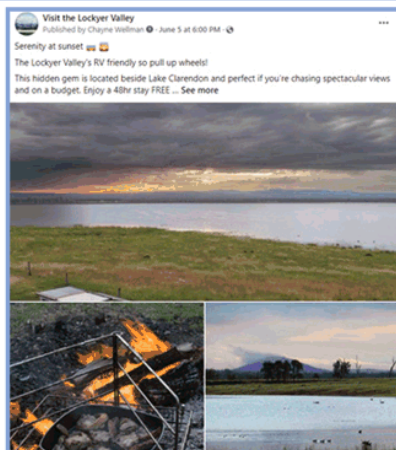
SERENITY AT SUNSET – THE LOCKYER VALLEY'S RV FRIENDLY SO PULL UP WHEELS!

Reach: 6,108

Engagements: 85

Comments: 5

Shares: 12



GOOGLE BUSINESS REVIEW - DAS NEUMANN HAUS



Sandra Capaldi

★★★★★ 3 weeks ago

This place is a real surprise packet. On entry we greeted by a very friendly lady who said the place was run by volunteers unfortunately only open Friday, Saturday and Sunday as can't get enough people to help run the place... We were told about the place given paperwork on the place as well of interesting places in the area, it always has a cafe selling a small selection of tasty treats which we selected and were told to look around while they were getting our food ready... The toasted sandwiches were good and the strudel was delicious which we had with our cappuccino... As leaving there a couple of tables one with craft products and another with honey, preserves etc so we brought a couple of things on the way out and will happily come back again.. thank you to the lovely ladies who we met today and hope there are more people who will volunteer so the place can open more Sandra & Gary



Serge V

★★★★★ 2 weeks ago

Visited on a whim for late lunch and, literally as we walked up, the doors were being closed. It turns out there hadn't been a single visitor for two hours so the staff were calling it a day. However, and to our pleasant surprise, a quick discussion led to us being given entry, not just for a wander through the house but also for food and coffee. To sum up our experience, the staff (volunteers, I believe) were awesome. They were down-to-earth, friendly, funny and very accommodating. The home itself was interesting, and detailed life of an era past. Explore the bedrooms, kitchen and even music room, and experience tools, utensils, furniture and instruments from yesteryear. There are also dozens of photos to appreciate. And, last but not least, our chicken & cheese toasties were yummy and the apple strudel (with cream AND ice cream) was delicious. I'd go back for that alone! If you're up for a quick slice of local history and some inexpensive food and drinks, pop into Das Neumann Haus. It's a great way to unwind for an hour and fill your belly.



Glenn Wilson

★★★★★ 2 weeks ago

A very interesting place to visit, seeing some real heritage that free to see. All along with a very tasty morning tea, served with country hospitality, at very reasonable prices.

EVENTS

Ongoing support is being provided to a range of community event organisers. Support includes advice and equipment.



0 COUNCIL LED EVENTS

There were no Council led events during June.



2 UPCOMING COMMUNITY EVENTS

Ongoing assistance was provided to:

1. NAIDOC Events – SOTV
2. Laidley Pioneer Village – 50th Anniversary Event (24 September)



4 PROJECTS IN PLANNING

- The Garden Party
- Buy From The Bush Markets
- Regional Showcase – LIVE | STUDY | WORK | VISIT the Lockyer Valley
- Twilight Feast & Fest






4 COMMUNITY GROUPS/ EVENTS GIVEN ASSISTANCE

Ongoing assistance was provided to:

- Withcott Fun Run Fever (marquees, chairs, table, wheelie bins)
- Gatton Cup (marquees, chairs, table, wheelie bins)
- Laidley Show (marquees – Laidley Show was cancelled but equipment had already been despatched)
- QLD State Quarter Horse Championships (table and

LIBRARIES AND GALLERIES



eRESOURCES			
PLATFORM		JUNE 2022	MAY 2022
	eAudiobooks & eBooks (Borrowbox)	1,997	1,921
	eAudiobooks, eBooks & eMagazines (Overdrive)	447	503
	eMovies (Beamafilm)	47	125

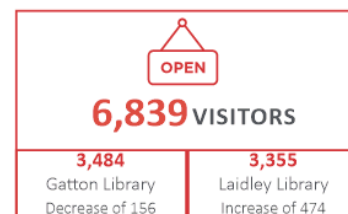
9,421
PHYSICAL
LOANS
in June

2,576
ELECTRONIC
LOANS

11,997
TOTAL LOANS
Decrease of 4.89% in
comparison to last month

16,502 
ACTIVE LIBRARY
MEMBERS

119 
NEW LIBRARY
MEMBERS



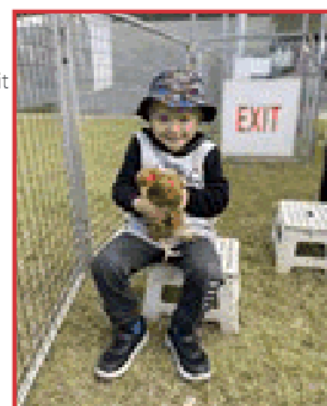
LIBRARIES UPDATE

- We have had a fantastic response to our school holiday program. Our Facebook posts had a higher number of comments and reactions than usual, and our activities requiring bookings filled fast, with the Barnyard Babies event booked out. Families are enjoying the activities on offer.
- The Libraries 2022 Customer Service Quality Survey went live during the month. This is an important way to capture library users' thoughts on what we are doing well, and how we can improve. The survey closed at the end of June.
- Our annual Welcomed Baby Celebration was held on Saturday 25 June. This event welcomes families into the library to celebrate their little ones and introduce them as new members of our community. All attendees had a wonderful morning.
- The Library held one virtual event last month, an online author talk with bestselling Australian Author, Karly Lane. Karly spoke about her newest title, writing, publishing process and upcoming releases. This chat was held via Teams, and has been uploaded to Facebook to allow those who missed it to enjoy the chat. So far 508 people have view this chat which gave us an extra opportunity to promote the library.



ART GALLERY UPDATE

- Staff have completed a gallery changeover, welcoming 'Pushing the Limits' by Gatton Quilters. The opening function for this new exhibition was held on 17 June. This exhibit runs from Friday 17 June to Sunday 14 August, and features a range of textile and mixed media styles from the Gatton Quilters Art Group.



REGIONAL ARTS AND DEVELOPMENT FUNDING (RADF)

- A small panel assessed the Quick Response Professional Development round. We had 9 applications with 6 being fully funded, 2 partially funded and one unsuccessful.

CHILDCARE



UPDATE

June has been a really busy month at the centre. We have welcomed new staff into the team as well as many new families.

There has been some maintenance work happening across the centre with nappy change areas altered to meet with regulations, the laundry and nursery areas have been painted and we are in the process of changing key lock doors over to magnetic locks. This will assist staff with accessibility during busy times.



78.25%
TOTAL
OCCUPANCY RATE

ACTIVITIES

The children have been focused on kindness throughout the centre, accepting each other's differences, listening to others' needs as well as following directions from educators.

FIRE SAFETY

We have been adding more loose parts to our already amazing learning space. Some of the staff brought in some hoses which led to the children talking about fire and other emergency services.

The children looked at different types of fire engines and even had their own emergency in the playground where they had to be fire fighters with their hard hats on and put out the fire.

In the coming weeks we will invite emergency crews from the community to come in and speak to the children. We will also be talking about fire drills.

This topic has raised a few things within the centre that we are now implementing for our fire evacuation drills.



LIBRARY VISIT

The Kindy children really enjoyed their visit from Miss Julianne from the Library.

Miss Julianne and the Junior Kindy children have been talking about healthy eating habits and how to brush our teeth correctly. Parachute play was definitely a favourite.



PLANNING POLICY AND COMMUNITY WELLBEING

GROWTH AND POLICY



DATA ITEM	2016	2021	CHANGE OR OBSERVATION
Population	38609	41,101	Growth Rate 1.3% ERP is based on 1.6%
Males	19,298 (50%)	20,384 (49.6%)	
Female	19,309 (50%)	20,714 (50.4%)	
Aboriginal & Torres Strait Islander People	1508 (3.9%)	2092 (5.1%)	Increasing
Born in Australia	30,174 (78.2%)	32,654 (79.4%)	
Born overseas	5010 (13%)	5813 (14.14%)	Increasing diversity – 49 countries of origin identified in 2022
Language other than English	2369 (6.13%)	2907(7.1%)	20 separate languages identified in 2016; 46 in 2022
Median weekly Household Income	\$1198	\$1457	
Average Household size	2.7	2.7	
Students			
Pre school	379	557 (5.5%)	Student numbers are increasing above population growth - 3.6%pa Largest change is in University Students
Primary	3316	3457 (34.2%)	
Secondary	2570	2977 (29.5%)	
Voc Ed	520	693 (6.9%)	
University	1573	2092 (20.7%)	
Other	185	325 (3.2%)	
Needs assistance at home and with tasks	2468 (6.4%)	3148 (7.7%)	More people need assistance
Volunteers	5937 (15.4%)	4473 (10.9%)	Fewer people volunteering
Dwellings	13822	15340	Additional 1518 (303pa)
Separate houses	11865	13278	Additional 1413 (282 pa)
Tenure			
Owned outright	4137 (30%)	4688 (30.6%)	Lesser proportion are renting – numbers of rentals haven't changed Increased proportion have a mortgage on their own home
Owned mortgage	4928 (35.6%)	5732 (37.3%)	
Rented	3206 (23.2%)	3211 (21%)	
Other	94 (0.6%)	203 (1.32)	
Not stated	509 (3.7%)	303 (2%)	

Census data 2021

The first release of data to come out of the 2021 Census has landed with the 'statistical' Lockyer Valley resident being described as a 39 year old married mother of 1.9 children, living in a 4 bedroom house with 2.3 cars parked at the home address that has a mortgage at 30% of the household income. This result shows a gradual shift in median age and departure from previous census data.

Lockyer Valley - Draft Planning Scheme

While the timeframe around the preparation and adoption of a planning scheme can vary significantly due to the numerous processes and stakeholders involved, Council anticipates that the Draft Planning Scheme will be provided to the State Government for the second State Interest Review in the next couple of months. Ideally, the Minister will approve commencement of public consultation for the Draft Planning Scheme before the end of the year, with the final version of the Planning Scheme adopted by Council mid next year.

