

Minutes



ORDINARY MEETING OF COUNCIL

MINUTES

21 SEPTEMBER 2022

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ATTENDANCE:

Councillors Present

- Cr Tanya Milligan (Mayor) (Chairperson)
- Cr Jason Cook (Deputy Mayor)
- Cr Brett Qualischefski
- Cr Janice Holstein
- Cr Chris Wilson
- Cr Michael Hagan
- Cr Rick Vela

Officers Present

- Ian Church, Chief Executive Officer
- Dan McPherson, Group Manager People, Customer & Corporate Services
- Amanda Pugh, Group Manager Community & Regional Prosperity
- John Keen, Group Manager Infrastructure
- Dee Stewart, Acting Chief Financial Officer
- Bella Greinke, Council Business Officer
- Lacey Martell, Media and Communications Officer
- Tye Casten, Community Engagement Officer (part of meeting)
- Madonna Brennan, Risk Audit and Corporate Planning Advisor (part of meeting)
- Kate Burns, Coordinator Growth and Policy (part of meeting)
- Jason Harm, Acting Manager Communities (part of meeting)
- Tammie Davidson, Assistant Planning Officer (part of meeting)
- Josh Leddy, Coordinator Development Assessment (part of meeting)
- Jylie Lyons, Property Officer (part of meeting)
- Kylie Naumann, Legal Support Officer (part of meeting)

Media Present

- Jacob Hayden, The Lockyer and Somerset Independent

1.0 MEETING OPENED

The Mayor, Cr Milligan as Chairperson, opened the meeting at 9:03am and welcomed all present.

1.1 Acknowledgement of Country

The Chairperson acknowledged the traditional owners of the land on which the meeting is being held.

1.2 Opening Prayer

Ps. John Braithwaite led the meeting in prayer, following a minute's silence for those persons recently deceased.

2.0 LEAVE OF ABSENCE

No Leave Of Absence.

3.0 CONDOLENCES/GET WELL WISHES

3.1 Condolences/Get Well Wishes

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

Officer's Recommendation:

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

RESOLUTION

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

Moved By: Cr Holstein

Seconded By:

Cr Hagan

Resolution Number: 20-24/0635

**CARRIED
7/0**

3.2

Condolences, Her Majesty Queen Elizabeth II

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

Officer's Recommendation:

THAT Council, and on behalf of the Lockyer Valley community pays its respects and condolences on the passing of Her Majesty Queen Elizabeth II and thanks Her Majesty for her commitment and service to the Commonwealth during her 70 year reign.

RESOLUTION

THAT Council, on behalf of the Lockyer Valley community, pays respects and offers condolences on the passing of Her Majesty Queen Elizabeth II and thanks Her Majesty for her commitment and service to the Commonwealth during her 70 year reign.

Moved By: Cr Holstein

Seconded By:

Cr Hagan

Resolution Number: 20-24/0636

**CARRIED
7/0**

4.0 DECLARATION OF ANY PRESCRIBED CONFLICTS 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.

In accordance with Section 150EQ of the Local Government Act 2009, Councillor Holstein informed the meeting that she has a declarable conflict of interest in Item 10.2 'ANZAC Day Funding Allocations' and Item 10.3 'Black Summer Bushfire Recovery funding Allocations'. The nature of the interest in Item 10.2 is that Councillor Holstein is a member of the Withcott Progress Association; the nature of the interest in Item 10.3 is that Councillor Holstein is a partner in Holstein Plumbing, which completed work on the Postman's Ridge Hall project. Councillor Holstein advised that she will leave the meeting room (including any area set aside for the public) while the matter is discussed and voted upon.

In accordance with Section 150EQ of the Local Government Act 2009, Councillor Milligan informed the meeting that she has a declarable conflict of interest in Item 10.2 'ANZAC Day Funding Allocations'. The nature of the interest is that Councillor Milligan is a member of the Laidley RSL and Laidley Citizens Auxiliary. Councillor

Milligan advised that she will leave the meeting room (including any area set aside for the public) while the matter is discussed and voted upon.

5.0 MAYORAL MINUTE

No Mayoral Minute.

6.0 CONFIRMATION OF MINUTES

6.1 Confirmation of Ordinary Meeting Minutes - 17 August 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 the Lockyer Valley Regional Council held on Wednesday 17 August 2022 be taken as read and confirmed.

RESOLUTION

THAT the Minutes of the Ordinary Meeting of the Lockyer Valley Regional Council held on Wednesday 17 August 2022 be taken as read and confirmed.

Moved By: Cr Hagan

Seconded By:

Cr Vela

Resolution Number: 20-24/0637

CARRIED

7/0

7.0 BUSINESS ARISING FROM MINUTES

No Business Arising from Minutes.

8.1 Receipt of Minutes of the Friends of Das Neumann Haus Meeting, 18 August 2022

Officer's Recommendation:

THAT Council receive and note the unconfirmed Minutes of the Friends of Das Neumann Haus Committee Meeting held on 18 August 2022, as attached.

THAT Council receive and note the unconfirmed Minutes of the Friends of Das Neumann Haus Committee Meeting held on 18 August 2022.

Moved By: Cr Qualischefski **Seconded By:** Cr Holstein
Resolution Number: 20-24/0638

CARRIED
7/0

Minutes of the Friends of Das Neumann monthly meeting August 18th

Meeting commenced 9.12am

Apologies: Corrie Verbeeten / Peta Merrick / Dot Windolf / Leonor Bellani

Attendance: Karl Woldt / Sue Williams / Trisha Dick / Marion Davis / Hannah Choi / Meg Wright / Julie Austin / Maria Larkman / Linda Naggs / Angela Worrall / Astra / Councillor Brett Qualischefski / Chayne Wellman - Council representative

Minutes of previous meeting moved accepted by Sue Williams, seconded by Angela Worrall.

Business Arising:

Karl Woldt has begun work on the swing he offered to build for the Spring Fair. Julie Austin has very kindly offered to decorate it.

The verandah blinds are still waiting to be cleaned. Chayne Wellman will contact Council to check on progress.

Regarding our Craft stock disclaimer. (Re theft of same) Marion Davis is currently working on this. Council have given her the name of a volunteer group who use one and hopefully we can get a copy and adapt it for our use.

Trisha Dick gave a run down on her attempts to obtain advertising products (small items). Blue Dog Sports Company don't cover this area. The Printers who were Macleans, only do large minimum orders. Chayne Wellman has told us about CraftyNarna@gmail.com They run a local agency who supply magnets etc. 0417 065 353. Trisha will contact them immediately to find out what they offer that would interest us.

Re the Slippage of Das Neumann Haus, Councillor Qualischefski has put it into the hands of the Works Department, and they will be checking it out shortly.

Sue Williams contacted the musicians we have used for many years at festivals to explain we have decided to change to another group. They advised her if we ever go back to them, the price will be increased.

Chayne Wellman has requested we obtain information from the Glenore Grove Country Music Group. She would like some performers names and some of the songs they plan to sing. This is to enable her to place it on to the Council's advertising website to promote the festival. Trisha Dick will contact them today regarding same.

Sue Williams will order new environmentally safe coffee cups/lids/sugar satchels/butter pats and stirrers from PFD in Toowoomba. They will deliver this to us.

We need more teaspoons and Trisha Dick will chase this up.

Maria Larkman and Julie Austin tried to begin moving our artwork from the sitting area that our staff use. It is a big job and there are marks etc from cockroaches. We have decided that at our next meeting on September 15th we will set a date for a working bee, where we will move all the artwork and clean walls. It was mentioned that Community Grounds Coffee shop in Laidley show artwork from various artists and perhaps in the future we can see if this could work for us.

Councillor Qualischefski has advised our badly damaged car park is still under consideration for repairs under flood work. However, if that is declined that Council will handle it. We have pointed out that not only is it a very bad look for Laidley, but with our elderly patrons it is dangerous. Some volunteers will not even park their own cars there.

Sue Williams has presented our September Roster and it has been passed around for volunteers to check dates etc. Trisha Dick will email this roster to all volunteers.

Treasurers Report: Currently our bank balance stands at \$30,450.58 There are outstanding payments due to IGA, PFD, and payment to crafter suppliers as well. Marion Davis has obtained a second signature on those cheques from Sue Williams.

Next meeting will be held on September 15th 2022 Thursday at 11AM. It will be followed by a Social Luncheon at the Exchange Hotel "Mr Kens" restaurant. Both Australian and Thai food available. We can finish our meeting and walk over there.

Please could you all text Trisha Dick 0407038736 and let her know if you are able to attend? This is so she can book with the approximate numbers attending.

A big thank you to Angela for helping with the running schedule of our meeting during Dot's absence! She did a great job.

Receipt of the Unconfirmed Minutes of the Audit and Risk Management Committee 1 September 2022

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

THAT Council receive and note the unconfirmed Minutes of the Audit and Risk Management Committee Meeting held on 1 September 2022, as attached to this report.

THAT Council receive and note the unconfirmed Minutes of the Audit and Risk Management Committee Meeting held on 1 September 2022.

Cr Wilson

Resolution Number: 20-24/0639

CARRIED

7/0



AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

1 SEPTEMBER 2022

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ATTENDANCE:

Councillor Members

- Cr Jason Cook
- Cr Chris Wilson

Independent External Members (Voting)

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

Attendees (non-voting)

- Ian Church, Chief Executive Officer
- Madonna Brennan, Risk, Audit & Corporate Planning Advisor
- Dee Stewart, Acting Chief Financial Officer
- Bella Greinke, Council Business Officer (Secretariat)
- Christie Wytenburg, Coordinator Business Improvement and Strategy (via teleconference)
- Graham Cray, Manager Information Communication Technology (part of meeting) (via teleconference)
- Caitlan Natalier, Coordinator Governance and Property (part of meeting).
- Cathy Blunt, O'Connor Marsden & Associates (Internal Audit) (via teleconference).
- Wayne Gorrie, O'Connor Marsden & Associates (Internal Audit) (via teleconference)
- Logan Meehan, Crowe (External Audit) (via teleconference)
- Ashita Lal, Queensland Audit Office (via teleconference)

1. MEETING OPENED

The meeting commenced at 10:03am.

2. APOLOGIES

There were no apologies for the meeting.

3. DECLARATION OF ANY PRESCRIBED CONFLICTS OF INTERESTS/DECLARABLE 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.

AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

1 SEPTEMBER 2022

4. CONFIRMATION OF MINUTES

4.1 Confirmation of Audit and Risk Management Committee Meeting Minutes 2
June 2022

Author: Bella Greinke, Council Business Officer; Madonna Brennan, Risk, Audit and
Corporate Planning Advisor

Responsible Officer: Ian Church, Chief Executive Officer

Officer's Recommendation:

THAT the Minutes of the Audit and Risk Management Committee Meeting held on Thursday 2
June 2022 be taken as read and confirmed.

RESOLUTION

THAT the Minutes of the Audit and Risk Management Committee Meeting held on Thursday 2
June 2022 be taken as read and confirmed.

Moved By: M Power

Seconded By:

K Phillips

Resolution Number: ARMC/0245

CARRIED

5/0

5. BUSINESS ARISING FROM MINUTES

No business arising from minutes.

AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

1 SEPTEMBER 2022

6. AUDIT COMMITTEE REPORTS

6.1 Chief Executive Officer's Report

Author: Ian Church, Chief Executive Officer
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:** A Morey
Resolution Number: ARMC/0246

CARRIED
5/0

Key Discussion Highlights from the Meeting

The Chief Executive Officer (CEO) provided an overview of the report, highlighting key points such as the damage and repairs as a result of the flooding, the Inland Rail and Passenger Rail projects, preparations for the 2023 work health and safety audit and the ICT Steering Committee.

Information Communication and Technology (ICT)

Independent Member, Adrian Morey, made comments that the prioritisation tool used in the ICT Steering Committee was beneficial in that it enabled good, robust discussion and provided a criteria which allowed the committee to prioritise the recommendations in the report. Independent Member, Martin Power, queried if a risk assessment had been completed and if so, was it included in Council's risk management process. Council's Risk, Audit and Corporate Planning Advisor detailed that a risk assessment has not yet been completed, however it is a tool that Council can use in areas such as the project management and budgeting. The Chair sought further clarification if the risks identified in this project are captured across the organisation. Council's Risk, Audit and Corporate Planning Advisor, together with the CEO, confirmed the risks have not yet been captured from a wholistic organisational perspective.

The Chair asked for further information regarding staff retention in the ICT area. The CEO confirmed that there has been no reduction in the number of staff in this area. The Chair made additional comments that the prioritisation of the recommendations will make for a more manageable approach. When queried on the time frame to complete, Manager ICT informed the Committee that the expected time frame for the Cyber Security strategy to

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AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

1 SEPTEMBER 2022

be completed is two to three months.

Waste Management Services Tender Update

A question was asked by Adrian Morey, Independent Member, regarding the waste management contracts being awarded to the same tenderer, despite being two separate contracts. The CEO clarified that the contracts stipulate different terms and having separate contracts will allow Council to manage each component separately.

2022-2023 Budget

Martin Power, Independent Member, complimented the CEO's report, noting it is transparent and informative, and raised concern around the resources needed to deliver the capital works program. The CEO confirmed that Council has sufficient resources to deliver the program and will be utilising both Council staff and contractors. The CEO informed the Committee Council's Infrastructure team is currently well resourced and the most concerning issue to date is the supply of materials.

Inland Rail

Clarification was sought by Independent Member, Martin Power on whether or not there would be any benefits from the Inland Rail project for the region, particularly regarding employment increases in the region. The CEO said the benefits are few and that there will be some employment opportunity while the rail track is constructed, however following this, the train only will pass through the region. Councillor Member, Chris Wilson, added comments about the cost of the rail track compared to its intended use.

Legal Update

Discussion was held around the information included in the report with Council's Coordinator Governance and Property providing additional information as required.

LVRC Digital Engineering Flood Mapping

The CEO clarified for the Chair that the data from the May weather event is included in the updated flood mapping.

Water Collaborative and Equine Precinct

Independent Member, Adrian Morey, asked for an update on the Lockyer Valley and Somerset Water Collaborative and the equine precinct. Councillor Member, Jason Cook, was able to inform the Committee that the equine precinct project is currently stalled due to funding and financial planning. The CEO detailed the water collaborative project is experiencing issues regarding funding and water supply.

There was no further discussion in relation to this item.

AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

1 SEPTEMBER 2022

6.2 2021/2022 Financial Statements - Revised Timeline

Author: Dee Stewart, Coordinator Accounting Services
Responsible Officer: Ian Church, Chief Executive Officer

Summary:

The purpose of this report is to advise the Audit and Risk Management Committee of the revised timelines for the financial statements and the reasons for requesting an extension of time.

Officer's Recommendation:

THAT the Audit and Risk Management Committee receive and note the Lockyer Valley Regional Council's revised timelines for completion of the 2021-2022 financial statements.

RESOLUTION

THAT the Audit and Risk Management Committee receive and note the Lockyer Valley Regional Council's revised timelines for completion of the 2021-2022 financial statements.

Moved By: K Phillips **Seconded By:** M Power
Resolution Number: ARMC/0247

CARRIED
5/0

Key Discussion Highlights from the Meeting

Council's Acting Chief Financial Officer (CFO) provided an update on the revised timeline for the preparation of the 2021/2022 financial statements, confirming an extension to 31 December 2022 had been approved by the Minister. Additional information was provided detailing the extension is due to complications completing the asset valuations following the three severe weather events sustained by Lockyer Valley in the last financial year resulting in a significant amount of damage to the region, particularly infrastructure. The Acting CFO noted all other aspects of the external audit, including an interim trial balance and draft financial statements, will be going ahead as planned while the asset valuations are finalised. These are due to audit on the 26 September 2022 at the commencement of the external audit year end visit. The Chair requested a copy of the draft statements presented to the auditors, with the exception of the asset valuation detail be circulated to the Committee for review and this action be included as business arising at the next meeting of the Committee.

Council's Acting CFO confirmed the Queensland Audit Office (QAO) statement sign off date is currently scheduled for 12 December 2022.

Independent Member, Martin Power, queried if there were intentions to accrue any revenue in relation to the damage from the weather events. The Committee was advised that following discussions with Crowe and QAO, it was determined incomes cannot be accrued. Income for CDO and Emergent Works will be recognised as revenue on receipt. This will create a mismatch of revenue and expenditure in the financial statement with a significant amount of expenditure in the 21/22 financial year with the related revenue in the 22/23 financial year.

AUDIT & RISK MANAGEMENT COMMITTEE
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1 SEPTEMBER 2022

Furthermore, Martin Power, Independent Member, asked the Crowe representatives if they are satisfied an inhouse asset revaluation for the flood affected assets would meet the audit requirements and enough relevant and sufficient evidence will be collected in order to sign off on the asset valuations. Crowe representatives commented that with the extended deadline and Council's approach to take more time to undertake a thorough review by inhouse expertise, they are satisfied there will be sufficient evidence.

There was no further discussion in relation to this item.

Unconfirmed

AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

1 SEPTEMBER 2022

6.3 External Audit Update

Author: Dee Stewart, Coordinator Accounting Services
Responsible Officer: Ian Church, Chief Executive Officer

Summary:

The attached report provides an update to the Audit and Risk Management Committee on the activities of the Queensland Audit Office and its Audit Service Provider to Council.

Officer's Recommendation:

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

RESOLUTION

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

Moved By: K Phillips **Seconded By:** Cr Wilson
Resolution Number: ARMC/0248

CARRIED
5/0

Key Discussion Highlights from the Meeting

External Auditors from Crowe gave an overview of the briefing paper provided and informed the Committee there will be updates required to the Restoration Provision position paper regarding the treatment of Council owned land and non-Council owned land. The External Auditors will continue to work with QAO and Council's Finance team and have assured this will be accurately depicted in the final version of the financial statements. Comments were made around the complexity of the documents and the accounting treatment of the provision and restoration asset.

The QAO representative provided a brief overview of the documents provided. Positive comments about the report were made by Martin Power, Independent Member, who noted satisfaction around the internal control issues advancing.

There was no further discussion in relation to this item.

AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

1 SEPTEMBER 2022

6.4 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 which has occurred since the previous meeting of the Committee held on 2 June 2022.

Officer's Recommendation:

THAT the Audit and Risk Management Committee:

- 1. Receive and note the Internal Audit Progress Report.**
- 2. Endorse the proposed change to the 3-year Internal Audit Plan activities for 2022-2023 to postpone the Revenue Management Review and include a review of Investments.**

RESOLUTION

THAT the Audit and Risk Management Committee receive and note the Internal Audit Progress Report.

Moved By: K Phillips

Seconded By:

M Power

Resolution Number: ARMC/0249

**CARRIED
5/0**

Key Discussion Highlights from the Meeting

Council's Risk, Audit and Corporate Planning Advisor provided an overview of the report, highlighting key factors and updates regarding the progression of internal audits. The Committee was informed the Plant and Fleet audit has progressed since the time of writing the report and is in the management response phase. Independent Member, Martin Power, queried the postponement of the Asset Management for Community Facilities audit. O'Connor Marsden & Associates representative elaborated a number of outcomes have already been established from the Property Management Review undertaken in 2021, so the audit was postponed until the existing recommendations can be addressed.

Discussion was held around the proposal to replace the Revenue Management Review and Committee Members were in agreement that the 3-year Internal Audit Plan should remain as is, with the Revenue Management Review included as planned. This outcome was reflected in the resolution made by the Committee.

There was no further discussion in relation to this item.

AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

1 SEPTEMBER 2022

6.5 Audit Register Progress Update including outcomes from the Audit Register Review

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

Summary:

This report presents to the Audit and Risk Management Committee the outcomes of the Review conducted by O'Connor Marsden and Associates on the aged items on Council's Audit Register.

Also included with this report for the Committee's information is a copy of the responses provided to the Queensland Audit Office on recommendations included for progress reporting in the Auditor-General's next Local Government Report to Parliament.

Officer's Recommendation:

THAT the Audit and Risk Management Committee:

1. Receive and note the outcomes of the review conducted by O'Connor Marsden and Associates on the aged items on Council's Audit Register.
2. Accept items numbered 19IATCR9.1, 20IAPMP2.9.1, 20IALC2.1.2, 20IALC2.3.1, 20IALC2.4.1, 21IAPR3.2, 21IAPR3.4, 21IAPR3.5, 21IAPR3.10, 21IAPVDA3.2.2, 21IAPVDA3.2.4 and 21EACR-1 are completed and can be archived from the active Audit Register.
3. Receive and note the responses provided by Council to the Queensland Audit Office on recommendations included for progress reporting in the next Auditor-General's Local Government Report to Parliament.

RESOLUTION

THAT the Audit and Risk Management Committee:

1. Receive and note the outcomes of the review conducted by O'Connor Marsden and Associates on the aged items on Council's Audit Register.
2. Accept items numbered 19IATCR9.1, 20IAPMP2.9.1, 20IALC2.1.2, 20IALC2.3.1, 20IALC2.4.1, 21IAPR3.2, 21IAPR3.4, 21IAPR3.5, 21IAPR3.10, 21IAPVDA3.2.2, 21IAPVDA3.2.4 and 21EACR-1 are completed and can be archived from the active Audit Register.
3. Receive and note the responses provided by Council to the Queensland Audit Office on recommendations included for progress reporting in the next Auditor-General's Local Government Report to Parliament.

Moved By: K Phillips

Seconded By:

Cr Cook

Resolution Number: ARMC/0250

CARRIED
5/0

AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

1 SEPTEMBER 2022

Key Discussion Highlights from the Meeting

An overview of the Review of Council's Audit Register was provided by Cathy Blunt from O'Connor Marsden & Associates. Independent Member, Martin Power, commended the number of items removed off the register, and queried why so many items were able to be removed at once as well as what action will be taken to address the remaining items. Cathy advised the Committee resourcing issues appear to be main cause of the delay with several items being finalised within the identified timeframe, particularly the Procurement Area. However, found the Review with internal audit a good opportunity for responsible officers to be able to focus on the recommendations and identify that work had been undertaken to address the implications or that there was no longer an issue.

The Chair made comment about educating staff of the benefits of internal audit. The Chair also suggested that the internal auditors conduct more frequent reviews of the audit register to ensure items are being closed off within a reasonable timeframe.

Council's Risk, Audit and Corporate Planning Advisor advised the Committee it is proposed to include further reviews of the Audit Register by OCM in future internal audit planning.

Discussion was held around audit register items, particularly those in relation to service levels and community engagement. The Chair suggested that it may be beneficial for Council to investigate various educational and communication opportunities for the community which could highlight the correlation of service levels and rates/costs within the community.

There was no further discussion in relation to this item.

AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

1 SEPTEMBER 2022

6.6 Committee Self-Assessment, Review of Committee Charter

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

Summary:

This report summaries the outcomes to the Audit and Risk Management Committee of its annual self-assessment and presents the Committee Charter for annual review.

Officer's Recommendation:

THAT the Audit and Risk Management Committee:

1. Receive and note the outcomes of the Annual Committee Self-Assessment.
2. Discuss the findings of the self-assessment and determine recommendations for consideration by Council on potential improvements.
3. Undertake a review of the Audit and Risk Management Charter, as attached, and provide comments or recommended changes to Council's Risk, Audit and Corporate Planning Advisor.

RESOLUTION

THAT the Audit and Risk Management Committee:

1. Receive and note the outcomes of the Annual Committee Self-Assessment.
2. Discuss the findings of the self-assessment and determine recommendations for consideration by Council on potential improvements.
3. Undertake a review of the Audit and Risk Management Charter, as attached, and provide comments or recommended changes to Council's Risk, Audit and Corporate Planning Advisor.

Moved By: K Phillips

Seconded By:

Cr Wilson

Resolution Number: ARMC/0251

CARRIED
5/0

Key Discussion Highlights from the Meeting

Council's Risk, Audit and Corporate Planning Advisor provided an overview of the report, highlighting key elements such as the feedback from the self-assessment tool and the changes to the Committee Charter. Committee Members provided additional verbal comments and positive feedback in the meeting. Overall feedback commended the quality of papers and preparation that goes into the meetings as well as the involvement and engagement from Councillors and CEO. Committee Members showed appreciation for the way the Committee is regarded within the organisation.

Discussion was held around training opportunities for Committee Members. Members were in agreeance that topics such as cyber security and flood management/mitigation would be beneficial to all, however certain topics may not apply to all Members and it would be reasonable that only those who would benefit undertake

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AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

1 SEPTEMBER 2022

the course. An additional suggestion was made to have a professional development day whereby Members spend time witnessing projects to gain a better cultural awareness of the organisation. The Meeting Chair and CEO to discuss further out of session.

Council's Risk, Audit and Corporate Planning Advisor confirmed that Committee Members were satisfied with the Committee Charter as it stands.

There was no further discussion in relation to this item.

Unconfirmed

AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

1 SEPTEMBER 2022

6.7 Rolling Work Plan and Proposed Committee Schedule for 2023

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 proposed rolling work plan/forward meeting schedule for 2023 to the Audit and Risk Management Committee.

Officer's Recommendation:

THAT the Audit and Risk Management Committee accept the rolling work plan and forward meeting schedule for 2023.

RESOLUTION

THAT the Audit and Risk Management Committee accept the rolling work plan and forward meeting schedule for 2023.

Moved By: K Phillips **Seconded By:** M Power
Resolution Number: ARMC/0252

CARRIED
5/0

Key Discussion Highlights from the Meeting

Council's Risk, Audit and Corporate Planning Advisor provided an overview of the report and opened to questions; Committee Members had no comments.

There was no further discussion in relation to this item.

1 SEPTEMBER 2022

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

This report presents to the Committee the fourth Annual Report 2022 by the Independent Chairperson of the Audit and Risk Management Committee for endorsement prior to presenting to Council.

THAT the Audit and Risk Management Committee endorse the fourth Annual Report 2022 by the Independent Chairperson of the Committee, as attached to this report, for presentation to Council.

THAT the Audit and Risk Management Committee endorse the fourth Annual Report 2022 by the Independent Chairperson of the Committee, as attached to this report, for presentation to Council.

Moved By: M Power Seconded By: A Morey
Resolution Number: ARMC/0253

CARRIED
5/0

An overview of the Independent Chairpersons report was provided to the Committee and Members made positive comments on the report.

There was no further discussion in relation to this item.

AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

1 SEPTEMBER 2022

7. ITEMS FOR INFORMATION

7.1 Financial Performance Report

Author: Dee Stewart, Coordinator Accounting Services
Responsible Officer: Ian Church, Chief Executive Officer

Summary:

This report provides the Audit and Risk Management Committee with the summary of Council's financial performance against budget for the financial year to 30 June 2022.

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/0254

**CARRIED
5/0**

Key Discussion Highlights from the Meeting

Council's Acting CFO provided an overview of the report to the Committee, noting this report contains the interim figures of the 2021-2022 financial year to June 30, as they were presented at the July Ordinary Council Meeting. Comments were made by Committee Members regarding the strong position Council is in.

Discussion was held around the increase of the financial assistance grant and how this will affect Council's finances. The Committee was informed that 75% of the grant was prepaid in the 2021-2022 financial year and Council received an 18% increase in funding. The Chair asked the Acting Chief Financial Officer to provide additional information on the amount of prepaid financial assistance grant received in the 21/22 financial year.

There was no further discussion in relation to this item.

AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

1 SEPTEMBER 2022

8. GENERAL BUSINESS

No items for general business.

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

The Members, together with the Internal and External Audit, determined the closed session was not required to be held for this meeting.

10. MEETING CLOSED

There being no further business, the meeting closed at 12:12pm.

9.0 DEPUTATIONS/PRESENTATIONS

No Deputations/Presentations.

10.0 EXECUTIVE OFFICE REPORTS

10.1 Summary of Council Actual Performance v Budget - 31 August 2022

Author: Dee Stewart, Coordinator Accounting Services

Responsible Officer: Ian Church, Chief Executive Officer

Purpose:

The purpose of this report is to provide Council with an update of Council's financial performance against budget for the financial year to 31 August 2022.

Officer's Recommendation:

THAT Council receive and note the Summary of Council Actual Financial Performance versus Budget to 31 August 2022 as attached to this report.

RESOLUTION

THAT Council receive and note the Summary of Council Actual Financial Performance versus Budget to 31 August 2022.

Moved By: Cr Wilson

Seconded By:

Cr Hagan

Resolution Number: 20-24/0640

**CARRIED
7/0**

Executive Summary

In accordance with Section 204 of the *Local Government Regulation 2012*, a financial report summarising the progress of Council's actual performance against budget is to be presented to Council. This report provides a summary of Council's financial performance against budget for the financial year to 31 August 2022.

At 31 August 2022, revenues are slightly above target and expenditures are slightly above target. Any variations are a result of timing differences and at this stage of the financial year are not of concern.

The amounts shown in the report relating to the Statement of Financial Position are subject to change as end of year processes are finalised and the 2021-22 audit completed.

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 31 August 2022.

Operating Revenue - Year to date target \$1.96 million actual \$2.35 million or 118.32%

At 31 August 2022, overall operating revenue for the year to date is slightly above target.

Rates and Utility Charges (Gross) on target

The first rates levy for 2022/2023 was raised in September with a due date of 12 October 2022. The revenue associated with this levy will appear on the September financial report. Rates will be closely monitored throughout the year regarding cash flow and overdue balances as well as whether growth targets are being achieved as forecast. 96.04% of the rates levy was collected as at 26 August 2022.

Fees and Charges over budget by \$0.19 million

The favourable variances in fees and charges relates predominately to higher than expected income from plumbing and building fees (\$0.09 million) and a timing difference on the collection of regulatory licencing fees (\$0.08 million).

Operating Expenditure - Year to date target \$10.95 million actual \$11.11 million or 101.50%

At 31 August 2022, overall operating expenditure for the year is over budget by \$0.16 million with variations a result of timing differences and at this stage of the financial year and are not of concern. Capital wages are underspent by \$0.37 million and capitalised plant costs are underspent by \$0.19 million which results in an increase in operational expenses. This is expected to come closer in line with budget as the year progresses and Council's infrastructure teams focus on the capital program.

Capital Revenue – Year to date target \$0.20 million actual \$0.63 million

Capital grants are over budget primarily due to carry over capital works and the revenue for these projects being recognised as the works are completed in accordance with AASB 1058. There will also be adjustments to this line items once the accrued expenditure is finalised for the 21/22 financial year and the capital grant revenue recognition is adjusted accordingly.

Capital Project Expenditure – Year to date target \$1.92 million actual \$1.12 million or 58.50%

At 31 August 2022, Council has expended \$1.12 million on its capital works program with a further \$3.32 million in committed costs for works currently in progress. The focus of Council's infrastructure works teams, this financial year to date, has been on emergency works and flood restoration activities which are an operational expense. Following the completion of the end of financial year accruals, a report will be presented to Council to amend the 2022-23 Budget to include requested carry-forward balances for capital work in progress at 30 June. This will increase the capital budget for the year.

Additional detail is provided in the capital works program within the attachment.

Statement of Financial Position

The Statement of Financial Position provides information on the breakdown of Council's assets and liabilities at a point in time. At 31 August 2022, Council had \$44.25 million in current assets compared to \$20.85 million in current liabilities with a ratio of 2.12:1. This means that for every dollar of current liability, there is \$2.12 in assets to cover it.

The opening balances for the year will change as the 2021-22 audit is finalised.

Statement of Cash Flows

The Statement of Cash Flows provides information on the amount of cash coming in and going out. As at 31 August 2022, there has been a net cash outflow of \$6.58 million with \$7.00 million outflow from operating activities; and a net cash inflow of \$0.43 million from investing activities including capital revenue and expenditure.

The Statement of Cash Flows is important as it shows the real movement in Council's cash balances, as opposed to the accounting movements shown in the Statement of Income and Expenditure. To maintain adequate working capital, it is estimated that Council needs around \$11.00 million cash at any one time. As at 31 August, Council's cash balance was \$41.26 million. Unexpended grant funds which are restricted to be spent in accordance with the terms of the grant are \$4.81 million.

Options

Option 1

THAT Council receive and note the Summary of Council Actual Financial Performance versus Budget to 31 August 2022.

Or

Option 2

THAT Council do not receive the Summary of Council Actual Financial Performance versus Budget to 31 August 2022.

Previous Council Resolutions

Nil

Critical Dates

Nil

Strategic Implications

Corporate Plan

Leadership and Council

Outcome:

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

Finance and Resource

Monitoring of budgets and actuals will remain important if Council is to achieve the financial results adopted as part of the 2022-23 Budget.

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.
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Consultation

Internal Consultation

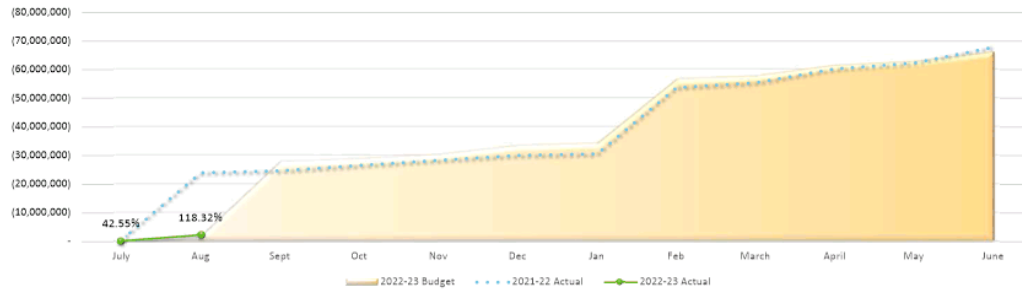
- Managers and Group Managers
- Finance Team

Attachments

[1](#) Monthly Financial Statements - August 2022 17 Pages

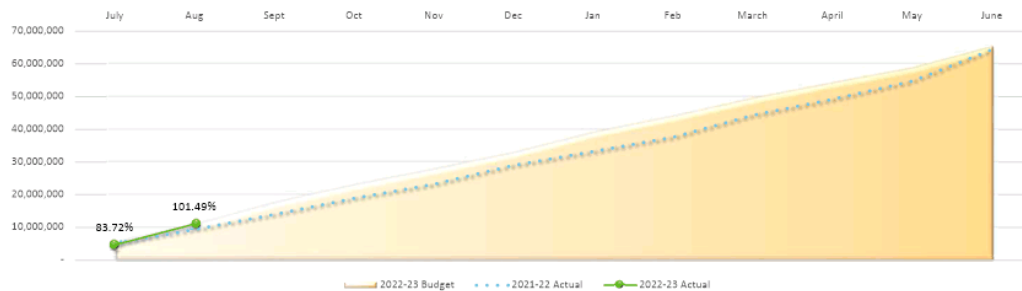
LOCKYER VALLEY REGIONAL COUNCIL
Operating Revenue and Expenditure Dashboard
For the Period Ending 31st August, 2022

Operating Revenue (Cumulative)



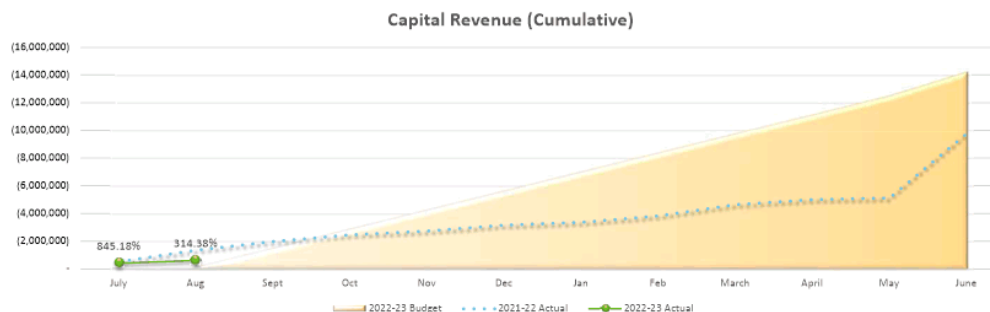
REVENUE TO DATE by Type	Rates and Utility Charges (Gross)	Discount	Charges and Fees	Interest	Operating Grants and Subsidies	Operating Contributions and Donations	Revenue - Contract/Reco verable Works	Other Revenue	Profit from Investments	Total
Actual	8,465	1,637	(1,073,883)	(231,503)	(730,021)	(114)	(14,336)	(309,684)	-	(2,349,439)
Budget	1,750	2,000	(887,440)	(168,282)	(631,058)	-	(8,333)	(294,276)	-	(1,985,640)
Variance	(6,715)	363	186,443	63,222	98,963	114	6,003	15,407	-	363,799
Target %	483.70%	81.86%	121.01%	137.57%	115.68%	-	172.03%	105.24%	-	118.32%
Movement to Prior Month Target %	↓	→	↑	→	→	→	↑	↓	→	↑

Operating Expenditure (Cumulative)



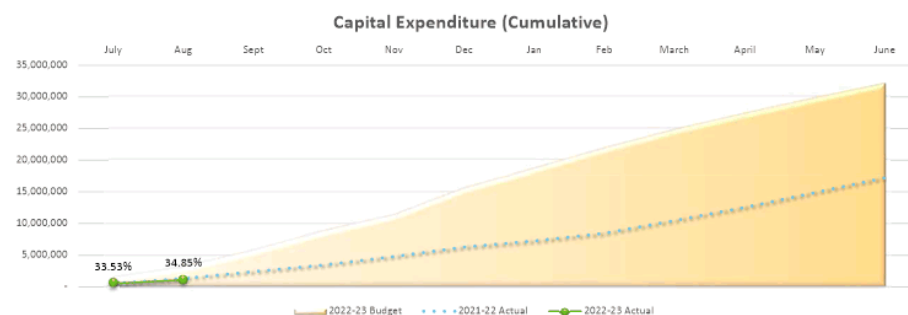
EXPENDITURE TO DATE by Type	Employee Costs	Goods and Services	Finance Costs	Depreciation	Total
Actual	4,588,747	4,499,960	9,985	2,015,364	11,114,056
Budget	4,471,295	4,440,415	23,433	2,015,364	10,950,508
Variance	(117,452)	(59,545)	13,448	-	(163,548)
Target %	102.63%	101.34%	42.61%	100.00%	101.49%
Movement to Prior Month Target %	↑	↑	↓	→	↑

LOCKYER VALLEY REGIONAL COUNCIL
Interim Capital Revenue and Expenditure Dashboard
For the Period Ending 31st August, 2022



REVENUE TO DATE by Type	Capital Grants, Subsidies and Contributions	Profit (Loss) on Disposal of Non Current Assets	Total
Actual	(628,765)	-	(628,765)
Budget	(200,000)	-	(200,000)
Variance	428,765	-	428,765
Target %	314.38%	-	314.38%
	●	-	●
Movement to Prior Month Target %	→	→	→

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



EXPENDITURE TO DATE by Group	People, Customer and Corporate Services	Infrastructure	Community and Regional Prosperity	Total
Actual	4,033	1,116,901	1,387	1,122,321
Budget	34,500	1,848,117	35,833	1,918,450
Target %	11.69%	60.43%	3.87%	58.50%
	●	●	●	●
Movement to Prior Month Target %	→	↓	↑	↓

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

	Current Annual Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
Income					
Revenue					
Recurrent Revenue					
Rates and Utility Charges (Gross)	44,854,076	(8,465)	(1,750)	6,715	-383.70%
Discount	(1,892,017)	(1,637)	(2,000)	(363)	18.14%
Charges and Fees	5,668,783	1,073,883	887,440	(186,443)	-21.01%
Interest	1,291,127	231,503	168,282	(63,222)	-37.57%
Operating Grants and Subsidies	10,484,432	730,021	631,058	(98,963)	-15.68%
Operating Contributions and Donations	705,000	114	-	(114)	0.00%
Revenue - Contract/Recoverable Works	1,050,000	14,336	8,333	(6,003)	-72.03%
Other Revenue	2,185,952	309,684	294,276	(15,407)	-5.24%
Profit from Investments	1,805,837	-	-	-	0.00%
Total Recurrent Revenue	66,153,190	2,349,439	1,985,640	(363,799)	-18.32%
Capital Revenue					
Capital Grants, Subsidies and Contributions	14,298,307	628,765	200,000	(428,765)	-214.38%
Total Revenue	80,451,497	2,978,203	2,185,640	(792,564)	-36.26%
Capital Income	-	-	-	-	0.00%
Total Income	80,451,497	2,978,203	2,185,640	(792,564)	-36.26%
Expenses					
Recurrent Expenses					
Employee Costs	27,845,684	4,588,747	4,471,295	(117,452)	-2.63%
Goods and Services	24,264,523	4,499,960	4,440,415	(59,545)	-1.34%
Finance costs	1,047,789	9,985	23,433	13,448	57.39%
Depreciation	12,092,184	2,015,364	2,015,364	-	0.00%
Total Recurrent Expenses	65,250,179	11,114,056	10,950,508	(163,548)	-1.49%
Capital Expenses	-	-	-	-	0.00%
Loss on Sale	(81,465)	-	-	-	0.00%
Total Expenses	65,168,714	11,114,056	10,950,508	(163,548)	-1.49%
Net Recurrent Result/Operating Surplus/(Deficit)	903,011	(8,764,617)	(8,964,868)	(200,251)	2.23%
NET RESULT AFTER CAPITAL ITEMS	15,282,783	(8,135,853)	(8,764,868)	(629,016)	7.18%

Lockyer Valley Regional Council (Executive Office)

Statement of Comprehensive Income

For Period Ending August 2022

	Current Annual Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
Income					
Revenue					
Recurrent Revenue					
Rates and Utility Charges (Gross)	35,704,270	(6,419)	(1,667)	4,752	(285.11)
Discount	(1,642,017)	(1,605)	(2,000)	(395)	19.74
Charges and Fees	370,693	43,255	48,833	5,578	11.42
Interest	1,258,127	225,753	162,782	(62,971)	(38.68)
Operating Grants and Subsidies	4,984,181	92,332	87,725	(4,607)	(5.25)
Revenue - Contract/Recoverable Works	-	98	-	(98)	-
Other Revenue	1,176,652	79,784	85,275	5,491	6.44
Profit from Investments	1,805,837	-	-	-	-
Total Recurrent Revenue	43,657,743	433,197	380,949	(52,249)	(13.72)
Capital Revenue					
Capital Grants, Subsidies and Contributions	556,000	16,547	20,000	3,453	17.26
Total Revenue	44,213,743	449,745	400,949	(48,796)	(12.17)
Capital Income	-	-	-	-	-
Total Income	44,213,743	449,745	400,949	(48,796)	(12.17)
Expenses					
Recurrent Expenses					
Employee Costs	4,033,154	126,824	(131,493)	(258,318)	196.45
Goods and Services	3,038,746	199,898	195,374	(4,525)	(2.32)
Finance costs	662,744	11,334	22,000	10,666	48.48
Depreciation	10,330,804	1,721,801	1,721,801	-	-
Total Recurrent Expenses	18,065,448	2,059,857	1,807,681	(252,176)	(13.95)
Capital Expenses	-	-	-	-	-
Loss on Sale	-	-	-	-	-
Total Expenses	18,065,448	2,059,857	1,807,681	(252,176)	(13.95)
Net Recurrent Result/Operating Surplus/(Deficit)	25,592,296	(1,626,660)	(1,426,732)	199,927	(14.01)
NET RESULT AFTER CAPITAL ITEMS	26,148,296	(1,610,113)	(1,406,732)	203,380	(14.46)

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

Statement of Comprehensive Income

For Period Ending August 2022

	Current Annual Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
Income					
Revenue					
Recurrent Revenue					
Rates and Utility Charges (Gross)	7,966,562	(2,077)	(83)	1,994	(2,392.44)
Discount	(250,000)	(32)	-	32	-
Charges and Fees	579,540	115,750	104,090	(11,660)	(11.20)
Interest	32,000	5,539	5,333	(205)	(3.85)
Operating Grants and Subsidies	131,500	20,010	-	(20,010)	-
Operating Contributions and Donations	50,000	-	-	-	-
Other Revenue	542,000	131,663	131,100	(563)	(0.43)
Total Recurrent Revenue	9,051,602	270,853	240,440	(30,413)	(12.65)
Capital Revenue					
Capital Grants, Subsidies and Contributions	1,000,000	0	-	(0)	-
Total Revenue	10,051,602	270,854	240,440	(30,414)	(12.65)
Capital Income	-	-	-	-	-
Total Income	10,051,602	270,854	240,440	(30,414)	(12.65)
Expenses					
Recurrent Expenses					
Employee Costs	5,979,823	1,074,108	1,124,000	49,891	4.44
Goods and Services	9,783,728	1,803,149	1,822,690	19,541	1.07
Finance costs	89,019	232	333	101	30.44
Depreciation	595,940	99,323	99,323	-	-
Total Recurrent Expenses	16,448,510	2,976,812	3,046,346	69,534	2.28
Capital Expenses	-	-	-	-	-
Loss on Sale	-	-	-	-	-
Total Expenses	16,448,510	2,976,812	3,046,346	69,534	2.28
Net Recurrent Result/Operating Surplus/(Deficit)	(7,396,908)	(2,705,959)	(2,805,906)	(99,947)	3.56
NET RESULT AFTER CAPITAL ITEMS	(6,396,908)	(2,705,958)	(2,805,906)	(99,948)	3.56

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

	Current Annual Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
Income					
Revenue					
Recurrent Revenue					
Rates and Utility Charges (Gross)	319,104	31	-	(31)	-
Charges and Fees	4,368,550	851,260	676,183	(175,077)	(25.89)
Interest	1,000	212	167	(45)	(27.14)
Operating Grants and Subsidies	1,274,269	55,512	103,333	47,822	46.28
Operating Contributions and Donations	655,000	114	-	(114)	-
Other Revenue	47,300	7,450	7,908	458	5.80
Total Recurrent Revenue	6,665,223	914,578	787,592	(126,987)	(16.12)
Capital Revenue					
Capital Grants, Subsidies and Contributions	95,000	-	-	-	-
Total Revenue	6,760,223	914,578	787,592	(126,987)	(16.12)
Capital Income	-	-	-	-	-
Total Income	6,760,223	914,578	787,592	(126,987)	(16.12)
Expenses					
Recurrent Expenses					
Employee Costs	7,099,468	1,286,949	1,348,572	61,623	4.57
Goods and Services	4,831,688	389,057	466,958	77,901	16.68
Finance costs	6,600	(1,581)	1,100	2,681	243.71
Depreciation	26,540	4,423	4,423	-	-
Total Recurrent Expenses	11,964,296	1,678,849	1,821,053	142,205	7.81
Capital Expenses	-	-	-	-	-
Loss on Sale	-	-	-	-	-
Total Expenses	11,964,296	1,678,849	1,821,053	142,205	7.81
Net Recurrent Result/Operating Surplus/(Deficit)	(5,299,073)	(764,270)	(1,033,462)	(269,191)	26.05
NET RESULT AFTER CAPITAL ITEMS	(5,204,073)	(764,270)	(1,033,462)	(269,191)	26.05

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

	Current Annual Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
Income					
Revenue					
Recurrent Revenue					
Rates and Utility Charges (Gross)	864,140	-	-	-	-
Charges and Fees	350,000	63,618	58,333	(5,285)	(9.06)
Operating Grants and Subsidies	2,484,210	562,167	440,000	(122,167)	(27.77)
Revenue - Contract/Recoverable Works	1,050,000	14,238	8,333	(5,905)	(70.86)
Other Revenue	420,000	90,787	69,993	(20,794)	(29.71)
Total Recurrent Revenue	5,168,350	730,810	576,659	(154,150)	(26.73)
Capital Revenue					
Capital Grants, Subsidies and Contributions	12,647,307	612,217	180,000	(432,217)	(240.12)
Total Revenue	17,815,657	1,343,027	756,659	(586,367)	(77.49)
Capital Income	-	-	-	-	-
Total Income	17,815,657	1,343,027	756,659	(586,367)	(77.49)
Expenses					
Recurrent Expenses					
Employee Costs	10,300,239	1,582,589	1,697,217	114,628	6.75
Goods and Services	5,249,360	767,937	594,394	(173,543)	(29.20)
Finance costs	289,426	-	-	-	-
Depreciation	1,138,900	189,817	189,817	-	-
Total Recurrent Expenses	16,977,926	2,540,342	2,481,427	(58,915)	(2.37)
Capital Expenses	-	-	-	-	-
Loss on Sale	(81,465)	-	-	-	-
Total Expenses	16,896,461	2,540,342	2,481,427	(58,915)	(2.37)
Net Recurrent Result/Operating Surplus/(Deficit)	(11,809,576)	(1,809,533)	(1,904,768)	(95,235)	5.00
NET RESULT AFTER CAPITAL ITEMS	919,196	(1,197,316)	(1,724,768)	(527,452)	30.58

Lockyer Valley Regional Council (2021/2022 Flood Events)

Statement of Comprehensive Income

For Period Ending August 2022

	Current Annual Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
Income					
Revenue					
Recurrent Revenue					
Operating Grants and Subsidies	1,610,272	-	-	-	-
Total Recurrent Revenue	1,610,272	-	-	-	-
Capital Revenue					
	-	-	-	-	-
Total Revenue	1,610,272	-	-	-	-
Capital Income					
	-	-	-	-	-
Total Income	1,610,272	-	-	-	-
Expenses					
Recurrent Expenses					
Employee Costs	433,000	495,280	433,000	(62,280)	(14.38)
Goods and Services	1,361,000	1,339,874	1,361,000	21,126	1.55
Total Recurrent Expenses	1,794,000	1,835,154	1,794,000	(41,154)	(2.29)
Capital Expenses					
Loss on Sale	-	-	-	-	-
Total Expenses	1,794,000	1,835,154	1,794,000	(41,154)	(2.29)
Net Recurrent Result/Operating Surplus/(Deficit)	(183,728)	(1,835,154)	(1,794,000)	41,154	(2.29)
NET RESULT AFTER CAPITAL ITEMS	(183,728)	(1,835,154)	(1,794,000)	41,154	(2.29)

LOCKYER VALLEY REGIONAL COUNCIL
Statement of Cash Flows
For the Period Ending 31 August, 2022

	2022-2023 Annual Budget	2022-2023 YTD Actuals
<u>Cash flows from operating activities:</u>		
Receipts		
Receipts from customers	62,600,000	8,219,907
Dividend received	-	-
Interest received	1,290,000	231,503
Payments		
Payments to suppliers and employees	(53,240,000)	(15,458,299)
Interest expense	(620,000)	-
Net cash inflow (outflow) from operating activities	10,030,000	(7,006,889)
<u>Cash flows from investing activities:</u>		
Capital grants, subsidies and contributions	14,300,000	1,519,401
Payments for property, plant and equipment	(32,070,000)	(1,292,003)
Payments for investment property	-	-
Net transfer (to) from cash investments	1,170,000	-
Proceeds from sale of property plant and equipment	300,000	198,187
Net cash inflow (outflow) from investing activities	(16,300,000)	425,585
<u>Cash flows from financing activities:</u>		
Repayment of borrowings	(7,720,000)	-
Proceeds from borrowings	-	-
Net cash inflow (outflow) from financing activities	(7,720,000)	-
Net increase (decrease) in cash and cash equivalents held	(13,990,000)	(6,581,304)
Cash and cash equivalents at beginning of the financial year	44,090,000	47,845,646
Cash and cash equivalents at end of the financial year	30,100,000	41,264,342

LOCKYER VALLEY REGIONAL COUNCIL
STATEMENT OF FINANCIAL POSITION
As at 31 August, 2022

	2022-2023 Annual Budget	2022-2023 YTD Actual
<u>Current Assets</u>		
Cash assets and cash equivalents	30,100,000	22,264,342
Cash investments	-	19,000,000
Trade and other receivables	4,380,000	1,203,904
Inventories	630,000	637,165
Contract Receivable	-	1,137,742
Non-current assets classified as held for sale	-	10,000
Total Current Assets	35,110,000	44,253,153
<u>Non Current Assets</u>		
Trade and other receivables	14,740,000	14,734,969
Equity investments	32,890,000	33,553,274
Investment properties	1,610,000	1,605,000
Property, plant and equipment	548,080,000	559,175,814
Intangible assets	640,000	101,774
Total Non Current Assets	597,950,000	609,170,831
TOTAL ASSETS	633,060,000	653,423,984
<u>Current Liabilities</u>		
Trade and other payables	4,930,000	5,964,370
Provisions	8,190,000	8,374,214
Borrowings	1,120,000	1,697,916
Contract Liability Grants	-	4,810,075
Total Current Liabilities	14,230,000	20,846,574
<u>Non Current Liabilities</u>		
Provisions	28,680,000	28,581,077
Borrowings	11,100,000	18,285,910
Total Non Current Liabilities	39,770,000	46,866,987
TOTAL LIABILITIES	54,010,000	67,713,561
NET COMMUNITY ASSETS	579,050,000	585,710,423
<u>Community Equity</u>		
Retained surplus (deficiency)	421,717,000	408,122,708
Asset revaluation surplus	156,420,000	183,263,888
Reserves	-	3,088,444
Current Surplus/(Deficit)	903,000	(8,764,617)
TOTAL COMMUNITY EQUITY	579,050,000	585,710,423

LOCKYER VALLEY REGIONAL COUNCIL
For Period Ended August, 2022

CAPITAL WORKS PROGRAM

INFRASTRUCTURE

Cost Centre: Parks & Open Spaces

Program: Parks and Open Spaces Projects

Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution
25,000	1,516	-	1,516	23,484	-	25,000
Fairways Park Retention Dam Design	525	22,300	22,825	(22,825)	-	-
Fairways Parking and Traffic Controls	2,235	800	3,035	(3,035)	-	-
Fairways Shade and Drainage Improvements	-	-	-	-	25,000	34,000
FH Tennis Club Synthetic Court Renewal	59,000	-	-	59,000	-	42,000
Jean Biggs Disability Parking	42,000	719	719	41,281	-	-
Leons Park Laidley Seat Replacement	9,500	-	-	9,500	-	9,500
LRR Bubbler Renewal	5,000	-	-	5,000	-	5,000
McNulty Park Bubbler	5,000	-	-	5,000	-	5,000
Murphy's Creek Ground Playground Renewal	136,000	1,244	1,244	134,756	-	136,000
Parks and Open Spaces Projects Total	281,500	6,239	23,100	29,339	25,000	256,500

10	0
100	0
100	10
0	0
50	0
10	0
10	0
10	0
10	0

Carry forward from 21/22.
Carry forward from 21/22.

Cost Centre: Capital Program Delivery

Program: Asphalt Resheet Programme

21/22 Asphalt Renewal Garton CBD (LRG12)	-	6,509	73,447	79,956	(79,956)	-
22/23 Asphalt Resheet	500,000	-	-	-	500,000	-
Asphalt Resheet Programme Projects Total	500,000	6,509	73,447	79,956	420,044	500,000

100
Not applicable
75
0
Carry forward from 21/22.

Program: Future Design Works Programme

23/24 Culvert Renewal Program	-	2,670	143	2,813	(2,813)	-
Cemetery Road/Victor Court Intersection	-	125	-	125	(125)	-
Lavlers Road/Sandy Creek Intersection	-	219	-	219	(219)	-
Future Design - 23/24 Footpath Renewal	-	761	-	761	(761)	-
Mountain Rd/Range Crescent Intersection	-	3,372	-	3,372	(3,372)	-
Waterhouse Road	-	2,020	-	2,020	(2,020)	-

30
20
20
5
20
50
Not applicable
Not applicable
Design Budget Holding Project.

