

Agenda



ORDINARY MEETING OF COUNCIL

AGENDA

17 MAY 2023

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

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

1.2 Opening Prayer

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

2. LEAVE OF ABSENCE

No Leave Of Absence.

3. CONDOLENCES/GET WELL WISHES**3.1 Condolences**

Author: Bella Greinke, Council Business Officer

Responsible Officer: Ian Church, Chief Executive Officer

Officer's Recommendation:

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

4. DECLARATION OF ANY PRESCRIBED CONFLICT OF INTERESTS/DECLARABLE CONFLICTS OF INTEREST BY COUNCILLORS

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

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

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

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

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

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

5. MAYORAL MINUTE

No Mayoral Minute.

6. CONFIRMATION OF MINUTES**6.1 Confirmation of Ordinary Meeting Minutes - 19 April 2023****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 19 April 2023 be taken as read and confirmed.

7. BUSINESS ARISING FROM MINUTES

No Business Arising from Minutes.

8. COMMITTEE REPORTS

No Committee Reports.

9. DEPUTATIONS/PRESENTATIONS

No Deputations/Presentations.

10. EXECUTIVE OFFICE REPORTS**10.1 Summary of Council Actual Performance v Budget - 30 April 2023****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 30 April 2023.

Officer's Recommendation:

THAT Council receive and note the Summary of Council Actual Financial Performance versus Budget to 30 April 2023.

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 30 April 2023.

At 30 April 2023, revenues are under target and expenditures are under target.

Proposal

Monthly reporting of Council's financial performance is a legislative requirement and reinforces sound financial management practices throughout the organisation. The following report provides a summary of Council's financial performance against budget to 30 April 2023.

Operating Revenue - Year to date target \$71.20 million actual \$68.34 million or 95.99%

At 30 April 2023, overall operating revenue for the year to date is below target.

Rates and Utility Charges (Gross) on target

The second rates levy for 2022/2023 was raised in February with a due date of 15 March 2023. 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. 91.12% of the rates levy was collected as at 30 April 2023.

Fees and Charges over budget by \$0.59 million

The favourable variances in fees and charges relate predominately to higher than expected income from infrastructure charges (\$0.19 million) and waste fees (\$0.39 million).

Operating Grants and Subsidies under budget by \$4.08 million

Operating grants and subsidies are under budget due to a timing difference with delays in the receipt of the Financial Assistance Grant. It is expected they will be received in May.

Operating Contributions under budget by \$0.53 million

Operating contributions are under budget due to the delay in the delivery of Resilient Rivers projects. There is a corresponding underspend on the expenditure for these projects.

Revenue – Contract/Recoverable Works over budget by \$0.20 million

This line item is performing above budget due to increased income from the Routine Maintenance Performance Contract (RMPC) with the Department of Transport and Main Roads at this time of the year.

Other Revenue over budget by \$0.73 million

Other revenue is over budget due to the receipt of insurance money in relation to assets damaged during the 21/22 flood events.

Operating Expenditure - Year to date target \$52.54 million actual \$57.91 million or 90.72%

Employee Costs under budget by \$1.15 million

Employee costs are under target due to vacant positions within Council's establishment during the year. There is also an underspend on overtime.

Goods and Services under budget by \$3.93 million

Goods and services are showing as under budget mostly due to timing difference in the delivery of asset management condition assessment, ICT, community engagement, resilient rivers, growth and policy and regional development projects.

The flood recovery works will be closely monitored for budget amendment as the restoration work continues.

Capital Project Expenditure – Year to date target \$31.38 million actual \$22.70 million or 65.96%

At 30 April 2023, Council has expended \$20.70 million on its capital works program with a further \$9.79 million in committed costs for works currently in progress. The capital works program will continue to be monitored for delivery and inflationary effects as the year progresses.

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

Statement of Financial Position

The Statement of Financial Position provides information on the breakdown of Council's assets and liabilities at a point in time. At 30 April 2023, Council had \$71.51 million in current assets compared to \$20.92 million in current liabilities with a ratio of 3.42:1. This means that for every dollar of current liability, there is \$3.42 in assets to cover it.

Statement of Cash Flows

The Statement of Cash Flows provides information on the amount of cash coming in and going out. As at 30 April 2023, there has been a net cash inflow of \$9.09 million with \$13.92 million inflow from operating activities; and a net cash outflow of \$3.59 million from investing activities including capital revenue and expenditure.

The Statement of Cash Flows is important as it shows the real movement in Council's cash balances, as opposed to the accounting movements shown in the Statement of Income and Expenditure. To maintain

adequate working capital, it is estimated that Council needs around \$11.00 million cash at any one time. As at 30 April, Council's cash balance was \$56.94 million.

Strategic Implications

Corporate Plan

Leadership and Council

Outcome:

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

Consultation

Internal Consultation

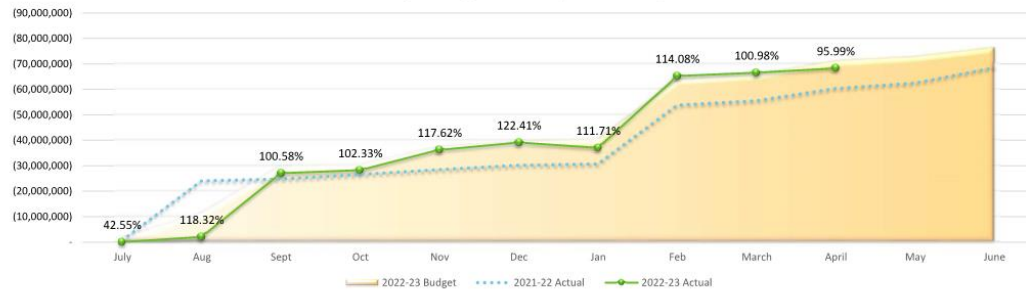
- Managers and Group Managers
- Finance Team
- Portfolio Councillor Consultation

Attachments

[1](#) Monthly Financial Statements - April 2023 20 Pages

LOCKYER VALLEY REGIONAL COUNCIL
Operating Revenue and Expenditure Dashboard
For the Period Ending 30th April, 2023

Operating Revenue (Cumulative)



REVENUE TO DATE by Type	Rates and Utility Charges (Gross)	Discount	Charges and Fees	Interest	Operating Grants and Subsidies	Operating Contributions and Donations	Revenue - Contract/Recoverable Works	Other Revenue	Profit from Investments	Total
Actual	(44,810,816)	1,881,649	(5,182,809)	(2,032,717)	(14,354,018)	(110,046)	(1,074,894)	(2,659,716)	-	(68,343,367)
Budget	(44,855,826)	1,847,017	(4,591,868)	(1,696,589)	(18,438,821)	(637,917)	(875,000)	(1,947,129)	-	(71,196,133)
Variance	(45,011)	(34,632)	590,941	336,128	(4,084,803)	(527,871)	199,894	712,588	-	(2,852,766)
Target %	99.90%	101.88%	112.87%	119.81%	77.85%	17.25%	122.85%	136.60%	-	95.99%
Movement to Prior Month Target %	→	→	→	↑	→	→	↓	↑	→	→

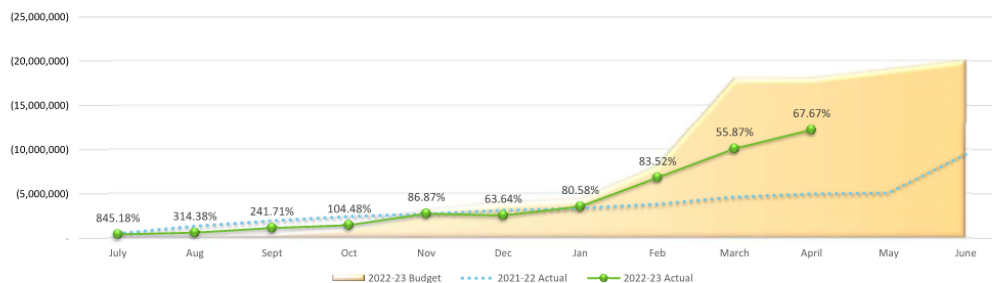
Operating Expenditure (Cumulative)



EXPENDITURE TO DATE by Type	Employee Costs	Goods and Services	Finance Costs	Depreciation	Total
Actual	22,362,159	19,245,332	821,321	10,107,807	52,536,619
Budget	23,511,702	23,179,712	797,558	10,422,603	57,911,575
Variance	1,149,543	3,934,380	(23,763)	314,796	5,374,956
Target %	95.11%	83.03%	102.98%	96.98%	90.72%
Movement to Prior Month Target %	→	→	→	→	→

LOCKYER VALLEY REGIONAL COUNCIL
Capital Revenue and Expenditure Dashboard
For the Period Ending 30th April, 2023

Capital Revenue (Cumulative)



REVENUE TO DATE by Type	Capital Grants, Subsidies and Contributions	Profit (Loss) on Disposal of Non Current Assets	Total
Actual	(12,258,816)	(8,250)	(12,267,066)
Budget	(18,086,453)	(40,733)	(18,127,186)
Variance	(5,827,637)	(32,483)	(5,860,120)

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

Target %



Movement to Prior
Month Target %



Capital Expenditure (Cumulative)



EXPENDITURE TO DATE by Group	People, Customer and Corporate Services	Executive Office	Community and Regional Prosperity	Total
Actual	193,641	48,275	3,536,230	20,701,397
Budget	3,388,937	700,165	20,852,215	31,383,638

Target %



Movement to Prior
Month Target %



Lockyer Valley Regional Council (Whole Council)

Statement of Comprehensive Income

For the Period Ending April 2023

	Current Annual Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
Income					
Revenue					
Recurrent Revenue					
Rates and Utility Charges (Gross)	44,854,076	44,810,816	44,855,826	45,011	0.10%
Discount	(1,892,017)	(1,881,649)	(1,847,017)	34,632	-1.88%
Charges and Fees	5,851,283	5,182,809	4,591,868	(590,941)	-12.87%
Interest	2,090,721	2,032,717	1,696,589	(336,128)	-19.81%
Operating Grants and Subsidies	19,501,140	14,354,018	18,438,821	4,084,803	22.15%
Operating Contributions and Donations	725,000	110,046	637,917	527,871	82.75%
Revenue - Contract/Recoverable Works	1,050,000	1,074,894	875,000	(199,894)	-22.85%
Other Revenue	2,394,619	2,659,716	1,947,129	(712,588)	-36.60%
Profit from Investments	1,805,837	-	-	-	0.00%
Total Recurrent Revenue	76,380,659	68,343,367	71,196,133	2,852,766	4.01%
Capital Revenue					
Capital Grants, Subsidies and Contributions	20,086,519	12,258,816	18,086,453	5,827,637	32.22%
Gain on Sale	81,465	8,250	81,465	73,215	89.87%
Total Revenue	96,548,643	80,610,433	89,364,051	8,753,618	9.80%
Capital Income	-	-	-	-	0.00%
Total Income	96,548,643	80,610,433	89,364,051	8,753,618	9.80%
Expenses					
Recurrent Expenses					
Employee Costs	28,654,911	22,362,159	23,511,702	1,149,543	4.89%
Goods and Services	27,297,547	19,245,332	23,179,712	3,934,380	16.97%
Finance costs	1,047,789	821,321	797,558	(23,763)	-2.98%
Depreciation	12,507,124	10,107,807	10,422,603	314,796	3.02%
Total Recurrent Expenses	69,507,370	52,536,619	57,911,575	5,374,956	9.28%
Capital Expenses	-	231,980	-	(231,980)	0.00%
Total Expenses	69,507,370	52,768,599	57,911,575	5,142,976	8.88%
Net Recurrent Result/Operating Surplus/(Deficit)	6,873,289	15,806,748	13,284,558	(2,522,190)	-18.99%
NET RESULT AFTER CAPITAL ITEMS	27,041,273	27,841,834	31,452,476	3,610,642	11.48%

Lockyer Valley Regional Council (Executive Office)

Statement of Comprehensive Income

For Period Ending April 2023

	Current Annual Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
Income					
Revenue					
Recurrent Revenue					
Rates and Utility Charges (Gross)	35,704,270	35,766,718	35,705,937	(60,781)	(0.17)
Discount	(1,642,017)	(1,661,255)	(1,597,017)	64,238	(4.02)
Charges and Fees	370,693	302,482	321,859	19,377	6.02
Interest	2,057,721	1,996,868	1,669,089	(327,779)	(19.64)
Operating Grants and Subsidies	4,246,588	1,288,043	4,155,725	2,867,682	69.01
Revenue - Contract/Recoverable Works	-	1,053	-	(1,053)	-
Other Revenue	1,351,652	1,117,078	1,083,460	(33,618)	(3.10)
Profit from Investments	1,805,837	-	-	-	-
Total Recurrent Revenue	43,894,744	38,810,988	41,339,053	2,528,066	6.12
Capital Revenue					
Capital Grants, Subsidies and Contributions	581,832	381,938	581,832	199,894	34.36
Gain on Sale	-	-	-	-	-
Total Revenue	44,476,576	39,192,925	41,920,885	2,727,960	6.51
Capital Income	-	-	-	-	-
Total Income	44,476,576	39,192,925	41,920,885	2,727,960	6.51
Expenses					
Recurrent Expenses					
Employee Costs	4,253,426	4,251,675	2,831,389	(1,420,286)	(50.16)
Goods and Services	3,296,830	1,855,865	2,664,566	808,702	30.35
Finance costs	662,744	512,103	508,058	(4,045)	(0.80)
Depreciation	10,825,815	8,678,602	9,021,513	342,910	3.80
Total Recurrent Expenses	19,038,815	15,298,246	15,025,526	(272,720)	(1.82)
Capital Expenses	-	-	-	-	-
Total Expenses	19,038,815	15,298,246	15,025,526	(272,720)	(1.82)
Net Recurrent Result/Operating Surplus/(Deficit)	24,855,929	23,512,742	26,313,528	2,800,786	10.64
NET RESULT AFTER CAPITAL ITEMS	25,437,761	23,894,680	26,895,360	3,000,680	11.16

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

Statement of Comprehensive Income

For Period Ending April 2023

	Current Annual Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
Income					
Revenue					
Recurrent Revenue					
Rates and Utility Charges (Gross)	7,966,562	7,868,160	7,966,645	98,486	1.24
Discount	(250,000)	(220,394)	(250,000)	(29,606)	11.84
Charges and Fees	581,040	870,546	484,200	(386,346)	(79.79)
Interest	32,000	34,527	26,667	(7,861)	(29.48)
Operating Grants and Subsidies	280,500	301,353	280,500	(20,853)	(7.43)
Operating Contributions and Donations	50,000	-	50,000	50,000	100.00
Other Revenue	542,000	420,465	446,166	25,702	5.76
Total Recurrent Revenue	9,202,102	9,274,657	9,004,179	(270,478)	(3.00)
Capital Revenue					
Capital Grants, Subsidies and Contributions	1,626,066	22,924	1,626,000	1,603,076	98.59
Gain on Sale	-	-	-	-	-
Total Revenue	10,828,168	9,297,580	10,630,179	1,332,598	12.54
Capital Income	-	-	-	-	-
Total Income	10,828,168	9,297,580	10,630,179	1,332,598	12.54
Expenses					
Recurrent Expenses					
Employee Costs	6,053,150	4,902,784	5,117,812	215,028	4.20
Goods and Services	10,184,692	7,657,728	8,410,527	752,799	8.95
Finance costs	89,019	84,578	66,931	(17,647)	(26.37)
Depreciation	518,858	419,472	432,382	12,910	2.99
Total Recurrent Expenses	16,845,719	13,064,561	14,027,651	963,089	6.87
Capital Expenses	-	39,584	-	(39,584)	-
Total Expenses	16,845,719	13,104,145	14,027,651	923,506	6.58
Net Recurrent Result/Operating Surplus/(Deficit)	(7,643,617)	(3,789,905)	(5,023,472)	(1,233,567)	24.56
NET RESULT AFTER CAPITAL ITEMS	(6,017,551)	(3,806,565)	(3,397,472)	409,093	(12.04)

Lockyer Valley Regional Council (Community and Regional Prosperity)

Statement of Comprehensive Income

For Period Ending April 2023

	Current Annual Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
Income					
Revenue					
Recurrent Revenue					
Rates and Utility Charges (Gross)	319,104	311,798	319,104	7,306	2.29
Charges and Fees	4,549,550	3,728,233	3,494,142	(234,091)	(6.70)
Interest	1,000	1,321	833	(488)	(58.55)
Operating Grants and Subsidies	1,323,474	1,138,731	1,150,518	11,787	1.02
Operating Contributions and Donations	675,000	107,546	587,917	480,371	81.71
Revenue - Contract/Recoverable Works	-	14,693	-	(14,693)	-
Other Revenue	47,709	36,625	39,857	3,232	8.11
Total Recurrent Revenue	6,915,837	5,338,947	5,592,371	253,424	4.53
Capital Revenue					
Capital Grants, Subsidies and Contributions	95,000	75,911	95,000	19,089	20.09
Gain on Sale	-	-	-	-	-
Total Revenue	7,010,837	5,414,858	5,687,371	272,513	4.79
Capital Income	-	-	-	-	-
Total Income	7,010,837	5,414,858	5,687,371	272,513	4.79
Expenses					
Recurrent Expenses					
Employee Costs	7,208,641	5,620,482	6,107,562	487,080	7.98
Goods and Services	5,887,792	2,855,070	5,128,665	2,273,595	44.33
Finance costs	6,600	2,282	5,500	3,218	58.50
Depreciation	26,226	21,468	21,855	387	1.77
Total Recurrent Expenses	13,129,259	8,499,302	11,263,582	2,764,280	24.54
Capital Expenses	-	-	-	-	-
Total Expenses	13,129,259	8,499,302	11,263,582	2,764,280	24.54
Net Recurrent Result/Operating Surplus/(Deficit)	(6,213,422)	(3,160,355)	(5,671,211)	(2,510,856)	44.27
NET RESULT AFTER CAPITAL ITEMS	(6,118,422)	(3,084,444)	(5,576,211)	(2,491,767)	44.69

Lockyer Valley Regional Council (Infrastructure)
Statement of Comprehensive Income
For Period Ending April 2023

	Current Annual Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
Income					
Revenue					
Recurrent Revenue					
Rates and Utility Charges (Gross)	864,140	864,140	864,140	-	-
Charges and Fees	350,000	281,548	291,667	10,119	3.47
Operating Grants and Subsidies	4,100,578	2,010,000	3,560,412	1,550,412	43.55
Operating Contributions and Donations	-	2,500	-	(2,500)	-
Revenue - Contract/Recoverable Works	1,050,000	1,059,149	875,000	(184,149)	(21.05)
Other Revenue	453,258	1,085,549	377,645	(707,903)	(187.45)
Total Recurrent Revenue	6,817,976	5,302,885	5,968,863	665,979	11.16
Capital Revenue					
Capital Grants, Subsidies and Contributions	12,783,621	9,048,785	10,783,621	1,734,836	16.09
Gain on Sale	81,465	8,250	81,465	73,215	89.87
Total Revenue	19,683,062	14,359,920	16,833,949	2,474,029	14.70
Capital Income	-	-	-	-	-
Total Income	19,683,062	14,359,920	16,833,949	2,474,029	14.70
Expenses					
Recurrent Expenses					
Employee Costs	10,638,693	7,041,547	8,953,940	1,912,393	21.36
Goods and Services	6,136,732	5,152,305	5,184,454	32,149	0.62
Finance costs	289,426	222,358	217,070	(5,288)	(2.44)
Depreciation	1,136,225	988,265	946,854	(41,411)	(4.37)
Total Recurrent Expenses	18,201,077	13,404,474	15,302,317	1,897,843	12.40
Capital Expenses	-	191,596	-	(191,596)	-
Total Expenses	18,201,077	13,596,071	15,302,317	1,706,247	11.15
Net Recurrent Result/Operating Surplus/(Deficit)	(11,383,101)	(8,101,590)	(9,333,454)	(1,231,864)	13.20
NET RESULT AFTER CAPITAL ITEMS	1,481,985	763,849	1,531,632	767,783	50.13

Lockyer Valley Regional Council (2021/2022 Flood Events)

Statement of Comprehensive Income

For Period Ending April 2023

	Current Annual Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
Income					
Revenue					
Recurrent Revenue					
Operating Grants and Subsidies	9,605,000	9,615,891	9,326,667	(289,225)	(3.10)
Total Recurrent Revenue	9,605,000	9,615,891	9,326,667	(289,225)	(3.10)
Capital Revenue					
Capital Grants, Subsidies and Contributions	10,000,000	6,725,720	8,000,000	1,274,280	15.93
Gain on Sale	-	-	-	-	-
Total Revenue	19,605,000	16,341,611	17,326,667	985,056	5.69
Capital Income	-	-	-	-	-
Total Income	19,605,000	16,341,611	17,326,667	985,056	5.69
Expenses					
Recurrent Expenses					
Employee Costs	501,000	543,809	501,000	(42,809)	(8.54)
Goods and Services	1,846,500	1,771,307	1,830,500	59,193	3.23
Total Recurrent Expenses	2,347,500	2,315,116	2,331,500	16,384	0.70
Capital Expenses	-	-	-	-	-
Total Expenses	2,347,500	2,315,116	2,331,500	16,384	0.70
Net Recurrent Result/Operating Surplus/(Deficit)	7,257,500	7,300,775	6,995,167	(305,608)	(4.37)
NET RESULT AFTER CAPITAL ITEMS	17,257,500	14,026,495	14,995,167	968,672	6.46

LOCKYER VALLEY REGIONAL COUNCIL
Statement of Cash Flows
For the Period Ending 30 April, 2023

	2022-2023 Annual Budget	2022-2023 YTD Actuals
<u>Cash flows from operating activities:</u>		
<u>Receipts</u>		
Receipts from customers	75,440,000	62,010,360
Dividend received	-	-
Interest received	2,090,000	2,032,717
<u>Payments</u>		
Payments to suppliers and employees	(63,340,000)	(49,409,898)
Interest expense	(620,000)	(709,466)
Net cash inflow (outflow) from operating activities	13,570,000	13,923,713
<u>Cash flows from investing activities:</u>		
Capital grants, subsidies and contributions	20,090,000	16,603,101
Payments for property, plant and equipment	(41,160,000)	(20,644,922)
Payments for investment property	-	-
Net transfer (to) from cash investments	1,170,000	-
Proceeds from sale of property plant and equipment	300,000	448,347
Net cash inflow (outflow) from investing activities	(19,600,000)	(3,593,474)
<u>Cash flows from financing activities:</u>		
Repayment of borrowings	(7,740,000)	(1,236,349)
Proceeds from borrowings	-	-
Net cash inflow (outflow) from financing activities	(7,740,000)	(1,236,349)
Net increase (decrease) in cash and cash equivalents held	(13,770,000)	9,093,889
Cash and cash equivalents at beginning of the financial year	47,740,000	47,845,646
Cash and cash equivalents at end of the financial year	33,970,000	56,939,536

LOCKYER VALLEY REGIONAL COUNCIL **STATEMENT OF FINANCIAL POSITION** **As at 30 April, 2023**

	2022-2023 Annual Budget	2022-2023 YTD Actual
Current Assets		
Cash assets and cash equivalents	33,970,000	35,939,536
Cash investments	-	21,000,000
Trade and other receivables	5,510,000	8,589,497
Inventories	630,000	647,626
Contract Receivable	-	5,333,781
Non-current assets classified as held for sale	-	-
Total Current Assets	40,100,000	71,510,439
Non Current Assets		
Trade and other receivables	14,740,000	14,734,969
Equity investments	34,180,000	32,289,074
Investment properties	1,690,000	1,693,275
Property, plant and equipment	601,920,000	583,513,297
Intangible assets	740,000	85,165
Total Non Current Assets	653,280,000	632,315,781
TOTAL ASSETS	693,380,000	703,826,220
Current Liabilities		
Trade and other payables	8,739,000	4,983,064
Provisions	7,990,000	8,058,912
Borrowings	1,110,000	461,566
Contract Liability Grants	-	7,415,369
Total Current Liabilities	17,850,000	20,918,911
Non Current Liabilities		
Provisions	41,320,000	41,371,368
Borrowings	11,130,000	18,285,910
Total Non Current Liabilities	52,460,000	59,657,278
TOTAL LIABILITIES	70,300,000	80,576,189
NET COMMUNITY ASSETS	623,080,000	623,250,031
Community Equity		
Retained surplus (deficiency)	403,751,000	390,591,192
Asset revaluation surplus	212,460,000	211,955,962
Reserves	-	4,896,128
Current Surplus/(Deficit)	6,879,000	15,806,748
TOTAL COMMUNITY EQUITY	623,080,000	623,250,031

LOCKYER VALLEY REGIONAL COUNCIL
For Period Ended April, 2023

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	Design Completion %	Construction Completion %	Comments
Fairways Park Car Park	300,000	-	-	-	300,000	-	300,000	0	0	
Fairways Park Retention Dam Design	25,000	19,906	17,700	37,606	(12,606)	-	25,000	100	20	
Fairways Parking and Traffic Controls	30,000	-	-	-	30,000	-	30,000	100	100	
Fairways Shade and Drainage Improvements	20,000	38,980	-	38,980	(18,980)	-	20,000	100	100	
lean Biggs Disability Parking	42,000	4,864	-	4,864	37,136	-	42,000	100	0	
Lions Park Laidley Seat Replacement	9,500	11,587	-	11,587	(2,087)	-	9,500	100	100	
LRR Bubbler Renewal	5,000	1,926	-	1,926	3,074	-	5,000	100	100	
McNully Park Bubbler	5,000	1,926	-	1,926	3,074	-	5,000	100	80	
Murphys Creek Ground Playground Renewal	136,000	109,649	6,810	116,459	19,541	-	136,000	100	90	
Parks and Open Spaces Projects Total	572,500	188,837	24,510	213,347	359,153	-	572,500	100		
Cost Centre: Capital Program Delivery										
Program: Asphalt Resheet Programme										
21/22 Asphalt Renewal Gtin CBD (LRCL&2)	164,757	155,338	-	155,338	9,419	153,206	11,551	100	100	
22/23 Asphalt Resheet	500,000	430,238	27,447	457,685	42,315	-	500,000	Not applicable	100	
Asphalt Resheet Programme Projects Total	664,757	585,576	27,447	613,023	51,734	153,206	511,551			
Program: Culvert Renewal Programme										
21/22 Culvert Renewal Program (SECOSP)	241,137	64,102	-	64,102	177,035	238,677	2,460	100	98	
Culvert Renewal Programme Projects Total	241,137	64,102	-	64,102	177,035	238,677	2,460			

	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
Program: Future Design Works Programme										
23/24 Culvert Renewal Program	-	9,310	-	9,310	(9,310)	-	-	85	Not applicable	
23/24 Floodway Renewal Program	-	108,134	47,880	156,014	(156,014)	-	-	60	Not applicable	
Biggs Road, Witkott	-	7,994	5,265	13,199	(13,199)	-	-	15	Not applicable	
Cemetery Road/Victor Court Intersection	-	964	-	964	(964)	-	-	20	Not applicable	
Cochrane/Maitland/Riddell/Subberrfield	-	344	-	344	(344)	-	-	95	Not applicable	
Darney Street, Witkott	-	1,736	13,594	15,330	(15,330)	-	-	6	Not applicable	
Douglas MacInnes Drive	-	5,035	-	5,035	(5,035)	-	-	7	Not applicable	
Footpath Missing Links - Fairway Drive	-	786	-	786	(786)	-	-	21	Not applicable	
Footpath Missing Links - Jones Road	-	5,063	-	5,063	(5,063)	-	-	21	Not applicable	
Footpath Missing Links - William Street	-	364	-	364	(364)	-	-	21	Not applicable	
Future Design - 23/24 Footpath Renewal	-	761	-	761	(761)	-	-	15	Not applicable	
Future Project Design-Budget Only	440,000	-	-	-	440,000	-	440,000	Not applicable	Not applicable	Design Budget holding Project.
Gelke/Forest Avenue	-	2,280	2,403	4,683	(4,683)	-	-	5	Not applicable	
John Street South, Laidley	-	16,121	43,815	59,935	(59,935)	-	-	35	Not applicable	
Laidley CBD Accessibility Review	-	1,797	-	1,797	(1,797)	-	-	11	Not applicable	
Lawlers Road/Sandy Creek Intersection	-	1,058	-	1,058	(1,058)	-	-	30	Not applicable	
Main Camp Creek Road (SSSR)	-	507	-	507	(507)	-	-	5	Not applicable	
Mountain Rd/Range Crescent Intersection	-	3,419	-	3,419	(3,419)	-	-	30	Not applicable	
North Street, Garton	-	105	-	105	(105)	-	-	10	Not applicable	
Postmans Ridge Road Rehab (PDV)	-	5,584	-	5,584	(5,584)	-	-	15	Not applicable	
Tenthill Ropeley Rockside Steinhardt	-	838	-	838	(838)	-	-	5	Not applicable	
William St, Forest Hill (Future Design)	-	6,330	-	6,330	(6,330)	-	-	100	Not applicable	
Woodlands Road (Schoeders Road Bends)	-	31,083	7,557	38,640	(38,640)	-	-	30	Not applicable	
Future Design Works Programme Projects Total	440,000	209,551	120,513	330,064	109,936	-	440,000			
Program: Footpath Renewal Programme										
21/22 Footpath Renewal Program (SECCSP)	339,976	143,637	128,421	272,058	67,918	339,976	-	100	85	
Murphys Creek Road, Footpath (LRC2)	7,850	-	-	-	7,850	7,850	-	100	100	
Footpath Renewal Programme Projects Total	347,826	143,637	128,421	272,058	75,768	347,826	-			
Program: Floodway Renewal Programme										
21/22 Floodway Renewal Program (SECCSP)	937,500	493,314	532,736	1,026,050	(88,550)	383,000	554,500	100	80	
Floodway Renewal Programme Projects Total	937,500	493,314	532,736	1,026,050	(88,550)	383,000	554,500			