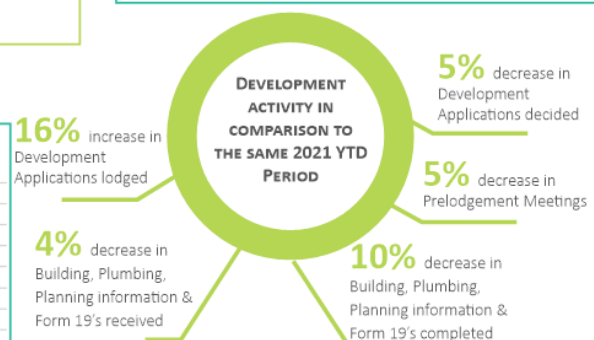
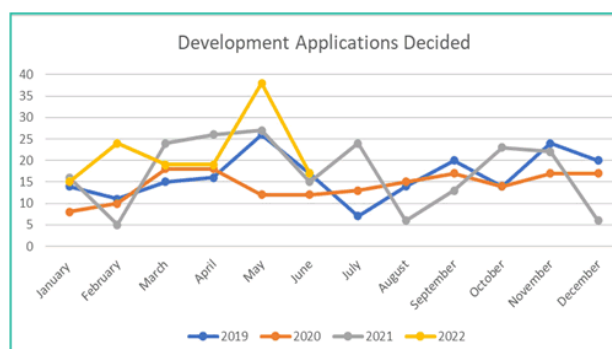
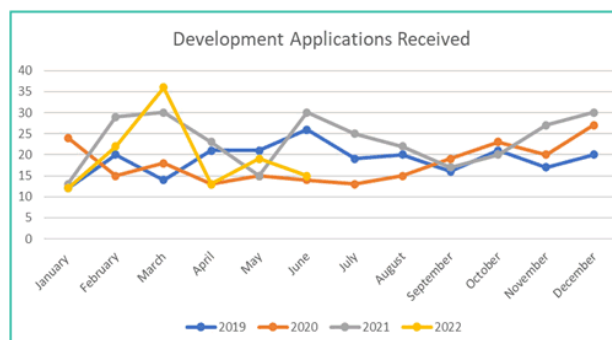
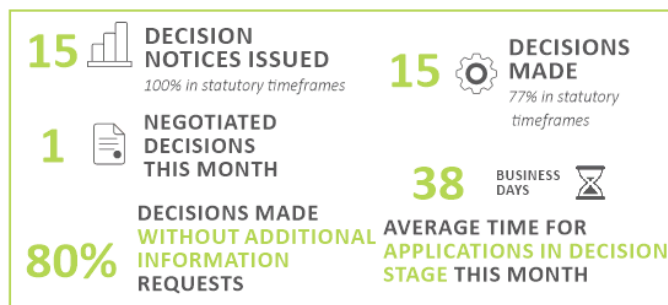


Lockyer Valley Chamber of Commerce, Industry & Tourism

The Chamber of Commerce and the Lockyer Valley Tourism Association have merged to form the 'CoCIT'. Council's contribution towards employing an administration officer to manage the operations of the organisation was gratefully accepted by the Chamber at their recent meeting.

DEVELOPMENT ASSESSMENT

ACTIVITY	CURRENT MONTH	2022 YTD	2021 SAME YTD PERIOD
DEVELOPMENT APPLICATIONS			
RECEIVED	13	82	100
DECIDED	19	76	77
EXEMPTION CERTIFICATES			
RECEIVED	2	15	21
DECIDED	2	12	19
BUILDING, PLUMBING, PLANNING INFORMATION AND FORM 19'S			
RECEIVED	38	152	173
COMPLETED	50	166	165
PRELODGE MEETINGS HELD	7	28	30



DEVELOPMENT COMPLIANCE

14 **COMPLAINTS RECEIVED THIS MONTH**

16 **COMPLAINTS RESOLVED THIS MONTH**

0 **SHOW CAUSES ISSUED THIS MONTH**

100% **RESOLVED WITHOUT LEGAL ACTION**

ZERO **ENFORCEMENT NOTICES ISSUED THIS MONTH**

INFRASTRUCTURE CHARGES PAID
YTD = **\$1,540,073.88**



INFRASTRUCTURE CHARGES OUTSTANDING
YTD = **\$6,000.00**

BUILDING AND PLUMBING



BUILDING APPROVALS 87

By Private Certifiers and LVRC.
In comparison to 104 in 2021



BUILDING APPROVALS BY LVRC 17

In comparison to 13 in 2021



PLUMBING APPROVALS 30

In comparison to 45 in 2021



AVERAGE DAYS TO APPROVE 11

Building Applications

Days

\$15.5M

COMMERCIAL AND DOMESTIC VALUE OF WORKS
in the Lockyer Valley Region



AVERAGE DAYS TO APPROVE 5

Plumbing Applications

Days



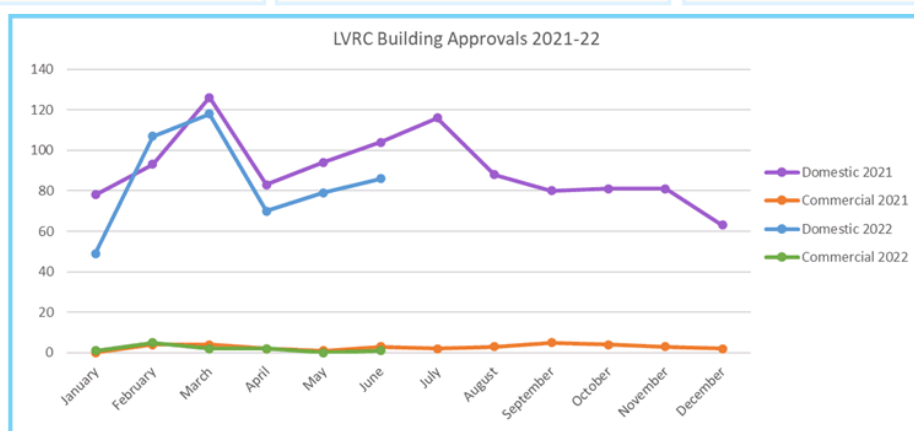
BUILDING INSPECTIONS 54



PLUMBING INSPECTIONS 216



TOTAL INSPECTIONS 270



BUSINESS IMPROVEMENTS

CONTINUOUS IMPROVEMENT

Process Improvement delivers efficiency and consistency



Auto Email on Lodgement of Environmental Health Records and Compliance Searches

An auto generated email has been set up to notify staff of the lodgement for requests for Environmental Health Records and Compliance Searches. This means staff won't need to manually search for new requests and will ensure requests are not missed.

Online Requests for Commercial Building Record Searches

Customers are now able to lodge requests for Building Record Searches for commercial properties online via Council's website. Previously this was only available for residential properties.

Electronic Allocation of Applications to External Consultants

External engineering consultants have been set up in Council's Technology One system to enable Development Applications to be allocated to these external consultants.

New Templates for Compliance Process

Two new templates, an Advisory Letter and Written Notice of intention to commence formal action, have been created for the Development Assessment and Building team. Compliance Officers are able to generate these templates with pre-populated information in accordance with Council's Compliance Policy & Procedure.

Missing Property Details Identified and Rectified

Following a review of properties in Council's mapping system, it was identified that details for approximately 50 State owned parcels within the region were not included in TechnologyOne or on IntraMaps. This has now been rectified, and the details for the owner and zoning for every property in the region now appear in TechnologyOne and IntraMaps.

Charge Amounts Removed From Council Forms

Following a review of Council forms, it was identified that 20 forms in the Planning, Policy and Community Wellbeing area included a fee amount. This meant every year staff would undertake the time-consuming task of updating the forms in ECM and on the website to ensure the correct fee was referenced. It was decided that this year the forms would be updated to remove the fee amount, and refer customers instead to the current Register of Fees and Charges. This will ensure forms never show the incorrect fee amount, and staff will save time in updating forms at the end of each financial year.

COMMUNITY AND WELLBEING



LVRC PROPERTY MANAGEMENT

- Slashing of vegetation at Brightview Reserve to create a fire break and enable access to site.
- Slashing of vegetation at Shorelands Drive Reserve, Withcott to reduce weed growth and allow maintenance of koala fodder planting area.
- Slashing of vegetation at Fairways Drive Reserve in preparation for planting of koala trees.
- Ecological survey undertaken on Redbank Creek Road environmental reserve.

PEST MANAGEMENT

- Rabbit Den Fumigation, barrier mesh installation in conjunction with the Darling Downs Moreton Rabbit Board at the University of Queensland, Gatton Campus and the Gatton Cemetery.

RESILIENT RIVERS

- Hydrological consultant completed flood damage assessment of Blackfellow Creek project site to determine extent of change in riparian area, future flood risk assessment and review of plans for project works within the creek to slow water velocity.
- Presented at the SEQ Riparian Flood Resilience Forum held at Victoria Park Conference Centre Brisbane.
- Attended training on erosion and sediment control, best practice and compliance workshop.

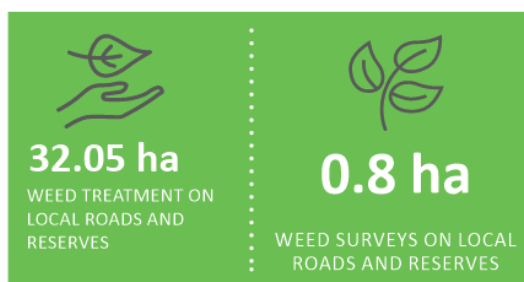
PEST MANAGEMENT



LAND FOR WILDLIFE (LFW)



RESTRICTED WEED MANAGEMENT



FOCUS OF RESTRICTED WEEDS TREATED

Fire weed, Giant Rats Tail Grass, Mother of Millions & Lantana as part of Lantana Subsidy Program- roadside spraying.