Future Project Design-Budget Only	350,000	-	-	-	350,000	-
Future Design Works Programme Projects Total	350,000	9,167	143	9,311	340,689	350,000

Program: Footpath Renewal Programme	100,000	3,286	-	3,286	96,714	-
21/22 Footpath Renewal Program (SECOSP)	100,000	3,286	-	3,286	96,714	-
Footpath Renewal Programme Projects Total	100,000	3,286	-	3,286	96,714	-

100
Carry forward from 21/22.

	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
Program: Floodway Renewal Programme										
21/22 Floodway Renewal Program (SEQCSP)	400,000	-	41,468	41,468	358,533	383,000	17,000	100		Carry forward from 21/22.
Floodway Renewal Programme Projects Total	400,000	-	41,468	41,468	358,533	383,000	17,000			
Program: Other Infrastructure Projects										
Betterment Design Projects	150,000	-	-	-	150,000	-	150,000	0	0	
Bridge Improvements	100,000	-	-	-	100,000	-	100,000	0	0	
Bus Shelter Drayton St. (BSSP + PTAP)	-	213	980	1,193	(1,193)	-	-	100	0	Carry forward from 21/22.
Digital Signage (LER)	-	875	380,988	381,863	(381,863)	-	-	20	0	Carry forward from 21/22.
Flagstone Cr/Lockyer Cr Rd (HVSPP)	450,000	155,769	154,211	309,980	140,020	225,000	225,000	100	70	
Gatton Central Drainage Upgrade - Design	250,000	2,434	-	2,434	247,566	-	250,000	0	Not Applicable	
Gatton Industrial Estate (HVSPP)	640,000	55,984	95,101	151,085	488,915	225,000	415,000	100	60	
Gehlke Road/Lorkeet Road (BS)	450,000	16,196	73,988	90,183	359,817	224,500	225,500	100	0	
Grantham Scrub/Grantham Winwill (HVSPP)	1,000,000	17,730	177,159	194,889	805,111	167,220	832,780	100	0	
Lake Clarendon Way (LRCS)	799,158	363	-	363	798,795	799,158	-	0	0	
North East St Stormwater Renewal(SEQCSP)	208,000	-	6,941	6,941	201,059	208,000	-	100	0	
North East Street Kerb & Chanel (SEQCSP)	300,000	-	-	-	300,000	300,000	-	100	0	
North Street / East Street, Gatton (BS)	302,000	19,159	1,650	20,809	281,191	262,000	40,000	100	0	Carry forward from 21/22.
Safe Schools Program - TIDS 21/22	-	2,374	-	2,374	(2,374)	-	-	100	0	
Spencer & Maitland (Black Spot 22/23)	219,000	3,717	-	3,717	215,283	189,000	30,000	20	0	
Spencer Street/East Street, Gatton (BS)	-	9,598	28,299	37,897	(37,897)	-	-	100	0	Carry forward from 21/22.
Springbrook Park Entry Upgrade (LRCS)	450,000	6,612	-	6,612	443,388	450,000	-	100	80	
Other Infrastructure Projects Total	5,318,158	291,023	919,317	1,210,340	4,107,818	3,049,878	2,268,280	60	0	
Program: Pavement Renewal Programme										
Gehlke Road, Plainland - TIDS 21/22	-	8,395	39,058	47,454	(47,454)	-	-	100	85	Carry forward from 21/22.
Pavement Renewal Programme Projects Total	-	8,395	39,058	47,454	(47,454)	-	-			
Program: Pavement Widening Programme										
Grantham Scrub Road - TIDS 21/22	2,699,983	66,810	319,228	386,038	2,313,945	974,429	1,725,554	100	0	
Pavement Widening Programme Projects Total	2,699,983	66,810	319,228	386,038	2,313,945	974,429	1,725,554			
Program: REPA Programme										
REPA Complimentary Gravel Works Program	1,000,000	-	-	-	1,000,000	-	1,000,000	0	0	
REPA Programme Projects Total	1,000,000	-	-	-	1,000,000	-	1,000,000			
Program: Seal Renewal Programme										
21/22 Bitumen Reseal Program (RTR)	-	5,189	-	5,189	(5,189)	-	-	100	80	Carry forward from 21/22.
22/23 Bitumen Reseal (RTR)	1,700,000	-	0	0	1,700,000	927,079	772,921	Not Applicable	0	
Seal Renewal Programme Projects Total	1,700,000	5,189	0	5,189	1,694,811	927,079	772,921			

	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
Cost Centre: DRFA New Event - REPA										
<i>Program: REPA Programme</i>										
DRFA - Feb 2022 - Woodshed Creek Rd Floodway	-	9,720	115,914	125,634	(125,634)	-	-	80	0	
DRFA - Feb 2022 - Rockmount Road	-	3,308	62,451	65,759	(65,759)	-	-	0	0	
DRFA - Feb 2022 - Roches Road	-	3,138	48,000	51,138	(51,138)	-	-	0	0	
DRFA - Feb 2022 - Adare Rd Floodway	-	1,774	-	1,774	(1,774)	-	-	0	0	
DRFA - May 2022 - Berlin Road Slipslip	-	1,481	38,399	39,880	(39,880)	-	-	0	0	
DRFA - May 2022 - Steinkes Bridge	-	644	13,479	14,123	(14,123)	-	-	0	0	
REPA (Holding Project)	7,000,000	-	-	-	7,000,000	7,000,000	-	Not Applicable	Not Applicable	REPA Budget Holding Project
REPA Programme Projects Total	7,000,000	20,065	278,243	298,309	6,701,691	7,000,000	-			
Cost Centre: Fleet										
<i>Program: Fleet Projects</i>										
21/22 Earthmoving Equipment Replacement	1,170,000	412,713	721,393	1,134,106	35,894	358,000	812,000	Not Applicable	Not Applicable	
21/22 Light Commercial's Replacement	84,000	-	140,329	140,329	(56,329)	-	84,000	Not Applicable	Not Applicable	
21/22 Mowers Replacement	205,555	-	-	-	205,555	-	205,555	Not Applicable	Not Applicable	
21/22 Passenger Vehicles	55,075	-	-	-	55,075	58,000	(2,925)	Not Applicable	Not Applicable	
21/22 Tractors Replacement	80,000	-	64,500	64,500	15,500	-	80,000	Not Applicable	Not Applicable	
21/22 Trailers Replacement	270,000	-	178,844	178,844	91,156	-	270,000	Not Applicable	Not Applicable	
22/23 Earthmoving Equipment	949,700	-	-	-	949,700	-	949,700	Not Applicable	Not Applicable	
22/23 Light Commercial's	80,000	-	-	-	80,000	16,000	64,000	Not Applicable	Not Applicable	
22/23 Light Trucks	705,000	-	-	-	705,000	138,000	567,000	Not Applicable	Not Applicable	
22/23 Mowers	150,000	-	-	-	150,000	23,150	126,850	Not Applicable	Not Applicable	
22/23 Passenger Vehicles	200,000	-	-	-	200,000	-	200,000	Not Applicable	Not Applicable	
22/23 Trailers	80,000	-	-	-	80,000	48,500	31,500	Not Applicable	Not Applicable	
22/23 Trucks	270,000	-	-	-	270,000	60,000	210,000	Not Applicable	Not Applicable	
Light Commercial Vehicles	-	37,436	48,648	86,084	(86,084)	-	-	Not Applicable	Not Applicable	Carry forward from 21/22.
New Light Commercial	45,000	-	-	-	45,000	-	45,000	Not Applicable	Not Applicable	
Passenger Vehicles	-	24,118	785	24,902	(24,902)	-	-	Not Applicable	Not Applicable	
Fleet Projects Projects Total	4,344,330	474,267	1,154,499	1,628,766	2,715,564	701,650	3,642,680			Carry forward from 21/22.
Cost Centre: Cemetery										
<i>Program: Cemetery Projects</i>										
Gatton Cemetery Seam Strip Installation	35,000	-	-	-	35,000	-	35,000	100	0	
Gatton Cemetery Seating	6,000	-	-	-	6,000	-	6,000	100	0	
Laidley Cemetery Seam Strip Installation	20,000	1,014	-	1,014	18,986	-	20,000	100	0	
Laidley Cemetery Seam Strip Renewal	35,000	324	-	324	34,676	-	35,000	100	0	
Cemetery Projects Projects Total	96,000	1,338	-	1,338	94,662	-	96,000			

	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
Cost Centre: Camping Grounds										
<i>Program: Camping Grounds Projects</i>										
Disabled Toilet Lake Dyer	25,000	2,235	-	2,235	22,765	-	25,000	100	0	
Picnic Seating Renewal	27,000	1,244	-	1,244	25,756	-	27,000	10	0	
Camping Grounds Projects Total	52,000	3,479	-	3,479	48,521	-	52,000			
Cost Centre: Facilities										
<i>Program: Facilities Projects</i>										
Bore Infrastructure Improvements(SEQCS)	-	13,470	-	13,470	(13,470)	-	-	100	10	Carry forward from 21/22.
Community Facilities Design Packages	70,000	-	-	-	70,000	-	70,000	Not applicable	0	
Depot Containers	10,000	-	-	-	10,000	-	10,000	50	0	
Electrical Infrastructure Program	-	21,136	67,297	88,433	(88,433)	-	-	100	50	Carry forward from 21/22.
Electrical Upgrades	159,300	-	-	-	159,300	-	159,300	0	0	
Gatton Admin Building Works (LR13)	510,000	2,670	23,000	25,670	484,330	510,000	-	50	0	
Gatton Depot Action Plan	-	2,230	15,610	17,840	(17,840)	-	-	100	80	Carry forward from 21/22.
Gatton Depot Fuel Tank	30,000	4,035	11,700	15,735	14,265	-	30,000	100	30	
Gatton Shire Hall (BSBR)	210,000	-	-	-	210,000	-	-	0	0	
Gatton Showgrounds Program	-	407	-	407	(407)	-	-	100	0	Carry forward from 21/22.
Graham Butcher Factory Upgrade (LER)	-	20,006	3,067	23,073	(23,073)	-	-	100	100	Carry forward from 21/22.
GSH External Cladding and Gutters	370,000	2,172	820	2,992	367,008	-	370,000	75	0	
Helidon Community Centre (BSBR)	55,000	-	-	-	55,000	-	-	0	0	
Laidley Cultural Centre (BSBR)	210,000	-	-	-	210,000	-	-	0	0	
Laidley IGA Carpark	60,000	-	-	-	60,000	-	60,000	0	0	
Laidley Rec Grounds Program	-	51,002	-	51,002	(51,002)	-	-	100	0	Carry forward from 21/22.
Laidley Rec Lights	80,000	525	-	525	79,475	-	80,000	25	0	
Laidley Showgrounds Bore Pump	-	2,235	11,790	14,025	(14,025)	-	-	100	0	Carry forward from 21/22.
LVSAC Pool Side Gates	35,000	-	-	-	35,000	-	35,000	0	0	
LVSAC Revitalisation (SEQCSP)	-	101,246	33,986	135,232	(135,232)	-	-	100	50	Carry forward from 21/22.
Murphy's Creek Community Centre (BSBR)	30,000	-	-	-	30,000	-	-	0	0	
Withcott Sports Centre (BSBR)	100,000	-	-	-	100,000	-	-	0	0	
Facilities Projects Total	1,929,300	221,134	167,271	388,405	1,540,895	1,115,000	814,300			
Total for Group	\$ 25,771,271	\$ 1,116,901	\$ 3,015,774	\$ 4,132,676	\$ 21,638,595	\$ 14,276,036	\$ 11,495,235			

PEOPLE AND BUSINESS PERFORMANCE

	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
Cost Centre: Disaster Management										
<i>Program: Disaster Management Projects</i>										
DM Donga Pathway	30,000	-	-	-	30,000	-	30,000	5	0	
DM Evacuation Centre Trailer	16,000	-	-	-	16,000	16,000	-	Not applicable	0	
Flood Intelligence Infrastructure	135,000	-	-	-	135,000	-	135,000	10	0	
QRRRF Flood Cameras & Electronic Signage	600,000	-	-	-	600,000	540,000	60,000	10	0	
<i>Disaster Management Projects Total</i>	781,000	-	-	-	781,000	556,000	225,000			
Cost Centre: Information Communication Technology										
<i>Program: Information Communication Technology Projects</i>										
22/23 LVCC Audio Visual Renewals	71,000	-	-	-	71,000	-	71,000	0	0	
Library People Counter Renewals	8,000	-	-	-	8,000	-	8,000	0	0	
Network Perimeter Security (Firewalls)	34,000	-	-	-	34,000	-	34,000	0	0	
UPS Renewal	50,000	-	-	-	50,000	-	50,000	0	0	
<i>Information Communication Technology Projects Total</i>	163,000	-	-	-	163,000	-	163,000			
Cost Centre: Waste Disposal										
<i>Program: Waste Disposal Projects</i>										
Laidley Leachate Tank Replacement	125,000	-	-	-	125,000	-	125,000	0	0	
<i>Waste Disposal Projects Total</i>	125,000	-	-	-	125,000	-	125,000			
Cost Centre: Transfer Stations										
<i>Program: Transfer Station Projects</i>										
Gatton Landfill Cell 3 (SECCSP)	3,570,000	-	296,038	296,038	3,273,962	1,000,000	2,570,000	10	0	
Materials Recov Fac Asphalt Replacement	70,000	-	-	-	70,000	-	70,000	0	0	
Materials Recovery Facility Fire Systems	80,000	-	-	-	80,000	-	80,000	0	0	
<i>Transfer Station Projects Total</i>	3,720,000	-	296,038	296,038	3,423,962	1,000,000	2,720,000			
Cost Centre: Public Order & Safety										
<i>Program: Public Order and Safety Projects</i>										
22/23 LVRC CCTV	44,000	-	-	-	44,000	-	44,000	0	0	
LVRC CCTV	-	4,033	-	4,033	(4,033)	-	-			Carry forward from 21/22.
<i>Public Order and Safety Projects Total</i>	44,000	4,033	-	4,033	39,968	-	44,000			
Total for Group	\$ 4,833,000	\$ 4,033	\$ 296,038	\$ 300,071	\$ 4,532,929	\$ 1,556,000	\$ 3,277,000			

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: Regional Development										
Program: Regional Developments Projects										
Strategic Land Acquisition	1,250,000	-	-	-	1,250,000	-	-	0	0	
Regional Developments Projects Projects Total	1,250,000	-	-	-	1,250,000	-	-			
Cost Centre: Tourism Initiatives										
Program: Tourism Projects										
FH Rec Grounds Parking & Viewing Silos	100,000	-	-	-	100,000	-	-	0	0	
Tourism Projects Projects Total	100,000	-	-	-	100,000	-	-			
Cost Centre: Pest Management										
Program: Pest Management Projects										
Loan Spray Equipment	20,000	-	-	-	20,000	-	-	0	0	
Pest Management Projects Projects Total	20,000	-	-	-	20,000	-	-			
Cost Centre: Gattion Child Care Centre										
Program: Gattion Child Care Projects										
Gattion Childcare Centre Refurbishment	-	1,205	5,671	6,876	(6,876)	-	-	100	100	Carry forward from 21/22.
Gattion Child Care Projects Projects Total	-	1,205	5,671	6,876	(6,876)	-	-			
Cost Centre: Art Galleries & RADF										
Program: Art Gallery & RADF Projects										
Art Gallery Lighting Upgrade (LRG13)	95,000	181	-	181	94,819	95,000	-	100	0	
Art Gallery & RADF Projects Projects Total	95,000	181	-	181	94,819					
Total for Group	\$ 1,465,000	\$ 1,387	\$ 5,671	\$ 7,058	\$ 1,457,942	\$ 95,000	\$ 1,370,000			
Total for Council	\$ 32,069,271	\$ 1,122,321	\$ 3,317,484	\$ 4,439,805	\$ 27,629,466	\$ 15,927,036	\$ 16,142,235			

LOCKYER VALLEY REGIONAL COUNCIL
For Period Ended August, 2022

CAPITAL WORKS PROGRAM SUMMARY

	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget
INFRASTRUCTURE					
Camping Grounds	52,000	3,479	-	3,479	48,521
Capital Program Delivery	12,068,141	390,379	1,392,662	1,783,040	10,285,101
Cemetery	96,000	1,338	-	1,338	94,662
DRFA New Event - REPA	7,000,000	20,065	278,243	298,309	6,701,691
Facilities	1,929,300	221,134	167,271	388,405	1,540,895
Fleet	4,344,330	474,267	1,154,499	1,628,766	2,715,564
Not Applicable	-	-	-	-	-
Parks & Open Spaces	281,500	6,239	23,100	29,339	252,161
Total for Group	\$ 25,771,271	\$ 1,116,901	\$ 3,015,774	\$ 4,132,676	\$ 21,638,595

PEOPLE AND BUSINESS PERFORMANCE

Disaster Management	781,000	-	-	-	781,000
Information Communication Technology	163,000	-	-	-	163,000
Public Order & Safety	44,000	4,033	-	4,033	39,968
Transfer Stations	3,720,000	-	296,038	296,038	3,423,962
Waste Disposal	125,000	-	-	-	125,000
Total for Group	\$ 4,833,000	\$ 4,033	\$ 296,038	\$ 300,071	\$ 4,532,930

COMMUNITY AND REGIONAL PROSPERITY

Art Galleries & RADF	95,000	181	-	181	94,819
Gatton Child Care Centre	-	1,205	5,671	6,876	(6,876)
Pest Management	20,000	-	-	-	20,000
Regional Development	1,250,000	-	-	-	1,250,000
Tourism Initiatives	100,000	-	-	-	100,000
Total for Group	\$ 1,465,000	\$ 1,387	\$ 5,671	\$ 7,058	\$ 1,457,942
Total for Council	\$ 32,069,271	\$ 1,122,321	\$ 3,317,483	\$ 4,439,805	\$ 27,629,467

In accordance with Section 150EQ of the Local Government Act 2009, Councillor Holstein informed the meeting that she has a declarable conflict of interest in Item 10.2 'ANZAC Day Funding Allocations' and Item 10.3 'Black Summer Bushfire Recovery funding Allocations'. The nature of the interest in Item 10.2 is that Councillor Holstein is a member of the Withcott Progress Association; the nature of the interest in Item 10.3 is that Councillor Holstein is a partner in Holstein Plumbing, which completed work on the Postman's Ridge Hall project. Councillor Holstein left the meeting room (including any area set aside for the public) at 9:16am while the matter was discussed and voted upon.

In accordance with Section 150EQ of the Local Government Act 2009, Councillor Milligan informed the meeting that she has a declarable conflict of interest in Item 10.2 'ANZAC Day Funding Allocations'. The nature of the interest is that Councillor Milligan is a member of the Laidley RSL and the Laidley Citizens Auxiliary. Councillor Milligan left the meeting room (including any area set aside for the public) at 9:16am while the matter was discussed and voted upon.

Deputy Mayor Cr Cook assumed the Chair.

10.2 ANZAC Day Funding Allocations

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

Purpose:

The purpose of this report is to seek Council's endorsement to increase Withcott & District Progress Association's annual ANZAC Day Remembrance Grant due to an increased number of attendees. This follows a request from Withcott & District Progress Association and review of their level of attendance.

Officer's Recommendation:

THAT Council approve an increase of ANZAC Day Remembrance grant funding for Withcott and District Progress Association Inc. to assist in catering costs from \$400 to \$600 per annum.

RESOLUTION

THAT Council approve an increase in the amount of ANZAC Day Remembrance grant funding provided to the Withcott and District Progress Association Inc., from \$400 to \$600 per annum to assist with increased numbers of attendees.

Moved By: Cr Wilson

Seconded By:

Cr Vela

Resolution Number: 20-24/0641

**CARRIED
5/0**

Executive Summary

Council provides financial assistance as per the list below to assist with the cost of catering at official events/functions/ceremonies which recognise ANZAC Day and are held on 25 April each year.

Funding levels are determined each year through the budget process and are documented in the Community Grants and Assistance Procedure. Council also provides in-kind assistance for ANZAC Day events. The current grant allocations are:

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

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.

ANZAC Day Remembrance grants are generally provided to RSL sub-branches or, in their absence, an appropriate community group as a contribution towards event and catering costs. Grants are not intended to cover all costs.

It is proposed that Council increase Withcott & District Progress Association's grant from \$400 to \$600 annually under the Community Grants and Assistance Procedure's Category 8 – ANZAC Day Remembrance.

Funding under this grant is to assist with the cost of catering. This request was received by Council to increase assistance due to an increased number of attendees at these events in recent years.

Options

Council has the following options available to them:

1. Council can approve funding higher than the officer's recommendation.
2. Council can approve funding recommended by the officer.
3. Council can approve an increase in funding lower than the officer's recommendation.
4. Council can reject the officer's recommendation for increased funding.

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 17 August 2022. (Resolution: 20-24/0618).

Strategic Implications

Corporate Plan

Lockyer Community

Events and activities that bring together and support greater connectivity in the community.

Finance and Resource

Additional budget to be allocated in next budget amendment.

Legislation and Policy

The policy and procedure comply with the statutory obligations of the *Local Government Act 2009* and the *Local Government Regulation 2012*.

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

Withcott & District Progress Association's request was taken to a Council Workshop.

Internal Consultation

Consultation was held internally between Council's Engagement Team and CEO.

External Consultation

Current committees who receive ANZAC Day Remembrance grants were queried on the number of events they hold and their attendance numbers.

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

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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
Unit: Community Activation
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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		Addition to Public Halls Assistance Grant – Adopted by Council	Council Meeting 20-24/0602	20/07/2022
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:

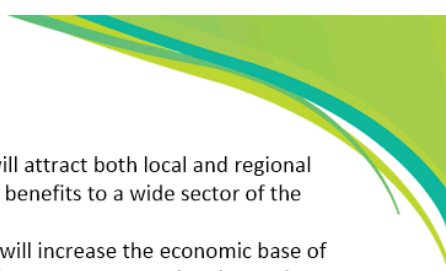
<i>Community Organisation</i>	An entity that carries on activities for a public purpose and whose primary object is not to make a profit. It might include sporting clubs, social clubs, schools, arts, cultural and environmental groups and service organisations
<i>Sustainability</i>	The capacity to endure. 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

Group: Community & Regional Prosperity
Unit: Community Activation
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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.

Group: Community & Regional Prosperity
Unit: Community Activation
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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 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

Group: Community & Regional Prosperity
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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

Group: Community & Regional Prosperity
Unit: Community Activation
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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

Group: Community & Regional Prosperity
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Superseded/Revoked: NA

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Assessment

Applications will be short listed and referred to the Community Grants Review 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.

Group: Community & Regional Prosperity
Unit: Community Activation
Approved: Ordinary Meeting (Resolution Number 20-24/0602)

Date Approved: 20/07/2022
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Superseded/Revoked: NA

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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 Community Grants Review 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.

Group: Community & Regional Prosperity
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.

Group: Community & Regional Prosperity
Unit: Community Activation
Approved: Ordinary Meeting (Resolution Number 20-24/0602)
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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.

Group: Community & Regional Prosperity
Unit: Community Activation
Approved: Ordinary Meeting (Resolution Number 20-24/0602)

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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.

Group: Community & Regional Prosperity
Unit: Community Activation
Approved: Ordinary Meeting (Resolution Number 20-24/0602)

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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.

Group: Community & Regional Prosperity
Unit: Community Activation
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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.

Group: Community & Regional Prosperity
Unit: Community Activation
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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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Unit: Community Activation
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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.

Group: Community & Regional Prosperity
Unit: Community Activation
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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. Murphy's 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 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
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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.

Group: Community & Regional Prosperity
Unit: Community Activation
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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 | \$ 600 |
| • 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
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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
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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
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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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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.

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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 20-24/0602)

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Mayor Milligan returned to the meeting at 09:20am and resumed the Chair.

10.3 Black Summer Bushfire Recovery Funding Allocations

Author: Tye Casten, Community Activation Officer

Responsible Officer: Ian Church, Chief Executive Officer

Purpose:

The purpose of this report is to seek Council's endorsement to fund nine (9) community halls through the Australian Government-funded Black Summer Bushfire Resilience Grant. This Council-initiated project is aimed at improving identified community halls to be better able to support local communities in and following disasters. Funding amounts are recommended based on an assessment of hall conditions and works proposed with a primary goal of getting all identified halls to an appropriate minimum standard.

Officer's Recommendation:

THAT Council approve the funding allocations below to identified community halls through the Black Summer Bushfire Recovery Grant:

➤ Stockyard Creek Hall	\$139,000
➤ Postmans Ridge Pioneer's Memorial Hall	\$189,800
➤ Junction View Hall	\$72,000
➤ Mulgowie Hall	\$75,500
➤ Glenore Grove Hall	\$22,500
➤ Blenheim Hall	\$31,500
➤ Ingoldsby Recreation Centre	\$18,000
➤ Ropehill Community Sports Centre	\$90,000
➤ Forest Hill School of the Arts	\$64,000

RESOLUTION

THAT Council approve funding allocations to the following Community Hall Committees, for the purposes of upgrading the halls as places of refuge in accordance with the Black Summer Bushfire Recovery Grant:

➤ Stockyard Creek Hall	\$139,000
➤ Postmans Ridge Pioneer's Memorial Hall	\$189,800
➤ Junction View Hall	\$72,000
➤ Mulgowie Hall	\$75,500
➤ Glenore Grove Hall	\$22,500
➤ Blenheim Hall	\$31,500
➤ Ingoldsby Recreation Centre	\$18,000
➤ Ropehill Community Sports Centre	\$90,000
➤ Forest Hill School of the Arts	\$64,000

Moved By:	Cr Hagan	Seconded By:	Cr Wilson
Resolution Number: 20-24/0642			
CARRIED			
6/0			

Executive Summary

The purpose of the Black Summer Bushfire Recovery Grant (BSBR Grant)-funded *Community Safer Places Project* is to work in conjunction with relevant community groups to conduct renewal works to community halls to make them more suitable as emergency hubs during disasters and to build social connection, capacity and resilience between disaster events.

It is anticipated that the completion of project works made possible by this funding will make the Lockyer Valley's rural community halls more resilient and better prepared for disaster response and recovery, making them more effective resources for the communities in which they are situated.

Council developed the initiative and was successful in receiving \$1.5M from the BSBR Grant funding. In addition to providing part of this funding to the identified community-managed halls, Council will use the remainder of the grant to upgrade Council-owned facilities used in disaster response and recovery and project management.

Nine (9) community-managed halls have been identified for upgrades, with a grant round created via Council's online grant platform SmartyGrants to apply for funding. Funding amounts are recommended based on an assessment of each hall's condition and works required to obtain building compliance and the appropriate minimum standard for community use.

Below is a list of these halls and the recommended amount of funding for each excluding any applicable GST.

External Halls:

➤ Stockyard Creek Hall	\$139,000
➤ Postmans Ridge Pioneer's Memorial Hall	\$189,800
➤ Junction View Hall	\$72,000
➤ Mulgowie Hall	\$75,500
➤ Glenore Grove Hall	\$22,500
➤ Blenheim Hall	\$31,500
➤ Ingoldsby Recreation Centre	\$18,000
➤ Ropehill Community Sports Centre	\$90,000
➤ Forest Hill School of the Arts	\$64,000

Proposal

Through SmartyGrants, nine applications were received requesting a total of \$702,300 in funding with all meeting the funding guidelines. The recommended funding for each community hall can be seen in the table below.

COMMUNITY FACILITY	SCOPE OF WORKS	RECOMMENDED FUNDING
--------------------	----------------	---------------------

Stockyard Creek Hall	Construction of stand-alone shower, laundry, and toilet block, install 18kVa generator to back-up solar system upgrade former 'CWA room' to function as secure meeting room, prepare and re-paint southern half of roof plus external walls of new storeroom, replace hot water system in kitchen	\$139,000
Postmans Ridge Pioneer's Memorial Hall	Replacement of rotten timber boards with Linea boards, new aluminium windows (front and westward window), cladding in between roof lines, replacing fascia and gutters, straighten internal wall, electrical work, replacement of internal walls, storage space, insulation, disability friendly entry door	\$189,800
Junction View Hall	Toilet upgrade, add disability toilet/family room, solar	\$72,000
Mulgowie Hall	Air conditioner, back-room security, painting, cleaning equipment, data projector/antenna/screen	\$75,500
Glenore Grove Hall	Hall re-stumping, installation of downpipes, removal of dry rot, maintenance of doors	\$22,500
Blenheim Hall	Air-conditioning – climate control, supply and install, mesh installed for security for air-conditioning outdoor units, framing, supply and install security locks for hall, hall equipment to be used in emergency situations.	\$31,500
Ingoldsby Recreation Centre	Seamless flake flooring, gyprock lining for internal walls and ceiling	\$18,000
Ropehill Community Sports Centre	Toilet upgrade/additional toilets, re-stumping,	\$90,000
Forest Hill School of the Arts	External painting of hall for preservation of timber building including signwriting on entry, Internal cleaning of hall (industrial), Oven, Dishwasher, kitchen equipment, table replacement	\$64,000
SUB TOTAL		\$,702,300

Each Community Hall was given a pre-determined maximum funding level that they could apply for through the SmartyGrants portal. Maximum amounts were determined through assessing how much work is required at the halls to reach appropriate minimum standards for use in disaster response and recovery, and to assist with ongoing viability. From here halls were able to apply for works they deemed the highest priority that met the grant guidelines.

Options

Council has the following options available:

1. Council resolve to allocate funding for works to nine community halls in accordance with the recommendation.
2. Council resolve to provide funding for works to rural halls but allocates the funding in a different way to that outlined in the recommendation.

Critical Dates

Delay in endorsement of allocations will reduce the time available to complete project works. Works require completion by 31 March 2024.

Strategic Implications

Corporate Plan

- A community with fair and reasonable access to services.
- Council optimises the use of its open spaces and facilities by improving access to and the quality of the facilities for individuals and groups for cultural, recreational and community activities.
- Enhanced wellbeing and safety of the community.
- Council seeks to understand community needs, resulting in partnerships that realise long-term benefits for the community in a timely manner.
- Events and activities that bring together and support greater connectivity in the community.
- The community's preparedness for disasters is improved through community education, training and strong partnerships between Council and other agencies.

Finance and Resource

Council was awarded \$1.5m through the Black Summer Bushfire Recovery Grant and has broken this down into the following.

- \$702,300 across 9 community-managed halls.
- \$797,000 across Council-managed halls and project management.

Risk Management

Key Corporate Risk Code and Category: R1 Reputation
Key Corporate Risk Descriptor: Reputation and Goodwill

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 item has been brought to multiple Councillor Workshops.

Internal Consultation

Consultation has been held internally between Council's Community Engagement Team, CEO, Building Team, Grants Officer and Facilities Team

Community Engagement

Council engaged with each of the nine (9) halls listed to understand and assess building upgrade requirements and preferences and provided an opportunity to apply for Black Summer Bushfire Recovery upgrades.

Attachments

There are no attachments for this report.

Cr Holstein returned to the meeting at 09:24am.

10.4 Audit and Risk Management Committee Charter, Annual Self-Assessment and Independent Chair's Annual Report 2022

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

Purpose:

The purpose of this report is to seek Council's approval of the resolutions made by the Audit and Risk Management Committee in relation to the Committee Charter, annual self-assessment and Independent Chair's Annual Report 2022.

Officer's Recommendation:

THAT Council:

- 1. Adopt the Audit and Risk Management Committee Charter, version 10, as attached to this report.**
- 2. Receive and note the outcomes of the annual Committee Self-Assessment.**
- 3. Receive and note the Independent Chair's Annual Report 2022.**

RESOLUTION

THAT Council:

- 1. Adopt the Audit and Risk Management Committee Charter, version 10.**
- 2. Receive and note the outcomes of the annual Committee Self-Assessment.**
- 3. Receive and note the Independent Chair's Annual Report 2022.**

Moved By: Cr Wilson

Seconded By:

Cr Vela

Resolution Number: 20-24/0643

CARRIED

7/0

Executive Summary

The Audit and Risk Management Committee (Committee) is an advisory committee of Council. The Committee's primary responsibility is to provide independent assurance and assistance to Council on its risk, internal control and compliance frameworks, and to ensure that Council meets its statutory requirements regarding external accountability responsibilities.

The Committee Charter outlines the role, responsibilities, composition and operating guidelines of the Audit and Risk Management Committee in accordance with the *Local Government Act 2009* and *Local Government Regulation 2012*.

This report is to ensure the Audit and Risk Management Committee is meeting its commitment and obligations to Council in accordance with its Charter.

Proposal

Committee Charter

In accordance with its annual rolling work plan, the Audit and Risk Management Committee conducted an annual review of its Committee Charter at its meeting held on 1 September 2022. Only a minor amendment has been made to the Charter, which is to reflect the adoption of Council's Corporate Plan 2022-2027 in section 7 of the Charter.

The amended draft Audit and Risk Management Committee Charter (version 10) was endorsed by the Committee and is now presented to Council for adoption.

Annual Committee Self-Assessment

Section 9 of the Committee Charter "Evaluation of Committee Activities" requires the Committee to undertake an annual self-assessment of its performance for the previous twelve months.

All members completed the self-assessment questionnaire, and a summary of the positive findings and improvement opportunities are outlined in the table below:

Positive Findings	Opportunities for Improvement
<ul style="list-style-type: none">• Effective Committee Chair.• Appropriate response/action to organisational risks identified by the Committee.• Quality oversight of general-purpose financial statement preparations.• Organised meetings with fit for purpose meeting papers and quality minutes prepared.• Well-functioning and effective Audit and Risk Committee.	<ul style="list-style-type: none">• Member training opportunities and process.• Improved oversight of outstanding internal audit recommendations to reduce backlog.

Discussion was undertaken by the Committee on the self-assessment findings, in particular, the training opportunities for Members. It was identified from this discussion there would be benefit to Council for Members to undertake training in the topical areas of financial management (in particular, preparation of local government financial papers), cyber security and flood management/mitigation. It was also suggested that there would be benefit in Members participating in a professional development day with council stakeholders to gain better organisational project and cultural awareness. Further investigation is to be undertaken into the development of training program for Committee Members.

Independent Chair, Annual Report 2022

The Independent Chair's Annual Report of the Audit and Risk Management Committee for the year ending 30 June 2022, has been prepared by Ms Kerry Phillips, and is the fourth annual report completed by the Chair. The Annual Report was submitted to the Mayor on 25 August 2022 and presented to the Committee for endorsement on 1 September 2022.

Detail on the achievements by the Committee are captured in the attached Independent Chairperson's Annual Report 2022, along with the interim program of planning activities for 2022-2023.

Previous Council Resolutions

Ordinary Meeting 16 February 2022 (20-24/0517)

THAT Council adopt the Audit and Risk Management Committee Charter version 9.0, as attached to these minutes.

Strategic Implications

Corporate Plan

Lockyer Leadership and Council;

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

Finance and Resource

Budget implications will continue to be addressed through existing allocations. An allocation has been made in Council's current budget of \$1000 per member to undertake approved training.

Legislation and Policy

Section 105 of the *Local Government Act 2009* requires Council to establish an audit committee and section 210 of the *Local Government Regulation 2012* determines the required framework of the audit committee.

The Audit and Risk Management Committee Charter has been developed in accordance with this legislative framework and outlines the role, responsibilities, composition and operating guidelines of Council's Audit and Risk Management Committee.

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.

Consultation

Portfolio Councillor Consultation

Councillors Wilson and Cook, portfolio Councillors for the Audit and Risk Management Committee participated in the annual committee self-assessment and review of the Committee Charter.

Attachments

- | | | |
|---------------------|--|---------|
| 1 ↓ | Draft Charter version 10.0 | 6 Pages |
| 2 ↓ | Independent Chair's Annual Report 2022 | 9 Pages |



Audit and Risk Management Committee Charter

1 THE CHARTER

- 1.1 The Charter of the Lockyer Valley Regional Council Audit and Risk Management Committee outlines the role, responsibilities, composition and operating guidelines of the Audit and Risk Management Committee (Committee) in accordance with the *Local Government Act 2009* and *Local Government Regulation 2012*.

2 AUTHORITY AND INDEPENDENCE

- 2.1 The Committee has no executive powers, unless delegated to it by the Council.
- 2.2 The Committee is an advisory committee of Council and is directly responsible to the Council. In discharging its responsibilities, the Committee has the authority to:
- Conduct or authorise investigations into matters within its scope of responsibility.
 - Access information, records and personnel of the Council for such purpose.
 - Request the attendance of any employee of the Council at Committee meetings.
 - Conduct meetings with the Council's internal and external auditors, as necessary.
 - Seek advice from external parties, as necessary.

3 ROLE

- 3.1 The role of the Committee is to provide independent assurance and assistance to the Council on:
- Council's risk, control and compliance frameworks.
 - Council's external accountability responsibilities as prescribed in the *Local Government Act 2009* and *Local Government Regulation 2012*.
- 3.2 The Committee does not replace or replicate established management responsibilities and delegations, the responsibilities of other advisory committees within Council, or the reporting lines and responsibilities of either internal audit or external audit functions.

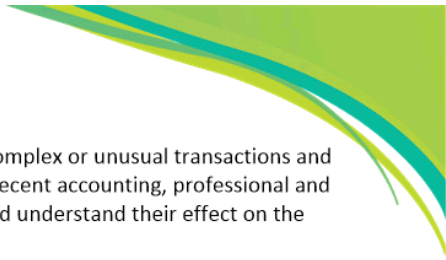
4 DUTIES AND RESPONSIBILITIES

- 4.1 The Committee's duties and responsibilities, in accordance with the *Local Government Act 2009* is to monitor and review:
- 4.1.1 Financial Statements. This includes monitoring and reviewing:

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Unit: Risk, Audit and Corporate Planning
Approved: Ordinary Council Meeting
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- Significant accounting and reporting issues, including complex or unusual transactions and highly judgemental areas (i.e. asset revaluations), and recent accounting, professional and regulatory pronouncements and legislative changes, and understand their effect on the financial statements.
 - Results of the external audit, including any significant issues arising.
 - Whether the financial statements are complete, consistent with information known to the Committee members and reflect appropriate accounting policies and principles.
 - Accuracy and completeness of the financial statements and assurance given by management.
 - Preparation timeliness against agreed milestones.
- 4.1.2 Risk Management. This includes monitoring and reviewing:
- Systems and processes to ensure that material risks to Council are appropriately identified, assessed and managed.
 - The process for the development and review of Council's risk profile, risk framework and risk appetite statement.
 - Processes and practices of the Council that support effective business continuity.
- 4.1.3 Internal Control. This includes monitoring and reviewing:
- Management's approach to maintaining an effective and sound internal control framework (including policies, procedures and delegations).
 - How management identifies any required changes to the design or implementation of internal controls.
 - Steps taken by management to embed a culture which is committed to ethical and lawful behaviour.
- 4.1.4 Internal Audit. This includes monitoring and reviewing:
- The appointment or replacement of the Internal Auditor, and budget, staffing and skills of the internal audit function.
 - Internal audit plan, its coverage, scope and progress, and any significant changes to it, including any difficulties or restrictions on scope of activities, or significant disagreements with management.
 - Findings and recommendations of internal audit and the response to them by management.
 - Implementation of internal audit recommendations accepted by management.
 - Internal and external audit functions to ensure no material overlap exists.
 - Internal Audit Charter and the performance of internal audit and provide advice to Council on an annual basis.
- 4.1.5 External Audit. This includes monitoring and reviewing:
- The proposed audit strategy, audit plan and audit fees for the year.
 - Findings and recommendations of external audit (including from performance audits) and the response to them by management.
 - Responses provided by management to ensure they are in line with the agency's risk management framework.
 - Implementation of external audit recommendations accepted by management and where issues remain unresolved ensure that satisfactory progression is being made to mitigate the risk associated with audit's findings.
 - The Chair and independent members will hold executive sessions with external audit at least twice per year, if required.

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- 4.1.6 Compliance. This includes monitoring and reviewing:
 - Management consideration of legal and compliance risks as part of the Council's risk assessment and management arrangements.
 - The effectiveness of the system for monitoring the agency's compliance with relevant laws, regulations and government policies.
 - The findings of any examinations by regulatory agencies, and any auditor observations.
 - 4.1.7 Fraud and Corruption Control. This includes monitoring and reviewing:
 - The process of developing and implementing Council's fraud and corruption control arrangements and being satisfied Council has appropriate processes and systems in place to identify fraud and corruption risks as well as to detect, capture and effectively respond to fraud and corruption related information.
 - Reports on fraud and corruption which outline any identified allegations of fraud and corruption, the status of ongoing investigations and any changes to identified fraud or corruption risks for Council.

5 COMMITTEE MEMBERSHIP

5.1 Membership

- Membership of the Committee is by appointment; no delegates of the members are permitted.

5.2 The Committee shall consist of:

5.2.1 Councillor Members (voting)

- Two Councillors of the Lockyer Valley Regional Council appointed in accordance with practices and procedures of Council at the commencement of each term.
- Proxy – Councillor nominated by Council to attend in the absence of a Councillor member.

5.2.2 Independent External Members (voting)

- Three independent external members shall be appointed by the Council to serve on the Committee.
- The independent external members will be selected to provide a balance of professional skills, knowledge and technical experience appropriate to the responsibilities of the Committee.
- These appointments will be approved by Council following the conducting of an expression of interest process for Committee member vacancies.
- Council will appoint one of the independent external members as Chairperson.
- Where possible the appointment of external independent members to the Committee shall be staggered to ensure appropriate continuity and succession planning.

5.2.3 Attendees (non-voting)

- Chief Executive Officer.
- Group Managers.
- Council advisors from the relevant business areas of Council.
- Internal Auditor (who may be the representative of the contracted provider where the service is outsourced).
- Representative of the Queensland Audit Office and/or the contracted provider where the service is outsourced.

5.2.4 Invitees (non-voting) for specific Agenda Items

- Other officers may attend by invitation of the Committee.

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5.3 Member skills, qualifications and attributes

- The members of the Committee, collectively, will have a broad range of skills and experience relevant to the operations of Council.
- At least one member of the Committee shall have accounting or related financial management experience, with an understanding of accounting and auditing standards in a public-sector environment.
- Members should possess strong business acumen and management skills, a high level of understanding of best practice internal controls, risk management and corporate governance.
- It is desirable for members to possess a sound knowledge of information systems and emerging technology.
- An inquiring attitude, objectivity, sense of probity and ethical conduct are attributes sought in Committee members.

5.4 Selection of independent external members

The selection criteria and process for the appointment of the independent external members shall be as follows:

- The Council shall seek nominations via an expression of interest process from persons interested in being appointed to the available position. All nominees who satisfy the conditions of this Charter shall be eligible for appointment.
- The eligible persons will be interviewed by a Panel comprising the Mayor or delegate, the Independent Chair of the Committee (except where the candidate is seeking position of Chair of the Committee), a Councillor who is a member of the Committee and the Chief Executive Officer. The panel shall make recommendations to the Council.
- Following receipt of recommendations from the Panel, the Council may appoint the independent external member by resolution.
- If no nominations are received, the Committee will make a recommendation to Council regarding appropriate interim arrangements as circumstances prevail.

5.5 Term of membership

- Councillor appointments to the Audit and Risk Management Committee shall be determined by Council. Councillors will cease to hold office after each quadrennial election held.
- The independent external members will be appointed for the term of three years, after which they will be eligible for extension or re-appointment for a further three years at the Council's discretion, following a review of their performance.
- Where practicable, the appointment of external independent members to the committee will be staggered to ensure appropriate continuity and succession planning.
- The maximum number of terms an independent external member can be a member of the Committee is two terms.

5.6 Vacancy

- In the case of vacancy of an independent external member, the Council is to appoint another independent external member as soon as is practicably possible by expression of interest in accordance with 5.4 of this Charter.

5.7 Remuneration

- The independent Chair and independent members of the Committee will be entitled to fees of \$1,500 for the Chair and \$750 for the independent members for preparation and attendance at meetings with a review at least once during the term of each Council. This will cover all preparation time and meeting attendance as well as expenses for travel and reasonable out of pocket disbursements.

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5.8 Chair

- In accordance with the *Local Government Regulation 2012* the Council will appoint an independent member of the Audit and Risk Management Committee to be Chair of the Committee.
- In the absence of the appointed Chair, the members of the Committee will appoint one of the members to be Acting Chair.
- The Chair will brief the Mayor on matters relevant to the Committee.

5.9 Code of Conduct

- The Employee Code of Conduct is to be taken to apply to the independent external members in the same way as the Councillor Code of Conduct applies to Councillors.

5.10 Induction and Training

- New members will receive relevant information and briefings on their appointment to assist them to meet their Committee responsibilities.
- An annual budget submission will be made to fund or partially fund one request from members to participate in training on committee related content outside of their technical skillset. All training related requests to be submitted to the Chief Executive Officer for approval.

6 MEETINGS, RECORDS AND REPORTING STRUCTURE

6.1 Quorum

- A quorum will consist of a majority of the Committee members, including the independent external members.

6.2 Proceedings

6.2.1 Meetings

- The Committee shall meet at least four times per year (or more often as decided by the Committee).
- A forward meeting plan, including meeting dates and agenda items, will be agreed by the Committee each year. The forward meeting plan will cover all Committee responsibilities as detailed in this Audit and Risk Management Committee Charter.
- Procedural directions governing the Committee shall be in accordance with Council's Code of Meeting practice unless otherwise stated in this Charter.
- Disclosures of interest shall be made in accordance with Council's Code of Meeting Practice.

6.2.2 Decision Making

- The Committee will endeavour to make decisions by consensus, but if voting becomes necessary then the details of the vote are to be recorded in the minutes.
- Each member of the Committee shall be entitled to one vote only. In the case of an equality of votes on any issue the Chair shall have the casting vote.
- Between meetings the Chair may circulate to members by email specific proposals for adoption by the Committee.
- Any decision taken by the Committee by email is to be noted and recorded in the minutes of the next meeting.

6.2.3 Business Papers and Minutes

- Secretariat support will be provided to the Committee by the Executive Office.
- The Secretariat will ensure the agenda for each meeting and supporting papers are circulated, where practicable, five business days prior to the meeting and ensure minutes of the meetings are prepared and maintained.

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- Minutes shall be approved by the Chair and circulated to members and advisors as soon as possible but no later than three weeks following the meeting being held.
- Where practicable minutes shall be presented to the next Ordinary Meeting of Council.

6.2.4 Reporting

- Reports will be presented to Council on individual matters endorsed by the Committee which should be considered by Council. These reports will clearly identify the Committee's opinions, decisions and recommendations on the subject matter.
- An annual report will be prepared by the Chair and presented to Council summarising the performance and achievements of the Committee for the previous year. An interim program of the planned activities for the coming year is also to be provided.

7 CORPORATE PLAN LINKS

7.1 The Committee's aim is to contribute to the achievement of the outcomes of the Corporate Plan 2022-2027, in particular:

- Undertake robust and accountable financial resource and infrastructure planning and management to ensure affordable and sustainable outcomes for our community.
- Commit to open and accountable governance to ensure community confidence and trust in council and our democratic values.
- Compliant with relevant legislation.

8 REGULATORY AUTHORITY

8.1 The Committee will comply with the relevant legislation, including but not limited to:

- *Local Government Act 2009*
- *Local Government Regulation 2012*
- *Crime and Corruption Act 2001*
- *Public Sector Ethics Act 1994*

9 EVALUATION OF COMMITTEE ACTIVITIES

9.1 The Committee will undertake an annual self-assessment of its performance for the previous 12 months each year.

9.2 The Committee will provide a report of the annual self-assessment outcomes to the Council.

9.3 The Chair will provide each individual member with feedback on that person's contribution to the Committee's activities at least once during each member's term of office.

10 REVIEW OF THE CHARTER

10.1 The Charter will be reviewed annually by the Committee to ensure it remains consistent with the Committee's authority, objectives and responsibilities.

10.2 All amendments to the Charter will be discussed and approved by Council.

11 APPROVAL OF THE CHARTER

11.1 The Lockyer Valley Regional Council Audit and Risk Management Committee Charter is endorsed by the Committee and approved by Council.

Version No: 10.0

Endorsed Audit and Risk Management Committee (Resolution No: ARMC/0251).

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25 August 2022

Mrs Kerry Phillips
Independent Chairperson
Lockyer Valley Regional Council
Audit and Risk Management Committee
29 Bath St
BIRKDALE Q4159
Email: kpantipodes2@gmail.net

Councillor Tanya Milligan
Mayor
Lockyer Valley Regional Council
PO Box 82
GATTON QLD 4343

Dear Councillor Milligan

**2022 Annual Report – Lockyer Valley Regional Council Audit and Risk
Management Committee**

1.0 Introduction

- 1.1 As Chairperson, Lockyer Valley Regional Council Audit and Risk Management Committee, I am pleased to present my fourth(4th) Annual Report to Council.
- 1.2 During the 2021/22 year, the committee has been stable in its composition.
- 1.3 The outsourced internal audit contract saw O'Connor Marsden in their third full year with Council. Cathy Blunt and Wayne Gorrie have been regular attendees and presenters at Committee meetings. Their reports have covered -
 - a) **Lessons learned from Pandemic** – presented at the meeting August 2021 - 10 positives in terms of Councils response to the pandemic is pleasing. There was also identified four areas for improvement which when responded to in full will position Council to more resolutely respond going forward, these are being tracked via the register.
 - b) **Property Management** March 2022 – 8 (4 high, 2 medium and 2 low risk) recommendations for improvement and 2 process improvement opportunities were identified, these are being tracked via the register.
 - c) **Community on Ground disaster response** – June 2022 – 5 (3 high and 2 medium risk) recommendations for improvement, these are being tracked via the register.

d) **Plant and Fleet Utilisation** fieldwork commenced May 2022, report to be presented in November 2022.

e) **Asset Management for Community Facilities** – postponed due to flood response requirements.

- 1.4 The Committee has continued to evolve significantly in the past 12 months and members have extended themselves to engage with management and officers in the pursuit of improvement in the areas of financial statement preparation compliance requirements and cyber security risk.
- 1.5 The Committee, with the support and guidance of the Council corporate governance function has navigated through a responsive agenda to ensure that the Committee meets the objectives of the Committee Charter. Thus, implementing and maintaining an efficient audit committee function, supporting an effective internal audit and external audit function and close oversight of the emerging maturing risk management environment.
- 1.6 This report considers oversight and assurance of activities of the Committee that cover the operating period 1 July 2021 to 30 June 2022.

2.0 Operating in and compliance with legislative frameworks.

- 2.1 The Committee operates within the legislative framework of the *Local Government Act 2009* and the *Local Government Regulation 2012*. The role and responsibilities, guidelines and operational procedures are contained in the Audit and Risk Management Committee Charter, Council's Code of Meeting Practice and relative Councillor and Employee Code of Conducts.
- 2.2 As an Advisory Committee of Council, the Committee is independent of management and does not have executive power, delegated responsibility or authority to implement actions over which management has responsibility. Consistent with these responsibilities, and with objectivity, credibility and Council support, the Committee promotes and supports good corporate governance through the provision of independent assurance, oversight and advice to Council and the Chief Executive Officer. This advice covers financial statement oversight, short and long term financial sustainability, financial matters, annual reporting and matters relating to fraud control, risk management, internal control, governance, compliance, cyber security and external audit.
- 2.3 As Chairperson, I acknowledge the willingness and interest of the Mayor, Cr Milligan and CEO, Ian Church in meeting and engaging with me on the Committee's role, responsibilities and recommended actions. Independent members out of session have also provided

insight to key members of management and the Committee in relation to emerging corporate governance and compliance issues as they have arisen over year. These insights have been well received and associated dialogue and actions have been responsive and encouraging.

3.0 Membership and Meetings

3.1. In accordance with Audit and Risk management Charter, **voting and non-voting members of the Committee comprise:**

Voting members:

- Independent Chairperson – Kerry Phillips
- Councillor Members – Deputy Mayor Cr Jason Cook and Councillor Chris Wilson,
- Proxy Councillor Rick Vela
- Independent External members - Adrian Morey and Martin Power (Acting Independent chair – August)

Non-Voting Member, staff and external Attendees:

- Mayor: Cr Tanya Milligan (ex officio non-voting)
- Chief Executive Officer: Ian Church
- Chief Financial Officer: Jodi Marchant
- Co-ordinator Accounting Services : Dee Stewart – August and June
- Financial Accountant : Kylie King – June- part
- Asset Accountant : Tania Skopp – June - part
- Manager Information Services: Graham Cray – August , Dec, March
- Co-ordinator Knowledge Management and Business Improvement: Christie Murray – (August and March)
- Co-ordinator Governance and Property: Caitlan Natalier
- Group Manager People, Customer and Corporate Services: Dan MacPherson (Dec and March)
- Acting Group Manager Community and Regional prosperity: Annette Doherty (March)
- Group Manager Infrastructure: John Keen - June - part
- Secretariat: Bella Greinke, Susan Boland
- Risk, Audit and Corporate Planning Advisor: Madonna Brennan
- Internal Auditor: Cathy Blunt , Wayne Gorrie -Dec, March and June, O'Connor Marsden
- External Auditor: Matthew Monaghan (William Buck) – August; Junaide Latif (William Buck) – Dec ; Helen Edwards (Crowe) - March and Logan Meeham (Crowe) – March and June
- Queensland Audit Office: Sabrina Franks – August ; Lisa Fraser – March Ashita Lal – March and June
- McGrath Nicol – Darren Hopkins - part Dec

3.2 **Meetings:** the Charter provides that the Committee meet at least 4 times per year.

Meetings for 2020/21 were held on 12 August 2021, 2 December 2021, 31 March 2022 and 2 June 2022.

Consistent with Section 211 *Local Government Regulation 2012*, the Chief Executive Officer presented the Reports and Minutes of the Committee Meetings on the matters reviewed and the Committee's recommendations to the Council's Ordinary Meetings immediately following each Audit and Risk Management Committee meeting.

4.0 Responding to long term financial sustainability challenges

Council pleasingly look to deliver an operating surplus of approximately \$5.621 Million for 2021/22 as forecasted in the 2022/23 Budget and Long Term Financial Forecast included in the budget report. This result will be finalised in the coming months. Finalisation of the financial statements will be delayed until later in the calendar year due to valuation considerations to be assessed associated with the May flood event. Should the forecast be attained, this will be the third year in a row Council has been in surplus.

Early reporting in July 2022 to Council indicated that 60% percent of the Capital Works Program was expended for 2021/22. Delays associated with supply of goods, resources and weather have been experienced. There are no anticipated negative impacts to the carry over of the outstanding projects with regard to associated grant funding based on recent discussions.

5.0 Key deliverables during the 2021/22 financial year

Council continued to meet the mandatory elements for legislative compliance for the key deliverables.

- **Community Plan 2017-2027** – In 2021/22 this Strategic Plan remained part of Council's key strategy in articulating community expectations of its elected Council over a 10 year period and is published on Council's website.
- **Corporate Plan 2017-22** – in accordance with S199 of the *Local Government Regulation 2012* (LGR) this plan was adopted by Council 24 May 2017. The plan responds to the Community Plan and provides direction for Council in delivering a sustainable future for the region over the period. Council adopted a new Corporate Plan 2022-2027 on 15 June 2022 and is published on Council's website.
- **Annual Budget 2022/23** – the 10 year forecasts are encouraging with continued annual operating surpluses projected; growth in asset values; and with impressive measures and forecasts of long-term financial sustainability in the statutory reporting of operating surplus ratios, net financial asset/liability ratios and asset sustainability ratios. Council remains committed to paying down debt.

Monthly reporting requirements were met in relation to Council reports. Reporting to the Committee provided insightful updates on performance against budget and emerging issues. The support to the Committee by the Chief Executive Officer, the Chief Finance Officer and the Risk and Governance Advisor has been valuable in clarifying emerging issues, challenges and reviews undertaken by management to ensure target performance remains on track.

- **Operational Plan 2021/22** – in accordance with Section 174 LGR 2012, performance against the plan was reported to Council quarterly and made available on Council's website.
- **2020/21 Financial statements and draft shell statements, revaluation reporting and position papers 2021/22**

2020/21 Financial accountability documents including general purpose financial statements, financial sustainability statement (Part 3, LGR 2012); submitted to the Audit and Risk Management Committee on 12 August 2021 and adopted within the statutory period.

Consistent with Council's policy objective for long term financial management, these financial reporting documents are evidence of accountability to the community whilst focusing on Council's core business in a responsible and accountable manner.

I again was extremely impressed with both the quality and timeliness of the financial statements and the associated commentary. I continue to direct other assurance and governance professionals to these statements as an exemplary example of effective communication. Key staff associated with the preparation of these documents are to again be commended on their standard of preparation, it is noted that there were significant challenges to resourcing and external support during the year and it was good to see the quality and standard maintained.

The Committee was provided the opportunity to review the **draft shell financial statements for the 2021/22** financial year and associated position papers and revaluation reporting. Significant feedback was developed by committee members and provided to the CFO for consideration.

- **Council Minutes** Section 272, LGR 12 – compliant in terms of public accountability, including recording of declarations of conflicts of interest for reports and records of minutes, which are available at the Council Chambers and posted on Council's website;
- **Councillor Register of Interest:** Section 293, *Local Government Regulation 2012* (LGR 2012) compliant for public accountability with

registers of interest posted in Council's website.

- **Internal Audit Plan 2021/22**- As Council's appointed internal auditors, O'Connor Marsden, have with the cooperation and participation by senior management addressed a range of matters and issues across strategic, financial and operational areas. Management has concentrated on areas of perceived weaknesses and addressed opportunities for improvement rather than being compliance orientated.

Deliverables against the Internal Audit Plan 2021/22 included in the plan;

- **Lessons learnt from the Pandemic**
- **Property Management**
- **Community on ground disaster response**
- **Plant and Fleet Utilisation**
- **Asset Management for Community facilities – postponed due to flood events**

There were requests by management to defer a number of reviews and the plan has been amended to accommodate these requests.

- **Audit Register Status reports were presented** at each meeting. The Committee has some concern in relation to the delays often experienced in terms of timely response to recommendations, it has been especially highlighted in the compliance areas. Management have been challenged in addressing this issue due to competing priorities and resource pressures.
- **Review of Performance Internal Audit** - Council and the committee have been very satisfied with the work of this group. The Committee undertook the annual review of the Internal Audit Policy and Charter.
- **CEO reports to the Committee** regularly on matters pertaining to Governance, Fraud and Corruption, complaints and associated investigations, emerging and current legal matters and workplace health and safety indicators. These items provide insight into a number of potential and emerging risks. Further to this, the CEO has provided the Committee with insight into the progress of the organisational effectiveness review, the progress and emerging risks in association with Inland Rail, the emerging water consortium, the equestrian precinct and the grants program.
- **Risk management updates** - Council has made significant progress toward the establishment of a fulsome Corporate Operational Risk register and associated risk governance framework. Progress reporting has been provided at each meeting this financial year as matters have progressed. This work refined the framework in 2021/22 to provide a solid platform to monitor and review Council's response to identification, comprehension and responsiveness to the risk environment. Additional

training has been rolled out to staff in response to a funding injection in this area.

- **Fraud and Corruption reporting** - resource pressure this year has seen minimal progress on the maturing of the Fraud and Corruption Control framework, this continues to be an area of improvement opportunity for the 2022/23 year.
- **Business Continuity Planning** - the recommendations from the *Lessons Learnt from the Pandemic* and the *Community on ground disaster response* internal audits will provide supplementary improvement in this area.

6.0 Dealings with the Queensland Audit Office (QAO), Council External Auditor and Council

6.1 The Queensland Audit Office and Council's External Auditor were represented at all meetings with the exception of 31 March (date was changed from 3 March due to flood event) during 2021/22.

6.2 The External Auditor, William Buck, Accountants provided representatives and reported to meetings in August 2021 and December 2021 and this included the provision of an unmodified audit opinion on Council's financial statements for 2020/21. Crowe representatives took over commencing March 2022.

6.3 At the meeting held 31 March 2022, the Committee endorsed the 2021/22 External Audit Plan.

6.4 During 2021/22 the QAO provided 19 reports to parliament some quite relevant to Council;

- Education 2021 – medium
- Enhancing government procurement – high relevance
- Appointing and renewing government boards – medium
- Contract management for new infrastructure – high relevance
- State entities 2021 – medium
- State Finances 2021- medium
- Health 2021 – medium
- Establishing the Queensland Future Fund – medium
- Transport 2021 – high relevance
- Local Government 2021– high relevance
- Regulating Dam Safety – high relevance
- Improving access to specialist outpatient services – medium
- Energy 2021- medium
- Regulating animal welfare services – high relevance
- Managing Queensland's transition to renewable energy- high relevance
- 2021 status of Auditor-General's recommendations – high relevance
- Water 2021 – high relevance
- Measuring emergency department wait time – medium
- Enable digital learning – high relevance

7.0 Interim Program of planned activities for 2022/23 financial year

The Committee's priorities and objectives for the coming year will include but are not limited to:

- 1) Review and endorse the internal audit plan for 22/23 and plans for subsequent 2 years;
- 2) Review progress and updates on the audit register and the risk register;
- 3) Review and provide feedback with respect to the draft shell financial statements 2022/23 ;
- 4) Review and endorse and draft 2021/22 financial statements for presentation to the Auditor General for auditing;
- 5) Prior to publication, establish compliance with legislation for the contents of the 2022 Annual Report;
- 6) Finalise the schedule of meetings during 2023;
- 7) Provide reports to Council on the Audit and Risk management function;
- 8) Survey via self assessment of members the Committee's responsibilities and identify areas for improvement at the August 2023 Committee Meeting including review of the Charter;
- 9) Review and revise the progress of the Fraud and Corruption Control Plan and the development of the associated framework;
- 10) Monitor on-going progress on cyber security, risk management, fraud and corruption, procurement and the organisational efficiency reviews;
- 11) Review progress against the Audit Plan;
- 12) Consider findings emerging from QAO performance reports

8.0 Thank you and appreciation – Reflecting on a successful year

8.1 Adrian Morey, Director PwC continues to provide value to the committee sagely advising with respect to emerging risk and supports the ICT steering committee to respond to recent review findings. Martin Power, Audit Consultant from Bentleys continues to solidly support myself as chair and the committee by undertaking extensive review of agenda materials provided and particularly the technical interpretations provided in position papers supporting the financial statements. Feedback to the CFO and Manager Information Communication Technology regarding the draft shell statements and emerging risks from all members of the committee has been invaluable.

8.2 The elected members of the Committee –Cr Chris Wilson and Cr Jason Cook (Deputy Mayor) have also continued to make positive contributions particularly in relation to community and elected members sentiment with regard to emerging opportunities, changes and challenges.

8.3 The Committee has been incredibly well supported by non-voting members Any request has been responded to promptly and the CEO in particular has taken time to engage in a fulsome manner to ensure continued success of the committee.