	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
Program: Other Infrastructure Projects										
Betterment Design Projects	150,000	-	-	-	150,000	-	150,000	0	Not applicable	Commencement date approximately the 17/5/23
Bridge Improvements	100,000	-	-	-	100,000	-	100,000	Not applicable	0	
Bus Shelter Drayton St. (BSSP + PTAIP)	60,000	213	980	1,193	56,807	27,686	32,314	100	100	
Digital Signage (LER)	431,293	341,832	4,233	346,065	85,228	431,293	-	100	100	
Flagstone Cr/Lockyer Cr Rd (HVSPP)	313,250	298,581	-	298,581	14,669	225,000	88,250	100	100	
Flagstone Creek Rd/Carpentale Rd (HVSPP)	105,000	103,694	-	103,694	1,306	-	105,000	100	100	
Gatton Central Drainage Upgrade - Design	468,943	24,168	-	24,168	444,775	-	468,943	12	Not Applicable	
Gatton Industrial Estate (HVSPP)	440,000	428,057	-	428,057	11,943	225,000	215,000	100	100	
Gehrke Road/Lorket Road (BS)	600,000	243,296	190,644	433,940	166,060	224,500	375,500	100	85	
Granham Scrub/Granham Winwill (HVSPP)	1,300,000	116,718	491,295	608,013	691,987	167,220	1,132,780	100	80	
Lake Clarendon Way (LRC13)	1,999,158	1,064,776	24,565	1,089,341	309,817	799,158	600,000	100	100	
North East St Stormwater Renewal (SECSP)	208,000	142,579	6,164	148,743	59,257	208,000	-	100	85	
North East Street Kerb & Channel (SECSP)	360,000	224,109	145,433	369,542	(9,542)	300,000	60,000	100	80	
North Street / East Street, Gatton (BS)	302,000	74,555	231,168	308,723	(3,723)	262,000	40,000	100	64	
Safe Schools Program - T105 21/22&22/23	118,134	153,081	-	153,081	(33,947)	29,067	89,067	100	100	
Safe Schools Program - T105 22/23	60,000	-	-	-	60,000	30,000	30,000			
Spencer & Maitland (Black Spot 22/23)	219,000	40,450	46,033	86,483	132,517	189,000	30,000	100	30	
Spencer Street/East Street, Gatton (BS)	74,205	58,873	-	58,873	15,332	74,205	-	100	100	
Springbrook Park Entry Upgrade (LRC13)	490,000	611,703	26,530	638,233	(148,233)	450,000	40,000	100	99	
Other Infrastructure Projects Total	7,198,983	3,925,685	1,167,046	5,092,731	2,106,252	3,642,129	3,556,854			
Program: Pavement Renewal Programme										
Gehrke Road, Plainland - T105 21/22	505,861	466,149	324	466,473	39,388	505,861	-	100	100	
Pavement Renewal Programme Projects Total	505,861	466,149	324	466,473	39,388	505,861	-	100	100	
Program: Pavement Widening Programme										
Granham Scrub Road - T105 21/22&22/23	2,699,983	1,664,755	356,156	2,020,911	679,072	974,429	1,725,554	100	90	
Woodlands Rd Pavement Rehab (LRC12)	84,959	929	-	929	84,030	84,959	-	100	100	
Pavement Widening Programme Projects Total	2,784,942	1,665,683	356,156	2,021,840	763,102	1,059,388	1,725,554			
Program: Seal Renewal Programme										
21/22 Bitumen Reseal Program (RTR)	-	58,112	-	58,112	(58,112)	-	-	100	100	
22/23 Bitumen Reseal (RTR)	1,700,000	1,486,755	144,150	1,630,905	69,095	927,079	772,921	Not applicable	100	
Seal Renewal Programme Projects Total	1,700,000	1,544,867	144,150	1,689,017	10,983	927,079	772,921			
Program: Seal Road Upgrade Programme										
Twidales Rd Heildon Spa Upgrade (SECSP)	13,368	-	-	-	13,368	13,368	-	100	100	
Seal Road Upgrade Programme Projects Total	13,368	-	-	-	13,368	13,368	-	100	100	

Cost Centre: DRFA New Event - REPA				Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
Budget	Actual	Committed								
Program: REPA Programme										
DRFA - Feb 2022 - LVRC.0020 Fred Thomas Bridge	-	103	210,210	210,313	(210,313)	-	-	100	1	
DRFA - Feb 2022 - LVRC.0023 Unsealed Zone 9	166,702	-	2,620	169,322	(169,322)	-	-	Not Applicable	100	
DRFA - Feb 2022 - LVRC.0024 Unsealed Zone 2	-	4,101	75,354	79,455	(79,455)	-	-	Not Applicable	5	
DRFA - Feb 2022 - LVRC.0026 Unsealed Zone 3	-	17,984	319	18,303	(18,303)	-	-	Not Applicable	4	
DRFA - Feb 2022 - LVRC.0027 Unsealed Zone 1	-	301,073	3,520	304,593	(304,593)	-	-	Not Applicable	100	
DRFA - Feb 2022 - LVRC.0030 Unsealed Zone 8 (part 2)	-	420,819	50,220	471,040	(471,040)	-	-	Not Applicable	100	
DRFA - Feb 2022 - LVRC.0031 Unsealed Zone 8 (part 1)	-	533,457	16,839	550,296	(550,296)	-	-	Not Applicable	100	
DRFA - Feb 2022 - LVRC.0032 Unsealed Zone 8 (part 3)	-	316,852	16,867	333,718	(333,718)	-	-	Not Applicable	100	
DRFA - Feb 2022 - LVRC.0034 Unsealed Zone 10	-	1,029	-	1,029	(1,029)	-	-	Not Applicable	14	
DRFA - Feb 2022 - LVRC.0037 Unsealed Zone 4 (part 1)	882	-	262,362	263,244	(263,244)	-	-	Not Applicable	1	
DRFA - Feb 2022 - LVRC.0038 Unsealed Zone 4 (part 2)	26,745	-	311,753	338,497	(338,497)	-	-	Not Applicable	6	
DRFA - Feb 2022 - LVRC.0040 Woodshed Ck Rd Floodway	288,734	-	170,792	459,526	(459,526)	-	-	Not Applicable	100	
DRFA - Feb 2022 - LVRC.0047 Berlin Road Landslip	60,899	-	30,765	91,664	(91,664)	-	-	100	0	
DRFA - Feb 2022 - LVRC.0051 Main Camp Ck Rd Floodway	989	-	-	989	(989)	-	-	5	0	
DRFA - Feb 2022 - LVRC.0051 Sealed Zone 5	16,087	-	-	16,087	(16,087)	-	-	5	5	
DRFA - Feb 2022 - LVRC.0054 Adare Road Floodway	2,721	-	-	2,721	(2,721)	-	-	5	0	
DRFA - Feb 2022 - LVRC.0055 Guardrail Repairs	179,364	-	9,046	188,409	(188,409)	-	-	Not Applicable	89	
DRFA - Feb 2022 - LVRC.0055 Steinke's Bridge	31,426	-	157,779	189,205	(189,205)	-	-	2	0	
DRFA - Feb 2022 - LVRC.0067 Unsealed Zone 6	2,233	-	91,906	94,138	(94,138)	-	-	Not Applicable	2	
DRFA - Feb 2022 - LVRC.0068 Unsealed Zone 10 (part 2)	104,442	-	35,867	140,308	(140,308)	-	-	Not Applicable	7	
DRFA - Feb 2022 - LVRC.0070 Rockmount Road CH 3220	63,356	-	62,218	125,574	(125,574)	-	-	0	0	
DRFA - Feb 2022 - LVRC.0070 Abbotts Road Culvert CH 430	556	-	-	556	(556)	-	-	5	0	
DRFA - Feb 2022 - LVRC.0070 Abbotts Road Culvert CH 630	556	-	-	556	(556)	-	-	5	0	
DRFA - Feb 2022 - LVRC.0070 Sealed Zone 8	10,505	-	-	10,505	(10,505)	-	-	2	2	
DRFA - Feb 2022 - LVRC.0071 Unsealed Zone 10 (part 3)	41,926	-	35,811	77,737	(77,737)	-	-	Not Applicable	7	
DRFA - Feb 2022 - LVRC.0072 Sealed Zone 2	2,424	-	7,218	9,642	(9,642)	-	-	1	1	
DRFA - Feb 2022 - LVRC.0075 Unsealed Zone 7	42,428	-	1,051	43,479	(43,479)	-	-	Not Applicable	3	
DRFA - Feb 2022 - LVRC.0078 Roches Road CH 1250	61,978	-	40,712	102,690	(102,690)	-	-	0	0	
DRFA - Feb 2022 - LVRC.0078 Final Submission	5,364	-	-	5,364	(5,364)	-	-	1	1	
DRFA - Feb 2022 - REPA Project Mgt	934,170	-	1,265,190	2,199,359	(2,199,359)	-	-	Not Applicable	0	
DRFA - May 2022 - LVRC.0029 Liffin Bridge	50,618	-	7,851	58,469	(58,469)	-	-	30	0	
DRFA - May 2022 - LVRC.0046 East Egryn Road Landslip	103,166	-	31,215	134,381	(134,381)	-	-	30	0	
DRFA - May 2022 - LVRC.0060 Mountain View Drive Landslip	39,720	-	4,963	44,683	(44,683)	-	-	25	0	
DRFA (Holding Project)	5,000,000	-	-	5,000,000	-	5,000,000	-	Not Applicable	Not Applicable	
REPA Programme Projects Total	5,000,000	3,833,408	2,202,447	6,735,854	(1,735,854)	5,000,000	-			
Program: REPA Complimentary Works Programme										
DRFA - Feb 2022 - Comp Works Sealed	-	13,468	10,993	24,461	(24,461)	-	-	Not applicable	5	
DRFA - Feb 2022 - Comp Works Unsealed	-	678,115	108,221	786,336	(786,336)	-	-	Not applicable	5	
REPA Complimentary Gravel Works Program	1,000,000	-	-	-	1,000,000	-	1,000,000	Not applicable	-	
REPA Complimentary Works Programme Projects Total	1,000,000	691,583	119,214	810,796	189,204	-	1,000,000	Not applicable	-	

	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
Cost Centre: Fleet										
<i>Program: Fleet Projects</i>										
21/22 Earthmoving Equipment Replacement	1,170,000	1,133,534	-	1,133,534	36,466	358,000	812,000	Not Applicable	Not Applicable	
21/22 Light Commercial Replacement	133,238	97,389	44,172	141,560	(8,322)	16,000	117,238	Not Applicable	Not Applicable	
21/22 Mowers Replacement	205,555	214,455	-	214,455	(8,900)	-	205,555	Not Applicable	Not Applicable	
21/22 Passenger Vehicles	55,075	24,629	-	24,629	30,446	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	
21/22 Trucks Replacement	696,370	340,264	341,269	681,533	14,837	-	696,370	Not Applicable	Not Applicable	
22/23 Earthmoving Equipment	949,700	-	926,400	926,400	23,300	-	949,700	Not Applicable	Not Applicable	
22/23 Light Commercial	80,000	85,418	169,834	255,252	(175,252)	-	80,000	Not Applicable	Not Applicable	
22/23 Mowers	705,000	-	774,659	774,659	(69,659)	138,000	567,000	Not Applicable	Not Applicable	
22/23 Passenger Vehicles	150,000	-	154,795	154,795	(4,795)	23,150	126,850	Not Applicable	Not Applicable	
22/23 Trailers	200,000	-	195,220	195,220	4,780	-	200,000	Not Applicable	Not Applicable	
22/23 Trucks	270,000	47,476	-	47,476	32,524	48,500	31,500	Not Applicable	Not Applicable	
New Light Commercial	45,000	-	351,271	351,271	(81,271)	180,000	90,000	Not Applicable	Not Applicable	
Oil Spray Spray Equipment	25,000	-	-	-	45,000	-	45,000	Not Applicable	Not Applicable	
Fleet Projects Total	5,114,938	2,007,665	3,136,462	5,144,127	(29,189)	821,650	4,293,288	Not Applicable	Not Applicable	
Cost Centre: Cemetery										
<i>Program: Cemetery Projects</i>										
Gatton Cemetery Seam Strip Installation	35,000	6,900	18,748	25,648	9,352	-	35,000	100	30	
Laidley Cemetery Seating	6,000	3,732	-	3,732	2,268	-	6,000	100	30	
Laidley Cemetery Seam Strip Install (LRG1)	70,000	62,166	-	62,166	7,834	50,000	20,000	100	100	
Laidley Cemetery Seam Strip Renewal	35,000	1,542	26,180	27,722	7,278	-	35,000	100	30	
Cemetery Projects Total	146,000	74,340	44,928	119,268	26,732	50,000	96,000	100	30	
Cost Centre: Camping Grounds										
<i>Program: Camping Grounds Projects</i>										
Disabled Toilet Lake Dyer	25,000	3,979	-	3,979	21,021	-	25,000	100	100	
Picnic Setting Renewal	27,000	2,749	7,913	10,662	16,338	-	27,000	100	30	
Camping Grounds Projects Total	52,000	6,728	7,913	14,641	37,359	-	52,000	100	30	

Cost Centre: Facilities	Budget	Actual	Committed	Total		Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
				(includes committed costs)	Remaining Budget					
Program: Facilities Projects										
Alex Gaddes Hall Upgrade (BSBR)	605,000	5,428	33,005	38,433	566,567	605,000	-	100	0	
Bore Infrastructure Improvements(SEQCSP)	32,007	13,470	-	13,470	18,537	32,007	-	100	100	
Caillif Park Machinery Shed (SEQCSP)	21,567	13,602	-	13,602	7,965	21,567	-	100	100	
Catering Equipment Colonial Cafe	25,000	31,530	-	31,530	(6,530)	-	25,000	100	100	
Community Facilities Design Packages	70,000	-	-	-	70,000	-	70,000	Not applicable	Not applicable	
Deport Containers	10,000	6,500	-	6,500	3,500	-	10,000	100	100	
Electrical Infrastructure Program	98,527	65,747	-	65,747	32,780	-	98,527	100	100	
Electrical Upgrades	159,300	19,319	60,675	79,993	79,307	-	-	100	50	
Gatton Admin Building Works (LRIC3)	510,000	367,644	-	367,644	142,356	510,000	-	100	75	
Gatton Depot Action Plan	17,772	26,200	-	26,200	(8,428)	-	-	100	100	
Gatton Depot Fuel Tank	58,415	50,310	-	50,310	8,105	-	58,415	100	100	
Grantham Butter Factory Upgrade (LER)	32,555	20,088	-	20,088	12,467	-	32,555	100	100	
GSH External Cladding and Gutters	370,000	34,997	26,908	61,905	308,095	-	370,000	100	20	
Hydraulic Renewal Program	72,068	20,577	-	20,577	51,491	-	72,068	100	100	
Laidley IGA Carpark	60,000	1,645	40,029	41,674	18,326	-	60,000	100	50	
Laidley Rec Grounds Program	75,000	53,336	-	53,336	21,664	-	75,000	100	100	
Laidley Saleyards Program (SEQCSP)	56,413	-	-	-	56,413	56,413	-	100	100	
Laidley Showgrounds Bore Pump	12,500	14,025	-	14,025	(1,525)	-	12,500	100	100	
LVSAC Pool Side Gates	35,000	31,627	-	31,627	3,374	-	35,000	100	100	
LVSAC Revitalisation (SEQCSP)	165,179	162,169	-	162,169	3,010	165,179	-	100	100	
Solar to Gatton Depot Workshop	22,392	83,914	-	83,914	(61,522)	-	22,392	100	100	
Facilities Projects Total	2,508,695	1,022,125	160,617	1,182,742	1,325,953	1,390,166	1,118,529	100	100	
Total for Group	\$ 29,228,507	\$ 16,923,251	\$ 8,872,884	\$ 25,796,135	\$ 3,432,372	\$ 14,532,350	\$ 14,696,157			

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: Governance and Property										
<i>Program: Legal Services Projects</i>										
Realignment, Subdivid, Sale Tryhom St	253,253	1,950	19,912	21,862	231,391	-	253,253	25	0	
Subdivision Gatton Saleyards	50,000	-	1,782	1,782	48,218	-	50,000	5	0	
Legal Services Projects Total	303,253	1,950	21,694	23,644	279,609	-	303,253			
Cost Centre: Information Communication Technology										
<i>Program: Information Communication Technology Projects</i>										
22/23 LVCC Audio Visual Renewals	71,000	-	-	-	71,000	-	71,000	20	0	
Library People Counter Renewals	8,000	-	-	-	8,000	-	8,000	10	0	
Network Perimeter Security (Firewalls)	55,000	57,454	-	57,454	(2,454)	-	55,000	100	85	
UPS Renewal	50,000	-	-	-	50,000	-	50,000	60	0	
Information Communication Technology Projects Total	184,000	57,454	-	57,454	126,546	-	184,000			
Cost Centre: Waste Disposal										
<i>Program: Waste Disposal Projects</i>										
Laidley Leachate Tank Replacement	125,000	-	-	-	125,000	-	125,000	0	0	
Waste Disposal Projects Total	125,000	-	-	-	125,000	-	125,000			
Cost Centre: Transfer Stations										
<i>Program: Transfer Station Projects</i>										
Gatton Landfill Cell 5 (SECOSP)	3,796,065	70,139	357,055	427,195	3,368,870	1,626,000	2,170,065	100	0	
Laidley Landfill Capping Design	12,070	8,800	-	8,800	3,270	-	12,070	0	0	
Materials Recov Fac Asphalt Replacement	70,000	37,010	-	37,010	32,990	-	70,000	0	0	
Materials Recovery Facility Fire Systems	80,000	2,943	13,110	16,053	63,947	-	80,000	100	10	
Old Gatton Landfill Capping	8,550	10,564	13,716	24,280	(15,730)	-	8,550	0	0	
Transfer Station Projects Total	3,966,685	129,456	383,881	513,337	3,453,348	1,626,000	2,340,685			
Cost Centre: Public Order & Safety										
<i>Program: Public Order and Safety Projects</i>										
22/23 LVRC CCTV	44,000	-	-	-	44,000	-	44,000	20	0	
LVRC CCTV	5,000	4,781	-	4,781	219	-	5,000	Not applicable	100	
Public Order and Safety Projects Total	49,000	4,781	-	4,781	44,219	-	49,000			
Total for Group	\$ 4,627,938	\$ 193,641	\$ 405,576	\$ 599,216	\$ 4,028,722	\$ 1,626,000	\$ 3,001,938			

COMMUNITY AND REGIONAL PROSPERITY																
						Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments				
						Budget	Actual	Committed	committed costs							
Cost Centre: Regional Developments																
Program: Regional Developments Projects																
Strategic Land Acquisition						1,250,000	-	-	-	1,250,000	-	1,250,000	0			
Regional Developments Projects Total						1,250,000	-	-	-	1,250,000	-	1,250,000				
Cost Centre: Tourism Initiatives																
Program: Tourism Projects																
FH Rec Grounds Parking & Viewing Silos						100,000	-	-	-	100,000	-	100,000	0			
Tourism Projects Total						100,000	-	-	-	100,000	-	100,000				
Cost Centre: Pest Management																
Program: Pest Management Projects																
Loan Spray Equipment						20,000	-	19,315	19,315	19,315	685	-	20,000	10		
Pest Management Projects Total						20,000	-	19,315	19,315	19,315	685	-	20,000			
Cost Centre: Gatton Child Care Centre																
Program: gatton Child Care Projects																
Gatton Childcare Centre Refurbishment						13,155	11,956	-	-	11,956	1,199	-	13,155	100		
Gatton Child Care Projects Total						13,155	11,956	-	-	11,956	1,199	-	13,155			
Cost Centre: Art Galleries & RAoF																
Program: Art Gallery & RAoF Projects																
Art Gallery Lighting Upgrade (LRIC3)						95,000	75,911	-	-	75,911	19,089	95,000	-	100	0	
Art Gallery & RAoF Projects Total						95,000	75,911	-	-	75,911	19,089	95,000	-			
Cost Centre: Voluntary Home Buy Back																
Program: Voluntary Home Buy Back																
Voluntary Home Buy Back Scheme						5,000,000	3,448,362	-	-	3,448,362	1,551,638	5,000,000	-	Not applicable	5	
Voluntary Home Buy-Back Projects Total						5,000,000	3,448,362	-	-	3,448,362	1,551,638	5,000,000	-			
Total for Group						\$ 6,478,155	\$ 3,536,230	\$ 19,315	\$ 3,555,545	\$ 2,922,610	\$ 5,095,000	\$ 1,383,155				

EXECUTIVE OFFICE									
	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %
Cost Centre: Disaster Management									
<i>Program: Disaster Management Projects</i>									
DM Donga Pathway	30,000	700	20,864	21,564	8,436	-	30,000	100	10
DM Evacuation Centre Trailer	16,000	7,753	-	7,753	8,247	16,000	-	100	100
Flood Intelligence Infrastructure	135,000	-	105,290	105,290	29,710	-	135,000	10	0
Flood Warning System Upgrade	23,500	-	-	-	23,500	-	23,500	10	0
QRRF Flood Cameras & Electronic Signage	600,000	18,952	343,633	362,585	237,415	540,000	60,000	15	0
Upgrade Flood Cameras Equipment (SEOCSP)	25,832	20,870	24,560	45,430	(19,598)	25,832	-	100	100
<i>Disaster Management Projects Total</i>	830,332	48,275	494,347	542,622	287,710	581,832	248,500		
Total For Group	\$ 830,332	\$ 48,275	\$ 494,347	\$ 542,622	\$ 287,710	\$ 581,832	\$ 248,500		
Total for Council	\$ 41,164,932	\$ 20,701,397	\$ 9,792,121	\$ 30,493,518	\$ 10,671,414	\$ 21,835,182	\$ 19,329,750		

LOCKYER VALLEY REGIONAL COUNCIL
For Period Ended April, 2023

CAPITAL WORKS PROGRAM SUMMARY

	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget
INFRASTRUCTURE					
Camping Grounds	52,000	6,728	7,913	14,641	37,359
Capital Program Delivery	14,834,374	9,098,566	2,476,794	11,575,360	3,259,014
Cemetery	146,000	74,340	44,928	119,268	26,732
DRFA New Event - REPA	6,000,000	4,524,991	3,021,660	7,546,651	(1,546,651)
Facilities	2,508,695	1,022,125	160,617	1,182,742	1,325,953
Fleet	5,114,938	2,007,665	3,136,462	5,144,127	(29,189)
Parks & Open Spaces	572,500	188,837	24,510	213,347	359,153
Total for Group	\$ 29,228,507	\$ 16,923,251	\$ 8,872,884	\$ 25,796,135	\$ 3,432,372

PEOPLE AND BUSINESS PERFORMANCE

Governance and Property	303,253	1,950	21,694	23,644	279,609
Information Communication Technology	184,000	57,454	-	57,454	126,546
Public Order & Safety	49,000	4,781	-	4,781	44,219
Transfer Stations	3,966,685	129,456	383,881	513,337	3,453,348
Waste Disposal	125,000	-	-	-	125,000
Total for Group	\$ 4,627,938	\$ 193,641	\$ 405,575	\$ 599,216	\$ 4,028,722

COMMUNITY AND REGIONAL PROSPERITY

Art Galleries & RADF	95,000	75,911	-	75,911	19,089
Gatton Child Care Centre	13,155	11,956	-	11,956	1,199
Pest Management	20,000	-	19,315	19,315	685
Regional Development	1,250,000	-	-	-	1,250,000
Tourism Initiatives	100,000	-	-	-	100,000
Voluntary Home Buy Back	5,000,000	3,448,362	-	3,448,362	1,551,638
Total for Group	\$ 6,478,155	\$ 3,536,230	\$ 19,315	\$ 3,555,545	\$ 2,922,610

EXECUTIVE OFFICE

Disaster Management	830,332	48,275	494,347	542,622	287,710
Total for Group	\$ 830,332	\$ 48,275	\$ 494,347	\$ 542,622	\$ 287,710
Total for Council	\$ 41,164,932	\$ 20,701,397	\$ 9,792,121	\$ 30,493,518	\$ 10,671,414

10.2 Register of Cost Recovery and Commercial Fees and Charges 2023-24

Author: Kirsty Johnson, Coordinator Revenue Services; Richard Marshall, Chief Financial Officer

Responsible Officer: Ian Church, Chief Executive Officer

Purpose:

The purpose of this report is to seek the adoption of Council's 2023-2024 register of fees and charges, effective from 1 July 2023.

Officer's Recommendation:

THAT Council adopt the Cost Recovery and Commercial Fees and Charges for 2023-2024, as attached, appendix 1, with an effective date of 1 July 2023.

THAT Council note the Fees and Charges set out in Appendix 2 for services provided by leaseholders of Council facilities that are outside the authority of Council to set.

Executive Summary

The adoption of fees and charges forms an integral part of Council's annual budget process and ensures cost recovery fees and charges reflect the true cost of providing the associated service. Adoption of the register of fees and charges also ensures compliance with Council's legislative obligations.

In the 2023-24 financial year, fees and charges are currently forecast to produce approximately \$5.8 million in operating revenue.

Proposal

Cost recovery fees are set at or as close as possible to full cost, with commercial fees set at rates that reflect market and other associated conditions. In general terms, the cost of services should be borne through fees and charges by those customers who benefit from them.

This position reflects the recovery constraints of Section 97 of the *Local Government Act 2009* in that a cost recovery fee, other than an application fee, must not be more than the cost to Council of taking the action for which the fee is charged.

Key items within the fees and charges for 2023-24 include:

- 40 new fees, the majority of which is due to the consolidation of a number of fees and charges into a new consolidated fee or charge.
- Animal Management New Fees
- 1.1.2 - Impounding Fees

1.1.3 - Hire of Dog and Cat Traps, and Dog Collars

1.1.4 - Surrender of Animal

1.2.1 - Dog Registration

- Applications for Approval of Material Changes of Use
 - Animal Uses – Poultry Farm
- Health and Regulatory Services
 - 1.3.1 - Commercial Use of Local Government Controlled Areas and Roads
 - 1.3.7 - Regulated Activities on Local Government Controlled Areas and Roads
 - 1.3.8 Clearing of Overgrown Allotments
 - 1.3.9 - Food Act 2006
 - 1.3.11 – Miscellaneous
- 264 discontinued fees, as noted above, this is due to the consolidation of a number of fees and into a new consolidated fee or charge.