ENVIRONMENTAL COLLABORATION

- Darling Downs Moreton Rabbit Board
- International Fund for Animal Welfare – funded project works undertaken in collaboration with HL&W and LVRC on landholders' property for weed control to enhance habitat for protected species
- University of Queensland – project preparation for student ecological survey of Dwyers Scrub Conservation Park in collaboration with Lockyer Uplands Catchment Inc, QPWS and LVRC
- Griffith University – Building Catchment Resilience pilot project for Laidley Catchment, part of stakeholder steering committee, with a Council workshop planned for July to introduce the project

ENVIRONMENTAL HEALTH

THE FOLLOWING HAVE BEEN ISSUED YEAR TO DATE

186
FOOD RELATED
LICENCES ISSUED YTD



186
CURRENT
FOOD RELATED
LICENCES



4
PERSONAL APPEARANCE
SERVICES LICENCES

9 LOCAL LAWS PERMITS



4 CARAVAN



0 EVENTS



1 CAMPING



1 MARKET



2 TEMPORARY
HOME



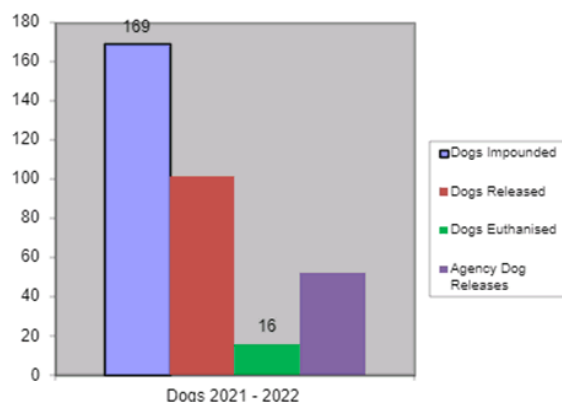
1 ROADSIDE
STALL

LOCAL LAWS

2024 
NUMBER OF CUSTOMER
REQUESTS RECEIVED
FINANCIAL YTD

1849 | 91.35%
NUMBER OF CUSTOMER
REQUESTS RESOLVED
FINANCIAL YTD

Total Dogs impounded July 2021- June 2022



44 

TOTAL NUMBER
OF INFRINGEMENT
NOTICES ISSUED YTD

169 

NUMBER OF DOGS
IMPOUNDED YTD

153 

NUMBER OF DOGS
RELEASED/REHOMED YTD

38 

KENNEL LICENCES
ISSUED YTD

66 

EXCESS ANIMAL
PERMIT RENEWALS YTD



NUMBER OF DOGS
REGISTERED

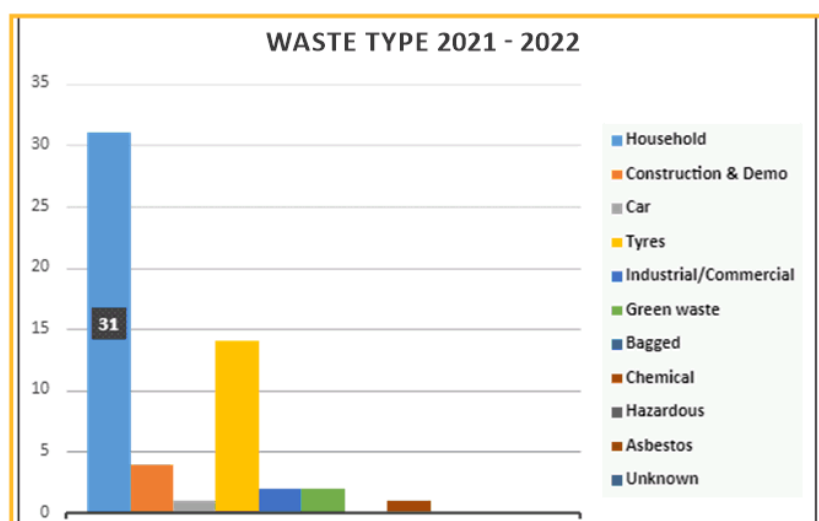
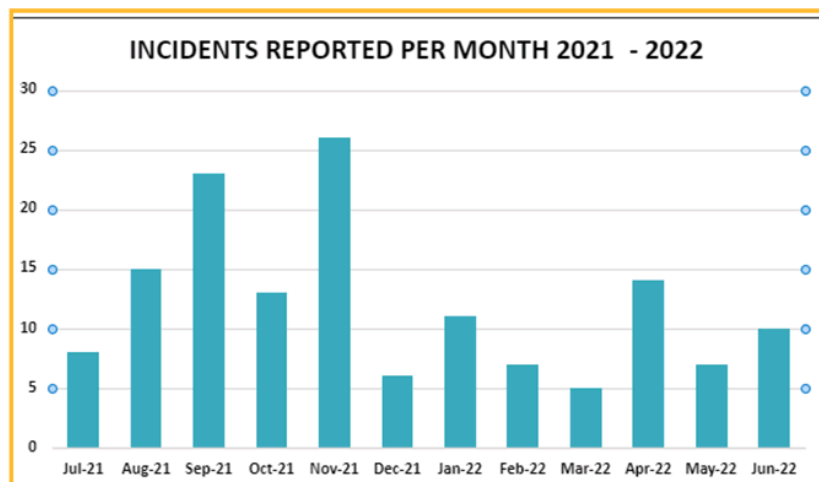
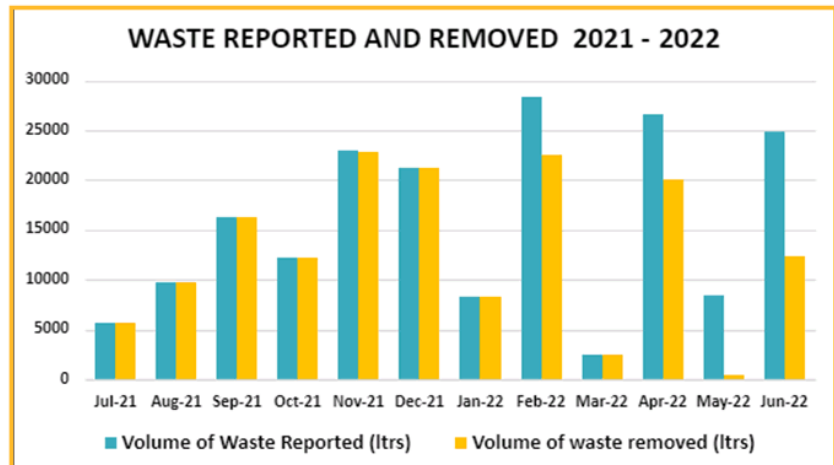
8,347 **8,279**
2021-2022 2020-2021

LOCAL LAWS



ILLEGAL DUMPING / LITTERING UPDATE

Illegal Dumping Statistics have been collated based on review of all Illegal Dumping CRM's received and actioned year to date.



14.4**Group Manager Infrastructure Monthly Report - June 2022****Author:** Sara Rozynski, Personal Assistant 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 June 2022.

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 June 2022.

Proposal

That this report be received and noted.

Attachments

[1](#) Monthly Group Report - Infrastructure - June 2022 11 Pages



Infrastructure

MONTHLY GROUP REPORT
JUNE 2022



FEBRUARY 2022 WEATHER EVENT

UPDATE

Phase 1 of recovery being Emergency Works under the February 2022 event was completed on 30 June 2022. This involved immediate reconstruction of the road network and reinstating property accesses.

Currently in phase 2 of recovery, the Reconstruction of Essential Public Assets (REPA) damage assessments are underway commencing with unsealed roads, sealed roads and structures. REPA works aim to permanently restore or reconstruct essential public assets to pre-disaster standard. These works must be completed and acquitted within two years of the event, being 2024. Betterment projects to improve flood resilience to assets are being identified during the REPA assessment process.