8.4 I also appreciate the interest via occasional meeting attendance and discussions during debrief sessions with the Mayor Tanya Milligan. Her commitment demonstrates an active and committed interest to the work of the Committee.

8.5 I have taken great pride in the opportunity to continue to lead and steer the committee. I am appreciative of Council's confidence in the role I have played over the past four years. The conduct of the team of professionals that guide and support the work of the Committee ensures its success. Discussion is robust and ideas are free flowing with the best of intent and interest in the success of the organisation. As the organisation continues on a path of maturity in the areas of risk management, governance and long-term sustainability, I am confident the Committee will continue to contribute and offer value to decision making and the provision of governance and oversight as part of a continued successful journey.

Sincere Regards

Kerry Phillips
Chairperson
Audit and Risk Committee
Lockyer Valley Regional Council

10.5 2022 Christmas Closure and Public Holiday Closure

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

Purpose:

The purpose of this report is to seek Council's approval to cease normal business operations from 1:00pm on Friday, 23 December 2022 and to re-open on Tuesday, 3 January 2023 for the annual Christmas closure, apart from skeleton crews and emergency on-call staff.

Officer's Recommendation:

THAT Council approve the closure of Council offices and operations from 1:00pm on Friday 23 December 2022 until Monday 2 January 2023, with normal business hours resuming Tuesday 3 January 2023.

RESOLUTION

THAT Council approve the closure of Council offices and operations from 1:00pm on Friday 23 December 2022 until Monday 2 January 2023, with normal business hours resuming Tuesday 3 January 2023.

Moved By: Cr Holstein **Seconded By:** Cr Qualischefski
Resolution Number: 20-24/0644

**CARRIED
7/0**

Executive Summary

Historically, Council has endorsed the closure of Council offices and operations during the Christmas to New Year period, apart from skeleton crews and emergency on-call staff. Many businesses close during Christmas and New Year and normal business activity is reduced, therefore the impact of the closure on the community is minimal.

The closure also assists with reducing staff leave accruals during a quieter time of the year.

Proposal

It is proposed that Council cease operations at 1.00pm, Friday, 23 December 2022 through until 2 January 2023, with normal business hours resuming Tuesday, 3 January 2023. Staff will be required to utilise their leave provisions for the period in accordance with the table below:

Date	Leave Type
Friday 23 December 2021, (half day)	
Monday 26 December 2021	Public Holiday
Tuesday 27 December 2021	Public Holiday
Wednesday 28 December 2021	TOIL/RDO/AL/LWOP
Thursday 29 December 2021	TOIL/RDO/AL/LWOP
Friday 30 December 2021	TOIL/RDO/AL/LWOP
Monday 2 January 2022	Public Holiday

TOIL (Time Off in Lieu) RDO (Rostered Day Off) AL (Annual Leave) LWOP (Leave without Pay)

The annual closure is provided for in the Lockyer Valley Regional Council Certified Agreement (Officers) 2021, and the Lockyer Valley Regional Council Certified Agreement (Field) 2021. Both Agreements make provision for employees to accumulate sufficient leave to cover absences for the period between Christmas and New Year.

For the past two years, Council's Library, Visitor Information Centre (VIC) and Queensland Transport Museum (QTM) have also closed over the Christmas/New Year period. It is proposed that this occurs again this year. Every year the Childcare Centre closes for two weeks. It is proposed that this occurs again this year from 23 December 2022 to 6 January 2023. Staff will return on Monday 9 January however this will be a day for professional development and the children will not attend.

Managers will be briefed on the staffing requirements of Council over the Christmas/New Year period in the event of an emergency and will ensure that a selection of suitably trained staff will remain on call.

Previous Council Resolutions

A report is compiled and submitted each year for Council's consideration to determine the applicable closedown.

Critical Dates

Communication to staff as soon as possible is required to enable appropriate time to accrue the required leave if necessary and in consultation with Supervisors/Managers.

Advertising of the approved closedown period on Council's website and local newspapers. Communication to all staff.

Strategic Implications

Corporate Plan

Lockyer Leadership and Council 5.2 Excellence in customer service to our community.

Finance and Resource

Staff resources will be managed through the utilisation of skeleton crews and emergency on-call staff. Financial implications will be managed through existing budget.

Legislation and Policy

There are no legal implications arising from the contents of this report. As noted, the recommendation is provided for in both Council's current Certified Agreements.

There are no policy implications arising from the contents of this report.

Risk Management

Key Corporate Risk Code and Category: S1 - Staff

Key Corporate Risk Descriptor: Strategic workforce planning and management

Consultation

Internal Consultation

Due to the administrative nature of this report, no internal consultation was required.

External Consultation

Due to the administrative nature of this report, no external consultation was required.

Community Engagement

Due to the administrative nature of this report, no community consultation was required.

Attachments

There are no attachments for this report.

10.6 Appointment of Local Disaster Coordinator and Deputy Local Disaster Coordinators

Author: John Holdcroft, Coordinator Disaster Management Resilience
Responsible Officer: Ian Church, Chief Executive Officer

Purpose:

The purpose of this report is to seek Council's endorsement to appoint the following Council Officers to the identified disaster management role:

- The Chief Executive Officer as the Local Disaster Coordinator.
- Group Manager People, Customer and Corporate Services as a Deputy Local Disaster Coordinator.
- Group Manager Community and Regional Prosperity as a Deputy Local Disaster Coordinator.
- Manager Planning, Policy and Community Wellbeing as a Deputy Local Disaster Coordinator.

Officer's Recommendation:

THAT Council endorse the submission to the Chair of the Lockyer Valley Local Disaster Management Group to appoint the Council officers in the following positions to the identified disaster management role:

- 1. The Chief Executive Officer as the Local Disaster Coordinator.**
- 2. Group Manager People Customer and Corporate Services, Group Manager Community and Regional Prosperity and Manager Planning, Policy and Community Well Being as Deputy Local Disaster Coordinators.**

RESOLUTION

THAT Council endorse the submission to the Chair of the Lockyer Valley Local Disaster Management Group to appoint the Council officers in the following positions to the identified disaster management roles:

- 1. The Chief Executive Officer as the Local Disaster Coordinator.**
- 2. Group Manager People Customer and Corporate Services, Group Manager Community and Regional Prosperity and Manager Planning, Policy and Community Well Being as Deputy Local Disaster Coordinators.**

Moved By: Cr Cook

Seconded By:

Cr Holstein

Resolution Number: 20-24/0645

CARRIED

7/0

Executive Summary

In accordance with the *Disaster Management Act 2003*, Council has the principal responsibility of establishing the Lockyer Valley Local Disaster Management Group (LDMG) for the local government area to ensure disaster management and disaster operations are facilitated within the local government area.

It is the responsibility of the Chairperson of the LDMG to appoint, in writing, the Local Disaster Coordinator (LDC) of the group.

Proposal

To ensure key Council Officers have appropriately defined roles, responsibilities, and delegated authority to be able to respond to disasters, this report seeks Council's endorsement to make a submission to the Chair of the Lockyer Valley LDMG to appoint the Officers currently in the following positions within Council to the identified disaster management role:

- Chief Executive Officer to the position of Local Disaster Coordinator.
- Group Manager, People, Customer and Corporate Services to the position of Deputy Local Disaster Coordinator.
- Group Manager, Community and Regional Prosperity to the position of Deputy Local Disaster Coordinator.
- Manager Planning, Policy and Community Wellbeing to the position of Deputy Local Disaster Coordinator.

The applicable Council Officers have the necessary expertise and experience to perform the functions of a Local Disaster Coordinator and Deputy Local Disaster Coordinator to direct disaster operations in times of a disaster event in accordance with the *Disaster Management Act 2003*.

Strategic Implications

Corporate Plan

Lockyer Community

- Enhance wellbeing and safety of the community.

Lockyer Leadership and Council

- Compliant with relevant legislation.

Finance and Resource

Budget implications will continue to be addressed through existing allocations.

Legislation and Policy

The appointment of an LDC and Deputy LDC's complies with Section 35 of the *Disaster Management Act 2003*, ensuring consistency with the Local Disaster Management Groups functions and the Local Disaster Management Plan.

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.

Attachments

There are no attachments for this report.

11.0 PEOPLE, CUSTOMER AND CORPORATE SERVICES REPORTS

11.1 Application for Permit to Occupy - Bore Site over Lot 1 on PER208258 on Neumann Road, Lake Clarendon

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 whether Council has any objection to the surrender of Permit to Occupy 0/208258 over Lot 1 on PER208258 and the issue of a new permit to occupy over an area of about 25m² nearby.

Officer's Recommendation:

THAT Council advise the Department of Resources that Council has no objection to the application for a surrender of Permit to Occupy 0/208258 over Lot 1 on PER208258 and the issue of a new Permit to Occupy over an area of about 25m² on part of Neumann Road.

RESOLUTION

THAT Council advise the Department of Resources that Council has no objection to the application for a surrender of Permit to Occupy 0/208258 over Lot 1 on PER208258 and the issue of a new Permit to Occupy over an area of about 25m² on part of Neumann Road.

Moved By: Cr Cook

Seconded By:

Cr Holstein

Resolution Number: 20-24/0646

CARRIED.

7/0

Executive Summary

The Department of Resources has received an application for the surrender of an existing permit to occupy over Lot 1 on PER208258 and the issue of a new occupy. Council is requested to advise whether it has any objections to the application and provide any views or requirements that may affect the future use of the land, including any local non-indigenous cultural heritage values that should be considered.

Proposal

The Department has not advised Council who the applicants are.

The purpose of both the existing and new permit to occupy is for access to a pump site. It appears that the existing permit doesn't correlate to the location of the pump site and the new permit to occupy, if granted, will address this.

In assessing the application, the Department of Resources (Department) has identified that to grant a new permit over the area of land that provides access to the actual pump site, this will involve the adjustment of

existing Road Licence 2/20347 over Lot 1 on RL2034 to open part of the road area. It is proposed that the road licence will exclude the correct location of Lot 1 on PER208258 and re-open part of Neumann Road to provide access to it.

Drawing LAAGIS-256 attached to this report shows:

- The permit to occupy area to be surrendered as Lot 1 PER208258
- The new permit to occupy area as Proposed Permit to Occupy
- The areas of road to be opened to enable access to the new permit to occupy area as Part A and Part B Road Proposed to Be Reopened.

Options

- Option 1 Offer no objection to the application
- Option 2 Object to the application and provide reasons

Critical Dates

30 September 2022 Response to be provided to the Department

If a response is not received by the due date and no alternative arrangements have been made, it will be presumed that Council has no objections or requirements. If Council offer an objection to the application, a full explanation stating the reason for the objection must be forwarded to the Department.

Strategic Implications

Corporate Plan

Lockyer Leadership and Council

5.7 Compliant with relevant legislation

Finance and Resource

No financial or resource implications for Council have been identified.

Legislation and Policy

No Council policy or legal implications have been identified.

If successful, the Applicant will be required to pay an annual occupation fee to the Department. The Applicant will also be required to obtain public liability insurance in respect of the permit to occupy area as it is located within a public road and the public still have the right of access to the permit area.

Risk Management

Key Corporate Risk Code and Category: LCL1 Legal Compliance and Liability

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

Consultation

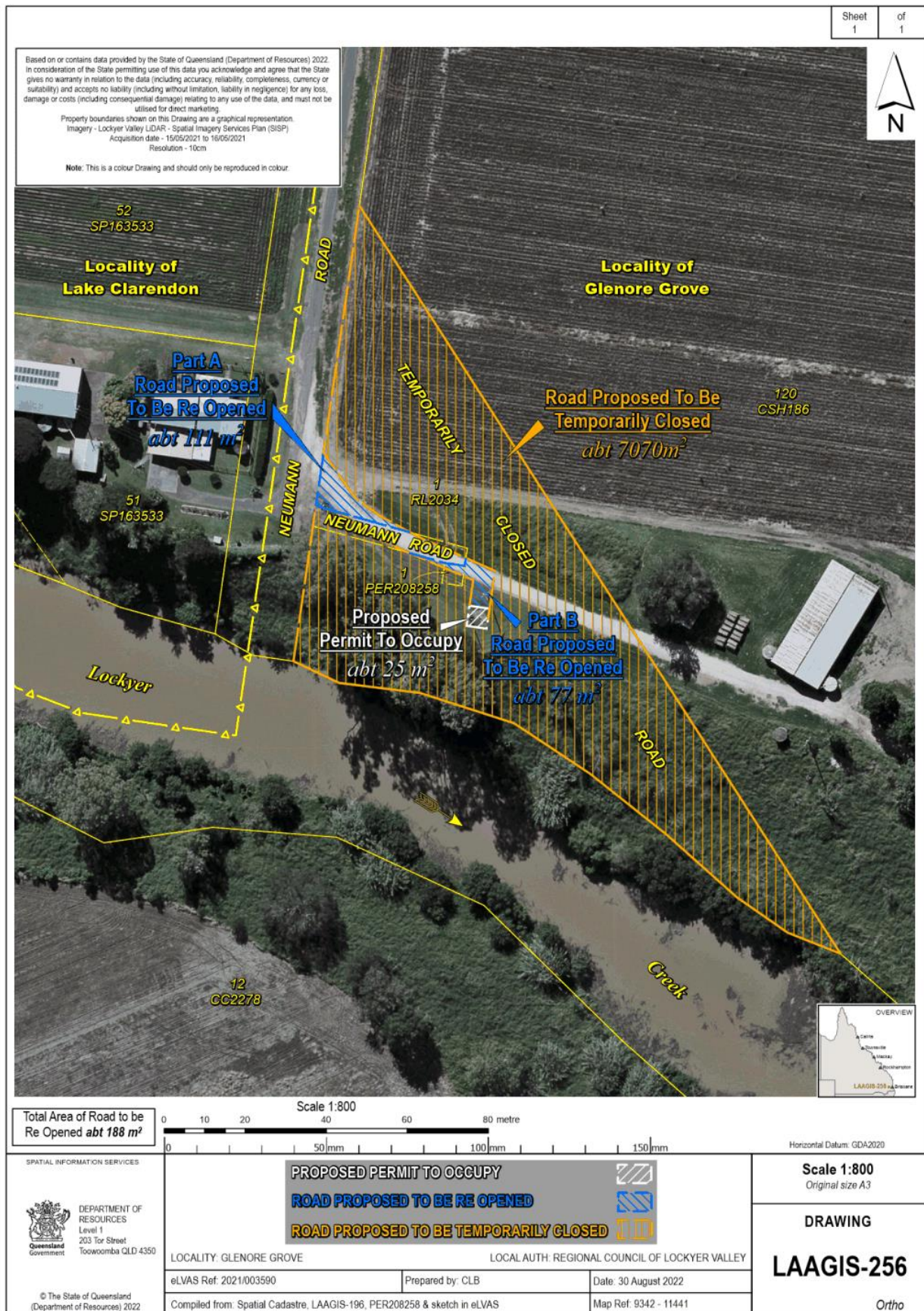
Internal Consultation

- ✓ Infrastructure

Council's Group Manager of Infrastructure has no issue with re-opening the road as there is no commitment or requirement from Council to construct or maintain a road within the newly opened road reserve.

Attachments

- 1 [↓](#) Drawing LAAGIS-256 1 Page



12.0 COMMUNITY AND REGIONAL PROSPERITY REPORTS

12.1 Road Naming - Mariposa Pocket Estate - Blanchview Road, Withcott

Author: Tammie Davidson, Assistant Planning Officer

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

Purpose:

The purpose of this report is to give effect to the 'Notice of Intention to Amend Resolution 20-24/0626 from the Ordinary Meeting of 17 August 2022' and correct the road type for Road 2.

Officer's Recommendation:

THAT Council approve the following road names as shown on Plan number 9342-4442, Plan of Proposed Lots 1-42 & 500, Version K, prepared by K.J. Wilson Cadastral Surveyor and dated 30/05/2022:

- Road 1 (shown in red) – Birdwing Court
- Road 2 (shown in blue) – Monarch Place

RESOLUTION

THAT Council approve the following road names as shown on Plan number 9342-4442, Plan of Proposed Lots 1-42 & 500, Version K, prepared by K.J. Wilson Cadastral Surveyor and dated 30/05/2022:

- Road 1 (shown in red) – Birdwing Court
- Road 2 (shown in blue) – Monarch Place.

Moved By: Cr Holstein

Seconded By:

Cr Qualischefski

Resolution Number: 20-24/0647

CARRIED

7/0

Executive Summary

On 17 August 2022 Council considered a report to approve names for two (2) new roads created with a residential subdivision located at Blanchview Road, Withcott. It has since been identified that the road name type for Road 2 was incorrectly identified as a 'Drive'.

This report is presented for consideration to correct this error in accordance with the *Local Government Regulation 2012*.

Proposal

Council is responsible for assigning an official name to every gazetted road that is used to access properties. All proposed road names are considered in accordance with Council's Naming of Roads, Park, Landmarks and Facilities Policy and ASNZ Standard 4819:2011.

Following consideration of the road names suggested by the developer, Council at its meeting on 17 August 2022 approved the following road names:

- Road 1 (shown in red) – Birdwing Court
- Road 2 (shown in blue) – Monarch Drive

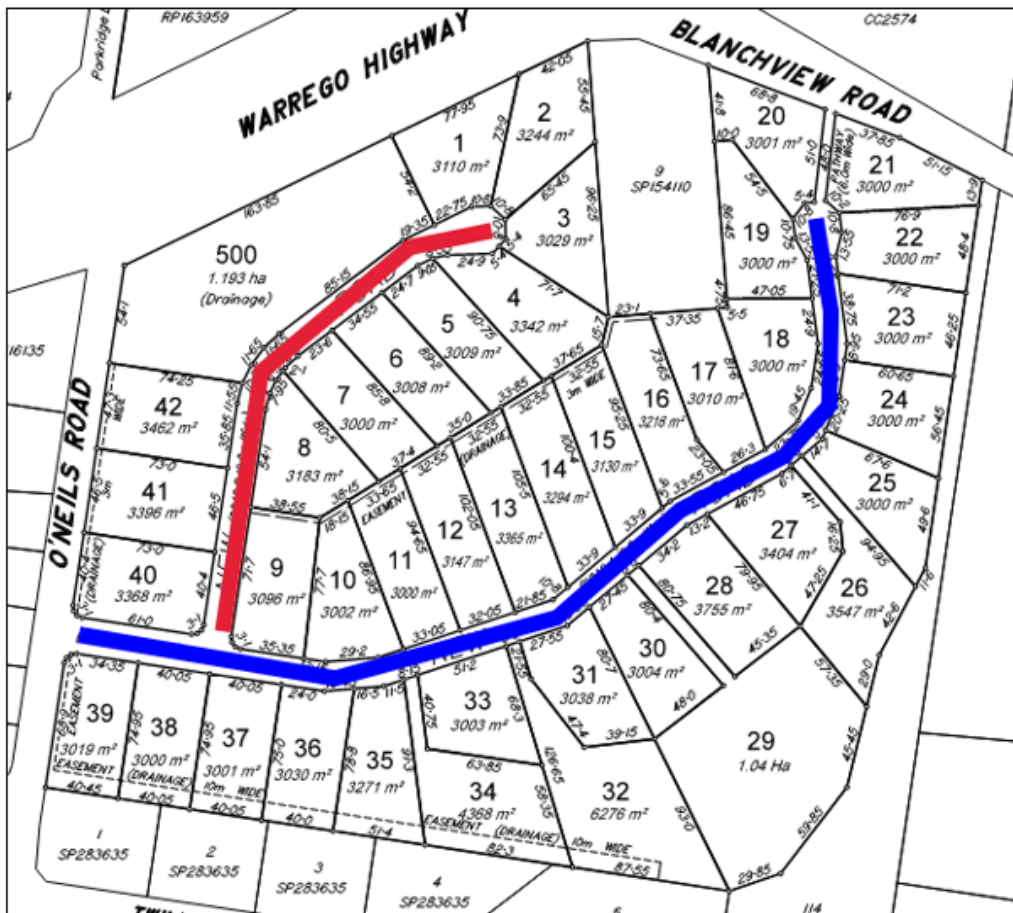


Figure 1 – Road Name Proposal

On review, the use of the road type of 'Drive' for Road 2 does not accord with ASNZ Standard 4819:2011, which defines a 'Drive' as a 'wide thoroughfare allowing a steady flow of traffic without many cross-streets'.

As Road 2 is not a thoroughfare, the road type 'Drive' contravenes the Australian Standard, and it is recommended another road type is used.

It is considered the road type 'Place' is more appropriate for Road 2. 'Place' is defined as a 'cul-de-sac having a length in excess of 100 metres'.

It is recommended that Road 2 be named Monarch Place, and Council make a new resolution in relation to the naming of the two new roads.

Options

1. Council approves the road names in accordance with the Officer's recommendation.
2. Council approves road names other than as recommended.

Previous Council Resolutions

The resolution from the 17 August 2022 Ordinary Meeting is:

THAT Council approve the following road names as shown on Plan number 9342-4442, Plan of Proposed Lots 1-42 & 500, Version K, prepared by K.J. Wilson Cadastral Surveyor and dated 30/05/2022:

- *Road 1 (shown in red) – Birdwing Court*
- *Road 2 (shown in blue) – Monarch Drive*

Critical Dates

Nil

Strategic Implications

Corporate Plan

Lockyer Planned

Finance and Resource

There are no financial or resource implications as a result of this decision.

Legislation and Policy

A Council resolution can be amended in accordance with section 262 of the *Local Government Regulation 2012*.

Risk Management

Council Officers researched the preferences provided by the applicant and made recommendations to meet Council's policy.

Consultation

External Consultation

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

Attachments

There are no attachments for this report.

12.2 Request for Road Naming - Rangeview Estate (Stages 1 and 2) - Regency Downs

Author: Tammie Davidson, Assistant Planning Officer
Responsible Officer: Amanda Pugh, Group Manager Community & Regional Prosperity

Purpose:

The purpose of this report is to seek Council's approval of three (3) new road names within a new residential subdivision, Rangeview Estate, located at 107 Zischke Road, Regency Downs

Officer's Recommendation:

THAT Council approve the following road names as shown on Plan No. 10555 P 01 Rev N – CP 01 prepared by Saunders Havill Group and dated 28 January 2022:

- Road 1 – Osprey Place
- Road 2 – Ridgevale Drive
- Road 3 – Kestrel Street

RESOLUTION

THAT Council approve the following road names as shown on Plan No. 10555 P 01 Rev N – CP 01 prepared by Saunders Havill Group and dated 28 January 2022:

- Road 1 – Osprey Place
- Road 2 – Ridgevale Drive
- Road 3 – Kestrel Street

Moved By: Cr Holstein

Seconded By:

Cr Hagan

Resolution Number: 20-24/0648

CARRIED

7/0

Executive Summary

A request has been made by Norfolk Estates Pty Ltd, as the developer of a residential subdivision located at Zischke Road, Regency Downs, to name three (3) new roads created with the subdivision.

Proposal

Council is responsible for assigning an official name to every gazetted road that is used to access properties. All proposed road names are considered in accordance with Council's *Naming of Roads, Park, Landmarks and Facilities Policy* and ASNZ Standard 4819:2011.

The applicant has provided three (3) preferences for road names for each of the roads following the theme of Australian Raptor Species (Birds of Prey). The suggested road names are as follows:

Road 1

1. Ridgevale Drive
2. Osprey Road
3. Eagle Road

Road 2

1. Ridgevale Drive
2. Osprey Road
3. Eagle Road

Road 3

1. Kestrel Place
2. Falcon Place
3. Harrier Place

Cul-de-sac

1. Baza Court
2. Kite Place
3. Osprey Court

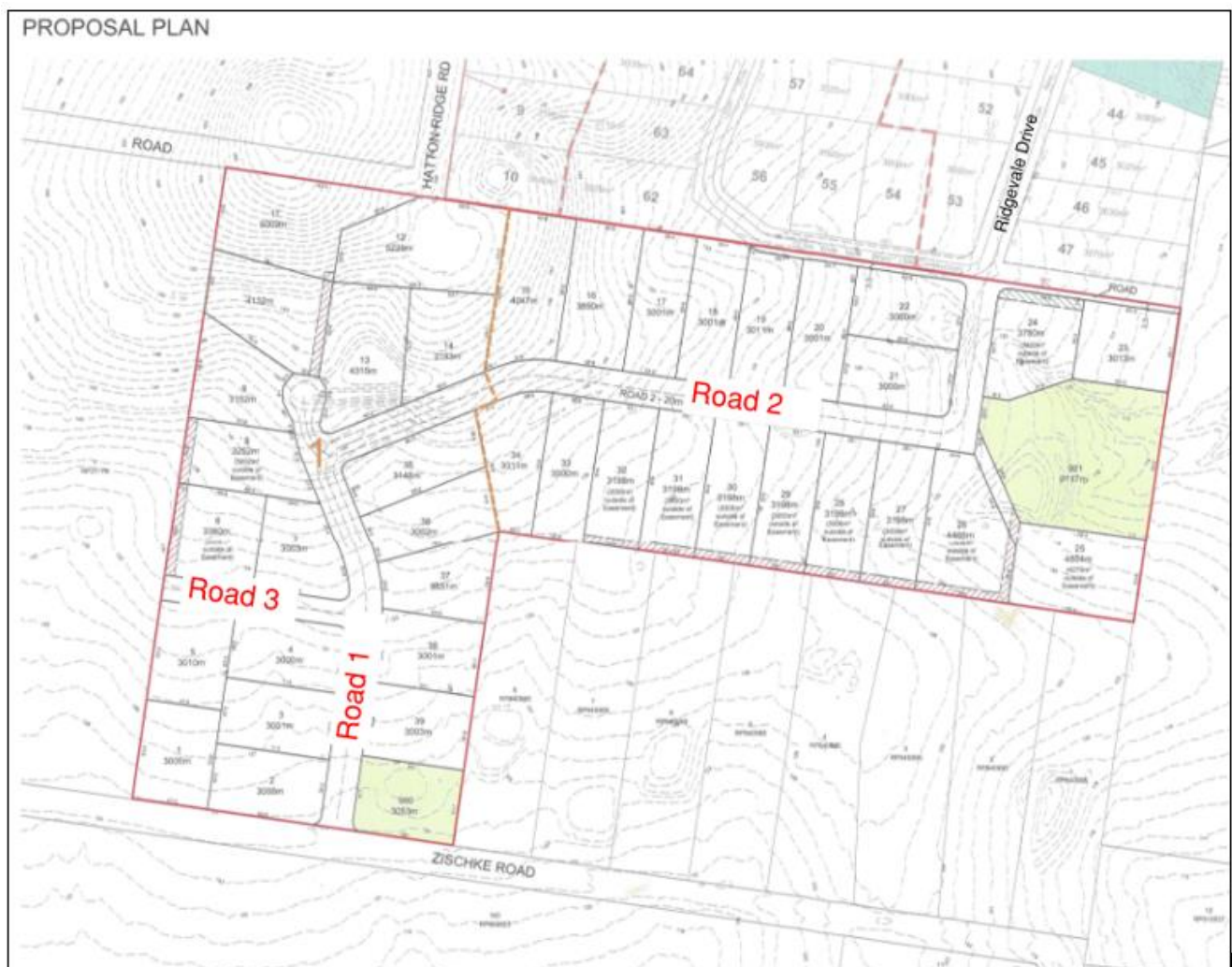


Figure 1: Road Name Proposal Plan

A search of roads and streets within the Lockyer Valley Regional Council area has been undertaken to ensure the preferred road names are not currently used elsewhere in the region.

The applicant has suggested a road name for the cul-de-sac head of Road 1; however, it is considered appropriate that the same road name is used for the entire length of the Road 1, including the cul-de-sac.

The road type of 'Road' for Road 1 is not in accordance with ASNZ Standard 4819:2011. The ASNZ Standard 4819:2011 defines a 'Road' as a 'Sub-arterial or arterial roads' and is open ended.

The proposal plan shows that Road 1 is a cul-de-sac. It is considered the road type 'Place' is more appropriate for Road 1. A 'Place' is defined as 'a cul-de-sac having a length in excess of 100m'.

The applicant has proposed Road 2 be named Ridgevale Drive as this road is a continuation of the existing Ridgevale Drive. This is considered appropriate.

The Road type of 'Place' for Road 3 is not in accordance with the standard. In the future, Road 3 will provide road connectivity to the west and will become a through road. Therefore, despite currently being a cul-de-sac, it is considered that the road type of 'Street' is appropriate for Road 3. 'Street' is defined as 'Sub-arterial, distributor, collector, industrial or local through road'.

Options

1. Council approves the road names in accordance with the Officer's recommendation.
2. Council approves road names other than as recommended.

Strategic Implications

Corporate Plan

Lockyer Planned

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

Finance and Resource

There are no financial or resource implications as a result of this decision.

Legislation and Policy

Road names should accord with ASNZ Standard 4819:2011 and Council's *Naming of Roads, Parks, Landmarks and Facilities Policy*.

Risk Management

Council Officers have researched the preferences provided by the applicant and have made recommendations that meet Council's policy.

Consultation

External Consultation

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

Attachments

There are no attachments for this report.

12.3

Application for Preliminary Approval including Variation Request for a Material Change of Use and Development Permit for Reconfiguring of a Lot for Subdivision (1 Lot into 2 Lots) at 40 Karina Street, Placid Hills

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 (MC2022/0039) for a Preliminary Approval including Variation Request to vary the effect of the *Gatton Shire Planning Scheme 2007* and Development Permit for Reconfiguring of a Lot (Subdivision of 1 Lot into 2 Lots) on Lot 40 RP162422 at 40 Karina Street, Placid Hills.

The application has been assessed in accordance with the requirements of the *Planning Act 2016* and it is recommended that the application be approved subject to conditions.

Officer's Recommendation:

THAT the application (MC2022/0039) for a Preliminary Approval including Variation Request to vary the effect of the Gatton Shire Planning Scheme 2007 and Development Permit for Reconfiguring of a Lot (Subdivision of 1 Lot into 2 Lots) on Lot 40 RP162422 at 40 Karina Street, Placid Hills 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
22/038PP01	B	Lot Reconfiguration, prepared by Byrne Surveyors	09/03/22

PROPERTY NOTES

Not Applicable.

VARIATION APPROVAL

A Variation Approval under the *Planning Act 2016* has been granted. The level of assessment and applicable codes for any development resulting from this development 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 *Gatton Shire Planning Scheme 2007* is four (4) 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 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 Variation Request to vary the effect of the Gatton Shire Planning Scheme 2007

NO.	CONDITION	TIMING
1.	<p>(a) The Rural Residential Zone (Existing Rural Residential Precinct), assessment tables and assessment benchmarks under the <i>Gatton Shire Planning Scheme 2007</i> apply to Lot 40 RP162422 also known as Proposed Lots 40 and 41.</p> <p>(b) These allotments are considered to be zoned Rural Residential Zone (Existing Rural Residential Precinct) under the <i>Gatton Shire Planning Scheme 2007</i>.</p> <p>(c) The Good Quality Agricultural Land Overlay does not apply to future development under this Preliminary Approval.</p>	At all times while the approval is current.
2.	In accordance with section 88(2) of the <i>Planning Act 2016</i> , the development is to be completed within four (4) years unless written approval has been obtained from Council for an extension of this period under section 86 of the <i>Planning Act 2016</i> .	At all times while the approval is current.

Development Permit for Reconfiguring a Lot

NO.	CONDITION	TIMING
GENERAL		
1.	Undertake the development generally in accordance with the approved plans. These plans 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 of subdivision.
PLAN SEALING REQUIREMENTS		
2.	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.
3.	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.
4.	Provide certification from a Licensed Surveyor that the lots created accord with the approved plan.	Upon lodgement of a request for sealing of survey plan.
ALTERATIONS AND/OR RELOCATIONS		
5.	Any alteration or relocation in connection with or arising from the development to any service, installation, plant, equipment or other item belonging to or under the control of the telecommunications authority, electricity authority or Council or other person engaged in the provision of public utility services is to be carried out with the development and at no cost to Council.	At all times.

6.	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 a result of construction works.	At all times.
SERVICES		
7.	Provide evidence (e.g. Certificate of Supply) demonstrating that electricity, telecommunications, and water supply have been provided to proposed Lot 41.	Prior to lodgement of a request for sealing of survey plan of subdivision.
8.	Submit certification from a licensed surveyor or suitably qualified person that: (a) All existing and new service connections (electricity, telecommunications, etc.) or infrastructure (water, onsite effluent disposal) to an existing building or private property pole is wholly contained within the lot it serves; and (b) Any connections and/or infrastructure made redundant by the development is removed with the land reinstated.	Prior to lodgement of a request for sealing of survey plan.
9.	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.
STORMWATER		
10.	All works associated with this development must be undertaken without resulting in stormwater damage or nuisance to surrounding and/or neighbouring properties or infrastructure.	At all times
ACCESS		
11.	Design a residential driveway crossover between the property boundary of proposed Lot 41 and the bitumen edge of the road pavement, having a minimum width of 3.5 metres generally in accordance with Lockyer Valley Regional Council Standard Drawing SD 222 Rural Property Access 'Type B' Un-piped Crossing and QUDM.	In conjunction with the development application for operational work.
12.	Construct driveway crossovers in accordance with an approved operational works permit.	Prior to lodgement of a request for sealing of survey plan of subdivision.
13.	Construct any new driveway crossovers such that the edge of the crossover is no closer than 1 metre to any existing or proposed infrastructure including any service infrastructure (e.g. power pole, telecommunications pit), road infrastructure (e.g. street sign, street tree, etc).	Prior to lodgement of a request for sealing of survey plan.
ACCESS		
14.	Submit and obtain approval for a development application for Operational Works for Access addressing the requirements of this development approval. The application must include as a minimum the following: a) Development application form/s; b) Application fees (design checking as well as inspection) in accordance with Council's Fees and Charges schedule current during the time of lodgement; c) Detailed design drawings addressing the requirements of this development approval that have been prepared and signed by a suitably experienced and current Registered	Prior to the commencement of construction works.

	<p>Professional Engineer Queensland (RPEQ) with their name and registration number;</p> <p>d) Erosion and sediment control measures in accordance with “Best Practice Erosion and Sediment Control” published by the International Erosion Control Association (Australia) for both the construction (including vegetation clearing) and operational (maintenance) phases of the development. Due consideration must be given to dispersive soil types within this region; and</p> <p>e) Engineering Certification by the RPEQ that the design complies with the conditions of this approval as well as relevant engineering standards and best practice.</p>	
15.	<p>Engage a suitably experienced and current Registered Professional Engineer Queensland (RPEQ) to prepare and submit engineering Certification that includes the following:</p> <p>a) the development application number, type of works, location, name/stage(s) of development (where applicable);</p> <p>b) date of certification;</p> <p>c) name of certifying individual, the name of engineering consultancy that the certifying individual works for, and the name of developer;</p> <p>d) a full schedule of the latest set of detailed design drawings;</p> <p>e) state applicable Planning Scheme that design is compliant with, including the relevant Codes/Schedules/Specifications;</p> <p>f) state applicable design standards/guides that it has been designed and checked to be compliant with;</p> <p>g) state that the design is compliant with the development permit – include relevant preceding development permit number;</p> <p>h) state that there are appropriate procedures for supervising, inspection, testing in place to deliver the infrastructure to assure the quality of works and will actively ensure that these procedures will be followed during the construction of the works; and</p> <p>i) signature, name and RPEQ number of certifying individual.</p>	In conjunction with a development application for operational works.

ADVISORY NOTES

- (i) Council will issue an Infrastructure Charges Notice. These charges are required to be paid prior to the Council signing the plan of subdivision.
- (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.

RESOLUTION

THAT the application (MC2022/0039) for a Preliminary Approval including Variation Request to vary the effect of the Gatton Shire Planning Scheme 2007 and Development Permit for Reconfiguring of a Lot (Subdivision of 1 Lot into 2 Lots) on Lot 40 RP162422 at 40 Karina Street, Placid Hills 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
22/038PP01	B	Lot Reconfiguration, prepared by Byrne Surveyors	09/03/22

PROPERTY NOTES

Not Applicable.

VARIATION APPROVAL

A Variation Approval under the *Planning Act 2016* has been granted. The level of assessment and applicable codes for any development resulting from this development 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 Gatton Shire Planning Scheme 2007 is four (4) 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 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 Variation Request to vary the effect of the Gatton Shire Planning Scheme 2007

NO.	CONDITION	TIMING
1.	(a) The Rural Residential Zone (Existing Rural Residential Precinct), assessment tables and assessment benchmarks under the <i>Gatton Shire Planning Scheme 2007</i> apply to Lot 40 RP162422 also known as Proposed Lots 40 and 41. (b) These allotments are considered to be zoned Rural Residential Zone (Existing Rural Residential Precinct) under the <i>Gatton Shire Planning Scheme 2007</i> . (c) The Good Quality Agricultural Land Overlay does not apply to future development under this Preliminary Approval.	At all times while the approval is current.
2.	In accordance with section 88(2) of the <i>Planning Act 2016</i> , the development is to be completed within four (4) years unless written approval has been obtained from Council for an extension of this period under section 86 of the <i>Planning Act 2016</i> .	At all times while the approval is current.

Development Permit for Reconfiguring a Lot

NO.	CONDITION	TIMING
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GENERAL		
1.	Undertake the development generally in accordance with the approved plans. These plans 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 of subdivision.
PLAN SEALING REQUIREMENTS		
2.	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.
3.	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.
4.	Provide certification from a Licensed Surveyor that the lots created accord with the approved plan.	Upon lodgement of a request for sealing of survey plan.
ALTERATIONS AND/OR RELOCATIONS		
5.	Any alteration or relocation in connection with or arising from the development to any service, installation, plant, equipment or other item belonging to or under the control of the telecommunications authority, electricity authority or Council or other person engaged in the provision of public utility services is to be carried out with the development and at no cost to Council.	At all times.
6.	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 a result of construction works.	At all times.
SERVICES		
7.	Provide evidence (e.g. Certificate of Supply) demonstrating that electricity, telecommunications, and water supply have been provided to proposed Lot 41.	Prior to lodgement of a request for sealing of survey plan of subdivision.
8.	Submit certification from a licensed surveyor or suitably qualified person that: (a) All existing and new service connections (electricity, telecommunications, etc.) or infrastructure (water, onsite effluent disposal) to an existing building or private property pole is wholly contained within the lot it serves; and (b) Any connections and/or infrastructure made redundant by the development is removed with the land reinstated.	Prior to lodgement of a request for sealing of survey plan.
9.	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.
STORMWATER		
10.	All works associated with this development must be undertaken without resulting in stormwater damage or nuisance to surrounding and/or neighbouring properties or infrastructure.	At all times
ACCESS		
11.	Design a residential driveway crossover between the property boundary of proposed Lot 41 and the bitumen edge of the road pavement, having a minimum width of 3.5 metres generally in accordance with Lockyer Valley Regional Council Standard Drawing	In conjunction with the development application for operational work.

	SD 222 Rural Property Access 'Type B' Un-piped Crossing and QUDM.	
12.	Construct driveway crossovers in accordance with an approved operational works permit.	Prior to lodgement of a request for sealing of survey plan of subdivision.
13.	Construct any new driveway crossovers such that the edge of the crossover is no closer than 1 metre to any existing or proposed infrastructure including any service infrastructure (e.g. power pole, telecommunications pit), road infrastructure (e.g. street sign, street tree, etc).	Prior to lodgement of a request for sealing of survey plan.
ACCESS		
14.	<p>Submit and obtain approval for a development application for Operational Works for Access addressing the requirements of this development approval. The application must include as a minimum the following:</p> <ul style="list-style-type: none"> a) Development application form/s; b) Application fees (design checking as well as inspection) in accordance with Council's Fees and Charges schedule current during the time of lodgement; c) Detailed design drawings addressing the requirements of this development approval that have been prepared and signed by a suitably experienced and current Registered Professional Engineer Queensland (RPEQ) with their name and registration number; d) Erosion and sediment control measures in accordance with "Best Practice Erosion and Sediment Control" published by the International Erosion Control Association (Australia) for both the construction (including vegetation clearing) and operational (maintenance) phases of the development. Due consideration must be given to dispersive soil types within this region; and e) Engineering Certification by the RPEQ that the design complies with the conditions of this approval as well as relevant engineering standards and best practice. 	Prior to the commencement of construction works.
15.	<p>Engage a suitably experienced and current Registered Professional Engineer Queensland (RPEQ) to prepare and submit engineering Certification that includes the following:</p> <ul style="list-style-type: none"> a) the development application number, type of works, location, name/stage(s) of development (where applicable); b) date of certification; c) name of certifying individual, the name of engineering consultancy that the certifying individual works for, and the name of developer; d) a full schedule of the latest set of detailed design drawings; e) state applicable Planning Scheme that design is compliant with, including the relevant Codes/Schedules/Specifications; 	In conjunction with a development application for operational works.

	<p>f) state applicable design standards/guides that it has been designed and checked to be compliant with;</p> <p>g) state that the design is compliant with the development permit – include relevant preceding development permit number;</p> <p>h) state that there are appropriate procedures for supervising, inspection, testing in place to deliver the infrastructure to assure the quality of works and will actively ensure that these procedures will be followed during the construction of the works; and</p> <p>i) signature, name and RPEQ number of certifying individual.</p>	
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ADVISORY NOTES

- (i) Council will issue an Infrastructure Charges Notice. These charges are required to be paid prior to the Council signing the plan of subdivision.
- (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

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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.

Moved By: Cr Cook**Seconded By:****Cr Hagan****Resolution Number: 20-24/0649****CARRIED
7/0****Executive Summary**

This report considers a development application (MC2022/0039) for a Preliminary Approval to vary the effect of the *Gatton Planning Scheme 2007* (i.e. a Variation Request) and a Development Permit for Reconfiguring a Lot (Subdivision of 1 Lot into 2 Lots) at 40 Karina Street, Placid Hills. The following table summarises the application details.

APPLICATION SUMMARY	
Applicant:	Brenton Andrews C/- Weplan Town Planning
Landowner:	Brenton Andrews
Proposal:	Preliminary Approval to vary the effect of the <i>Gatton Shire Planning Scheme 2007</i> ; and Development Permit for Reconfiguring a Lot (Subdivision 1 into 2 Lots)
Properly Made Date:	9 May 2022
Street Address:	40 Karina Street, Placid Hills
RP Description:	Lot 40 RP162422
Assessment Type:	Impact Assessment
Number of Submissions:	Nil
State Referral Agencies:	State Assessment and Referral Agency (State transport corridor)
Referred Internal Specialists:	Development Engineer
Prelodgement Meeting:	Yes – 23 February 2022
Information Request:	Not required
Further Advice:	Not required
Decision Due Date:	26 September 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.

Site Details

SITE AND LOCALITY DESCRIPTION	
Land Area:	10.6ha
Existing Use of Land:	Dwelling House
Road Frontage:	Karina Street: 36m (constructed and where access is obtained) Unformed road reserve to the north: 254m
Significant Site Features:	Sparsely vegetated, existing dams, existing house and ancillary outbuildings
Topography:	Cross-block slope from 127m AHD on western boundary up to 140m AHD on eastern boundary (approximately 1% slope)
Surrounding Land Uses:	Dwelling House. Nearest residential dwelling is 35m to the east.



Figure 1: Aerial image

Proposal

The application seeks a Preliminary Approval to vary the effect of the *Gatton Shire Planning Scheme 2007* (i.e. a Variation Request) and a Development Permit for Reconfiguring a Lot for a 1 Lot into 2 Lot subdivision at 40 Karina Street, Placid Hills.

Variation Request

The Variation Request seeks to apply the Rural Residential Zone (Existing Rural Residential Precinct) to the entirety of the parcel. Currently the zone is Rural General and Rural Agricultural. Effectively, an expansion of the Rural Residential Zone (Existing Rural Residential Precinct) from the west is sought to be applied to the subject land. Refer Figure 2.

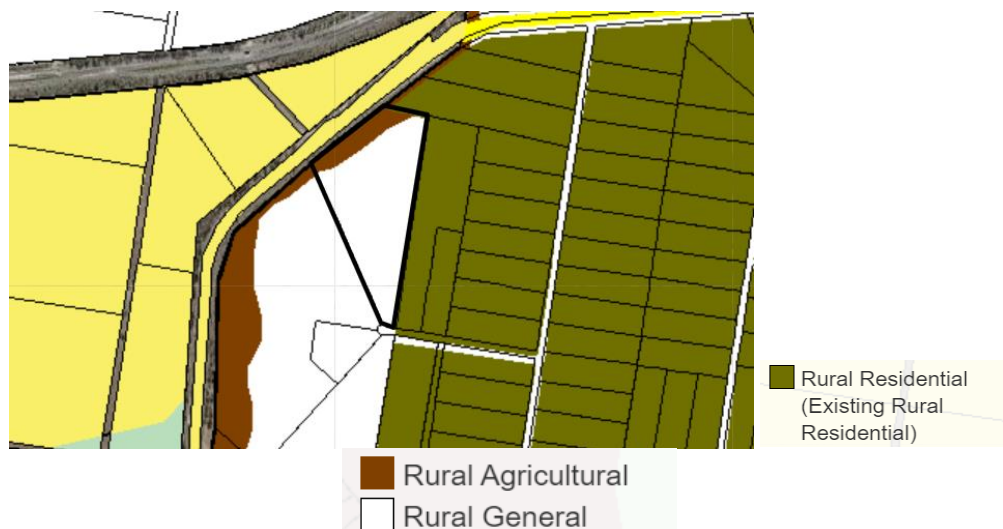


Figure 2: Current Zone Map

Further, it is sought to remove the Good Quality Agricultural Land Overlay from applying to future development.

Subdivision

A one into two lot subdivision is sought. Refer to Figure 3 for the proposal plans. Proposed Lot 40 is 6.2 hectares and will contain the existing dwelling house and outbuildings. A 10m wide frontage is provided to Karina Street which contains the existing driveway. Proposed Lot 41 is a vacant lot with an area of 4.2 hectares and a 25m frontage to Karina Street. The boundary line between the two proposed lots is irregular in nature however follows an existing internal fence.

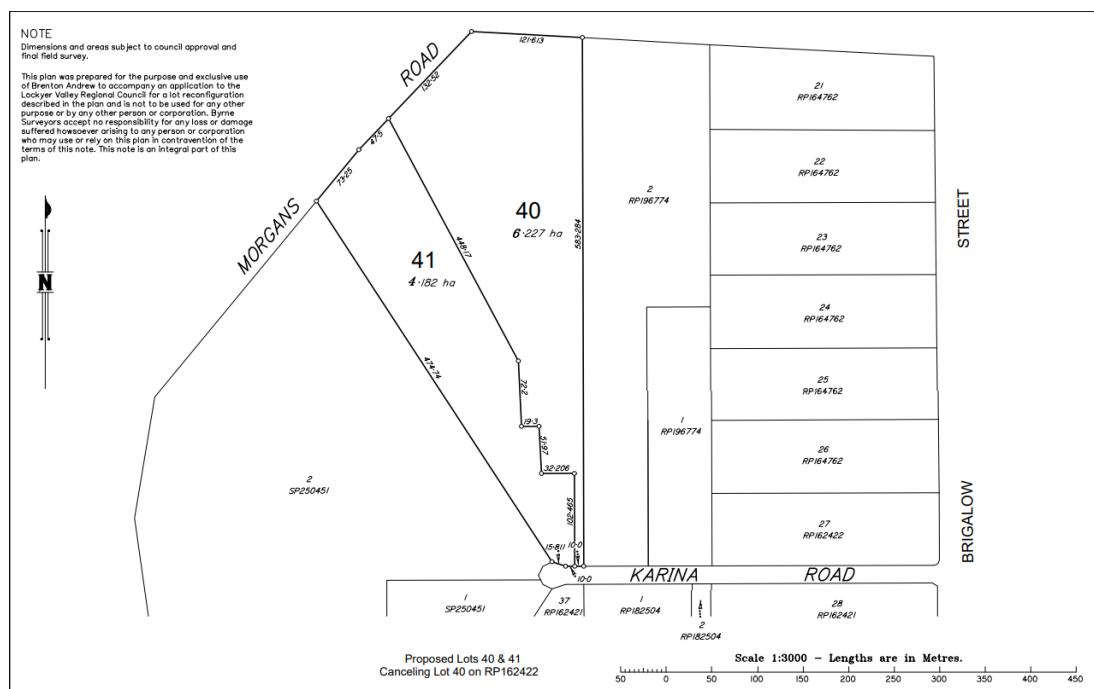


Figure 3: Proposal Plan

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; 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*

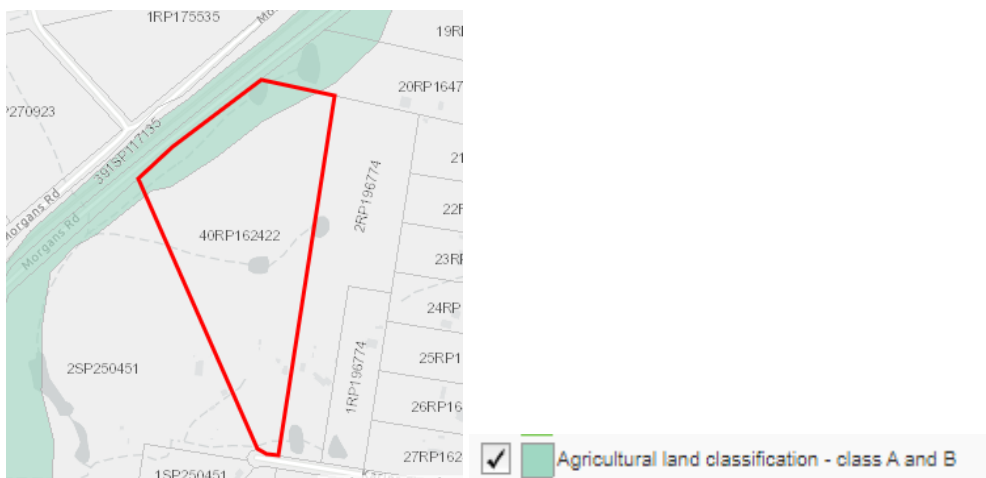
The following Assessment Benchmarks from the *Planning Regulation 2017* are applicable to this application:

PLANNING REGULATION 2017 DETAILS	
Assessment Benchmarks:	State Planning Policy (Agriculture, Water Quality, Natural Hazards, Risk and Resilience)
South East Queensland Regional Plan 2017 (ShapingSEQ) Designation:	Rural Living Area

State Planning Policy

Agriculture

The subject premises has an isolated patch of agricultural land classification – class A and B land along the northern boundary adjoining the unformed road reserve to the north. The shape and dimension of the classification is insufficient for substantive agricultural practices to occur. The development introduces a new boundary through the mapped feature. Given the existing limitations of the agricultural land classification – class A and B land, there is no greater impact to agricultural land as a result of the development.



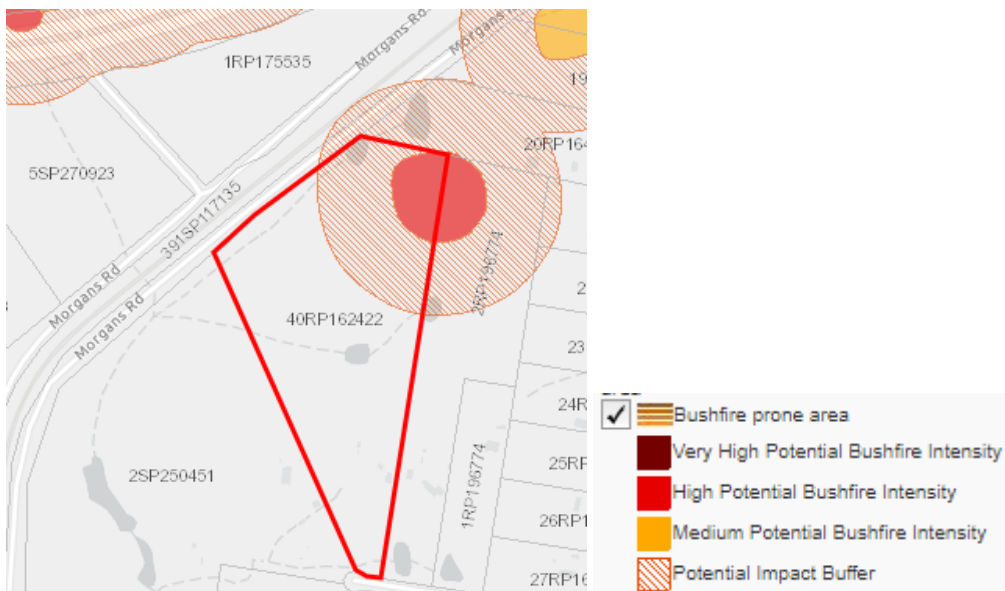
Water Quality

The development results in two large rural allotments which will be connected to reticulated water. The size of the allotments is sufficient for residential purposes that there will be no adverse impacts to water quality as a result of the development. The development is consistent with the State Interest.

Natural Hazards, Risk and Resilience

The subject site is located within the Flood hazard area – Local Government flood mapping area. Refer to discussion under ‘Assessment Benchmarks Pertaining to a Temporary Local Planning Instrument’ as to how the development complies with the State Interest for flooding.

In addition, a small part of the site is mapped within a potential impact buffer to bushfire prone areas. The extent of the mapping is confined to proposed Lot 40 which will retain the existing dwelling and outbuildings. These structures are outside of the potential impact buffer. Accordingly, the development avoids bushfire risk in accordance with the State Interest.



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).

Because of this, the applicant has limited their development to a two lot subdivision to create large rural residential allotments (minimum 4.2ha) so that the lot layout does not compromise longer term land use outcomes. It is also recognised that the subject premises is at the end of a cul-de-sac with limited westward expansion due to the rail line to the west.

The subdivision results in large rural residential allotments, consistent or greater than the lot size in the adjoining Rural Residential Zone (Existing Rural Residential Precinct) which is sought to be applied. In this way, the proposal does not compromise longer term strategic planning and land use outcomes for the locality.

Accordingly, the development is consistent with the Rural Living Area designation.

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>
Zone:	Rural General Zone and Rural Agricultural Zone
Overlay/s:	Good Quality Agricultural Land Overland Flow Paths
Assessment Benchmarks:	Reconfiguration of a Lot Code Temporary Local Planning Instrument 2022 (Flood Regulation)

Desired Environmental Outcomes

The Desired Environmental Outcomes (DEOs) are:

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

The relevant DEOs are assessed below.

Settlement Pattern, Amenity and Safety

The DEO requires rural residential development to occur in discrete localities that provide a sense of place and community identity. The development directly adjoins existing rural residential development to the east and this same zone is sought to be applied to the subject premises. The resultant subdivision provides large lots of comparable size and scale which maintains the rural residential character in the Placid Hills locality. The subdivision does not alter the sense of place and community identity and is consistent with the DEO.

Access to Services, Facilities and Employment Opportunities

The DEO requires convenient and efficient access to services, facilities and employment opportunities is promoted. The locality is 8km from the Gatton town centre which, for a rural residential locality, is reasonably well located to access services, facilities and employment opportunities. In this regard, the subdivision is consistent with the DEO having regard to the location of the development.

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:

- Reconfiguration of a Lot Code

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

Reconfiguration of a Lot Code

The minimum lot size for the existing Rural General Zone and Rural Agricultural Zone is 100 hectares. The development does not comply with the minimum lot size and therefore requires assessment against P2 which requires *the size and layout of proposed new lots is sufficient to ensure uses subsequently established on those lots can accommodate buildings, vehicle access, car parking, open space, waste disposal facilities and landscaping, in accordance with community expectations.*

The development provides large rural residential allotments of a minimum 4.2 hectares which are sufficiently large enough to accommodate all activities anticipated by the community given these lot sizes are consistent with lots directly adjoining to the east along Karina Street. In this way, the development complies with P2.

The development does not require road upgrades and as such P8-P15 are not applicable.

The development will be conditioned to connect to available services including electricity, water and telecommunications which demonstrates compliance with P16-20.

The development complies with the code.

Assessment Benchmarks Pertaining to a Temporary Local Planning Instrument

The subject site contains Overland Flow Paths as mapped under the *Temporary Local Planning Instrument 2020 (Flood Regulation)* (TLPI). Refer Figure 4.

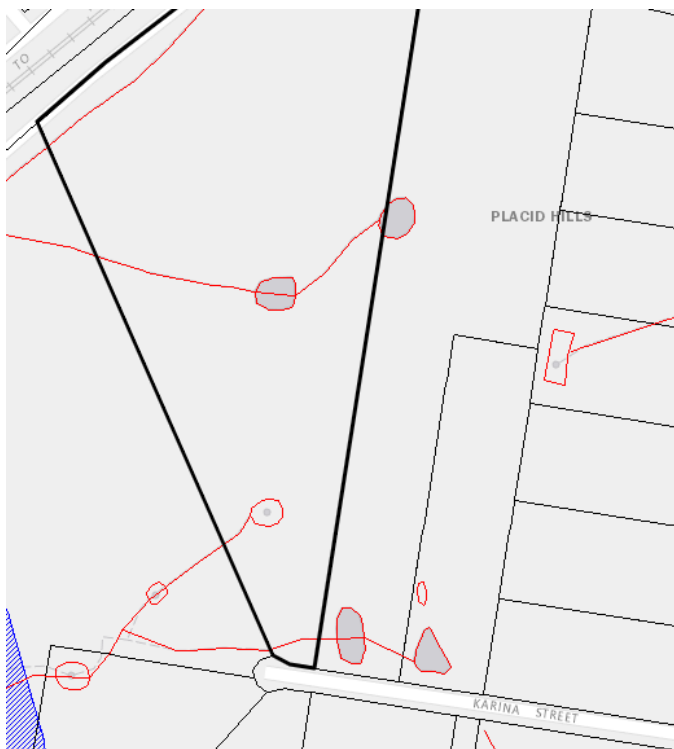


Figure 4: Overland flow path

The overland flow path is not readily identifiable in Council's latest flood mapping. Refer Figure 5. Council's consulting engineers have reviewed the development and advised that given the limited extent of the overland flow path, any future driveway in proposed Lot 41 is unlikely to cause an actionable nuisance. However, they have recommended that the crossover for proposed Lot 41 be subject to an Operational Works application to ensure the new crossover is designed and installed to account for necessary flood conveyance

within Karina Street. Through the conditions, the development for an additional allotment will not cause flooding or stormwater issues on adjacent premises and complies with the TLPI.