Key changes to the Fees and Charges structure have been summarised below:

Planning Fees:

- Consolidation of and streamlined fees
 - 125 Discontinued fees
 - 21 New Fees
- Average % Change – 6.44%
- Average \$ Change – \$404.83

Building and Plumbing:

- Consolidation of and streamlined Fees
 - 13 Discontinued fees
 - 3 New Fees
- All Fees increased within the Council indexed percentage

Pest Management Fees:

- 16 discontinued Fees to create one fee
- Fee to remain the same at 50% of price charged by Supplier (excluding GST)
- New Fee Name:
 - Herbicide purchased for the treatment of any of the following plants within the Lockyer Valley Region: African Boxthorn, Annual Ragweed, Balloon Vine, Cats Claw Creeper, Climbing Asparagus Fern, Fireweed, Giant Rat's Tail Grass, Groundsel, Harissia Cactus, Honey Locust, Lantana, Madeira Vine, Mother of Millions, Parthenium, Salvinia, Water Hyacinth, Water Lettuce.

Animal Management:

- 54 Fees
 - 16 discontinued
- Average % change – 7.03%
- Average \$ Change - \$9.42
- Desexing Vouchers – has been discontinued.
- Largest \$ increase - \$60.00

- Annual renewal of an approval for the keeping of animals from \$140.00 to \$200.00
- 2 fees decreased
 - Citronella Spray or Static Correction Collar – 28 Day hire \$51.00 to \$40.00
 - Non-Return of Trap or Collar after expiry of Hire Period \$17.00 to \$10.00

Waste Charges:

- No significant changes
- 8 discontinued fees
 - All Concrete Sales
 - Tyres – Heavy Truck, Bobcat, Forklift, super single, Tractor/Grader
- Average % Change – 9.19%
- Average \$ Change - \$8.08
- 13 Fees increase more than \$10.00.
 - Highest increase is \$23.00 or 11.73%
 - Highest percentage increase 24.14% or \$14.00

Health and Regulatory Services:

- Average % Change - 4.23%
- Average \$ Change - \$11.45
- 6 New Fees
- 21 Discontinued Fees
- 3 Fees to decrease
 - Stationary Roadside Vending NOT associated with an adjoining commercial/rural operation (e.g. pie/seafood/fruit & vegetable sales) from \$1,740.00 to \$565.00 or 67.53%
 - Mobile Roadside Vending (e.g. mobile ice-cream van) from \$1,740.00 to \$565.00 or 67.53%
 - Overgrown Properties Compliance Notice from \$291.00 to \$280.00 or 3.8%

Art Gallery and Library:

- 14 Fees unchanged
- 5 fees Changed by Council Index

GIS and Mapping:

- 5 Fees unchanged
- 7 fees Changed by Council Index
- 1 Fee decreased
 - Road Map Booklet by \$1.00
- 1 Fee discontinued
 - Data Supplied on CD/DVD – no longer supplied.

Facilities Hire and Show Grounds:

- No major changes
- Majority of fees increased by Council index of 6% (rounded to nearest dollar)
- Discounts for Not for Profit organisations has been reduced from 80% to 70%.

Sale Yards:

- No Major changes
 - 2 fees remain unchanged
 - 10 Fees increased by Council index of 6%

- 4 Fees increased greater than Council index, highest dollar increased is \$1.00
- Yard Fees Increases
 - Cattle and Horse increased from \$5.00 per head to \$10.00
 - Dipping fee increased from \$3.00 to \$5.00 or 66.67%
 - Agent fees increased from \$517.05 to \$1,500 or 190.11%

Cemetery Fees:

- 7 fees increased more than Council index of 6%, as outlined in the table below.
- 16 fees increased to Council index of 6% or less

Fee Name	2022/23 Fee	2023/24 Fee	% change	\$ Change
Gatton, Laidley, Caffey, Forest Hill & Murphy's Creek General Cemetery				
Application for Burial	\$1,080.00	\$1,450.00	34.26%	\$370.00
Application for Reservation of Plot	\$1,199.00	\$1,400.00	16.76%	\$201.00
Land for Burial of Ashes	\$572.00	\$700.00	22.38%	\$128.00
Burial of Cremation Ashes	\$218.00	\$350.00	60.55%	\$132.00
Application for Monumental Work and Plaque Modifications	\$86.00	\$100.00	16.28%	\$14.00
Gatton, Laidley, Caffey, Forest Hill & Murphy's Creek Columbarium				
Interment of Ashes	\$198.00	\$350.00	76.77%	\$152.00
Gatton, Laidley, Caffey, Forest Hill & Murphy's Creek Laidley Ashes Memorial Garden				
Interment of Ashes	\$198.00	\$350.00	76.77%	\$152.00

Options

Option One: Council adopt the Cost Recovery and Commercial Fees and Charges for 2023-2024, as attached, with an effective date of 1 July 2023.

Option Two: Council adopt the Cost Recovery and Commercial Fees and Charges for 2023-2024, as attached, with an effective date of 1 July 2023 with adjustments as proposed by Councillors at the Ordinary Council Meeting.

Option Three: Council do not adopt the Cost Recovery and Commercial Fees and Charges for 2023-2024, as attached.

Previous Council Resolutions

Nil.

Critical Dates

Adoption needed on or before 1 July 2023 for all fees except for animal related fees. Animal related fees need to be set before 31 May 2023 to enable the yearly billing of registration fees to be invoiced and sent out during June 2023.

Strategic Implications

Corporate Plan

Leadership and Council

Finance and Resource

The price increase parameter for fees and charges has been set in line with Council's long-term financial plan, while recognising the Council Cost Index developed by the Local Government Association of Queensland.

As the main cost driver for most fees is materials, contracted services and labour, the parameter used is an indicative 6% which covers the increase allowed under Council's Certified Agreement as well as taking into consideration the current inflation rates being experienced in the economy. Fees and charges in some instances have been set to achieve Council's requirement to have business units generate sufficient income during the year to cover their respective operating costs plus a return on capital. Other adjustments to the fee amount may be the result of changing costs or service levels, where fees have been combined or abolished, or where fees have been rounded for ease of use.

The revenue expected from fees and charges in the 2023-24 financial year of ~\$5.8 million and is an important source of revenue and helps to offset Council's reliance on general rates.

Legislation and Policy

Sections 172 and 193 of the *Local Government Regulation 2012* establish the requirements for Council's Revenue Statement and Revenue Policy in relation to information on fees and charges.

Council's Revenue Statement is also required to outline the criteria used to decide the amount of the cost-recovery fee – Section 172(1)(c) and if council conducts a business activity on a commercial basis, the criteria used to decide the amount of the charges for the activity's goods and services – Section 172(1)(d).

Risk Management

Key Corporate Risk Category:	FE1
Reference and Risk Description:	Finance and Economic Financial sustainability to support the achievement of strategy, goals and objectives in the medium to long term.

Consultation

Portfolio Councillor Consultation

Workshops were conducted with Council in regard to the preparation of the fees and charges register.

Internal Consultation

The proposed fees and charges contained in the attachments have been reviewed by relevant Group and Branch Managers.

External Consultation

N/A

Community Engagement

N/A

Communication

Once the Fees and Charges have been adopted by Council, all Not for Profit organisations who have used Council facilities will receive a letter notifying them of the changes including the change in discount.

The new Fees and Charges will also be updated on Council's website and a notice will go into the local press.

Attachments

- 1 [↓](#) Cost Recovery and Commercial Fees and Charges for 2023-2024 50 Pages
- 2 [↓](#) Schedule of Fees and Charges set by Leaseholders



Lockyer Valley Regional Council

2023/2024 REGISTER OF FEES & CHARGES



Effective from 1 July 2023

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Name	Year 23/24 Fee (incl. GST)	GST
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Lockyer Valley Regional Council

1 - Cost Recovery Fees & Charges

The Group Manager Community and Regional Prosperity and the Manager Planning, Policy and Community Wellbeing have the discretion to determine the applicable fee where the listed fee in this Register is demonstrated to be incongruous with the specific circumstances of the service to be provided.

1.1 - Animal Management - Impounding

Fees payable for the release of animals may include: impounding fees, after-hours impounding fee, care and upkeep fees, transport fee, advertising costs, and NLIS tagging (National Livestock Identification Scheme) if applicable.

A dog owner shall also be required to pay any applicable dog registration for a dog to be released.

A Penalty Infringement Notice (PIN) may also be issued. The recipient of a PIN has 28 days to choose a response as detailed on the PIN. Should the fine not be paid, and no response received by Council, the PIN will be referred to the State Penalties Enforcement Register (SPER) as an unpaid infringement. Additional fees and charges will be imposed by SPER.

1.1.1 - Impounding Fees (Livestock & Poultry)

Horses (other than Stallions) & Cattle (other than Bulls)	\$188.00	N
Stallion or Bull	\$260.00	N
Sheep, Goats & Pigs	\$48.00	N
Poultry	\$11.00	N

Transport Fees - Stock

Horses & Cattle (per load)	\$176.00	N
Sheep, Goats & Pigs (per load)	\$93.00	N
Transport by Private Carrier	At cost	N

NLIS Tagging (National Livestock Identification Scheme)

NLIS Tag and Administration Fee	\$83.00	N
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Charge is for first animal. Additional animals will be at 50% of charge.

Release of impounded stock - After Hours Fee

After Hours Fee	\$165.00 Monday to Saturday \$300.00 on Sunday	N
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(in addition to other applicable fees)

Care and Upkeep of Impounded Stock

Horses & Cattle (fee per day)	\$50.00	N
Sheep, Goats & Pigs (fee per day)	\$28.00	N
Additional fee per day where animals are bottle fed	\$50.00	N

Name	Year 23/24 Fee (incl. GST)	GST
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Advertising Impounding Notice

Fee	At Cost	N
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1.1.2 - Impounding Fees (Dogs and Cats)

First & Second Impound (in Financial Year) Registered Dog	If all applicable conditions are met - No Charge	N
During the financial year, the First and Second Release of a current registered dog that was not involved (i.e. the alleged offending dog) in a dog attack on a person and or an animal OR has no history of being previously impounded OR its owner having received a compliance notice or Penalty Infringement Notice for any animal that they own or keep, will require only the payment of any applicable afterhours fee and all applicable care and upkeep charges (no impounding fee will apply). The owner/s (of any impounded dog) that were identified to the satisfaction of Council, and subsequently failed to release the impounded dog from Council, will be issued a Penalty Infringement Notice for failing to prevent the animal from wandering at large.		
Release Fee for un-registered dogs and registered dogs if the criteria above are not met	\$132.00	N
The owner shall also be required to pay any applicable registration fee and/or other fees before the dog is able to be released.		
Release fee for cats	\$90.00	N
Additional fee for release of dog or cat after hours (in addition to release fee)	\$165 Monday to Saturday \$300 on Sunday	N

Care and upkeep of Impounded Dogs and Cats (per day or part thereof)

Dogs & Cats	\$33.00	N
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1.1.3 - Hire of Dog and Cat Traps, and Dog Collars

Trap Hire (max. 10 days) - Pick up / Returned by Resident	Free	Y
Trap Hire (max. 10 days) - Delivered / Returned by Council	\$50.00	Y
Fee to be paid prior to delivery.		
Citronella Spray or Static Correction collar - 14 days hire	\$28.00	Y
Citronella Spray or Static Correction collar - 28 days hire	\$40.00	Y
Non Return of Trap or collar after expiry of Hire Period (Per day up to 30 days)	\$10.00	Y
Replacement Trap Fee (after 30 days the trap will be deemed lost and the hirer will be responsible for replacement of trap).	\$300.00	Y
Replacement of Collar Fee (after 30 days the collar will be deemed lost and the hirer will be responsible for replacement of collar).	\$150.00	N

1.1.4 - Surrender of Animal

Should an owner be unable or does not want to keep an animal, they may surrender the animal to Council for disposal. A fee is charged per animal and the animal is to be delivered to the Council Pound by its owner unless Council agrees otherwise. The method of disposal will be in accordance with Council's Local Laws.

Surrender of a Dog	\$100.00 per animal	Y
Surrender of a Cat	\$100.00 per animal	Y
Surrender of Livestock	\$150.00 per animal	Y

continued on next page ...

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Name	Year 23/24 Fee (incl. GST)	GST
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1.1.4 - Surrender of Animal [continued]

Surrender of Poultry (not rooster)	\$20.00 per animal	Y
Surrender of Rooster	Nil	N

1.2 - Animal Management - Registration, Permits & Other

1.2.1 - Dog Registration (New Registrations and Registration Renewal)

- An owner of a dog must register any dog over 3 months of age within 14 days after starting to keep the dog.
- The registration period is 1 July to 30 June.
- For new dog registrations between 1 January and 30 April the applicable fee will be 50% of the fee listed in this Register, with the exception of Regulated dogs.
- Dogs registered from 1 May each year, will have a registration period expiring on 30 June the following year.
- A Veterinarian's Certificate, Statutory Declaration and/or a tattooed ear symbol will be accepted evidence that a dog has been desexed.
- Pensioner rates apply only to holders of Age, 100% Disability or War Veteran (Gold Card) Pension Cards.
- Dogs that are Regulated Dogs (Declared Dangerous/Menacing Dogs/Restricted Dogs) must be registered as Regulated Dogs. If a currently registered dog is declared a Regulated Dog, for the balance of that registration period the dog's owner will be liable for the difference in fees between that already paid and the registration fee for a Regulated Dog. No pro-rata fees or pensioner discount applies to Regulated Dogs.

Dog Registration

Approved Working Dogs and Accredited Assistance Dogs	Nil	N
The <i>Animal Management (Cats & Dogs) Act 2008</i> exempts these dogs from registration. Council registers such dogs for identification purposes only.		
Entire Dog	\$148.00	N
Entire Dog - When dog's owner is a pensioner	\$88.00	N
Dogs under 6 months of age AND desexed being registered for the first time	No Charge	N
Dogs under 6 months of age AND not desexed being registered for the first time	\$45.00	N
Desexed Dog	\$50.00	N
Desexed Dog - When dog's owner is a pensioner	\$35.00	N
Registration of a Replacement Dog, i.e. a new dog replacing a deceased currently registered dog (fee for new tag only)	\$22.00	N
No refund for the registration of the deceased dog will apply		
Reciprocal registration - proof of current registration with another local government in Australia is required (fee for new tag only)	\$22.00	N
Regulated Dog - Declared Dangerous Dog/Menacing Dog/Restricted Dog	\$530.00 Plus \$100.00 in the first year	N
Each Dog at an approved Kennel	\$31.00	N
Registration Renewal Late Fee - when registration is not paid by the due date	\$33.00	N

Deceased Dogs - Registration Refund

Registration Refund - If dog dies within 30 days of registration, or before 1 August	100% refund	N
The owner must provide proof of the dog's death such as an euthanasia certificate, a letter issued by a vet, or a statutory declaration.		
Registration refund - if dog dies between 1 August and 31 December	50% refund	N

Name	Year 23/24 Fee (incl. GST)	GST
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Registration Tag

First Replacement (per registration year)	Free	N
Tag Issue Fee	\$22.00	N

1.2.2 - Animal Permits & Licences

Keeping of Animals under Subordinate Local Law No 1.5 (Keeping of Animals) 2011 and Subordinate Local Law No 2 (Animal Management) 2011

Application for the keeping of animals	\$390.00	N
If permit approved, an Annual renewal fee is to be paid		
Annual renewal of an approval for the keeping of animals	\$200.00	N

1.3 - Health and Regulatory Services

Registered charitable organisations and not-for-profit organisations may receive 50% refund/discount from the prescribed fee subject to producing appropriate verification.

Applications and Approvals under Local Law No. 1 (Administration) 2011

Applications, plans and fees must be lodged, and approval given prior to the activity commencing. If the activity involves the selling of food, a licence under the *Food Act 2006* is also required.

If an application is made after 31 December, 50% of the annual fee will be payable in addition to the application fee.

Application to transfer an approval to another person	\$210.00	N
Application to amend conditions of an approval	\$210.00	N
Fee for release of impounded/seized items (other than an impounded animal)	\$106.00	N

1.3.1 - Commercial Use of Local Government Controlled Areas and Roads - Subordinate Local Law No. 1.2 (Commercial Use of Local Government Controlled Areas and Roads) 2011

Application for approval

Application for approval	\$420.00 plus annual renewal fee	N
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Annual renewal of approval

Stationary Roadside Vending NOT associated with an adjoining commercial/rural operation (e.g. pie/seafood/fruit & vegetable sales)	\$565.00	N
Stationary Roadside Vending associated with adjoining commercial business (e.g. shop using footpath to display or sell goods)	\$72.00	N
Stationary Roadside Vending - selling produce produced solely from the land adjoining the roadside location.	Nil	N
Mobile Roadside Vending (e.g. mobile ice-cream van)	\$565.00	N
Footpath Dining	\$115.00	N
Markets (per event)	\$20.00	N
Annual renewal fee for Community Groups and Charities	Nil	N

Name	Year 23/24 Fee (incl. GST)	GST
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1.3.2 - Advertising Devices – Subordinate Local Law No. 1.4 (Installation of Advertising Devices) 2011

Application for approval

Application for approval	\$420.00	N
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Annual renewal of approval

Roadside Signs	\$170.00	N
Community Signs	Nil	N

1.3.3 - Shared Facility Accommodation (e.g. Backpackers/Hostels) Subordinate Local Law No. 1.11 (Operation of Shared Facility Accommodation) 2011

Application for approval

Application for approval	\$420.00 Plus annual renewal fee	N
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Annual renewal of approval

1-15 bedrooms	\$245.00	N
16-50 Bedrooms	\$460.00	N
51 & over bedrooms	\$600.00	N

1.3.4 - Temporary Homes – Subordinate Local Law No. 1.3 (Establishment or Occupation of a Temporary Home) 2011

Application for approval	\$420.00	N
Renewal of approval (six months)	\$210.00	N

1.3.5 - Caravan Parks and Camping Grounds – Subordinate Local Law No. 1.6 (Operation of Camping Grounds) 2011 and Subordinate Local Law No. 1.8 (Operation of Caravan Parks) 2011

Application for approval	\$420.00 Plus annual renewal fee	N
Annual renewal of approval - per camping or caravan site, or cabin	\$16.00	N

1.3.6 - Temporary Entertainment Events - Subordinate Local Law No. 1.12 (Operation of Temporary Entertainment Events) 2011

Applications must be made at least 28 days prior to an event. Pre-lodgement meetings are recommended. An approval for a Temporary Entertainment Event is usually for a single event only. If you intend to conduct entertainment events on a regular basis, you may need to obtain a development approval under the *Planning Act 2016*.

Application for approval	\$420.00	N
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Name	Year 23/24 Fee (incl. GST)	GST
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1.3.7 - Regulated Activities on Local Government Controlled Areas and Roads - Subordinate Local Law No 1.14 (Regulated Activities on Local Government Controlled Areas and Roads) 2011

Application for approval	\$60.00	N
Application by a charity	Nil	N
Annual renewal of approval	\$55.00	N
Annual renewal for a charity	Nil	N

1.3.8 Clearing of Overgrown Allotments - Local Law No. 3 (Community and Environmental Management) 2011

Administration fee for arranging clearing of overgrown allotment after owner has failed to comply with a compliance notice for an overgrown allotment plus cost of contractor.	\$280.00	N
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1.3.9 - Food Act 2006

Applications, plans and fees must be lodged, and licence given prior to the business commencing. A pre-lodgement meeting is recommended.

Amendment of licence	\$210.00	N
Renewal of licence	As per the fee for application for approval	N

If an application is received after 31 December, 50% of the annual fee only will be payable

Fixed Food Premises

Design assessment	\$420.00	N
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Low Risk Premises - Bed & Breakfasts and Home stays (for guests only) and Motels (serving breakfast only)

Application for, and annual renewal of, licence	\$245.00	N
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Higher Risk Premises – Food manufacture, café/restaurant, takeaway food bar, caterer (on-site and off-site including childcare centre, hospital kitchen and nursing home)

Application for, and annual renewal of, licence - Category 1 Premises with a single customer service area and food preparation area.	\$460.00	N
Application for, and annual renewal of, licence - Category 2 Premises with more than one customer service area or food preparation area and any food manufacturer.	\$600.00	N

Mobile Food Premises

Design assessment	\$420.00	N
Application for, or annual renewal of, licence for a Mobile Food Vehicle	\$600.00	N
Application for, and renewal of, licence for a Water Carrier	\$320.00	N

Temporary Food Business

Application for licence for 1 day event	\$85.00	N
Application for licence for 2-9 days (consecutive) event	\$165.00	N

Name	Year 23/24 Fee (incl. GST)	GST
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Food Safety Programs

Food Safety Program Accreditation with Third Party Advice	\$461 (plus GST)	N
Application for accreditation of Food Safety Program	\$600 for first 5 hours (plus GST) \$120/hour after 5 hours	N
First 5 hours (desk top audit inspection and report) then charged at hourly rate.		
Food Safety Audit	\$461 (plus GST)	N
First 5 hours (audit and report) then charged at an hourly rate.		
Application to amend a Food Safety Program	\$308.00	N

1.3.10 - Public Health (Infection Control for Personal Appearance Services) Act 2003

Applications, plans and fees must be lodged, and approval given prior to any activity or construction commencing.

Prelodgement meetings are recommended.

If an application is made after 31 December, 50% of the annual fee will be payable

Design assessment	\$420.00	N
Application for, or annual renewal of, a licence for a Higher Risk Personal Appearance Service	\$430.00	N
Transfer of licence for a Higher Risk Personal Appearance Service	\$210.00	N
Amendment of a licence for a Higher Risk Personal Appearance Service which involves refurbishment of the premises	\$210.00	N

1.3.11 - Miscellaneous

Late fee for renewal of all licences/approvals not paid by due date	\$110.00	N
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Inspection Fee

Inspection Fee Per Hour	\$210.00 (min \$210)	N
Relating to Public Health (Infection Control for Personal Appearance Services) Act 2003; Food Act 2006; Environmental Protection Act 1994; Relevant Local Law.		
Additional Fee Per Hour	\$210.00 (min \$200)	N
Relating to design assessment meeting where plans require drafting by Council to meet compliance with legislation.		

Health Searches

Reports on licences/approvals under the Public Health (Infection Control for Personal Appearance Services) Act 2003, Food Act 2006, Environmental Protection Act 2006 and relevant Council Local Laws.

Compliance report - includes an inspection and report	\$460.00	N
Record Search - includes a report based on a search of Council's records only	\$210.00	N

Refunds

If a fee is paid for a Design Assessment and an approval is not granted, the licence fee (not the design assessment fee) may be refunded.

If an application is withdrawn prior to it being decided, 50% of the fee paid may be refunded.

If a licence or approval is cancelled by the holder within 6 months of it being issued, 50% of the annual fee may be refunded.

Processing fee for refund of fees	\$64.00	N
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Name	Year 23/24 Fee (incl. GST)	GST
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Water Testing

Water testing of drinking water (commercial business only)	\$196.00 plus actual laboratory costs	N
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1.4 - Finance & Administration

1.4.1 - Right to Information

Application fees and processing charges are set by the State Government under the Right to Information Act 2009.

Fees apply where the application does not concern the applicants personal affairs.

Application Fee

Right To Information Application Fee	\$57.13	N
Advice on State land applications (road closures, road licences, permits to occupy, State leases)	\$530.00	N

Processing Charges

No processing charge applies where processing time is less than 5 hours.

Searching, Retrieving etc For each 15 mins or part of 15 mins.	\$8.85	N
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Access Charges

Copy of Released Material Per black and white printed A4 page.	\$0.27	N
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1.5 - Planning and Development

1.5.1 - Planning Fees

The payment of the correct application fee is one requirement for a development application to be considered a properly made application. Applicants are encouraged to discuss the relevant fee with the Development Assessment Team prior to the lodgement of the development application.

Where an application involves more than one type of development and/or land uses, the fees shall be cumulative.

The fee for a development application for a land use not defined in the planning scheme, or any other development assessment matter not listed in this register, shall be determined by the Group Manager Community and Regional Prosperity or the Manager Planning, Policy and Community Wellbeing.

Pre-lodgement meetings are held at no charge.

A 50% reduction in the fee is applicable for not-for-profit organisations (evidence to be supplied including Australian Taxation Office certificate confirming a Not-For-Profit organisation).

For major projects, the fee may be determined by the Manager Planning, Policy and Community Wellbeing or Council based on recovery of the actual cost to assess and decide the application. The Manager Planning, Policy and Community Wellbeing has the discretion to determine if a project is a "major project" based on the scale and potential impacts of the proposed development, the level of complexity of the application, and any other relevant consideration.

Name	Year 23/24 Fee (incl. GST)	GST
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1.5.2 - Refund of Application Fees

If an application is withdrawn prior to it being decided, a percentage of the application fee will be refunded based on how far assessment of the application has progressed.

Part 1: Application	75%
Part 2: Referral or Part 3: Information request	50%
Part 4: Public notification	25%

Where an application has progressed past public notification, no refund will apply.

Processing fee for refund of fees	\$64.00	N
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1.6 - Applications for Approval of Material Changes of Use

Land uses are as defined under the applicable planning scheme.

1.6.1 - Residential development

Accommodation Unit, Dual Occupancy, Multiple Dwellings

Code Assessment - Base fee	\$2,580.00	N
Code Assessment - Plus per unit	\$515.00	N
Impact Assessment - Base fee	\$3,220.00	N
Impact Assessment - Plus per unit	\$645.00	N

Annexed Unit, Apartment

Code Assessment	\$1,555.00	N
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Caravan Park

Impact Assessment - base fee	\$2,580.00	N
Plus per site	\$325.00	N

Caretaker Housing, Caretaker's Residence, Farm Worker's Accommodation, Secondary Rural Dwelling

Code Assessment	\$1,555.00	N
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Dwelling House

Code or Impact Assessment	\$1,935.00	N
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Home Based Business and Home Occupation

Home Based Business	\$1,555.00	N
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Motel

Base Fee	\$4,520.00	N
Plus Per Room	\$325.00	N

1.6.2 - Rural

Agriculture, Forestry, Natural Timber Harvesting, Roadside Stall

Code or Impact (per each proposed land use)	\$1,555.00	N
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Name	Year 23/24 Fee (incl. GST)	GST
Intensive Agriculture		
Code or Impact	\$3,220.00	N
Rural Service Industry, Rural Processing		
Code	\$3,220.00	N
Impact	\$6,455.00	N
1.6.3 - Animal uses		
Animal Husbandry		
Code	\$3,220.00	N
Impact	\$6,455.00	N
Aquaculture, Cattery, Kennels, Intensive Animal Husbandry		
Code (per each proposed land use)	\$4,655.00	N
Impact (per each proposed land use)	\$9,285.00	N
Feedlot (Cattle)		
<100 SCU (SCU = Standard Cattle Unit)	\$3,220.00	N
100 to 499 SCU	\$9,680.00	N
500 to 1000 SCU	\$19,365.00	N
>1000 SCU	\$38,725.00	N
Piggery		
<100 SPU (SPU = Standard Pig Unit)	\$3,220.00	N
100 to 199 SPU	\$9,680.00	N
200-500 SPU	\$19,365.00	N
>500 SPU	\$38,725.00	N
Poultry Farm		
1 to 999 Birds	\$4,535.00	N
1000 to 9,999 Birds	\$9,680.00	N
10,000 to 99,999 Birds	\$19,365.00	N
> 100,000 Birds	\$38,725.00	N
1.6.4 - Commercial		
ARTS CRAFTS AND ANTIQUES, BULK RETAIL, CATERING ROOM, CATERING SHOPS, COMMERCIAL PREMISES, ESTATE SALES OFFICE, FUNERAL PARLOUR, GENERAL STORE, HEALTH CARE PREMISES, INDOOR ENTERTAINMENT, MEDICAL/PARAMEDICAL CENTRE, OFF-STREET CAR PARK, PASSENGER TERMINAL, REFRESHMENT SERVICE, SERVICE STATION, SHOP, SHOWROOM, TRANSPORT TERMINAL, VETERINARY HOSPITAL, WAREHOUSE		
Code Assessment - Base fee (per each proposed land use)	\$3,220.00	N
Code Assessment - Plus per m2 of gross floor area	\$5.00	N
Code Assessable maximum application fee	\$16,960.00	N
Impact Assessment - Base Fee (per each proposed land use)	\$3,875.00	N
Impact Assessment - Plus per m2 of gross floor area	\$6.00	N

continued on next page ...