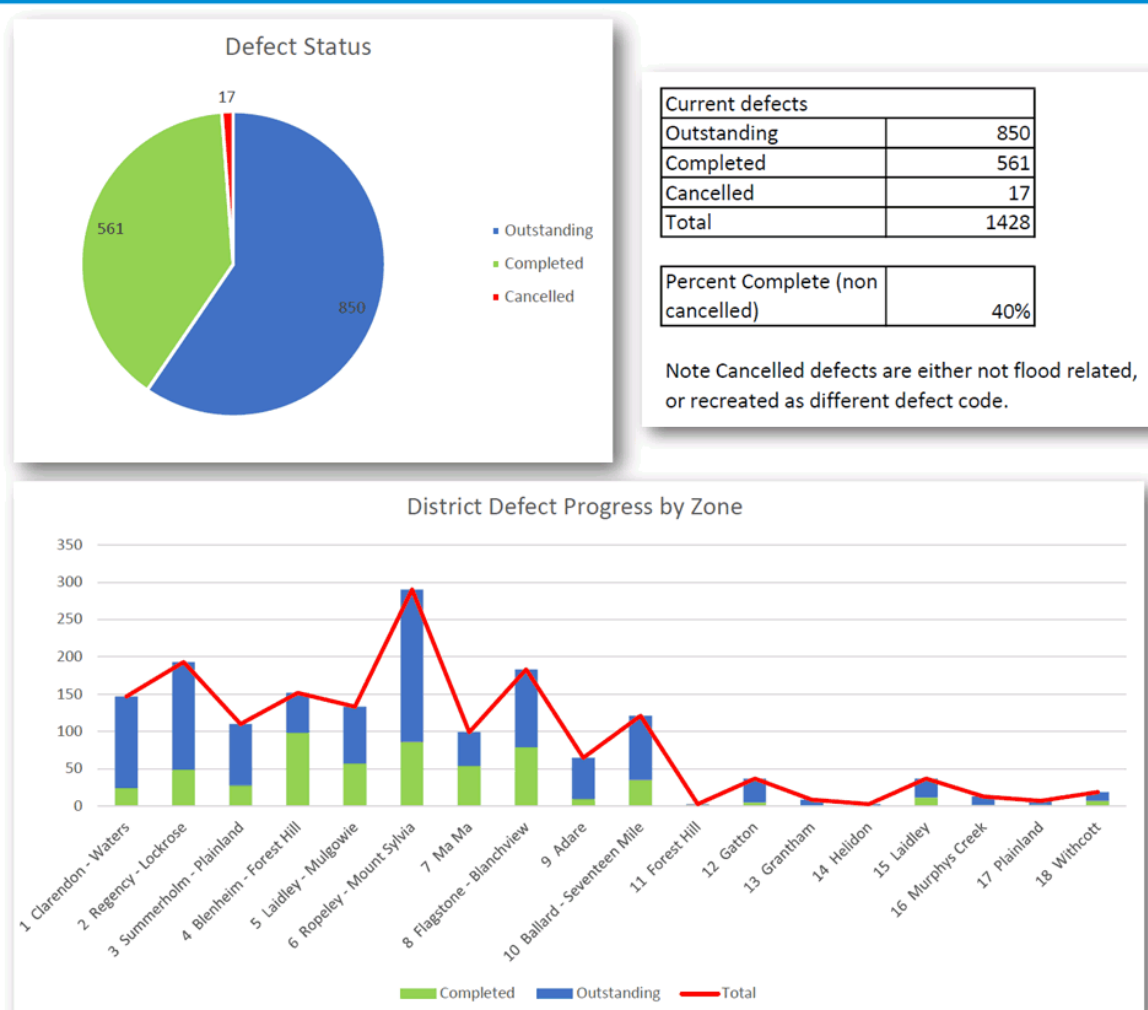
MAY 2022 WEATHER EVENT

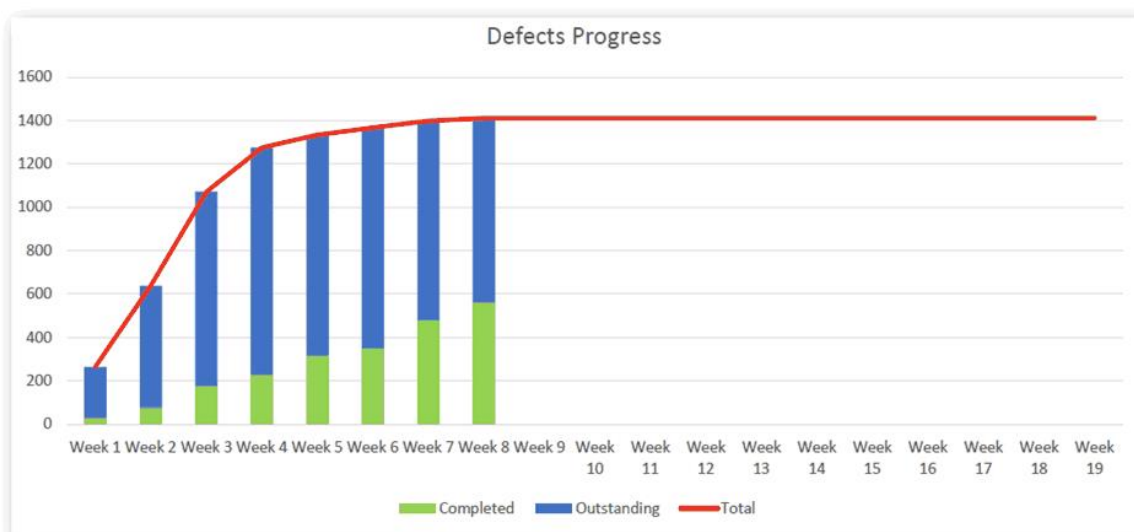
UPDATE

A new event was declared after significant rainfall caused flooding across the region from 6 May through to 20 May 2022, with majority of the damage to Council's assets attained in Mount Sylvia, Blackduck, Regency Downs, Lockrose, Flagstone and Blachview.

1428 emergency works defects were identified as a result of the May 2022 event with 561 of these completed to date. Emergency works for the May 2022 event are required to be completed by 30 August 2022. Most of these sites will require more permanent repairs as part of the REPA phase of recovery. The below graphs depict completion progress of emergency works defects.

MAY 2022 EVENT EMERGENCY WORKS DEFECT STATUS





DAMAGED ROAD INFRASTRUCTURE



Mount Sylvia Road, Mount Sylvia



Flagstone Creek Road, Flagstone Creek



Lockrose Road North, Lockrose



Back Mount Sylvia Road, Caffey



East Haldon Road, East Haldon



Liftin Road, Mount Sylvia



Woolshed Creek Road, Summerholm



Mount Sylvia Road, Mount Sylvia

DAMAGED PARK INFRASTRUCTURE



Laidley Recreation Reserve



Lions Park, Laidley



Mulgowie Park



Lions Park, Laidley



Buglar Park, Grantham



Glenore Grove Cricket Oval



Laidley Recreation Reserve

Council's damaged park infrastructure across the region has been assessed and insurance claims submitted. Council are awaiting the results. Officers are considering the re-installment of park infrastructure in line with Council's park rationalisation strategy and investigating betterment opportunities.

EMERGENT WORKS

Highest Priority Emergent Works (DM18s defects)

- Abbots Road, Derrymore
- Adare Road, Adare
- Advance Court, Kensington Grove
- Ambrose Road, Lower Tenthill
- Auchter Road, Forest Hill
- Back Mt Sylvia Road, Caffey
- Batemans Road, Flagstone Creek
- Berlin Road, Mount Berryman
- Bishops Road, Adare
- Black Duck Creek Road, Black Duck Creek
- Boland Lane, Laidley South
- Chalk Mine Road, Junction View
- Clarence Place, Plainland
- Cole Gully Road, Lefthand Branch
- Crans Road, Flagstone Creek
- Cricket Road, Regency Downs
- Douglas Road, Upper Flagstone
- Dry Gully Road, Mount Whitestone
- East Egypt Road, Stockyard
- East Haldon Road, East Haldon
- Evans Road, Grantham
- Ferrari Lane, Laidley Creek West
- Fifteen Mile Road, Murphys Creek
- Flagstone Creek Road, Lilydale
- Fords Road, Ringwood
- Glen Cairn Road, Glen Cairn
- Golf Links Drive, Gatton
- Goulds Road, Ingoldsby
- Hall Road, Forest Hill
- Hanleys Road, Ballard
- Harm Drive, Crowley Vale
- Heise Road, Hatton Vale
- Howmans Road, Lockyer
- Hughes Road, Plainland
- Ingoldsby Road, Ingoldsby
- Jims Road, Blenheim
- Johns Lane, Grantham
- Kennedys Road, Stockyard
- Kentville School Road, Kentville
- Kitchener Road, Laidley South
- Knack Road, Summerholm
- Laidley Creek West Road, Mulgowie
- Lake Clarendon Way, Lake Clarendon
- Lavender Road, Helidon Spa
- Lefthand Branch Road, Lefthand Branch
- Lockrose Road North, Lockrose
- Long Gully Road, Summerholm
- Lower Tenthill Road, Lower Tenthill
- Lyons Road, Lake Clarendon
- Main Camp Creek Road, Thornton
- Main Greenswamp Road, Spring Creek
- Minton Road, Hatton Vale
- Mount Berryman Road, Mount Berryman
- Napier Street, Laidley
- Niethe Road, Lockrose
- O'Dwyer Road, Laidley South
- Orchid Road, Murphys Creek
- Otto Road, Glenore Grove
- Palm Tree Road, Buaraba South
- Palmer Lane, Mulgowie
- Pats Road, Plainland
- Pooles Road, Veradilla
- Prufert Road, Summerholm
- Ranger Road, Adare
- Robinsons Road, Gatton
- Rudducks Road, Derrymore
- Sandy Creek Road, Grantham
- Schadwell Road, Blenheim
- Schluter Road, Mount Berryman
- Silkwood Court, Glenore Grove
- Smith Road, Flagstone Creek
- Spa Water Road, Derrymore
- Steinmullers Road, Ropeley
- Stockyard Creek Road, Stockyard
- Sunset Boulevard, Laidley South
- Taylor Road, Townson
- Thomas Road, Upper Lockyer
- Thornton School Road, Thornton
- Unnamed Road 11, Blenheim
- Unnamed Road 3, Fordsdale
- Upper Flagstone Creek Road, Upper Flagstone
- Upper Tenthill School Road, Upper Tenthill
- Vince Road, Kensington Grove
- Voglers Road, Fordsdale
- Wallers Road, Ringwood
- Watts Road, Murphys Creek
- Weigel Road, Summerholm
- White Mountain Road, White Mountain
- Whitehouse Road, Laidley Heights
- Winwill Connection Road, Winwill
- Woolshed Creek Road, Hatton Vale

Drainage Works

- Ambroses Road, Ropeley
- Biggs Road, Withcott
- Blanchview Road, Withcott
- Bonnells Road, Blanchview
- Carey Road, Blanchview
- Freya Street, Murphys Creek
- Roches Road, Withcott
- Rosenberg Road, Ma Ma Creek
- Rutherford Road, Withcott
- Spa Water Road, Blanchview
- Sutcliffes Road, Upper Flagstone
- Topps Road, Flagstone Creek
- Upper Flagstone Creek Road, Upper Flagstone

Road Patching Works

- Baker Finch Place, Hatton Vale

Pavement Repairs

- Gatton-Laidley Road, Forest Hill
- Laidley-Plainland Road, Plainland

Shoulder Grading

- Gehrke Road, Summerholm

Grading Works

- Derrymore Road, Derrymore
- Dolleys Road, Withcott
- Duncans Road, Flagstone Creek
- East Egypt Road, Mount Whitestone
- Fletchers Road, Iredale
- Garrard Lane, Grantham
- Kleins Road, Ma Ma Creek
- Knitters Road, Blanchview
- Mt Campbell School Road, Flagstone Creek
- Quigleys Road, Withcott
- Razorback Road, Fordsdale
- Rosenberg Road, Ma Ma Creek
- Sawpitt Gully Road, Rockmount
- Stockyard Creek Road, Flagstone Creek
- Tuckeroo Lane, Rockmount
- Voglers Road, Mount Whitestone

INFRASTRUCTURE DELIVERY**CAPITAL WORKS****Capital Program update**

- The projects that are currently in the design stage, internally:
 - Flagstone Creek/Lockyer Creek Road – pavement rehabilitation
 - LRCI – Springbrook Park Entrance
 - Lake Clarendon Way – lime treated pavement design to overcome site and material deficiencies
 - Gehrke Road footpath – design complete
 - North and East Streets, Gatton. Roundabout – design complete
 - Spencer and Maitland Street, Gatton – design yet to commence
- There is significant work that will be put out in a package of work to be delivered externally so that internal staff can focus on our response to the flood damage and subsequent repairs. This work includes the following projects:
 - Grantham Scrub Road – widening
 - Grantham Scrub and Grantham Winwill Roads, Intersection upgrade
 - Lorikeet Road – floodway
 - Gehrke Road – Lorikeet Road – intersection upgrade
 - Bitumen Reseal Program – currently being scoped for early release to market
 - Asphalt Program – currently being scoped for early release to market
 - Gatton Central Drainage – design and program development



COMMUNITY FACILITIES BRANCH HIGHLIGHTS

CAPITAL WORKS

JEANS BIGGS, WITHCOTT PLAYGROUND EQUIPMENT IMPROVEMENTS

- All works at Jean Biggs Park have been completed which included the installation of new musical equipment, an inclusive carousel and swing with rubber surfacing and soft fall. Concrete work was also completed to improve drainage at the park. A contribution was received from the Withcott & District Progress Association Inc. towards this project.