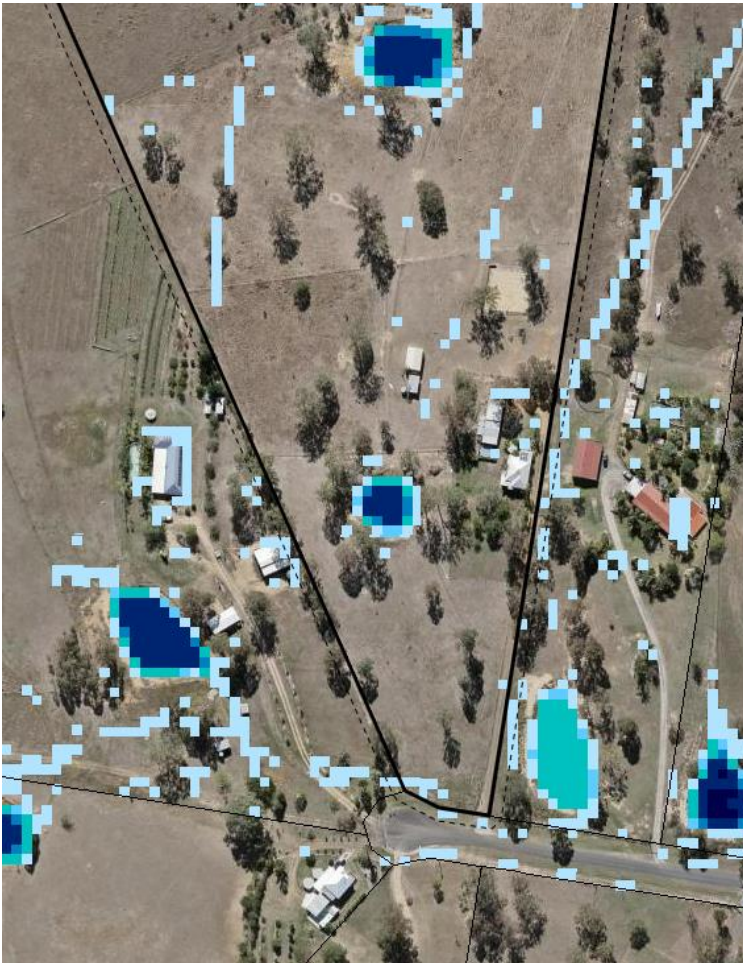


Figure 5: Council's latest flood modelling – 1% AEP

Variation Request

This application includes a variation request, which is defined in the *Planning Act 2016* to mean the *part of a development application for a preliminary approval for premises that seeks to vary the effect of any local planning instrument in effect for the premises.*

Section 61(2) of the *Planning Act 2016* specifies that when assessing the variation request, the assessment manager must consider:

- a) the result of the assessment of that part of the development application that is not the variation request; and
- b) the consistency of the variations sought with the rest of the local planning instrument that is sought to be varied; and
- c) the effect the variations would have on submission rights for later development applications, particularly considering the amount and detail of information included in, attached to, or given with the application and available to submitters; and
- d) any other matter prescribed by regulation.

An assessment of the variation request to vary the effect of the Gatton Shire Planning Scheme 2007 to have essentially the Rural Residential Zone (Existing Rural Residential Precinct) apply to the land as well as variations to the overlay maps has been undertaken and is discussed below.

Result of Assessment of the other aspects of the Development Application

In this development application, the other aspect as discussed earlier in this report is a Reconfiguring a Lot – Development Permit for Subdivision (into 2 lots).

As noted, the development is for a subdivision which does not compromise longer term structure planning opportunities, is confined at the head of a cul-de-sac and is for lot sizes compatible with those nearby. On this basis, an assessment of the proposed subdivision has determined it to be appropriate. The proposed variation is consistent with the proposed lot layout.

Consistency with the rest of the Planning Scheme

The Variation Request seeks to apply the Rural Residential Zone (Existing Rural Residential Precinct) to the entirety of the parcel. The application of this zone is logical and sensible having regard to the application of this zone directly to the east and that the subject premises being included in the Rural Living Area under the Regional Plan. The change of the zone will be consistent with the rest of the planning scheme.

The other aspect of the Variation Request is to remove the Good Quality Agricultural Land Overlay from the premises. This is of no consequence because this overlay is for information purposes in the *Gatton Shire Planning Scheme 2007*, does not have any direct assessment benchmarks, and the State Planning Policy which includes agriculture as a State Interest continues to apply the site.



Figure 6: Good Quality Agricultural Land Overlay.

In summary, all of the proposed variations are consistent with the rest of the Planning Scheme.

Effect of the variations on submission rights

The proposed Variation Approval seeks to apply a different zone to provide a compatible lot size for the subdivision. The subdivision has been applied for at the same time as the Variation Request to provide certainty on the development outcome. Future activities on each parcel will also be able to occur in accordance with the Rural Residential Zone (Existing Rural Residential Precinct) which exists directly adjoining the subject premises and has existed since 2007. Accordingly, the community would be aware of reasonable development outcomes which can occur within the zone. Impact assessable development in the Rural Residential Zone (Existing Rural Residential Precinct) will continue to require public notification in the future if it occurs.

Given the subdivision was publicly notified for 30 days, and future impact assessable development in the changed Rural Residential Zone (Existing Rural Residential Precinct) will continue to require public notification, there is no adverse result on submission rights because of the Variation Request.

Any other matter prescribed by regulation

The corresponding section 32 of the *Planning Regulation 2017* provides guidance on assessing variation requests specifically in relation to section 61(2)(d) of the *Planning Act 2016*:

32 Assessing variation requests—Act, s 61

For section 61(2)(d) of the Act, an assessment manager must consider the following matters when assessing a variation request, to the extent the matter is relevant to the request—

- a. the common material;*
- b. the regional plan for a region;*
- c. the State Planning Policy, to the extent the State Planning Policy is not identified in the planning scheme as being appropriately integrated in the planning scheme;*
- d. any temporary State planning policy.*

As part of the development application process, any material relating to, attached to, or given with the development application has been assessed complying with section 32(a) of the *Planning Regulation 2017*.

The South East Queensland Regional Plan and State Planning Policy has been considered in Section 'Assessment Benchmarks Pertaining to the *Planning Regulation 2017*' and accordingly, the development application is compliant with Section 32(b) and (c) of the *Planning Regulation 2017*.

No temporary State Planning Policy is applicable to the Site and therefore the development application is compliant with Section 32(d) of the *Planning Regulation 2017*.

Having carried out the assessment of the Variation Request, it has been demonstrated that;

- a) It is aligned with the proposed uses contained in the Reconfiguring a Lot components of the development application; and
- b) It is consistent with the rest of the planning scheme; and
- c) The effect of the variation on submitters rights is acceptable as submitters with concerns have had the opportunity to make a submission about this development application; and
- d) The development application is compliant with the other matters as prescribed in Section 32 of the *Planning Regulation 2017*.

Accordingly, the variation request has demonstrated it warrants favourable consideration

Public Notification

Public notification was carried out for 30 business days between 14 July and 26 August 2022 in accordance with the requirements of the *Planning Act 2016*.

There were no properly made submissions received.

Adopted Infrastructure Charges Resolution

LOCKYER VALLEY REGIONAL COUNCIL				
Charge Type	Description	Demand Units	Rate	TOTAL

PROPOSED DEMAND				
Charge	New Lots	2	\$13,297.13	\$26,594.26
TOTAL PROPOSED DEMAND				\$26,594.26
EXISTING DEMAND				
Credit	Existing Lot	1	-\$13,297.13	-\$13,297.13
TOTAL EXISTING DEMAND CREDIT				-\$13,297.13
TOTAL PAYABLE				\$13,297.13

Options

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

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

Option C: Refuse the development

Critical Dates

A decision on the application must be made by Council by 26 September 2022.

Strategic Implications

Corporate Plan

Lockyer Planned – 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

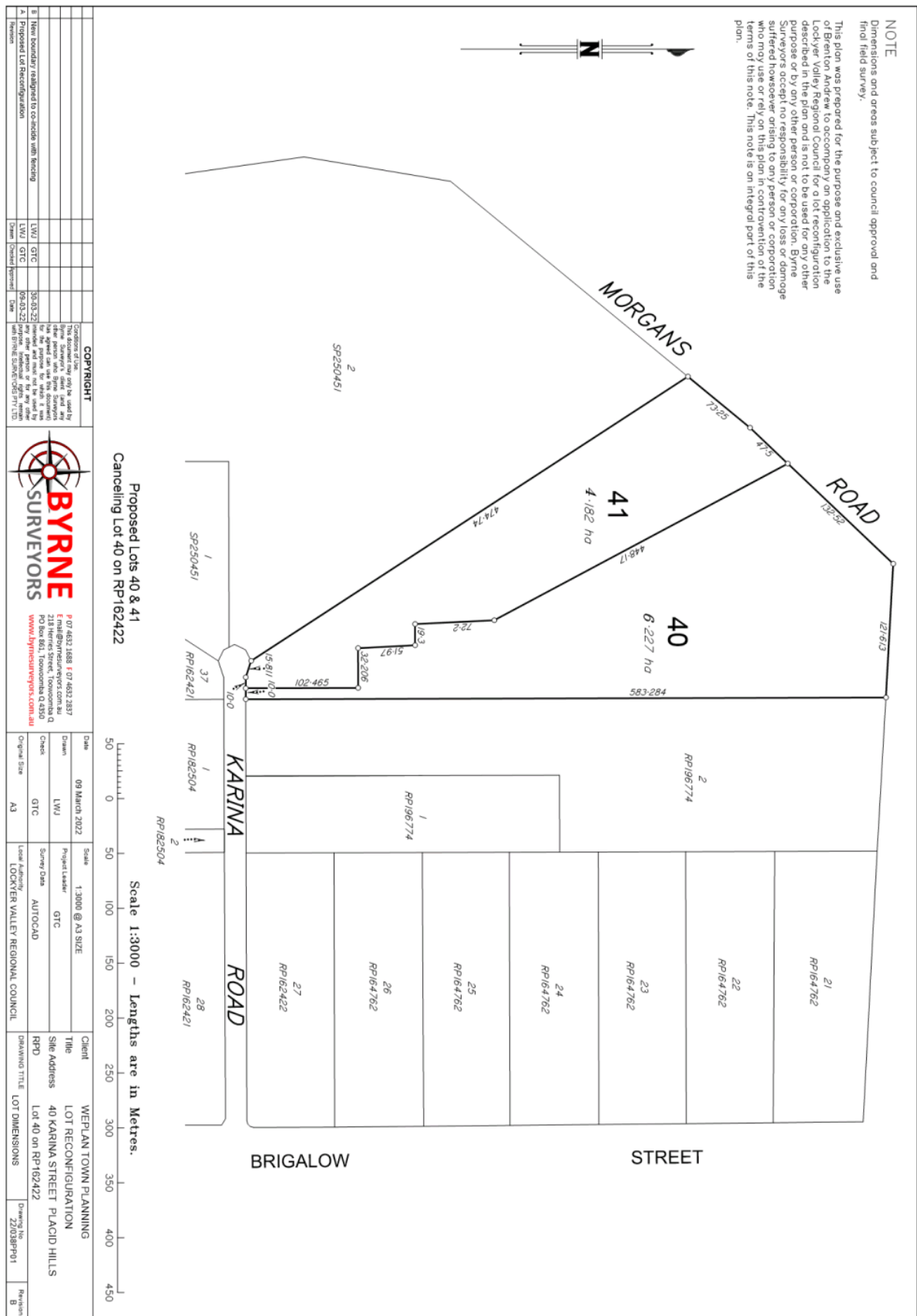
The application has been assessed in accordance with the *Planning Act 2016*. Any risks have been mitigated through the appropriate assessment of the application in accordance with legislative requirements and the recommendation of reasonable and relevant conditions.

Consultation

Public notification occurred in accordance with the requirements of the *Planning Act 2016*.

Attachments

1 [1](#) MC2022.0039 Plan to be Approved 1 Page



12.4

Development Application for Material Change of Use for Sport and Recreation (Outdoor Entertainment and Mountain Bike Trails) - Off Sunset Boulevard, Mulgowie**Author:** Tanya O'Brien, Senior Planner**Responsible Officer:** Amanda Pugh, Group Manager Community & Regional Prosperity**Purpose:**

The purpose of this report is to consider an application (CMB2017/0003) for a Development Permit for Material Change of Use for Sport and Recreation (Outdoor Entertainment/Mountain Biking Trails) on Lot 87 CH311063, Lot 56 CH31520, Lot 67 CH31795, Lot 1 RP28311 and Lot 2 RP28312 at Red Gap Road, Sunset Boulevard and Off Sunset Boulevard, Mulgowie.

The application has been assessed in accordance with the requirements of the *Sustainable Planning Act 2009* and it is recommended that the application be approved subject to conditions.

Officer's Recommendation:

THAT the application (CMB2017/0003) for a Development Permit for Material Change of Use for Sport and Recreation (Outdoor Entertainment/Mountain Biking Trails) on Lot 87 CH311063, Lot 56 CH31520, Lot 67 CH31795, Lot 1 RP28311 and Lot 2 RP28312 at Red Gap Road, Sunset Boulevard and Off Sunset Boulevard, Mulgowie 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
-	-	<i>Hidden Vale Adventure Park – Trail Map</i> , prepared by the Applicant received by Council 27 March 2020 as it applies to Lockyer Valley Regional Council only	-

APPROVED DOCUMENTS

The following documents are Approved Documents for the development:

Document No.	Rev.	Document Name	Date
003.09.16	2	<i>Bushfire Management Plan</i> , prepared by Bushfire Risk Reducers, Section 7 and Clauses 3, 4 and 5 of Section 11.	29 March 2018
93351.01	0	<i>Dispersive Soils Management Plan, Geotechnical Desktop Assessment</i> , prepared by Douglas Partners, Section 5.2.	May 2019
PR3954	1	<i>Ecological Assessment – Mountain Bike Trails, Hidden Vale Adventure Park</i> , prepared by Ecosure Pty Ltd, Section 4.0 Potential impacts and mitigation measures and Appendix 4 Likelihood of occurrence assessment.	23 May 2019
PR3954		<i>Fauna Breeding FIR</i> , prepared by Ecosure Pty Ltd, Sections 2 and 3.	19 September 2019

FURTHER PERMITS REQUIRED

Not Applicable.

CURRENCY PERIOD OF APPROVAL

The currency period for this development approval is four (4) years starting the day that this development approval takes effect (refer to Section 341 "When approval lapses if development not started" of the *Sustainable Planning Act 2016*).

ASSESSMENT MANAGER CONDITIONS

NO.	CONDITION	TIMING
1.	Undertake the development generally in accordance with the approved plans. These plans will form part of the approval, unless otherwise amended by conditions of this approval.	At all times.
2.	Maintain the approved development generally in accordance with the approved plan and documents.	At all times
3.	The use must not commence until all conditions of this approval have been complied with.	At all times.
Alterations and/or Relocations		
4.	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.	
Stormwater		
5.	All works associated with this development must be undertaken without resulting in stormwater damage or actionable nuisance to surrounding and/or downstream properties or infrastructure.	At all times.
Dispersive Soils Management		
6.	All works associated with this development must be undertaken in accordance with the recommendations provided in section 5.2 of the submitted document; <i>Dispersive Soils Management Plan</i> ; <i>Geotechnical Desktop Assessment</i> , prepared by Douglas Partners, reference: 93351.01, dated May 2019.	At all times.
Erosion and Sediment Control		
7.	Erosion and sediment control measures must be designed and implemented to manage the tracking of sediment from areas of significant ground disturbance to reduce the susceptibility of erosion.	At all times.
Access to Brown Springs Road		
8.	No public access is permitted to the mountain bike trails from Brown Springs Road other than in an emergency. General farm access remains permitted.	At all times.
9.	Any trail maps/ track guides for patrons must indicate access to Brown Springs Road as 'Emergency Access only'.	Prior to commencement of use and to be maintained at all times thereafter.

Bushfire Management		
10.	The development is to be carried out generally in accordance with section 7 and Clauses 3, 4 and 5 of Section 11 of the Bushfire Management Plan prepared by Bushfire Risk Reducers, reference: 003.09.16, dated 29/03/2018, revision 2.	At all times
11.	Telecommunication devices are to be provided at the Emergency Muster Point (Reception building and carpark) for use by visitors on the trail in case of an emergency.	At all times.
Vegetation Clearing		
12.	The clearing of understory vegetation is limited to that required for the construction of the Mountain Bike Trails between 600mm and 2.0m wide trails generally in accordance with the approved plan and <i>Trail Solutions: IMBA's Guide to Building Sweet Singletrack</i> , and the following: (a) No mountain bike trails are to be established within Endangered Remnant or High Value Regrowth Vegetation; (b) Any additional tracks or trails will require further approval from Council; and (c) No clearing of canopy vegetation is permitted.	At all times.
13.	(a) Clearing for bushfire trails must be generally in accordance with the approved Bushfire Management Plan prepared by Bushfire Risk Reducers, reference: 003.09.16, dated 29/03/2018, revision 2. (b) No bushfire trails are to be established within mapped Endangered Remnant or High Value Regrowth Vegetation.	At all times.
14.	An accredited fauna spotter/wildlife consultant* must be present to check all potential habitat prior to vegetation removal or earthworks, and: (a) Inspect vegetation approved for removal and advise contractors when it is appropriate to commence works; (b) Ensure that all native fauna (including native bees) have been identified, relocated and discouraged from returning prior to habitat disturbance; (c) 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; (d) coordinate clearing where native vertebrate animals are found. All native vertebrate 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; and (e) keep and maintain accurate records of all animal captures, incidents and disposals for the site. *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> .	Prior to the commencement and during any vegetation clearing or earthworks works.
15.	Submit to Council a report prepared by the appointed fauna spotter/wildlife consultant detailing the following items:	Within 10 days of the completion all

	<ul style="list-style-type: none"> (a) Catalogue of native fauna identified pre and post vegetation clearing works including species taken from hollows; (b) Documented preventative and remedial actions put in place to ensure no harm to the species; (c) Confirmation of compliance with sequential clearing requirements of koala habitat trees in accordance with the <i>Nature Conservation Act 1992</i>; (d) Confirmation no vegetation clearing works occurred without supervision from the spotter catcher; and (e) Detail a log of all species taken to a vet, wildlife hospital or equivalent for treatment as a consequence of injury following clearing works. 	vegetation clearing and earthworks works.
16.	<p>Any clearing of koala habitat trees must ensure the clearing is carried out in a way that complies with the sequential clearing conditions in Part 3 section 10 of the <i>Nature Conservation (Koala) Conservation Plan 2017</i>.</p> <p>Note: Koala Habitat Trees are defined as:</p> <ul style="list-style-type: none"> (a) A tree of the <i>Corymbia</i>, <i>Melaleuca</i>, <i>Lophostemon</i> or <i>Eucalyptus</i> genera that is edible by koalas; or (b) A tree of a type typically used by koalas for shelter, including, for example, a tree of the <i>Angophora</i> genus. 	At all times.
17.	<p>Limit the felling of habitat and hollow bearing trees to the following methods:</p> <ul style="list-style-type: none"> (a) Segmental removal of the tree, with hollow-bearing limbs being checked by the wildlife spotter and cleared of fauna using a cherry picker; (b) Segmental removal of the tree, with hollow-bearing limbs plugged and lowered to the ground for inspection by the wildlife spotter; (c) Use of an excavator with vertical grab to lower the main trunk; or (d) A combination of the above methods. 	At all times.
18.	Preserve valuable habitat features such as large fallen logs, rock piles or outcrops wherever practicable through the translocation and re-establishment in coordination with the fauna spotter/wildlife consultant.	At all times
19.	Ensure all trees to be retained are protected from harm during works on site.	At all times.
20.	<p>Ensure vegetation and rubbish piles are not left to serve as refuge for displaced or roaming wildlife through the implementation of the following measures:</p> <ul style="list-style-type: none"> (a) Immediately (within 12 hours) remove or destroy such materials; or (b) Erect wildlife proof barriers / fencing surrounding stockpiles to prevent wildlife use; or (c) Ensure old (>12 hours) piles of felled vegetation are treated as potential wildlife habitat and inspected by a wildlife spotter /catcher prior to removal or destruction. 	At all times.
21.	Ensure any vegetation cleared as a result of this development approval is not burnt or incinerated.	At all times.
Fauna Management		
22.	<ul style="list-style-type: none"> (a) Submit to Council a Fauna Management Plan prepared by a suitably qualified environmental expert* which provides mitigation and monitoring strategies for all fauna present on site that may be affected by the mountain bike trails. 	(a) and (b) - Prior to commencement of vegetation clearing.

	<p>*A suitably qualified environmental expert is a person holding tertiary qualifications in environmental management or similar with no less than five (5) years experience conducting ecological surveys in South East Queensland.</p> <p>(b) The Fauna Management Plan must include following (but not limited to):</p> <ul style="list-style-type: none"> (i) Identification of all threatened species with a likelihood of occurrence on the site of “likely” or “possible” (Ref: Appendix 4 Likelihood of occurrence assessment in Ecological Assessment – Mountain Bike Trails, Hidden Vale Adventure Park, prepared by Ecosure Pty Ltd, reference: PR3954, dated 23 May 2019); (ii) Map all known and likely habitat for these threatened species in relation to where the development impacts will occur; (iii) Identify and map the location of all breeding/nesting and/or roosting locations for threatened and sensitive species; (iv) Outline all potential impacts of the development on threatened and sensitive species; (v) Recommend mitigation strategies for development activities to mitigate fauna injury and impacts, including but not limited to: <ul style="list-style-type: none"> a. Restrictions on clearing, disturbing or fragmenting sources of food or habitat; b. Fauna friendly fencing; c. Required exclusion or buffer areas (seasonal or daytime etc); d. Traffic/ mountain bike fauna interaction management, such as limits on guests including maximum number of guests using tracks (especially during peak breeding seasons), maximum group sizes and departure frequencies; e. Installation of appropriate signage and speed limits along vehicle tracks/roads; f. Lighting is to be designed, constructed, located and maintained so as not to cause nuisance to fauna. All lighting must be designed, angled or shaded in such a manner that it does not cause extraneous light to be directed or reflected upwards. Mitigation strategies to avoid lighting fixed to mountain bikes or guest impacting on fauna; g. Bushfire management, including ecological fire management regime with the intent of protecting habitat for threatened species, reducing risk of injury to threatened species, improving regional ecosystem health and resilience and assist in preventing wild fires; h. Waste management mitigation strategies including but not limited to a schedule of patrols of the Mountain bike trails to collect and dispose of rubbish to avoid attracting fauna (native and pests). The waste management measures also need to prohibit burning of waste on site at all times; i. Acoustic mitigation recommendations to avoid impacting fauna from the proposed uses. Noise recommendations also need to ensure amplified music or 	<p>(c) - At all times</p>
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	<p>other amplified noise are prohibited except during emergencies;</p> <p>j. Track construction and track maintenance works schedules (including mapped locations) to minimise disturbance to and avoid impacts on species, particularly during peak breeding seasons and nocturnal animal activity;</p> <p>k. Rehabilitation recommendations for degraded areas and rehabilitation of disused or redundant trails. Rehabilitation is to take into account local regional ecosystems and methods to increase habitat for threatened species; and</p> <p>l. All recommendations made in Section 4.0 Potential impacts and mitigation measures of the Ecosure Ecological Assessment dated 23 May 2019 and all proposed mitigation measures in Sections 2 and 3 of the Ecosure Further Information Request (<i>Fauna Breeding FIR</i>, prepared by Ecosure) reference PR3954 dated 19 September 2019; and</p> <p>(vi) The Fauna Management Plan is to contain the following sections as a minimum:</p> <p>a. Introduction</p> <p>b. Background</p> <p>c. Habitat values</p> <p>d. Fauna register</p> <p>e. Wildlife management</p> <p>f. Special considerations</p> <p>g. Trail construction and maintenance actions</p> <p>h. On-site operational and user management actions</p> <p>i. Responsibilities</p> <p>j. Appendix 1 Likelihood of Occurrence.</p> <p>(c) Implement the strategies and recommendations of the Fauna Management Plan.</p>	
Bushland Management Plan		
23.	<p>(a) Submit to Council a Bushland Management Plan including, but not limited to, the following:</p> <p>(i) Weed management, regeneration, planting, soil improvement and mulching works;</p> <p>(ii) Reuse of rocks, logs and habitat features from cleared areas;</p> <p>(iii) Rehabilitation and stabilisation works for all areas disturbed; and</p> <p>(iv) Milestones detailing the proposed timing and delivery of the works, including how these works relate to the staging of the civil works.</p> <p>(b) The strategies and recommendations of the Bushland Management Plan are to be implemented.</p>	<p>(a) - Prior to commencement of vegetation clearing.</p> <p>(b) - At all times</p>
Rehabilitation		
24.	Rehabilitate all disused or redundant trails to a natural bushland setting consistent with the recommendations of the approved Fauna Management Plan and the Bushland Management Plan, and regional ecosystems present on the site. Koala and Glossy black cockatoo food trees are to be included in	Upon cessation of use.

any revegetation works where the area has potential to provide habitat for these species.	
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ADVISORY NOTES

- (i) All works associated with this approval may not start until all relevant conditions have been complied with.
- (ii) Any additions or modifications to the approved use (not covered in this approval) may be subject to further application for development approval.

(iii) 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: <https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/weeds-diseases/invasive-plants/restricted>

(iv) 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:

<https://www.datsip.qld.gov.au/resources/datsima/people-communities/cultural-heritage/cultural-heritage-duty-care.pdf>

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

<https://www.datsip.qld.gov.au/people-communities/aboriginal-torres-strait-islander-cultural-heritage/cultural-heritage-search-request>

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

(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 twenty-four (24) hours to Biosecurity Queensland on 13 25 23.

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

(vi) Flora protection

Under the *Nature Conservation Act 1992* protected flora in high risk areas and that are classed as endangered, threatened or vulnerable may trigger the submission of a floral survey map. It is recommended to confirm the requirements of Department of Environment and Science for Protected Flora at <https://environment.des.qld.gov.au/licences-permits/plants-animals/protected-plants/>

(vii) Document submission

Where a condition requires the submission of a document it must be submitted via email or post.

Email: development_policy@lvrc.qld.gov.au

Post: Lockyer Valley Regional Council

PO Box 82

GATTON QLD 4343

RESOLUTION

THAT the application (CMB2017/0003) for a Development Permit for Material Change of Use for Sport and Recreation (Outdoor Entertainment/Mountain Biking Trails) on Lot 87 CH311063, Lot 56 CH31520, Lot 67 CH31795, Lot 1 RP28311 and Lot 2 RP28312 at Red Gap Road, Sunset Boulevard and Off Sunset Boulevard, Mulgowie 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
-	-	<i>Hidden Vale Adventure Park – Trail Map</i> , prepared by the Applicant received by Council 27 March 2020 as it applies to Lockyer Valley Regional Council only	-

APPROVED DOCUMENTS

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93351.01	0	<i>Dispersive Soils Management Plan, Geotechnical Desktop Assessment</i> , prepared by Douglas Partners, Section 5.2.	May 2019
PR3954	1	<i>Ecological Assessment – Mountain Bike Trails, Hidden Vale Adventure Park</i> , prepared by Ecosure Pty Ltd, Section 4.0 Potential impacts and mitigation measures and Appendix 4 Likelihood of occurrence assessment.	23 May 2019
PR3954		<i>Fauna Breeding FIR</i> , prepared by Ecosure Pty Ltd, Sections 2 and 3.	19 September 2019

FURTHER PERMITS REQUIRED

Not Applicable.

CURRENCY PERIOD OF APPROVAL

The currency period for this development approval is four (4) years starting the day that this development approval takes effect (refer to Section 341 “When approval lapses if development not started” of the *Sustainable Planning Act 2016*).

ASSESSMENT MANAGER CONDITIONS

NO.	CONDITION	TIMING
1.	Undertake the development generally in accordance with the approved plans. These plans will form part of the approval, unless otherwise amended by conditions of this approval.	At all times.
2.	Maintain the approved development generally in accordance with the approved plan and documents.	At all times
3.	The use must not commence until all conditions of this approval have been complied with.	At all times.
Alterations and/or Relocations		
4.	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.	
Stormwater		
5.	All works associated with this development must be undertaken without resulting in stormwater damage or actionable nuisance to surrounding and/or downstream properties or infrastructure.	At all times.
Dispersive Soils Management		
6.	All works associated with this development must be undertaken in accordance with the recommendations provided in section 5.2 of the submitted document; <i>Dispersive Soils Management Plan; Geotechnical Desktop Assessment</i> , prepared by Douglas Partners, reference: 93351.01, dated May 2019.	At all times.
Erosion and Sediment Control		
7.	Erosion and sediment control measures must be designed and implemented to manage the tracking of sediment from areas of significant ground disturbance to reduce the susceptibility of erosion.	At all times.
Access to Brown Springs Road		
8.	No public access is permitted to the mountain bike trails from Brown Springs Road other than in an emergency. General farm access remains permitted.	At all times.
9.	Any trail maps/ track guides for patrons must indicate access to Brown Springs Road as ‘Emergency Access only’.	Prior to commencement of use and to be maintained at all times thereafter.
Bushfire Management		

10.	The development is to be carried out generally in accordance with section 7 and Clauses 3, 4 and 5 of Section 11 of the Bushfire Management Plan prepared by Bushfire Risk Reducers, reference: 003.09.16, dated 29/03/2018, revision 2.	At all times
11.	Telecommunication devices are to be provided at the Emergency Muster Point (Reception building and carpark) for use by visitors on the trail in case of an emergency.	At all times.
Vegetation Clearing		
12.	The clearing of understory vegetation is limited to that required for the construction of the Mountain Bike Trails between 600mm and 2.0m wide trails generally in accordance with the approved plan and <i>Trail Solutions: IMBA's Guide to Building Sweet Singletrack</i> , and the following: (a) No mountain bike trails are to be established within Endangered Remnant or High Value Regrowth Vegetation; (b) Any additional tracks or trails will require further approval from Council; and (c) No clearing of canopy vegetation is permitted.	At all times.
13.	(a) Clearing for bushfire trails must be generally in accordance with the approved Bushfire Management Plan prepared by Bushfire Risk Reducers, reference: 003.09.16, dated 29/03/2018, revision 2. (b) No bushfire trails are to be established within mapped Endangered Remnant or High Value Regrowth Vegetation.	At all times.
14.	An accredited fauna spotter/wildlife consultant* must be present to check all potential habitat prior to vegetation removal or earthworks, and: (a) Inspect vegetation approved for removal and advise contractors when it is appropriate to commence works; (b) Ensure that all native fauna (including native bees) have been identified, relocated and discouraged from returning prior to habitat disturbance; (c) 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; (d) coordinate clearing where native vertebrate animals are found. All native vertebrate 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; and (e) keep and maintain accurate records of all animal captures, incidents and disposals for the site. *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> .	Prior to the commencement and during any vegetation clearing or earthworks works.
15.	Submit to Council a report prepared by the appointed fauna spotter/wildlife consultant detailing the following items: (a) Catalogue of native fauna identified pre and post vegetation clearing works including species taken from hollows;	Within 10 days of the completion all vegetation

	<ul style="list-style-type: none"> (b) Documented preventative and remedial actions put in place to ensure no harm to the species; (c) Confirmation of compliance with sequential clearing requirements of koala habitat trees in accordance with the <i>Nature Conservation Act 1992</i>; (d) Confirmation no vegetation clearing works occurred without supervision from the spotter catcher; and (e) Detail a log of all species taken to a vet, wildlife hospital or equivalent for treatment as a consequence of injury following clearing works. 	clearing and earthworks works.
16.	<p>Any clearing of koala habitat trees must ensure the clearing is carried out in a way that complies with the sequential clearing conditions in Part 3 section 10 of the <i>Nature Conservation (Koala) Conservation Plan 2017</i>.</p> <p>Note: Koala Habitat Trees are defined as:</p> <ul style="list-style-type: none"> (a) A tree of the <i>Corymbia</i>, <i>Melaleuca</i>, <i>Lophostemon</i> or <i>Eucalyptus</i> genera that is edible by koalas; or (b) A tree of a type typically used by koalas for shelter, including, for example, a tree of the <i>Angophora</i> genus. 	At all times.
17.	<p>Limit the felling of habitat and hollow bearing trees to the following methods:</p> <ul style="list-style-type: none"> (a) Segmental removal of the tree, with hollow-bearing limbs being checked by the wildlife spotter and cleared of fauna using a cherry picker; (b) Segmental removal of the tree, with hollow-bearing limbs plugged and lowered to the ground for inspection by the wildlife spotter; (c) Use of an excavator with vertical grab to lower the main trunk; or (d) A combination of the above methods. 	At all times.
18.	Preserve valuable habitat features such as large fallen logs, rock piles or outcrops wherever practicable through the translocation and re-establishment in coordination with the fauna spotter/wildlife consultant.	At all times
19.	Ensure all trees to be retained are protected from harm during works on site.	At all times.
20.	<p>Ensure vegetation and rubbish piles are not left to serve as refuge for displaced or roaming wildlife through the implementation of the following measures:</p> <ul style="list-style-type: none"> (a) Immediately (within 12 hours) remove or destroy such materials; or (b) Erect wildlife proof barriers / fencing surrounding stockpiles to prevent wildlife use; or (c) Ensure old (>12 hours) piles of felled vegetation are treated as potential wildlife habitat and inspected by a wildlife spotter /catcher prior to removal or destruction. 	At all times.
21.	Ensure any vegetation cleared as a result of this development approval is not burnt or incinerated.	At all times.
Fauna Management		
22.	<p>(a) Submit to Council a Fauna Management Plan prepared by a suitably qualified environmental expert* which provides mitigation and monitoring strategies for all fauna present on site that may be affected by the mountain bike trails.</p> <p>*A suitably qualified environmental expert is a person holding tertiary qualifications in environmental management or similar with no less than five (5) years experience conducting ecological surveys in South East Queensland.</p>	(a) and (b) - Prior to commencement of vegetation clearing.

	<p>(b) The Fauna Management Plan must include following (but not limited to):</p> <ul style="list-style-type: none"> (i) Identification of all threatened species with a likelihood of occurrence on the site of “likely” or “possible” (Ref: Appendix 4 Likelihood of occurrence assessment in Ecological Assessment – Mountain Bike Trails, Hidden Vale Adventure Park, prepared by Ecosure Pty Ltd, reference: PR3954, dated 23 May 2019); (ii) Map all known and likely habitat for these threatened species in relation to where the development impacts will occur; (iii) Identify and map the location of all breeding/nesting and/or roosting locations for threatened and sensitive species; (iv) Outline all potential impacts of the development on threatened and sensitive species; (v) Recommend mitigation strategies for development activities to mitigate fauna injury and impacts, including but not limited to: <ul style="list-style-type: none"> a. Restrictions on clearing, disturbing or fragmenting sources of food or habitat; b. Fauna friendly fencing; c. Required exclusion or buffer areas (seasonal or daytime etc); d. Traffic/ mountain bike fauna interaction management, such as limits on guests including maximum number of guests using tracks (especially during peak breeding seasons), maximum group sizes and departure frequencies; e. Installation of appropriate signage and speed limits along vehicle tracks/roads; f. Lighting is to be designed, constructed, located and maintained so as not to cause nuisance to fauna. All lighting must be designed, angled or shaded in such a manner that it does not cause extraneous light to be directed or reflected upwards. Mitigation strategies to avoid lighting fixed to mountain bikes or guest impacting on fauna; g. Bushfire management, including ecological fire management regime with the intent of protecting habitat for threatened species, reducing risk of injury to threatened species, improving regional ecosystem health and resilience and assist in preventing wild fires; h. Waste management mitigation strategies including but not limited to a schedule of patrols of the Mountain bike trails to collect and dispose of rubbish to avoid attracting fauna (native and pests). The waste management measures also need to prohibit burning of waste on site at all times; i. Acoustic mitigation recommendations to avoid impacting fauna from the proposed uses. Noise recommendations also need to ensure amplified music or other amplified noise are prohibited except during emergencies; j. Track construction and track maintenance works schedules (including mapped locations) to minimise disturbance to and 	<p>(c) - At all times</p>
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	<p>avoid impacts on species, particularly during peak breeding seasons and nocturnal animal activity;</p> <p>k. Rehabilitation recommendations for degraded areas and rehabilitation of disused or redundant trails. Rehabilitation is to take into account local regional ecosystems and methods to increase habitat for threatened species; and</p> <p>l. All recommendations made in Section 4.0 Potential impacts and mitigation measures of the Ecosure Ecological Assessment dated 23 May 2019 and all proposed mitigation measures in Sections 2 and 3 of the Ecosure Further Information Request (<i>Fauna Breeding FIR</i>, prepared by Ecosure) reference PR3954 dated 19 September 2019; and</p> <p>(vi) The Fauna Management Plan is to contain the following sections as a minimum:</p> <ol style="list-style-type: none"> Introduction Background Habitat values Fauna register Wildlife management Special considerations Trail construction and maintenance actions On-site operational and user management actions Responsibilities Appendix 1 Likelihood of Occurrence. <p>(c) Implement the strategies and recommendations of the Fauna Management Plan.</p>	
Bushland Management Plan		
23.	<p>(a) Submit to Council a Bushland Management Plan including, but not limited to, the following:</p> <ol style="list-style-type: none"> Weed management, regeneration, planting, soil improvement and mulching works; Reuse of rocks, logs and habitat features from cleared areas; Rehabilitation and stabilisation works for all areas disturbed; and Milestones detailing the proposed timing and delivery of the works, including how these works relate to the staging of the civil works. <p>(b) The strategies and recommendations of the Bushland Management Plan are to be implemented.</p>	<p>(a) - Prior to commencement of vegetation clearing.</p> <p>(b) - At all times</p>
Rehabilitation		
24.	Rehabilitate all disused or redundant trails to a natural bushland setting consistent with the recommendations of the approved Fauna Management Plan and the Bushland Management Plan, and regional ecosystems present on the site. Koala and Glossy black cockatoo food trees are to be included in any revegetation works where the area has potential to provide habitat for these species.	Upon cessation of use.
ADVISORY NOTES		

(i) All works associated with this approval may not start until all relevant conditions have been complied with.

(ii) Any additions or modifications to the approved use (not covered in this approval) may be subject to further application for development approval.

(iii) 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: <https://www.business.qld.gov.au/industries/farms-fishing-forestry/agriculture/land-management/health-pests-weeds-diseases/weeds-diseases/invasive-plants/restricted>

(iv) 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: <https://www.datsip.qld.gov.au/resources/datsima/people-communities/cultural-heritage/cultural-heritage-duty-care.pdf>

The DATSIP has established a register and database of recorded cultural heritage matters, which is also available on the Department's website: <https://www.datsip.qld.gov.au/people-communities/aboriginal-torres-strait-islander-cultural-heritage/cultural-heritage-search-request>

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

(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 twenty-four (24) hours to Biosecurity Queensland on 13 25 23.

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

(vi) Flora protection

Under the *Nature Conservation Act 1992* protected flora in high risk areas and that are classed as endangered, threatened or vulnerable may trigger the submission of a floral survey map. It is recommended to confirm the requirements of Department of Environment and Science for Protected Flora at <https://environment.des.qld.gov.au/licences-permits/plants-animals/protected-plants/>

(vii) Document submission

Where a condition requires the submission of a document it must be submitted via email or post.

Email: development_policy@lvrc.qld.gov.au

Post: Lockyer Valley Regional Council

PO Box 82

GATTON QLD 4343

Moved By: Cr Cook

Seconded By:

Cr Hagan

Resolution Number: 20-24/0650

CARRIED

7/0

Executive Summary

This report considers a development application (CMB2017/0003) for a Development Permit for Material Change of Use for Sport and Recreation (Outdoor Entertainment/Mountain Biking Trails) on Lot 87 CH311063, Lot 56 CH31520, Lot 67 CH31795, Lot 1 RP28311 and Lot 2 RP28312 at Red Gap Road, Sunset Boulevard and Off Sunset Boulevard, Mulgowie. The following table summarises the application details.

APPLICATION SUMMARY	
Applicant:	Jilrift Pty Ltd
Landowner:	Jilrift Pty Ltd
Proposal:	Development Permit for Material Change of Use for Sport and Recreation (Outdoor Entertainment/Mountain Biking Trails)
Properly Made Date:	14 July 2017
Street Address:	Red Gap Road, Sunset Boulevard and Off Sunset Boulevard, Mulgowie
RP Description:	Lot 87 CH311063, Lot 56 CH31520, Lot 67 CH31795, Lot 1 RP28311 and Lot 2 RP28312
Assessment Type:	Impact assessment
Number of Submissions:	One – Not properly made
State Referral Agencies:	State Assessment and Referral Agency (SARA) for vegetation clearing
Referred Internal Specialists:	<ul style="list-style-type: none"> • Development Engineer • Infrastructure Works and Services • Environmental Planning Officer
Prelodgement Meeting:	Not Applicable
Information Request:	Yes – 18 July 2017. Response received 17 August 2018
Further Advice:	Yes – 18 September 2018. Response received 29 May 2019
Decision Due Date:	The timeframe for decision has expired

The application has been assessed in accordance with the requirements of the *Sustainable Planning Act 2009*. The development complies with the applicable assessment benchmarks, subject to reasonable and relevant conditions.

Site Details

SITE AND LOCALITY DESCRIPTION	
Land Area:	624ha
Existing Use of Land:	Rural (Grazing)
Road Frontage:	24m: Brown Springs Road
Significant Site Features:	Heavily vegetated
Topography:	Heavily undulating. The site is a mixture of hills and valleys.
Surrounding Land Uses:	Rural (Grazing)

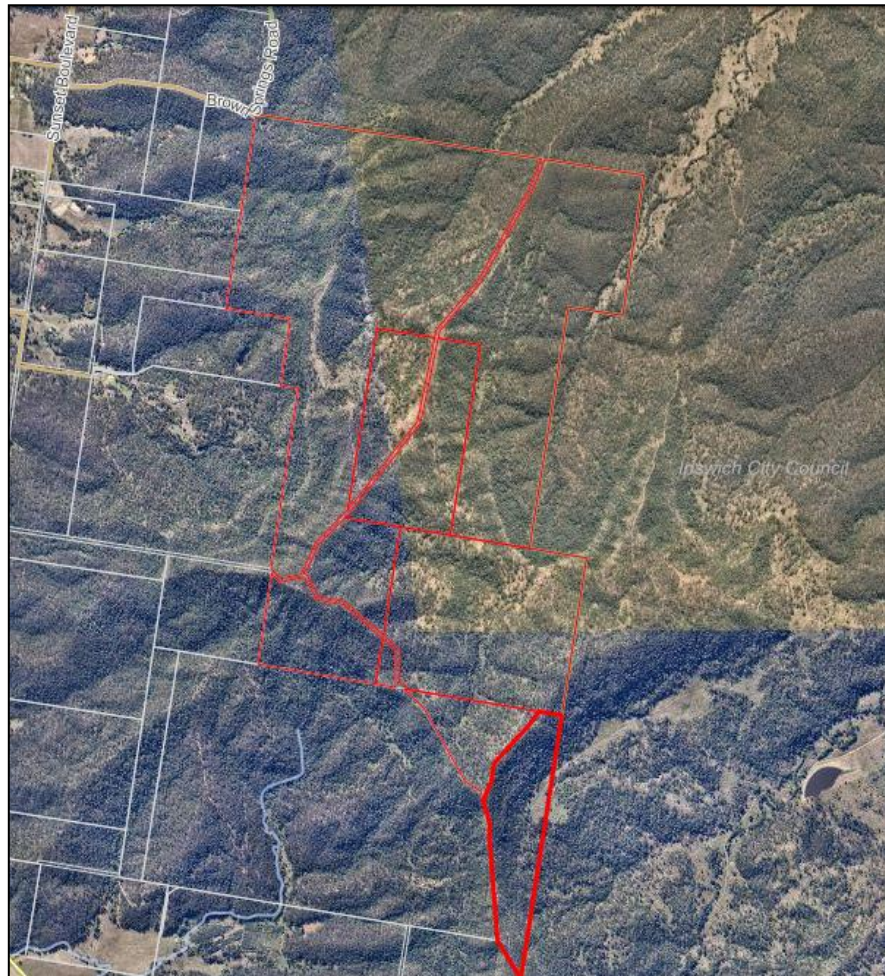


Figure 1: Aerial image

Proposal

The application seeks approval for a Development Permit for Material Change of Use for Sport and Recreation (Outdoor Recreation/Mountain Biking Trails).

The total development is over an extensive site that crosses the boundary between the Lockyer Valley Regional Council area and the Ipswich City Council (ICC) area. The component of the development within the Lockyer Valley Region are mountain bike trails, which are known as the 'Hidden Vale Adventure Park Trails'. Approximately 130km of trails currently exist in the overall development, and the proposal involves the construction of an additional 20km to connect to the existing mountain bike trails (see Figure 2). The trails are to be no more than 2m wide, unless part of a fire trail. Trails are only accessible by visitors to the camping

ground (Spicers) which is situated in the adjoining ICC local government area. The trails are not open to the general public.

Some vegetation clearing will be required for the construction of the trails. The exact amount of clearing will not be known until works commence. Notably, the applicant has committed to minimising clearing where possible, including clearing of under storey vegetation only and not canopy vegetation/trees.

Trails are to be constructed in accordance with the guide for trail construction by the International Mountain Bicycling Association (IMBA) which is representative of 'best practice' for mountain biking trail construction.

Operation of the use (mountain bike trails only) is proposed to operate seven days a week, 6am to 6pm from 1 April to 30 August, and 5am to 7pm from 1 September to 31 March. These hours generally reflect natural daylight hours.

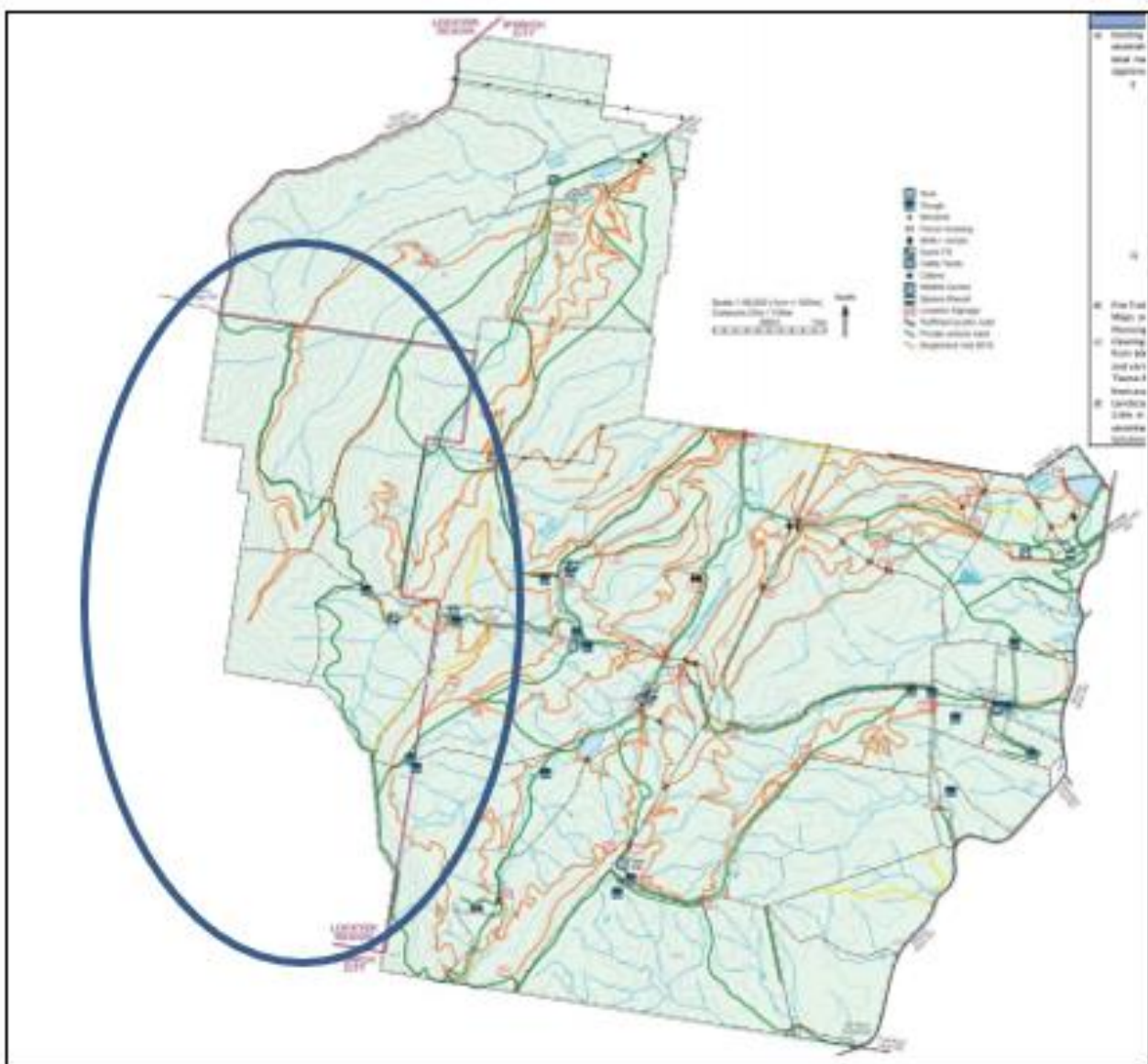


Figure 2 Total Development Site over LVRC and ICC. Circle identifies the development site within LVRC Local Government Area; approximately 20km of trails.

The main components of the overall development are a camping ground for up to 290 persons, day use area (including playground, BBQs, facilities, kiosk, restaurant), manager's residence and mountain bike trails. The camping ground and day use area and the manager's residence are located within the development application assessed by ICC.

ICC has issued a combined Development Permit for Material Change of Use and Operational Works for the following uses on 17 June 2021:

- Tourist Facility;
- Business Use (Café and Restaurant);
- Entertainment Use (Public Function Space);
- Temporary Accommodation (Camping and Caravan Park);
- Recreation Use (Outdoor Recreation (maximum of 150km of Mountain Bike and Running Trails));
- Caretaker Residential; and
- Operational Works – Landscaping Works (Mountain-bike Trails).

ASSESSMENT

Categorising Instruments for Statutory Assessment

The application was made at a time that the *Sustainable Planning Act 2009* (SPA) was in place and therefore assessment of the development is required to be under SPA. As such, the following statutory planning instruments apply to the extent they are relevant to the development:

- (a) a matter prescribed under *Sustainable Planning Regulation 2009*
- (b) a State planning regulatory provision
- (c) a State planning policy
- (d) a planning scheme
- (e) a temporary local planning instrument

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

Assessment of this application against the relevant planning instruments is provided in the following sections.

South East Queensland Regional Plan 2009-2031 (Shaping SEQ)

The subject site is located within the Regional Landscape and Rural Production Area under the Regional Plan. Assessment against the South East Queensland Regional Plan Regulatory Provisions is required. The development is consistent with the regulatory requirements of the Regional Landscape and Rural Production Area as Sport and Recreation activities are anticipated and supported activities within this designation.

State Planning Policy April 2016 (SPP)

The SPP interactive mapping system identifies the subject site as being located within:

- Biodiversity (wildlife habitat and regulated vegetation);
- Water quality (climatic regions – stormwater management design objectives); and
- Natural Hazards Risk and Resilience (flood hazard area – local government flood mapping area, and bushfire hazard area).

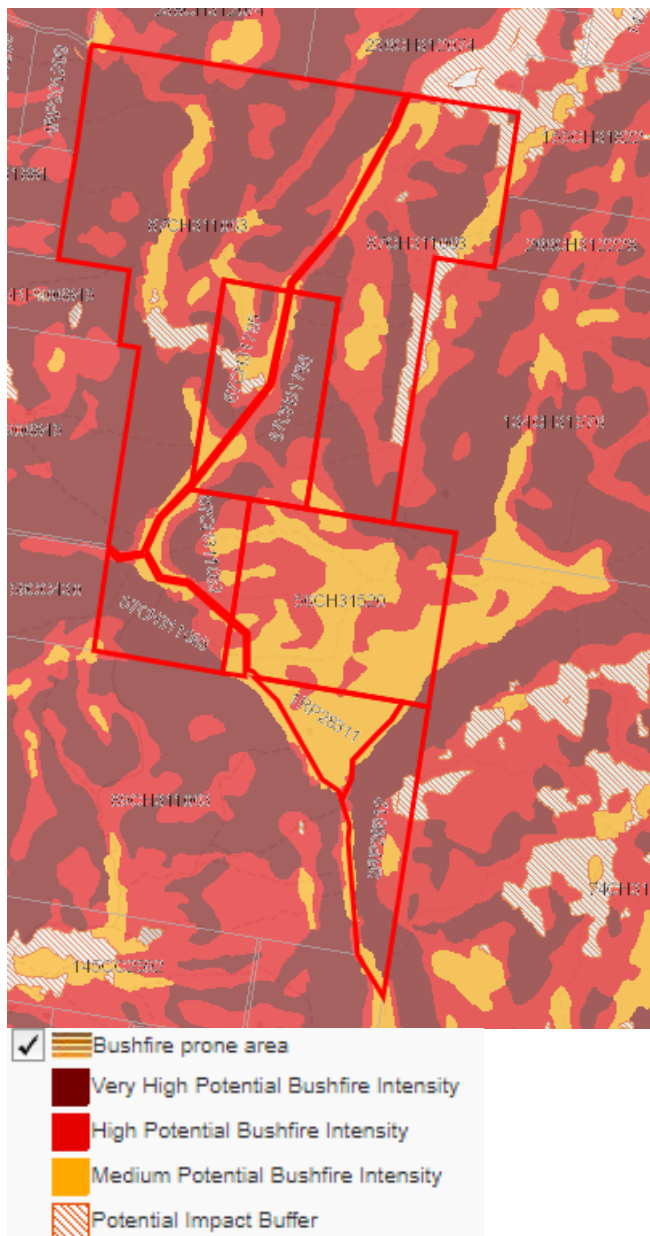
State Interest – Biodiversity

- State Interest – Water Quality*

The proposed development does not meet the threshold for assessment against this benchmark.

State Interest – Natural Hazards, Risk and Resilience

The majority of the site is mapped within medium to very high and potential impact buffer bushfire hazard area layers.



The application included a Bushfire Management Plan (BMP). Provided the development is carried out in accordance with the BMP, the risk to people can be sufficiently mitigated. The BMP identifies several recommendations for the proposed development. Those relevant to the proposed development within the Lockyer Valley Region are as follows:

- A “Fire Seasons Rules” flyer detailing key actions to be taken by guests, including identification of the Emergency Muster Point and recommendations on behaviours in an emergency event.
- Fire trails and double breaks are planned and constructed across the property to facilitate access and to enable the planned and managed use of fire.
- The Plan will be reviewed, along with emergency management arrangements regularly and after fire events. Once the facility is set up, a practice fire drill will be conducted to test the Fire Season Rules, mustering, sheltering and deployment of wet down and other fire fighting capacity.

To ensure the above mentioned mitigation strategies are implemented, it is recommend a condition of approval is imposed and the relevant sections (i.e. section 7 and Clauses 3, 4 and 5 of Section 11) of the BMP are included as an approved document and attached to the decision notice.

The existing BMP does not adequately address communication strategies for users of the proposed development as the subject site is not located within an area with mobile phone service. Previous negotiations with the applicant resulted in an agreement for a condition to be imposed that telecommunication devices are to be provided at the check in points for use by visitors on the trail in case of an emergency. It is considered ‘telecommunication devices’ allows for a wide range of technologies to be used as they become commercially viable on the subject site.

Laidley Planning Scheme 2003 Assessment

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

Planning Scheme:	<i>Laidley Shire Planning Scheme 2003</i>
Zone:	Rural Uplands
Assessment Benchmarks:	<p>The proposal is subject to Impact Assessment and must therefore be assessed against the Planning Scheme in its entirety. However, the most relevant codes are:</p> <ul style="list-style-type: none"> • Rural Areas Code; • Tourism Uses Code; • Vehicle Access and Parking Code; • Areas of Natural and Environmental Significance Overlay Code; and • <i>Temporary Local Planning Instrument 2022 Flood Regulation</i>

The proposed development complies with the Specific and Overall Outcomes of the above mentioned codes. Therefore the proposed development complies with the Desired Environmental Outcomes (DEOs) of the planning scheme.

Planning Scheme codes

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

Overlay Codes

Areas of Natural and Environmental Significance Overlay Code

The site is mapped as containing vegetation of Very High Ecological Significance in the overlay. Specific Outcomes 4-7 of the code seek to maintain nature conservation values, protect biodiversity areas through development design, and ensure there is no increase in erosion, sediment or salinity as a result of development.

The application is accompanied by a BMP, an Ecological Assessment and a Dispersive Soils Management Plan Geotechnical Desktop Assessment to demonstrate compliance with the code. The recommendations of the BMP have been provided to address the requirements of the SPP and implementation of the relevant sections of the BMP can be conditioned.

The Ecological Assessment identified ecological values at the subject site in the areas supporting the mountain bike trails (MBT). The assessment included a review of relevant literature and databases and field surveys targeting endangered vulnerable or near threatened (EVNT) flora and fauna species.

Key findings include the presence of the threatened koala, glossy black cockatoo, grey-headed flying-fox, powerful owl and the near threatened Bailey's cypress within the site. Previous ground truthing and EVNT flora surveys in 2019 also verified the presence of least concern, of concern and endangered Regional Ecosystems. The Threatened Ecological Communities (TECs) listed under the *Environment Protection and Biodiversity Conversation Act 1999* (EPBC Act), including the Swamp Tee tree (*Melaleuca irbyana*) Forest of Southeast Queensland, was also confirmed within the site, but not within the MBT areas.

This assessment identified potential impacts to these key ecological values and mitigation measures to minimise or avoid any adverse impacts to these values. As there is no clearing of canopy trees and the MBT disturbance is within a narrow corridor (generally less than 1 m wide) and in accordance with the guide for trail construction by the International Mountain Bicycling Association (IMBA) which is representative of 'best practice' for mountain biking trail construction, it was determined that impacts on vegetation and significant species and their habitats are minimal. The clearing of vegetation has been conditioned to be limited to the trails for between 600mm and 2.0m in accordance with the proposed approved plan and *Trail Solutions: IMBA's Guide to Building Sweet Singletrack*. The clearing of vegetation for the purposes of bushfire trails has also been conditioned in accordance with the approved Bushfire Management Plan.

The Ecological Assessment outlined recommendations which included the requirement for a Fauna Management Plan. The submission of this plan to manage impacts on fauna as a result of the clearing and ongoing use of the development is included as a condition of approval.

Provided that the development is carried out in accordance with the reports and conditions of this approval, it is considered that the impacts of the development are sufficiently mitigated and the development is able to demonstrate compliance with specific outcomes 4-6 of the code.

The Dispersive Soils Management Plan Geotechnical Desktop Assessment report identified that management of dispersive soils is necessary to prevent environmental harm. Section 5.2 of the report identified that:

*It should be noted that avoidance of dispersive soils is not a practical option.
In conjunction with dispersive soils management, erosion sediment control plan (ESCP) and stormwater management would need to be properly designed and implemented to manage surface water and runoff in areas of significant ground disturbance.*

Section 5.2 of the report recommended several options that could be adopted to manage the dispersive soils on site. Section 5.2 of the Dispersive Soils Management Plan Geotechnical Desktop Assessment has been conditioned to ensure the recommendations of the Dispersive Soils Management Plan Geotechnical Desktop

Assessments have been implemented. Through the conditions, the development demonstrates compliance with specific outcome 7 of the code.