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Name	Year 23/24 Fee (incl. GST)	GST
1.6.4 - Commercial [continued]		
Impact Assessable maximum application fee	\$23,320.00	N
Hotel		
Code Assessment - Base fee	\$6,085.00	N
Code Assessment - Plus per m2 of gross floor area	\$5.00	N
Code Assessable maximum application fee	\$19,825.00	N
Impact Assessment - Base Fee	\$7,750.00	N
Impact Assessment - Plus per m2 of gross floor area	\$6.00	N
Impact Assessable maximum application fee	\$27,195.00	N
Bed & Breakfast Accommodation and Tourist Accommodation		
Code Assessment - Base Fee	\$2,580.00	N
Impact Assessment - Base Fee	\$3,875.00	N
Plus per room/cottage	\$645.00	N
1.6.5 - Industry		
ANIMAL PRODUCT PROCESSING INDUSTRY, CAR REPAIR STATION, LIGHT INDUSTRY, LOW IMPACT INDUSTRY, MEDIUM INDUSTRY, MEDIUM IMPACT INDUSTRY, ROAD FREIGHT DEPOT, SERVICE TRADE, TRANSPORT DEPOT, TRUCK STOP		
Code Assessment - Base fee (per each proposed land use)	\$3,220.00	N
Code Assessment - Plus per m2 of gross floor area	\$5.00	N
Code Assessable maximum application fee	\$36,570.00	N
Impact Assessment - Base Fee (per each proposed land use)	\$3,875.00	N
Impact Assessment - Plus per m2 of gross floor area	\$6.00	N
Impact Assessable maximum application fee	\$48,230.00	N
High Impact Industry, Junk Yard, Liquid Fuel Depot, Noxious, Offensive and Hazardous Industry		
Code Assessment - Base fee (per each proposed land use)	\$6,455.00	N
Code Assessment - Plus per m2 of gross floor area	\$5.00	N
Code Assessable maximum application fee	\$48,230.00	N
Impact Assessment - Base Fee (per each proposed land use)	\$7,750.00	N
Impact Assessment - Plus per m2 of gross floor area	\$6.00	N
Impact Assessable maximum application fee	\$58,830.00	N
Extractive Industry		
≤5000 tonnes, per annum	\$5,155.00	N
>5000 to 100,000 tonnes per annum	\$22,590.00	N
>100,000 tonnes per annum	\$38,725.00	N
1.6.6 - Community & Other Facilities		
Outdoor Entertainment, Sport and Recreation		
Code Assessment	\$6,455.00	N
Impact Assessment	\$9,680.00	N

Name	Year 23/24 Fee (incl. GST)	GST
Child Care Facility, Eco-tourism Facility, Educational Establishment, Emergency Services Depot, Local Utility, Special Purpose, Place of Assembly, Place of Worship, Public Facility		
Code Assessment (per each proposed land use)	\$3,875.00	N
Impact Assessment (per each proposed land use)	\$7,750.00	N
Telecommunications Facility, Public Infrastructure		
Code Assessment	\$5,910.00	N
Impact Assessment	\$7,750.00	N
Aviation		
Code Assessment	\$6,455.00	N
Impact Assessment	\$12,915.00	N
Hospital		
Code Assessment - Base fee	\$3,220.00	N
Code Assessment - Plus per m2 of gross floor area	\$5.00	N
Code Assessable maximum application fee	\$16,960.00	N
Impact Assessment - Base Fee	\$3,875.00	N
Impact Assessment - Plus per m2 of gross floor area	\$6.00	N
Impact Assessable maximum application fee	\$23,320.00	N
1.7 - Reconfiguring a lot & Operational works		
1.7.1 - Reconfiguring a Lot		
Boundary Realignment	\$2,260.00 plus \$320 for each lot in excess of 3 lots	N
Subdivision	\$2,725.00 plus \$515 for each additional lot	N
Access easement	\$2,260.00	N
Subdivision by lease	\$2,260.00	N
Request for Approval of Plan of Subdivision		
Standard format plans and Building format plans	\$440.00 plus \$440.00 per additional lot	N
Review and signing of easement and covenant documents (per document)	\$450.00	N
Resigning of lapsed Plan of Subdivision	\$530.00	N
Request for Road Names		
Request for road/street name for a newly created road	\$500.00	N

Name	Year 23/24 Fee (incl. GST)	GST
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1.7.2 - Operational Work

Engineering design plans must be certified by an RPEQ.

The fee includes a pre-start meeting, any hold point inspections (if applicable), and inspection on completion of works. Any additional inspection resulting from a previous failed inspection will be subject to payment of a fee.

Additional fees will apply if the application includes landscaping, vegetation clearing and/or design checks for electrical reticulation. Refer to separate fees for these matters.

Additional fees may apply for the review of technical reports.

Application for approval of Roadworks, Earthworks and/or Stormwater works associated with Reconfiguring a Lot

Application for development approval for roadworks, earthworks and/or stormwater works associated with Reconfiguring a Lot	\$1,230 plus \$1130 for each additional lot	N
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Application for approval of Roadworks, Earthworks and/or Stormwater works NOT associated with Reconfiguring a Lot

Earthworks less than 1,800m ² or more in surface area, on land NOT included in the Flood hazard overlay of the TLPI for Flood Regulation, and not a dam or levee	\$1,515.00	N
Earthworks of 1,800m ² or more in surface area, on land NOT included in the Flood hazard overlay of the TLPI for Flood Regulation, and not a dam or levee	\$2,770.00	N
Earthworks on land included in the Flood hazard overlay of the TLPI for Flood Regulation	\$3,365.00	N
Construction of a dam or levee	\$3,365.00	N
For works not mentioned above	Base fee \$1,000 plus 0.5% of the total value of work in excess of \$10,000 (excl. GST)	N

Landscaping

Application for development approval for landscaping	\$920.00	N
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Clearing of Vegetation

Code Assessable application for clearing of vegetation	\$1,935.00	N
Impact Assessable application for clearing of vegetation	\$3,220.00	N

Advertising Device not associated with a Material change of use or Reconfiguring a lot

Advertising Device (per sign) - other than a billboard	\$930.00	N
Billboard	\$2,455.00	N

Other Operational Works fees

Reinspection Fee (where insufficient preparation or contractor's staging and/or programming of works necessitates additional inspections, or where pavement inspections have failed) per inspection	\$350.00 during business hours \$530.00 outside business hours	N
Request to bond uncompleted works	\$150	N
Electricity reticulation	\$460.00	N
Electricity reticulation – amended design (per plan)	\$106.00	N

continued on next page ...

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Name	Year 23/24 Fee (incl. GST)	GST
Other Operational Works fees [continued]		
Application for approval, or change to approval, of vehicle crossover	\$245.00	N
Application for approval, or change to approval, of rear access/shared driveway	\$460.00	N
1.8 - Planning Other		
1.8.1 - Other		
Exemption Certificates		
Exemption Certificate requested after development has occurred	\$605.00	N
Other requests for Exemption Certificates	Nil	N
Application for development made assessable only due to an Overlay		
Fee does not apply to Building Work assessable under the Planning Scheme and not associated with a Material Change of Use		
Code Assessment	\$1,935.00	N
Building Works assessable under the Planning Scheme and Not Associated With a Material Change of Use		
Application for Building Works	\$645.00	N
Concurrence Agency assessment of Applications for Building Works		
Concurrence Agency assessment of Applications for Building Works	\$645.00	N
Applications for building works where Council is a concurrence agency due to: <ul style="list-style-type: none"> ◦ a Local heritage place ◦ a Residential purpose in residential zone ◦ building over or near infrastructure 		
Applications for Preliminary Approval		
Application for Preliminary Approval to vary the effect of the Planning Scheme (a Variation Request)	\$32,270.00	N
Other applications for preliminary approval	75% of the relevant application fee	N
As per the fee for a Development Permit		
Fees for Peer Reviews or Assessment of Technical and Specialist Reports		
Peer review or assessment of a technical or special report (submitted with an application or in response to an information request/further advice) by an external consultant	Actual cost charged by the consultant	N
Assessment of a technical/specialist Report (submitted with an application or in response to an information request/further advice) by a Council officer	\$570.00	Y
Change Applications		
A minor change for a Dwelling House	\$580.00	N
A minor change to change or cancel one condition only and not involving a change to approved plans	\$1,040.00	N
A minor change involving changes to approved plans only	\$1,040.00	N

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Name	Year 23/24 Fee (incl. GST)	GST
Change Applications [continued]		
All other minor changes	\$1040.00 plus \$260.00 for each condition in excess of one condition.	N
Change Application other than a minor change	As per the development application fee.	N
Extension Application		
Extension application (to extend currency period)	\$1,655.00	N
Request to Cancel Development Approval		
Request to cancel a development approval	\$215.00	N
Request to Consider Application Under a Superseded Planning Scheme		
Request for an application to be considered under a Superseded Planning Scheme (this fee is in addition to the development application fee)	\$2,580.00	N
1.8.2 - Request for planning information		
Fee applies per lot to which the request applies.		
Planning Information requested through a Form 19 or a Building, Plumbing and Planning Information form (per item requested)	\$75.00	N
Basic flood information	\$80.00	N
Detailed flood information	\$515.00	N
Data sharing agreement for flood model for a Dwelling House only	No Charge	N
Data sharing agreement for flood model	\$1,590.00	N
1.8.3 - Planning and Development Certificates		
Charge is per lot.		
Limited Planning and Development Certificate	\$460.00	N
Limited Certificate - Urgent (2 business day turnaround)	\$615.00	N
Standard Planning and Development Certificate	\$930.00	N
Standard Planning and Development Certificate - Urgent (5 business day turnaround)	\$1,225.00	N
Full Planning and Development Certificate	\$4,655.00	N
1.8.4 - Copies of Documents		
Laidley Shire Planning Scheme 2003	\$230.00	N
Gatton Shire Planning Scheme 2007	\$455.00	N
Copy of a decision notice or other document listed under Schedule 22 of the Planning Regulation 2017	\$32.00	N

Name	Year 23/24 Fee (incl. GST)	GST
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1.9 - Plumbing and Drainage

1.9.1 - Applications for New Plumbing and Drainage Works

A lodgement fee is to be paid with each application.

Applications for commercial buildings may incur additional fees.

N.B. Fire hydrants and/or fire hose reels and additional items are calculated at a fixture rate.

Lodgment fee	\$315.00	N
Application for up to 150 fixtures	\$130.00 per fixture	N
Application for 151 to 200 fixtures	\$19,875.00 plus \$115.00 per fixture in excess of 150	N
Application for 201 to 250 fixtures	\$25,705.00 plus \$95.00 per fixture in excess of 200	N
Application for 251 to 300 fixtures	\$30,475.00 plus \$70.00 per fixtures in excess of 250	N
Application for 301 or more fixtures	\$33,920.00 plus \$55.00 per fixture in excess of 300	N
Minor applications with no fixtures, e.g. water service (includes one inspection)	\$445.00	N
Services not associated with fixtures (e.g. water mains, manufactured buildings, fire services, temporary site ablutions)	By quote	N
Compliance assessment for public sector entities (e.g. State Government)	By quote	N
Applications that contain alternate solutions (fee is additional to application fees)	By quote	N

1.9.2 - Applications for On-Site Sewerage Facilities

New installation, upgrade or alteration to existing facility including HSTP, septic tank, waterless toilet or grey water treatment facility.

For a dwelling house (includes two inspections)	\$585.00	N
For a Commercial OSSF (over 20EP) land application area only (includes two inspections)	\$583.00	N
Minor change to land application area, e.g. moving turf valve for shed (includes one inspection)	\$450.00	N

1.9.3 - Applications to Amend a Permit (including extending the term of a permit)

Amended plan assessment - minor amendment only (i.e. a site inspection or request for information is not required)	\$132.50 plus \$125 for each additional fixture	N
Amended plan assessment – other than a minor amendment	\$265.00 plus \$125 for each additional fixture	N
Application to extend the term of a permit by up to 1 year	\$132.50	N
Application to extend the term of a permit by more than 1 year, and up to 2 years	\$198.75	N

1.9.4 - Inspections

Additional inspections, including re-inspections, for projects that are not major projects	\$132.50	N
Inspections for major projects (includes projects with complicating factors)	By quote	N

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Name	Year 23/24 Fee (incl. GST)	GST
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1.9.4 - Inspections [continued]

Inspection conducted after hours (per hour)	\$305.00 Monday to Friday \$440.00 Saturday, Sunday and public holidays	N
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1.9.5 - Refunds

A refund of 50% of the application fees paid applies when plumbing applications are withdrawn prior to a permit being issued. Requests for refunds must be in writing. No refunds apply once a permit is issued or if a permit lapses.

Refund Processing Fee	\$64.00	N
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1.9.6 - Request for Information on Buildings on a Particular Lot

Plumbing and drainage information requested through a Form 19 or a Building, Plumbing and Planning Information form (per item requested)	\$75.00	N
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1.9.7 - Annual Registration of Backflow Prevention Devices

Commercial property with one device	\$80.00	N
Commercial property with between 2 and 20 devices (inclusive)	\$80 plus \$21.00 per device in excess of 1	N
Commercial property with more than 20 devices	\$480 plus \$16.00 per device in excess of 20	N
Domestic dwelling - per device	\$32.00	N

1.9.8 - Miscellaneous Plumbing and Drainage Fees

Request for compliance certificate for Plumbing and Drainage works for which the compliance permit lapsed within the past 12 months (includes one inspection)	\$450.00	N
Requested consultancy, site inspections, design and advice/assistance (at the discretion of the Coordinator Building and Plumbing)	By quote	Y

1.10- Building Services

Fee for lodgement of building application documents by a Private Certifier	\$315.00	N
Application to use a building, other than a Class 1, 2, 3 or 4 building, for residential purposes (in accordance with section 119 of the Building Act)	\$605.00	N

1.10.1 - Concurrence Agency Fees (including when Council is the Assessment Manager for a Development Approval for Building Works)

Assessment of application for building works to determine security (bond) for removal, demolition or rebuilding a building	\$245.00	N
Security (bond) for removal, demolition or rebuilding of a building	Determined based on the value of the work (minimum \$850.00)	N
Assessment of design and siting where the proposed building works do not include an acceptable solution under QDC MP1.1, 1.2 and 1.3	\$600.00	N

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Name	Year 23/24 Fee (incl. GST)	GST
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1.10.1 - Concurrence Agency Fees (including when Council is the Assessment Manager for a Development Approval for Building Works) [continued]

Assessment of alternative provisions for Class 1a or 10 buildings specified under the Planning Scheme in accordance with section 33 of the Building Act	\$605.00	N
Assessment of application for building works relating to budget accommodation for compliance with QDC MP2.1 fire safety standard for budget accommodation	By quote (minimum \$635.00)	N
Assessment of application for building works for higher risk personal appearance services where the work does not comply with an acceptable solution of QDC MP5.2 (per item)	\$245.00	N
Assessment of application for building works for residential services against QDC MP5.7 residential services building standard building requirements	By quote (minimum \$635.00)	N
Assessment of whether an on-site wastewater management system complies with the Queensland Plumbing and Wastewater Code, Part 1, performance criteria P2, where building works are proposed for 1 or more additional bedrooms	\$132.50	N
Concurrence Agency Referral matters to be assessed by Local Government as prescribed in schedule 9 of the Planning Regulation 2017 that are not listed elsewhere	By quote	N

1.10.2 - Request for Information on Buildings on a Particular Lot

Building information requested through a Form 19 or Building, Plumbing and Planning Information form (per item requested)	\$75.00	N
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1.10.2 - Building Record Searches

Search includes plumbing records, copies of approved plans, and details of last OSSF inspection service date, if available.

Processing time may be up to 10 business days.

For residential property	\$360.00	N
For commercial property	\$570.00	N

1.11 - Engineering & Design

Application fee including inspection fee.

1.11.1 - Undertake Minor Works Within Road Dedication Not Associated With Reconfiguration of a Lot or Material Change of Use

Minor Works Less than \$20,000.

Construction of property access (driveway)	\$245.00	N
Construction of property access (driveway) - self assessable	\$137.80	N
Installation of cattle grid and/or gate	\$245.00	N
Undertake minor works (earthworks, vegetation removal, installation of water main)	\$196.10	N
Traffic Management – Short term works	\$199.00	N
Traffic Management – Long term works	\$242.00	N
Other (to be specified)	Price on application	N
Reinspection Fee (per reinspection)	\$101.00	N

1.11.2 - Undertake Major Works Within Road Dedication Not Associated With Reconfiguration of a Lot or Material Change of Use

Major Works Greater than \$20,000.

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Name	Year 23/24 Fee (incl. GST)	GST
1.11.2 - Undertake Major Works Within Road Dedication Not Associated With Reconfiguration of a Lot or Material Change of Use [continued]		
Application Fee, Including Inspection Fee	Price on application	N
1.11.3 - Road Inspection Fee - Removal Dwelling		
Inspection Fee	Price on Application	N
1.11.4 - Infrastructure Reports & Data		
Infrastructure Reports & Data	\$106.00	N

Name	Year 23/24 Fee (incl. GST)	GST
2 - Commercial Fees & Charges		
2.1 - Corporate Services		
2.1.1 - Rates Search Fees		
Full Rates Search	\$215.00	N
Urgent Rates Search 1 to 2 day turnaround.	\$290.00	N
Counter Search Ownership, Valuation, Rates and Charges only.	\$33.00	N
2.1.2 - Rate Refund Processing Fee		
Processing Fee After the first refund annually.	\$35.00	N
2.1.3 - Administration Fees		
Copy of Prior Years Rate Notice	\$7.00 per notice for prior years. No Charge for the current financial year	N
Change of Ownership Fee	\$94.00	N
Administration Fee for Dishonoured Payments	\$24.00	N
Paper Bill Fee For animal and rates paper notices. To be applied from 1 January 2023. Fee does not apply to approved pensioners.	\$2.00	N
2.1.4 - Copy of Financial Statements		
Hard Copy of Annual Report (including Financial Statements) Soft Copy can be accessed from Council's Website for free.	\$15.00	N
2.1.5 - Copy of Council Policies, Local Laws & Public Interest Tests		
Hard Copy of Council Policies, Local Laws & Public Interest Tests	\$0.65 per page, Max \$13.00 per Policy/Local Law/ Public Interest Test	N
2.1.6 - Customer Services		
Scanning Per page.	\$1.00 each page up to \$10.00 maximum Min. Fee: \$1.82	Y
Photocopying Fees - Mono		
A4	\$0.50	Y
A3 Sheet	\$1.00	Y

Name	Year 23/24 Fee (incl. GST)	GST
Photocopying Fees - Colour		
A4	\$1.00	Y
A3 Sheet	\$2.10	Y
2.2 - Water		
2.2.1 - Sale of Bore Water From Standpipe		
Bore water standpipe sales (per KI)	\$5.05	N
Per KL.		
Bond for Bore Key	\$265.00	N
2.3 - GIS Mapping		
2.3.1 - Large Format Printing/Scanning		
Printing		
A2/A1/A0 sizes (per page)	\$30.00	Y
Scanning		
A2/A1/A0 sizes (per page)	\$21.00	Y
2.3.2 - Road Map Booklet		
Road Map Booklet	\$27.00	N
2.3.3 - Standard Mapping		
For customised mapping requests the charge will be calculated on the standard maps charges plus preparation time based on service charges (below).		
For requests relating to Planning Scheme information, please refer to Council's Cost Recovery Fees & Charges item 1.7.5.		
A4/A3 Size	\$25.00	N
A2/A1 Size	\$55.00	N
2.3.4 - Digital Spatial Data		
Asset/Cadastral data per Sq KM	\$101.00	N
Minimum 1km		
Contour/LiDAR data per Sq KM	\$140.00	N
Minimum 1km (2022 LiDAR not provided)		
Aerial Photography per Tile	\$125.00	N
Minimum 1 Tile		
2.3.5 - Service Charges		
GIS Operator Fee (per hr for Customised mapping only)	\$60.00	N
Minimum 1 hour		

Name	Year 23/24 Fee (incl. GST)	GST
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2.4 - Library

2.4.1 - Library Membership

A permanent resident of Queensland	Free	N
A student of an educational establishment in the Lockyer Valley Region	Free	N
A person who is permanently employed in the Lockyer Valley Region	Free	N
A person who resides in the local government areas of the Lockyer Valley Region, Somerset Region, Ipswich City or Toowoomba Region	Free	N

2.4.2 - Library Membership - Security Deposits

A Refundable Security Deposit is payable by:

- Non permanent Hotel/Motel residents.
- Persons not permanently residing, attending a school or college, or working in the Lockyer Valley Regional Council area.
- Persons not residing in any of the above reciprocal Regions.
- Persons unable to provide identification with proof of residency.

Non-Permanent Residents	\$50.00	N
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2.4.3 - Other Fees

Inter Library loans from other than a Queensland public library Per request from other institutions.	\$32.00	Y
Replacement Card - Any Subsequent card	\$2.00	N

2.4.4 - Fees for Lost/Damaged Items

Processing Fee	\$10.00	N
Replacement Item Supplied by Borrower		
charged when customer has purchased replacement item -Books, DVDs, CDs and magazines may be replaced by the customer with a new copy of the same title and format. For new non-fiction titles and magazines, the same edition is required. Second-hand copies are not acceptable.		
Recovery fee	\$21.00	N
charged when outstanding charges for lost or damaged items are referred to a recovery agency		
Minor damage only, including insignificant loss of a part of a toy	\$10.00	N
Adult Print Collection	\$41.00	N
Audio Books - Adult	\$140.00	N
Junior and young adult print collection and audio books	\$26.00	N
Reference and local history books	\$140.00	N
DVDs, music CDs and audio kits	\$35.00	N
Toys and literacy kits	\$62.00	N
Where total replacement is required.		
Magazines	\$10.00	N
Interlibrary loan	\$60.00	N
Tablets, iPads and LaunchPads	Market value of replacement or cost of repair	N

Name	Year 23/24 Fee (incl. GST)	GST
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2.4.5 - Library Items - Replacement Costs

Replacement Policy:

- Books, Videos, DVDs, CDs & Magazines may be replaced by the borrower with a new copy of the same title & format.
- For new non-fiction titles & magazines, the same year of publication and edition is also required.
- Second-hand copies are not acceptable.

2.4.6 - Other Library Fees

Inter library loans from a Queensland public library	Free cost to request an Inter-library-loan from a Qld Public library.	Y
Library Bags	\$2.00	Y
Youth and children's activities (unless fully funded by First 5 Forever or similar) Per Child	\$5.00	Y
Seminars, workshops or special events As per event costs.	Per event costs	Y

2.4.11 - Art Gallery

Commission on sales from exhibitions	20% of sales	Y
Exhibition (if a combined exhibition the fee will be shared between the exhibitors)	\$200.00	Y
Opening function	\$160.00	Y
Gallery curated local exhibition - per artist Each individual artist to pay.	\$30.00	Y

2.5 - Swimming Pool

Note: Lockyer Valley Sports and Aquatic Centre is leased to Swim Fit. Operating details of this facility can be found at <https://www.swimfit.com.au/gatton>

2.5.1 - Laidley Pool

General Entry

Pass out 1 hour in 24 hour period only.	Free	Y
Child (Under 2)	Free	Y
Child (2 – 15 yrs) / Concession	\$4.30	Y
Adult (16 yrs & over)	\$5.20	Y
Family (2 Adults + 2 Children)	\$14.20	Y
Spectators	\$3.50	Y

Monthly Ticket

Child (2 – 15 yrs) / Concession	\$40.00	Y
Adult (16 yrs & over)	\$50.00	Y
Family (2 adults & 2 children)	\$120.00	Y

Name	Year 23/24 Fee (incl. GST)	GST
Three Monthly Tickets		
Unlimited Pool Entry Direct Debit (Fortnightly)	\$20.00	N
2.5.2 - School Attendances		
School Pupils (attending with schools, under their supervision) - Lockyer Valley Sports & Aquatic Centre	\$3.60	Y
School Pupils (attending with schools, under their supervision) - Laidley Pool	\$3.00	Y
2.5.3 - Gatton Swim Club		
This fee is paid to Council.		
Swimming Club Rooms (per month) (Gatton)	\$23.50	Y
Hourly Rate	\$77.50	Y
2.5.4 - School Hire for Carnivals		
Extra Lifeguard	\$72.00	Y
Hourly Rate LVSAC	\$235.00	Y
Hourly Rate Laidley	\$100.00	Y
2.6 - Saleyards - Laidley		
2.6.1 - Yard Fees		
Per Head.		
Cattle	\$10.00	Y
Per Head		
Pigs & Calves	\$4.00	Y
Sheep	\$4.00	Y
Goats	\$3.00	Y
Horses	\$10.00	Y
Per Head		
Infrastructure Replacement Levy	\$0.30	Y
2.6.2 - Other Fees		
New Agents Application Fee	\$2,982.00	Y
One off payment.		
Annual Saleyard Permit (Renewal)	\$1,150.00	Y
Agents Fees	\$1,500.00	Y
Per Sale.		
Registered Stud Sale Access Fee	\$695.00	Y
All cattle must have registration papers.		
Dipping Fees	\$5.00	Y
Per Head		
Minimum Charge	\$185.00	Y

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Name	Year 23/24 Fee (incl. GST)	GST
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2.6.2 - Other Fees [continued]

Holding Fees	\$1.00	Y
Per Head, Per day or part thereof.		
Open & Closing of Saleyards	\$328.00	Y
Weekends or Public Holidays.		
Disposal of Deceased Animal	\$132.00	Y
per head		
Sale of Animal Waste	\$11.00	Y
Sale of Animal Waste (waste is to be loaded and transported at the purchasers own expense and risk) – per box trailer or ute load		

2.6.3 - Advertisement Fees

Style One - Height (peak 900mm, sides 600mm) x Width 4,800mm	\$1,434.00	Y
Style Two - Height 810mm x Width 950mm	\$657.00	Y
Style Three - Height 900mm x Width 7,700mm	\$956.00	Y

2.7 - Waste Disposal

The Queensland state waste levy where applicable is applied in addition to the fees and charges listed below.

2.7.1 - All Regional Landfill & Transfer Stations

Domestic Waste

General Waste

General Waste excludes gas cylinders, tyres, asbestos, contaminated soil, dead animals, refrigeration/freezer/ air conditioning units with gas & electronic waste.

Fixed Charges

Per Unit.

Up to 0.24m ³ (240 litres) per person and/or per vehicle each day (only applies to LVRC residents)	No Charge	Y
Sedan, SUV, Station Wagon, > 0.24m ³ (240 litres)	\$10.00	Y
Trailer (maximum size 6x4)	\$15.00	Y
Where a trailer 6X4 has extended sides (eg cage or hungry boards) then the operator shall assess the load to determine if the volume moves into the trailer > 6 X 4 (non-commercial) category at which point the higher rate will apply.		
Ute	\$15.00	Y
Trailer >6x4 (non commercial)	\$25.00	Y
Where a trailer is > 6 X 4 carrying less waste that would fit into a 6 x 4 trailer, then the Trailer (maximum size 6 X 4) fee applies.		
Ute plus Trailer (maximum size 6x4)	\$25.00	Y

Variable Charges

Per tonne/per cubic metre

Truck or Trailer (greater than 6X4) - Domestic Waste	\$63.00	Y
Per cubic metre charge if weigh bridge not available. Domestic Quantity of Waste to landfill greater than 6 x 4		
Truck or Trailer (greater than 6X4) - Domestic Waste	\$145.00	Y
Per tonne charge if weighbridge is available. Domestic Quantity of Waste to landfill greater than 6 x 4		

Name	Year 23/24 Fee (incl. GST)	GST
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Green Waste - Uncontaminated

Must NOT contain general waste, steel, plastic, concrete, building products, milled/treated timber, soil, mud, etc otherwise general waste fees apply.

Sedan, SUV, Station Wagon or Trailer (maximum size 8x5) and Ute	No Charge	Y
Truck or Trailer (greater than 8x5)	\$29.00	Y
Per cubic metre charge if weigh bridge not available. Domestic quantity of green waste greater than 8 x 5		
Truck or Trailer (greater than 8x5)	\$45.00	Y
Per tonne charge if weighbridge is available. Domestic quantity of green waste greater than 8 x 5		

Green Waste - Contaminated

i.e. Contains steel, plastic, concrete, building products, milled/treated timber.

Per cubic metre charge if weigh bridge not available	\$61.00	Y
(If it contains general waste, steel, plastic, concrete, building products, milled/treated timber, soil, mud,ect), waste to landfill general waste fees apply		
Per tonne charge/weigh charge if weighbridge is available	\$145.00	Y
(If it contains general waste, steel, plastic, concrete, building products, milled/treated timber, soil, mud,ect), waste to landfill general waste fees apply		

Concrete - Uncontaminated

Must NOT contain timber/vegetation/steel/ plastic/contaminated soil/asbestos products etc.