LAKE APEX YOUTH NODE

- This project was funded by the Local Roads and Community Infrastructure Program. All works are now completed. The regional skateboard competition was held on 18 June to celebrate the reopening of the skate park.



ELECTRICAL INFRASTRUCTURE PROGRAM

- The following works have been completed:
 - Upgrades to 5 switchboards at the Gatton Showgrounds.
 - Laidley Depot switchboard upgraded.
 - Forest Hill Tennis Court switchboard upgraded.
 - Forest Hill SES property pole and switchboard replacement.
 - Solar lighting to Cahill Park pedestrian crossing.
 - Solar lighting to Littleton Park.
 - Solar lighting to the Gatton Admin carpark.

FOREST HILL PLACE UPGRADES

- Works have been completed with removal of the existing stone retaining wall, and installation of the new segmental link block retaining wall.

**UPCOMING WORKS**

- Laidley Grandstand Steps – contractor has been engaged to make the steps compliant. Works are scheduled to be undertaken in July 2022, weather permitting.
- Laidley Skate park works - contractor has been engaged to remove the old bitumen section of the skate park to make safer. Works are scheduled to be undertaken in July 2022, weather permitting.
- Lockyer Valley Sports and Aquatic Centre Pool Heating Unit Replacement – the following works are scheduled:
 - The blinds around the Learn to Swim Pool are being repaired and replaced in July 2022.
 - Nonslip coating will be installed around the Learn to Swim Pool with works commencing in July 2022.
 - New heating unit is being installed for the 50m Pool. Works will commence in July 2022.

FACILITIES MAINTENANCE WORKS**ELECTRICAL**

- Switchboard at Forest Hill SES and tennis clubhouse upgrades complete.
- Repairs to field lights at Laidley Reserve completed.
- General maintenance and repairs as required.

BUILDINGS

- Multiple upgrade works completed at Gatton Childcare centre. Glass doors replaced, kitchen cupboard modifications, change table access upgraded to reduce requirement for staff to lift children onto change tables.
- Veterans Support centre – Telstra have acknowledged and registered site address and the group are now in the process of applying for NBN connection. Cable repairs to landline on hold until NBN confirmed. LVRC Coordinator Facilities is also authorised to access account in case of committee changes etc.
- Kensington Grove Childcare centre, occupied by Lockyer Arts Society Inc (LASI) has had significant damage to underground power supply – water affected, suspect leaking pipe as opposed to rain event. Underground supply has been replaced, awaiting Energex testing before reconnecting supply. LASI events relocated to Laidley Sports Complex until repairs complete.
- External clean to Lockyer Valley Cultural Centre front façade completed.
- Laidley pool clean up post May flood completed.
- Pens and yards at Laidley Saleyards clean out completed.
- Works at Lockyer Valley sports and Aquatic Centre pool for July closure scheduled.
- Termite damage to Laidley Scout Hall rectified.

FACILITIES MAINTENANCE WORKS

PLUMBING

- Reconnection of services at Helidon community centre post renovations complete.
- Septic fault at Fairways park under investigation, suspect 1 of 2 trenches may have collapsed. Working with contractors to rectify.
- General Repairs and maintenance.

PARKS AND CEMETERIES MAINTENANCE WORKS

Furniture Maintenance / Landscaping

- Spraying roadside furniture is ongoing.
- Landscaping works/garden maintenance have started in Lions Park Laidley, Withcott medians, Lockyer Valley Cultural Centre and the Helidon Community Hall. Staff have opted to use native trees and shrubs for maintenance minimisation.

Mowing / Slashing

- Mowing continued throughout the park network due to unseasonal growth.
- Slashing has continued through zones 3,4,5.

Cemetery Works

- Assistance provided for 12 funerals across our 5 cemeteries.
- Mowing and landscape maintenance has been on going.
- Bollards were replaced at the Gatton Cemetery as part of the capital program.
- Selected Cemetery strip repairs were completed in Laidley.

Playground Maintenance

- Maintenance as required.
- Damaged shade sails were replaced at Walter Brunner Park Preston, Koffal Park Plainland, Progress Park Helidon, and Alex Geddes Hall Lockyer Waters.

Event Assistance

- Event sign changeovers completed as required.
- Assistance provided with the below events:
 - Withcott Fun Run Fever
 - Gatton Cup
 - Lockyer Valley NAIDOC
 - Laidley Show
 - QLD Quarter Horse Show



INFRASTRUCTURE SERVICES BRANCH HIGHLIGHTS

ASSET MANAGEMENT

- Asset inspection of the last three months have been on hold whilst Flood Damage inspections take place
- Flood damage inspections consisted of:
 - Flood damage defect inspections for all zones following the May event
 - Recapture of GoPro images of all unsealed roads
 - Prioritising defects for emergent work
- Processing of data and photos for Emergent Works submission
- REPA damage assessments have commenced for sealed roads and structures. REPA assessments for unsealed roads have continued with the new GoPro photos.
- Stormwater CCTV project is complete for the part of Gatton. Team is currently reviewing the video and PDF reports.
- Draft of Asset Management Framework prepared
- Continued processing of Capital Completions



CUSTOMER CONTACT



Incoming Infrastructure customer requests for the month of June 2022

349

TOTAL CUSTOMER
REQUESTS
RECEIVED



247

TOTAL CUSTOMER
REQUESTS
COMPLETED



WORKS ON ROADS PERMITS & APPLICATIONS - JUNE 2022

57

TOTAL PERMIT
APPLICATIONS
RECEIVED IN JUNE 2022



21.27% increase from June 2021 to June 2022

9

LAND ACCESS &
ACTIVITY NOTICE
(LAAN)



2

RURAL
ADDRESSING
APPLICATIONS



8

DRIVEWAY



32

HEAVY VEHICLE
APPLICATIONS
(NHVR)



5

TRAFFIC
CONTROL



1

OTHER ROAD
ACTIVITY
APPROVALS



14.5 Outstanding Actions Items Review

Author: Bella Greinke, Council Business Officer
Responsible Officer: Ian Church, Chief Executive Officer

Purpose:

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

This document is for Council's information only.

Executive Summary

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

Proposal

This report provides an update on the number of action items arising from resolutions at Ordinary and Special Council meetings from the previous term of Council between 1 May 2016 to 25 March 2020 and the current term of Council from 17 April 2020 to 30 June 2022.

Group	2016-2020 Term of Council Total Action Items	2020-2024 Term of Council Total Action Items	Ongoing/Incomplete Actions
Executive Office	248	262	0
Community & Regional Prosperity	457	166	0
People Customer and Corporate Services	428	137	5
Infrastructure	194	62	2

Attachments

[1](#) Outstanding Actions - June 2022 7 Pages

Meeting	Officer/Director	Section	Subject
Ordinary Council 17/02/2021	Lyons, Julie McPherson, Dan	People & Business Performance	Future Use of Council Land at the Gatton Racecourse - Lot 1 on RP 161623 & Lot 1 on SP 228066
RESOLUTION			
THAT in relation to the future use and management of Lot 1 on RP161623 and Lot 1 on SP228066, Council resolve to:			
a) Write to the owner of the adjoining Lot 2 on SP228066 to advise that his request to buy or lease Lot 1 on SP228066 is refused; and			
b) Apply the Section 236(1)(b)(ii) <i>Local Government Regulation 2021</i> exception from tendering and offer a lease to the Lockyer Race Club Inc. to formalise their use and management of Lot 1 on RP161623 and Lot 1 on SP228066.			
c) Delegate authority to the Chief Executive Officer to negotiate lease terms and do all things necessary to enter into a new lease to give effect to this resolution.			
Moved By:	Cr Quailschieski	Seconded By:	Cr Holstein
		Resolution Number:	20-24/0240
			CARRIED 7/0
13 May 2021 4:36pm Neumann, Erin			
Email sent to applicant advising his request was unsuccessful – ECM 4084659. A meeting has been held with representatives of the Gatton Race Club and the review of draft easement documents is to occur before documents are issued to the Club.			
16 Jul 2021 8:43am Natalier, Caitlan			
Document review ongoing. Draft management agreement also to be reviewed and updated to reflect in principle agreement discussed at meeting.			
06 Sep 2021 7:23am Lyons, Julie			
With Caitlan for action.			
15 Oct 2021 10:03am Natalier, Caitlan			
Easement documents reviewed. Internal consultation required to consider impact of Equine facility development and whether all three easements will still be required. May be appropriate to progress only the surrender of existing easements and the new easements in favour of Council only over the Race Club land at this time.			
11 Feb 2022 8:35am Natalier, Caitlan			
Discussions had with Jason Harm. Given progress of Equine Precinct business case, and involvement of Race Club in that process, it is considered that the lease and easements shouldn't be progressed at this time to avoid incurring unnecessary cost while future ownership/tenure of all land is being considered as part of the business case process. No current issues being raised in relation to the Race Club's use and management of the land.			
12 Apr 2022 11:57am Lyons, Julie			
Meeting held with Mr Simon on 30/03/2022 regarding Easement documents. Mr Simon took documents home to review. Management Agreement sent to the Race Club on the 03/03/2022 for their review. No response received to date.			
20 Jun 2022 9:52am Lyons, Julie			
Race Club has signed Management Agreement. Sent in email form to Council. Waiting on original Management Agreement so Council can sign.			
12 Jul 2022 4:35pm Lyons, Julie			
Management Agreement fully signed.			