In summary, the proposed development has demonstrated sufficient compliance with the with the Areas of Natural and Environmental Significance Overlay Code, subject to the approval of documents/reports and imposition of conditions.

Development Codes

Rural Areas Code

The development is included in the Rural Uplands Zone. Specific outcomes for the zone require:

- *Development is located to be compatible with the topographical and access constraints of the Rural Upland Area.*
- *Development does not cause significant adverse effects (landslip and erosion) on areas characterised by elevated and steep escarpments.*
- *The scenic values of the natural landscape are protected from development, or the effects of development, that may significantly reduce the scenic value, amenity and rural character.*

The use of the land for mountain bike trails is limited to guests of the campgrounds (in Ipswich Region) only and is compatible with the topographical and access constraints of the zone. Minimal earthworks and vegetation clearing is required to construct the trails.

The development has demonstrated through technical reporting that it will not cause significant adverse effects on the area having regard to landslip and erosion, in particular dispersive soils. Conditions of approval are recommended to be imposed, including the relevant sections of technical reports, to ensure these impacts are suitably managed

The development proposes minimal clearing to introduce best practice mountain bike trails. The limited clearing (including no clearing of the canopy) protects scenic values of the natural landscape from development.

Therefore, the proposed development is consistent with the requirements of the Rural Uplands Zone.

Tourism Uses Code

The specific outcomes of this code are not particularly relevant to this development because there are no proposed structures / buildings. An assessment of the overall outcomes of the code has therefore been provided.

The overall outcomes require *low key, non intrusive development with minimal impacts on the rural amenity and character of the locality where the tourist accommodation is to be located*. The proposed use does not include the construction of any buildings or structures, only mountain bike trails. The trails are only accessible by guests of the adjacent campgrounds. Accordingly, the development is of a limited scale. The development also is non-intrusive with minimal impacts as discussed earlier within this report having regard to the limited extents of clearing required.

It is determined that the proposed development meets the intent and overall outcomes of the tourism code.

Vehicle Access and Parking Code

The specific outcomes of this code are not particularly relevant to this development because there is limited vehicle access, parking and manoeuvring for the proposed development. An assessment of the overall outcomes of the code has therefore been provided.

The overall outcomes of the code identifies that vehicle ingress and egress, on site car parking and onsite manoeuvring is safe and meets the likely demand. The applicant has identified that no public access to the trail network will occur via Brown Springs Road, only in an event of an emergency. Therefore, as vehicles will not be regularly utilising the network via Brown Springs Road, no requirement for road upgrading of Brown Springs Road is required. A condition has been imposed regarding no public access is permitted to the mountain bike trails from Brown Springs Road other than in an emergency. General farm access remains permitted.

It is determined that the proposed development meets the intent of the code.

Temporary Local Planning Instrument

The subject site contains an Overland Flow Paths under the *Temporary Local Planning Instrument - 01/2017 Flood Regulation (TLPI)*. Appendix C Table 1 identifies that a Sport and Recreation use were no building work is proposed is accepted development. Therefore, no assessment against the TLPI is required.

CONSULTATION:

Referral Agencies

The application was referred to the State Assessment and Referral Agency (SARA) in accordance with the *Sustainable Planning Act 2009*.

Referral Status	Referral Agency and Address	Referral Trigger	Response
Concurrence	State Assessment Referral Agency (SARA) PO Box 129 IPSWICH QLD 4305	Schedule 7, Table 3, item 10 – clearing vegetation	The agency provided its response on 15 November 2018 (Ref. No.SDA-0717041177).

SARA responded by letter dated 15 November 2018 stating that, subject to conditions, the proposed development can comply with the relevant requirements. A set of conditions was provided with the response which include that clearing is limited to individual trees with a diameter at breast height of less than 20cm and no less than 20m apart. Council has not conditioned specific tree size limits for clearing and accordingly there is no conflict with SARA and Council conditions.

Public Notification

The application was publicly notified between 11 June 2019 and 22 July 2019 for a total of thirty (30) business days in accordance with the requirements of the *Sustainable Planning Act 2009*. No properly made submissions were received. One (1) not properly made submission was received on 28 August 2021.

The concerns that the submission raised relate to Doonans Road and properties, which are located within the Ipswich City Council Local Government Area and therefore no further assessment or conditions are required to address this submission.

Adopted Infrastructure Charges Resolution

In accordance with Council's *Adopted Infrastructure Charges Resolution*, a Sport and Recreation use is charged under the category of 'Other Charges', for which the charge is determined on an individual basis. In this instance, the impact of the proposed development on Council's infrastructure networks is negligible. Therefore, it is recommended that no infrastructure charges are applied in this instance.

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

The decision stage for the application has lapsed.

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 *Sustainable Planning Act 2009*. 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 *Sustainable Planning Act 2009*. 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, Infrastructure Works and Services and Environmental Planning sections.

External Consultation

The application was externally referred to the State Assessment and Referral Agency (SARA). Conditions were provided 15 November 2018.

Community Engagement

The application was publicly notified for 30 business days from 11 June 2019 to 22 July 2019 in accordance with the requirements of the *Sustainable Planning Act 2009*. No properly made submissions were received.

Attachments

- | | | |
|---------------------|---|----------|
| 1 🔗 | CMB2017.0003 Hidden Vale Adventure Park - Trail Map | 1 Page |
| 2 🔗 | CMB2017.0003 Bushfire Management Plan | 11 Pages |

3	<u>↓</u>	CMB2017.0003 Dispersive Soils Management Plan, Geotechnical Desktop Assessment	4 Pages
4	<u>↓</u>	CMB2017.0003 Ecological Assessment	19 Pages
5	<u>↓</u>	CMB2017.0003 Fauna Breeding FIR	14 Pages

Document Set ID: 3934970
Version: 1, Version Date: 15/04/2020

HIDDEN VALE ADVENTURE PARK - TRAIL MAP



- TRAIL APPROVAL FLEXIBILITY & LIMITATIONS**
- a) Existing 150km of Mountain Bike (MTB) / Trail Running trails as shown on the Approved Trail Maps and associated approved GPS Maps 1 - 22, in additional 20km of MTB / Trail Running trails up to a 150km total maximum length of MTB / Trail Running trails (excluding use of existing farm vehicle tracks) are approved where:
- i) Additional 20km MTB / Trail Running trails to those shown on the Approved Trail Maps and associated approved GPS Maps 1 - 22, up to a cumulative maximum MTB / Trail Running trail length of 150km (excluding use of existing farm vehicle tracks). MTB / Trail Running trails have a typical width (not including use of existing nominated fire trail or farm track) of 60m to 100m. All 150km MTB / Trail Running trails specifically identified on the Approved Trail Maps and associated approved GPS Maps 1 - 22 and the additional 20km of MTB / Trail Running trails up to a 150km total maximum length of MTB / Trail Running trails (excluding use of existing farm vehicle tracks) may be varied from the current trail alignment or selected trail alignment (for future trails) only within a 10m wide construction, maintenance and variation corridor from the centre line of the actual trail or selected route of future trails. The variation corridor is defined by the approved GPS Maps 1 - 22 and the Approved Trail Maps and associated approved GPS Maps 1 - 22, where directed by the implementation of the approved Fauna Management Plan in order to mitigate potential impacts on threatened species, when identified.
- ii) Modification of alignment of MTB / Trail Running trails to those shown on the Approved Trail Maps and associated approved GPS Maps 1 - 22, where directed by the implementation of the approved Fauna Management Plan in order to mitigate potential impacts on threatened species, when identified.
- b) Any Trails, including MTB / Trail Running trails as specifically identified on the Approved Trail Maps and associated approved GPS Maps 1 - 22 or as exempt from assessment under the Ipswich Planning Scheme 2006 and Sustainable Planning Act 2009.
- c) Clearing of vegetation, is approved only as required to provide for MTB / Trail Running trails (ranging from 60m to 20m in width and 2.5m in height) within the approved 10m construction, maintenance and variation corridor, and only where in accordance with the Ecocore Letter dated 19 September 2019, Fauna Breeding RIR, the Trail Solutions: IMBA's Guide to Building Singletrack, or where exempt from assessment under the Ipswich Planning Scheme 2006 and Sustainable Planning Act 2009.
- d) Landscaping, including the use of native plants and trees, is approved for MTB / Trail Running trails up to 2.0m in width within the approved 10m construction and variation corridor, where undertaken in accordance with the Ecocore Letter dated 19 September 2019, Fauna Breeding RIR and Trail Solutions: IMBA's Guide to Building Singletrack.

BUSHFIRE MANAGEMENT PLAN



Lot 146/CH31665, Lot 248/CH31160, Lot 154/CH31821 and Lot 147/CH31666.

Doonans Road, Grandchester

Client Reference: 003.09.16



Bushfire Risk Reducers
ABN 28 355 366 321

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DISCLAIMER

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Should the Client have any concerns arising from this report or its content, they are requested to contact Bushfire Risk Reducers directly.

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DOCUMENT CONTROL **Bushfire Management Plan**

Client: **Gainsdale Pty Ltd**

Client Reference: **003.09.16**

Project: **MCU**

Site Location: **Doonans Road, Grandchester**

Version	Date	Status	Changes	Author	Approver
Rev 0	10.09.2016	First Draft		AH	AH
Rev 1	14.06.2017	Final Report		AH	AH
Rev 2	29.03.2018	Final Report	RFI response, adding assessment against Laidley PS (2003)	AH	AH

7.0 Bushfire Protection Measures in Combination



Figure 15. Bushfire Planning Measures in Combination (Source: NSW RFS, 2006)

Figure 15, taken from *Planning for Bushfire Protection* (NSW Rural Fire Service, 2006) illustrates that there are other factors and measures which need to be integrated to mutually support one another to provide protection against bushfire.

Simply removing the hazard (bushland) is one possible way of removing risk to life and property, but this approach is hardly desirable. The safety of life and property can be achieved whilst retaining the natural amenity and value of bushland areas, provided these integrated bushfire protection measures are applied.

7.1 Building Construction and Design

The proposed buildings are not classified under the BCA as either Class 1, 2 or 3 buildings, unless Eco tents are being considered as Class 1b structures; however Eco tents would not be able to conform to the requirements of AS3959-2009.

The developer will accept the risk in not constructing structures in accordance with AS3959-2009, and should give consideration to constructing the most important structures to a minimum of BAL 12.5 under AS3959-2009 if they are constructed within 100m of unmanaged forest, woodland or scrub vegetation, or within 100m of unmanaged/ungrazed grassland.

7.2 Asset Protection Zones and Landscaping

Asset protection zones are the most strategically valuable defence against radiant heat and flame, and to a lesser extent embers.

The landscaping plan shall maintain an "Inner Protection Area" (IPA) for the entire unbuilt area of all Lots, effectively free of available fuel.

- Plants retained in or introduced into the IPA should be selected based on low combustibility, by virtue of high moisture content, low volatile oil content, high leaf mineral levels, large fleshy leaves, absence of shedding bark.
- Plant arrangement is just as important as low combustibility. Plants should be placed so as to minimize either vertical or horizontal connectedness of plant material. Appendix 1 provides examples of less hazardous native plant species.
- Combustible vegetation shall not be allowed to come into contact with combustible parts of buildings.
- Trees should not be allowed to directly overhang roof lines.
- Regular yard maintenance should be undertaken to remove available fine fuels and debris, particularly throughout the fire season.

A 20m area around all buildings shall be maintained as IPA.

An Outer Protection Area involves removal of the understorey so as to deprive an advancing fire front of its fuel continuity, and thereby collapsing the fire front. In areas around campsites we are recommending that a minimum of 20m around the limit of the camping area should be maintained as OPA. Only the larger trees of lowest combustibility type should be retained, and separations of canopy should be created at least 5m (laterally).

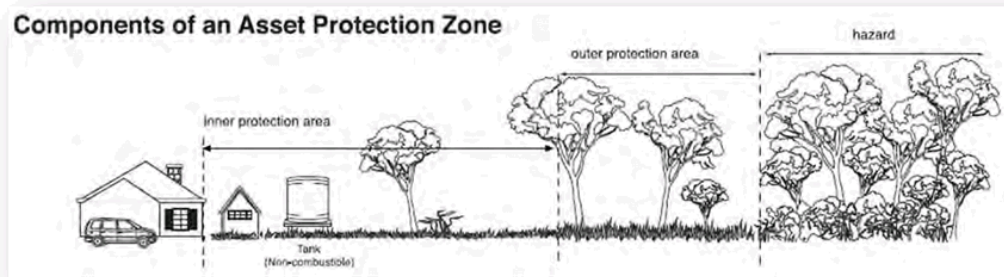


Figure 16. Components of an Asset Protection Zone (APZ)

7.3 Access and Egress Management

The main access/egress route for the site is via Doonans Road. A second/alternate route will be made available to the southwest, which will be suitable for 2WD vehicles.

Evacuation should only be attempted if ample opportunity exists ahead of a firefront which is still some kilometers away from the egress route. If fire is already on the property it is more prudent to marshall all persons present at the closest safe refuge point, which would usually be the Emergency Muster Point adjacent to the Site Manager's residence. This will enable a head count and roll call to check on the safe whereabouts of all site staff and visitors. The muster area shall include a close mown or fuel free area (such as the recommended burnt out double break shown in Figure 17 or car park areas) large enough to accommodate all visitors' vehicles. The area should be wet down in advance of the arrival of any fire front to protect vehicles, and visitors and staff should seek refuge indoors or inside vehicles performing dry turnover drill as the fire front arrives (Day Use Guest Carpark, with surrounding areas wet down if time permits).

If fire is threatening tents and camping equipment at campsites, the risk of retrieving these items should not be taken. Only under mild fire weather conditions should any attempt be made to retrieve equipment and vehicles or trailers from camping areas, and this decision should be taken by site management only after the initial muster at the Emergency Muster Point. This must be an informed decision based on an understanding of the safety of people first, the progress of the fire, and which campsites are safe to clear.

Emergency Services approaching by road will use Doonans Road, and do not need to be placed at greater risk by fleeing visitors heading in the opposite direction.

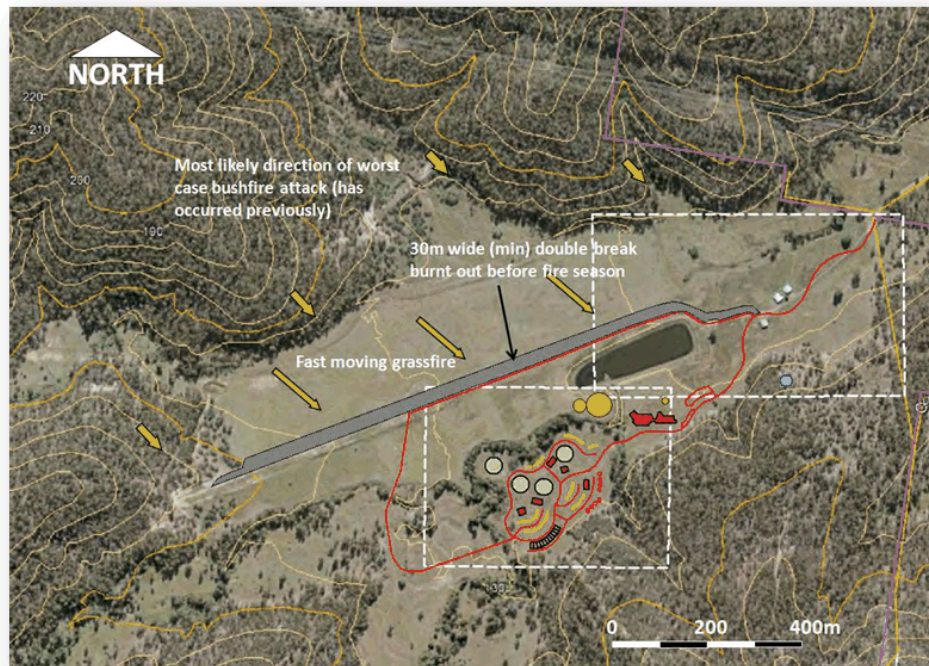


Figure 17. Recommended double break for consideration

Given the most likely direction of worst case bushfire attack (shown in Figure 17) a double break, burnt out prior to the fire season could prove strategically useful, and should be considered. Such an attack has occurred in the past and responding fire fighters used the airstrip in a similar way; however having such a strip created ahead of the fire season would put potential site defenders one step ahead, and more able to concentrate on protection of the inner sanctum of the camp.

Bike trails into the mountainous area to the north are generally too narrow and/or steep to serve as effective firelines or firebreaks in the event of wildfire outbreak under adverse weather conditions.

It is recommended that a network of fire trails should be provided in operational condition to manage fire at the landscape level, strategically placed to potentially restrict the passage of fire across the property and onto neighbouring land. The feasibility of constructing these trails should be based on:

1. The ability to create a formed track a minimum of 3 - 4m wide, with 1m clear of vegetation on either side, without impediment by vegetation or geological features. Passing and turning facilities

- will need to be available regularly along the track, at a minimum of 200m and 400m apart, respectively.
2. The ability to construct and maintain the track with adequate drainage, taking account of the slope and erodibility of soils in the area.
 3. The ability to access each fireline from at least two points.

7.4 Water Supplies and Utilities

The development shall be serviced by stored potable water, replenished by road tanker. A second grade of water (bore water) will be stored in an elevated position, supplying amenities blocks and taps strategically located around the Camp Area, for washing up purposes. This supply shall be plumbed to hydrants beside the Site Manager's residence, Amenities and the Café, beside hardstands that are accessible to fire appliances, fitted with 50mm ballvalve and male camlock coupling, and clearly signposted as "fire fighting water". All above ground plumbing shall be of metal.

The Emergency Muster Point shall be serviced by a minimum of 22 500litres of dedicated firefighting water, which is capable of being deployed via a fire pump to wet down the entire assembly area, including the area around the car park.

A slip-on fire unit will be on hand for use by the Site Manager (who will have a minimum FMS qualification in rural firefighting, and should be a member of the local rural fire brigade). In the event that it is considered too risky for a large number of visitors to attempt to pack up their camping equipment, some measure of defence of this equipment may still be attempted, being deployed by the staff of the facility, equipped with appropriate PPE.

Electricity supply on the site shall be supplied by generator and at least single phase electricity.

7.5 Fire Fighting and Emergency Management Arrangements

It is recognized that visitors to the site are unlikely to be familiar with wildfire behavior or fire fighting. It is therefore a primary objective for site management to keep visitors out of harms way.

Site users will be briefed and provided with a flyer detailing measures to take on high fire danger days and what to do if the site is threatened by fire.

Given the need for protection of life above property, immediately upon any sign of outbreak of fire, all visitors and staff shall report directly to the Emergency Muster Point.

Site Management shall immediately oversee a head count or roll call process to determine the numbers of people present and accounted for. A reserve of smoke masks (P2 minimum, with valve) should be available to hand out to all guests if conditions warrant, but by the time smoke arrives guests should be in safe locations sealed against smoke entry (even if this is in their car parked at the Emergency Muster Point, performing dry burn over drill.

Site Management shall make a informed decision based on an understanding of the safety of people first, the progress of the fire, and prevailing weather decisions, whether it is safe to clear any campsite and / or attempt evacuation of the area. (Refer to the decision matrix provided for guidance of staff and visitors).

Late evacuation of the area shall not be attempted.

Site Management shall make the decision as to which campsites and car park areas are to be wet down ahead of the arrival of a firefront, and shall direct only suitably experienced or qualified staff to deploy this defense tactic.

It is recommended that in order for site management to be best placed to make the best judgement call in the above matters, it is recommended that they enroll in the local rural fire service, and consider also involving other site staff. The rapport and experience with the local brigade would also prove valuable in obtaining assistance with burning out the double break, as required. The first hand experience with fire fighting would enable an effective fire fighting unit (slip on unit) to be deployed effectively.

Site Management should use this report and bushfire preparedness guidelines published by Queensland Fire and Emergency Services to finalise site Emergency Management Plans. Appendix 1 provides additional guidelines for Emergency Management Plans pertaining to the main residence.

The plan shall be regularly reviewed, and staff shall ensure their familiarity and competency with operating any fire pump or other fire equipment, in order to be effective in the wetting down of buildings and surrounding areas, the extinguishment of spot fires and general defence of the property.

Indications of pending fire weather (FDI) conditions are obtainable on the QFES website via the following link:

<http://www.ruralfire.qld.gov.au/FDRG.html>

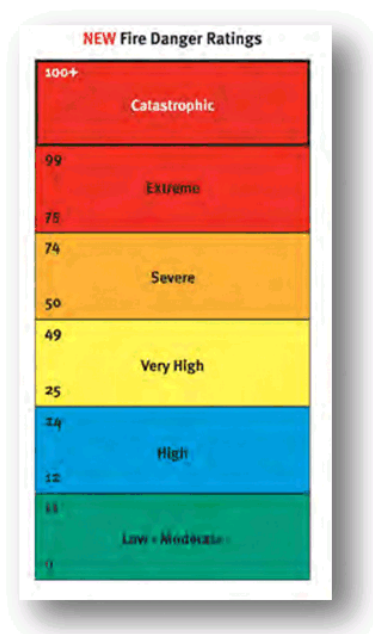


Figure 18. Fire Danger Ratings and corresponding FDI values.

Radio broadcasts should also assist to determine the level of fire danger expected. Figure 15 shows the FDI values associated with the 6 current categories of Fire Danger level.

The likelihood of ignition / fire initiation should be managed by park management in a number of ways:

1. Official fire bans should be strictly observed on the property and enforced by Site Management. Site Management should consider self enforced fire bans if local conditions (degree of grass curing and prevailing fire weather) are concerning them, even if an official fire ban has not been announced by QFES.
2. Under "High" or worse fire danger weather conditions, any vehicles which could potentially cause ignition to dry grass (catalytic converters, or motor bikes which are not road – registered, without spark arresters fitted or otherwise modified exhausts) should be confined to bare dirt areas, and not be permitted to enter the mountain track area to the north.
3. Under "Severe" or "Extreme" fire danger weather conditions, the remote parts of the mountain track area should be avoided.
4. Under "Extreme" fire danger weather conditions, the mountain tracks area should be closed.

With forecast fire weather conditions Very High (or worse) Site Management should give consideration to running a fire drill that practices sheltering in situ at the Emergency Muster Point.

8.0 Assessment of proposal against Ipswich Planning Scheme 2006 – Bushfire Hazard Areas Overlay Code

Specific Outcomes	Probable Solutions
8.1 (SO1) Design, Siting and Construction (1) Uses and works in bushfire risk areas are designed, sited, and constructed to— (a) minimise the number of people and properties subject to bushfire risk; (b) improve the survivability of buildings and the protection of life during the passage of a firefront; (c) minimise costs and threats to emergency services; and (d) facilitate evacuation in the event of a bushfire	PS1 is applied in that: (1) (a) Uses and works are sited— (i) in existing cleared areas able to accommodate the use within an adequate fire protection buffer as identified in (iii) below; and (ii) where possible, on land and parts of a site which are least prone to bushfire risk with regard to aspect, slope, elevation and vegetation type— (A) away from the tops of ridgelines and with the flatter portion of the lot being used as building sites; and (B) on land with a slope gradient less than 15%, and generally on level ground; and (iii) with a minimum 20 metre wide area (measured from the horizontal from the building) serving as a fire protection buffer around the building of which at least the first 10 metres from the building is a cleared area (fuel free inner zone), while the outer 10 metres (fuel reduced outer zone) may be planted with fire retardant vegetation species or grassed; and (iv) to ensure that any outbuilding (such as garages and carports) is built as part of the main building or located at least 5 metres from the main building. (b) If trees are planted they—

Interim Development Assessment Requirements – SSPP Part C Development:	Solutions Provided
(1) avoids natural hazard areas or mitigates the risks of the natural hazard, and	This Plan establishes the nature and potential severity of the adjacent hazard and provides a combination of bushfire protection measures to mitigate risk including park management, building construction, asset protection zones, access, water supplies and utilities, and emergency management arrangements.
(2) supports, and does not unduly burden, disaster management response or recovery capacity and capabilities, and	The combined effect of the bushfire protection measures specified by this Plan serves to reduce risk to a low level and ensure resilience and preparedness for unplanned fire so that the response or recovery capacity and capability of emergency services is not unduly burdened or impeded. This Plan serves to protect life and property from bushfire without depending on emergency services for protection.
(3) 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, and	The development does not increase the nature of the existing hazard, and site layout and landscaping on the site is designed to moderate the exposure of buildings. The potential for damage to other properties is not increased as a consequence of the proposed development.
(4) avoids 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, and maintains or enhances natural processes and the protective function of landforms and vegetation that can mitigate risks associated with the natural hazard	Hazardous materials are not stored in quantities or locations on the site which would pose a risk to the public or the environment. Natural processes and protective functions of landforms and adjacent vegetation are unaffected by the development or bushfire mitigation measures required by this Plan.
(5) maintains or enhances natural processes and the protective function of landforms and vegetation that can mitigate risks associated with the natural hazard.	The development maintains the natural processes and protective function of vegetation that previously existed for the site.

11.0 Recommendations

1. Asset Protection Zones shall be constructed and maintained around buildings and camp sites as described in Section 7.2.
2. In addition to potable water supply, a second reserve of stored bore water shall be plumbed to hydrants beside the Site Manager's residence, Amenities and the Café, beside hardstands that are accessible to fire appliances, fitted with 50mm ballvalve and male camlock coupling, and clearly signposted as "fire fighting water". All above ground plumbing shall be of metal.

The Emergency Muster Point shall be serviced by a minimum of 22 500litres of dedicated firefighting water, which is capable of being deployed via a fire pump to wet down the entire assembly area, including the area around the car park.

A slip-on fire unit will be on hand for use by the Site Manager (who will have a minimum FMS qualification in rural firefighting, and should be a member of the local rural fire brigade).

3. A "Fire Seasons Rules" flyer should be made available to site users during the fire season, particularly if "high" or higher fire danger weather is being forecast. This flyer should detail key actions to be taken by guests, including identification of the Emergency Muster Point (Reception building and carpark) for head count and roll call, establishing that defense of threatened camp (tents and caravans) is not to be attempted by guests unless deemed safe by the Site Manager who is responsible for directing first response activity, enforcement of total fire bans and simple guidelines for dry burnover situations if early safe evacuation has not been possible.
4. Fire trails and double breaks should be planned and constructed across the property to facilitate access and to enable the planned and managed use of fire.
5. If the facility is threatened or impacted by future unplanned fire, this Plan shall be reviewed, along with emergency management arrangements. Once the facility is set up, a practice fire drill should be conducted to test the Fire Season Rules, mustering, sheltering and deployment of wet down and other fire fighting capacity.

12.0 Summary

The proposed facility potentially exposes a significant number of people to unplanned fire in a relatively isolated location. The likelihood of bushfire at some point is almost certain. Generally modest fuel accumulation potential, assisted by strategic grazing, helps to ensure that by the end of winter, available fuel loads going into the fire season serve to limit potential fire intensity.

Early, safe evacuation will generally address major exposures, but it is conceivable that insufficient time is available for such response.

In the event of needing to shelter in situ, guests need to be well informed ahead of time as to the required emergency management arrangements including the potential abandonment of campsites in preference for sheltering at the Emergency Muster Point.

Basic fire fighting capacity will be made available for first response by Site Management, enabling the wet down of areas closest to the Emergency Assembly Point.

Consideration should be given to the burnt out double break as a strategic fire advantage as described in Section 7.3.

13.0 References

ABCB (2006), *Building Code of Australia*, Australian Building Codes Board, Canberra.

Environmental Protection Act (1994), Queensland Government, Queensland.

Fire and Rescue Service Act (1990), Queensland Government, Queensland.

Report compiled by Bushfire Risk Reducers for Gainsdale Pty Ltd, September 2018

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Dispersive Soils Management Plan
Geotechnical Desktop Assessment

Proposed Mountain Bike Trails
Doonans Road, Grandchester

Prepared for
Planning Initiatives

Project 93351.01
May 2019

Integrated Practical Solutions



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The undersigned, on behalf of Douglas Partners Pty Ltd, confirm that this document and all attached drawings, logs and test results have been checked and reviewed for errors, omissions and inaccuracies.

Signature	Date
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Reviewer 	30 May 2019



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- **Tenosols:** shallow and stony soils, with steep slopes and low cohesion of sandy soils highly susceptible to soil creep, sheet and rill erosion.

The subsurface conditions encountered during the previous investigation are generally consistent with the published geological and dispersive soils mapping and generally comprised silty and sandy clay soils (i.e. Vertosols) to the limit of the investigation.

5.2 Dispersive Soils Management

Management of dispersive soils is necessary to prevent environmental harm. It should be noted that avoidance of dispersive soils is not a practical option.

In conjunction with dispersive soils management, erosion sediment control plan (ESCP) and stormwater management would need to be properly designed and implemented to manage surface water and runoff in areas of significant ground disturbance. To reduce the susceptibility of erosion, stormwater management should also focus on directing and discharging surface water into more erosion resistant areas and reducing surface water velocity. The stormwater discharge on Moderate or Steep slopes should be prevented, otherwise significant erosion and localised saturation is likely.

Once any grass is stripped, the subsoil will be exposed and susceptible to dispersion/erosion during rainfall events. The clay soils encountered at the site are likely to be moderately or highly dispersive and marginally to strongly sodic.

It is also considered that the following options could be adopted to manage dispersive soils at the site:

- limit changes in the overall gentle to moderate site slopes currently present;
- leave topsoil and grass in place where stripping is not required (i.e. where no development is proposed);
- design re-graded slopes to have gentle gradients feeding to appropriate stormwater systems;
- design grade changes for site levels to be moderate and use surface cover protection (i.e. turf and gardens);
- locate service trenches, design and backfill in a way to reduce the potential for piping erosion which may occur by introduction of higher velocity flows to dispersive soils;
- stagger site stripping to limit the area of exposed soil to that which can be practically covered prior to the next rain event;
- incorporate erosion control measures (e.g. silt fences, hay bales, rock protection etc.) both upslope (to reduce flow velocity) to all stripped areas, and down-slope (to limit dispersion outside development area);
- cover soils exposed during construction with erosion resistant material (i.e. California bearing ratio (CBR) 20% gravel);
- if areas remain unprotected (i.e. by turf, geofabric, CBR gravel etc.) when rainfall is predicted, undertake soil compaction using several passes of a smooth drum roller;
- locate stockpiled material on level areas with appropriate bunds (compacted soils, silt fences, hay bales etc.) to limit runoff; and,



- reinstate topsoil and grass cover as soon as practical following completion of works in each area.

Slopes greater than 20% (i.e. batters steeper than 1V:6H) will need appropriate measures to prevent significant dispersion/erosion during rainfall events. These batters should be turfed or landscaped as soon as practical following excavation or fill.

Implementation of a suitably designed stormwater management plan and an ESCP, in combination with managing dispersive soils, is considered to be a suitable practical approach for the management of dispersive soils at the site.

It is also recommended that site won fill with strongly sodic and high (or greater) potential for erosion and dispersion be identified on site and excluded from use as fill in areas for stormwater and wastewater trenches, and not placed within 3 m of proposed batter slopes or the upper 0.5 m of finished earthworks platforms.

Post construction, it is considered the development would essentially eliminate susceptibility for erosion provided the above comments are adhered to; however final batter gradients and any alterations to existing site slopes would need to be incorporated into surface water planning with suitable controls such as turf lining of swales and garden landscaping of batters to minimise long term erosion potential.

6. Limitations

DP has prepared this report for a proposed mountain bike trails at Doonans Road, Grandchester in accordance with DP's proposal BNE190078.Rev1 dated 3 May 2019, and was carried out under DP's Conditions of Engagement. This report is provided for the exclusive use of Planning Initiatives for the purposes described in the report. It should not be used by or relied upon for other projects or purposes on the same or other site or by a third party. Any party so relying upon this report beyond its exclusive use and purpose as stated above, and without express written consent of DP, does so entirely at its own risk and without recourse to DP for any loss or damage. In preparing this report, DP has necessarily relied upon information provided by the client and/or their agents.

The results provided in the report are indicative of the subsurface conditions only at the specific sampling or testing locations, and then only to the depths investigated and at the time the previous work was carried out. Subsurface conditions can change abruptly due to variable geological processes and also as a result of human influences. Such changes may occur after DP's previous field testing was completed.

DP's advice is based upon the conditions encountered during the previous investigation. The accuracy of the advice provided by DP in this report may be limited by undetected variations in ground conditions between sampling locations. The advice may also be limited by budget constraints imposed by others or by site accessibility.

This report must be read in conjunction with all of the attached and should be kept in its entirety without separation of individual pages or sections. DP cannot be held responsible for interpretations or conclusions made by others unless they are supported by an expressed statement, interpretation, outcome or conclusion given in this report.





4 Potential impacts and mitigation measures

Table 6 provides an overview of potential impacts on the site's environmental values and mitigation measures.

Table 6 Potential impacts and mitigation measures

Environmental value	Potential impacts	Mitigation measures
MNES		
TECs		
Swamp Tea-tree (<i>Melaleuca irbyana</i>) Forest of Southeast Queensland	The TEC is present on the far eastern portion of the property. There is no MBT within this portion of the property. The MBT will not impact the TEC.	None required. No new trails are to be situated within 500 m of the TEC.
MSES		
REs	<p>The MBT occurs in areas of endangered and of concern RE. An existing MBT traverses an area of endangered vine thicket (RE 12.8.21).</p> <p>The project will have no significant direct impacts (clearing) to canopy species, however, minor clearing of understory species may occur within the MBT footprint.</p> <p>Indirect impacts through erosion, accidental fires, and introduction and spread of weeds.</p>	<p>Avoid further construction of MBT in REs with dense vegetation (e.g. vine thickets).</p> <p>Align MBT to avoid all canopy trees.</p> <p>Minimise width of MBT footprint.</p> <p>Align MBT to minimise clearing of understory species.</p> <p>Develop and implement Erosion and Sediment Control (ESC) Plan for construction and operation of MBT. ESC measures along MBT should include monitoring and repair works as required.</p> <p>Develop and implement Weed Management Program for MBT, including weed hygiene protocols.</p> <p>Develop and implement Bushfire Management Plan, to protect remnant vegetation.</p> <p>Any revegetation works should use species characteristic of local REs.</p>
Regional biodiversity corridor and fauna movement corridors	The development of the MBTs are unlikely to significantly affect fauna movement corridors as the area of disturbance is a narrow dirt track that is generally less than 1 m wide and has no fences or structural barriers. The surrounding vegetated landscape provides connectivity to allow for fauna movement. The MBT will not result in the fragmentation of the regional biodiversity corridor and will not impact the flow of genetic diversity across the site and into adjoining sections of the corridor.	<p>Vegetation management is to be kept to the minimum required width to maintain the MBT.</p> <p>Access to the MBT should only be via established tracks and/or approved new or realigned tracks constructed in accordance with the Trail route methodology (Appendix 1).</p> <p>Any proposed restoration plantings should use local native species.</p>
Nature refuge	The ongoing use and maintenance of the	Vegetation management is to be



Environmental value	Potential impacts	Mitigation measures
	<p>MBT is unlikely to have any significant impacts on biodiversity values within the property due to the following:</p> <ul style="list-style-type: none"> The disturbance corridor is narrow (max 10 m wide) and there are no structural barriers established or proposed associated with the MBT. No proposed clearing of canopy trees. Vegetation outside of the MBT is proposed to be maintained in its existing state. Vegetation directly adjacent to the MBT is likely to be enhanced through the implementation of weed management works. 	<p>Kept to the minimum required width to maintain the MBT.</p> <p>Access to the MBT should only be via established tracks and/or approved new or realigned tracks constructed in accordance with the Trail route methodology (Appendix 1).</p> <p>Any proposed restoration plantings should use local native species.</p> <p>Align MBT to avoid all canopy trees.</p> <p>Minimise width of MBT footprint.</p> <p>Align MBT to minimise clearing of understory species.</p> <p>Develop and implement Weed Management Program for MBT, including weed hygiene protocols.</p> <p>Develop and implement Bushfire Management Plan, to protect biodiversity values.</p>
Waterways	<p>Waterways mapped under the <i>Fisheries Act 1994</i> across the project site are ephemeral. Impacts to fish passage may occur if proposed waterway crossings do not allow the passage of fish upstream and downstream. There are no new waterway crossings proposed for the MBT only for the Bubbling Springs site in relation to the campground and day-use development.</p> <p>The current Bushfire Management Plan indicates that the riparian vegetation at the campground is within the outer protection area for fire management and as such understory vegetation in this area is recommended to be removed.</p>	<p>Waterway crossing are to be constructed in accordance with accepted development guidelines for waterway barrier works (DAF 2018).</p> <p>Conduct preclearance surveys for protected riparian flora prior to construction.</p> <p>Bushfire Management Plan should be reconsidered with regards to riparian vegetation at the campground. It would be best to protect all riparian vegetation including understory species to maintain bank stability during high rainfall events, minimise sedimentation of waterways and protect available areas of fish habitat.</p> <p>Complete works outside of wet season or during periods of high rainfall.</p> <p>ESC plans to be implemented for all construction works.</p>
Essential habitat	<p>Essential habitat is mapped for koala and glossy black cockatoo across the site (Figure 4).</p> <p>There is no direct impact to the habitat (feed or nesting trees) of these species as no clearing of canopy species is proposed.</p>	<p>Develop and implement Bushfire Management Plan to protect essential habitat.</p>
Threatened species		
Bailey's cypress	<p>One individual Bailey's cypress is within the LVRC portion of the site (Figure 6). No proposed or existing MBTs are located near this individual.</p>	<p>No new or realigned trails are to be situated within 100 m of the Bailey's cypress.</p>



Environmental value	Potential impacts	Mitigation measures
Koala	<p>As there is no proposed clearing of canopy vegetation there is no significant impact to koala habitat, including non-juvenile primary or secondary koala food trees (Mitchell 2012).</p> <p>Disturbance to breeding behaviour.</p>	<p>No clearing of koala habitat trees.</p> <p>Install appropriate signage and speed limits along vehicle tracks/roads.</p> <p>Any newly installed fencing within the site should be fauna friendly.</p> <p>Where practicable high volume MBT traffic to be minimised during documented breeding season (spring and summer [Menkhorst and Knight 2001]).</p> <p>Maintenance of MBT to occur outside of key breeding periods.</p> <p>Include koala food trees in any revegetation works.</p> <p>Develop and implement Bushfire Management Plan, to help protect koala habitat trees.</p>
Powerful owl	<p>Disturbance during breeding season.</p> <p>No impacts to nesting sites as no removal of canopy trees.</p>	<p>Where practicable high volume MBT traffic to be minimised during documented breeding season (April to September).</p> <p>Maintenance of MBT to occur outside of key breeding periods.</p> <p>All waste is to be placed in appropriate receptacles.</p> <p>Develop and implement Bushfire Management Plan, to protect fauna habitat.</p>
Glossy black cockatoo	<p>Disturbance to foraging behaviour is likely to be minimal outside of MBT large scale events. Impacts to foraging behaviour are greater during breeding season (March to August) when males are foraging for both the female and young (Glossy Black Conservancy 2010).</p> <p>Glossy black cockatoos require hollow bearing trees for nesting and <i>Allocasuarina</i> trees for food. These trees will not be impacted by MBT works.</p>	<p>No clearing of canopy trees and <i>Allocasuarina</i> food trees.</p> <p>Where practicable high volume MBT traffic to be minimised during documented breeding season (March to August), particularly in known habitat areas (Figure 7).</p> <p>Maintenance of MBT to occur outside of key breeding periods in areas where glossy black cockatoos have been recorded.</p> <p>All waste is to be placed in appropriate receptacles.</p> <p>Glossy black cockatoo food trees should be included in any revegetation works.</p> <p>Develop and implement Bushfire Management Plan, to protect fauna habitat.</p>
Grey-headed flying-fox	<p>No known camps on project site. Disturbance to feeding unlikely foraging occurs between dusk and dawn.</p> <p>There is no removal of canopy trees so foraging resources will not be impacted for this species</p>	<p>None required.</p>



Environmental value	Potential impacts	Mitigation measures
Local values		
Very high ecologically significant vegetation	<p>All areas within the LVRC area are very high ecologically significant vegetation.</p> <p>The project will have no significant direct impacts (clearing) to canopy species, however, minor clearing of understory species may occur within the MBT footprint.</p> <p>Indirect impacts through erosion, accidental fires, and introduction and spread of weeds.</p>	<p>Align MBT to avoid all canopy trees.</p> <p>Minimise width of MBT footprint.</p> <p>Align MBT to minimise clearing of understory species.</p> <p>Develop and implement ESC Plan for construction and operation of MBT. ESC measures along MBT should include monitoring and repair works as required.</p> <p>Develop and implement Weed Management Program for MBT.</p> <p>Develop and implement Bushfire Management Plan, to protect remnant vegetation.</p> <p>Any revegetation works should use species characteristic of local REs</p>



Appendix 4 Likelihood of occurrence assessment

Key to likelihood of occurrence assessment:

- EPBC Act Status
 - CE – critically endangered
 - E – endangered
 - V – vulnerable
 - Mi – migratory.
- NC Act Status
 - E – endangered
 - V – vulnerable
 - NT – near threatened
 - SLC – special least concern
 - LC – least concern.
- Likelihood of occurrence
 - Confirmed – the species or signs of their presence was observed during the field survey
 - Likely – the site contains habitat that is suitable for the species and there are records of the species within 10 km of the site
 - Possible – the site contains habitat that is suitable for the species, however there are no records of the species within 10 km of the site; or the site contains marginal / low quality habitat for the species and there are records of the species within 10 km of the site
 - Unlikely – the site does not contain habitat for the species and no records of the species within 10 km of the site.
- Source
 - E - EPBC protected matters search
 - W – wildlife online database search.



Scientific name	Common name	EPBC Act status	NC Act status	Search Buffer	Habitat description	Likelihood of occurrence			Likelihood justification	Source
						Likely	Possible	Unlikely		
Flora										
<i>Arthraxon hispidus</i>	Hairy-joint grass	V	V	10 km, 20 km	Edges of rainforest, wet eucalypt forest near creeks or swamps, woodland, freshwater springs on coastal foreshore dunes, creek banks.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Limited suitable habitat within survey area.	E
<i>Bosistoia transversa</i>	Three-leaved bosistoia, yellow satinheart	V		20 km	Occurs from the Nightcap Range in north-east New South Wales to Mt. Larcom in south-eastern Queensland. Inhabits lowland subtropical rainforest up to 300 m asl.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No suitable habitat within survey area.	E
<i>Bothriochloa bunyensis</i>	Bunya Mountains bluegrass	V	V	20 km	Endemic to south-eastern Queensland on the Bunya Mountains north of Dalby. Inhabits grassland or woodland with a grassy understorey.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Available habitat within survey area.	W, E
<i>Bulbophyllum globuliforme</i>	Miniature moss-orchid, hoop pine orchid	V	NT	10 km, 20 km	A host-specific species, growing only on hoop pine, colonising the upper branches of mature trees.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No suitable habitat within survey area.	E
<i>Cadellia pentastylis</i>	Ooline	V	V	10 km, 20 km	Semi-evergreen vine thickets and sclerophyll vegetation on undulating terrain of various geology, including sandstone, conglomerate and claystone.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Available habitat within survey area.	E
<i>Callitris baileyi</i>	Bailey's cypress		NT	20 km	Dispersed sporadically throughout south-east Queensland, from the state border to Goonemeri to the Bunya Mountains. Inhabits eucalypt woodland on rocky slopes, hilly or mountainous areas. Commonly associated with ironbark, blue gum and spotted gum.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Suitable habitat within survey area.	W
<i>Clematis fauceclitii</i>	Stream clematis	V	V	20 km	Canopy gaps of drier rainforests near streams, semi-evergreen vine thicket, araucarian microphyll vine forest, in complex notophyll vine forest, eucalypt woodland communities that are close to vine thicket or rainforest.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Available habitat within survey area.	E

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Scientific name	Common name	EPBC Act status	NC Act status	Search Buffer	Habitat description	Likelihood of occurrence			Likelihood justification	Source
						Likely	Possible	Unlikely		
<i>Cupaniopsis tomentella</i>	Boonah tuckeroo	V	V	20 km	Known only to an area between Boonah and Ipswich in south-eastern Queensland. Vine thickets predominantly on fertile clay soils.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Available habitat within survey area.	E
<i>Dichanthium setosum</i>	Bluegrass	V		10 km, 20 km	Occurs on heavy basaltic black soils and red-brown loams with clay subsoil in grasslands and open woodlands.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Available habitat within survey area.	E
<i>Hibbertia monticola</i>	Mountain guinea flower		NT	20 km	Known to Carnarvon National Park, north of Brigodda, Mount Mistake and Mount Barney National Park. Found in rock crevices or rocky slopes in woodland with a mid-dense shrub layer.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Available habitat within survey area.	W
<i>Lepidium peregrynium</i>	Wandering pepper-cress	E		10 km, 20 km	Riparian open forests and tussock grassland on the fringes of riparian open forests.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Available habitat within survey area.	E
<i>Macadamia integrifolia</i>	Macadamia nut, Queensland nut tree	V	V	10 km, 20 km	Remnant rainforest, including complex mixed notophyll forest, and prefers partially open areas such as rainforest edges.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No suitable habitat within survey area.	E
<i>Melaleuca ibyana</i>			E	20 km	Found from Gatton to Brisbane in Queensland and also to Injune to Casino, New South Wales. Grows in periodically waterlogged eucalypt forest, moist forest and Melaleuca woodland with a sparse and grassy understorey.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Available habitat within survey area but outside of trail network.	W
<i>Notelaea lloydii</i>	Lloyd's native olive	V	V	10 km, 20 km	Most commonly found in the ecotone between eucalypt open forests and vine thickets. Often found with Narrow-leaved Ironbark (<i>Eucalyptus crebra</i>), Spotted Gum (<i>Corymbia maculata</i>), White Mahogany (<i>E. acmenoides</i>), Lemon-scented gum (<i>C. citrodora</i>).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Suitable habitat within survey area.	W, E
<i>Phebalium distans</i>		CE	E	10 km, 20 km	Semi-evergreen vine thicket on red volcanic soils or communities adjacent to this vegetation type.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Available habitat within survey area.	W, E

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Scientific name	Common name	EPBC Act status	NC Act status	Search Buffer	Habitat description	Likelihood of occurrence			Likelihood justification	Source
						Likely	Possible	Unlikely		
<i>Planchonella eervah</i>	Shiny-leaved condoco, Black plum, Wild apple	E	E	20 km	Restricted to three locations within south-east Queensland: Nanbour-Maleny district, Beenleigh-Ormeau-Pimpama district and the Ipswich-Beaudesert district. Grows in subtropical rainforest, dry rainforest and Hoop Pine vine scrub.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No suitable habitat within survey area	E
<i>Rhaponticum australe</i>	Austral cornflower, Native thistle	V	V	10 km, 20 km	Eucalypt open forest with grassy understorey on roadsides and on road reserves with <i>Chloris gayana</i> , <i>Cirsium vulgare</i> , <i>Eucalyptus tereticornis</i> and <i>Angophora floribunda</i> on black clay soil. Currently known to localities between Scafell Island, near Mackay and Goomboorian, north of Gympie. Occurs in lowland rainforest or on rainforest margins, commonly found in area adjacent to temporary and permanent watercourses. Can also be found in open forest and woodland.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Available habitat within survey area.	E
<i>Samadera bidwillii</i>	Quassia	V	V	10 km, 20 km	Volcanic rocks, shallow soils and exposed cliffs in sclerophyll forests, rainforest margins or open areas at 500–1000 m altitude.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Outside of known distribution	E
<i>Sarcocollus hartmannii</i>	Waxy sarcocollus, Blue knob orchid	V	V	10 km, 20 km	Moist habitats, often in hilly terrain at altitudes from 60–660 m on shallow soils along rainforest margins in eucalypt forests or in large canopy gaps in closed forest communities.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No suitable habitat within survey area	E
<i>Sophora fraseri</i>	Brush sophora	V	V	10 km, 20 km		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Limited suitable habitat within survey area	E, W



Scientific name	Common name	EPBC Act status	NC Act status	Search Buffer	Habitat description	Likelihood of occurrence			Likelihood justification	Source
						Likely	Possible	Unlikely		
<i>Thesium australe</i>	Toadflax	V	V	10 km, 20 km	Shrubland, grassland or woodland, often on damp sites. Vegetation types include open grassy heath dominated by Swamp Myrtle (<i>Leptospermum myrsinoides</i>), Small-fruit Hakea (<i>Hakea microcarpa</i>), Alpine Bottlebrush (<i>Callistemon sieberi</i>), Woolly Grevillea (<i>Grevillea lanigera</i>), Coral Heath (<i>Epacris microphylla</i>) and Poa spp. Kangaroo Grass grassland surrounded by Eucalyptus woodland, and grassland dominated by Barbed-wire Grass (<i>Cymbopogon refractus</i>).	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Available habitat within survey area	E, W
Fauna										
<i>Anilius inopertus</i>	Fassifern blind snake		V	20 km	Known only to the Fassifern Valley, south-east Queensland. Known to one specimen collected in open forest. Patchy distribution in north-eastern New South Wales and south-eastern Queensland. Known to occur in both remnant and non-remnant woodlands and grasslands. In areas modified by agriculture and other human activities, the species has been found sheltering under artificial materials lying flat on the ground, such as discarded railway sleepers, sheet metal and hay bales.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Only known from the Fassifern Valley, over 35 km away.	W
<i>Anomalopus mackayi</i>	Five-clawed worm-skink, Long-legged worm-skink	V	E	20 km		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Available habitat within survey area.	E



Scientific name	Common name	EPBC Act status	NC Act status	Search Buffer	Habitat description	Likelihood of occurrence			Likelihood justification	Source
						Likely	Possible	Unlikely		
<i>Anthochaera phylgia</i>	Regent honeyeater	CE	E	10 km	Occurs from south east Queensland to central Victoria. This species mostly inhabits dry open forest and woodland, particularly box-ironbark eucalypt woodlands and dry sclerophyll forests along with riparian forests of River sheoak. They inhabit woodlands containing large numbers of mature trees, high canopy cover and abundance of mistletoes that support significantly high species richness and abundance of bird species. Regent honeyeaters are typically in vegetation associations supporting copious and reliable nectar producing species such as mugga (<i>Eucalyptus sideroxylon</i>), yellow box (<i>E. melliodora</i>), white box (<i>Eucalyptus albens</i>) and yellow gum (<i>Eucalyptus leucocylon</i>), but also in associated woodlands including those with grey box (<i>E. microcarpa</i>), red box (<i>E. polyanthemus</i>) and river red gum (<i>E. camaldulensis</i>).	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Limited suitable habitat within survey area	E
<i>Botaurus poiciloptilus</i>	Australasian bittern	E		10 km, 20 km	Terrestrial wetlands with tall, dense vegetation and occasionally estuarine habitats. Favours permanent shallow waters, edges of pools and waterways.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No suitable habitat within survey area.	E



Scientific name	Common name	EPBC Act status	NC Act status	Search Buffer	Habitat description	Likelihood of occurrence			Likelihood justification	Source
						Likely	Possible	Unlikely		
<i>Calyptrorhynchus latihairi latihairi</i>	Glossy black-cockatoo (eastern)		V	10 km, 20 km	The glossy black cockatoo is highly dependent on <i>Allocasuarina</i> species. It inhabits open forest and woodlands on the coastline as well as within the Great Dividing Range where stands of sheoak (especially <i>Allocasuarina littoralis</i> and <i>Allocasuarina torulosa</i>). Inland populations feed on a wide variety of sheoaks including drooping sheoak, <i>Allocasuarina divaricata</i> , <i>Allocasuarina gymnaethera</i> and <i>Allocasuarina cristata</i> . They mostly roost in the canopy of live, leafy trees such as eucalypts but breed in a hollow stump or limb of living or dead trees as well as holes in trunks of tall trees.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Suitable habitat within survey area. Previously recorded on-site.	W
<i>Chalinolobus dwyeri</i>	Large-eared pied bat	V	V	10 km, 20 km	Records exist from Shoalwater Bay to Ulladulla, New South Wales. <i>Chalinolobus dwyeri</i> has been recorded from a large range of vegetation types including dry and wet sclerophyll forest, tall open eucalypt forest with a rainforest sub-canopy, sub-alpine woodland and sandstone outcrop country. This species is known to roost in sandstone cliffs, disused mine shafts, caves, overhangs, road culverts, disused fairy martin (<i>Hirundo ariel</i>) nests and possibly in the hollows of trees.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No suitable habitat within survey area.	E, W



Scientific name	Common name	EPBC Act status	NC Act status	Search Buffer	Habitat description	Likelihood of occurrence			Likelihood justification	Source
						Likely	Possible	Unlikely		
<i>Cyclopsitta diophthalma coxeni</i>	Coxen's fig-parrot	E	E	10 km, 20 km	Core distribution extends from Gympie in south-eastern Queensland to the Richmond River in north-eastern New South Wales, and west to the Bunya Mountains, Main Range and Koorah Range. Isolated lowland rainforest surrounded by eucalypt forest or woodland into which the fig-parrots venture for only very short distances. Occurs in rainforest habitats including subtropical rainforest, dry rainforest, littoral and developing littoral rainforest, and vine forest. Feed on figs, seeds and occasionally nectar and lichen	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No suitable habitat within survey area.	E
<i>Dasyornis brachypterus</i>	Eastern bristlebird	E	E	10 km, 20 km	Occurs in three geographically-separate regional populations in south-eastern Australia from south east Queensland to eastern Victoria. Inhabits a variety of vegetation types including grassland, sedgeland, heathland, swampland, scrubland, grassy sclerophyll forest and woodland, and rainforests sedge tussock.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Available habitat within survey area.	E
<i>Dasyurus hallucatus</i>	Northern quoll	E		10 km, 20 km	Occurs in five regional populations across Queensland, the Northern Territory and Western Australia. Inhabits rocky eucalypt woodlands, around human settlements or occasionally in rainforest or on beaches. The most successful breeding occurs near creeklines, and dens are usually in hollow tree trunks, rocky crevices, logs, termite mounds, roofs of houses. Nocturnal and crepuscular, their diet is opportunistic.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Outside of known distribution range.	E

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Scientific name	Common name	EPBC Act status	NC Act status	Search Buffer	Habitat description	Likelihood of occurrence			Likelihood justification	Source
						Likely	Possible	Unlikely		
<i>Dasypus maculatus</i> (SE mainland population)	Spot-tailed quoll	E	V	10 km, 20 km	Occurs in Queensland from Bundaberg to Stanthorpe, NSW from Queensland border to Kosciuszko NP and ACT to public land reserves and state forests in Victoria. Has a preference for mature wet forest habitat, temperate and subtropical rainforests, lowlands forest, open and closed eucalypt forest, woodlands and heathlands.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Available habitat within known distribution range.	E
<i>Delma torquata</i>	Adorned delma, collared delma	V	V	10 km, 20 km	Distributed from south-east Queensland to Blackdown Tablelands and inland to the Bunya Mountains and Millmerran. Inhabits rocky areas and dry open forests. Uses rocks, logs, and leaf litter for shelter.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Available habitat within survey area.	E
<i>Erythrorhynchus radiatus</i>	Red goshawk	V	E	20 km	Sparsely dispersed across approximately 15% of coastal and sub-coastal Australia, from western Kimberley Division to north-eastern NSW, prefers forest and woodland with a mosaic of vegetation types and permanent water. It inhabits tropical grassy woodlands mostly in undulating stony land.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Available habitat within survey area.	W
<i>Furina dunnalli</i>	Dunnall's snake	V	V	10 km, 20 km	Distribution extends from the Queensland border throughout the Brigalow Belt South and Nandewar bioregions. Broad habitat range including forests and woodlands on cracking clays dominated by Brigalow, other wattles, native Cypress or Bullock, Blue Spotted Gum, Ironbark, White Cypress Pine, and Bullock open forest and woodlands on sandstone derived soils.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Limited suitable habitat within survey area	E



Scientific name	Common name	EPBC Act status	NC Act status	Search Buffer	Habitat description	Likelihood of occurrence			Likelihood justification	Source
						Likely	Possible	Unlikely		
<i>Geophaps scripta scripta</i>	Squatter pigeon (southern subspecies)	V	V	10 km, 20 km	Distribution extends south from the Burdekin-Lynd divide in the southern region of Cape York Peninsula to the Border Rivers region of northern NSW. Inhabits open woodlands and scrub that are mostly dominated by <i>Eucalyptus</i> , <i>Corymbia</i> , <i>Acacia</i> or <i>Callitris</i> species, modified vegetation communities and within 3km of water bodies or courses.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No available habitat within survey area.	E, W
<i>Grantiella picta</i>	Painted honeyeater	V	V	10 km, 20 km	Sparsely distributed from south-eastern Australia to north-western Queensland and the eastern Northern Territory, being more common west of the Great Dividing Range. Lives in dry, open forests and woodlands (box, ironbark, yellow gum, melaleuca, casuarina, callitris, acacia). The species usually occurs in areas with flowering and fruiting mistletoe and flowering eucalypts.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Available habitat within survey area.	E
<i>Lathamus discolor</i>	Swift parrot	CE	E	10 km, 20 km	The swift parrot breeds in Tasmania during spring and summer, migrating in the autumn and winter months to south-eastern Australia from Victoria and the eastern parts of South Australia to south-east Queensland. In NSW mostly occurs on the coast and south west slopes. Inhabits dry sclerophyll eucalypt forests and woodlands. It occasionally occurs in wet sclerophyll forests; feeds mostly on nectar, mainly from eucalypts, but also eats psyllid insects and lerps, seeds and fruit.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Available habitat within survey area.	E



Scientific name	Common name	EPBC Act status	NC Act status	Search Buffer	Habitat description	Likelihood of occurrence			Likelihood justification	Source
						Likely	Possible	Unlikely		
<i>Mixophyes fleayi</i>	Fleay's frog	E	E	10 km, 20 km	Flowing streams in rainforest or wet sclerophyll forest in the Conondale, Border and Main Ranges of south-east Queensland, Yabba State Forest, Tooloom National Park and Mt Warning north-east NSW. Males usually stay near the streams while females are often found away from the streams until the breeding season.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Limited available habitat within survey area.	E
<i>Ninox strenua</i>	Powerful owl		V	20 km	Occurs from the central-coastal Queensland to south-east South Australia. The Powerful Owl inhabits a range of vegetation types including woodland and open sclerophyll forest to tall open wet forest and rainforest. It can also occur in fragmented landscapes. Restricted to eastern Australian, from the Windsor Tableland through to central Victoria. Largely restricted to eucalypt forests and woodlands. Found in taller, montane, moist eucalypt forests containing older trees with abundant hollows.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Available habitat within survey area. Recorded on-site.	W
<i>Petauroides volans volans</i>	Southern greater glider	V	V	10 km, 20 km	Inhabits rock piles and cliffs with numerous crevices and ledges in vegetation ranging from rainforest to dry sclerophyll forests, particularly on northern slopes.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Available habitat within survey area.	E, W
<i>Petrogale penicillata</i>	Brush-tailed rock-wallaby	V	V	10 km, 20 km	Endemic to Australia, extending from north-east Queensland to the south-east corner of South Australia. The Koala occurs in a range of temperate, sub-tropical and tropical forest, woodland and semi-arid communities dominated by Eucalyptus trees.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No suitable habitat within survey area.	E, W
<i>Phascogale cinereus</i>	Koala	V	V	10 km, 20 km	Endemic to Australia, extending from north-east Queensland to the south-east corner of South Australia. The Koala occurs in a range of temperate, sub-tropical and tropical forest, woodland and semi-arid communities dominated by Eucalyptus trees.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Suitable habitat found within survey area. Previously recorded on-site.	W, E

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Scientific name	Common name	EPBC Act status	NC Act status	Search Buffer	Habitat description	Likelihood of occurrence			Likelihood justification	Source
						Likely	Possible	Unlikely		
<i>Poephila cincta cincta</i>	Southern black-throated finch	E	E	10 km, 20 km	Occurs at two general locations: in the Townsville region and scattered sites in central eastern Queensland. Mainly occur in grassy open woodland, scrubby plains, <i>Pandanus</i> sp. flats with deep cover of grasses, often along or near water courses. In Victoria, distributed in the south-western region, Grampians, Olwais, Western Port, Wilsons Promontory and east Gippsland. Also has scattered populations from south-eastern Queensland to New South Wales. Inhabits coastal wet heath, dry and wet forests with thick ground cover.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No suitable habitat within survey area.	E
<i>Potorous tridactylus tridactylus</i>	Long-nosed potoroo	V	V	10 km, 20 km	This species inhabits open heath lands, open woodlands with a heathland understorey and vegetated sand dunes. It has a communal burrowing system and feeds on insects, leaves, flowers and fungi. It is known from the Pittwater LGA. Distribution extends from Mount Royal State Forest, New South Wales to Main Raine National Park and Gambubai State Forest, Queensland. Dry open forest types with dense, low ground cover and diverse mixture of ferns, grass, sedges and herbs.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No suitable habitat within survey area.	E
<i>Pseudomys novaehollandiae</i>	New Holland mouse, pookla	V	V	10 km, 20 km		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No suitable habitat within survey area.	E
<i>Pseudomys orails</i>	Hastings River mouse, koontoo	E	V	20 km	Sub-tropical and temperate rainforest, tall open forest, swamps, heaths and urban areas. Roosting sites usually in dense forest adjacent to waterbodies. Forages within 50 km of camp in flowering trees or rainforests, eucalypts, paperbarks and banksias. Highly nomadic and disperses in response to food availability.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Suitable habitat found within survey area. Previously recorded on-site.	E
<i>Pteropus poliocephalus</i>	Grey-headed flying-fox	V		10 km, 20 km		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		E

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Scientific name	Common name	EPBC Act status	NC Act status	Search Buffer	Habitat description	Likelihood of occurrence			Likelihood justification	Source
						Likely	Possible	Unlikely		
<i>Rostratula australis</i>	Australian painted snipe	E	V	10 km, 20 km	Recorded at wetlands in all states of Australia but most common in eastern Australia, at scattered locations throughout much of Queensland, NSW, Victoria and south-eastern South Australia. Inhabits shallow terrestrial freshwater (occasionally brackish) wetlands, including temporary and permanent lakes, swamps and claypans. They also use inundated or waterlogged grassland or saltmarsh, dams, rice crops, sewage farms and bore drains.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Limited suitable habitat within survey area.	E, W
<i>Salpinctes obsoletus</i>	Three-toed snake-tooth skink	V		10 km, 20 km	Distributed from Crescent Head in north-east New South Wales to Fraser Island in south-eastern Queensland. Inhabits loose, well mulched friable soil, in and under logs, and in further decomposing organic material. Recorded in rainforest, closed forest, wet sclerophyll, tall open Blackbutt forest, tall layered Eucalypt forest and closed Brush Box.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Limited suitable habitat within survey area.	E
<i>Turnix melanogaster</i>	Black-breasted button-quail	V	V	10 km, 20 km	Endemic to eastern Australia. It is restricted to coastal and near-coastal regions of south-eastern Queensland and north-eastern New South Wales. Inhabits mostly rainforests and forests, mostly in areas with 770-1200 mm rainfall per annum. It prefers drier low closed forests, particularly semi-evergreen vine thicket, low microphyll vine forest, araucarian microphyll vine forest and araucarian notophyll vine forest.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Available habitat within survey area.	E, W



Revision History

Revision No.	Revision date	Details	Prepared by	Reviewed by	Approved by
00	16/05/2019	Ecological Assessment – Mountain Bike Trails, Hidden Vale Adventure Park - draft	Julie Whelan, Senior Environmental Scientist	Natalie Toon, Senior Environmental Scientist	Con Lokkers, Principal Ecologist
01	23/05/2019	Ecological Assessment – Mountain Bike Trails, Hidden Vale Adventure Park - draft	Natalie Toon, Senior Environmental Scientist	Julie Whelan, Senior Environmental Scientist	

Distribution List

Copy #	Date	Type	Issued to	Name
1	23/05/2019	Electronic	Jilrift Pty Ltd	Ben O'Hara
2	23/05/2019	Electronic	Ecosure	Administration

Citation: Ecosure, 2019, *Ecological Assessment – Mountain Bike Trails, Hidden Vale Adventure Park - final*, Prepared for Jilrift Pty Ltd. Brisbane

Report compiled by Ecosure Pty Ltd

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PR3954-RE.Ecological assessment_FINAL.R1

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Version: 1, Version Date: 29/05/2019



Project Name: PR3954 Fauna Breeding FIR
Date: 19 September 2019

Attn: Ben O'Hara

Jilrift Pty Ltd
168 Knapp St
Fortitude Valley QLD 4006

Dear Ben

RE: PR3954 Fauna Breeding FIR

Jilrift Pty Ltd (Jilrift) engaged Ecosure to carry out an ecological assessment of the Hidden Vale Adventure Park, South East Queensland (Ecosure 2019). Hidden Vale Adventure Park includes multiple lots that are divided into two precincts known as Hidden Vale and Bubbling Springs. Bubbling Springs is the proposed site for a campground and day use area that will be the entry point for a 150 km mountain bike trail across the Hidden Vale precinct of the property. The Ecological Assessment report (Ecosure 2019) was submitted with the Development Application (4618/2017/CA) for Hidden Vale to Ipswich City Council (ICC).