Ute or Trailer (maximum size 6 x 4) No Charge	No Charge.	Y
Per cubic metre charge if weigh bridge not available - Gatton & Laidley only	\$219.00	Y
Per cubic metre charge if weigh bridge not available. Domestic quantity of concrete greater than 6 x 4		
Per tonne charge/weigh charge if weighbridge is available - Gatton & Laidley only	\$97.00	Y
Per tonne charge if weighbridge is available. Domestic quantity of concrete greater than 6 x 4		

Ozone Protection

Refrigeration/Freezer/Air Conditioning Units

Refrigeration/Freezer/Air Conditioning Units	\$12.00	Y
Gas Reclaim certificates from certified person/persons must be shown as proof prior to disposal if an exemption is sought.		

Tyres

Commercial Companies tyres not permitted.

Large earthmoving/mining equipment tyres not permitted.

Domestic Passenger (Includes Motorcycle Tyre) - Each	\$5.00	Y
4x4 - each	\$8.00	Y
Additional Charge with Rim attached	\$11.00	Y
Additional charge per tyre if rim is attached. Gatton Landfill Only		

Recycling

Source separated & contaminate free. Cardboard, steel, glass, batteries, e-waste, waste oil (20 litre maximum), DrumMuster, T-tape etc placed into dedicated recycling facility	No Charge	Y
Gas cylinders	\$14.00	Y
Charge is per cylinder, up to 9kg only. Vehicle gas cylinders and fire extinguishers not accepted.		

Name	Year 23/24 Fee (incl. GST)	GST
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Waste From Out of Region

In addition to General Waste Fees.

Non LVRC resident - Sedan, SUV, Station Wagon, Trailer (maximum size 6x4), Ute	\$60.00	Y
Non LVRC resident. In addition to general waste fees.		

Replacement Bin

Replacement Bin	\$69.96	Y
Wheelie Bin Replacement (wilful damage, illegally removed by occupant etc.) validated by authorised person investigation		

Commercial/Industrial/Contract Household Cleanup Waste

"Commercial" includes but not limited to any of the following:

- (a) a hotel, motel, caravan park, cafe, food store or canteen;
- (b) an assembly building, institutional building, kindergarten, child minding centre, school or other building used for education;
- (c) premises where a sport or game is ordinarily played in public;
- (d) an exhibition ground, show ground or racecourse;
- (e) a farm;
- (f) an office, shop or other premises where business or work, other than a manufacturing process, is carried out;
- (g) a person/operator &/or company that is carrying out work/business for fee or reward; or
- (h) Council waste. The relevant fee for the type of Council waste will commence from 1 July 2014. This charge will be applied through Work Order numbers.

"Industrial" includes a manufacturing process.

Commercial & Business General Waste

General Waste excludes gas cylinders, tyres, asbestos, contaminated soil, dead animals, refrigeration/freezer/air conditioning units with gas & electronic waste.

Approved Charity Store Waste

When disposing of inappropriate material, Charity stores can receive a 50% discount on the general waste disposal fee where registered with Council.

Transactions must be by account or corporate credit card.

Fixed Charges

Per Unit.

Less than 0.12m3 (120 litres) if weighbridge not available - Gatton & Laidley only	\$22.00	Y
Sedan, SUV, Station Wagon, > 0.12m3 (120 litres) if weighbridge not available - Gatton & Laidley only	\$28.00	Y
Trailer (maximum size 6x4) if weighbridge not available - Gatton & Laidley only	\$46.00	Y
Where a trailer 6x4 has extended sides (eg cage or hungry boards) then the operator shall assess the load to determine if the volume is > 6x4 at which point the higher rate (Larger Vehicle) will apply.		
Ute - if weighbridge not available - Gatton & Laidley only	\$46.00	Y
Ute plus Trailer (maximum size 6x4) - if weighbridge not available - Gatton & Laidley only	\$80.00	Y
Ute + Trailer of waste to landfill - Where a trailer 6x4 has extended sides (eg cage or hungry boards) then the operator shall assess the load to determine if the volume is > 6x4 at which point the higher rate (Larger Vehicle) will apply.		

Name	Year 23/24 Fee (incl. GST)	GST
Variable Charges		
Per tonne/per cubic metre		
Larger vehicles. Per cubic metre charge if weigh bridge not available - Gatton & Laidley only	\$63.00	Y
Larger vehicles. Per tonne charge/weigh charge if weighbridge is available - Gatton & Laidley only	\$145.00	Y
Cleanfill/Soil - Uncontaminated		
Clean Fill/Soil Uncontaminated	Need to begin charging to cover costs to manage movement of clean fill around the landfill site. Min. Fee: \$20.00	Y
i.e. Contains no timber/vegetation/steel/plastic/concrete (greater than 300mm dia) stone/bricks/contaminated soil/asbestos products etc.		
If material contains these contaminants then material is classified as general waste & general waste fees apply.		
Concrete - Uncontaminated		
i.e. Contains no timber/vegetation/steel/ plastic/contaminated soil/asbestos products etc.		
Per cubic metre charge if weigh bridge not available - Gatton & Laidley only (i.e. contains no timber/vegetation/steel/plastic/buildier waste/contaminated soil/asbestos products etc.)	\$219.00	Y
Per tonne charge/weigh charge if weighbridge is available - Gatton & Laidley only (i.e. contains NO timber/vegetation/steel/plastics/builders waste/contaminted soil/asbestos products etc.)	\$97.00	Y
Concrete - Contaminated		
i.e. Contains timber/vegetation/steel/plastic / mixed building material etc.		
Per cubic metre charge if weigh bridge not available (i.e contains non regulated waste such as timber/vegetation/steel/plastic/mixed building materials) Mixed load Waste to landfill	\$414.00	Y
Per tonne charge/weigh charge if weighbridge is available (i.e contains non regulated waste such as timber/vegetation/steel/plastic/mixed building materials) mixed load waste to landfill	\$174.00	Y
Concrete - Contaminated		
i.e. Contains contaminated soil/asbestos products etc.		
Per cubic metre charge if weigh bridge not available (i.e contains regulated waste such as contaminated soil) waste to landfill	\$976.00	Y
Per tonne charge/weigh charge if weighbridge is available (i.e contains regulated waste contaminated soil) Special burial waste to landfill	\$413.00	Y
Weigh charge if weighbridge is available - minimum charge (i.e contains regulated waste such as contaminated soil) Special Burial waste to landfill	\$121.00	Y
Green Waste - Uncontaminated		
i.e. Contains no steel, plastic, concrete, building products, milled/treated timber.		
Excludes Tree stumps and Root Boles larger than 300mm in diameter		

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Name	Year 23/24 Fee (incl. GST)	GST
Green Waste - Uncontaminated [continued]		
Trailer/Ute 6x4 (Must NOT contain general waste, steel, plastic, concrete, building products, asbestos, milled/treated timber, soil, mud,ect) otherwise general waste fees apply	\$20.00	Y
Per cubic metre charge if weigh bridge not available - Gatton & Laidley only (Must NOT contain general waste, steel, plastic, concrete, building products, milled/treated timber, soil, mud,ect) otherwise general waste fees apply	\$29.00	Y
Per tonne charge/weigh charge if weighbridge is available - Gatton & Laidley only (Must NOT contain general waste, steel, plastic, concrete, building products, milled/treated timber, soil, mud,ect) otherwise general waste fees apply. Minimum charge \$10.00 (inc. GST).	\$45.00	Y
Green Waste - Contaminated		
i.e. Contains steel, plastic, concrete, building products, milled/treated timber.		
Per cubic metre charge if weigh bridge not available (Contains general waste, steel, plastic, concrete, building products, milled/treated timber, soil, mud,ect) waste to landfill	\$72.00	Y
Per tonne charge/weigh charge if weighbridge is available (Contains general waste, steel, plastic, concrete, building products, milled/treated timber, soil, mud,ect) waste to landfill	\$145.00	Y
Trickle Tape (T-Tape)		
T-tape (uncontaminated) - Gatton only contains NO excessive mix of other plastics AND/OR soil remnants. Is clean and placed for dedicated recycling. Maybe subject to change due to market acceptance.	No Charge	Y
T-tape (Contaminated) - per tonne charge/weigh charge if weighbridge available - Gatton only Contains an excessive mix of other plastics AND / OR soil remnants. Material is then classified as general waste & waste to landfill general waste fees apply.	\$145.00	Y
T-tape (Contaminated) - per cubic metre if weighbridge not available - Gatton only Contains an excessive mix of other plastics AND / OR soil remnants. Material is then classified as general waste & waste to landfill general waste fees apply.	\$61.00	Y
Waste From Out of Region		
In addition to Commercial & Businesses General Waste Fees.		
Per cubic metre charge if weigh bridge not available Waste from out of region - Non LVRC Commerical/Industrial/Contract Household Cleanup Waste - waste fee to landfill	\$127.00	Y
Per tonne charge/weigh charge if weigh bridge is available Waste from out of region - Non LVRC Commerical/Industrial/Contract Household Cleanup Waste - Waste to landfill	\$201.00	Y
Recycling		
Drop off of Commercial sourced recycling not permitted.		
Commercial gas cylinders not permitted.		
Special Burials		
Available Gatton Only - By Appointment Only - Please Phone 1300 005 872		

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Name	Year 23/24 Fee (incl. GST)	GST
Special Burials [continued]		
Asbestos or Contaminated Soil (DES approved) cubic metre charge if weighbridge not available	\$100.00	Y
Accepted at Gatton Landfill <ul style="list-style-type: none"> Special burial onsite contaminated soil - subject to soil analysis and ability to receive in accordance with licence conditions Special burial off-site asbestos 		
Asbestos or Contaminated Soil (DES approved) weigh charge if weighbridge is available	\$220.00	Y
Accepted at Gatton Landfill <ul style="list-style-type: none"> Special burial onsite contaminated soil - subject to soil analysis and ability to receive in accordance with licence conditions Special burial off-site asbestos 		
Asbestos or Contaminated Soil (DES approved) weigh charge if weighbridge is available - Min Charge	\$72.00	Y
Accepted at Gatton Landfill <ul style="list-style-type: none"> Special burial onsite contaminated soil - subject to soil analysis and ability to receive in accordance with licence conditions Special burial off-site asbestos 		
Small Animals (dogs, cats) each	\$17.00	Y
Gatton Landfill Only		
Medium (goat, sheep, large dog etc) each	\$30.00	Y
Gatton Landfill Only		
Large Animals (horse, cattle etc) each	\$132.00	Y
Gatton Landfill Only		
Greenwaste Mulch Sales		
Domestic load less than 1m ³ . (i.e. approx one 6 x 4 trailer load)	\$17.00	Y
Limited to one load per vehicle each day.		
Commercial quantities > minimum 2m ³	\$28.00	Y
Community Use	No Charge	Y
Approval must be obtained with Statutory Declaration.		
Concrete Sales		
Sale of recycled and crushed concrete.		
Gatton landfill only.		
2.8 - Cemeteries		
2.8.1 - Gatton, Laidley, Caffey, Forest Hill & Murphys Creek		
General Cemetery		
Application for Burial	\$1,450.00	Y
Unreserved Land - Double Depth.		
Application for Reservation of Plot	\$1,400.00	Y
Double Depth.		

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Name	Year 23/24 Fee (incl. GST)	GST
General Cemetery [continued]		
Extra Depth	Price on application	Y
Additional Fee.		
Interment Fee - Monumental Only	\$1,715.00	Y
Interment Fee - Lawn only and Monumental Lawn	\$1,580.00	Y
Interment Fee for Child aged 12 and under	\$775.00	Y
Land for Child Grave (Smaller Plot)	\$527.00	Y
Breaking of Concrete on Graves	Price on application	Y
Additional Fee.		
Land for Burial of Ashes	\$700.00	Y
Half Plots.		
Burial of Cremation Ashes	\$350.00	Y
Re-Opening Grave / Exhumation	Price on application	Y
Hand Digging	\$613.00	Y
Additional Fee.		
Application for Monumental Work and Plaque Modifications	\$100.00	Y
Fee does not apply to Commonwealth War Graves.		
Overtime Rates		
Additional overtime rates apply to funerals booked after 2.30pm on workdays, and anytime on weekends and public holidays.		
Overtime Rates	\$210.00	Y
Per hour or part thereof to a maximum of \$450.00.		
Columbarium		
Purchase of Columbarium Space.		
Single Niche	\$682.00	Y
Double Niche	\$798.00	Y
Family Niche	\$926.00	Y
Interment of Ashes	\$350.00	Y
Removal of Ashes	\$210.00	Y
Laidley Ashes Memorial Garden		
Western Garden - Single Niche	\$926.00	Y
Centre Garden - Double Niche	\$1,363.00	Y
Eastern Garden - Double Niche	\$1,273.00	Y
Interment of Ashes	\$350.00	Y
Removal of Ashes	\$210.00	Y
Gatton Cemetery Chapel		
Hire Fee (2.5 hours)	\$171.00	Y

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Name	Year 23/24 Fee (incl. GST)	GST
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Gatton Cemetery Chapel [continued]

Extra Time (per half hour)	\$56.00	Y
Additional half hour time slots in addition to original hire fee		

2.9 - Showgrounds

Should be read in conjunction with Terms & Conditions of General Conditions of Hire. Contact Council's Customer Service Centre to arrange bookings.

Discounts:

Commercial Business (nil discount) - Business or Government Agency (includes dance schools & dance festivals, gem festivals or any for profit business). Also includes Sporting clubs or other groups selling alcohol in conjunction with an event, and private functions.

Subsidised Commercial (50% discount) - Schools, churches, concerts and musical events (for schools) are classified subsidised commercial.

Fundraising (25% discount) - For-Profit organisations using Council facilities to raise funds for a charity or cause.

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

Other fee waivers in special circumstances may be approved upon application by the hirer.

2.9 – Entire Showgrounds – Show Ring, Grandstand, Camping Grounds & Carpark Booking Fee

Booking Fee	\$26.00	Y
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2.9.1 - Entire Showgrounds - Show Ring, Grandstand, Camping Ground and Carpark

The Manager Community Facilities & Services is authorised to use discretion in relation a reduction of fees for block bookings.

Bond

Bond Without Alcohol	\$250.00	N
Bond With Alcohol	\$500.00	N

Warm Up Arena

Users will be charged for rectification works should the arena not be returned to the same standard as when the user took possession.

Show Ring

Council further reserves the right to increase this hire charge if it considers that damage may occur to centre ring or track surface.

Hire Fees per Hour	\$67.00	Y
Per hour up to a maximum of 12 hours per day.		

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Name	Year 23/24 Fee (incl. GST)	GST
Show Ring [continued]		
Hire fees per Half Day	\$128.00	Y
Half day booking 3 - 8 hours		
Hire Fees per Full Day	\$255.00	Y
7am - Midnight		
Carpark		
Hire Fees per Half Day	\$65.00	Y
Hire Fees per Hour	\$39.00	Y
Per hour up to a maximum of 12 hours per day.		
Hire Fees per Full Day	\$132.00	Y
7am - Midnight		
Lights		
Light Fee per Hour	\$67.00	Y
Per hour to a maximum of 12 hours per day.		
Light Fees per Half Day	\$128.00	Y
Half day booking 3 - 8 hours		
Light Fees per Full Day	\$255.00	Y
7am - Midnight.		
Speedway		
Speedway	\$737.00	Y
Per Race Meeting.		
Circus		
Bond	\$1,093.00	N
Hire Fee	\$744.00	Y
Per Day.		
Caravans & Campers		
Stay must be in conjunction with an event.		
Powered Site	\$21.00	Y
Per night.		
Unpowered Site	\$21.00	Y
Per night.		
Grandstand		
First Floor Function Room		
Includes Kitchenette, Disabled Access & Toilets.		
Hire Fees per Hour	\$33.00	Y
Per hour up to a maximum of 12 hours per day.		

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Name	Year 23/24 Fee (incl. GST)	GST
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First Floor Function Room [continued]

Hire Fees per Half Day	\$65.00	Y
Half day booking 3 - 8 hours		
Hire Fees per Full Day	\$128.00	Y
7am - Midnight.		

Can Bar

Hire Fees per Hour	\$33.00	Y
Per hour up to a maximum of 12 hours per day.		
Hire Fees per Half Day	\$65.00	Y
Hire Fees per Full Day	\$128.00	Y
7am - Midnight.		

Kitchen & Dining

Hire Fees per Hour	\$33.00	Y
Per hour up to a maximum of 12 hours per day.		
Hire Fees per Half Day	\$65.00	Y
Half day booking 3 - 8 hours		
Hire Fees per Full Day	\$128.00	Y
7am - Midnight.		

2.10 - Public Halls & Function Rooms

Should be read in conjunction with Terms & Conditions of General Conditions of Hire. Contact Council's Customer Service Centre to arrange bookings.

Discounts:

Commercial Business (nil discount) - Business or Government Agency (includes dance schools & dance festivals, gem festivals or any for profit business). Also includes Sporting clubs or other groups selling alcohol in conjunction with an event, and private functions.

Subsidised Commercial (50% discount) - Schools, churches, concerts and musical events (for schools) are classified subsidised commercial.

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

Not for profit (70% discount) - Charitable organisations, and community groups using the facility to conduct community activities (proof of Not for Profit status from the Australian Taxation Office is required). Applicant / hirer must be the person or organisation responsible for and running the event and hold the applicable Public Liability Insurance.

Other fee waivers in special circumstances may be approved upon application by the hirer.

2.10 - Public Halls & Function Rooms Bonds

Bond Without Alcohol	\$250.00	N
Bond With Alcohol	\$500.00	N

Name	Year 23/24 Fee (incl. GST)	GST
2.10 - Public Halls & Function Rooms Booking Fee		
Booking Fee	\$25.00	Y
2.10.1 - Gatton Shire Hall		
Hire Fees per Hour	\$50.00	Y
Per hour up to a maximum of 12 hours per day.		
Hire Fees per Half Day	\$110.00	Y
Half day booking 3 - 8 hours		
Hire Fees per Full Day	\$187.00	Y
7am - Midnight.		
Rooms at Gatton Shire Hall		
Lapidary Club	\$443.00	Y
Per annum.		
2.10.2 - Laidley Cultural Centre		
Whole of Complex		
Auditorium and Function Room.		
Hire Fees per Hour	\$50.00	Y
Per hour up to a maximum of 12 hours per day.		
Hire Fees per Half Day	\$110.00	Y
Hire Fees per Full Day	\$187.00	Y
7am - Midnight.		
Auditorium/Function Room		
Hire Fees per Hour	\$38.00	Y
Per hour up to a maximum of 12 hours per day.		
Hire Fees per Half Day	\$88.00	Y
Half day booking 3 - 8 hours		
Hire Fees per Full Day	\$129.00	Y
7am - Midnight.		
Squash Courts		
a) Hire of entire complex grants exclusive use to hirer of all squash court facilities for the period of hire.		
b) No casual hire permitted after 10.00pm Monday-Friday.		
Per Court	\$17.00	Y
Per hour.		
Entire Complex	\$35.00	Y
Per hour.		
Prepayment		
Type of Hire - per court.		
Unlimited use of squash court/per court.		

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Name	Year 23/24 Fee (incl. GST)	GST
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Prepayment [continued]

Per Month	\$125.00	Y
Per Quarter	\$244.00	Y
Per Annum	\$619.00	Y

2.10.3 - Kensington Grove Hall

Hire Fees per Hour	\$14.00	Y
Per hour up to a maximum of 12 hours per day		
Hire Fees per Half Day	\$33.00	Y
Half day booking 3 - 8 hours		
Hire Fees per Full Day	\$66.00	Y
7am - Midnight.		

2.10.4 - Helidon Community Centre

Hire Fees per Hour	\$38.00	Y
Per hour up to a maximum of 12 hours per day.		
Hire Fees per Half Day	\$83.00	Y
Half day booking 3 - 8 hours		
Hire Fees per Full Day	\$129.00	Y
7am - Midnight.		

2.10.5 - Murphys Creek Community Hall

Hire Fees Per Hour	\$38.00	Y
Per hour up to a maximum of 12 hours per day		
Hire Fees per Half Day	\$83.00	Y
Half day booking 3 - 8 hours		
Hire Fees per Full Day	\$129.00	Y
7am - Midnight.		

2.10.6 - Grantham Butter Factory

As per Council's Community Grants & Assistance Procedure only the Larsens Room (previously known as the Community Room) is eligible for Fee Waivers, the Jamieson Room is **NOT ELIGIBLE** for fee waivers.

Whole of Complex

Jamieson & Larsen Rooms.

Hire Fees per Hour	\$38.00	Y
Per hour up to a maximum of 12 hours per day.		
Hire Fees per Half Day	\$83.00	Y
Half day booking 3 - 8 hours		
Hire Fee per Full Day	\$129.00	Y
7am - Midnight.		

Name	Year 23/24 Fee (incl. GST)	GST
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Jamieson Room

Commercial Kitchen, Mezzanine & Room Hire.

Hire Fees per Hour	\$19.00	Y
Per hour up to a maximum of 12 hours per day.		
Hire Fees per Half Day	\$35.00	Y
Half day booking 3 - 8 hours		
Hire Fees per Full Day	\$71.00	Y
7am - Midnight.		

Event Hire Larsen Room

Community Area.

Hire Fees per Hour	\$14.00	Y
Per hour up to a maximum of 12 hours per day		
Hire Fees per Half Day	\$35.00	Y
Half day booking 3 - 8 hours		
Hire Fees per Full Day	\$71.00	Y
7am - Midnight.		

Grantham Butter Factory Commercial Kitchen - Independent Use Only

Hire Fees per Hour	\$19.00	Y
Per hour up to a maximum of 12 hours per day		
Hire Fees per Half Day	\$35.00	Y
Half day booking 3 - 8 hours		
Hire Fees per Full Day	\$71.00	Y
7am - Midnight.		

2.10.7 - Withcott Sports Centre

Includes Hire of Kitchen / Kiosk / Meeting Room

Hire Fees per Hour	\$38.00	Y
Per hour up to a maximum of 12 hours per day.		
Hire Fees per Half Day	\$83.00	Y
Half day booking 3 - 8 hours		
Hire Fees per Full Day	\$129.00	Y
7am - Midnight.		

2.10.8 - Laidley Sports Complex

Sporting groups who are regular users of the Laidley Rec Grounds (Laidley Touch, Laidley Rugby League, Laidley Soccer, Laidley Little Athletics, Lockyer Little Athletics, Laidley Netball, Lockyer Softball) are able to use the facility at no cost for their normal season use (training, games, presentations etc.), however if they are wanting to have a fundraiser night, gala dinner, thank-you night, they will pay the full bond and a flat fee of \$200. Any other non-profit group must pay the full fees as set in the fees and charges.

Name	Year 23/24 Fee (incl. GST)	GST
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Club Users

Annual Kitchen and Storage	No Charge	Y
Annual Storage Only	No Charge	Y
Meeting Rooms	No Charge	Y

Excluding Bar and Commercial Kitchen.

Event Hire

Multipurpose Hall Hire (Bar, Storage, Airconditioning and Coldroom).
Half day booking 3 - 8 hours

Hire Fees per Hour	\$38.00	Y
Per hour up to a maximum of 12 hours per day		
Hire Fees per Half Day	\$83.00	Y
Half day booking 3 - 8 hours		
Hire Fees per Full Day	\$129.00	Y
7am - Midnight.		

2.10.9 - Library Meeting Rooms

Gatton Library - Hub and Local History Rooms per hour, or part thereof	\$11.00	Y
Laidley Library & Customer Service Centre - Wyman Room per hour, or part thereof	\$25.00	Y

2.10.10 - Helidon Tennis Court

Helidon Tennis Court Casual Hire Fee	\$8.00	Y
Per hour.		

2.11 - Childcare Centres

All fees subject to Fee Relief Subsidies.

The minimum fee is as per a 6 hour booking.

Fees are payable for 50 weeks a year including public holidays. Fees are not payable over the two weeks Christmas New Year closure.

Fees are payable for all days a child is booked into the centre, including days the child is absent due to illness or any other reason.

The holiday absence discount may apply subject to two weeks' notice being given of a child's planned absence. This discount can apply for a maximum of four weeks a year. No other discounts apply to childcare fees.

2.11.1 - Gatton Child Care Centre

Kindergarten (3 or more days per week) per day If 1 or 2 days per week, use daily rate or 6 hour rate as applicable.	\$105.00	N
Daily Rate - Nursery (9 or more hours)	\$120.00	N
Daily Rate - All other age Groups (9 or more hours)	\$117.00	N

continued on next page ...

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Name	Year 23/24 Fee (incl. GST)	GST
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2.11.1 - Gatton Child Care Centre [continued]

Daily Rate - Nursery (6 hour session)	\$90.00	N
Daily Rate - all other age Groups (6 hour session)	\$85.00	N
Weekly Rate - Nursery (5 days/week booking)	\$540.00	N
Weekly Rate - All other age groups (5 days/week booking)	\$525.00	N
Late Fee - Charged per 15 Minutes or part thereof after 6:00pm	\$30.00	N
Holiday Absence Discount	50%	N

2.12 - Building Services

2.12.1 - Building

Lodgement Fee is to be paid with each application.

All fees are based on footing and slab inspections being undertaken by RPEQ.

Where fees are determined by quote, the fee shall be determined based on an estimate of the time involved at an hourly rate.

Council's Building Certification Services are provided free of charge for buildings and structures on Council owned land under the following circumstances:

- Level 1 certification is not required;
- The project is not for a commercial activity;
- The work is being carried out for a sporting, community or charitable group that has Not-for-Profit status; and
- A letter of support has been provided for the works by Council.

Lodgement fee for all applications lodged for approval by Council's building certifiers	\$315.00	Y
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Application for Class 1a Buildings

New dwellings (including removal dwellings)	\$1,745.00	Y
Addition to a dwelling for a Verandah/deck	\$774.00	Y
Other additions or alterations to a dwelling (including raising & restumping)	\$990.00	Y

Applications for Class 10 Buildings and Structures (outbuildings, carports, patios, swimming pools, etc.)

New Class 10 building	\$615.00	Y
Addition to Class 10 building	\$615.00	N
Swimming pool/spa and fence; or pool fence only	\$880.00	Y
Pool safety certificate (including two inspections)	\$550.00	Y
Other Class 10 structures e.g. sign, retaining wall (over 1.0m high), silo	\$655.00	Y

Application for Units - Classes 1, 2 & 3 (duplex, townhouses, motel, boarding house etc.)

New building - per unit up to 4	\$1,325.00	Y
New building - 5 or more units	By quote	N
Application for addition or alteration to building	By quote	Y

Applications for Classes 4 to 9 Buildings (Commercial or Industrial)

Application for new building	By quote	N
Application for addition or alteration to a building	By quote	N

Name	Year 23/24 Fee (incl. GST)	GST
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Applications for Special Structures and Temporary Buildings (buildings that cannot be classified in any other class)

Application for new building	By quote	Y
Application for addition or alteration to building	By quote	N

Applications for Demolition of a Building or Structure

Application for Demolition	\$470.00	Y
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Applications for Change of Classification

Change of classification from Class 1 to 10a	\$365.00	Y
Change of classification from Class 10a to 1a	By quote (minimum \$930.00)	Y
All other applications for Changes of Classification	By quote	Y

Change application

Change application - to change conditions of an approval or approved plans	By quote. Minimum \$160.00	Y
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2.12.2 - Miscellaneous Building Application Fees

Certificate of classification (including under section 110 of Building Act)	\$560.00 (minimum - includes first 2 hours and a site inspection) \$170 per hour after the first 2 hours	N
Re-inspection of a Class 1 or 10 building	\$165.00	Y
Inspection of Class 1 building (where currency period has lapsed or a Private Certifier has disengaged)	\$525.00	Y
Inspection of a Class 10 building (where currency period has lapsed or a Private Certifier has disengaged)	\$330.00	Y
Inspection of a building other than detailed above	By quote	Y
Processing fee for refunding application fees	\$64.00	N

2.13 - Camping Grounds & Recreation Reserves

Lake Dyer Caravan and Camping Ground is a leased facility. For information on the facilities operation details contact lakedyer@bigpond.com or phone 07 5465 3698, mobile 0439 368 561.