[Infocouncil](#)

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Meeting	Officer/Director	Section	Subject
Ordinary Council 16/06/2021	Lyons, Julie McPherson, Dan	Confidential Item	Acquisition of Land for Overdue Rates or Charges - PID 189470
RESOLUTION			
THAT Council resolve to acquire Property ID 189470 for overdue rates and charges pursuant to Chapter 4, Part 12, Division 3, Subdivision 3 of the Local Government Regulation 2012;			
And Further;			
THAT Council authorise the Chief Executive Officer to do all things necessary to acquire the land and obtain vacant possession.			
Moved By:	Cr Wilson	Seconded By:	Cr Cook
		Resolution Number:	20-24/0346
			CARRIED
			6/0
07 Jul 2021 8:47am Lyons, Julie			
Notice of Intention to Acquire Land was sent to all interested parties on 21 June 2021. No response to date has been received from the owner of 12 Howard Court, Plainland			
07 Jul 2021 8:49am Lyons, Julie			
No further action can be taken for 6 months (21 December 2021)			
11 Feb 2022 8:42am Natalier, Caitian			
Following civil trial in relation to proceedings brought by the owner against Council and its contractor, a new notice will be issued to remove storage costs that were incorrectly charged. Awaiting trial judgement before reissuing notice to ensure no other matters need to be addressed. Council briefed but timeframe for judgement is at court's discretion. Six month period will restart but this action will address the risk of the owner challenging the validity of Council's notice in future.			
17 May 2022 1:07pm Lyons, Julie			
Magistrates Court Judgement issued on 12th April 2022. As a result Amended Notice to Acquire Land issued on 11 May 2022.			

Meeting	Officer/Director	Section	Subject
Ordinary Council 20/10/2021	Lyons, Julie McPherson, Dan	People & Business Performance	Request to Lease part of Reserve described as Lot 999 on CP CC3409
RESOLUTION			
THAT, with respect to the request by the Lockyer Jump Club to enter into a lease over part of Lot 999 CC3409, 24 Bertrand Avenue, Kensington Grove, Council resolve to:			
<p>(a) decline the Lockyer Jump Club's request to lease this land as it is required by Council for environmental purposes; and</p> <p>(b) advise the Lockyer Jump Club that Council will investigate whether Council has any other parcels of land that may suit the Lockyer Jump Club's requirements.</p>			
Moved By: Cr Cook		Seconded By: Cr Vela	
		Resolution Number: 20-24/0438	
CARRIED			
6/0			
<p>16 Nov 2021 4:35pm Lyons, Julie Resolution advised to Club and further land being investigated for their use. Briefing Note going to Council Workshop on the 7th December for direction.</p> <p>08 Dec 2021 9:05am Lyons, Julie Expression of interest to dispose of land (Trustee Lease) being drafted for 2 Cricket Road, Regency Downs</p> <p>09 Feb 2022 9:53am Lyons, Julie Expression of interest has not been finalised as the policy being proposed by the Facilities team may be more appropriate to apply to use by a sports club or community group. It is understood this will be workshopped with Council in the short term.</p>			

Meeting	Officer/Director	Section	Subject
Ordinary Council 20/04/2022	Lyons, Julie McPherson, Dan	People & Business Performance	Access Issues - Property No. 143550
RESOLUTION			
<p>THAT Council resolve to advise the owners of Property No. 143550 that Council will negotiate a boundary realignment to acquire part of Property No. 143560 to make their access lawful;</p> <p>And Further;</p> <p>THAT Council delegate authority to the Chief Executive Officer to negotiate terms satisfactory to Council.</p>			
Moved By:	Cr Vela	Seconded By:	Cr Wilson
		Resolution Number:	20-24/0548
			CARRIED 6/0
<p>03 May 2022 3:57pm Lyons, Julie Customer advised. Terms agreed. Planning to be consulted to confirm next steps.</p> <p>17 May 2022 1:44pm Lyons, Julie Planning consulted and will send email direct to customer with next steps.</p> <p>20 Jun 2022 9:44am Lyons, Julie Email from planning sent to customer on 16 June 2022.</p> <p>12 Jul 2022 4:37pm Lyons, Julie No response received from Planning to date.</p>			

Meeting	Officer/Director	Section	Subject
Ordinary Council 15/06/2022	Lyons, Julie McPherson, Dan	People & Business Performance	Request for Renewal of Lease over Lot 213 on CP CC2917 situated at 17 Campbell Street, Laidley
RESOLUTION			
THAT in relation to the request for the renewal of the lease over Lot 213 on CP CC2917 by the current lessee, Council resolve to:			
<ol style="list-style-type: none"> 1. Apply the Section 236(1)(c)(iii) of the <i>Local Government Regulation 2012</i> exception from tendering and offer a new lease to the current Lessee on terms satisfactory to Council; and 2. Delegate authority to the Chief Executive Officer to negotiate lease terms and do all things necessary to enter into a new lease to give effect to this resolution. 			
Moved By:	Cr Wilson	Seconded By:	Cr Holstein
		Resolution Number:	20-24/0577
			CARRIED 7/0
12 Jul 2022 4:38pm Lyons, Julie Resolution letter sent to Manager for approval for CEO to sign.			

Meeting	Officer/Director	Section	Subject
Ordinary Council 16/02/2022	Donlan, Brock Keen, John	General Business Item	Naming of the Laidley Recreation Reserve Grandstand
RESOLUTION			
THAT Council agree to name the grandstand located at the Laidley Recreation Reserve through an expression of interest process and advise the Laidley Recreation Reserve Committee accordingly.			
Moved By:	Cr Cook	Seconded By:	Cr Qualischefski
		Resolution Number:	20-24/0523
CARRIED			
5/2			
For the Motion: Crs Wilson, Cook, Hagan, Vela and Qualischefski			
Against the Motion: Crs Milligan and Holstein			
22 Mar 2022 8:20am Rozynski, Sara			
Resolution letter emailed to President of Laidley Recreation Reserve Steering Committee on 23/02/2022. ECM 4244440.			
04 Apr 2022 1:06pm Rozynski, Sara			
Laidley Grandstand Naming EOI briefing note presented at the Councillor Workshop 05/04/2022 by Council's Coordinator Engagement and Communications. ECM ID 4264977.			
04 May 2022 10:09am Rozynski, Sara			
EOI process submissions close 4 May 2022. From there, officers will collate responses and presented at a Councillor Workshop prior to a report being presented to Council.			
13 Jul 2022 8:11am Rozynski, Sara			
Proposed name for the grandstand was discussed at the Councillor Workshop on 28 June 2022. Briefing note ECM 4312577. Name to be endorsed at a future Council meeting once required staff have been consulted and report has been reviewed.			

Meeting	Officer/Director	Section	Subject
Ordinary Council 20/04/2022	Donlan, Brock Keen, John	Confidential Item	Sundry Debtor Write-Off
RESOLUTION			
THAT item 15.1, Sundry Debtor Write-Off, lie on the table until the next Ordinary meeting of Council for the purpose of providing further information to assist in decision making.			
Moved By:	Cr Wilson	Resolution Number: 20-24/0556	
CARRIED			
6/0			
04 May 2022 1:40pm Rozyński, Sara			
Officers are consolidating information on the matter to present at a future Councillor Workshop for discussion. Will return to a Council meeting thereafter.			
13 Jul 2022 8:31am Rozyński, Sara			
Workshop briefing note drafted, awaiting final review from relevant officers.			

14.6**Quarterly Investment Report - April to June 2022**

Author: Kacey Bachmann, Management Accountant; Jodi Marchant, Chief Financial Officer

Responsible Officer: Ian Church, Chief Executive Officer

Purpose:

The purpose of this report is to advise Council of the performance of its investment portfolio.

This document is for Council's information only.

Executive Summary

As outlined in Council's 2021-22 Investment Policy, a quarterly report is to be submitted to Council on the performance of its investment portfolio.

The investment of surplus funds has been made in accordance with the requirements of *the Statutory Bodies Financial Arrangements Act 1982* as well as Council's Investment Policy. As of 30 June 2022, Council had a total investment holding of \$47.56 million.

Overall, investments continued to perform well in comparison to targeted benchmarks shown in table 3 and 4, with Council's current investments exceeding these benchmarks. The interest revenue has exceeded the target and investment opportunities will continue to be reviewed.

Proposal

As required by Council's 2021-22 Investment Policy, a quarterly report is to be submitted to Council on the performance of its investment portfolio.

As of 30 June 2022, Council had a total investment holding of \$47.56 million.

The two following tables show the investment institution, credit rating and product type of our investment portfolio on 30 June 2022:

Table 1

Institution	Amount \$	Percentage Holding	Credit Rating
QTC	27,564,210	57.95%	AA
National Australia Bank	2,000,000	4.20%	AA-
Macquarie Bank	2,000,000	4.20%	A+
Suncorp	1,000,000	2.10%	A+
ME Bank	3,000,000	6.32%	BBB+

Institution	Amount \$	Percentage Holding	Credit Rating
Bank of QLD	1,000,000	2.10%	BBB+
MyState Bank	2,000,000	4.20%	BBB+
AMP Bank	6,000,000	12.61%	BBB
Judo Bank	3,000,000	6.32%	BBB-
Total	47,564,210	100.00%	

Table 2

Product Type	Amount \$	Percentage Holding
Cash Fund - QTC	27,564,210	57.95%
Term Deposit	20,000,000	42.05%
Total	47,564,210	100%

The following tables display the performance of Council's investments, identified by investment type and days invested, against the Bank Bill Swap Rate (BBSW) and the Bloomberg AUSBOND Index (AUSBOND). The tables compare the rate of return on Council's investments on 30 June 2022, against the benchmarks indicated above (BBSW and AUSBOND).

Overall, the investments continued to perform well in comparison with these benchmarks although there has been a slight increase in interest rates for term deposits with new investments now offered above 2.00%.