ICC issued a Further Information Request (24 June 2019) regarding the impacts to the breeding behaviour and sites of threatened species identified in the Ecological Assessment (Ecosure 2019).

Flora and Fauna (previously Item 1 of Council's Further Information Request dated 13 December 2018)

The Planning Report and Noise Impact Assessment identify proposed Hours of Operation as 24 hour, 7 days a week. In the information submitted to date it is unclear whether the Ecological Assessment prepared by Ecosure assessed the impacts from the use of the site during night-time hours, including the mountain bike trails. Site lighting, site access, mountain bike (MB) lighting and introduction of noise across a broad area have the potential to adversely impact fauna. Of note, MB lights tend to be a white LED that ranges from 500 to 700 lumens, this is known to cause disturbance and startle response in fauna.

The submitted Ecological Assessment has recorded a number of significant fauna species that are sensitive to disturbance. As such and to address outstanding issues from previous information request items 1(b) and (c), the applicant is requested to review the source and range of potential impacts from all proposed uses and provide measures to protect and minimise impacts to fauna, considering both short and long term responses and effects.

To this end the applicant is requested to submit for review a Fauna Management Plan (FMP)

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that provides mitigation strategies for the full suite of identified significant fauna. The FMP should address, but not be limited to the following:

- *identification of breeding/ nesting and/ or roosting locations for sensitive species;*
- *exclusion or buffer areas (seasonal or daytime etc.);*
- *number of users on track;*
- *lighting management strategies;*
- *traffic/ fauna interaction management;*
- *waste management; and*
- *acoustic recommendations.*

Correspondence (telephone and email) between ICC, Ecosure and Planning Initiatives in July 2019 determined that a letter would be a suitable response at this time detailing the following:

- clarification to address Council's queries regarding hours of usage and potential night riding
- known breeding behaviour and location of the threatened species identified in the Ecological Assessment report (Ecosure 2019), particularly koala, glossy black cockatoo (including known breeding sites) and powerful owl
- a brief outline of a proposed strategy to ensure no disturbance if glossy black cockatoo breeding is found to be within close proximity to existing/ proposed tracks
- statement of acknowledgement that a FMP would be required as a condition of approval
- an outline of the details to be included in the FMP (table of contents).

This letter addresses the further information request from ICC in the form agreed by the additional correspondence.



2 Threatened fauna

Four EVNT (endangered, vulnerable or near threatened) fauna species have been identified to potentially utilise the project site for either breeding or foraging habitat, including koala (*Phascolarctos cinereus*), glossy black cockatoo (*Calyptrorhynchus lathami lathami*), powerful owl (*Ninox strenua*) and grey-headed flying-fox (*Pteropus poliocephalus*) (Figure 1). The biology, distribution, key threatening processes and breeding behaviour for these species are considered here to assess these species' potential utilisation of the project site. This information has also been considered when assessing the potential impacts from the use of the mountain bike trail and mitigation recommendations to minimise potential disturbance to EVNT fauna.

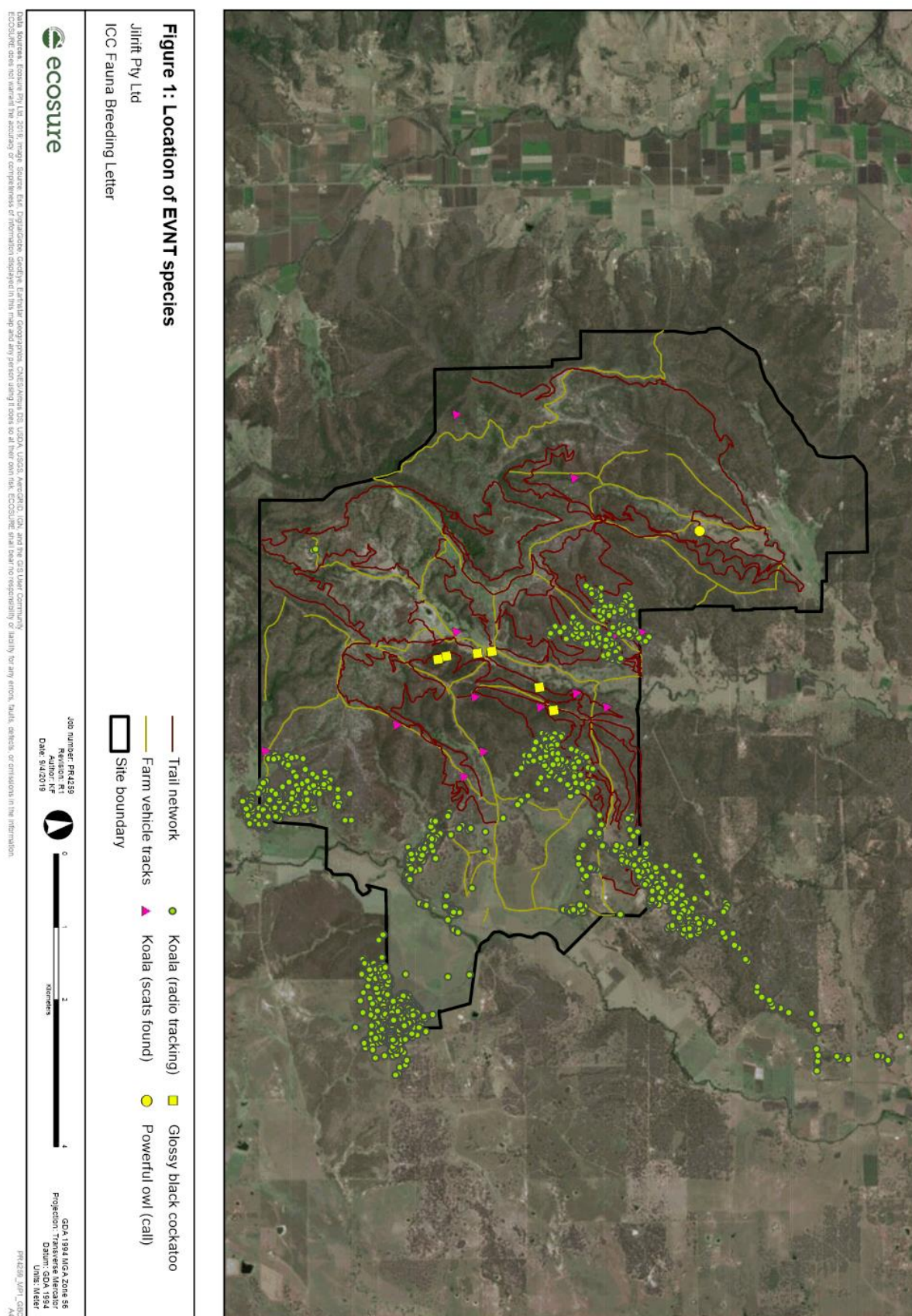
2.1 Koala (*Phascolarctos cinereus*)

The koala, listed as vulnerable under the EPBC Act and NC Act, has been recorded on site through Spot Assessment Technique (SAT) surveys and radio tracking of five individuals (Figure 1). Scats were identified through SAT surveys at 16 out of 30 sites across the project area (data provided by Jilrifi and Alex Jiang 2019). In addition, Ecosure recorded koala scats at one site and identified potential koala habitat within the site (Ecosure 2017, 2019).

Habitat, foraging and breeding

Koalas inhabit a variety of different regional ecosystems and woodland communities. The likelihood of koala occurrence is dependent on the presence of koala food and shelter trees, including species of *Eucalyptus*, *Corymbia*, *Lophostemon*, *Melaleuca* and *Angophora* genera. Koalas are folivores which feed almost exclusively on the foliage of particular *Eucalyptus* species. However, koala food tree species association may vary across their distribution and are influenced by the abundance of locally available food trees (Department of Environment 2014). Koalas are distributed throughout much of Queensland, Victoria and New South Wales (Van Dyck and Strahan 2008).

Koalas are not often territorial and home ranges for individuals overlap. Home ranges vary from as little as one to two hectares or up to 100 hectares in semi-arid country, dependant on the abundance of local food trees (Van Dyck and Strahan 2008). Koalas are sedentary animals sleeping up to 20 hours a day as a result of the enormous amount of energy required to breakdown their primary food source. They are mostly nocturnally active, only moving during the day due to extreme weather or other means of disturbance or threat. The average movement for males and females between natal and breeding home ranges in South East Queensland is approximately 3.5 km with maximum dispersal around 10 km (DoEE 2019a).





Koala breeding populations are usually characterised by a structure involving a dominant male, a small group of mature females and juveniles of various stages (Department of Environment and Climate Change 2008). Breeding occurs throughout the year but is seasonally skewed with 60% of koala births between summer to early autumn (December - March) in Queensland (Ellis et al 2010). Koalas produce one offspring, with females providing all parental care (Tobey et al. 2006). Koalas do not have a specific breeding place (e.g. a hollow). Males will call for females when ready to mate and females will use these calls to look for a unique mate. Female koalas will mate with a different male each year and will travel into the home range of the male to mate (Ellis and Bercovitch 2011).

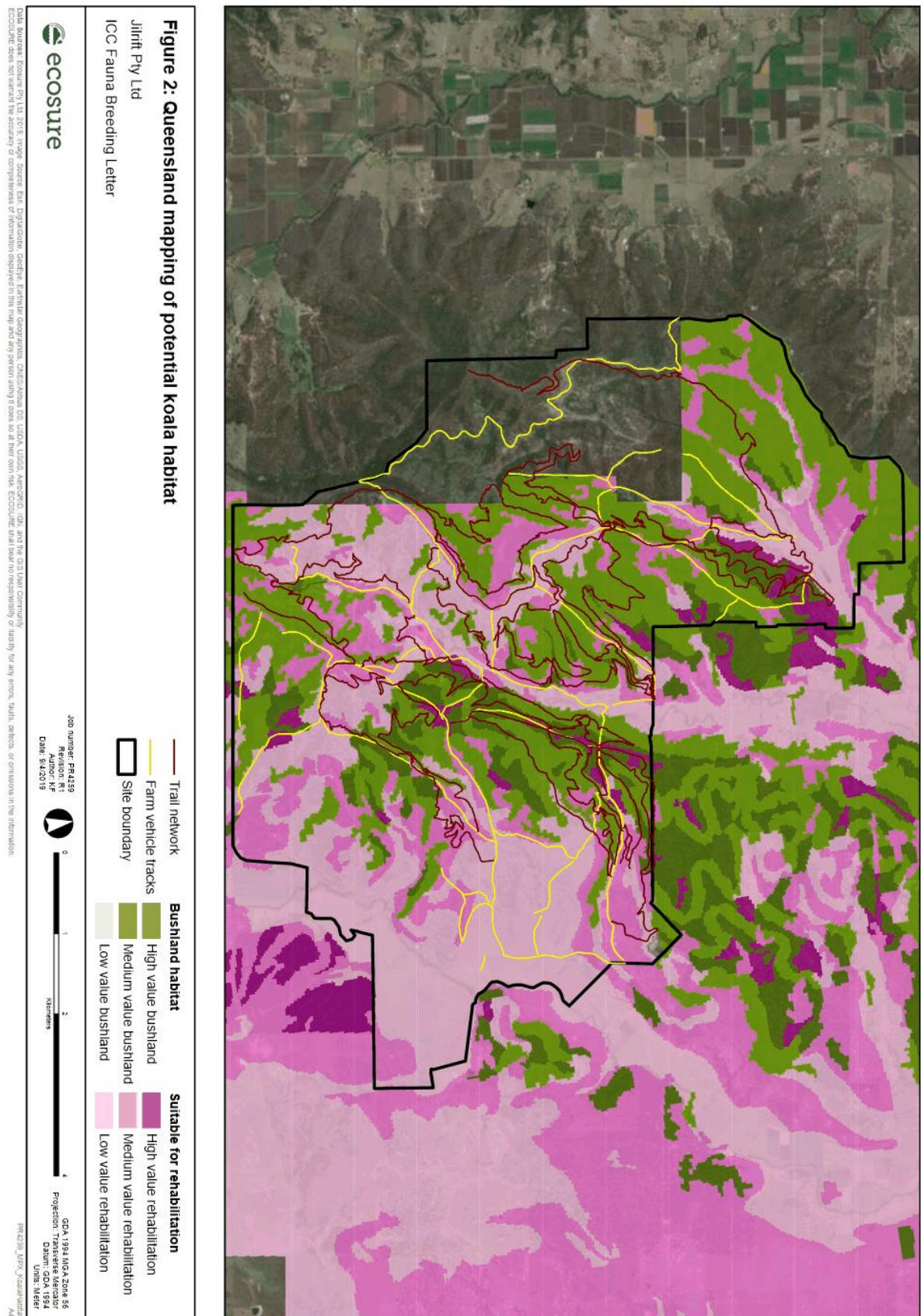
Threats, impacts and mitigation measures

Key threatening processes for the koala are habitat loss and fragmentation due to anthropogenic land clearing, disease, vehicle strike and predation by feral or domestic animals. The main threats are associated with increased urbanisation, while secondary threats can be associated with environmental pressures such as adverse weather, extreme heat or drought (DoEE 2019a).

The majority of the project site provides koala habitat as mapped by the Department of Environment and Science (DES) (Figure 2), although koalas have predominately been recorded in the central and eastern portions of the site (Figure 1). Mountain bike trails traverse areas where koalas have previously been recorded, there is no mapped koala habitat present at the proposed day use or campsite areas. As koalas do not have specific breeding places, they may occupy areas of the mountain bike trail network for both foraging and breeding habitat throughout the year. However, usage of the track will unlikely have a significant impact on the feeding or breeding behaviour of koalas within the area, as most koala activity is nocturnal and this Development Application is for trail use during daylight hours only. Furthermore, there is no proposed removal of any koala habitat for maintenance or creation of the mountain bike trail network, day use or camping areas. Potential impacts and proposed mitigation measures are summarised in Table 1.

Table 1 Impacts and mitigation - koala

Assessment of potential impact	Proposed mitigation measures
<p>Clearing: As no clearing of canopy vegetation is proposed, there is no significant impact to koala habitat, including non-juvenile primary or secondary koala food trees (Mitchell 2012).</p> <p>Disturbance to breeding behaviour: Although, this should be minimal as breeding generally occurs nocturnally (Ellis et al. 2010).</p>	<p>No clearing of koala habitat trees or other canopy trees.</p> <p>Install appropriate signage and speed limits along vehicle tracks/roads.</p> <p>Any newly installed fencing within the site should be fauna friendly.</p> <p>Where practicable high volume mountain bike trail traffic is to be reduced during the peak breeding season in Queensland from December to March (Ellis et al. 2010).</p> <p>Limit general maintenance or construction of mountain bike trail using machinery to daylight hours to minimise disturbance to nocturnal activity.</p> <p>Reduce maintenance and construction works where practicable during peak breeding season in known koala habitat.</p> <p>Include koala food trees in any revegetation works.</p> <p>Develop and implement Bushfire Management Plan, to help protect koala habitat trees.</p>





2.2 Glossy black cockatoo (*Calyptorhynchus lathami lathami*)

Glossy black cockatoo is listed as vulnerable under the NC Act. Surveys in 2017 by the Glossy Black Conservancy recorded this species within the eastern central portions of the site (Figure 1).

The glossy black cockatoo has a large distribution stretching south from Paluma in northern Queensland to the Gippsland region of Victoria, inland to south central Queensland and central New South Wales, and Kangaroo Island in South Australia (Glossy Black Conservancy 2010). There are three sub-species, *C. l. erebus* in central and north Queensland, *C. l. halmaturinus* on Kangaroo Island and *C. l. lathami* distributed from southern Queensland through to Victoria.

Glossy black cockatoo is distinguishable from other black cockatoos by its small size (less than 51 cm in length), dull brown plumage on head and breast, inconspicuous crest and subdued behaviour. The plumage of adult males and females differ whereby the tail feathers of males have red panels and females have light orange to red with black barring. Females can also have patches of yellow feathers on the head and neck and sometimes on the underparts of the wings (Glossy Black Conservancy 2010).

They are generally diurnal and observed in pairs or family groups (about 3 birds). Flocks of 20 to 30 birds are occasionally observed although this tends to be at waterholes and roosts during drought conditions. They are typically sedentary but are known to range up to 10 to 15 km during the breeding season and greater than 60 km outside the breeding season (SEQ Catchments 2016).

Habitat, foraging and breeding

Glossy black cockatoos prefer habitats dominated by *Allocasuarina* or *Casuarina* species (she-oak). These habitats include woodlands with a sub-stratum of *Allocasuarina* beneath *Eucalyptus*, *Corymbia* or *Angophora*, or mixed woodlands with *Allocasuarina*, *Casuarina*, *Callitris* (cypress) and *Acacia harpophylla* (brigalow) (Glossy Black Conservancy 2010). Glossy black cockatoos are specialist feeders, feeding almost exclusively on the "cones" of *Allocasuarina* and *Casuarina* species, generally on only one or two species within their individual range (Hourigan 2012, Pepper 1996). In South East Queensland they display a distinct preference for *Allocasuarina littoralis* (black she-oak) and *Allocasuarina torulosa* (forest she-oak) (Glossy Black Conservancy 2010).

Glossy black cockatoos spend the majority of their day feeding (Stock 2008), with peak feeding times in the early morning and late afternoon (Cameron 2005). They often show high site fidelity with a preference for particular trees that have a high ratio of total seed weight to cone weight (Pepper 1996, Glossy black conservancy 2010). Urbanised areas in South East Queensland can also provide important habitat with birds observed using small populations or individual food trees habitually within urban areas (Glossy Black Conservancy 2010). Glossy black cockatoos roost within leafy trees such as eucalypts, with roost sites usually in trees located within 1 km of a water source (Forshaw 2002).



The project site provides suitable foraging and roosting habitat for the species with dense stands of *A. littoralis* present on the site, as well as eucalypt dominated canopies for roosting. The site also contains *Allocasuarina luehmannii* (bull oak) and *Casuarina cunninghamii* (river she-oak) although these species are less common (Ecosure 2017, 2019). The site has been mapped by the DES as containing areas of known high and medium value habitat (Figure 3). Regional ecosystems that are described as containing either *Allocasuarina* or *Casuarina* species present on the site have also been included in Figure 2 (Queensland Herbarium 2019).

Glossy black cockatoos engage in pair bonding and are monogamous for the remainder of their lifespan (Pepper 1996). Birds generally nest from February to October with breeding usually between April and July (SEQ Catchments 2016). They are an obligate hollow nester requiring large old tree hollows, which are usually found in eucalypt species 10 to 20 m above the ground. Suitable nest hollows for these species have the following characteristics:

- (i) located greater than 8 m above ground level
- (ii) in branches or stems greater than 30 cm in diameter
- (iii) angle of branch or stem vertical or no more than 45 degrees from vertical
- (iv) a minimum entrance diameter of 15 cm or greater (Cameron 2006, Glossy Black Conservancy 2010).

Glossy black cockatoos produce one offspring at a time and due to the large dependency of juvenile glossy black cockatoos on the parents, they often do not breed in the following year (Glossy Black Conservancy 2010). However, the same hollow is often used for successive breeding events and is usually in close proximity to other breeding pairs (Glossy Black Conservancy 2010). During the breeding season, roost sites are usually within 30 m of a nesting tree (Glossy Black Conservancy 2010).

A recent preliminary observational assessment was completed by glossy black cockatoo researcher (Dr Daniella Teixeira) in the eastern and central portion of the Hidden Vale site, where this species has previously been observed. This assessment indicated that there is limited nesting sites and none of high value for the species in this area of the site. A survey was not completed in the western portion of the site. However, all previous records of this species on the site has been in the central and eastern portion. The site was confirmed to provide suitable foraging habitat, and the many new recruits of *A. littoralis* may increase the future foraging habitat on the site (pers. comm, Dr Daniella Teixeira, August 2019).

Threats, impacts and mitigation measures

Loss of foraging and feeding habitat has led to population declines throughout glossy black cockatoos range and has mainly been driven by land clearing for agriculture and residential and infrastructure development. Land clearing is also a threat to breeding success as it typically increases the abundance of the common brushtail possum which predares upon cockatoo eggs and young. Land clearing also increases the abundance of species which compete for similar breeding habitat and hollows such as the galah (*Eolophus roseicapilla*), long billed corella (*Cacatua tenuirostris*) and sulphur-crested cockatoo (*Cacatua galerita*)



(Glossy Black Conservancy 2010).

Glossy black cockatoos have been observed in suitable foraging habitat within the central and eastern area of the mountain bike trail network and the project site. There is limited to no suitable breeding habitat present in the central and eastern portion of the site, where this species has previously been recorded (pers. comm, Dr Daniella Teixeira, August 2019). Any impacts from the mountain bike trail users are likely to be limited to disturbance to foraging behaviour. Potential impacts and proposed mitigation measures are summarised in Table 2.

Table 2 Impacts and mitigation - glossy black cockatoo

Assessment of potential impacts	Proposed mitigation measures
<p>Disturbance to foraging behaviour is likely to be minimal. Disturbance may increase during large scale mountain bike events, but these will be limited to daylight hours only and short (<24 hrs) in duration. Impacts to foraging behaviour are greater during breeding season (March to August) when males are foraging for both the female and young (Glossy Black Conservancy 2010). However, given the limited foraging distance during the breeding season and the limited nesting resources on the site, this is a low risk.</p> <p>Glossy black cockatoos require hollow bearing trees for nesting and <i>Allocasuarina</i> trees for food. These trees will not be impacted by mountain bike trail works.</p>	<p>No clearing of canopy trees and <i>Allocasuarina</i> food trees.</p> <p>Where practicable high volume mountain bike traffic is to be reduced during the peak breeding season (March to August), particularly in known foraging areas (Figure 3).</p> <p>Glossy black cockatoo food trees should be included in any revegetation works.</p> <p>Develop and implement Bushfire Management Plan, to protect glossy black cockatoo foraging habitat and trees that may produce suitable nesting hollows in the future.</p>
<p>Disturbance to a breeding site. Although breeding sites on the site are currently limited, a monitoring and exclusion program is recommended to minimise potential impacts on any future breeding sites.</p>	<p>General maintenance or construction of mountain bike trails using machinery is to occur outside of key breeding periods in areas where glossy black cockatoos have been recorded foraging.</p> <p>Develop a monitoring program on site to identify any current or future potential breeding sites for this species.</p> <p>If any active breeding sites are identified:</p> <ul style="list-style-type: none"> record the site location create a temporary exclusion zone of a minimum of 50 m around the nesting habitat (Glossy Black Conservancy 2010) temporary closure or diversion of any mountain bike trail within 100 m of the boundary of the exclusion area for the duration of the breeding period monitor the nest to ensure there is no further disturbance contact DES or a qualified ecologist for further advice and recommendations on management. <p>Additional foraging and suitable future nesting habitat could be encouraged in areas away from the mountain bike trail network, by revegetation or natural regeneration of <i>Allocasuarina</i> species near larger potential hollow creating species, such as eucalypts. Nesting boxes suitable for glossy black cockatoo could also be installed in existing or new foraging areas away from the mountain bike network. These works should be guided by a qualified ecologist.</p>



2.3 Powerful Owl (*Ninox strenua*)

The 2019 Ecosure survey detected one powerful owl on the project site in response to call playback (Figure 1). This species was not previously recorded on the Hidden Vale property. A spotlight and call playback survey recorded limited powerful owl prey species inhabiting the project site. Large hollows suitable for breeding are also very limited within the property. Therefore, it is likely that the Hidden Vale site does not represent key breeding habitat, but it may form a part of its larger home foraging range with occasional use as an opportunistic roosting location.

The powerful owl is the largest owl in Australia with adults reaching 60 cm in length and weighing up to 1.45 kilograms. It is listed as vulnerable under the NC Act and is considered a typical hawk-owl with large golden eyes and no facial-disc. They are dark, greyish brown with indistinct off-white bars above and white or buff-white with dark greyish brown V-shaped markings below (Office of Environment and Heritage 2017, Pizzey and Knight 2012).

The powerful owl has a distribution between Eungella in subtropical Queensland south to Western Victoria and mostly occurs on the coastal side of the Great Dividing Range and corresponding inland slopes (Garnett and Crowley 2000, Pizzey and Knight 2012).

Habitat, foraging and breeding

The powerful owl inhabits open forests and woodlands as well as sheltered gullies in wet forests with dense understoreys along watercourses (Pizzey and Knight 2012). Prey includes medium sized mammals such as gliders, possums, flying foxes or other bird species (Cooke et al. 2006, Pavey 1995, Pizzey and Knight 2012). Powerful owls require large tracts of forest or woodland, generally open or closed sclerophyll forest, for breeding and foraging. They typically roost diurnally in dense vegetation (Office of Environment and Heritage 2017).

Breeding occurs between April to August with birds incubating eggs from late April for 35 to 40 days (Pavey et al. 1994). Breeding occurs in open or closed sclerophyll forest. They nest in hollows of between 50 and 150 cm in diameter in large trees within old growth forests (Garnett and Crowley 2000, Pavey et al. 1994). The male prepares the nesting hollow and females will produce one to two offspring, with the male foraging for the nesting female (Morcombe 2000). Juveniles will fledge at approximately 8 weeks of age and are dependent on parents for several months following fledging (Morcombe 2000).

Threats, impacts and mitigation measures

The powerful owl is directly threatened by habitat fragmentation and loss of suitable breeding habitat due to clearing for residential and agricultural development, as well as vehicle strikes and predation of fledglings by feral animals. Many of these same impacts threaten the powerful owl's prey species and in turn have an impact on the availability of prey. Powerful owls are known to be sensitive to disturbance during the breeding period with disturbance potentially affecting breeding success (Office of Environment and Heritage 2017).

Although the powerful owl was observed onsite during surveys in 2019 it is unlikely that the project site is suitable for breeding habitat due to the limited abundance of prey species and



suitable large hollows on the site. The site may be used for occasional roosting and foraging. Given the large foraging range of the powerful owl, it is unlikely that mountain bike trail activities will significantly impact the foraging or breeding of the powerful owl. Furthermore, powerful owls are nocturnal foragers, so interactions between track users and owls are unlikely. Potential impacts and proposed mitigation measures are summarised in Table 3.

Table 3 Impacts and mitigation powerful owl

Assessment of potential impacts	Proposed mitigation measures
Disturbance during breeding season. Site is unlikely to be used for breeding due to limited large hollows and prey items. No impacts to nesting sites as no removal of canopy trees.	General maintenance or construction of mountain bike trails is to occur during daylight hours only to minimise disturbance to nocturnal foraging by powerful owl. Develop and implement Bushfire Management Plan to protect fauna habitat.

2.4 Grey-headed flying-fox (*Pteropus poliocephalus*)

The Hidden Vale property does not contain any known grey-headed flying-fox camps, although this species is likely to use the site for foraging between dusk and dawn.

The grey-headed flying-fox is a megabat of the Pteropodidae family and is characterised by its large size (600 – 1000 grams), grey head and a collar of orange rusty coloured fur around its neck. Thick fur also extends to the ankle which is unique to the grey-headed flying-fox among the *Pteropus* species. Fur on the back of the grey-headed flying-fox can be expressed in two morphs, dark grey or silvery grey in appearance (DoEE 2019b).

The grey-headed flying-fox is known to occur in coastal regions south from Rockhampton in Central Queensland to Melbourne in Victoria. The distribution of populations varies widely between seasons and years due to foraging behaviour and seasonal abundance of food. Brisbane, Newcastle, Sydney and Melbourne are however occupied continuously (DoEE 2019b).

Habitat, foraging and breeding

The grey-headed flying-fox is a nectivore and frugivore foraging for food within the canopy of flowering and fruiting species. Roosting and foraging habitat is variable and is often driven by the abundance of food resources within an area. Food sources are often defined by blossoming *Eucalyptus* and related genera but also include a wide variety of fruiting rainforest species. None of the communities inhabited by the grey-headed flying-fox produce a continual food source and thus migration is necessary for foraging success (DoEE 2019b). As the grey-headed flying-fox forages on flowers and fruits of a variety of plant species it provides an important role in seed dispersal and pollination (Van Dyck and Strahan 2008, DES 2019). It roosts communally in a range of ecosystem communities, including rainforest, paperbark



forest, mangroves, riparian communities and urban vegetation. Roost camps are generally located near water.

Grey-headed flying-foxes are colonial breeders mating between March and April (Nelson JE 1982) and giving birth to a single pup between October to November. The pup is carried by the mother for four to five weeks following birth. The pup remains in the camp for another four to five months while the mother forages for food (DES 2019).

Threats, impacts and mitigation measures

Grey-headed flying-foxes are threatened by any activity that may disturb or remove foraging or roosting habitat, such as land clearing for urban development, agriculture or infrastructure (DoEE 2019b).

Environmental impacts such as extreme heat events have a large impact on grey-headed flying-fox colonies. Grey-headed flying-foxes start to die at temperatures in excess of 43°C (Office of Environment and Heritage 2015). It is legal to kill grey-headed flying-foxes under a licence in Queensland and New South Wales and some illegal culling also occurs, which may also have an adverse impact on the breeding population (DES 2019).

No known flying fox camp or breeding colony was observed on site during the survey period. Grey-headed flying-foxes may use the site for foraging purposes due to the presence of eucalypt species. However, the trail will not be in use during nocturnal foraging times and no trees associated with grey-headed flying-fox feeding are likely to be removed. The project is unlikely to have an impact on the breeding or foraging of grey-headed flying-fox as foraging habitat will remain undisturbed. Potential impacts and proposed mitigation measures are summarised in Table 4.

Table 4 Impacts and mitigation grey-headed flying-fox

Assessment of potential impacts	Proposed mitigation measures
No known camps on project site. Disturbance to feeding unlikely as foraging occurs between dusk and dawn. No loss of foraging resources as no flowering or fruiting canopy trees will be removed.	None required as canopy species related to foraging are not proposed to be removed. If a flying fox camp is observed on site, positive identification of grey-headed flying-fox should be undertaken by an Ecologist and DES notified. A temporary exclusion zone around the camp of 200 m should be maintained for the duration of the breeding season.



3 Fauna Management Plan

Jilrift is committed to the production of a FMP as a condition of approval for the current application. The intention of the FMP is to provide management actions and mitigation strategies to protect significant fauna (EVNT fauna species) from the potential impacts of proposed site developmental requirements and activities within the subject site. The FMP will be developed to incorporate information identified from the ecological assessment. The FMP will detail an assessment of onsite habitat values, records of fauna presently using or likely to use the subject site, identify potential impacts to fauna and develop strategies to mitigate fauna injury/impacts. The FMP will also detail the requirements of monitoring programs for threatened species and procedures for the review and update of the FMP if required.

The FMP will contain the following sections as a minimum:

1. Introduction
2. Background
3. Habitat values
4. Fauna register
5. Wildlife management
6. Special considerations
7. Trail construction and maintenance actions
8. On-site operational and user management actions
9. Responsibilities
10. Appendix 1 Likelihood of occurrence.

12.5 Purpose and Use of Davson Gallery

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

Purpose:

The purpose of this report is to seek Council's future direction on the utilisation of the space currently called the Davson Art Gallery.

Officer's Recommendation:

THAT Council resolves to:

1. Advise Ms Davson that Council does not support the Davson Gallery being expanded to become the National Glass and Davson Museum.
2. Change the name of the area at the Lockyer Valley Cultural Centre currently known as the Davson Gallery to the Davson Room to provide clarity of the purpose and use of the area.
3. Delegate authority to the Chief Executive Officer to do all things necessary to end the Davson Gallery Agreement that is currently in place and negotiate and enter into a new agreement with Ms Davson to determine the arrangements for use of the Davson Room moving forward.

RESOLUTION

THAT Council resolve to:

1. Advise Ms Davson that Council does not support the Davson Gallery being expanded to become the National Glass and Davson Museum.
2. Change the name of the area at the Lockyer Valley Cultural Centre currently known as the Davson Gallery, to the Davson Room to provide clarity of the purpose and use of the area.
3. Delegate authority to the Chief Executive Officer to do all things necessary to end the Davson Gallery Agreement that is currently in place and negotiate and enter into a new agreement with Ms Davson to determine the arrangements for use of the Davson Room moving forward.

Moved By: Cr Holstein

Seconded By:

Cr Vela

Resolution Number: 20-24/0651

CARRIED

7/0

Executive Summary

The Davson Gallery was named in 2017 and an Exhibition Agreement was completed. Ms Davson has recently requested Council consider the status of this space, the primary purpose of the Gallery, and ongoing and future plans. This space has recently been reactivated by the Libraries and Galleries team as a functional community meeting and activity space with Ms Davson's art on the walls. There are also glass, artifacts, and other memorabilia in two display cabinets.

Proposal

In 2017, the Davson Gallery was named in recognition of the Davson Family's contribution to art and culture in the Lockyer Valley. It is located in the Lockyer Valley Cultural Centre, accessible through the Lockyer Valley Art Gallery. The primary use of this space is to showcase art works on loan from the Davson Family. Recently this space has been reactivated with library activities and events, providing a functional meeting and event space for community groups and library events. This space, due to large windows that receive the eastern sun and existing lighting, does not meet gallery requirements, placing items at risk of damage. Rectification works have been taken to reduce the risk of damage to works by installing UV tinting to the large windows, however sun exposure still occurs. This space also provides access to a storeroom containing stock and brochures for the Visitor Information Centre.

Recently, Ms Davson has expressed a desire to redefine the current direction and discuss future plans for this space. Correspondence indicates that Ms Davson wishes the Davson Gallery to be an exclusive space for her work and further "be the first point of visitor contact for all things allied to the Davson Family's art initiatives and created work." These items will be selected from the collections of the former *Win Davson Art Gallery and Museum*, the *Ian Fairweather Memorial Art Gallery and Museum*, the *Davson Arts Museum* and the *Davson Glass Collection*. Collectively, these works would form the National Glass and Davson Museum, with items displayed on the walls, and in display cases on the floorspace.

The request for additional space prompted a review of the 2017 agreement and a comparison to the current Exhibition Agreement in place for artists who utilise the Lockyer Valley Art Gallery. The Davson Gallery agreement differs greatly to the current Exhibition Agreement for the Lockyer Valley Art Gallery in many areas.

Specifics	Current Davson Agreement	Lockyer Valley Art Gallery Agreement
Exhibitions	Guaranteed space with a requirement to turnover exhibitions every 3 months (4 per year)	Apply for an exhibition space for a period of 7-8 weeks.
Cost for exhibitions and opening functions	Free exhibitions and opening functions	\$200 for an exhibition and \$150 for an opening function
Capacity of opening functions	Not specified	As per policy (1 artist – 50 people)
Sale of art works	Not specified	Yes, 20% commission.

Applications are taken to exhibit at the Lockyer Valley Art Gallery, with exhibitions changing over every 7 to 8 weeks. The application process ensures all artists are provided a fair and equitable opportunity to display their works in the Gallery as an individual, group or shared exhibit. In contrast, the Davson Gallery space is dedicated to showcase the works of the Davson Family, with a turnover every 3 months.

In the past community members have expressed their feelings that this process is unfair to other local artists as they are not provided the same opportunity. Furthermore, artists displaying works in the Lockyer Valley Art Gallery are required to pay an exhibition fee, as well as an additional fee if they choose to hold an opening function. The current Davson Agreement specifies that exhibitions and openings are provided at no charge to the exhibitor. Council does not provide exclusive gallery space for other artists across the region and to ensure fairness and consistency, Council officers wish to review the Davson Agreement to allow the continuing use of the room as a community use space and to accord with the existing works that are currently in place (on the walls and the existing cabinets).

Within other Council facilities, rooms have been named in recognition to families within the region including the Stubbersfield Rooms in the Gatton Administration Building and the Wyman Room at the Laidley Library and Customer Service Centre. Descendants of these families have not requested how these rooms be used or expected a space dedicated to display art works, history or other items of family memorabilia.

As the Davson Gallery does not meet gallery requirements, it is recommended that the Davson Gallery should be renamed to the "Davson Room" in order to provide clarity to the Davson family and the community in relation to the ongoing utilisation of the room.

Options

1. Council supports the recommendations of this report to rename the room and enter into a revised agreement.
2. Council determines the space should remain as a Davson Gallery as per the agreement in place.

Strategic Implications

Finance and Resource

Should the officer's recommendation be approved, there would be limited financial and resource implications due to new signage requirements.

If the recommendation is not approved, additional finance and resource allocations will be required to create a space that meets the requirements including gallery lights and display cases and staffing suitable for exhibition changeovers.

Risk Management

Key Corporate Risk Code and Category: R1
Reference & Risk Descriptor: Reputation
Reputation and goodwill.

However, if Council was to accept the request, there is potential for Financial Risk to Council as financial investment would be required to create a fit for purpose Gallery.

Consultation

Portfolio Councillor Consultation

Cr Hagan has been involved in several meetings with Ms Davson.

The request of Ms Davson was workshopped with Council on 6 September 2022.

Attachments

1	Davson Art Gallery Proposal	7 Pages
2	Executed Davson Art Gallery Agreement - 20170915	3 Pages
3	Exhibition Agreement 2022	8 Pages

From: sharon@davsonart.com
To: [Nicole Kilahy](#); [Michael Hagan](#); [Jason Harm](#); [Ian Church](#); [Tanya Milligan](#); [Brett Qualischefski](#); [Christopher Wilson](#); [Janice Holstein](#); [Rick Vela](#); [Jason Cook](#)
Subject: Additional Thoughts - Re Letter: Exhibition space at Davson Art Gallery
Date: Monday, 5 September 2022 10:23:32 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)

Hello Ian and Everyone,

In speaking with Councillor Michael Hagan, I came to understand that you had been expecting me to send in writing how **our Mercury committees would answer the questions** we had recently posed to council regarding the *Davson Gallery*.

Thank you for the opportunity.

And will answer the questions we raised from our point of view.

We have passed the five-year milestone for the *Davson Gallery*.

The questions posed since April, sought clarity regarding current status and future promotion / prominence / tourist value.

We believed this was in everyone's best interests.

Most importantly, clarification about the **Primary Purpose** of the Gallery in 2022 moving forward.

- A. We believe the Primary Purpose is Name based.
- B. That *Davson Gallery* celebrates past achievements, current developments and future aspirations in the creative development of key members of the Davson family.
- C. The gallery gives opportunities for others to understand the role of Davson's in the development of Arts and Culture locally and elsewhere over many decades.
- D. The display of professional, valued art at all times for the enjoyment and inspiration of others outside of a city.
- E. To encourage and educate that the arts can be a viable career option at any age.

*** Therefore, although we are delighted to have the space used by the library and others, its Primary function, is as a *Davson Gallery*, and needs to be a flexible space to encourage different display opportunities as they arise for Davson related exhibitions and displays.

This is currently confined the outer perimeter of the gallery, possibly, in the future other display opportunities may also arise to give visitors different experiences.

- a. We see the gallery growing in relevance with the evolving cultural fabric and tourism for the region.
- b. We intend promoting it as the FIRST destination to view art by Davson and learn about the Davson connection to the Valley.
- c. We are planning to progressively replace the current display cabinets, with 3 new matching cabinets with lights centrally located along each section of the glass wall, for Davson Collections including those of Mercury History, Art Catalogues, Artefacts and Glass.
- d. The recently amalgamated *National Glass & Davson Museum* has many thousands of items of interest to local and visitor guests and we plan to promote this in conjunction with Council promotion of the gallery.
- e. No change of use is being sought, just an enhanced one to be in keeping with the name and

evolution of that creative energy.

- f. All art and artefacts are loaned from the combining of four significant collections into the *National Glass & Davson Museum*, as well as some items loaned from other public and private collections.

** With the Primary Purpose being a Gallery, it will need gallery lighting to be budgeted for, as the absence of this is immediately noticed by all who visit.

The storeroom in the gallery that was briefly used for art in 2017. Then more tables and chairs were put into there and we were asked to remove the art.

This space is an ideal art and artefact storeroom. Can this be discussed in 2023?

We trust our evolved Mission Statement is in accordance with Council views.

"The *Davson Gallery* is a Council initiative that celebrates the collective vision and creativity of Davson.

Located in the Lockyer Valley Cultural Centre, it is the initial visitation destination to engage with the Art, Loves and Lives of the region's most locally and internationally acclaimed creative citizens, Win and Sharon Davson.

With Gratitude and Respect, it is a place of Inspiration, Discovery and Learning.

It's changing exhibitions feature art by Sharon Davson and family, and treasured items pertaining to Win Davson MBE FTCL and family, with exhibits borrowed from the National Glass & Davson Museum and other collections."

Thank you,

Dale and Sharon

0416 026 426

Dale Miller - President

Sharon Davson - Governing Patron

From: sharon@davsonart.com <sharon@davsonart.com>

Sent: Friday, 26 August 2022 3:34 PM

To: 'Nicole Kilah' <NKilah@lvrc.qld.gov.au>; 'Councillor Michael Hagan' <mhagan@lvrc.qld.gov.au>; 'Jason Harm' <jharm@lvrc.qld.gov.au>; 'Ian Church' <ichurch@lvrc.qld.gov.au>

Cc: 'Mayor Tanya Milligan' <TMilligan@lvrc.qld.gov.au>

Subject: Addition - Re Letter: Exhibition space at Davson Art Gallery

Hello Ian and Everyone,

We have decided to accept Nicole's recommendation and to defer the 16th September opening event in the *Davson Gallery* to the next date that best suits Mayor Tanya Milligan, as we have been honoured that she has participated in all opening functions of this gallery to date.

It is anticipated that before the end of this year, the 1984 glass themed *Origins of the Future*

unfinished painting will return to the market.

The painting that will not be finished as my connection to glass also remains unfinished.

It is currently hanging in the *Davson Gallery*, and a Provenance document is progressively being developed.

Pages 9 to 19 could be of interest in answering some questions you might have about the relevance of glass in my career to date.

DropBox link to PDF DRAFT **Provenance** for the *Origins of the Future* painting.

<https://www.dropbox.com/s/6m5dfgdc2s3lmx/Origins%20of%20the%20Future.pdf?dl=0>

Best downloaded to your computer, then viewed with the **Cover Page** by itself,

Followed by double page spreads with **odd numbered pages on the right**.

* **As this is a draft Provenance for a painting**, it does not need to go into any detail about the Art and Other items in the *National Glass & Davson Museum* from the former *Win Davson Art Gallery & Museum* (1978 >), the *Ian Fairweather Memorial Art Gallery & Museum* (founded by Win Davson MBE FTCL 1985 >) and the *Davson Arts Museum* (Newcastle that honoured Sharon Davson 2008 >), that make up the biggest collections in forming the *National Glass & Davson Museum*.

However, pages 9 to 19 give background to the glass aspect of my career and life that began with a Crown Corning sponsorship in 1980.

On future occasions, exhibitions in the *Davson Gallery* will display panels from my large glass art works, some of which are currently accessible.

(These above-mentioned collections now formed as one museum, are entirely separate from the art offered to the Council in 2021.

That offer was because a small number of collectors with art by me were willing to each donate a painting to a public / council collection for future community wealth, enjoyment and education.

One of those paintings recently sold, and a couple of others are returning to the market. However, should the Museum gain tax deductibility in time, it may be the recipient of the remaining offered paintings.)

We look forward to many interesting exhibitions and events in the Davson Gallery.

Please contact me if you have any further questions.

Thank you,

Sharon

From: sharon@davsonart.com <sharon@davsonart.com>

Sent: Monday, 22 August 2022 9:53 AM

To: 'Nicole Kilah' <NKilah@lvrc.qld.gov.au>; 'Councillor Michael Hagan' <mhagan@lvrc.qld.gov.au>; 'Jason Harm' <jharm@lvrc.qld.gov.au>; 'Ian Church' <ichurch@lvrc.qld.gov.au>

Cc: 'Mayor Tanya Milligan' <TMilligan@lvrc.qld.gov.au>

Subject: Re Letter: Exhibition space at Davson Art Gallery

Hello Ian and Everyone,

Thank you for your letter received last Tuesday. (At the time I was ,about to leave for a week's business travel, so we needed a few days to reply.)

We were pleased to receive it, as it is important that we are in alignment with Council's desired outcomes.

We have been seeking clarifications about the *Davson Gallery* as we look back over the past 5 years, understand present uses and explore future possibilities.

Thank you for the meeting on Monday 4th July.

This assisted us better understand the security and other aspects of the centre.

I understand a summary / minutes of the meeting may have been produced.

Is it possible for us to have a copy?

We have themed functions and events pencilled in our calendar for coming years, with a big year coming up in **2026**.

**** That will be the 75th Anniversary of Win Davson founding *Gatton Mercury Theatre* in February 1951.**

Over the decades, most families in the Lockyer benefited from Win's efforts.

Her legacy lives on, and she will be celebrated more and more as time progresses, especially every five years from 2026.

* My personal plans to reside in the region will enable me to better support the *Davson Gallery* and Council's plans to promote the gallery in the future, with local and tourist participation and benefits.

We are not seeking any change of use of the gallery, only to better utilise the *Davson Gallery* as a space for its named purpose.

**** The *Davson Gallery* opened in 2017.**

There was Art and other relevant items hanging on the walls and a glass fronted display cabinet with Museum items on display from the first opening exhibition.

**** The Council intension provided for ongoing periodic exhibition changes and openings, with both the Art and Museum items relevant to the initiatives and achievements of the Davson family changing prior to each opening event.**

**** However, after a couple of years or so and due to water leaks, the gallery ceased having exhibition changes and accompanying opening functions.**

Then C-19 lockdowns, border closures, etc., the gallery became somewhat dormant.

To ensure the space had purpose and wasn't wasted, the library started using it for other worthwhile activities.

**** In late April this year, the gallery was re-hung as part of the *Art With Others* exhibition in both galleries.**

Items in the original museum display case were changed and another display case added with additional items of public interest.

In June, the walls of *Davson Gallery* were re-hung consolidating key works for ongoing viewing from the main exhibition.

FYI: Developments in the Museum aspect.

* It was decided at Mercury executive committee meetings in 2022 that the North Street premises would progressively become the focus for Active aspects Arts participation into the future and that a new entity be formed combining all the more static Museum aspects.

* The second entity to also house a major collection of about 6,500 glass items that were initially planned to be donated to one or more organisations/ institutions.

** The best from the collections of the former Win Davson Art Gallery & Museum (1978 >), the Ian Fairweather Memorial Art Gallery & Museum (founded by Win Davson MBE FTCL 1985 >) and the Davson Arts Museum (Newcastle that honoured Sharon Davson 2008 >), and the *Davson Glass* collection were combined to form the *National Glass & Davson Museum*.

** It is from this entity / repository, with collection repositories in North Street in Gatton, in Toowoomba and in Cessnock NSW, that Art and Items are selected to showcase on the walls and in the display cases in the *Davson Gallery*.

(This has been the case since 2017, plus also borrowing from other collections.)

Items wise, we were planning to focus on the Glass aspect for the rest of this year.

With promotion, this is likely to attract new attendees to the gallery as there are many glass enthusiasts who would visit to see changing displays and attend allied glass events.

** And currently hanging in the *Davson Gallery* is a valuable seven figure unfinished painting I began in 1984 that is all about Glass. It details its creation through to domestic, medical and scientific uses of glass through to Space Shuttle tiles. Glass has interwoven with my career art works since that time.

The *Davson Gallery* can provide a glimpse into the collections of Australia's first glass museum (together with other Davson museum items).

(We anticipate having purpose designed premises in the future to house and display the our FOUR main collections), and still showcase items in the ***Davson Gallery as the Lockyer's first point of visitor contact for all things allied to the Davson family's arts initiatives and creative work.***

** Due to the enthusiasm displayed by collectors now offering glass gifts, we plan to upgrade the current display cabinets this year and replace them with lockable matching purpose-built cabinets with lighting, safety glass and storage at \$3,300 each.

There is no expense to Council, (however, we would not turn down any offers for the costs of a cabinet being gifted.)

** I am gifting the first (at a cost of \$3,330) so it can showcase glass for the remainder of the year. In early in 2023, at least one such display case is to feature items pertaining to Win Davson / Mercury Theatre.

* We would like to see, the first exhibition held each year in the *Davson Gallery* to have at least one purpose-built display cabinet with items on loan from the Museum or other collections focused on Win Davson, the founding of Mercury Theatre in February 1951 and some of Win's other achievements.

* Other times of the year, things will vary, but it is hoped that at least two purpose-built cabinets will feature glass items from the museum collections that will further aid tourism in the Lockyer, especially with talks and workshops around the art and craftsmanship of glass from home use to lightening glass, scientific uses to uranium or other glowing glass. (There is just something about

volcanoes, lightning bolts and radioactivity in glass that holds interest.)

**** The goal is to gradually expand the Arts, Education and Tourism visitation to the *Davson Gallery* so it becomes a place to go, a Destination, not just an accidental find. Is this in keeping with Council's vision for the *Davson Gallery*?**

* The next exhibition was planned to open in 16th September.

However, in light of current correspondence and council considerations regarding the *Davson Gallery*, I was asked by Nicole on Thursday if it would be better to delay the exhibition change and function to another time?

*** We are happy to proceed with, or delay, the upcoming event in September / October.**

We just need to know, so as to have enough advance time for Mayor Tanya Milligan and to send, or not send, invitations for 16th September.

* Following this next event, we would then continue with quarterly evening functions in December, March, June and September (approximately) each year, as per the original (2017) intention for the gallery. These may be interspersed with other daytime events or activities, so the gallery can fulfil its current Mission Statement, (or **change** the statement to better reflect the intentions of the Council).

DRAFT Mission statement on which we (as the group that selects the art and items being displayed) **have sought clarification –**

The Davson Gallery celebrates the collective vision and creativity of Davson.

Located in the Lockyer Valley Cultural Centre, it is the initial visitation destination to engage with the Art, Loves and Lives of the region's most locally and internationally acclaimed creative citizens, Win and Sharon Davson.

With Gratitude and Respect, it is a place of Inspiration, Discovery and Learning.

It's changing exhibitions feature art by Sharon Davson and family, and treasured items pertaining to Win Davson MBE FTCL and family, with exhibits on loan from the National Glass & Davson Museum and other collections.

The Mission Statement needs to reflect the Council aspirations for the *Davson Gallery*, community and tourism benefits; managing a small yet important gallery space in a big Cultural Centre building.

We are not seeking a change of use for the gallery.

We are seeking to support Council to better utilise the *Davson Gallery* for its original named purpose now and into the future.

We do not know of how the Standard Agreement for the display of artworks in the *Lockyer Valley Art Gallery*, (updated in November 2021), would impact on the display and presentation of Art and Items in the *Davson Gallery*. We would need to see a copy of the document so we could comply if and as appropriate.

We desire to support the *Davson Gallery* and Council with loaning art and items, and progressively create happenings, to enhance visitor experiences in this Council initiative gallery, now and into the

future, giving this gallery the opportunity to become an Arts and Tourism destination.

Thank you,
Dale and Sharon
0416 026 426

Dale Miller - President
Sharon Davson - Governing Patron

From: Nicole Kilah <NKilah@lvrc.qld.gov.au>
Sent: Tuesday, 16 August 2022 4:22 PM
To: Sharon Davson <sharon@davsonart.com>
Subject: Letter: Exhibition space at Davson Art Gallery

Good afternoon Sharon,

Please refer to the attached letter from Council's CEO, Ian Church for your attention please.

Kind regards

Nic



Nicole Kilah | Coordinator Libraries and Galleries

Communities
Community and Regional Prosperity

P 07 5462 0317 | M 0411 442 592
E nkilah@lvrc.qld.gov.au

Gatton Library, Lockyer Valley Art Gallery, Davson Art Gallery | 34 Lake Apex Drive Gatton Qld 4343
Laidley Library | Spicer Street Laidley Qld 4343



Lockyer Valley Regional Council | 26 Railway Street (PO Box 82) Gatton Qld 4343
1300 00 5872 (LVRC) www.lockyervalley.qld.gov.au

Lockyer Valley Art Gallery Exhibition Loan Agreement

LOCKYER VALLEY REGIONAL COUNCIL

ABN: 52 673 165 312

AGREEMENT dated this 3rd day of May 2017.

BETWEEN Sharon Davson, on behalf of the Davson family (the Exhibitors) and

LOCKYER VALLEY REGIONAL COUNCIL,

C/- Lockyer Valley Art Gallery, PO Box 82, Gatton (the Gallery).

RECITALS

The Gallery offers the Exhibitors space to display artworks on the terms and conditions contained in the Agreement.

OPERATIVE PART:

IN CONSIDERATION of these presents the parties covenant as follows:

1. Exhibition

The Gallery agrees to allow the Exhibitors to exhibit a variety of artworks in the *Davson Gallery*.