2.13.1 - Hire of Recreation Reserves or Council Lands

Laidley Sports & Recreation Reserve - Commercial Use

6 month fee for use of facility	\$300.00	Y
12 month fee for use of facility	\$515.00	Y
Use of Lights per Field	Electricity Supplier Costs plus 10%.	Y
Per Hour.		

Name	Year 23/24 Fee (incl. GST)	GST
Forest Hill Recreation Reserve		
Subject to availability.		
Hourly Rate	Price on application	Y
Fairways Park Recreation Reserve		
12 month fee for use of facility	\$583.00	Y
Commercial use only		
6 month fee for use of facility	\$326.00	Y
commercial use only		
2.15 - Engineering		
2.15.1 - Rural Address Replacement Plate		
Rural Address Replacement Number Plate	\$64.00	N
2.15.2 - Installation of Pipes etc On or Under Road		
Road Reinstatement Fee		
Bitumen	Price on application	N
Other than bitumen	Price on application	N
2.15.3 - Concrete Kerb		
Alteration to existing layback kerb	Price on application	N
2.15.4 - Vehicular Access		
375 mm pipe crossing	Price on application	Y
All other types of crossings	Price on application	Y
2.16 - Pest Management		
2.16.1 - Herbicide Spray Subsidy		
Herbicide purchased for the treatment of any of the following plants within the Lockyer Valley Region: African Boxthorn, Annual Ragweed, Balloon Vine, Cats Claw Creeper, Climbing Asparagus Fern, Fireweed, Giant Rat's Tail Grass, Groundsel, Harissia Cactus, Honey Locust, Lantana, Madeira Vine, Mother of Millions, Parthenium, Salvinia, Water Hyacinth, Water Lettuce	50% of price charged by supplier (excluding GST)	Y

Name	Year 23/24 Fee (incl. GST)	GST
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2.16.2 - Loan Equipment - Bonds

Loan equipment is available for use subject to acceptance of the terms and conditions of loan and the payment of the bond.

The use of loan equipment for commercial purposes or outside of the Council Region will result in forfeiture of the bond and exclusion from future use of loan equipment.

Where a borrower is found to have failed to adhere to Council procedures and safety requirements, or behaves in an unacceptable way towards a Council Officer, the borrower will be excluded from further use of the loan equipment.

Bond - Dog Traps	\$105.00	N
Bond - Pig Traps	\$315.00	N
Bond - Skids	\$265.00	N
Bond - Splatter Gun	\$160.00	N
Bond - Trailers (including boom spray)	\$315.00	N

2.16.3 - Loan Equipment Charges - can be retained from bonds

Loan Equipment (Spray) - Cleaning Fee (Herbicide, Dye, Mud etc.)	\$60.00	Y
Loan Equipment (Spray) - Flushing Tanks/Lines	\$60.00	Y
Loan Equipment (Spray) - Re-fuelling	\$25.00 plus cost of fuel	Y
Processing fee plus cost of parts and labour.		
Loan Equipment (Spray/Traps) - Damage to spray equipment, trailers, traps, accessories and parts	\$25 plus cost of replacement/repair	Y
Processing fee plus cost of parts and labour.		
Loan Equipment (Spray/Traps) - Lost, stolen or missing spray equipment, trailers, traps, accessories, parts and other items provided with loan equipment	\$25 plus cost of replacement.	Y
Processing fee plus cost of parts and labour.		
Loan Equipment (Spray/Traps) - Equipment Failure - Troubleshooting Out of Hours	Nil	Y
Loan Equipment (Spray/Traps) - Operator Assistance - Troubleshooting Out of Hours	\$90.00	Y
Per hour or part thereof.		
Loan Equipment (Spray/Traps) - Failure to Show for Collection Without Notice	\$60.00	Y
Notice to be provided prior to 3pm the previous day.		
Loan Equipment (Spray/Traps) - Late to Collection or Return	\$22.00	Y
Per 15 minute interval or part thereof.		
Loan Equipment (Traps) - Delivery/Collection Fee (per trip)	Up to 20km from Gatton - \$70.00 > 20km but < 50km from Gatton - \$90.00 > 50km from Gatton - \$110.00	Y

2.17 - Queensland Transport Museum

2.17.1 - Queensland Transport Museum

Adult	\$8.00	Y
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continued on next page ...

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Name	Year 23/24 Fee (incl. GST)	GST
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2.17.1 - Queensland Transport Museum [continued]

Concession	\$6.00	Y
Children, 6-15 years old	\$3.00	Y
Children, under 6 years old	Free	Y
Family admission (2 adults and up to 3 children)	\$21.00	Y
Lockyer Valley residents (with proof of address)	Free	Y

2.18 - Hire of Equipment Bond

2.18.1 - Hire of Equipment

Bond for the hiring of table and chairs only	\$159.00	Y
Bond for the hiring of marquees only	\$159.00	N
Bond for the hiring of table, chairs and marquees	\$265.00	N
Bond for the hiring of wheelie bins	\$10 each or maximum of \$150.00	N
Fee for the hiring of outdoor movie equipment (including operator)	180 plus \$40/hour or part thereof of screening time.	Y

Includes Council staff to operate. This fee is waived for local not-for-profit groups conducting an event that is free to attend AND open for the community to attend.

Hiring of Inflatable Soccer Field	\$212.00	Y
Per day. This fee is waived for local schools and community events.		

Schedule of Leased Facilities where fees and charges are set by the leaseholder

CAMPING FEES - COUNCIL OWNED CAMPING GROUNDS

Lake Dyer -Camping Grounds

On booking, one night's fee is required as a deposit. Refunds may be processed if at least two weeks' notice of cancellation is given.

	Year 22/23	Year 23/24		Increase	
	Last Year Fee (incl GST)	Fee (excl GST)	Fee (incl GST)	Increase %	Increase \$
Lake Dyer - Powered Site	\$0.00	\$33.00	\$33.00	∞	\$33.00
(2x Adults & 2x Child) Per night Aged Pensioners Get 4th Night Free (1 per week) Non Aged Pensioners Get 7th Night Free					
Lake Dyer - Unpowered Site	\$0.00	\$27.00	\$27.00	∞	\$27.00
(2x Adults & 2x Child) Per night Aged Pensioners Get 4th Night Free (1 per week) Non Aged Pensioners Get 7th Night Free					
Lake Dyer - Powered Site - Peak (School Hols, Long Weekends, Special Events)	\$0.00	\$35.00	\$35.00	∞	\$35.00
Lake Dyer - Unpowered Site - Peak (School Hols, Long Weekends, Special Events)	\$0.00	\$29.00	\$29.00	∞	\$29.00
(2x Adults & 2x Child) Per Night					
Lake Dyer - Extra Adult	\$0.00	\$9.00	\$9.00	∞	\$9.00
Per night					
Lake Dyer - Extra Child	\$0.00	\$5.00	\$5.00	∞	\$5.00
Per night					

LOCKYER VALLEY SPORTS & AQUATIC CENTRE

GENERAL ENTRY

	Year 22/23	Year 23/24		Increase	
	Last Year Fee (incl GST)	Fee (excl GST)	Fee (incl GST)	Increase %	Increase \$
Pass out	Free				
1 in 24 hour period only.					
Child (Under 2)	Free				
Child (2 – 15 yrs) / Concession	\$4.80	\$4.82	\$5.30	10.42%	\$0.50
Adult (16 yrs & over)	\$5.80	\$5.72	\$6.30	8.62%	\$0.50
Family (2 adults + 2 children)	\$16.00	\$15.27	\$16.80	5.00%	\$0.80
Spectators	\$3.30	\$3.18	\$3.50	6.06%	\$0.20

MONTHLY TICKETS

	Year 22/23	Year 23/24		Increase	
	Last Year Fee (incl GST)	Fee (excl GST)	Fee (incl GST)	Increase %	Increase \$
Child (2 - 15 yrs) / Concession	\$28.00	\$45.45	\$50.00	78.57%	\$22.00
Adult (16 yrs & over)	\$35.00	\$54.55	\$60.00	71.43%	\$25.00
Family (2 adults + 2 children)	\$75.00	\$136.36	\$150.00	100.00%	\$75.00

THREE MONTHLY TICKETS

	Year 22/23	Year 23/24		Increase	
	Last Year Fee (incl GST)	Fee (excl GST)	Fee (incl GST)	Increase %	Increase \$
Unlimited Pool entry direct debit (Fortnightly)	\$0.00	\$25.00	\$25.00	∞	\$25.00

10.3 Audit and Risk Management Policies for Approval

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 adoption by Council of the Internal Audit Policy and Corporate Risk Management Policy.

Officer's Recommendation:

THAT Council adopt the Internal Audit Policy and Corporate Risk Management Policy.

Executive Summary

Council is required under the *Local Government Act 2009* to adopt specific policies, procedures and guidelines for the good governance of the organisation.

The Internal Audit Policy and Corporate Risk Management Policy have both been recently reviewed and updated in accordance with their respective standards and Council's Policy Framework. Both Policies were reviewed and endorsed by the Audit and Risk Management Committee at their meeting held on 9 March 2023.

Proposal

The Internal Audit Policy determines Council's approach for the provision of an effective and efficient internal audit function for the organisation in accordance with its statutory requirement.

The Corporate Risk Management Policy outlines Council's approach to managing and mitigating the organisations risk. This Policy was reviewed and updated in conjunction with a review of Council's Corporate Risk Management Framework. This review was conducted to streamline the information provided in the documents and to ensure they align with the current international standard for risk management (ISO312000:2018E).

Previous Council Resolutions

Ordinary Meeting of Council 28 August 2019

THAT Council adopt the Internal Audit Plan 2019-20 to 2021-22, the Internal Audit Charter and Internal Audit Policy, as attached.

Moved By: Cr Wilson Seconded By: Cr Vela

Resolution Number: 16-20/1481

Ordinary Meeting of Council 15 September 2021

THAT Council adopt the Fraud & Corruption Control Policy and the Risk Management Policy as attached to these minutes.

Moved By: Cr Cook Seconded By: Cr Vela

Resolution Number: 20-24/0417

Strategic ImplicationsCorporate 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.

Legislation and Policy

Council's policy framework has been adhered to in the development and review of the policies outlined in this report. It complies with the requirements of relevant legislation. Any future policy and legal implications will be addressed as matters arise before Council.

Risk Management

Key Corporate Risk Category: FE2

Reference & Risk Descriptor: Finance and Economic

Decision making governance, due diligence, accountability and sustainability

Consultation*Portfolio Councillor Consultation*

Councillors Wilson and Cook, portfolio Councillors for the Audit and Risk Management Committee participated in the discussion of the documents at the Audit and Risk Management Committee Meeting held on 9 March 2023.

Internal Consultation

Council's Executive Leadership Team were consulted on the revised Policies as part of the monthly Audit and Risk Management update to ELT.

Both Policies were reviewed by the Audit and Risk Management Committee at its meeting held on 9 March 2023.

The Policies have been reviewed by Council's Governance Team to ensure compliance with Council's Policy Framework.

Attachments

- | | | |
|---|--|---------|
| 1 | Draft Internal Audit Policy | 2 Pages |
| 2 | Draft Corporate Risk Management Policy | 2 Pages |



STRATEGIC

Internal Audit

Head of Power

Local Government Act 2009, section 105
Local Government Regulation 2012, section 207

Key Supporting Council Document

Lockyer Valley Regional Council Corporate Plan 2022-2027 Outcomes:

- Commit to open and accountable governance to ensure community confidence and trust in council and our democratic values
- Compliant with relevant legislation

Definitions

Internal audit an independent, objective, assurance and consultancy activity that strives to add value and improve the operations of the Council.

Policy Objective

The objective of this policy is to establish an effective and efficient internal audit function that will provide independent, objective assurance and appropriate services designed to add value and improve Council's operations.

Policy Statement

Council maintains an internal audit function as required by the *Local Government Act 2009* and *Local Government Regulation 2012*.

An efficient and effective internal audit function will seek to achieve the following outcomes:

- Assess and evaluate Council's processes, procedures and internal control environment to assist with the management of risks
- Appraise the relevance, reliability and integrity of management, business systems, financial and operating records and reports
- Assist the Chief Executive Officer and Council in the effective discharge of their responsibilities by providing them with analyses, appraisals, recommendations and information concerning the activities reviewed
- Review compliance with Council policies and procedures, legislative requirements and regulations

Group: Executive Office
 Unit: Improvement and Strategy
 Approved: Ordinary Council Meeting
 (Resolution Number: (20-24-XXXX))
 Date Approved: XX/XX/XXXX
 ECM: 3827888

Effective Date: XX/XX/XXXX
 Version: 3.0
 Review Date: 31/03/2026
 Superseded/Revoked: Internal Audit Policy 2.0 ECM: 3827888

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- Provide outcomes that will generally improve practices across Council.

A risk based internal audit approach shall be implemented each financial year. The annual internal audit plan will be endorsed via the Chief Executive Officer by the Audit and Risk Management Committee in consideration of the most significant risks facing Council.

The internal audit function must be independent, and objectivity must be exercised in the conduct of internal audit work. Internal audit engagements shall be performed with an unbiased and impartial attitude.

Internal audit shall not be involved in the day to day operations of Council. Internal audit shall have direct and unrestricted access to Council and management. Internal Audit is authorised to review all areas of Council with full, free and unrestricted access to Council's operations, data and records, assets and personnel.

Related Documents

Internal Audit Charter.

International Professional Practice Framework (IPPF)

International standards for the Professional Practices of Internal Auditing

Draft Guideline Management of Audit Recommendations (Audit Register)

Audit Register

Group: Executive Office
Unit: Executive Office
Approved: Ordinary Council Meeting
(Resolution Number:XX-XX/XXXX)
Date Approved: XX/XX/2023
ECM: 4451948

Effective Date: XX/XX/2023
Version: 2.0
Review Date: 31/03/2026

Superseded/Revoked: Internal Audit Policy 1.0 ECM: 3827888
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STRATEGIC

CORPORATE RISK MANAGEMENT

Head of Power

Local Government Regulation 2012

Key Supporting Council Document

Lockyer Valley Regional Council Corporate Plan 2022-2027:

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

Definitions

Risk	The effect of uncertainty on objectives.
Risk Management	The coordinated activities to direct and control an organisation with regard to risk.
Risk Category	The category or criteria that describes the risk (ie financial, asset, reputational)
Risk Type	The type of risk that affect Council (ie. strategic, operational and project)
Risk Registers	The document where Councils identified risks are captured in line with their risk type.
Risk Appetite	The level of risk which Council is prepared to accept, tolerate, or be exposed to at any point in time.
Corporate Risk Management Framework (Framework)	The document that outlines and identifies how Council manages risk.
Council	Lockyer Valley Regional Council
Management	Council's Executive Leadership and Management Teams.

Group: Executive Office
Unit: Strategy and Improvement
Approved: Ordinary Council Meeting
(Resolution Number: 20-24/XXXX)
Date Approved: XX/XX/2023
ECM:

Effective Date: XX/XX/2023
Version: 5.0
Review Date: 31/03/2026

Superseded/Revoked: Risk Management Policy 4.0 ECM4154016
Page 1 of 2

Policy Objective

The purpose of this policy is to broadly define Councils approach to managing risk in the organisation.

Policy Statement

Managing risks is an integral part of governance, good management practice and decision making at Lockyer Valley Regional Council.

Responsibility for implementing Councils Corporate Risk Management Framework rests with Group Managers, Managers and Supervisors. The Framework provides an effective process for the identification, analysis and management of both negative and positive impacts on physical, social and economic capital. The Framework supports sustainability and safeguards Councils assets, infrastructure, people, finances and reputation.

Council's risks are identified by category, type and the level of risk to Council and are captured in their applicable risk register. Adequacy of current controls is considered within the context of Council's risk appetite. Where the risk appetite threshold has been breached, treatments are required to bring the exposure level back to an acceptable range. Council is committed to providing the necessary available resources to assist those accountable and responsible for managing risk in the organisation.

Risk management is also embedded in Councils practices and processes through integration in a number of Council documents including the annual Operational Plan.

Management accepts responsibility for managing the organisations risk and applicable risk registers. Council and its Audit and Risk Management Committee accept responsibility for overseeing risk management in the organisation.

The Corporate Risk Management Policy and Framework are reviewed at least every three years and updated in response to an event; change in circumstances and to address identified areas of improvement.

Related Documents

Corporate Risk Management Framework
Corporate Risk Register
Operational Risk Registers
Risk Appetite Statement
International Standard ISO 31000:2018 Risk Management – Principles and Guidelines

Group: Executive Office
Unit: Strategy and Improvement
Approved: Ordinary Council Meeting
(Resolution Number: 20-24/XXXX)
Date Approved: XX/XX/2023
ECM:

Effective Date: XX/XX/2023
Version: 5.0
Review Date: 31/03/2026

Superseded/Revoked: Risk Management Policy 4.0 ECM4154016
Page 2 of 2

10.4 Extension of Appointment Independent Chair - Audit and Risk Management Committee

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 endorsement to extend the appointment of Kerry Phillips as the Independent Chairperson of the Audit and Risk Management Committee.

Officer's Recommendation:

THAT Council endorse the extension of appointment of Kerry Phillips as the Independent Chairperson on the Audit and Risk Management Committee, for an additional period of two years commencing on 1 July 2023.

Executive Summary

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

The current membership of the ARMC comprises of three independent members and two Councillors. With the requirement identified in the ARMC Charter (Committee Charter) for one of the independent members to be appointed as Chair.

The appointment of the current ARMC Chairperson, Kerry Phillips, concludes on 30 June 2023 and to ensure appropriate continuity of the ARMC the appointment of a Chairperson for the ARMC beyond this needs to be determined.

Proposal

The Committee Charter identifies that Council is to appoint the position of Chairperson to one of the Independent Members on the ARMC. As the term for the current ARMC Chairperson concludes on 30 June 2023, the process for the appointment of the ARMC Chairperson was discussed with the ARMC at its meeting held on 9 March 2023, the incumbent Chairperson left the meeting for this discussion.

From this discussion the ARMC recommended that Kerry Phillips appointment as Chairperson of the ARMC be extended for an additional two -year period. The supporting reasons for the ARMC's decision was to ensure continuity by enabling the opportunity for a twelve-month transition period for changeover of independent chairperson of the ARMC and to also avoid potential significant membership changeover that may occur as a result of the Local Government Election scheduled for Saturday 16 March 2024.

Previously the appointment of the Chairperson to the role was conducted as part of the recruitment process as the role was identified specifically in the Committee Charter. However, the membership is now defined in the Committee Charter as three independent members and two councillors and that one of the independent members be appointed as the chairperson of the ARMC. This extension of appointment is outside the bounds of the Committee Charter but will provide the opportunity for a defined process to be determined as part of future review of the Committee Charter.

It is therefore proposed to support this extension of appointment of Kerry Phillips to the position of Independent Chairperson for an additional period of two years as a one-off extension.

Options

1. That Council support the Officer and ARMC's recommendation and endorse the extension of appointment of Kerry Phillips as the Independent Chairperson on the ARMC for an additional two-year period.
2. Determine an alternative recommendation in relation to the appointment of the Independent Chairperson for the ARMC.

Previous Council Resolutions

Ordinary Meeting of Council – 15 July 2020

THAT Council endorse the re-appointment of Kerry Phillips for a second term as the Independent Chair of the Audit and Risk Management Committee, effective from 1 July 2020.

Moved By: Cr Wilson Seconded By: Cr Cook

Resolution Number: 20-24/0083

Critical Dates

To ensure continuity of service the re-appointment process will need to be finalised by 30 June 2023.

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

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

Legislation and Policy

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

This recommendation to extend the appointment of the current Chairperson for an additional two-year period is outside the bounds of the Committee Charter.

Risk Management

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

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

Consultation

Portfolio Councillor Consultation

Councillors Wilson and Cook, portfolio Councillors for the ARMC participated in the discussion for the appointment of the ARMC Chairperson at its meeting held on 9 March 2023.

Internal Consultation

Council's Executive Leadership Team were consulted on the appointment of the Committee Chairperson as part of the monthly Audit and Risk Management Update to ELT.

Attachments

There are no attachments for this report.

11. PEOPLE, CUSTOMER & CORPORATE SERVICES REPORTS

No People & Business Performance Reports.

12. COMMUNITY & REGIONAL PROSPERITY REPORTS**12.1 MC2022/0098 Application for Development Permit for Material Change of Use for Multiple Dwelling (2 dwelling units) at 45 Hill Road, Plainland****Author:** Tammee Van Bael, Planning Officer**Responsible Officer:** Amanda Pugh, Group Manager Community & Regional Prosperity**Purpose:**

The purpose of this report is to consider an application (MC2022/0098) for a Development Permit for Material Change of Use for Multiple Dwelling (2 dwelling units) on Lot 2 RP140661 at 45 Hill Road, Plainland.

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 (MC2022/0098) for a Development Permit for Material Change of Use for Multiple Dwelling (2 dwelling units) on Lot 2 RP140661 at 45 Hill Road, Plainland, be approved subject to the following conditions:

No.	Condition	Timing																																			
APPROVED PLANS AND DOCUMENTS																																					
1.	<p>APPROVED PLANS AND DOCUMENTS</p> <p>Undertake the approved development generally in accordance with the approved plans and documents, including any amendments where in red on the approved plans or documents:</p> <table><tr><th>Title</th><th>Plan No.</th><th>Revision / Amended</th><th>Date</th><th>Prepared By</th></tr><tr><td>Overall Site Plan</td><td>J22023SK-01</td><td>B</td><td>25-05-2022</td><td>Lockyer Drafting Designs</td></tr><tr><td>Site Plan</td><td>J22023SK-02</td><td>D</td><td>02-05-2023</td><td>Lockyer Drafting Designs</td></tr><tr><td>Floor Plan</td><td>J22023SK-03</td><td>B</td><td>25-05-2022</td><td>Lockyer Drafting Designs</td></tr><tr><td>North Elevation, East Elevation and West Elevation</td><td>J22023SK-04</td><td>B</td><td>25-05-2022</td><td>Lockyer Drafting Designs</td></tr><tr><td>South Elevation and Section 1</td><td>J22023SK-05</td><td>B</td><td>25-05-2022</td><td>Lockyer Drafting Designs</td></tr><tr><td>Landscaping Plan</td><td>J22023E-01</td><td>A</td><td>03-03-2023</td><td>Lockyer Drafting Designs</td></tr></table>	Title	Plan No.	Revision / Amended	Date	Prepared By	Overall Site Plan	J22023SK-01	B	25-05-2022	Lockyer Drafting Designs	Site Plan	J22023SK-02	D	02-05-2023	Lockyer Drafting Designs	Floor Plan	J22023SK-03	B	25-05-2022	Lockyer Drafting Designs	North Elevation, East Elevation and West Elevation	J22023SK-04	B	25-05-2022	Lockyer Drafting Designs	South Elevation and Section 1	J22023SK-05	B	25-05-2022	Lockyer Drafting Designs	Landscaping Plan	J22023E-01	A	03-03-2023	Lockyer Drafting Designs	At all times.
Title	Plan No.	Revision / Amended	Date	Prepared By																																	
Overall Site Plan	J22023SK-01	B	25-05-2022	Lockyer Drafting Designs																																	
Site Plan	J22023SK-02	D	02-05-2023	Lockyer Drafting Designs																																	
Floor Plan	J22023SK-03	B	25-05-2022	Lockyer Drafting Designs																																	
North Elevation, East Elevation and West Elevation	J22023SK-04	B	25-05-2022	Lockyer Drafting Designs																																	
South Elevation and Section 1	J22023SK-05	B	25-05-2022	Lockyer Drafting Designs																																	
Landscaping Plan	J22023E-01	A	03-03-2023	Lockyer Drafting Designs																																	

	Contour and Earthworks Plan	J22023E-02	A	03-03-2023	Lockyer Drafting Designs		
	Earthworks Section 1, Earthworks Section 2, Blockwork Retaining Wall and Blockwork Corner Detail	J22023E-03	A	09-02-2023	Lockyer Drafting Designs		
	Typical Wall Section, Typical Post Details at Corners/Ends and Design Table	J22023E-04	A	09-02-2023	Lockyer Drafting Designs		
	Title	Document No.	Revision / Amended	Date	Prepared By		
	Bushfire Attack Level Assessment	005.06.22	0	15-06-2022	Bushfire Risk Reducers		
	Slope Stability Risk Assessment Report	GEO219486	B	11-07-2021	STA Consulting Engineers		
2.	CONDITIONS OF APPROVAL AND APPROVED PLANS Where there is a conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval take precedence.					At all times.	
GENERAL							
3.	COMPLIANCE WITH CONDITIONS The developer is responsible for ensuring compliance with this development approval and the conditions of the approval by an employee, agent, contractor, or invitee of the applicant.					At all times.	
4.	WORKS – APPLICANT’S EXPENSE The cost of all works associated with the development and construction of the development, including services, facilities and/or public utility alterations required are met at no cost to the Council or relevant utility provider, unless otherwise stated in a development condition.					At all times.	
5.	INFRASTRUCTURE CONDITIONS All development conditions contained in this development approval about infrastructure under Chapter 4 of the <i>Planning Act 2016</i> (the Act), should be read as being non-trunk infrastructure conditioned under section 145 of the Act, unless otherwise stated.					At all times.	
6.	WORKS – DEVELOPER RESPONSIBILITY The applicant must repair any damage to existing infrastructure (e.g. kerb and channel, footpath or roadway) that may have occurred during any works undertaken as part of the development. Any					At all times.	

	damage that is deemed to create a hazard to the community, must be repaired immediately.	
7.	WORKS – DESIGN AND STANDARD Unless otherwise stated, all works must be designed, constructed, and maintained in accordance with the relevant Council policies, guidelines and standards.	At all times.
8.	WORKS – SPECIFICATION AND CONSTRUCTION All engineering drawings/specifications, design and construction works must comply with the requirements of the relevant Australian Standards and must be approved, supervised, and certified by a Registered Professional Engineer of Queensland (RPEQ).	At all times.
9.	MAINTAIN APPROVED DEVELOPMENT The development is to be constructed and maintained in accordance with the approved drawings and documents, and any relevant approvals.	At all times.
ENGINEERING		
10.	STORMWATER DRAINAGE WORKS Undertake the development such that all stormwater (except for rainwater captured on-site in rainwater tanks) is to be drained from the site and conveyed without causing annoyance or nuisance to any person. All works must be designed in accordance with the Queensland Urban Drainage Manual (QUDM).	Prior to commencement of use and to be maintained thereafter.
11.	EXCAVATING AND FILLING Carry out excavating (cut) and filling activities in accordance with the AS3798-2007 Guidelines on earthworks for residential and commercial developments, the approved plans and the provisions of a Development Permit for Operational Work (Excavating and Filling).	At all times.
12.	EXCAVATING AND FILLING Ensure that excavating and filling activities do not concentrate or divert stormwater onto adjoining land to a degree which is worse than that which existed prior to the works.	At all times.
13.	VEHICULAR ACCESS Vehicular access is only permitted at the existing crossover location as shown on the approved plans. Vehicles are not permitted to enter or exit the site in any other location.	At all times.
SERVICES		
14.	WATER SUPPLY – GENERAL The development is to be provided with a constant low flow water supply system (rainwater, bore water or both) with a minimum storage capacity of 45,000 litres.	Prior to commencement of use and to be maintained thereafter.
15.	WATER SUPPLY – FIREFIGHTING PURPOSES Provide the development with dedicated, static on-site fire-fighting water supply with a minimum capacity of 10,000 litres.	Prior to commencement of use and to be maintained thereafter.
16.	ON-SITE SEWERAGE TREATMENT & DISPOSAL Provide and maintain on-site sewerage treatment and disposal in accordance with the requirements of the <i>Plumbing and Drainage</i>	Prior to commencement of use and to be

	Act 2018, including the Queensland Plumbing and Wastewater Code.	maintained thereafter.
17.	ELECTRICITY & TELECOMMUNICATIONS Connect the development to reticulated electricity supply and telecommunications to the standard of the relevant service provider.	Prior to commencement of use and to be maintained thereafter.
LANDSCAPING AND FENCING		
18.	ESTABLISHMENT OF LANDSCAPING WORKS Establish, maintain and retain all landscaping generally in accordance with the approved plans. The landscaping must contain plant species that are endemic to the Lockyer Valley Region.	Prior to commencement of use and to be maintained thereafter.
19.	FENCED BACKYARD Install fencing to the private open space area of the proposed dwelling unit generally in accordance with the approved plans. The fencing must be suitable to contain any pets that may be present on site.	Prior to commencement of use and to be maintained thereafter.
BUSHFIRE RISK		
20.	BUSHFIRE MITIGATION MEASURES Implement section 7.0 Bushfire Protection Measures in Combination and Section 8.0 of the approved Bushfire Attack Level Assessment.	Prior to commencement of use and to be maintained thereafter.
SLOPE STABILITY		
21.	SLOPE STABILITY RECOMMENDATIONS Implement the mitigation measures, comments, recommendations and certification of Sections 6.0, 7.0 and 8.0 of the approved Slope Stability Risk Assessment Report.	Prior to commencement of use and to be maintained thereafter.
ADVISORY NOTES		
<ol style="list-style-type: none"> 1. Council will issue an Infrastructure Charges Notice. These charges are required to be paid prior to the commencement of the use. 2. An applicant may make representations to Council at any time during the applicant appeal period about changing a matter in the Decision Notice (s75 of the <i>Planning Act 2016</i>) or Infrastructure Charges Notice (s125 of the <i>Planning Act 2016</i>). Only one negotiated decision notice can be issued by Council. 3. The development approval will have effect in accordance with Section 71 of the <i>Planning Act 2016</i>. 4. Works associated with this approval may not start until all necessary approvals have been obtained and relevant conditions complied with (s72 of the <i>Planning Act 2016</i>). 5. Any additions or modifications to the approved development (not covered in this approval) may be subject to further approval in accordance with the <i>Planning Act 2016</i>. 		