Table 3

Cash Fund Performance Against RBA Cash Rate & AUSBOND Index	QTC	RBA Cash Rate	AUSBOND Index
Cash Fund Performance	0.71%	0.85%	0.10%

Table 4

Term Deposit Performance Against BBSW Index & AUSBOND Index	Av Return on Deposits	BBSW Index	AUSBOND Index
Term Deposits	2.10%	1.14%	0.10%

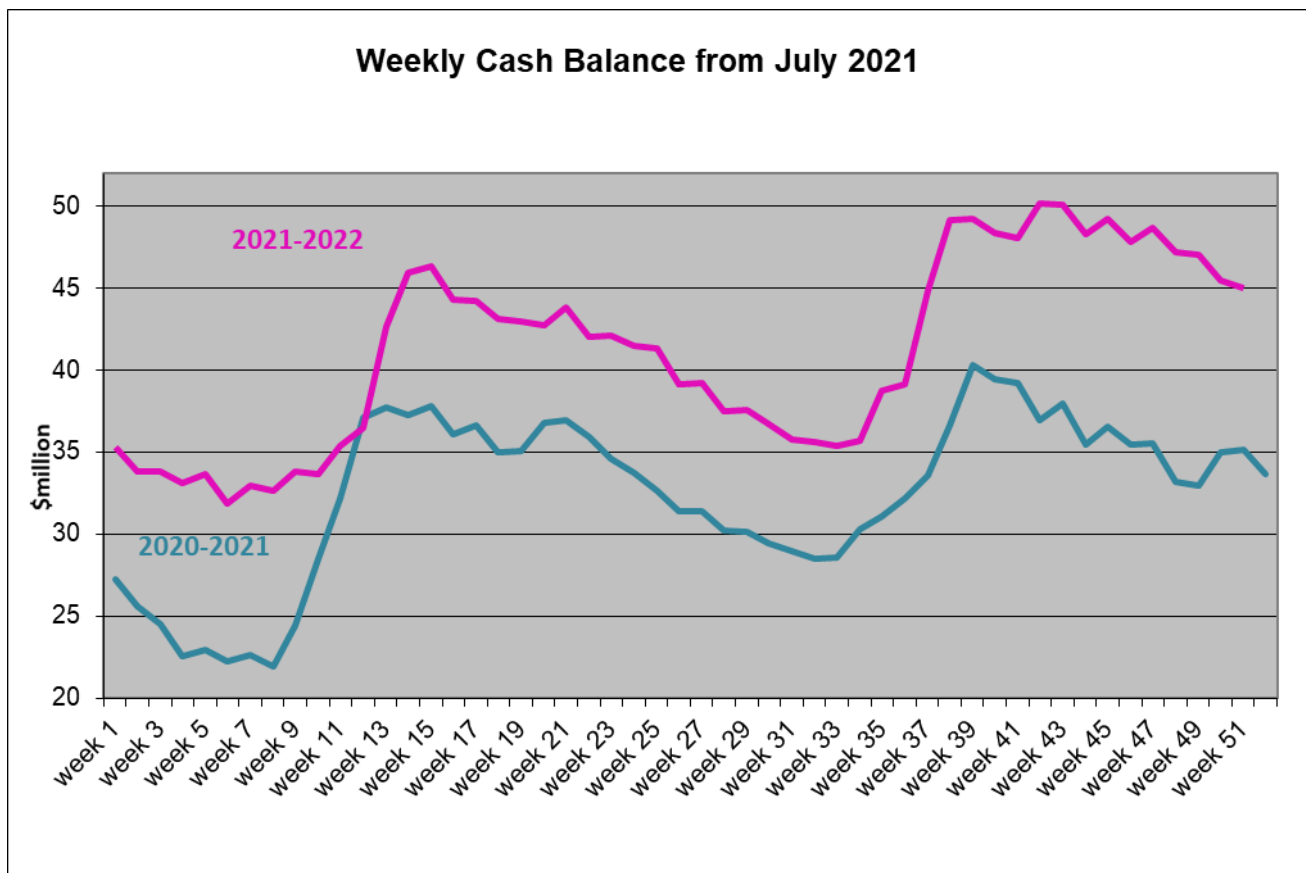
Interest rates have increased for some institutions. The QTC cash fund rate is now lower than term deposit rates making term deposits a more attractive investment option. The best regular rates on offer at present are around 2.60% and 4.17% for investment periods from three to twelve months.

Table 5

Interest Income vs Budget	YTD Actual	YTD Budget	% Annual YTD Budget
Interest Income on investments	\$277,732	\$133,024	108.78%

As reflected in table 5, interest revenue has exceeded the target for the year to date.

During the fourth quarter, cash at bank has increased slightly due to receiving the advance payments of the State Waste Levy and LRCI3 Grant. Only minimum cash remains in Council's general funds each day with any excess being invested as Term Deposits or transferred to the QTC Cash Fund. The following graph shows a comparison over time of Council's weekly cash balances.



The table below shows that Council's investments on 30 June 2022 is in overall compliance with the 2021-22 Investment Policy.

Table 6

Investment Policy Credit Risk Compliance	Current Exposure	Allowable Exposure	Difference
Cash Funds			
QTC Cash Funds	57.95%	100%	42.05%
Term Deposits			
AAA to A+	10.51%	85%	74.49%

Investment Policy Credit Risk Compliance	Current Exposure	Allowable Exposure	Difference
A to BBB+	12.61%	45%	32.39%
BBB to BBB	18.92%	30%	11.08%

Attachments

There are no attachments for this report.

14.7 Grants Update - June 2022**Author:** Suzanne Oweczkin, Grants Officer**Responsible Officer:** Ian Church, Chief Executive Officer

Purpose:

This report provides Council with a summary of active and pending grant funding up to June (2022)

This document is for Council's information only.

Executive Summary

This report provides Council with a summary of active and pending grant funding up to June 2022

Proposal

That this report be received and noted.

Attachments

[1](#) Quarterly Grants Update Report 10 Pages



1.0 EXECUTIVE SUMMARY

Activity in relation to Councils grants portfolio over the last twelve months (01/07/2021 -30/06/2022) has produced a myriad of successful outcomes.

The Australian Government committed a further \$1 billion for the continuation of the Local Roads and Community Infrastructure (LRCI) Program Phase 3. Lockyer Valley was allocated \$1,854,158 from Phase 3, with projects to be delivered by 30 June 2023. Council successfully submitted the following projects to be undertaken with LVRC's \$1,854,158 allocation:

1. Lockyer Valley Art Gallery Lighting Upgrade - \$95,000
2. Lockyer Valley Regional Council Gatton Administration Building Upgrades - \$510,000
3. Springbrook Park, Withcott Entrance and Parking Improvements - \$450,000
4. Lake Clarendon Way Rehabilitation - \$799,158

Recently, the Australian Government has announced a further round of Local Roads and Community Infrastructure, the Phase 3 Extension. Council has been allocated \$927,079 for the Phase 3 Extension. Funding will be accessible from 1 July 2023, with construction to be completed 30 June 2024. Projects will be identified over the coming months.

Council has been successful in several grants over the last twelve months:

- Department of Industry, Science, Energy and Resources - Australian Government's \$111 million Black Summer Bushfire Recovery Grant Program.
Projects:
 1. Community Safer Locations - \$1,500,000
 2. FIREWALL – Bushfire Resilient Integrated Land Management - \$675,000

- Department of Industry, Science, Energy and Resources - Preparing Australian Communities Program.
Project:
 1. Community Resilience Engagement Project - \$437,000
- Queensland Reconstruction Authority - Local Recovery Resilience Grant
Council has also been allocated a further \$1 million in funding to undertake resilience projects identified from the recent string of weather events. Thus far, this funding has had funds allocated toward two recovery roles:
 1. Disaster Management Coordinator
 2. Human and Social Recovery Officer
- 2022-24 Local Government Grants and Subsidies Program - Council successfully secured funding through the competitive process which contributes 60% of funding toward successful projects:
 1. Lockyer Valley Asset Condition Assessments - \$700,000

Further detail on Council's full portfolio of open applications & successful funding will be elaborated upon under header 1.3 further in the update report.

In addition, Council has several ongoing funding programs through the Commonwealth Department of Infrastructure, Transport, Regional Development and Communications; Queensland Reconstruction Authority; and the Department of State Development, Infrastructure, Local Government and Planning. These programs include:

1. South-East Queensland Community Stimulus Program
2. Local Roads and Community Infrastructure Phase 2
3. Queensland Bushfires September – December 2019
4. Queensland Resilience and Risk Reduction Fund 2019
5. Local Economic Recovery.

In the last twelve months a large portion of the funding that emerged from COVID-19 has been delivered and successfully acquitted, along with several other major funding programs, including the following:

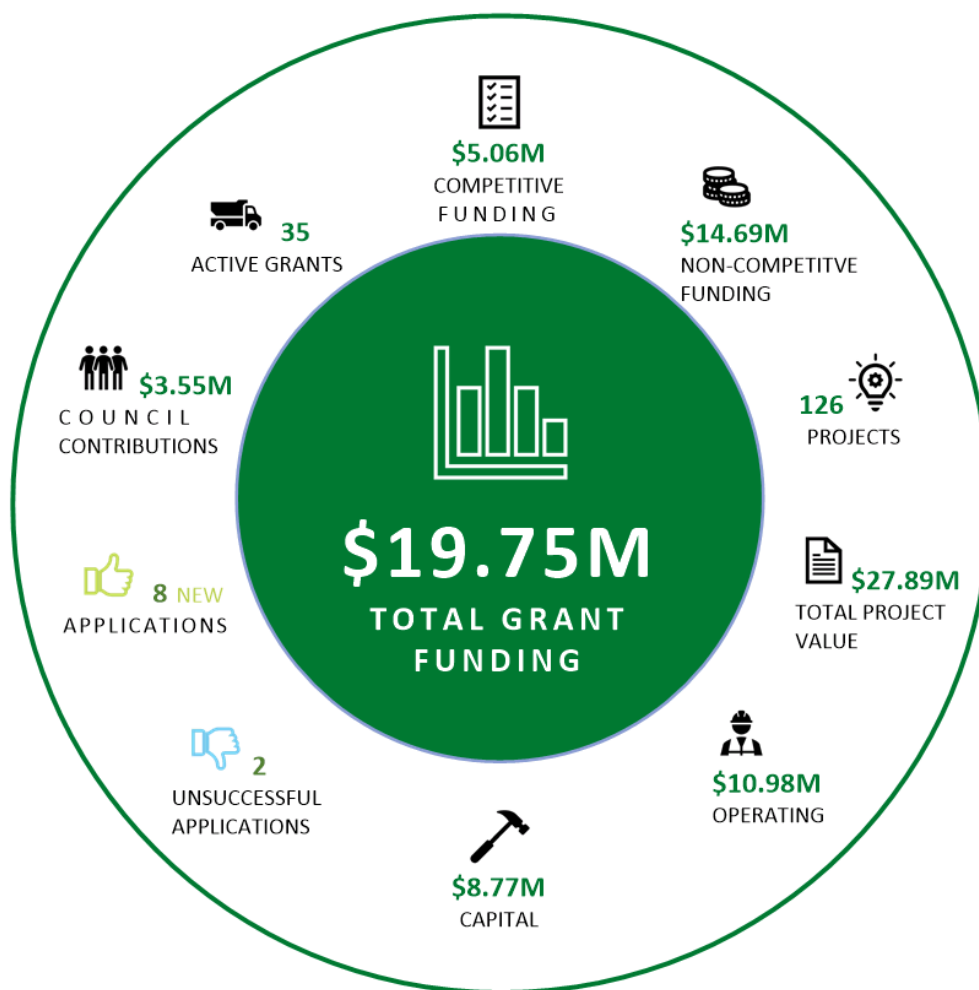
1. Building Better Regions Fund
2. Building Our Regions
3. Local Government Grants and Subsidies Program
4. COVID Works for Queensland
5. Unite and Recover Community Stimulus Program

All in all, Council continues to take large strides forward in their administrative oversight of their funded projects which is a positive, however as the portfolio grows so do the risks which is something for Council to consider in terms of their resourcing.