2. Dates and Venue

Venue - *Davson Gallery*, Lockyer Valley Cultural Centre, Gatton

Dates - From 6 April 2017 onwards.

3. Mounting Exhibits

The Gallery will mount the exhibition in conjunction with, and assisted by, the Exhibitor, during a week to be determined and mutually agreeable to both parties each quarter.

All exhibitions must be completely mounted by 5pm on the Thursday of that week. These changeovers must not coincide with changeovers happening in the main Lockyer Valley Art Gallery and are to be staged at least two weeks apart from these main gallery changeovers.

The *Davson Gallery* will be unavailable to visitors during all gallery changeovers.

4. Opening function

This is not compulsory and if a function is to be held, the Gallery, in consultation with the Exhibitor, will organise the opening function each quarter at no charge to the Exhibitor.

5. Delivery of Artworks

The Exhibitor will deliver all artworks to the *Davson Gallery* by 9.30am on the Wednesday of the agreed week of the gallery changeover each quarter unless otherwise agreed to by Council's Regional Library Coordinator and Sharon Davson.

All packaging and extra paraphernalia is to be removed once the artworks have been installed and the *Davson Gallery* exhibition has been set up and completed.

Lockyer Valley Art Gallery Exhibition Loan Agreement p2

6. Exhibitors' Obligations

The Exhibitors will:

- (a) supply to the Gallery at least four (4) weeks prior to the commencement date of the exhibition changeover –
 - (i) a list of artworks, together with their dimensions, the media used, and the dates of their creation,
 - (ii) sample photographs of the various artworks that might be used in the exhibition invitation (if applicable),
 - (iii) any written material to support the exhibition. This may include an artist statement and a media release.
- (b) ensure that all artworks are able to be securely attached to the gallery hanging systems/walls,
- (c) supply a mailing list (max. 50) / email list of invitees for an opening function (if applicable),
- (d) abide by all of the rules and directions supplied by, and given by, the Gallery,
- (e) reimburse the Council for the cost of rectifying any loss or damage to property, furniture, appliances, apparatus or fixtures and fittings which is caused or contributed to by the Exhibitors.

7. Gallery's Obligations/Contributions

- (a) Provide relevant information relating to the exhibition supplied by the Exhibitors to the Council's usual media contacts. Such information will be incorporated in gallery advertising (where possible),
- (b) Send invitations to the gallery mailing list and up to 50 invitations to the Exhibitor's list for each exhibition,
- (c) Supply a suitable number of standard labels for the exhibition artworks at no cost to the Exhibitor,
- (d) Ensure that the *Davson Gallery* is open when the Gatton Library is open. Upon request, and if suitable, the *Davson Gallery* may be opened at other times at the availability of other Centre staff.

8. Responsibility for Loss and Damage and Indemnity

The Gallery will not be responsible for any damage to, or the loss or theft of any artworks, except in the case that the cause of the damage, loss or theft is the negligence of the Gallery.

The Exhibitor irrevocably indemnifies the Gallery and agrees to keep it indemnified from and against every action, claim, demand, notice, loss, damage, cost and expense for which the Gallery shall or may become liable in respect of or arising from all or any of the following

- (a) loss or damage to property, or death or injury, caused or contributed to by the use or occupation of the premises and not caused by the negligence of the Gallery,
- (b) an act, neglect, default or omission by the Exhibitors.

Lockyer Valley Art Gallery Exhibition Loan Agreement p3

9. Cancellation or Closure

The Gallery has the right to cancel the exhibition if the *Davson Gallery* has become unsuitable for the purpose of the exhibition due to fire, contamination, or other exceptional circumstances. The Gallery is not responsible for any cost and expense which may have been incurred by the Exhibitor, nor for any economic loss allegedly suffered in the event that the Gallery cancels the exhibition. The *Davson Gallery* will be closed to the general public when the room is being utilized for Cultural Centre functions, such as conferences, weddings, etc.

10. Directions in Relation to Placement and Removal

The Gallery will work with the Exhibitor to determine where artworks are to be hung or best placed in the *Davson Gallery* for each exhibition.

11. Entire Agreement


This Agreement contains the respective rights and obligations of both parties. Any variation will not be binding on the Gallery unless the variation is produced in writing and signed by both parties.

IN WITNESS WHEREOF the parties hereto have executed this Agreement on the day first hereinbefore mentioned.

SIGNED for and on behalf of

LOCKYER VALLEY REGIONAL COUNCIL (ART GALLERY)**David Lewis****Executive Manager****Corporate & Community Services**

In the presence of: Date: 3/5/2017



SIGNED BY

Sharon Davson

In the presence of: Date: 15/9/17



REGIONAL COUNCIL



Agreement

For the Display of Artworks at the Lockyer Valley Art Gallery for the Exhibition **Exhibition title**

Between:

Name of Address (hereinafter referred to as 'the Artist')

P.
E.

And:

Lockyer Valley Regional Council of 26 Railway Street, Gatton (hereinafter referred to as 'Council')

1. Purpose of Agreement

- 1.1 This Agreement details the terms and conditions for the exhibition and sale of works (where applicable) by the Artist at the Lockyer Valley Art Gallery, located at 34 Lake Apex Drive, Gatton.

2. Details of Exhibition

- 2.1 The exhibition will be as described in **Schedule 1**.
- 2.2 The Lockyer Valley Art Gallery ('the Gallery') is open seven days a week, 9.00am to 4.00pm, excluding public holidays, and entry is free.
- 2.3 The artworks will be displayed for the duration of the exhibition period stated in **Schedule 2**.

3. Obligations of the Artist

- 3.1 The Artist will provide to Council details of the artworks for use in marketing and promotion of the exhibition. These details are to be provided using the table provided in **Schedule 3** and submitted to Council by the due date as detailed in **Schedule 2**. The details for each artwork will include:
- (a) the artist's name;
 - (b) the title of each work;

Page 1 of 8



- (c) the materials used;
- (d) whether the work is part of a private collection;
- (e) a description, of no more than 50 words, for an extended label/didactic (this is optional);
- (f) the value of each work (for insurance purposes) and
- (g) if the work is for sale, the artist's price (including 20% commission).

Council will provide the table to the Artist in electronic form. Once the table is completed and **Schedule 3** signed by both parties, **Schedule 3** will form part of this Agreement. A copy of the signed **Schedule 3** will be provided by Council to the Artist.

- 3.2 The Artist will arrange and cover the costs associated with delivery, freight and transit insurance for all exhibition works, and ensure delivery of the artwork on the delivery date as stated in **Schedule 2**. Return freighting and transit insurance costs for unsold works are the responsibility of the Artist.
- 3.3 The Artist must deliver to the Gallery all works ready for display. All 2D artworks including works on paper and photography must be prepared for hanging and mounted with 'D-rings' which are screwed on each side of the frame or canvas approximately 8 centimetres from the top of the work. Any works arriving without suitable hanging features may be excluded from the exhibition at the discretion of Council.
- 3.4 If there is to be an opening function, the Artist is to forward invitations to their invitees. Council will email the invitation for the exhibition to the Artist three weeks before the opening of the exhibition. Council may also select invitees, and Council will forward invitations to these invitees.

Art Gallery openings have capacity capping triggered on the number of artists exhibiting.

Artists	Capacity
Up to 20 artists	50 people
21 to 50 artists	80 people
More than 50 artists	100 people
This may be increased at the discretion of the General Manager.	

- 3.5 The Artist must pay exhibition fees to Council in the amount described by **Schedule 1** by the due date as detailed in **Schedule 2**. Exhibition fees are to be paid to Council within 14 days of the issue of a tax invoice to the Artist.
- 3.6 The Artist is to note that the Gallery is a multipurpose venue and as such, events may occur within the gallery space during the exhibition period which may temporarily inhibit access to the exhibition, or part of it. Council will endeavour to minimise these impacts.



- 3.7 Where the Artist has opted for an opening event, workshop or artist floor talk, as detailed in **Schedule 2**, they are expected to participate as per **Schedule 2**.
- 3.8 Where the Artist is to participate in an exhibition activity which involves young people (aged under 18), the Artist must provide Council with a copy of their current Blue Card.
- 3.9 The Artist is to comply with any COVID-19 guidelines or restrictions effective at the time of the exhibition.

4. Obligations of Council

- 4.1 Council will determine the layout of the Exhibition. Council's decision on the selection and location of works is final. Council retains the right to refuse the display of any artwork that is not suitable for exhibition for any reason.
- 4.2 Council will provide insurance cover for the artworks while the artworks are on Council's premises up to a total of \$15,000. Where the total value of works exceeds \$15,000, it is recommended the Artist obtain their own insurance for the period of the exhibition.
- 4.3 Council will market and promote the exhibition via printed, electronic and social media.
- 4.4 Council will email the invitation for the exhibition to the Artist three weeks before the opening of the exhibition.

5. Fees

- 5.1 Exhibition fees are charged in accordance with Council's Register of Fees and Charges. These are adopted by Council each year and are available on Council's website.
- 5.2 Council will not be liable for providing any additional services except for such services as are clearly identified and agreed in writing by Council from time to time.

6. Insurance and Freight

- 6.1 Council will arrange insurance cover for all works while on Council's premises, up to a total of \$15,000. Cover will be based on the valuations provided by the Artist. Values must be based on current market value and be substantiated in event of a claim. Where the total value of works exceeds \$15,000, it is recommended the Artist obtain their own insurance for the period of the exhibition.
- 6.2 In the event the Artist elects to display their artwork:



- (a) unframed and/or without protection, and damage occurs from patrons touching the artwork; or
- (b) despite the works not being prepared for hanging as per clause 3.3, and damage occurs due to an inadequate hanging system;

the Artist hereby accepts all risk and releases and indemnifies Council from any claim for loss or damage. The Artist acknowledges and agrees that such loss or damage is not intended to be covered by the insurance obligation of Council pursuant to clauses 4.2 and 6.1.

- 6.3 Council accepts no liability for loss or damage howsoever caused to any Artwork during the delivery and/or removal of the artworks by the Artist.
- 6.4 The Artist is to arrange and cover the costs associated with freight and transit insurance for all exhibition works.
- 6.5 Due to limited storage capacity, Council is unable to store works prior to the delivery date or after the collection date.

7. Security

- 7.1 The Gallery has staff on the premises at all times during open hours. Staff are located at the Library Front Counter and at the Visitor Information Centre located in the Cultural Centre building.
- 7.2 The Gallery has Close Circuit Television (CCTV) cameras and after-hours security sensors, located throughout the Lockyer Valley Art Gallery space and larger Cultural Centre building.

8. Copyright, Reproduction and Marketing

- 8.1 All artwork must be the original work of the Artist. Copyright of the artwork is retained by the Artist.
- 8.2 Council will protect the moral rights of the Artist by appropriately attributing the artworks to the Artist. Council will not alter artwork or do anything that would compromise the integrity of the artwork or permit anyone else to do so while the artwork is in Council's care.
- 8.3 The Artist hereby grants to Council a non-exclusive and royalty-free licence to reproduce their artwork on Council's website, standard marketing materials and social media, to promote the exhibition and Council's activities at the Gallery, for reporting purposes and any other purposes authorised or required by law.

Page 4 of 8



8.4 Council will distribute marketing materials and links to the Artist.

9. Intellectual Property

9.1 The Artist agrees that, in producing the artworks, they do not and will not infringe the Intellectual Property Rights of any person.

9.2 The Artist shall indemnify and keep indemnified Council against all costs, expenses and liabilities whatsoever arising out of or in connection with any claim that their Artwork infringes the Intellectual Property Rights of any person.

10. Artwork Sales, Commission and GST Requirements

10.1 If artwork is offered for sale, the Artist will fulfil all obligations regarding registration and/or exemption relevant to Goods and Services Tax ('GST').

10.2 All sales will be receipted by Council and Council will retain a 20% commission (GST inclusive) from each sale.

10.3 Where sales of artwork are processed by Council during the exhibition, payment will be made to the Artist at the Gallery sale price less 20% commission (includes GST), and in accordance with GST requirements.

10.4 Payment for these sales will be made by Council to the Artist within 4 weeks following the close of the Exhibition. The Artist is not required to provide Council an invoice. Payment will be made to the account detailed on the new creditor form provided by the Artist.

11. Changes to Exhibition

11.1 If the Artist wishes to make changes to the exhibition, notice is to be provided to Council at least 6 weeks before the scheduled exhibition opening date and Council and the Artist can, upon mutual agreement, amend this Agreement. Any amendment must be in writing and signed by both parties.

12. Termination of Agreement

12.1 Either party can, upon mutual agreement, terminate this Agreement if an unforeseeable, uncontrolled or extraordinary event or set of circumstances occurs such that either party cannot meet their obligations under this Agreement. Any termination of this agreement must be in writing and signed by both parties.



- 12.2 If either party wishes to cancel the exhibition (for any reason) and terminate this Agreement, they must provide notice to the other party at least 12 weeks before the scheduled exhibition opening date.
- 12.3 If either party wishes to terminate this Agreement within 12 weeks of the scheduled exhibition opening date, they may do so only with the other party's agreement. The agreement to terminate is to be recorded in writing and signed by both parties.
- 12.4 Neither party will be liable to the other party for any loss or expenses suffered or incurred as a result of the termination of this Agreement in accordance with clause 12.1, 12.2 or 12.3 except as agreed in writing and signed by the parties.

13. Privacy Statement

- 13.1 Council will collect and handle the Artist's personal information in accordance with the *Information Privacy Act 2009*. The information will be accessed by Council for business-related activities associated with the exhibition. Personal information will not be given to any other person or agency unless the Artist has given permission, or it is required by law.

EXECUTION

We the undersigned hereby agree to the conditions and terms of this Agreement and its included Schedules.

SIGNED by **the Artist**

Name of the Artist

Date

SIGNED for and on behalf of **Council**

Name of Authorised Representative

Date



SCHEDULE 1 EXHIBITION DETAILS

Title of Exhibition	??????
Description of Exhibition	??????
Exhibition Fees	??????

SCHEDULE 2 KEY EXHIBITION DATES

ITEM	DATE
Exhibition Period	Approx 6-8 weeks
Due date for details of the artwork (for gallery labels as detailed in Schedule 3) to be provided by the Artist to Council	2 weeks prior to delivery
Date Council will provide the Artist a copy of the signed Schedule 3	1 day prior to opening function
Date the invitations will be emailed to the Artist	3 weeks prior to opening
Due date for the delivery of works to: Lockyer Valley Art Gallery, 34 Lake Apex Drive, Gatton	Monday PM of exhibition week - 2pm
Due date for payment of exhibition fees by the Artist	14 days from issue of Tax Invoice
Date of Exhibition Opening – the opening will be organised by Council and hosted by Council and the Artist	Friday night (preferred) - 6pm
Date for workshop or Artist floor talk	To be determined
Date for collection of works from: Lockyer Valley Art Gallery, 34 Lake Apex Drive, Gatton	Monday after exhibition closes - 9.30am
Date by which payment will be made to the Artist for any artworks sold by Council (20% commission will apply)	4 weeks of exhibition closing



SCHEDULE 3
DETAILS OF ARTWORK
Screen shot of example

SCHEDULE 3
Details of Artwork

Artist to complete										Gallery to complete				
	First	Surname	Artist Name	Title	Optional description for extended label/didactic	Medium	Estimated Value	Artist's price including gallery's 20% commission	Width	Height	Framed	Condition reporting	In Exhibit	Additional notes
1	Jane	Doe	JANE DOE	My painting		Acrylic	150	150	69cm	58cm	Framed	ART No apparent faults found	Yes	
2	Some	One	SOME ONE	With my eyes closed		Acrylic	150	150	51cm	42cm	Unframed	Hanging system of concern	No	Smaller than standard O ring
3	John	Smith	JOHN SMITH	Pencil works		Pencil	150	150	34cm	39cm	Framed	Frame damaged	Yes	Small dent in bottom LHS

Name of Artist: _____ Date: _____
Signature
Approval of Details of Artwork
Council approves the displayed artwork as outlined in the above table subject to changes shown in red.
Name of authorised Representative: _____ Date: _____
Signature

13.0 INFRASTRUCTURE REPORTS

No Infrastructure Reports.

14.0 ITEMS FOR INFORMATION

GENERAL BUSINESS

THAT Council receive and note the following items for information:

14.1 - Urban Utilities Monthly Report - July 2022

14.2 - Urban Utilities Monthly Report - August 2022

14.3 - Group Manager Infrastructure Monthly Report - August 2022

14.4 - Group Manager Community and Regional Prosperity Monthly Report - August 2022

14.5 - Group Manager People, Customer and Corporate Services Monthly Report August 2022

14.6 - Executive Office Monthly Report - August 2022

Moved By: Cr Holstein

Seconded By:

Cr Vela

Resolution Number: 20-24/0652

CARRIED

7/0

14.1 Urban Utilities Monthly Report - July 2022

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

Purpose:

The purpose of this report is to provide Council with highlights from the Urban Utilities (UU) July 2022 Board Meeting.

This document is for Council's information only.

Executive Summary

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

Urban Utilities is:

- A statutory body, created on 1 July 2010 as a result of Queensland Government changes to the way water is managed in South East Queensland.
- Owned by the Brisbane and Ipswich City Councils, and Lockyer Valley, Scenic Rim and Somerset Regional Councils, and governed by an independent Board.
- Tasked with delivering drinking water, recycled water and sewerage services to the cities and townships within the boundaries of these five local government areas.

- Responsible for delivering water to customers, collecting, transporting and treating sewage, as well as charging and billing for water and wastewater services for customers in the Brisbane, Ipswich, Lockyer Valley, Scenic Rim and Somerset local authority areas.

Proposal

Significant activities

The Urban Utilities Board has undertaken preparations for the recognition of, and farewell to, outgoing Chief Executive Officer Louise Dudley, who departs on 31 August after 10 years of service as CEO, and for the onboarding of the incoming CEO Paul Arnold.

In addition, several Board members attended the Enrich CEO Roadshow 2022, a staff event which showcases key activities in the business through a tradeshow, celebrates staff achievements, and provides opportunities for engagement about strategic and key projects.

Board meeting 18 July 2022

The Urban Utilities Board met on 18 July 2022 for its ordinary meeting.

During an in-camera session, the Board endorsed the adoption of Total Recordable Injury Frequency Rate as a safety metric for the business and considered FY23 corporate performance measures and the FY23 Executive Leadership Team performance plans. Additionally, a Board performance evaluation "check-in" was discussed.

At the conclusion of the in camera session, the following matters were considered.

Enhancing Livability of Communities

Olympics Deep Dive Series

The Board discussed a presentation on the topic "*Managing our Asset Risk*", noting a review of interventions based on asset life during planning for Olympic and Paralympic Games precinct developments. Matters considered by the Board included land use and capital investment planning to assist in efficiently addressing asset risks and to reduce system overload, support climate change resilience and provide opportunities for wet weather management.

Leak at Meter Policy

The Board approved a new customer policy to address customer enquiries and complaints about leaks on or near Urban Utilities' owned water meters. The Leak at Water Meter Policy sets out Urban Utilities' role in relation to leaking water meters by arranging for repair and reimbursement of water lost to the customer. The policy will be published on Urban Utilities' website.

Social and Economic Value

Sustainable Water Precinct Update

The Board considered a paper regarding the proposed development of a Sustainable Water Precinct centred around the Australia TradeCoast region. The Board noted that studies are underway to consider potential commercial activities utilising recycled water and further consideration would include analysis of financial and risk implications and environmental scanning.

Foundational Success

Annual Operational Plan

The Board approved the Annual Operational Plan 2022/23 (AOP) which outlines strategic activities that will be undertaken by Urban Utilities to action the Statement of Strategic Intent. The AOP is also aligned with the key

themes outlined in the 2032 Aspiration and meets the requirements of the Participation Agreement. It is issued to shareholders by 31 July each year.

Utilita Contract Performance Update

The Board considered a report outlining the cost and delivery performance of civil, mechanical and electrical maintenance, including responsive maintenance, by outsourced service provider Utilita.

National Performance Reporting Public Comparison Report FY2021

The Board noted the National Performance Reporting public comparison report for urban water utilities, including the benchmarking of Urban Utilities' performance.

Regulatory Considerations for Non-Regulated Revenue Sources

The Board considered the development of regulatory and commercial frameworks for emerging non-regulated revenue activities, and discussed issues such as costs and risks, contestable services, regulatory and economic considerations, and ringfencing within the business. The Board noted that a critical element of the framework was the development of risk adjusted return guidelines based on the different risk profiles of various commercial opportunities.

Monthly Reports

Consistent with its role to oversee the management of Urban Utilities, the Board also considered monthly reports on Urban Utilities' performance against key metrics and service standards, and on financial management, delivery of capital investments, and safety. In addition, the Board considered a report from the CEO about current and significant issues within the business and continued to monitor flood recovery activities through a monthly flood recovery dashboard.

In addition, the Board receives an Olympic and Paralympic Games Dashboard each month to monitor preparations for the 2032 Olympic and Paralympic Games across the business and noted strategic engagement and planning activities which are currently underway.

Attachments

There are no attachments for this report.

14.2 Urban Utilities Monthly Report - August 2022

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

Purpose:

The purpose of this report is to provide Council with highlights from the Urban Utilities (UU) August 2022 Board Meeting.

This document is for Council's information only.

Executive Summary

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

Urban Utilities is:

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- Tasked with delivering drinking water, recycled water and sewerage services to the cities and townships within the boundaries of these five local government areas.
- Responsible for delivering water to customers, collecting, transporting and treating sewage, as well as charging and billing for water and wastewater services for customers in the Brisbane, Ipswich, Lockyer Valley, Scenic Rim and Somerset local authority areas.

Proposal

Significant activities

On 9 August, five Board members attended an Ipswich City Council Regional Tour with councillors and Urban Utilities management, inspecting several assets and current improvement projects within the Ipswich area and discussing issues of mutual interest.

In addition, the Urban Utilities Board farewelled outgoing CEO, Louise Dudley, who concluded her tenure on 31 August. The Board acknowledged her significant contribution to the business including a strong focus on Urban Utilities' customers, and on organisational culture and innovation. The new CEO, Paul Arnold, was welcomed into the business from 1 September, and an induction program and handover with the outgoing CEO were undertaken prior to this date.

Board meeting 15 August 2022

The Urban Utilities Board met on 15 August 2022 for its ordinary meeting.

During an in-camera session, the Board considered FY22 performance outcomes for the CEO and the Executive Leadership Team.

At the conclusion of the in camera session, the following matters were considered.

Enhancing Liveability of Communities

Olympics Deep Dive Series

The Board discussed a presentation on the topic “*Smart Cities*”, a pillar of Urban Utilities’ servicing strategy which uses data to optimise operations, maintenance and investments.. The Board noted a current trial being conducted at Kilcoy and considered matters including the time horizon, technology options and decision points, and collaboration with other utilities and with shareholders Brisbane and Ipswich City Councils.

Foundational Success

Financial Statements FY22

The Board considered the Financial Statements for FY22, including the management assurance certification and the Queensland Audit Office (QAO) closing report.

The Board noted that QAO had issued an unmodified audit opinion and did not identify any significant deficiencies in the control environment during the final audit process. Due to a small number of outstanding issues which were still to be closed off as at the date of the Board meeting, the Board approved the financial statements through a circular resolution on 22 August 2022.

Draft Annual Report

The Board considered the annual reporting process, including the draft Annual Report. The Board discussed the development of a Sustainability Impact Report from FY23 and noted that this would complement future Annual Reports.

The Annual Report was approved by circular resolution on 2 September and is due for submission to the Department of Regional Development, Manufacturing and Water by 7 September.

Special General Meeting 2022

The Board considered planning for the Special General Meeting (SGM) for 2022, including key themes for the discussion with shareholding Councils. Subsequent to the Board meeting, advice was received that the SGM would need to be rescheduled to a date later in 2022, however preparations are continuing.

Cyber Update

The Board noted an update on cyber security initiatives within the business.

Monthly Reports

Consistent with its role to oversee the management of Urban Utilities, the Board also considered monthly reports on Urban Utilities’ performance against key metrics and service standards, and on financial management, delivery of capital investments, and safety. In addition, the Board considered a report from the CEO about current and significant issues within the business, and continued to monitor flood recovery activities through the monthly flood recovery dashboard.

The Board also receives an Olympic and Paralympic Games Dashboard each month to monitor preparations for the 2032 Olympic and Paralympic Games across the business. The Board noted strategic engagement and planning activities which are currently underway, including the proposed establishment of a Water 2032 Advocacy Group which will engage a variety of business and community leaders on Urban Utilities’ strategy for the Games in respect of efficient delivery of water, management of waste water and sewerage, and long term water security.

Social and Economic Value

Madsen Close Reservoir

The Board considered issues regarding the Madsen Close Reservoir.

Constructive Culture

Payroll Practices and Procedures

The Board considered the process being undertaken to ensure that Urban Utilities' payments to its employees are correct, and noted a communications strategy that had been developed to ensure that this process is managed transparently.

Lunch guest

Chantal Keane, Water Services Association of Australia Young Utility Winner, joined the Board for a working lunch and described her experiences and professional development as a young and emerging water professional at Urban Utilities. Ms Keane had been involved in development of the new Australian Standard on Flushable Wipes in which Urban Utilities had played a key role.

Attachments

There are no attachments for this report.

14.3 Group Manager Infrastructure Monthly Report - August 2022

Author: John Keen, Group Manager Infrastructure

Responsible Officer: John Keen, Group Manager Infrastructure

Purpose:

This report provides Council with a summary of key operational activities undertaken by the Infrastructure Group during August 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 August 2022.

Proposal

That this report be received and noted.

Attachments

[1](#)  Group Manager Infrastructure Monthly Report - August 2022 11 Pages



Infrastructure

MONTHLY GROUP REPORT
AUGUST 2022



FEBRUARY 2022 WEATHER EVENT

UPDATE

Continuing in phase 2 of recovery, the Reconstruction of Essential Public Assets (REPA) damage assessments are being undertaken of the regions unsealed roads, sealed roads and structures. REPA works aim to permanently restore or reconstruct essential public assets to a 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 the majority of the damage to Council’s assets centered in the Mount Sylvia, Blackduck, Regency Downs, Lockrose, Flagstone and Blanchview localities of the Lockyer Valley Region.

As of 22 August 2022, 14 weeks post flood event, 1496 emergency works defects have been identified with 58% of these completed. The emergent works phase of recovery for the May 2022 event is now completed. The remaining defects will either be assessed for REPA claims or will be added to the operational maintenance program. Phase 2, being REPA site works will commence in the coming months once a number of capital works projects are finalised, commencing with rehabilitation of sections of the unsealed road network. Damage assessments of sealed roads and structures across the region are ongoing.

Geotechnical investigations have been undertaken at the following locations with official reports to follow:

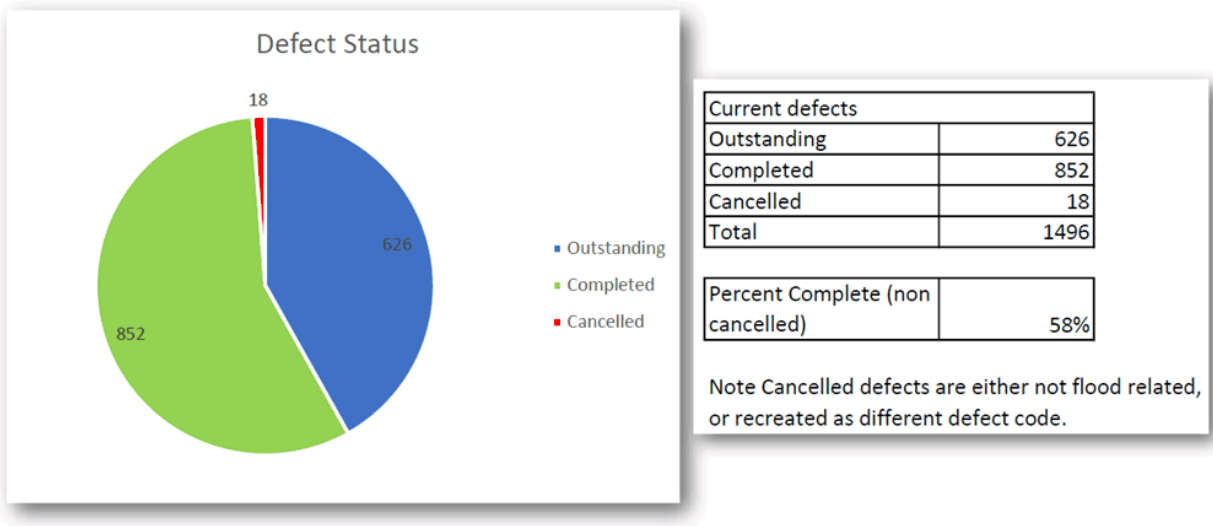
- Liftins Bridges, Gatton
- East Egypt Road, Stockyard
- Berlin Road, Mount Berryman

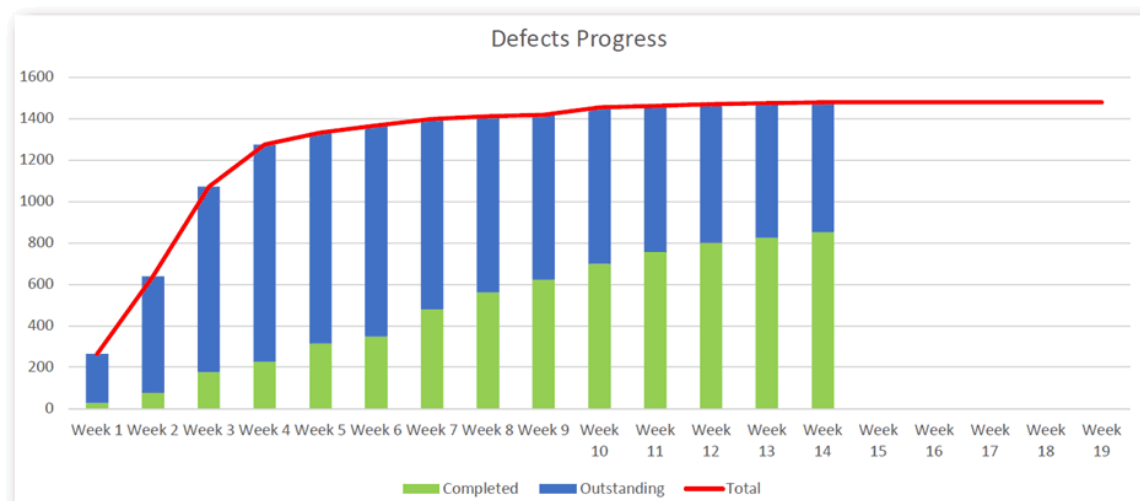
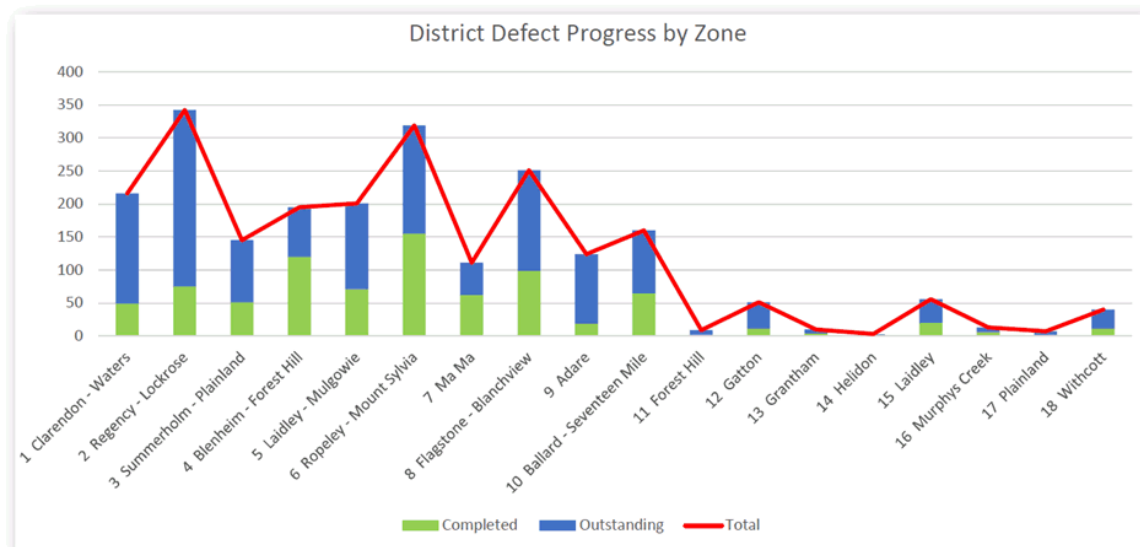
The above landslip sites are the most complex aspect of the flood recovery program and are expected to take an extensive period of time to design and construct solutions.

The Dal Ryan Memorial Pool in Laidley was significantly affected by the May flood event, however repairs have been undertaken with an expected re-opening to occur in September 2022.

The below graphs depict completion progress of emergency works defects.

MAY 2022 EVENT EMERGENCY WORKS DEFECT STATUS



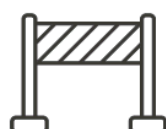


INFRASTRUCTURE & ENGINEERING SERVICES BRANCH HIGHLIGHTS

DESIGN & CONSTRUCTION WORKS

FLAGSTONE CREEK ROAD STAGE 2B

- The Flagstone Creek Road Stage 2B project will be funded under the Heavy Vehicle Safety and Protection Program (HVSP). The project will rehabilitate the section of Flagstone Creek Road between Lockyer Creek Road and Reynolds Lane. Lockyer Valley Regional Council is the principal contractor on this project. Geotextile material will be installed between the layers of new road base to strengthen the pavement and ensure longevity. Additional to the pavement construction, the project scope of works includes, road excavation, drainage works, culvert extension, private entrance reinstatement, bitumen seal and road furniture.
- Stage 1 and Stage 2A have previously been constructed in the 2021/22 financial year. Stage 2B commenced on 9 August 2022, with an expected duration of 7 weeks, weather pending.



GEHRKE ROAD, PLAINLAND REHABILITATION

- Gehrke Road accommodates an increasing volume of traffic in the Plainland area and hence requires pavement upgrades to improve the pavement strength and serviceability level. Joint funding by the Transport Infrastructure Development Scheme and LVRC, it will provide the means to complete the pavement reconstruction between Barcoo Drive and Mountain View Drive.
- Lockyer Valley Regional Council crews have completed culvert extensions and pavement widenings. An asphalt contractor began pavement night works on Gehrke Road commencing from 15 August and completed works on 25 August. Line marking will be undertaken in the coming weeks, weather pending.

**SPENCER AND EAST STREET, GATTON INTERSECTION**

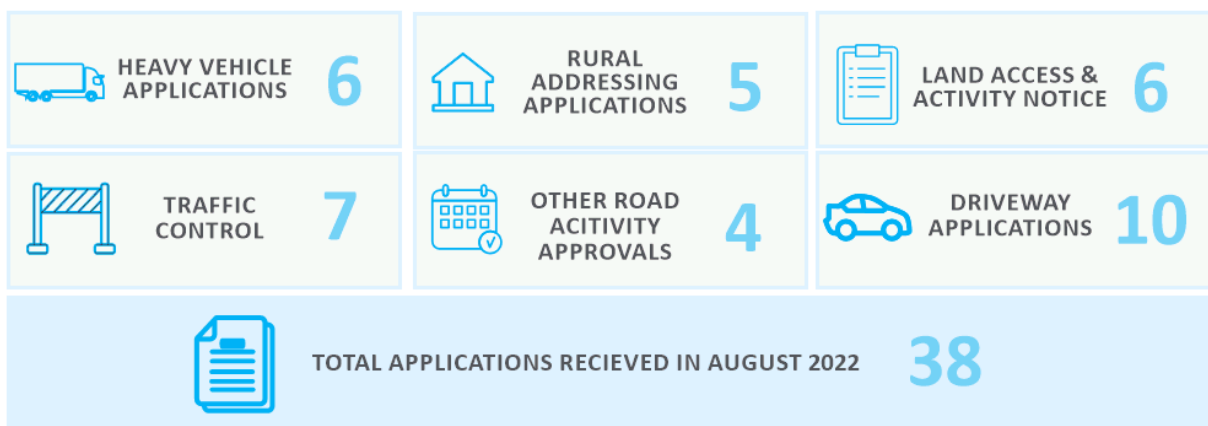
- Blackspot funding has been approved for the East and Spencer Street intersection which will be upgraded to improve both pedestrian and vehicle safety. New concrete pram ramps and footpath will be installed to link existing paths to provide ease of access in the area and safe road crossings. Concrete islands, line marking and signs will be installed to formalise vehicle movements through the intersection to minimise possible confusion and improve visibility.
- The project commenced on 8 August 2022 with signs and linemarking yet to be finalised in the coming weeks, weather pending.

**NORTH AND EAST STREET, GATTON INTERSECTION UPGRADE**

- The upgrade of the North and East Street intersection in Gatton will be funded under both the Blackspot and South East Queensland Community Stimulus Package. Scope of works include the installation of a concrete roundabout, upgrading of existing stormwater infrastructure, installation of new concrete kerb and channel, formalise pedestrian crossings and footpaths, relocation of public utilities, new pavement, asphalt surfacing and line marking.
- The project will be a staged delivery to accommodate the school terms and is expected to begin on the 19 September with an estimated duration of 2-3 weeks. The remainder asphalt works will be completed in the December/January school holidays.

GATTON INDUSTRIAL INTERSECTIONS

- Three industrial intersections in Gatton will be upgraded under the Heavy Vehicle Safety and Protection Program funding arrangement. The intersections are; Tenthill Creek Road and Western Drive, Tenthill Creek Road and Freemans Road and lastly Freemans Road and Market Drive. All three intersections will have pavement widenings, new line marking and road furniture to allow heavy vehicles to safely negotiate the intersections. The Freemans Road and Market Drive intersection required a realignment of the water main and stormwater infrastructure, which was completed in the 2021/22 financial year.
- The project commenced on 16 August 2022, with an approximate duration of 4-5 weeks, weather pending.

**OPERATIONS & MAINTENANCE****WORKS ON ROADS PERMITS & APPLICATIONS - AUGUST 2022****EMERGENT & MAINTENANCE WORKS**

INFRASTRUCTURE PLANNING

ASSET MANAGEMENT

- Prepare methodology and commence calculation for impairment calculation due to flood damage
- Preparation of quotation documents for Gatton Stormwater CCTV project
- Commenced preparation of tender documents for the Building Condition Assessment project
- Weekly monitoring surveys of the landslip sites at Berlin Road and East Egypt Road
- Flood damage inspections, focusing on emerging issues caused by pavement saturation
- Routine level 2 bridge inspections
- Processing of data and photos for Emergency Works submissions

DEFECT OVERVIEW

TOTAL DEFECTS
CAPTURED IN
AUGUST 2022

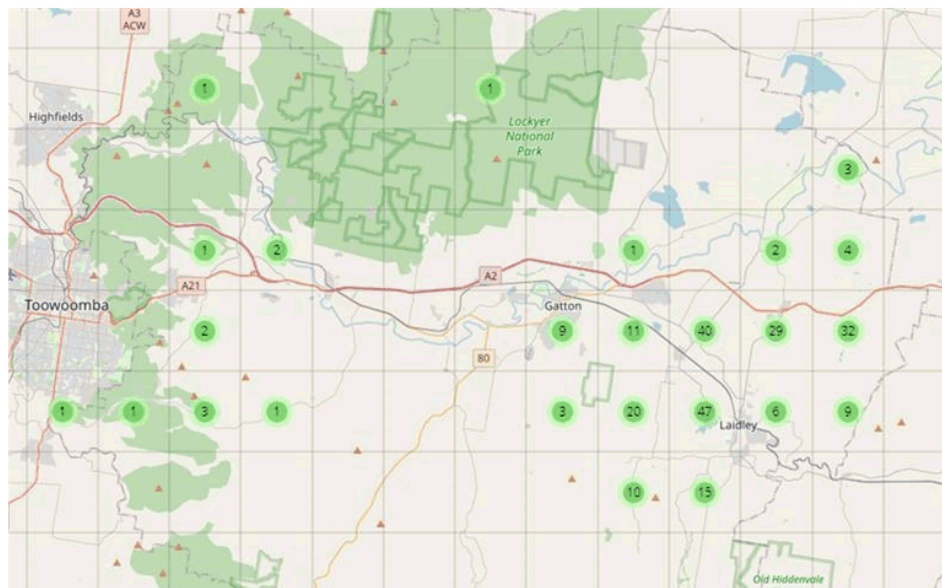
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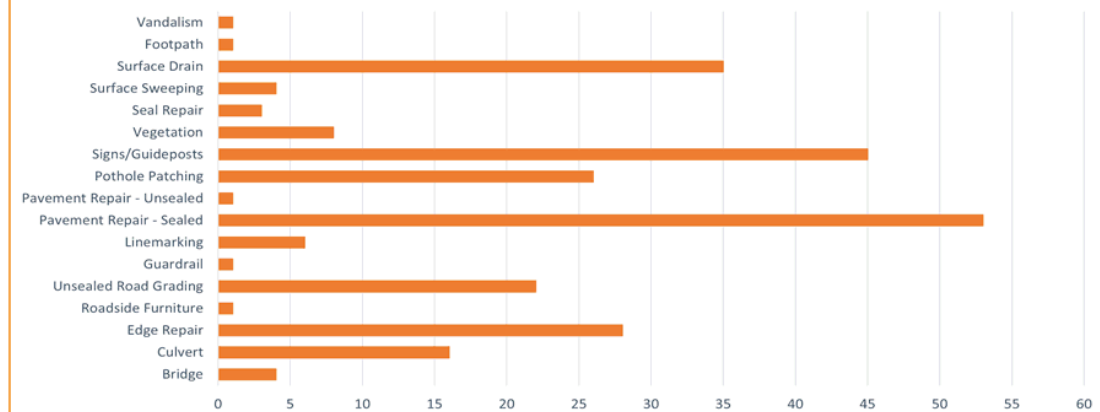
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NON-FLOOD DEFECTS
COMPLETED IN
AUGUST 2022

Defects Collected Across the Region In August 2022



Defects Captured in August 2022



COMMUNITY FACILITIES BRANCH HIGHLIGHTS**CAPITAL WORKS****LAIDLEY SKATEPARK IMPROVEMENTS**

- To improve the safety at the skatepark, the old bitumen section has been removed and replaced with topsoil and turf.

**LAIDLEY RECREATION RESERVE GRANDSTAND STEPS**

- Rectification works have been completed on the two sets of concrete stairs which provide access to the grandstand.

**FAIRWAYS PARK SHADE SAIL**

- An additional shade sail has been installed over the towel slide at Fairways Park, Hatton Vale, to help prevent the slide getting too hot in the warmer months.



FACILITIES MAINTENANCE WORKS

Electrical

- External clean to Lockyer Valley Cultural Centre front façade completed.
- Repairs to damaged Dal Ryan Memorial Pool, Laidley pool equipment undertaken.
- Pens and yards at Laidley Saleyards clean out completed.
- Termite damage to Laidley Scout hall rectified.

Buildings

- Repairs to toilet at Lake Dyer.
- Scoping of safety repairs to infrastructure at Pioneer Village.
- Sourcing of materials for work at Cunningham Crest Lookout.

Plumbing

- Reconnection of services at Helidon Community Centre post renovations completed.
- 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

- **Rectification of irrigation and drainage issues at Springbrook Park**
 - Top dressing the back straight of the running track.
 - Clean up of silt that washed onto the back soccer field during the last rain event.
 - Irrigation has been repaired and is working as well as practical.



Playground Maintenance

- Softfall maintenance at:
 - Walter Brunner Park, Preston
 - Jessies Cottage, Murphys Creek
 - Odin Street, Murphys Creek
 - Lions Park, Laidley
 - McNulty Park, Laidley
 - Sempf Park, Laidley
 - Springbrook Park, Withcott
- Flood repairs to the playground at Burrabin Park, Withcott have been completed. This work included playground, softfall and kerb repair.



Burrabin Park, Withcott

- Preparation has commenced for the Laidley Spring Festival:
 - Re-mulching and planting the gardens in McNulty Park.
 - Planting of the pots in front of the Laidley Cultural Centre.
 - Planting flowers in the pots on Patrick Street.



Furniture Maintenance / Landscaping

- Six (6) timber seats have been sanded back and repainted in Laidley, four (4) on Spicer Street and two (2) on William Street.
- Flood repairs at McGarva Park, Gratham.
- Flood repairs to the gardens along Anzac Avenue, Grantham.
- Replanting some of the garden beds in Railway Street, Gatton.
- Two red seats have been installed. One in front of the Laidley Library and the other at Jean Biggs Park, Withcott.



Laidley Library



Jean Biggs Park, Withcott

Mowing / Slashing

- One mowing run was completed across the region.
- Slashing has commenced across the region.

Event Assistance

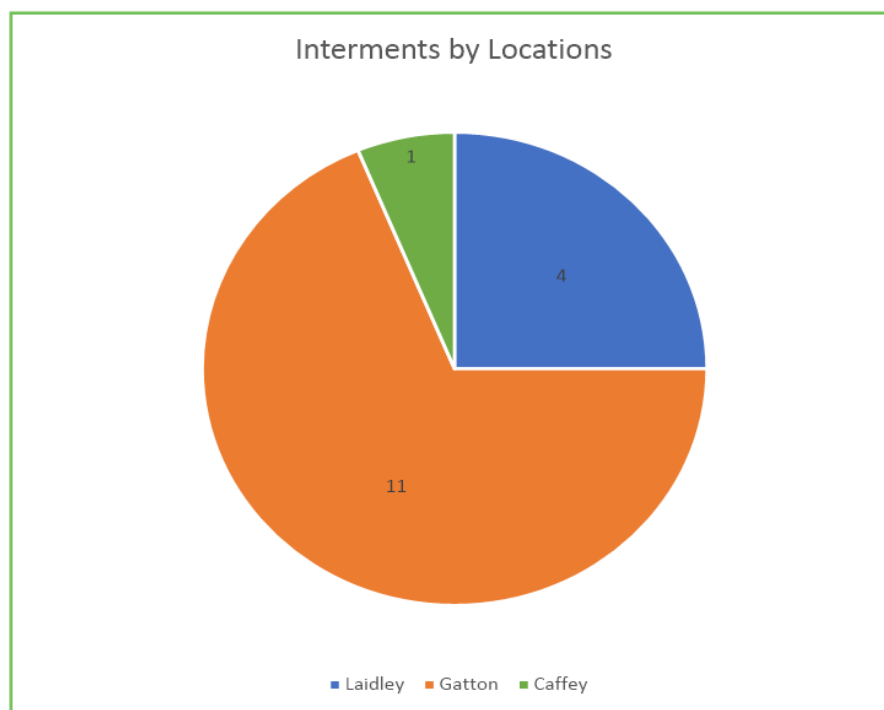
- Event sign changeovers completed as required.
- Assistance provided with the below events:
 - Lockyer Multicultural Festival - 14 August
 - "A Day at The Lake" Gold Coast Power Boat & Sports Club - Lake Dyer - 20 August
 - Community Day - 20 August

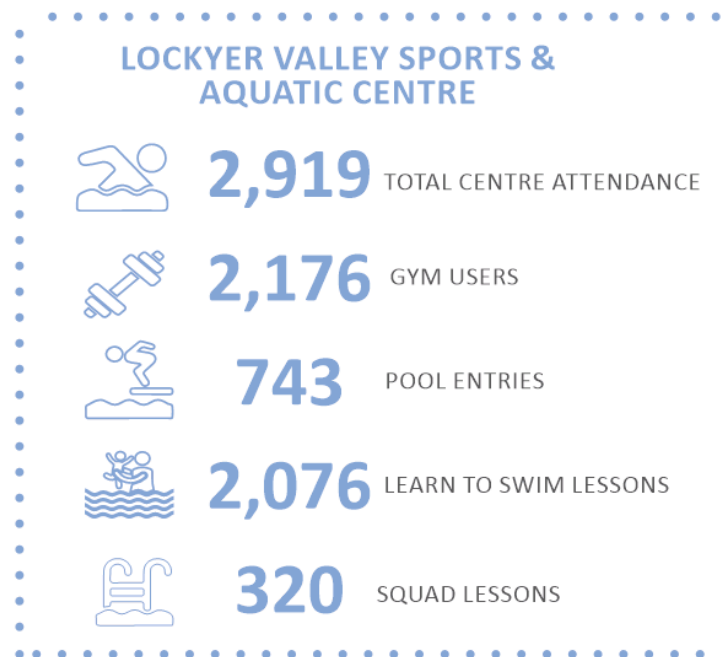
Declared Weeds

- 15 customer requests received for declared weed and vegetation
- Fireweed treated at the following locations:
 - Springbrook Park, Withcitt
 - Blenheim Hall
 - Glenore Grove Park
 - Lake Clarendon Recreation Reserve
 - Lake Apex Parklands
 - Gatton Cemetery
 - Various roadside locations

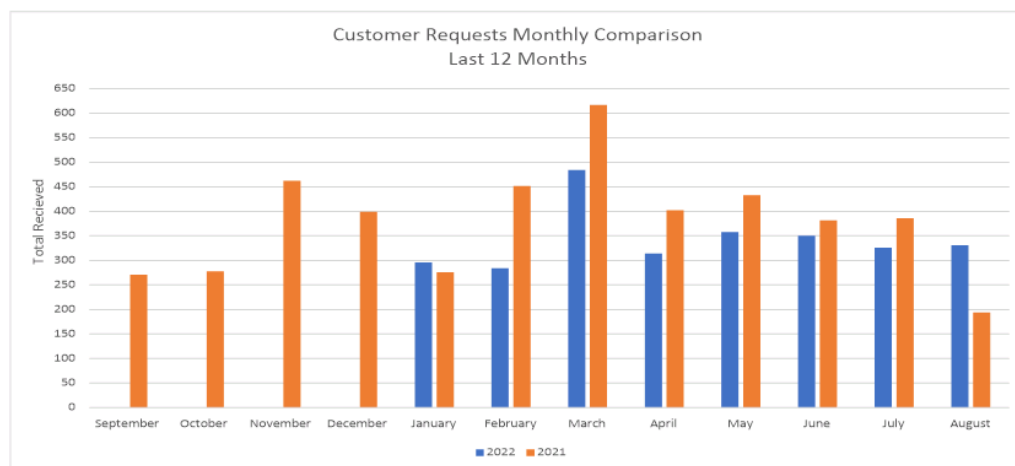
Cemetery Works

- Assistance provided for 16 funerals across our cemeteries.
- Mowing and landscape maintenance has been ongoing.
- Sections 10 and 11 of the Laidley Cemetery have been mapped and are being prepared for sale.

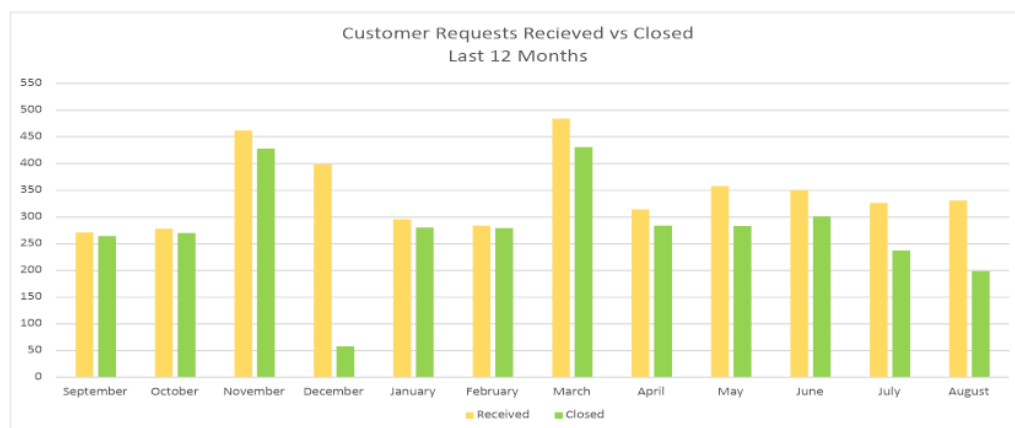




CUSTOMER CONTACT



Data as at 5 September 2022



Data as at 5 September 2022

14.4 **Group Manager Community and Regional Prosperity Monthly Report - August 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 August 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 August 2022.

Proposal

That this report be received and noted.

Attachments

[1](#) Community and Regional Prosperity Monthly Group Report - August 2022 10 Pages



Community and Regional Prosperity

MONTHLY GROUP REPORT
AUGUST 2022



PERFORMANCE REPORTING

KEY GROUP PROJECTS



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 been undertaking 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 stream operations and other competing business, data collection that 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. 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, 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. This and other information is being used to feed directly into the State Government's \$771M Resilience Housing Fund Program (RHF) in relation to providing reliance measures to dwellings affected during the flood events of October 2021 to May 2022. There have been 2 workshops with Council in relation to the RHF. The RHF is being controlled by QRA and EPW and will run over several years. There are upcoming discussions with the Council and QRA in relation to the operation of the RHF.



FLOOD MODELLING - ENGINEERING

The flood modelling project is complete. The base combined engineering map set was adopted by Council in August 2022. The creation of the new Defined Flood Event (DFE) map and finalisation of flood risk planning trigger maps has been able to move forward with this in place. Draft reporting for the Lockyer Creek (including Tenthill and Ma Ma Creek) is under review. The Consultant has been approached to provide a summary guide covering all models so that example modifications to retained models can be understood and managed in relation to future improvements and licensing of data to third parties. The consultant is finalising calibration of the 2022 Laidley Creek event as part of review of the Laidley Town Flood Mitigation scheme review. ARTC has been provided with the current Lockyer and Laidley Creek modelling under licence. 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 improve operation of the Flood Intelligence tool particularly in high vulnerability/complex localities, for example Grantham.



FLOOD INFORMATION PORTAL

The public accessible part of Flood Information Portal (FIP) is near completion. The mapping adopted at the August Council meeting will also be used in the FIP. It is expected that the product will go live to the community in late September/ October. Supporting Factsheets and media are being prepared to support the release of the portal and feedback loop. Further work on the internal part of the tool is yet to be completed, but will not affect the public release.



TOOWOOMBA AND LOCKYER VALLEY ESCARPMENT MOUNTAIN BIKE TRACK PROJECT

Lockyer Valley Regional Council staff have attended meetings with the Toowoomba Regional Council's Project Services team. Lockyer Valley Regional Council have raised the possibility of investigating alternative sites at Withcott following the recent flooding of the proposed Parklands.



FOREST HILL SILO PROJECT

Request for Quote documents for the site reference/concept design have been delayed with procurement clarifications progressing.



LAKE APEX AND LAKE FREEMAN REIMAGINING PROJECT

The Lake Apex and Lake Freeman Working Group have not met recently, however correspondence has been sent to the Department of Transport and Main Roads as well as the Department of Environment and Energy requesting meetings.



EQUINE COLLABORATIVE PRECINCT

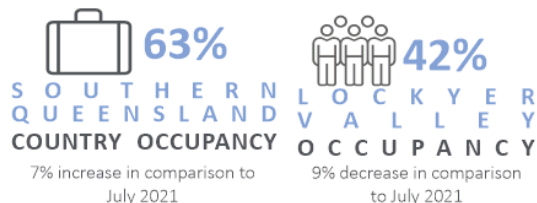
There are no further updates at this stage. Awaiting response from Racing Queensland that they are considering including the Equine Precinct into their future Strategic Plans.

COMMUNITIES

TOURISM



STATISTICS FOR JULY 2022



QTM RECOGNISED AS BEST OF QUEENSLAND EXPERIENCE
The QTM was recognised as a 'Best of Queensland Experience' for 2022, with the impressive score of 95 out of a possible 100, surpassing the Queensland-average score of 88. The museum was critiqued across categories, including consistent experience delivery, an active and engaging social media presence and membership support of Southern Queensland Country Tourism.

2022 EKKA SHOW STAND

Tourism & Events Queensland would like to once again thank the enthusiastic volunteers from the Brisbane City, Cunnamulla, Ipswich, Lockyer Valley, Brisbane Airport and Moreton Bay Visitor Information Centre's for their participation at the TEQ/Department of Tourism, Innovation and Sport Ekka stand from 7-14 August.

In its 143rd year, the event recorded more than 340,000 visitors, many who were welcomed to the Queensland stand for intel on our state's destinations and key tourism drive routes. It was wonderful to see a number of volunteers meeting other VIC representatives for the first time, some even sharing a happy snap alongside the Minister for Tourism, Innovation and Sport and Minister Assisting the Premier on Olympics and Paralympics Sport and Engagement Stirling Hinchliffe.



EVENTS

Ongoing support is being provided to a range of community event organisers. Support includes advice and equipment. There were no Council led events this month.



LAIDLEY SPRING FESTIVAL PLANNING

Laidley Spring Festival preparations are in full swing with marketing campaigns continuing on Facebook, newsprint and radio.

Media interest in growing with a number of media outlets scheduling pre-event interviews

Due to low ticket sales the Garden Party was cancelled and tickets refunded.

The Laidley CBD and businesses have commenced decorating for the window decorating competition.

A total of 120 stalls have registered with the Buy From the Bush markets, with over 5,200 FB users indicating interest in the event.

Submissions for inclusion in the Street Parade have been received with a total of 20 entrant groups and individuals.



4 PROJECTS IN PLANNING

- Spring Bluff Tipsy High Tea
- Laidley Spring Festival
- Mayoral Christmas Carols
- Lockyer Valley Christmas Carnival



2 COMMUNITY GROUPS/ EVENTS GIVEN ASSISTANCE

Ongoing assistance was provided to:

- Lockyer Multicultural Festival – Event equipment
- loaned and support provided
- Lockyer Community Centre – Community Day - Event equipment loaned and support provided



3 UPCOMING COMMUNITY EVENTS

Ongoing assistance was provided to:

1. Gatton Turf Club – Lockyer Chamber of Commerce & Industry Race Day (17 September)
2. Murphy's Creek Chilli Festival (18 September)
3. Laidley Pioneer Village – 50th Anniversary Event (24 September)

LIBRARIES AND GALLERIES



eRESOURCES			
PLATFORM	AUGUST 2022	AUGUST 2021	
eAudiobooks & eBooks (Borrowbox)	1,954	1,978	
eAudiobooks, eBooks & eMagazines (Overdrive)	426	448	
eMovies (Beamfilm)	102	96	

37,890
PHYSICAL LOANS

In comparison to 33,159 in August 2021. Including audiobooks, books, DVDs, magazines, literacy kits, CDs, seeds, and toys.

2,328
ELECTRONIC LOANS

In comparison to 2,557 in August 2021.

12,529
TOTAL LOANS

Increase of 0.2% in comparison to last month

16,685
ACTIVE LIBRARY MEMBERS

15,601 in August 2021

96
NEW LIBRARY MEMBERS IN JULY

In comparison to 63 in August 2021



LIBRARIES - EVENTS

Our August events at Gatton and Laidley Libraries included:

- Weekly** - First 5 Forever children's story times (four sessions a week at each branch); JP in the community sessions and craft groups.
- Bimonthly** - Digital literacy sessions and writing group.
- Monthly** - Lockyer Valley Cancer Support Group, movie matinees, story times at the Gatton Childcare Centre, book chat and book group.
- Special Events** - Book Week Story Times, 4x Arts and Cultural Plan Community Consultation workshops, Teddy Bears Picnic at Fairways Park. * All events are run by our library staff - the Cancer Support Group is library supported.