6. Any proposal to increase the scale or intensity of the use on the subject land, that is assessable development under the Planning Scheme, would be subject to a separate development application in accordance with the *Planning Act 2016*.

7. Fire ants

Biosecurity Queensland must be notified on 13 25 23 of development 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 Department of Agriculture and Fisheries website](#).

8. Biosecurity

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

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

9. Aboriginal Cultural Heritage

The *Aboriginal Cultural Heritage Act 2003* requires anyone who carries out a land use activity to exercise a duty of care. The cultural heritage duty of care is met if the development is conducted in accordance with gazetted cultural heritage duty of care guidelines. Further information on cultural heritage duty of care including a register and database of cultural heritage matters is available on the [DATSIP 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.

10. Protected Plants

The *Nature Conservation Act 1992* regulates the clearing of native plants in Queensland to protect our critically endangered, endangered, vulnerable and near threatened plants for current and future generations. A Flora trigger survey in accordance with the Flora Survey Guidelines - Protected Plants prepared by Department of Environment and Science may be required.

11. Native Animal Breeding Places

Under the *Nature Conservation Act 1992*, any clearing of vegetation that is required to tamper with a confirmed native animal breeding place in order to complete the scope of works, must be undertaken in accordance with a Species Management Program (SMP) approved by the Department of Environment and Science.

12. Clearing of Vegetation

Clearing of vegetation that has the potential to disturb the roots of the trees of proposed retained vegetation thereby resulting in the death of trees is not approved to be cleared under this development approval. It is recommended clearing and excavation activities be undertaken in accordance with the 'Australian Standards for the Protection of Trees on Development Sites (AS4970-2009)' to avoid any consequential unauthorised clearing.

13. Clearing of Koala Habitat Trees

Any clearing of koala habitat trees in the Lockyer Valley must be carried out in a way that complies with the sequential clearing conditions in Part 3, Section 10 of the *Nature Conservation (Koala) Conservation Plan 2017*.

*Advisory note: **Koala habitat trees** is defined as:*

- a) A tree of the *Corymbia*, *Melaleuca*, *Lophostemom* or *Eucalyptus* 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 *Angophora* genus.

14. Federal Environmental Protection

The *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act) ensures that 'nationally significant' animals, plants, habitats and places are protected, and any potential negative impacts are carefully considered. It applies to any group or individual whose actions may have a significant impact on a matter of national environmental significance.

Executive Summary

This report considers an application (MC2022/0098) for a Development Permit for Material Change of Use for Multiple Dwelling (2 dwelling units) on Lot 2 RP140661 at 45 Hill Road, Plainland. The following table summarises the application details.

APPLICATION DETAILS	
Application No:	MC2022/0098
Applicant:	Lockyer Drafting Designs Pty Ltd
Landowner:	Leigh Kathryn De Clifford and Christopher Benjamin Pipers
Site address:	45 Hill Road, Plainland
Lot and Plan:	Lot 2 RP140661
Proposed development:	Development Permit for Material Change of Use for Multiple Dwelling (2 dwelling units)
STATUTORY PLANNING DETAILS	
Planning Scheme:	<i>Laidley Shire Planning Scheme 2003</i>
Zone:	Rural Uplands
Mapped State Planning Policy (SPP) matters:	State Planning Policy (July 2017) <ul style="list-style-type: none"> • Agriculture • Biodiversity • Water Quality • Natural Hazards, Risk and Resilience

South East Queensland Regional Plan 2017 (Shaping SEQ) regional land use category:	Regional landscape and rural production area
Referral trigger/s under the Planning Regulation 2017:	Nil
TLPI:	<i>Temporary Local Planning Instrument 2022 Flood Regulation</i> Flood hazard area under the Flood hazard overlay: <ul style="list-style-type: none"> • Overland flow path
Overlays:	<ul style="list-style-type: none"> • Areas of natural and environmental significance overlay: <ul style="list-style-type: none"> ○ Ecological significance area: high and very high ○ Bushfire prone area: medium and high ○ Slopes greater than 15%
Category of Assessment:	Impact assessable The subject land is located within the Rural uplands area which identifies a Multiple Dwelling (2 dwelling units) as impact assessable development under Part 4, Division 6, Table 11 of the <i>Laidley Shire Planning Scheme 2003</i>
Decision Due Date:	30 May 2023

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:	18.16 Hectares
Existing Use of Land:	Dwelling house
Road Frontage:	Hill Road: 46m (constructed)
Significant Site Features:	Land with significant slope, significant vegetation, residential dwelling and shed, dam and driveway
Topography:	Slopes from 250m AHD at eastern boundary to 153m AHD at the southwest corner.
Surrounding Land Uses:	Dwelling Houses, rural uses



Figure 1. Locality of Subject Site (source LVRC Intramaps)

Proposal

The application seeks approval for a Development Permit for a Material Change of Use for Multiple Dwellings (2 dwelling units). There is an existing Dwelling house on the land, and the application proposes an additional dwelling to be established on the lower land closer in proximity to the Hill Road frontage. Refer to the plans below.

The existing Dwelling house is proposed to be retained with no changes.

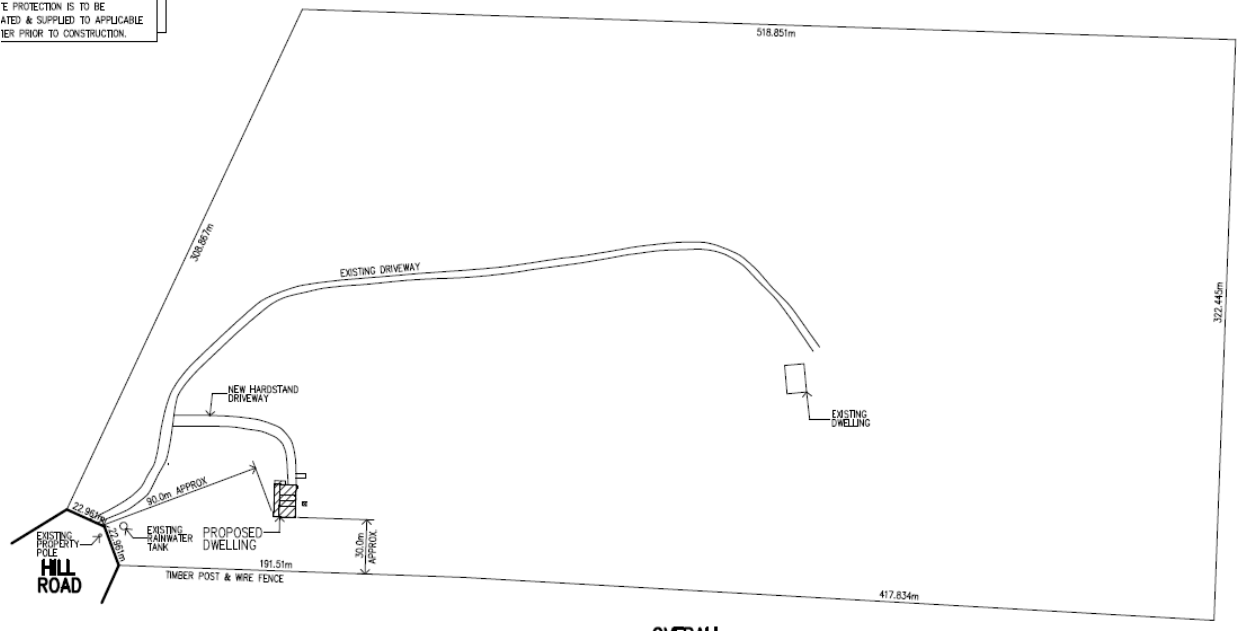
The proposed new dwelling utilises the first section of the existing driveway, with a new compacted gravel driveway to be constructed off the existing driveway to obtain access to the new dwelling unit.

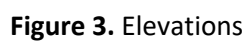
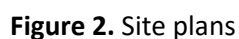
The new dwelling is located approximately 90m from the Hill Road frontage, and approximately 30m from the southern boundary. The new dwelling provides a minimum 45m² of private open space, a clothesline, one visitor parking space and two under covered parking spaces (garage). The new dwelling will include two bedrooms, both with ensuites, a kitchen, living/dining, study, verandah and a double garage. A 90m² fenced area will be provided with the new dwelling as an enclosure for any domestic animals (e.g. dog). The proposal encompasses a total of 221.90m² and utilises a series of retaining walls, and slab on ground construction to mitigate impacts of the slopes greater than 15% overlay over the site.

The proposed development is located on land with slopes greater than 15%, very high ecological significance areas and high bushfire prone areas.

MATERIAL CHANGE OF USE	DEVELOPMENT PARAMETERS
Gross Floor Area	Existing dwelling unit: approx.. 107.5m ² Proposed dwelling unit: 221m ²
Building Height/ Storeys	Proposed dwelling unit: 5.14m
Setbacks	30m from southern boundary, 90m approx. from road frontage
Site Cover	1.2%
Parking	3

PROTECTION NOTE:
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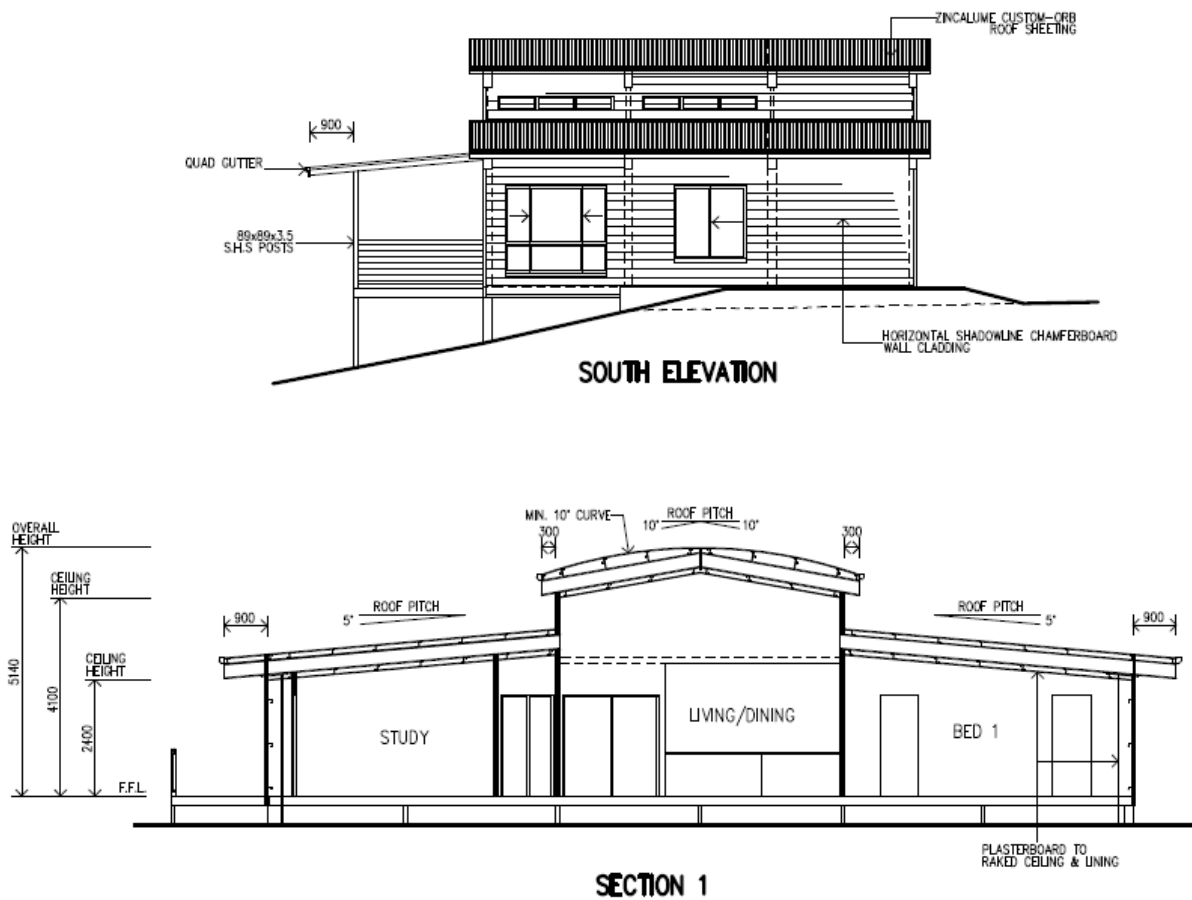


Figure 4. Elevations and cross-section

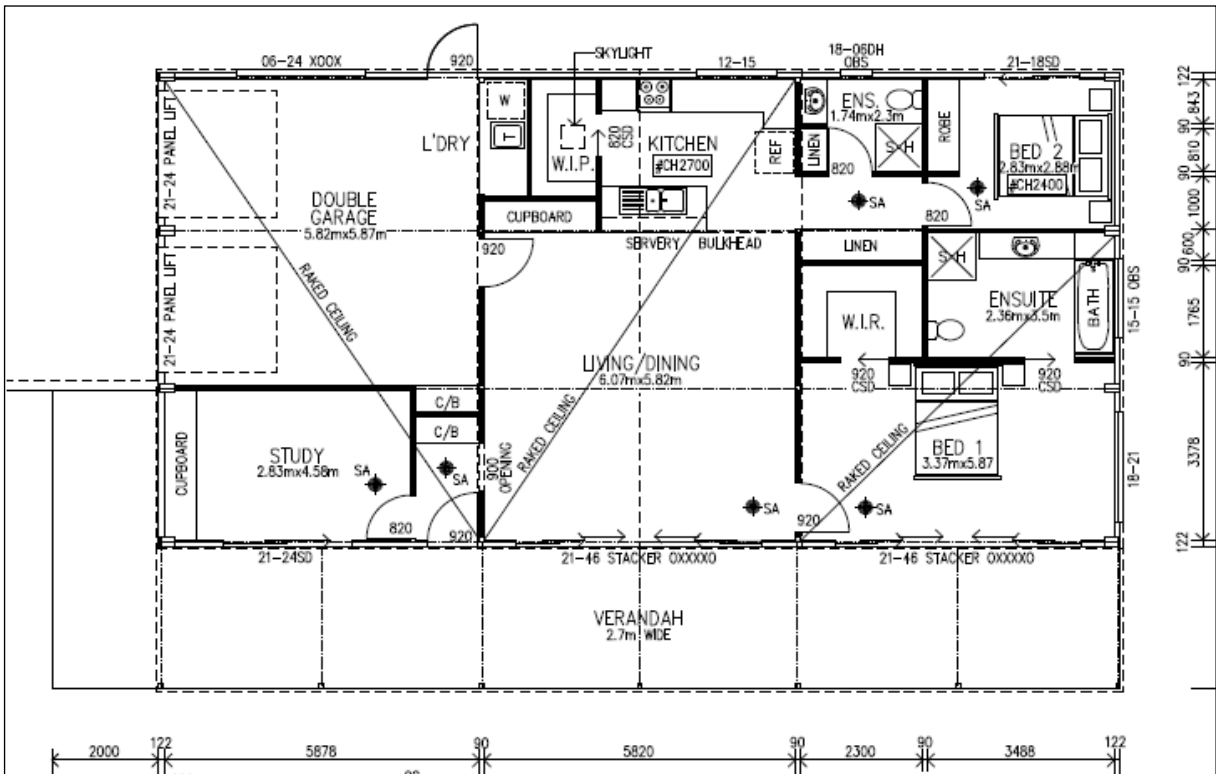


Figure 5. Floor plan

PLANNING ASSESSMENT**Assessment against Planning Scheme Codes – *Laidley Shire Planning Scheme 2003***

The proposed development is identified as impact assessment under the Planning Scheme, and therefore must be assessed against the Planning Scheme as a whole.

Rural Areas Code

The overall outcome sought for the Rural Areas is to ensure Good Quality Agricultural Land (GQAL) is protected, rural environment and scenic values are maintained, development maximises efficient use, there is no net increase of land degradation, and locally and regionally significant natural and cultural assets are preserved.

The specific outcomes for the Rural Upland Area are to ensure development is compatible with the topographical and access constraints, does not cause significant adverse effects (landslip and erosion) or impact the scenic values of the natural landscape.

The site is not located within GQAL. The proposed development is for a Multiple Dwelling (second dwelling on the site) positioned to the front western aspect of the property. It has been determined by STA Consulting Engineers through a Slope Stability Risk Assessment Report that the site is suitable for the proposed dwelling, subject to the implementation of measures specified within Section 7.0 of the report. Additionally, the new dwelling is proposed to be partially slab on ground construction and partly on stumps construction to follow the natural topography of the land. Therefore ensuring no significant adverse effects (landslip and erosion) and reducing adverse impacts to scenic value as a result of the development.

It is therefore considered the development complies with the Code.

Areas of Natural and Environmental Significance Code

The overall outcomes sought for areas of natural and environmental significance is to ensure development is compatible with natural landforms, does not compromise the natural environment or scenic amenity, biodiversity is protected, clearing protects the integrity of ecologically significant native vegetation and development is protected with appropriate measures to reduce risk of fire.

The specific outcomes for Bushfire Prone areas are to ensure buildings and residents are protected to minimise risk from bushfires. The Bushfire Attack Level Assessment prepared by Bushfire Risk Reducers details recommendations to ensure the proposed dwelling is suitable and minimises risk from bushfires to an acceptable level. These recommendations include construction in accordance with AS3959, provision of an asset protection zone and maintenance of landscaping and provision of a dedicated firefighting water supply. It is recommended that this report become an approved document and a condition be included requiring the relevant mitigation measures and recommendations to be implemented.

The specific outcomes for ecologically significant native vegetation areas are to ensure they are maintained and protected through the design and management of the proposed development. The proposal is small in scale and utilises an existing cleared area. The proposal is setback approximately 100m from areas of ecological significance, therefore minimising impacts to native vegetation.

The Slope Stability Risk Assessment report, prepared by STA Consulting Engineers demonstrated that the risk to persons and property due to the proposed development can be reduced to a low level through

implementation of mitigation measures. It is recommended that this report become an approved document and a condition be included requiring the relevant mitigation measures and recommendations to be implemented. The proposal therefore ensures the development adequately addresses constructing in an area with a slope greater than 15%.

It is therefore considered the development complies with the Code.

Residential Uses Code

The overall outcomes sought for the Residential uses code are to ensure residential uses do not adversely impact upon the neighbourhood amenity of nearby properties, buildings do not have detrimental impacts on the environment, and dwellings do not impact on primary production.

The specific outcomes for multiple dwellings are to ensure density, bulk and scale of the buildings is compatible with the surrounding area, siting of the buildings is consistent with the character of the area, provision of private open space and landscaping and maintaining the existing amenity of the area.

The proposed development complies with the relevant site coverage, setbacks, population density and minimum lot size requirements as per Acceptable Solutions 25.1 and 25.2.

A minimum of 45m² private open space is provided to each dwelling to comply with Acceptable Solution 26.1. The applicant has proposed to enclose the private open space area for the new dwelling.

The setback of the proposed dwelling and topography of the land will limit the visibility of the new dwelling from Hill Road and other properties in the area, thus ensuring no adverse impacts to amenity.

Landscaping is proposed adjacent to the proposed dwelling unit incorporating a range of native species.

It is therefore considered the development complies with the Code.

Building Dimensions Code

The development complies with all Acceptable Solutions of the code relating to a maximum building height and minimum gross floor area.

Filling and Excavation Code

The overall outcomes sought are that filling and excavation works do not adversely impact on the surrounding environment and amenity, and avoid risk to human life and property.

A Slope Stability Risk Assessment Report and plans were prepared by STA Consulting Engineers, demonstrating minimal impact to the existing ground level. Filling and excavation will not result in the contamination of land, and dust and emissions from filling or excavation will be dealt with to acceptable levels through standard dust suppression measures. Gravel will be utilised to suppress dust and avoid erosion along the proposed entry driveway. All proposed retaining structures have incorporated appropriately sized drainage to manage post development flows.

The proposed development will comply with all specific outcomes of the filling and excavation code.

On-site Effluent Disposal Code

The overall outcomes sought for the On-site effluent disposal code is that any adverse impacts on surface and ground water from the installation and operation of on-site effluent disposal systems are mitigated, and create minimal risk to public health.

An on-site effluent treatment system will be installed for the proposed additional dwelling. The effluent disposal area will be located outside of any overland flow paths and will not be impacted by flood. This system will require a plumbing permit which will ensure compliance with the *Plumbing and Drainage Act 2018*.

The proposed development will comply with all acceptable outcomes of the On-site effluent disposal code.

Vehicle Access and Parking Code

The overall outcomes sought are that vehicle ingress and egress, on-site car parking and on-site manoeuvring is safe and meets the likely demand. The proposal utilises the first section of the existing driveway to the primary dwelling and provides three parking spaces which complies with AO7.1. The proposed development will comply with all relevant acceptable outcomes of the Vehicle access and parking code.

Temporary Local Planning Instrument 2022 Flood Regulation (TLPI)

The site contains overland flow paths under the Flood hazard overlay of the TLPI. Review of Council's flood mapping (refer image below) confirms that the development avoids the areas subject to flooding, therefore complying with the Flood hazard overlay code.



Figure 6. Defined Flood Level Depth mapping (source LVRC Flood Information Portal)

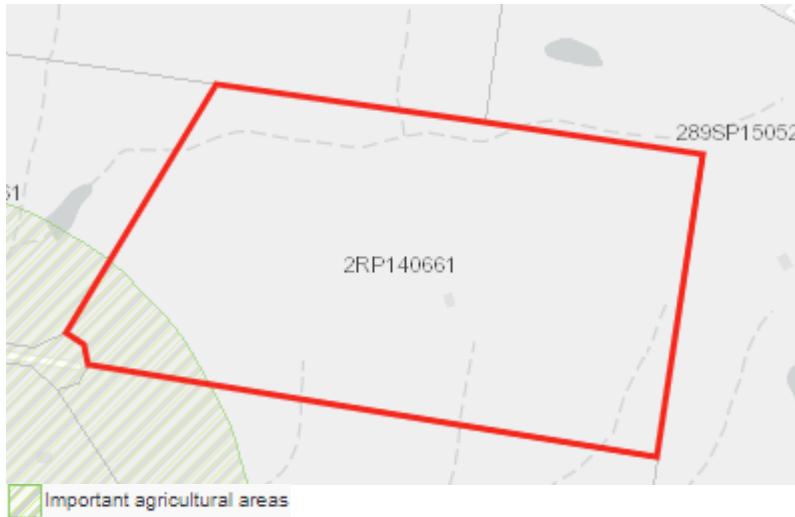
State Planning Requirements

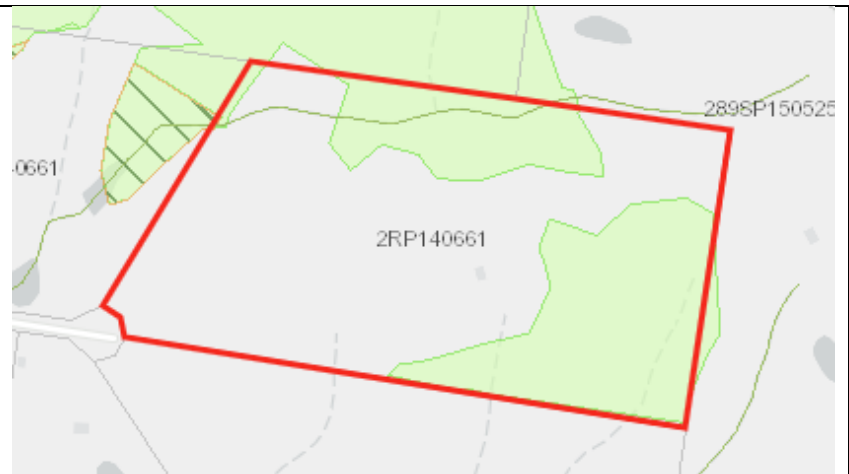
South East Queensland Regional Plan 2017 (Shaping SEQ)

The site is located in the Regional Landscape and Rural Production Area (RLRPA). A Multiple dwelling (2 dwelling units) is an activity consistent with the RLRPA, and there are no requirements in the *Planning Regulation 2017* applicable to the development proposal.

State Planning Policy (SPP)

As the Planning Scheme does not reflect the current SPP, an assessment of the proposal against relevant state interests has been undertaken.

SPP THEME	ASSESSMENT
Liveable communities and housing: <ul style="list-style-type: none"> Housing supply and diversity Liveable communities 	Not applicable to proposed development
Economic Growth: <ul style="list-style-type: none"> Agriculture Development and construction Mining and extractive resources Tourism 	<p><u>Agriculture</u></p> <p>The site contains Important agricultural areas. The State interest seeks to protect the resources that agriculture depends on to support the long-term viability and growth of the agricultural sector. The additional dwelling will result in less than 1% site cover, and as the subject land and adjoining land are not used for agricultural purposes, the dwelling will have no impact on the long-term viability and growth of the agricultural sector.</p> 
Environment and heritage: <ul style="list-style-type: none"> Biodiversity Cultural heritage Water quality 	<p><u>Biodiversity</u></p> <p>The site contains MSES – Wildlife habitat (koala habitat areas – core), Regulated vegetation (category C, essential habitat and intersecting a watercourse). The proposed development requires limited clearing of native vegetation and does not require any clearing or development within an area identified as MSES. The proposal protects biodiversity consistent with the State interest.</p>



-  MSES - Wildlife habitat (koala habitat areas - core)
-  MSES - Regulated vegetation (category C)
-  MSES - Regulated vegetation (essential habitat)
-  MSES - Regulated vegetation (intersecting a watercourse)

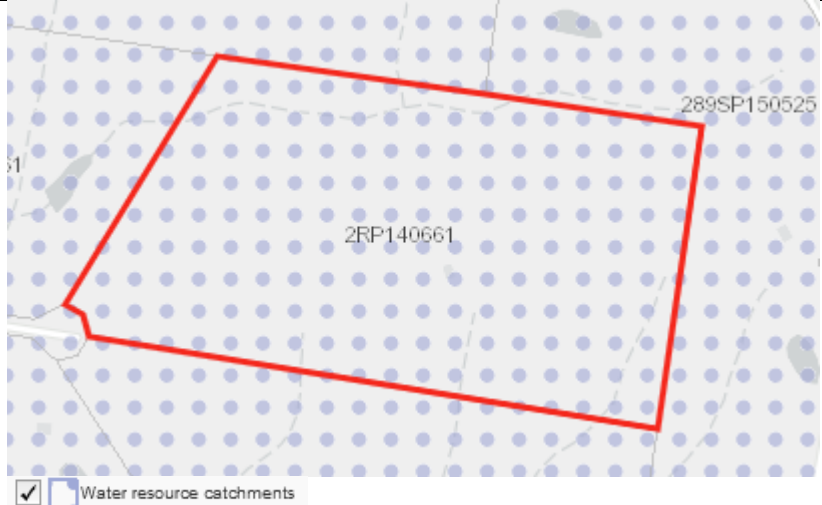
Water Quality

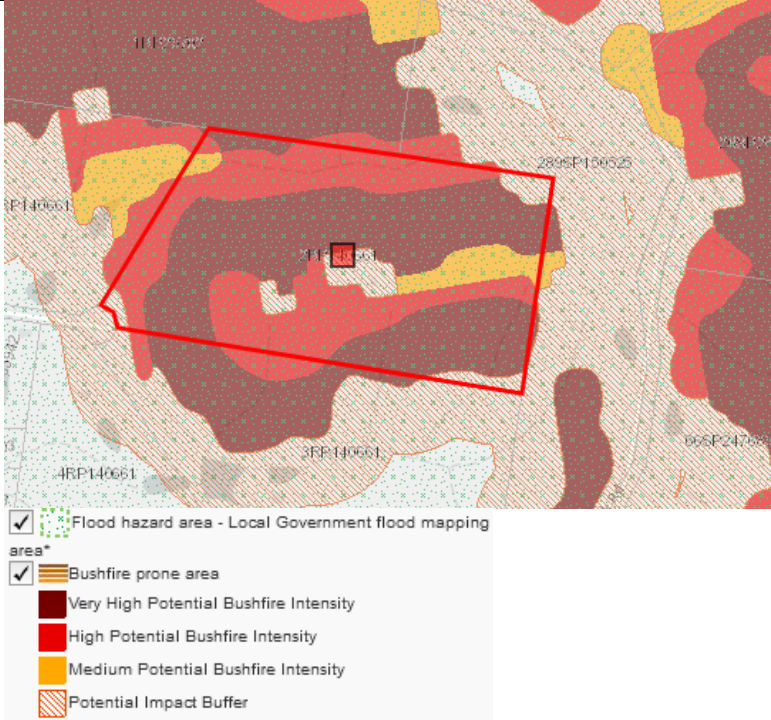
The site is located within a water resource catchment. The State interest seeks to protect water quality within Queensland. The proposed development is an appropriate and consistent use of the land, resulting in less than 1% site cover and appropriately positioned on the block. The proposal provides for significant grassed and landscaped areas, and the addition of the proposed dwelling is not expected to alter the existing stormwater regime. The stormwater management solution includes:

- Roofwater runoff to be captured in rainwater tanks.
- Other hardstand runoff will be absorbed within the gardens and lawns within the development area.