1.1 OVERVIEW

LOCKYER VALLEY REGIONAL COUNCIL GRANTS

State of Play



INFOGRAPHIC BY THE NUMBERS:

Measurement:	#
# Active Grants	35
# Projects	126
\$ Millions of competitive funding	\$5.06M
\$ Non-competitive funding	\$14.69M
\$ Total Grant Funding	\$19.75M
\$ Council Contribution	\$3.55M
\$ Total Projects Value	\$27.89M
# New Applications	8
# Unsuccessful Applications	2

1.2 OPEN APPLICATIONS

1. QUEENSLAND RESILIENCE AND RISK REDUCTION FUNDING 2021-22

<https://www.qra.qld.gov.au/qrrrf>

Council applied towards the QRRRF funding for Flood Warning Infrastructure. The Flood Warning Infrastructure Project passed the EOI stage and is currently being evaluated at the detailed submission stage.

The project is flood warning infrastructure (cameras and automatic electronic signage) at various locations within the Lockyer Valley. See Attachment Flood Cameras and Electronic Signs for locations and recommended camera/signage.

This project aims to install cameras and electronic signage at

- Forest Hill/Laidley North - Old Laidley-Forest Hill Road – Multiple Inundation Locations – camera and electronic signage
- Mount Sylvia - Mount Sylvia Road - camera
- Lilydale - Flagstone Creek Road (crossing of Flagstone Creek) – electronic signage
- Glenore Grove – Forest Hill-Fernvale Road Crossroads – camera and electronic signage
- Regency Downs - Lorikeet Road – electronic signage
- Adare – Redbank Creek Road – Crossing of Redbank Creek – electronic signage
- Winwill - Winwill Connection Road (crossing Tenthill Creek) – Electronic Signage
- Flagstone Creek Road– Multiple Inundation Locations – electronic signage
- Gattton – Allan Street-Adare Road (Allan Street Bridge Crossing of Lockyer Creek) – electronic signage
- Woodlands Road - Upgrade of Existing electronic signage

If successful, Council has requested \$540,000 of funding with a cash contribution of \$60,000. Funded works are to be completed by 30 June 2024.

2. 2022-24 LOCAL GOVERNMENT GRANTS AND SUBSIDIES PROGRAM

<https://www.statedevelopment.qld.gov.au/local-government/grants/current-programs/2022-24-local-government-grants-and-subsidies-program>

The 2022–24 LGGSP budget totals almost \$86 million, delivered over two financial years.

The aim of this program is to provide funding assistance to support councils to deliver priority infrastructure and essential services that meet the identified needs of their communities.

The objectives of the 2022-24 LGGSP are to support eligible projects that:

- deliver priority infrastructure projects
- align with State, regional and local priorities
- contribute to building safe, connected and liveable communities
- contribute to economic growth and employment
- maintain and extend the functional life of existing infrastructure assets
- encourage collaboration and resource sharing between local governments.
- All projects must be completed by 30 June 2024.
- Projects are 60% funded with a 40% contribution from Council.

Council's Grants Officer conducted an across consultation with Group and Business Units Managers, to identify the recommended list of projects, in conjunction with projects nominated under Council's draft Capital Works Program 2021-2022. However, it should be noted that the submission for the 2022-24 LGGSP funding was affected by the February weather event which impacted Officers' capacity for a quality submission.

The following projects were submitted for this application:

Table A List of Projects 2022-24 LGGSP:

2022-24 LGGSP Competitive List of Projects		
Updated Project Name	Description:	Amount:
Lockyer Valley Asset Condition Assessments	Building condition, road condition data and storm water CCTV asset assessments that will result in better understanding of the current network.	\$700,000
Fairways Park Improved Parking	Improvement of carparking for Fairways Park with new designated street parking and landscaping improvements along Fairway Drive.	\$185,000
Total:		\$885,000

3. KOALA CONSERVATION AND PROTECTION – ROUND 1

<https://business.gov.au/grants-and-programs/koala-conservation-and-protection-community-grants-round-1>

The grant opportunity provides grants from \$50,000 to up to \$200,000 for small-scale community projects and local activities that support the recovery and protection of the Koala.

The intended outcomes of the program are to:

- improve the extent, quality and connectivity of the nationally listed Koala's habitat and reduce local threats
- increase understanding and management of disease and injury affecting Koala health and lift capability in on-ground care, treatment and triage of Koalas
- improve data and knowledge of Koala populations and health across their range, to support effective decision making and conservation action.

The grant funds up to 100% of eligible project costs and the project must be completed by 30 April 2024.

Council is currently completing an application for lantana clearing and koala detection dog work at Council owned properties known as Alice Creek Nature Reserve, we are requesting \$60,000 of funding and undertaking pest control as Council's in-kind contribution.

Applications close 15 July 2022, 5:00pm.

1.3 SUCCESSFUL GRANTS

Grant	Project	Amount:
Local Roads & Community Infrastructure Program Phase 3	1. Lockyer Valley Art Gallery Lighting Upgrade - \$95,000:	
	Replacement of the art gallery lighting system with specialist LED lighting which provides energy efficiency and lower maintenance requirements.	\$1,854,158

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Black Summer Bushfire Recovery Grant	<p>2. Lockyer Valley Regional council Gatton Administration Building Upgrades - \$510,000:</p> <p>Renewal of existing HVAC, associated roof works and modernisation of the town clock components.</p> <p>3. Springbrook Park, Withcott Entrance and Parking Improvements - \$450,000:</p> <p>Improve the safety and accessibility of the access road and parking areas.</p> <p>4. Lake Clarendon Way Rehabilitation - \$799,158</p> <p>Rehabilitate the affected section of Lake Clarendon Way to increase safety to motorists and pavement life.</p>	
	<p>1. Community Safer Locations - \$1,500,000:</p> <p>This project will build more sustainable and resilient communities in partnership with relevant community groups across the region by conducting renewal works to community halls to make them more suitable as emergency hubs during disasters and to build social inclusion, economic support and community resilience between disaster events.</p> <p>2. FIREWALL – Bushfire Resilient Integrated Land Management - \$675,000:</p> <p>A project manager will be engaged to develop an overarching Integrated Land Management Plan (ILM) that incorporates site specific action plans for approximately sixteen high risk properties.</p>	\$2,175,000

Preparing Australian Communities Program	<p>1. Community Resilience Engagement Officer - \$437,028:</p> <p>This awareness and capacity project is anticipated to improve the resilience of the community and reduce the risk of bushfires, tropical cyclones and floods in the social environment and economic environment by engaging an engagement officer to develop and implement a local resilience plan. Project activities comprise of undertaking a review of historical impacts and responses, stakeholder consultation, strategic planning and network building and reporting to strengthen social and economic recovery and build capacity in the region. The project location is Lockyer Valley QLD.</p>	\$437,028
2022-24 Local Government Grants and Subsidies Program	<p>1. Lockyer Valley Asset Condition Assessments Building condition, road condition data and stormwater CCTV asset assessments that will result in better understanding of the current network.</p>	\$700,000
TIDS 21/22 (Transport Infrastructure Development Scheme)	<p>1. Gehrke Road, Plainland - \$300,000 2. Grantham Scrub Road - \$375,446 3. Safe Schools Program - \$30,000</p>	\$705,446

Roads to Recovery 21/22	1. 21/22 Bitumen Reseal Program	\$927,079
Black Spot Program 21/22	1. Gehrke Road/ Lorikeet Road - \$449,000 2. North Street/ East Street, Gatton - \$362,000 3. Spencer Street/ East Street, Gatton - \$90,500	\$902,000
Heavy Vehicle Productivity Program	1. Flagstone Cr/ Lockyer Cr Rd - \$375,000 2. Flagstone Cr Rd/ Carpendale Rd - \$375,000 3. Gatton Industrial Estate - \$282,949 4. Grantham Scrub/ Grantham Winwill \$167,000	\$1,200,169

1.4 UNSUCCESSFUL GRANTS

Grant	Project	Amount
Building Better Regions Round 6	Lockyer Valley Growth Assumptions Study	\$150,000
2022-24 Local Government Grants and Subsidies Program	Fairways Park Improved Parking	\$185,000

1.4 RISK REGISTER (FUNDED PROJECTS)

Project	Risk	Comments:
Local Roads & Community Infrastructure Phase 2	Low	Extension of time granted for one project under LRCI 2 funding. Project to be completed December 2022.
Local Economic Recovery Grant	Low	Extensions sought for the halls and digital signage projects due to weather and covid's effect on resourcing. Both extensions have been granted. Project officers will have to endeavour to meet the new completion deadlines.
Local Roads & Community Infrastructure Phase 3 Extension	Low	New Government in place may mean this funding is reviewed.
All funded projects	Inclement weather Medium to Low	Project assessed on case by case basis with project managers in correlation with applicable funding body and agreement. If there is any jeopardy of the project not being delivered within the allocated timeframes the funding body will be notified.

Supply chain issues/ Resources	Medium to low.	Lack of availability of contractors, staff, materials and price increases have all created difficulties for project managers to deliver funded projects on time. Where these issues are identified, Grants Officer will communicate between the funding body and project managers to ensure the issues are resolved or extensions are sought where needed.
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15. CONFIDENTIAL ITEMS

No Confidential Items.

16. MEETING CLOSED