LIBRARIES UPDATE

- The annual report for State Library of Queensland was submitted. This report is required as one of the Service Level Agreement criteria for funding, and allows LVRC to benchmark against other libraries. Some trends identified in the reporting data are:
 - o Collections have grown in size with more items added
 - o Loans are increasing
 - o Children's titles are seeing more usage
 - o Less people are using library devices, but many more are utilising the wi-fi on their personal devices
- The First 5 Forever report for grant fund usage for 2021/22 has been submitted to State Library of Queensland. Future plans for 2022/23 funding have also been supplied. This is the first year an estimated plan for funding usage has been requested.
- The results from the Library Survey have been received and are currently being compiled.
- The Teddy Bears Picnic was held at Fairways Park. Great feedback was received from families who enjoyed this outreach activity. Next term, a Shark in the Park event will be held at Fairways Park.

ART GALLERY UPDATE

- 'Perceptions' from High Schools of the Lockyer Valley has opened. 143 works created by 118 students from three local schools - Laidley State High School, Faith Lutheran College and Lockyer District State High School are on display. We welcomed Helen Richards from the RADF committee as a guest curator.
- Shelley from The Ideas Distillery ran four community consultation sessions for the Arts and Cultural Plan. Results will be compiled to inform the proposed Arts and Cultural Plan.

REGIONAL ARTS AND DEVELOPMENT FUNDING (RADF)

- RADF projects are in process including The Lockyer Valley Arts Trail which is coming up during the Laidley Spring Festival, a still life drawing workshop with Susan Dryden and printmaking workshop with Helen Richards.



CHILDCARE



UPDATE

During the month Parent/Caregiver Surveys were sent out to families. Parent/caregiver feedback is vital to the centre's continual improvement. A high-quality care and education programs never stop improving.

We are looking forward to receiving the feedback and looking at ways we can improve practices, provide ongoing high quality care and give families the opportunity to contribute to our service.

ACTIVITIES

The centre has been buzzing with activities during the month of August.

BOOK WEEK

The children thoroughly enjoyed participating in book week with many children and staff dressing up as their favourite characters. The theme for 2022 was "Dreaming with eyes open". Dr Seuss and Going on a Bear Hunt seemed to be a common favourite.

SCIENCE WEEK

National Science Week is Australia's annual celebration of science and technology. It features more than 1000 events around Australia, including those delivered by universities, schools, research institutions, libraries, museums and science centres.

Science week was celebrated during the month with staff planning many activities and experiments for the children to experience. It was wonderful to see so many curious little minds participating in the experiments and discovering new things.

DENTAL HEALTH WEEK

Dental Health Week (DHW) is the Australian Dental Association's (ADA) major annual oral health campaign. It takes place every year in August. The campaign focuses on the importance of taking steps to care for your teeth and gums to help you to keep your teeth and smile for life. The children enjoyed exploring different activities with tooth brushes and healthy eating.

CHILDREN'S DAY

Children's Day was celebrated across the country on the 4th of August. Children's Day is a time Aboriginal and Torres Strait Islander families and communities and all Australians, celebrate the strengths and culture of our children



83.21%

**TOTAL
OCCUPANCY RATE**

In comparison to 70.45% in
August 2021



PLANNING POLICY AND COMMUNITY WELLBEING

GROWTH AND POLICY



Industrial Land Study

The draft Industrial Land Study has progressed to the next stage of development with the consultant and Council having now engaged with agencies at a state level. The findings from the stakeholder engagement have been taken into consideration to further enhance recommendations made in the report and will be presented to Council in September. The Industrial Land Study has enabled Council and the consultant to investigate future opportunities that will come to fruition following the broader constraints analysis, growth management strategy and detailed structure planning. More studies of this nature will occur over the coming years to support growth management.



Regenerative Agriculture

The Regenerative Agriculture project, funded through the Australian Government Future Drought Fund, is drawing to a close with the delivery of two Regenerative Farm Essentials workshops, a guided field walk/bus tour and Natural Sequence Farming. These activities come after the successful RegenAg Field Day earlier in the year. To date, the funding has provided opportunities for over 300 Lockyer Valley landholders to access vital information to support their operations, ongoing viability and drought resilience. The consensus from participants is one of excitement and a desire to see these initiatives and community uptake continue with collaborative groups being explored.

Enviro-Newsletter

A new tool to communicate news, events and funding opportunities will be made available to community groups and the broader public in the coming weeks. The Enviro-Newsletter will provide a by-monthly snapshot of new and updated environmental information relevant to the Lockyer Valley community and links to events and funding opportunities that will support existing and emerging groups. The newsletter will be available by subscription.



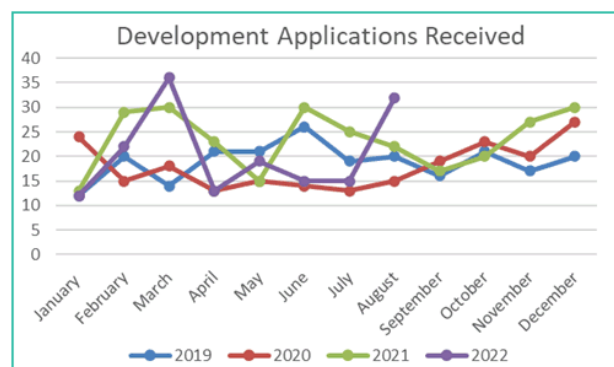
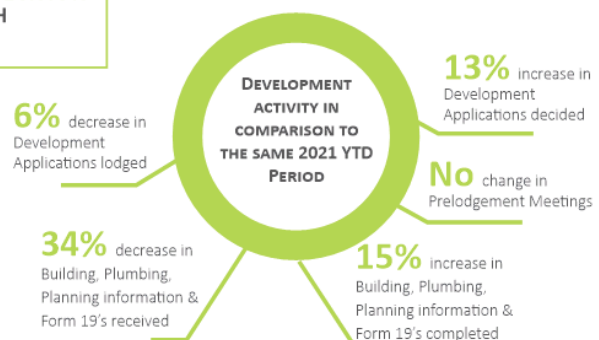
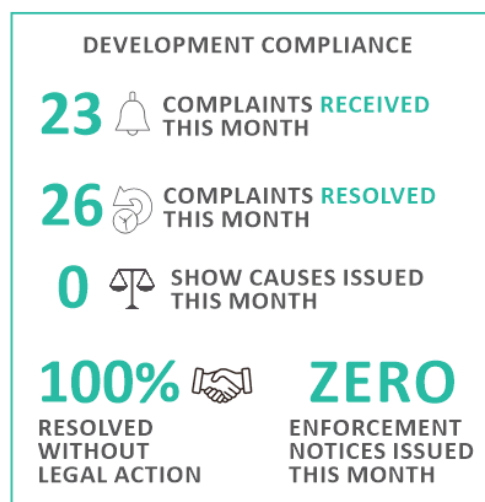
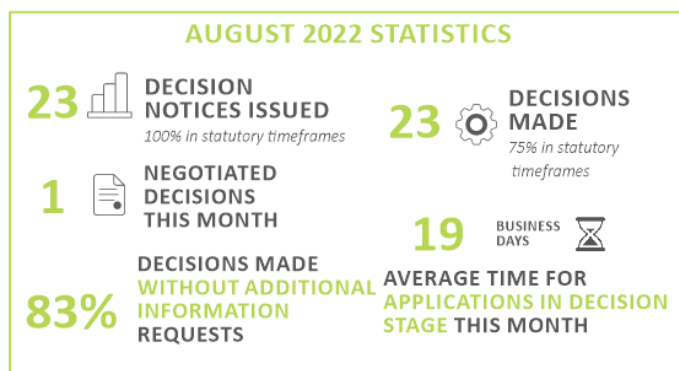
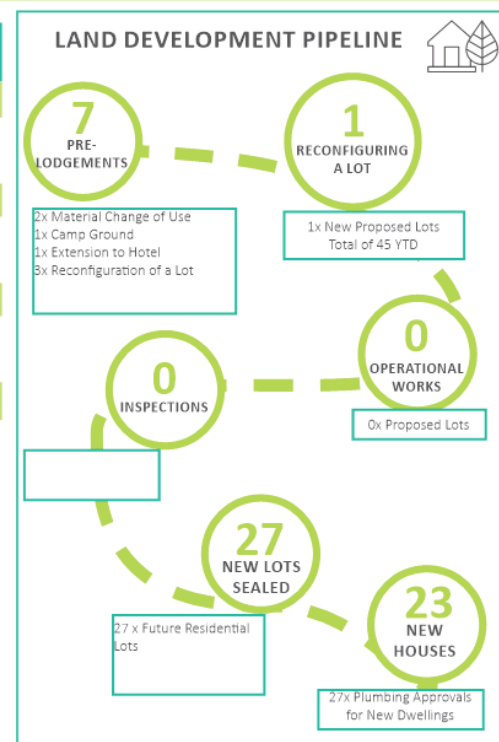
Draft Lockyer Valley Planning Scheme

Recommendations contained in the draft Flood Hazard Risk Assessment (FHRA) that affect the draft zones, strategic framework map and flood overlay are being integrated to finalise this supporting element. Once completed, the outstanding item to complete the FHRA process is a Feasible Alternatives Assessment Report.

7 days
3 workshops
1 field walk
1 showcase

DEVELOPMENT ASSESSMENT

ACTIVITY	CURRENT MONTH	2022 YTD	2021 SAME YTD PERIOD
DEVELOPMENT APPLICATIONS			
RECEIVED	32	184	196
DECIDED	22	170	150
EXEMPTION CERTIFICATES			
RECEIVED	4	25	39
DECIDED	2	18	36
BUILDING, PLUMBING, PLANNING INFORMATION AND FORM 19'S			
RECEIVED	37	309	356
COMPLETED	36	323	336
PRELODGE MEETINGS HELD	7	56	56



INFRASTRUCTURE CHARGES PAID
YTD = \$1,620,273.88



INFRASTRUCTURE CHARGES OUTSTANDING
YTD = \$6,000.00

BUILDING AND PLUMBING



BUILDING APPROVALS **89**

By Private Certifiers and LVRC.
In comparison to 96 in 2021



BUILDING APPROVALS BY LVRC **23**

In comparison to 12 in 2021



PLUMBING APPROVALS **51**

In comparison to 44 in 2021



AVERAGE DAYS TO APPROVE **13**

Building Applications

Days

\$15.8M

COMMERCIAL AND DOMESTIC VALUE OF WORKS
in the Lockyer Valley Region



AVERAGE DAYS TO APPROVE **12**

Plumbing Applications

Days



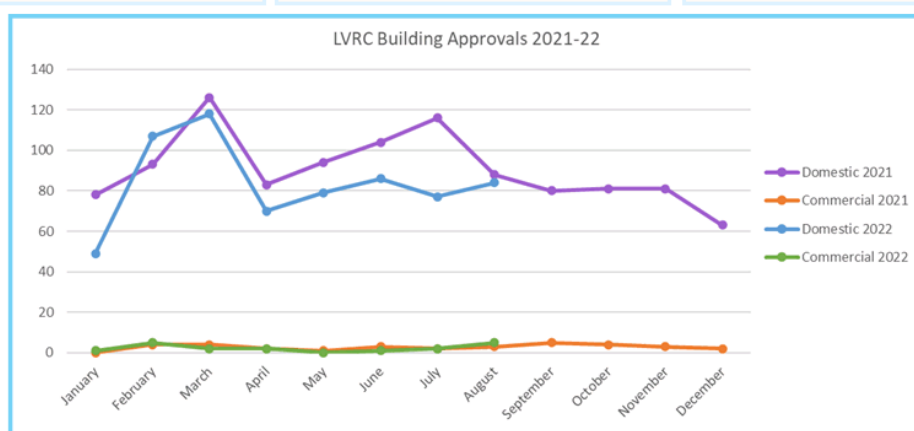
BUILDING INSPECTIONS **37**



PLUMBING INSPECTIONS **241**



TOTAL INSPECTIONS **278**



CONTINUOUS IMPROVEMENTS

Process Improvement delivers efficiency and consistency



Business Support Work Instructions

Since 19 February 2020, 115 Business Support Work instructions have been developed and implemented across the functions of the Planning, Policy and Community Wellbeing Branch.

Road Naming

The Development Assessment Team has initiated a road naming project. This project will involve research and consulting with the community and development industry to ultimately prepare a suite of pre-approved road names. The project will reduce red tape in decision making and improve timeliness of decisions on road naming.

Development Applications Assessment Report Template

The Development Assessment team has prepared a new assessment report template. The template ensures planning officers are efficiently preparing fit for purpose assessments, consistently addressing statutory requirements and undertaking best practice assessment processes.

Standard Conditions Suite

The Development Assessment team is continuing work on the preparation of a suite of standard conditions. The final suite is expected to be completed by the end of September 2022. Standard conditions are an important tool to consistently and lawfully apply conditions of approval on all types of applications that council are assessing. The standard conditions will improve the robustness of Council's decision making and reduce risk of appeals.

COMMUNITY AND WELLBEING

LVRC PROPERTY MANAGEMENT

- Completed property inspection and fire weed control at 7 Mile lagoon, on western boundary and in the park.
- Property inspections at Bertram Avenue park, Brightview Reserve.
- Completed maintenance of tree planting site at Shorelands Drive reserve and weed control.
- Project officer appointed for Integrated Land Management Plan development for LVRC environmental reserves.
- Inspection of RW Williams Reserve, Preston with bird expert and local community group to develop management plan.

PEST MANAGEMENT

- Fireweed control completed by contractor at LVRC waste transfer stations (Laidley, Gatton, Helidon).
- Attended the Emergency Animal Disease Preparedness and Response workshop held at Toowoomba City Council and presented by Biosecurity Queensland.
- Humane Destruction Firearms Training Course attended at Boonah.
- Liaised with Biosecurity Qld on the seizure of Cat 5 Restricted Invasive Plant- Bunny Ears (*Opuntia microdasys*) from a Laidley South property.

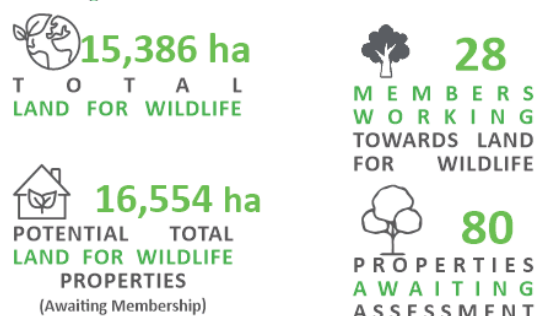
RESILIENT RIVERS

- Reviewed and updated Phase 3 and 4 project management plan, for Lockyer Creek stabilisation projects.
- Developed and submitted for approval, Phase 5 project management plan for Lockyer Creek erosion control.
- Group meeting at Ipswich to discuss project initiatives delivery of new revegetation works.
- Meeting with Traditional owner group to discuss future collaboration on revegetation projects.
- Attended workshop on sediment tracking project successfully implemented at Ipswich City Council.
- Prepared area at Junction View for receipt and storage of mulch from Grantham transfer station for revegetation
- Contractor meeting to discuss next stage of revegetation works on Lockyer Creek

PEST MANAGEMENT - AUGUST



LAND FOR WILDLIFE (LFW)



RESTRICTED WEED MANAGEMENT



ENVIRONMENTAL COLLABORATION

- Property inspections with landholders to sign off works completed under the funded project by the International Fund for Animal Welfare, in collaboration with Healthy Land and Water and the Great Eastern Ranges
- Completed weed survey of Dwyers Scrub Conservation park in collaboration with QPWS, Lockyer Uplands Catchment Inc
- Tree planting at Lake Apex with Friends of Lake Apex
- Working bee and open day at the Gorman's Gap Trail with the Friends of Gorman's Gap
- Koala surveys on private property with Lockyer Uplands Catchment Inc
- Environmental survey of Dwyers Scrub in collaboration with UQ students as part of scientific research program and student curriculum
- Platypus survey at Glen Rock Park on Blackfellow Creek, collaboration with Wildlife Preservation Society Qld, using eDNA sampling techniques and macroinvertebrate assessment

ENVIRONMENTAL HEALTH

THE FOLLOWING HAVE BEEN ISSUED YEAR TO DATE

30
FOOD
LICENCES ISSUED YTD



181
CURRENT
FOOD
LICENCES



4
PERSONAL APPEARANCE
SERVICES LICENCES

13 LOCAL LAWS PERMITS



3 CARAVAN



5 EVENTS



2 TEMPORARY
HOME



1 CAMPING



1 MARKET



1 ROADSIDE
STALL

LOCAL LAWS

288



NUMBER OF CUSTOMER
REQUESTS RECEIVED
FINANCIAL YTD

27



NUMBER OF DOGS
IMPOUNDED YTD

In comparison to 22 in 2021-2022

38



KENNEL LICENCES
ISSUED YTD

In comparison to 38 in July 2021-
2022 (Expire 30 September 2022)

3



TOTAL NUMBER
OF INFRINGEMENT
NOTICES ISSUED YTD

In comparison to 41 in 2021-2022

149 | 51.74%

NUMBER OF CUSTOMER
REQUESTS RESOLVED
FINANCIAL YTD

In comparison to 1849 / 91.35% in
2021-22

24



NUMBER OF DOGS
RELEASED/REHOMED
YTD

In comparison to 153 in 2021-2022

71



EXCESS ANIMAL
PERMIT RENEWALS
YTD

In comparison to 66 in 2021-2022
(Expire 30 September 2022)



NUMBER OF DOGS
REGISTERED

6,654 YTD

In comparison to 8,347 in 2021-2022

ILLEGAL DUMPING / LITTERING UPDATE

Illegal Dumping Statistics have been collated based on review of all Illegal Dumping CRMs received and actioned year to date.



2

TOTAL NUMBER OF
INFRINGEMENTS YTD
ISSUED = \$2,875



35

ILLEGAL DUMPING
INCIDENTS
YTD

In comparison to 181 in
2021-2022



APPROXIMATELY **408**
WHEELIE BINS OF
ILLEGALLY
DUMPED WASTE YTD

In comparison to 1009 in
2021-2022

WASTE TYPES
ILLEGALLY
DUMPED YTD
(APPROXIMATE %)



40% Wrecked Vehicles
24% Demolition Materials
21% Tyres
12% Household Waste
1.5% Mattresses
1.5% Vehicle Parts

Group Manager People, Customer and Corporate Services Monthly Report
August 2022

Author: Dan McPherson, Group Manager People, Customer and Corporate Services
Responsible Officer: Dan McPherson, Group Manager People, Customer and Corporate Services

This report provides Council with a summary of key operational activities undertaken by the People, Customer and Corporate Services Performance Group during August 2022

This report provides Council with a summary of key operational activities undertaken by the People, Customer and Corporate Services Group during August 2022.

That this report be received and noted.

1 Monthly Group Report - People, Customer and Corporate Services- August 2022 7 Pages

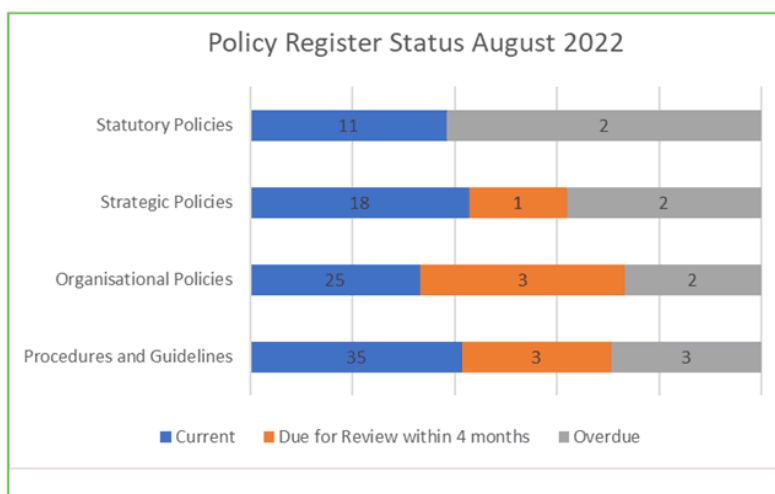
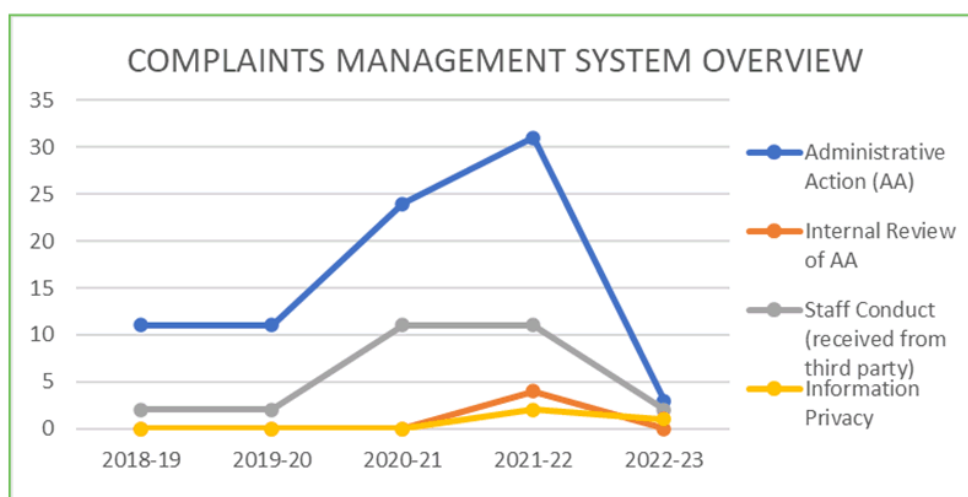
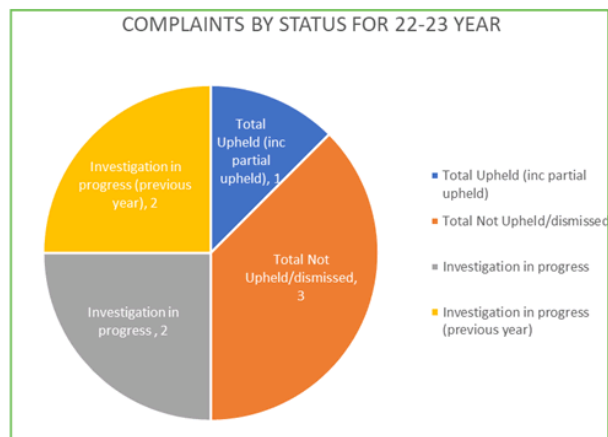
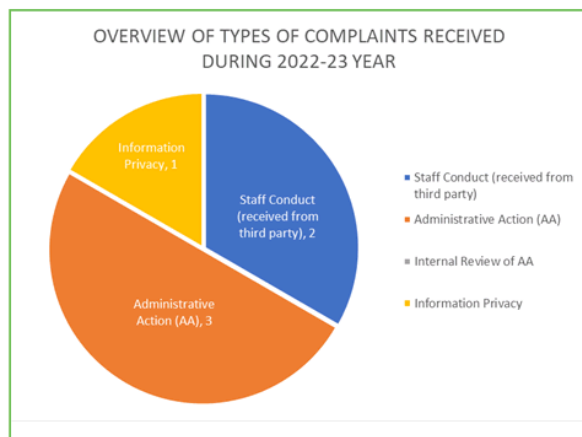


People, Customer and Corporate Services

MONTHLY GROUP REPORT
AUGUST 2022



GOVERNANCE AND PROPERTY



INFORMATION COMMUNICATION TECHNOLOGY

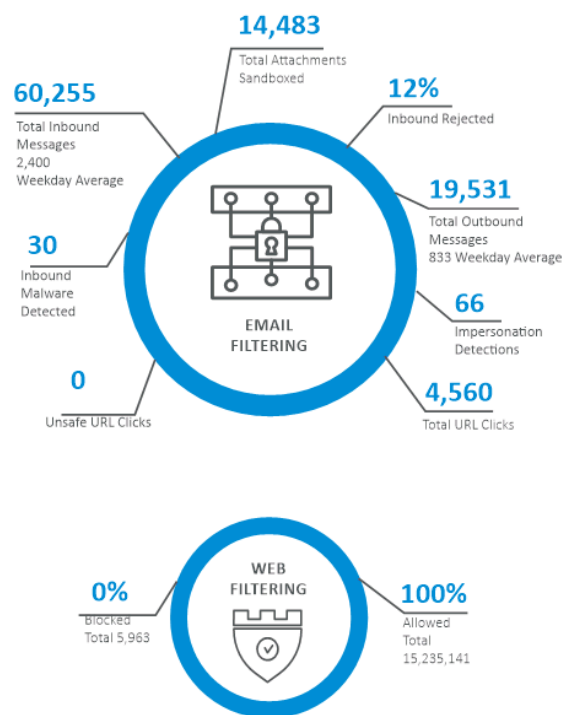
ICT UPDATE

ICT STEERING COMMITTEE

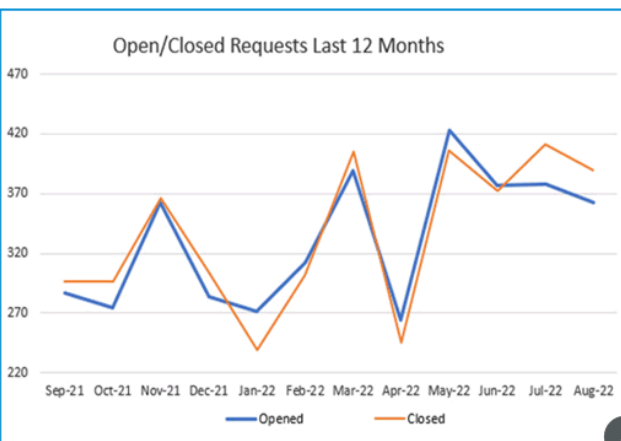
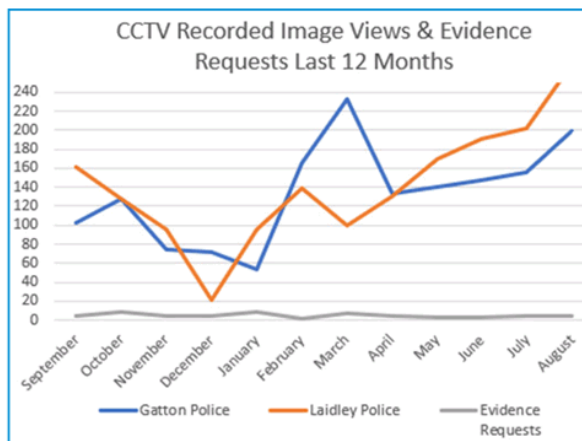
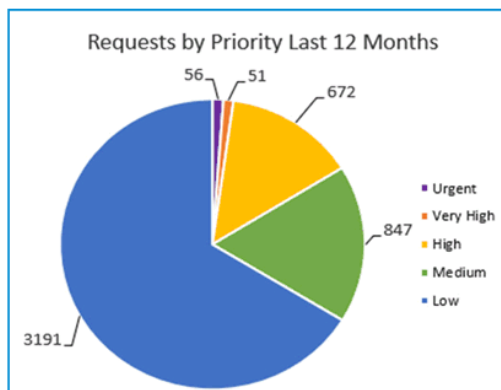
The ICT Steering Committee met on 29 August, with the following outcomes;

- The Terms of Reference for the Steering Committee were adopted.
- Results from external Cyber Security testing, completed in May, were analysed with eight action items approved to improve our cyber risk management.
- The committee approved a standardised ICT Project Plan template for use by internal business units.
- The Printer Replacement Project Plan, associated Change Management Strategy and Communications Strategy were approved.

EMAIL AND WEB PROTECTION

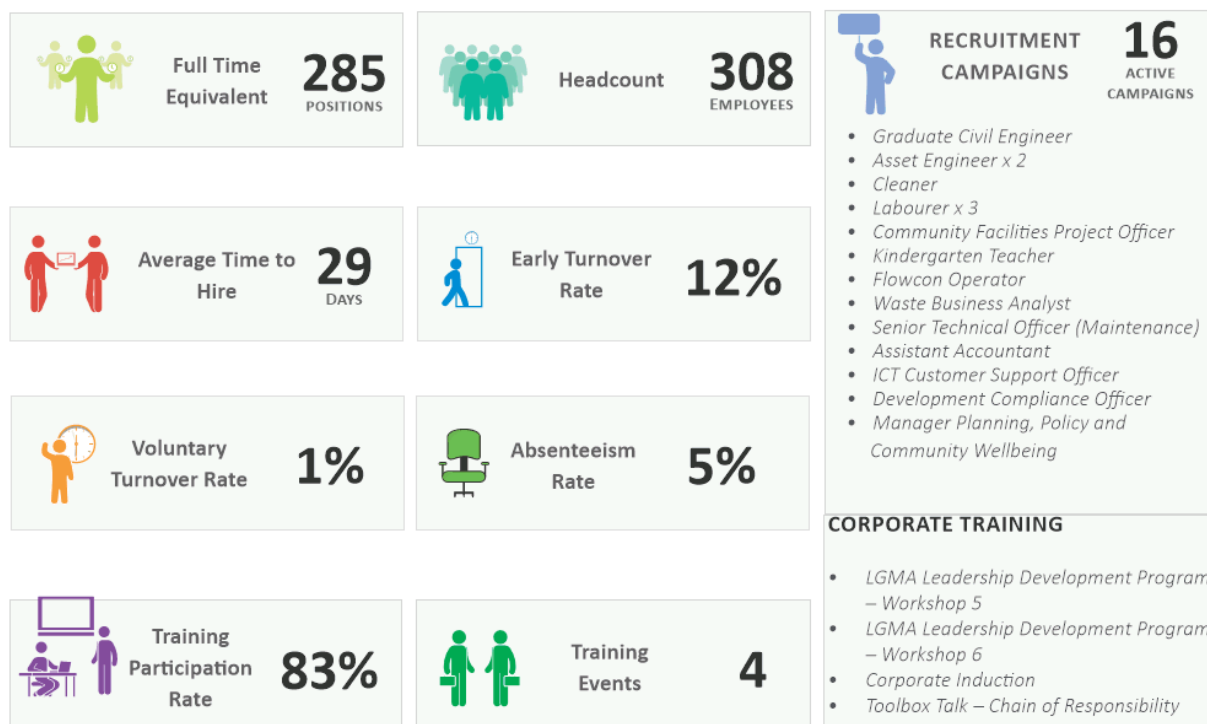


NETWORK PERFORMANCE INFORMATION SNAPSHOT



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 1920 boxes of documents have been approved for disposal. Approximately half of the boxes have been collected for destruction and the balance will be processed in September. 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	8	14	10	2	8	11

CUSTOMER CONTACT

TELEPHONE



2,435 CALLS RECEIVED

Increase of 179 calls from last month

4:55 AVERAGE HANDLING TIME

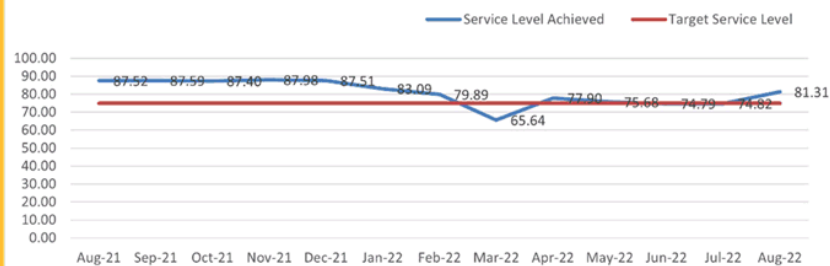
Decrease of 17 seconds from last month

81.31% SERVICE LEVEL REACHED

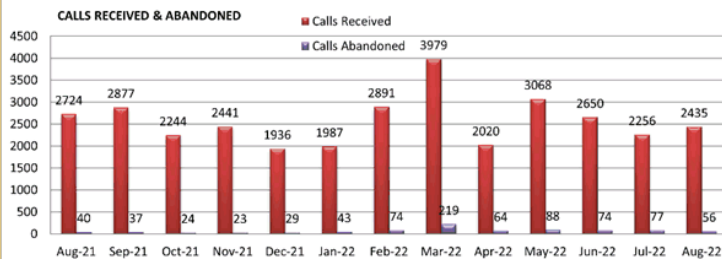
SERVICE LEVELS - TARGET 75%

SERVICE LEVEL REACHED **81.31%**

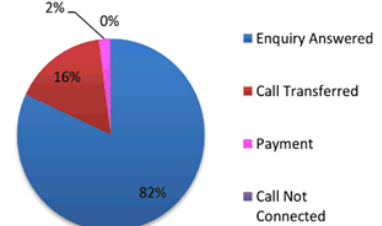
CALLS HANDLED BY MONTH



CALLS RECEIVED & ABANDONED



CALL TYPES



85 TOTAL WEB CHATS

Increase of 44 chats from last month

8:56 WEBCHAT HANDLING TIME

MINUTES
Increase of 1:07 minutes from last month

90 TOTAL eREQUESTS

Increase of 14 eRequests from last month

265 TOTAL RECEIPTS

Decrease of 47 receipts from last month.

1,215 TOTAL CRM RECEIVED

Increase of 128 requests from last month

COUNCILLOR REQUESTS

24 RECEIVED

69 OPEN

Increase of 12 received requests from last month

QGAP PERFORMANCE

72.65 HRS

Total time taken for all transactions

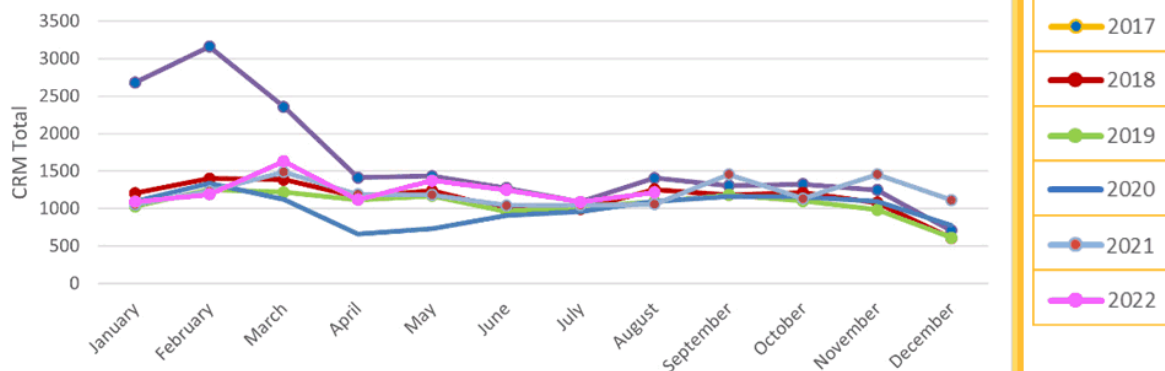
468

Total number of transactions

9:31

Total average time for all transactions

CRM MONTH COMPARISON

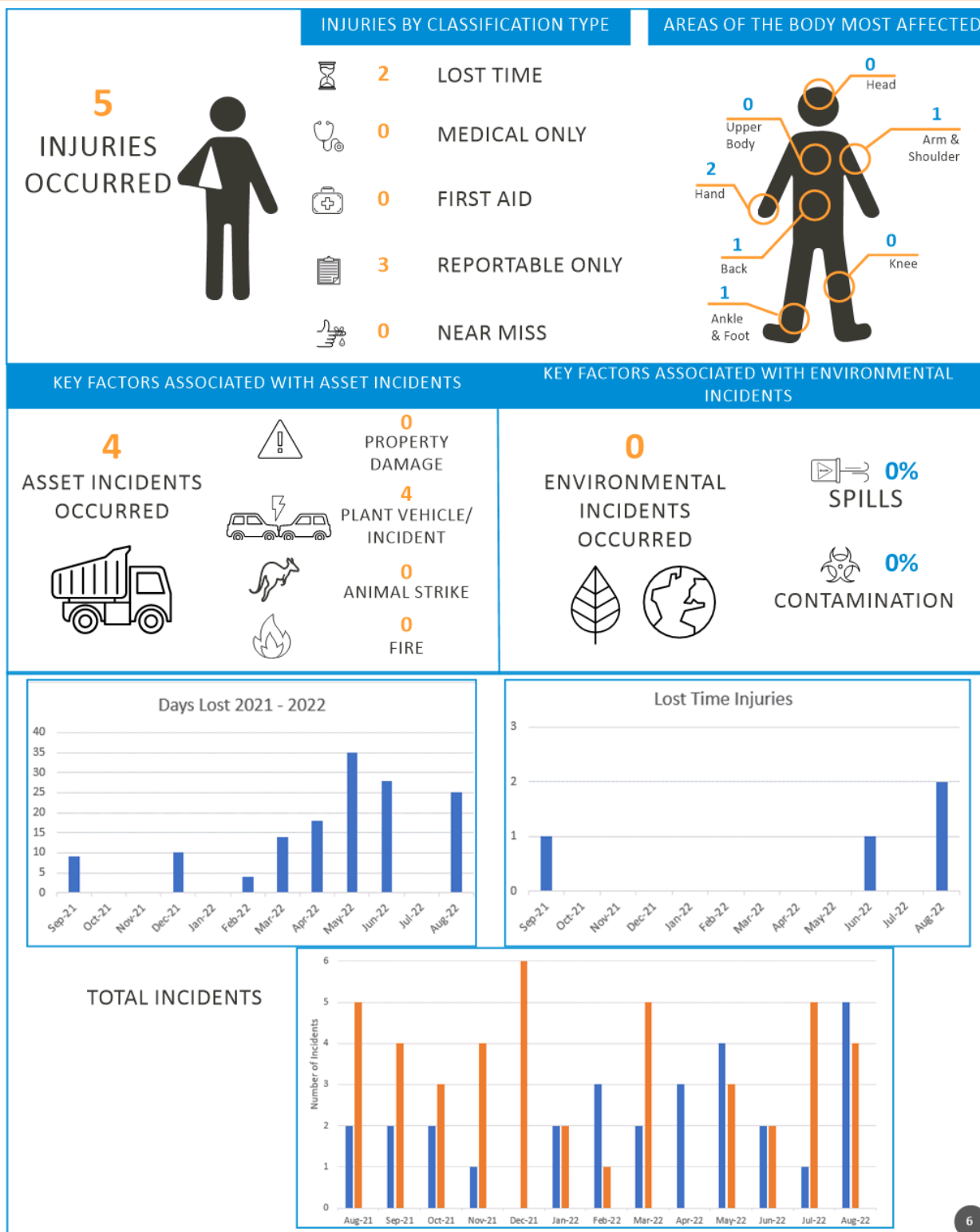


WORK HEALTH AND SAFETY



MEASURING OUR SAFETY PERFORMANCE

AUGUST 2022



WASTE SERVICES

WASTE MANAGEMENT

UPDATE

- On 17 August, Council resolved to accept the tender submitted by JJ Richards and Sons P/L to provide the kerbside collection of waste and recycling and bulk haulage of waste from Council facilities from 1 July 2023.
- Tenders for the construction of Cell 5 at the Gatton Landfill have been received and are currently being evaluated. It is hoped that construction of this new cell will commence later this calendar year and will be ready to accept waste early to mid 2023.
- The initial twelve month food organics and garden organics (FOGO) trial that was funded by the Queensland Government was completed at the end of August. Council had already resolved to continue this trial with the existing bins in Gatton and Laidley until 30 June 2023 when the new kerbside collection contract commences. Council will consider further rollout of this program in early 2023. The initial twelve month trial saw 386 tonnes of FOGO material diverted from landfill and turned into a valuable soil conditioner that will be used in Council's parks, gardens and tree plantings.



KERBSIDE WASTE & RECYCLING SERVICES JULY 2022



Garbage Bins
Collected **53,846**

81.6% presentation
rate



Garbage Tonnes
Received **734.40**
TONNES



Recycle Bins
Collected **23,090**

69.1% presentation
rate



Recycle Tonnes
Received **159.94**
TONNES

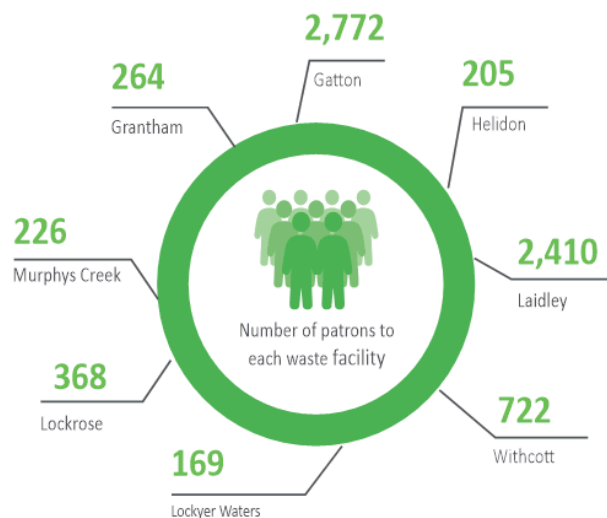


Recycle
Contamination **60.3**
TONNES



FOGO Food/Garden
Tonnes Received **18.14**
TONNES

1 Year Trial - 1000 Homes
39.7% presentation rate



14.6 Executive Office Monthly Report - August 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 August 2022.

This document is for Council's information only.

Executive Summary

The 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 [↓](#) Chief Executive Officers Monthly Report 9 Pages



Executive Office

MONTHLY GROUP REPORT August 2022

Document Set ID: 4362710
Version: 3, Version Date: 15/09/2022



BUSINESS IMPROVEMENT & STRATEGY**Audit and Risk Management*****Audit and Risk Management Committee***

Council's Audit and Risk Management Committee met on Thursday 1 September 2022. The unconfirmed Minutes of this meeting have been included in the Agenda for Council to receive and note. By request from the Committee Chair, a meet and greet session was conducted with Council's Corporate Leadership Team (CLT) on conclusion of the meeting. This session enabled the Committee Members to share with CLT their role, background, experience, and discuss how Committee members can assist the Management team.

Audit Register Review

A representative from O'Connor Marsden and Associates (Council's contracted internal auditor) completed a review of aged audit recommendations on Council's Audit Register. Outstanding recommendations from the following internal audits were evaluated as part of this review:

- Tender Contract Management
- Project Management Practices
- Legislative Compliance
- Payroll and Remuneration Processes
- Payroll and Vendor Data Analytics
- Lessons Learned from the Pandemic

The following table provides a summary of the review outcomes.

Internal Audit	No. of outstanding recommendations on Audit Register	No. of recommendations completed from the Audit Register Review	No of recommendations remaining on Audit Register
Tender Contract Review	6	1	5
Project Management Practices	3	1	2
Review of Legislative Compliance	4	3	1
Payroll and Remuneration Processes	8	5	3
Payroll and Vendor Analytics	6	2	4
Lessons Learned from Pandemic	4	Nil	4

The Audit and Risk Management Committee have endorsed the review outcomes.

Internal Audit Plan Progress Update

Fieldwork on the Plant and Fleet Utilisation Review has been completed and Council is awaiting a draft report from O'Connor Marsden and Associates for review and management response. A Terms of Reference has been developed for a review of Council's Development Application Process and preliminary work by O'Connor, Marsden and Associates has commenced.

Corporate Planning and Performance Reporting***Development of Annual Report 2021-2022***

Work has commenced on the development of Council's Annual Report for the 2021-2022 Financial Year.

PROCUREMENT

INFRASTRUCTURE DELIVERY:



- LVRC- 22-064 - Asphalt - Smith Street - **Planning Phase** - for Tender process
- LVRC-22-065 - North & East Street Roundabout Asphalt - **Planning Phase** - for Tender process
- LVRC-22-037 - Tyres & Tyre Repairs – **Planning Phase** - for Tender process
- LVRC-22-42 – Gatton Stormwater Condition Survey 2022 – **Sourcing phase** - Tender released on 1 September 2022 extended closure date of 22 September 2022
- LVRC-22-047 Lockyer Valley Road Upgrade Program – **Evaluation phase** - Tender released on 29 July 2022 extended closure date of 9 September 2022
- LVRC-22-036 Fred Thomas Bridge Replacement – **Evaluation phase** - RFQ released 1 August 2022 with a closure date of 22 August 2022
- LVRC-22-23 Bitumen Reseal Program – **Evaluation phase** – Tender released on 04 August 2022 extended closure date of 25 August 2022.

8 responses were received for the above listed closed procurement processes for Infrastructure Delivery.



INFRASTRUCTURE SERVICES / FLEET:

- Nil

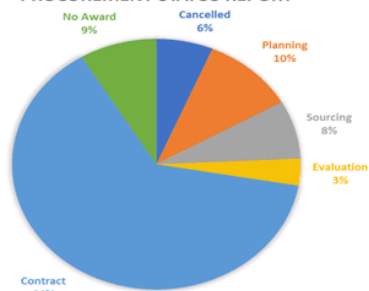


WASTE:

- LVRC-22-044 Waste Facilities Supervision - **Planning Phase** - for Tender process
- LVRC-22-045 MRF Kerbside Recyclable Processing - **Planning Phase** - for Tender process
- LVRC-22-002 - Gatton Waste Depot Cell 5 - **Evaluation Phase** - Tender closed 30/06/2022

8 responses were received for the above listed closed procurement process for Waste.

PROCUREMENT STATUS REPORT



Document Set ID: 4362710
Version: 3, Version Date: 15/09/2022



COMMUNITY FACILITIES:

- LVRC-22-032 - Gatton Administration Building Air Conditioning Replacement - **Evaluation Phase** - Tender released on 19 July 2022 with a closure date of 15 August 2022
- LVRC-22-054 – Lake Apex Amphitheatre – **Sourcing Phase** – Tender released 17 August 2022 extended closure date of 12 September 2022
- LVRC-22-060 - Concrete Seam Strips - Laidley Cemetery – **Sourcing phase** – 8 September 2022 with a closure date of 22 September 2022
- LVRC-22-067 - Roof Height Safety Systems - **Sourcing phase** - 8 September 2022 with a closure date of 22 September 2022

7 responses were received for the above listed closed procurement processes for Community Facilities.



PLANNING & DEVELOPMENT:

- LVRC-22-049 Forest Hill Silo Reference Design - **Planning Phase** – for RFQ process
- LVRC-22-027 Forest Hill Silos Art Project – **Planning Phase** – for Tender process



PROCUREMENT & STORES

- Nil



CORPORATE

- LVRC-22-022 – Corporate Uniforms
- LVRC-22-038 – PPE – Safety Boots

3 responses were received for the above listed closed procurement processes for Corporate.

Procurement Status	Number
Cancelled	11
Planning	18
Sourcing	13
Evaluator	6
Contract	110
No Award	15

DISASTER MANAGEMENT

Council's disaster management team (DM) are focussing on seasonal preparedness activities and are encouraging the community to also prepare for the upcoming severe weather season.

Training

- Guardian Incident Management System Basics training was delivered to staff on Tuesday 6 and Wednesday 7 September.
- Executive Leadership Team and Disaster Management Officers participated in 'Coordinating Teams Operating in Disaster' masterclass on Friday 2 September.
- Further training for Disaster Management Officers was held on Monday 5 September for the QFES Situational Awareness Platform.
- Training for staff to operate in the Local Disaster Coordination Centre during an event continues throughout September.

Community Education

The Engagement and Communications and Disaster Management teams have developed a social media campaign around Disaster Preparedness. Weekly messages encouraging the community to be aware and prepared for the coming severe weather season will be broadcast over the next two months, with the first issued on 1 September under the banner, Council Gets Ready.

Flood Monitoring Equipment

Council has engaged a contractor, Aquamonix, for the operation and maintenance of our flood monitoring equipment for the 2022/2023 year. Program planning and delivery is underway, including how to preserve battery life during extended periods of cloud cover.

Meetings

- Recovery Committee Meeting held on Monday 22 August.
- Bushfire Sub Committee Meeting held Tuesday 30 August.
- LDMG Meeting due to be held on 6 October.

Trailers Procurement

- Two variable message sign (VMS) trailers have arrived for DM use; for e.g. location of evacuation shelters etc. Their first use though was for the Laidley Spring Festival.
- A second evacuation centre trailer has been sourced from Lockyer Trailers. The trailer has been registered and will be fitted out with shelving etc by Workshop staff prior to being packed, ready for deployment.

Flood Intelligence / Modelling Support

Council has engaged a contractor to provide flood intelligence and modelling support for the 2022/23 financial year. The scope of works is to ensure that Councils Water Ride system is up to date and able to be used for accurate predictive flood modelling during an event. This is an essential service.



COMMUNITY DEVELOPMENT & ENGAGEMENT

Priority 1 – Engage with the community to ensure the community's views, values and aspirations inform Council decision-making.:



9 projects received engagement support in August

- Berlin Road and East Egypt Road Landslips
- Lockrose Waste Facility changes
- Flood-affected Park Furniture program
- TMR Principal Cycle Network
- Flying Fox Management Plan
- Gatton Asphalt Pavement Repairs
- Roches Road Flood Repairs
- Disaster Management Seasonal Preparedness
- Laidley Flood Mitigation Plan

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* 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. Public halls that have submitted an application are currently being assessed.
- The Team is also managing grants from the Queensland Health Localised Mental Health Initiative which is being used to support smaller events and initiatives led by community groups where promotion of mental health and support is a key component.
- Five Sporting Ambassador applications have been assessed and approved with funds distributed to successful applicants as well as three Minor Community Grants.
 1. Aidan Van Ee, 2022 Pistol Australia Metallic Silhouette Big Bore National Championship, National Event Interstate.
 2. Brody Horne, Under 15 State Development Cricket Carnival, State Event .
 3. Daniel Ost, 2022 WICF Indoor Cricket World Cup, International Event Interstate.
 4. Emily Stapleton, Under 16 Nissan State Titles, State Event.
 5. Maddisen Barford, Met West School Sport 11-12 Years Girls Rugby League State Championships, State Event.
- Minor Community Grants were provided to:
 - Lockyer Jump Club Inc.
 - Murphys Creek Progress Association Inc.
 - Lutheran Services – To provide assistance to Tabeel Aged Care

My Community Directory: Statistics for August 2022

Type	This Month	Last Month	Comments
Search Results	7,591	5,325	The number of people that have searched My Community Directory for local information
Listing Views	1,173	967	The number of people that have clicked on individual listings in My Community
Events Listed	45	31	The number of events listed in the My Community Diary section.

Unique Users	1,843	1,511	The number of people who have visited My local Community Directory to find local community information
New Organisations	1	0	The number of organisations registering on the platform

	Top 5 searched categories	Top 5 most viewed service
	1. Sport (190)	1 Laidley & Districts Netball Association.
	1. Health Services (181)	2. Lifeline Shop Crowley Vale
	2. Community Clubs & Interest Groups (126)	3. Brave Companion Dog Rescue
	4. Education (90)	4. Laidley Hospital
	5. Child Services (65)	5. Laidley Oral Health Service

Strategic Priority 3 – Develop and deliver programs, in consultation and collaboration with stakeholders, to promote community wellbeing and resilience, including recovery from adverse events.



The Community Resilience Engagement Officer provided support to the Lockyer Regenerative Farm Management Essentials Workshop.

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 Resilience Engagement Officer continues to provide in-kind logistics, promotion and stakeholder networking support to the Queenslanders with Disability Network (QDN)-hosted, 'Building Inclusive Disaster Resilient Communities' initiative. The program's first of three forums will be held within the Lockyer Valley in October, 2022.

Discussions are underway with Tivoli Social Enterprises with a view to increasing support for vulnerable residents particularly in times of disaster via more cost-effective ways to get resources to Lockyer Valley support agencies.

Inter-agencies

The Lockyer Youth Agency Network Meeting was held on Tuesday 2 August and attended by 10 support agency workers. The meeting included a strong focus on mental health support and homelessness support for young people.

Staff are involved in the following networks aimed to improve local support services:

- CALD community disaster preparedness and capacity building online resource development.
- 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.

COMMUNICATIONS

ONLINE ENGAGEMENT

**39** CORPORATE FACEBOOK POSTS

HIGHEST PERFORMING POST

Dan Flanagan Grandstand

Reach: 19,861

Shares: 16

**39** INSTAGRAM GRID POSTS

HIGHEST PERFORMING POST

FOGO Reel

Reach: 3,346

Reactions: 31

**39** TWITTER POSTS

HIGHEST PERFORMING POST

QTM Accolade

Impressions: 12

Shares: 2

15IN-HOUSE DESIGN
PROJECTS**\$3,540.00**COUNCIL SAVED ON
DESIGN PROJECTS**27**

DESIGNS CREATED

1INTERNAL
VIDEOS**0**EXTERNAL
VIDEOS

External videos were outsourced, with final edits and video sharing conducted by Council

MEDIA ENQUIRIES

**10**

RADIO

**11**

NEWSPAPER

**8**

TV

EXTERNAL COMMUNICATIONS

**16**MEDIA
RELEASES**2**

PAID ADVERTS

COUNCIL'S CORPORATE WEBSITE

11774TOTAL WEBSITE
USERS**71.1%**NEW WEBSITE
USERS

MOST VISITED WEB PAGES

- Current Vacancies
- Monitoring Cameras
- Contact Us

COMMUNITY CONNECT NEWSLETTER

Subscribers Opened Newsletter = 33%

Top three articles clicked

1. August Library Newsletter
2. Homelessness Australia
3. Major Community Grants

ADVOCACY

Inland Rail

Further to last month's report regarding progress between The Australian Rail Track Corporation (ARTC) and Regionerate Rail (RR) as the preferred bidder for the Gowrie to Kagaru (G2K) section of the project, ARTC and RR are negotiating an agreement to proceed to the next phase of the project. Those negotiations mean that agreements with affected Councils including Lockyer Valley Regional Council should be as mature as possible by the end of the year in order for the project to mitigate risk.

Despite our concerns with the project, Council has been working with ARTC in good faith seeking to resolve outstanding issues in the Project Specifications Technical Requirements (PSTR) documentation and the legal deeds that will be required. Officers continue to look to minimise impacts on the community and Council.

There remain outstanding issues to be addressed although ARTC and Council officers are working on the legal deeds that will set the framework for the future design, development and operation of the railway. These deeds will address issues such as impacts on Council roads, the liability framework, returned assets following railway construction and future maintenance arrangements.

As noted in last month's report the Office of the Co-Ordinator General (OCG) continues to assess the submissions made by stakeholders to the Draft Environmental Impact Statements for both Helidon to Calvert (H2C) and Gowrie to Helidon (G2H) sections of Inland Rail. The OCG continues to liaise with Council officers seeking detail on specific issues and providing advice on progress.

A key concern of Council is the loss of amenity through the townships of Lockyer Valley. In particular, the impacts on Gatton and Forest Hill. Council continues to advocate for a change in alignment around Gatton seeking to minimise the impacts on residents as far as possible. To date ARTC are pushing ahead with the reference design alignment. The Mayor, CEO and officers met with staff from the Office of the Minister for Infrastructure, Transport, Regional Development and Local Government to advocate for a change in alignment and advising of the benefits we see to both ARTC and the region of an alternate route. In addition, an informal meeting was recently held between Councillors and ARTC representatives regarding the alternate route and as a result it is intended to hold a strategy session with Councillors to consider the next steps.

Further work was carried out under the Australian Government's Interface Improvement Program that is seeking to identify benefits associated with Inland Rail. Ernst Young have been working on Council's behalf and together with Council staff have met with key stakeholders including Regionerate Rail. This will assist in developing the proposal to be submitted to the final Gateway 4.



Passenger Rail

No further advice has been received on the progress of the Toowoomba to Brisbane (T2B) Passenger Rail business case. This is currently with State and Australian Governments for consideration. Passenger rail remains a significant issue for the region given the poor existing public transport options which limit mobility and access. This issue (along with Councils position on Inland rail alignment) was raised at the Community Consultative Committee meeting held at Grantham on 16th August.

Lockyer and Somerset Water Collaborative

A workshop has been arranged for Monday 26 September at the Lockyer Valley Cultural Centre to consider strategies for moving forward with the project. The workshop will include Queensland Government representatives, members of the Collaborative and representatives from water modelling experts.

15.0 CONFIDENTIAL ITEMS

In accordance with the provisions of section 254J(3) of the *Local Government Regulation 2012*, a local government may resolve to close a meeting to the public to discuss confidential items, when its Councillors or members consider it necessary to close the meeting.

CLOSED SESSION

THAT the meeting be closed to the public, the time being 10:11am, to discuss the following items, which are considered confidential in accordance with section 254J(3) of the *Local Government Regulation 2012*, for the reasons indicated.

15.1 First Quarter Legal Update

This item is confidential in accordance with Section 254J (3) (e) of the Local Government Regulation, 2012, as the matter involves legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government.

15.2 Rating Concession - Property ID 127470

This item is confidential in accordance with Section 254J (3) (d) of the Local Government Regulation, 2012, as the matter involves rating concessions.

Moved By: Cr Wilson

Seconded By:

Cr Hagan

Resolution Number: 20-24/0653

CARRIED

7/0

OPEN SESSION

THAT Council move into open session, the time being 10:32am.

Moved By: Cr Vela

Seconded By:

Cr Wilson

Resolution Number: 20-24/0654

CARRIED

7/0

15.1 First Quarter Legal Update

Author: Caitlan Natalier, Coordinator Governance and Property

Responsible Officer: Dan McPherson, Group Manager People, Customer and Corporate Services

That the above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 254J (3) (e) of the Local Government Regulation, 2012, as the matter involves legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government.

Purpose:

The purpose of this report is to provide an update to Council in relation to a number of confidential legal and property matters.

This document is for Council's information only.

RESOLUTION

THAT Council receive and note the following items for information:

15.1 - First Quarter Legal Update

Moved By: Cr Vela

Seconded By:

Cr Wilson

Resolution Number: 20-24/0655

CARRIED

7/0

15.2 Rating Concession - Property ID 127470

Author: Dee Stewart, Acting Chief Financial Officer

Responsible Officer: Ian Church, Chief Executive Officer

That the above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 254J (3) (d) of the Local Government Regulation, 2012, as the matter involves rating concessions.

Purpose:

The purpose of this report is to seek Council's approval to provide a one-off rating concession of 50% of the general rate and 50% of the waste collection charge issued on 12 September 2022 for the period 1 July 2022 to 31 December 2022 for Property ID 127470.

Officer's Recommendation:

THAT Council grant a one-off concession to the owner of Property ID 127470 of 50% of the general rate levied and 50% of the waste collection charge for the period of 1 July 2022 to 31 December 2022.

RESOLUTION

THAT Council grant a one-off concession to the owner of Property ID 127470 of 50% of the general rate levied and 50% of the waste collection charge for the period of 1 July 2022 to 31 December 2022.

Moved By: Cr Wilson

Seconded By:

Cr Holstein

Resolution Number: 20-24/0656

**CARRIED
7/0**

16.0 MEETING CLOSED

There being no further business, the meeting closed at 10:32am.