Additionally, each dwelling unit is required to be connected to an on-site effluent disposal system which will ensure any wastewater generated is treated.

The proposal protects water quality consistent with the State interest.

	
<p>Safety and resilience to hazards:</p> <ul style="list-style-type: none"> • Emissions and hazardous activities • Natural hazards, risk and resilience 	<p><u>Natural hazards, risk and resilience</u></p> <p>The State interest seeks to protect communities from the impacts of hazards caused by extreme weather events, natural processes and the result of human activities.</p> <p>The site is located within a Flood hazard area – Local Government flood mapping area. Refer to the 'TLPI' section above as to how the proposal adequately addresses the State Interest.</p> <p>The site is located within a Bushfire prone area (medium, high and very high potential bushfire intensity and potential impact buffer). The proposal has been designed with consideration to bushfire risk. The proposal has included a Bushfire Management Plan where suitable BALs have been identified for the construction site of the secondary dwelling, asset protection zones and adequate water supply for firefighting. It is recommended that the Bushfire Management Plan become an approved document and require the development to implement the bushfire protection measures and recommendations.</p> <p>The proposal ensures that natural hazards risk and resilience is considered and consistent with the State interest.</p>

	
Infrastructure: <ul style="list-style-type: none"> • Energy and water supply • Infrastructure integration • Transport infrastructure 	Not applicable to proposed development

REFERRALS

Internal

The application was internally referred to Council's development assessment engineer. Relevant conditions are recommended to be imposed on an approval.

External

Planning Regulation 2017 Referrals

The application did not trigger referral under the *Planning Regulation 2017*.

PUBLIC NOTIFICATION

The application was impact assessable and was publicly notified for a minimum of 15 business days between 22 March 2023 and 18 April 2023. On 21 April 2023, Council received the notice of compliance confirming public notification had been carried out in accordance with the requirements of the *Planning Act 2016*. One (1) properly made submission was received.

The following table provides a summary and assessment of the issues raised by the submitter.

ISSUES	COMMENTS
<i>I would like to see a fenced back yard to the dwellings to contain any pets that may reside on property. Part of my livelihood is breeding and selling horses and cattle. I worry about dogs especially. They can</i>	In response to the submission, the applicant has proposed a 90m ² fenced area at the rear of the proposed dwelling. The inclusion of a fenced area will ensure adequate private open space is provided to the new dwelling unit, to comply with Specific Outcome 26

cause serious injury to horse and young cattle	of the Residential Uses Code. It is recommended relevant conditions be included to support the provision of a fenced back yard in accordance with the proposed site plan.
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INFRASTRUCTURE CHARGES

In accordance with section 13 of the *Lockyer Valley Adopted Infrastructure Charges Resolution (No. 6) 2022*, a levied charge is applicable to the development proposal and has been calculated as shown in the below table taking into consideration any applicable credits or offsets. If the application is approved, as infrastructure charges notice will be issued.

Charge Type	Demand Unit	No. of Demand Units	Rate	TOTAL
PROPOSED DEMAND				
Charge	Dwelling Unit (3 or more bedrooms)	2	\$13,297.13	\$29,594.26
TOTAL PROPOSED DEMAND				\$29,594.26
EXISTING DEMAND				
Credit	Existing Dwelling Unit	1	-\$13,297.13	-\$13,297.13
TOTAL EXISTING DEMAND CREDIT				-\$13,297.13
TOTAL AMOUNT PAYABLE				\$13,297.13

TRUNK INFRASTRUCTURE

The development is adequately serviced by trunk infrastructure and does not require any additional trunk infrastructure or upgrades of trunk infrastructure. Further, no trunk infrastructure upgrades are identified in Council's Local Government Infrastructure Plan (LGIP).

CONCLUSION

The proposal:

- Provides suitable landscaping and private open space to each dwelling.
- Is a consistent use within the area and will not adversely impact upon the amenity of the area.
- Provides for mitigation measures to reduce the bushfire risk associated with the development to an acceptable and tolerable level.
- Provides mitigation measures to ensure the building adequately caters for the slope of the land and risk to persons and property is reduced to low.
- Avoids any impact to vegetation and biodiversity areas of significance.
- Avoids overland flow paths.
- Achieves compliance with planning scheme and state planning requirements through the imposition of development conditions.

It is therefore recommended the development application be approved subject to conditions in accordance with sections 60 of the *Planning Act 2016*.

Options

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

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

Option C: Refuse the development application.

Critical Dates

A decision on the application must be made by Council by 30 May 2023.

Strategic ImplicationsCorporate 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

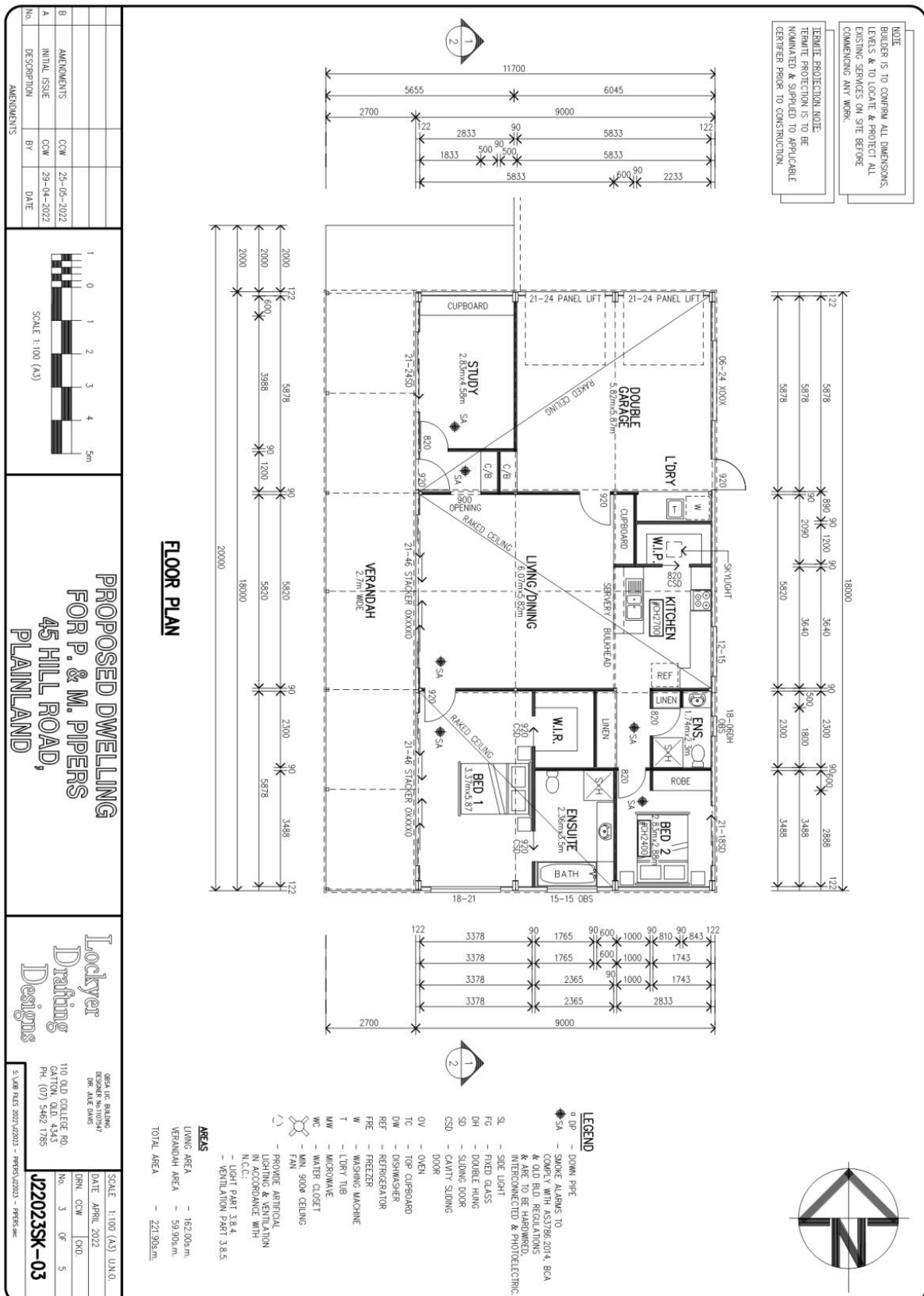
The application has been assessed in accordance with the requirements of the *Planning Act 2016*. Legal implications arising from the recommendation provided in this report are that the applicant and/or submitter may appeal the decision to the Planning and Environment Court.

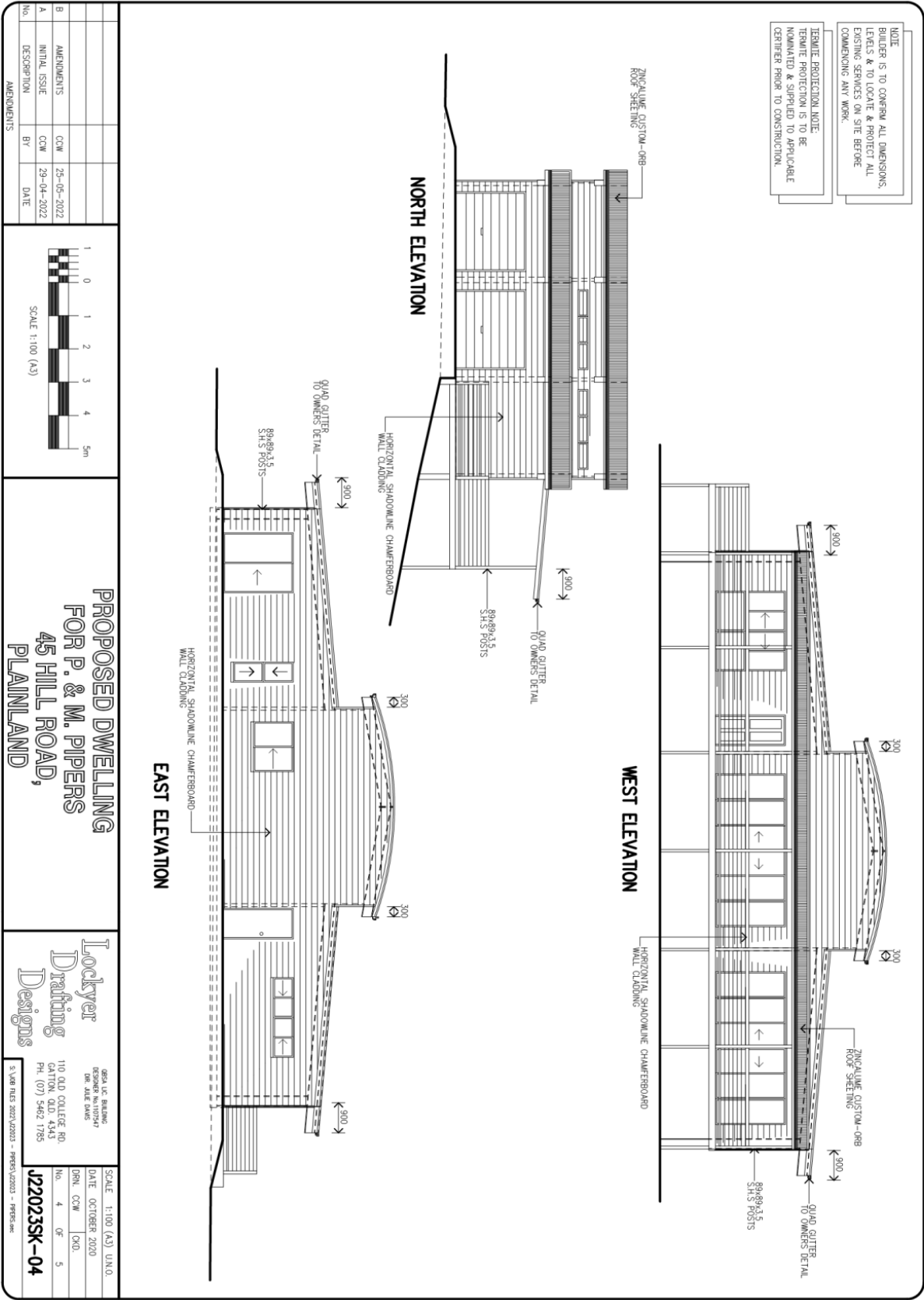
Risk Management

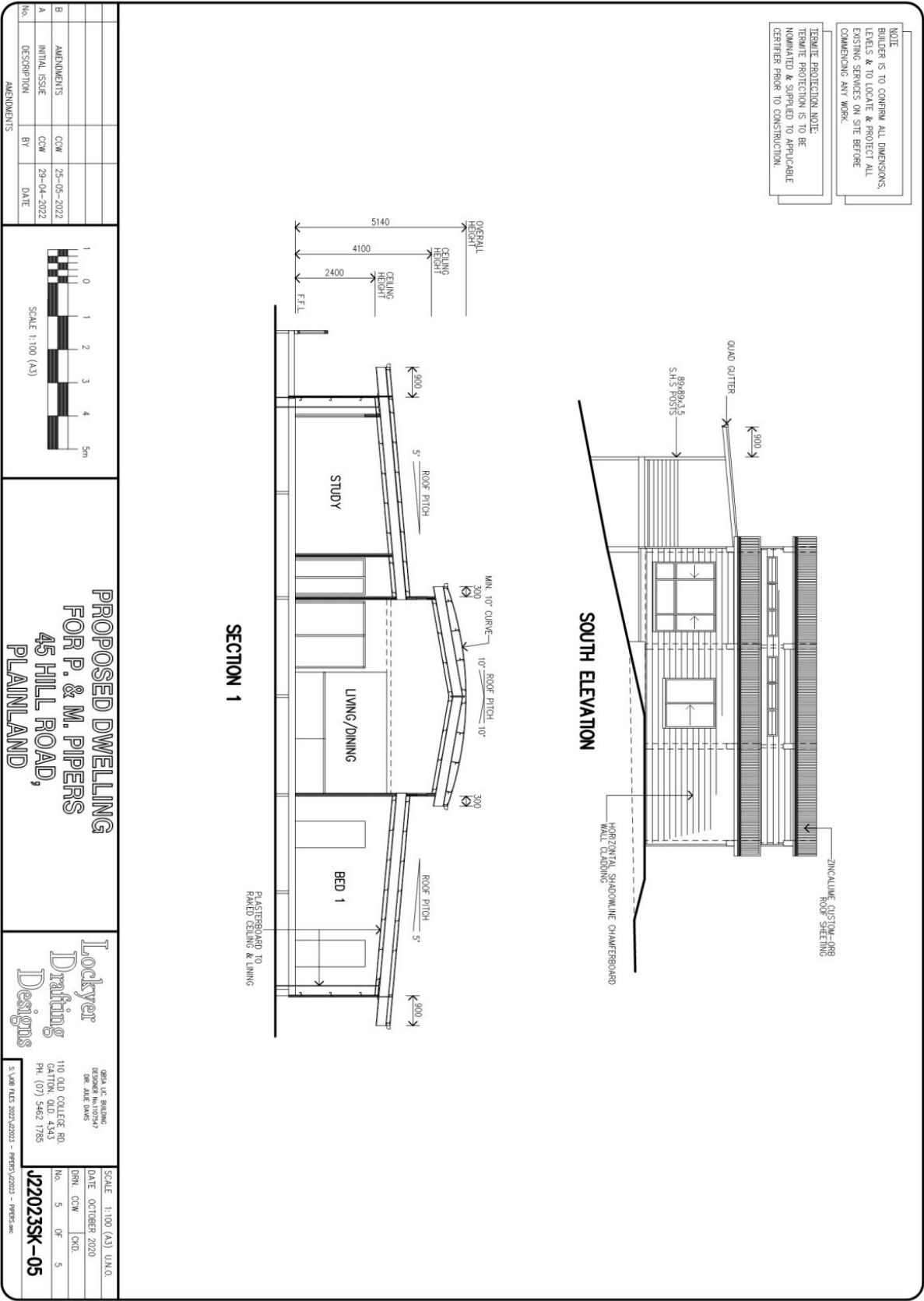
The application has been assessed in accordance with the *Planning Act 2016*. Any risks have been mitigated through assessment of the application in accordance with legislative requirements and the recommendation of reasonable and relevant conditions.

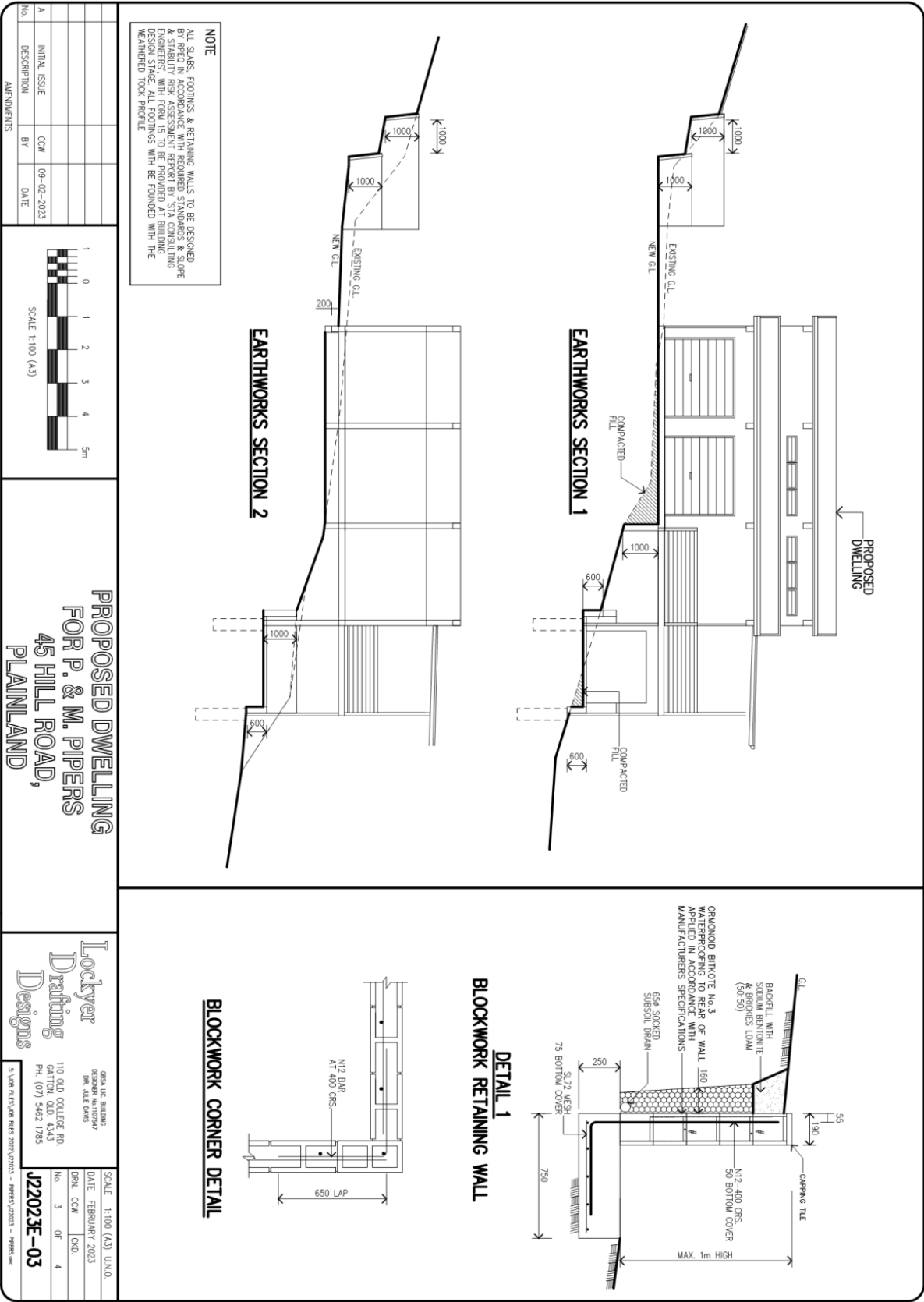
Attachments

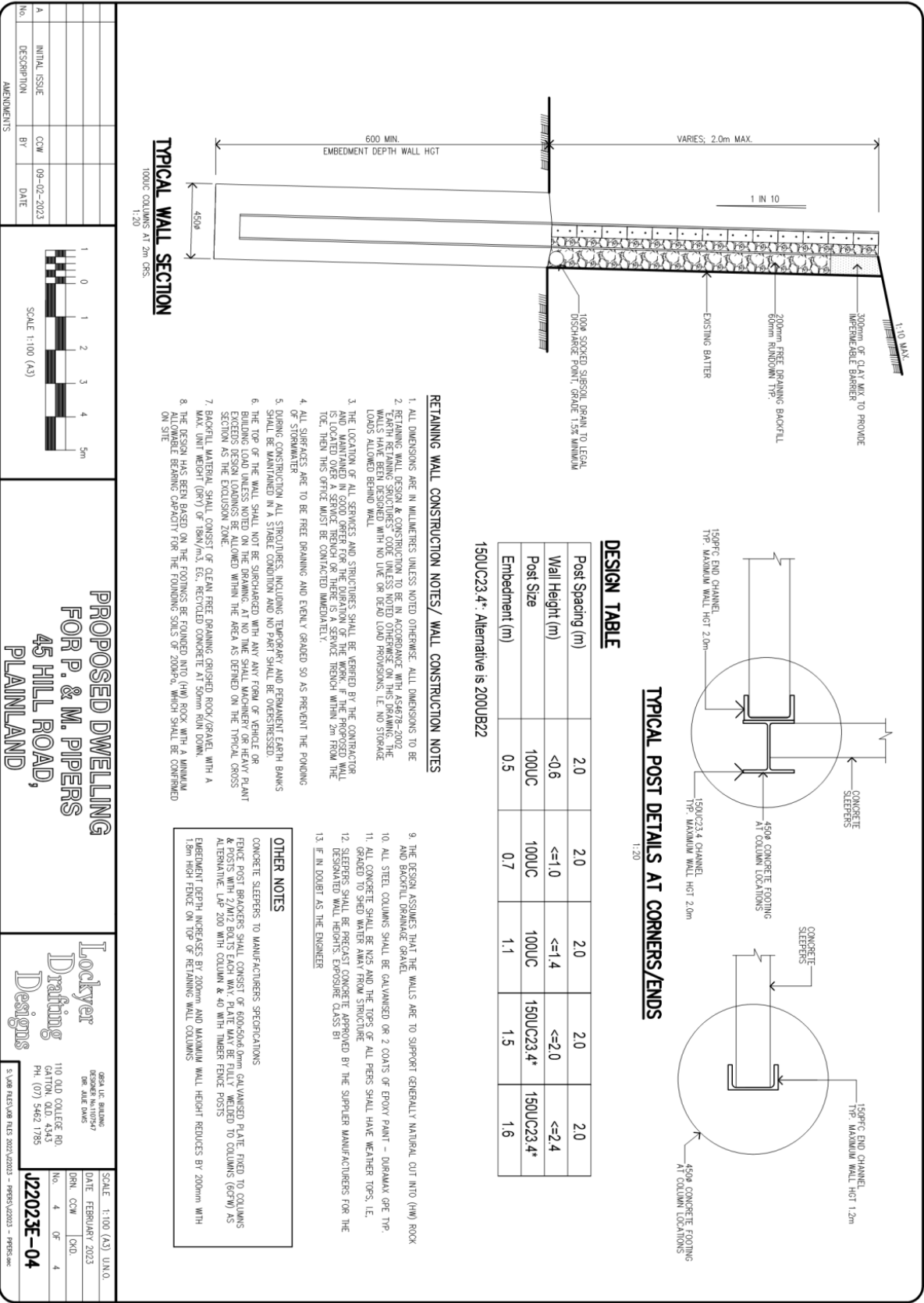
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|---|--|----------|
| 1 | MC2022/0098 Proposal Plans | 9 Pages |
| 2 | MC2022/0098 Bushfire Attack Level Assessment | 48 Pages |
| 3 | MC2022/0098 Slope Stability Risk Assessment Report | 42 Pages |











BUSHFIRE ATTACK LEVEL ASSESSMENT



Lot 2 on RP140661

45 Hill Road, Plainland

Client Reference: 005.06.22



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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 Attack Level Assessment**

Client: **Lockyer Drafting Designs**

Client Reference: **005.06.22**

Project: **New Class 1a Building**

Site Location: **45 Hill Road, Plainland**

Version	Date	Status	Changes	Author	Approver
Rev 0	15.06.2022	Final Report		AH	AH

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1.0 Introduction

This report has been commissioned by Lockyer Drafting Designs, planning the construction of a Class 1 building on Lot 2 on RP140661, in order to comply with the Building Code of Australia (BCA), in respect of functional performance objectives for bushfire attack.

Lockyer Valley Regional Council's bushfire hazard overlay mapping, does not classify the Subject Lot as "bushfire prone area" (BPA). The hazard mapping is created from data that is collected remotely, using aerial imagery to gather vegetation data to combine with slope and aspect data, and arrive at a hazard rating based on a model specified in State Planning Policy (SPP) 01/03 (*Mitigating the adverse impacts of flood, bushfire and landslide*).

In December 2013 SPP01/03 was replaced by State Planning Policy and Guidelines– Natural hazards, risk and resilience (latest version, December 2019) which provides a new methodology for designation and mapping of bushfire prone areas. This mapping designates the proposed dwelling location as BPA.

The designation by Council of land being "bushfire prone area" (BPA) invokes the Building Code of Australia (BCA), requiring compliance with its bushfire related functional performance objectives and with AS3959-2018 *Construction of buildings in bushfire prone areas*.

The scope of this requested assessment relates solely to BAL determination for construction, and not to all the other considerations which would make up a comprehensive Bushfire Management Plan.

This assessment serves to determine the Bushfire Attack Level (BAL) requirement for the proposed building under AS3959-2009.

2.0 Site and Development Description

2.1 Property Description

Site ID:	Lot 2 on RP140661. Parish of LAIDLEY. County of CHURCHILL.
Current address of property:	45 Hill Road, Plainland, QLD 4341.
Local Government Area:	Lockyer Valley Regional Council (LVRC).
Total Area:	18.41ha.
Zoning:	Rural

2.2 Proposed Development

The proposed development involves the construction of a Class 1 residential building with a building footprint of approximately 180m².

2.3 Site Location and Layout

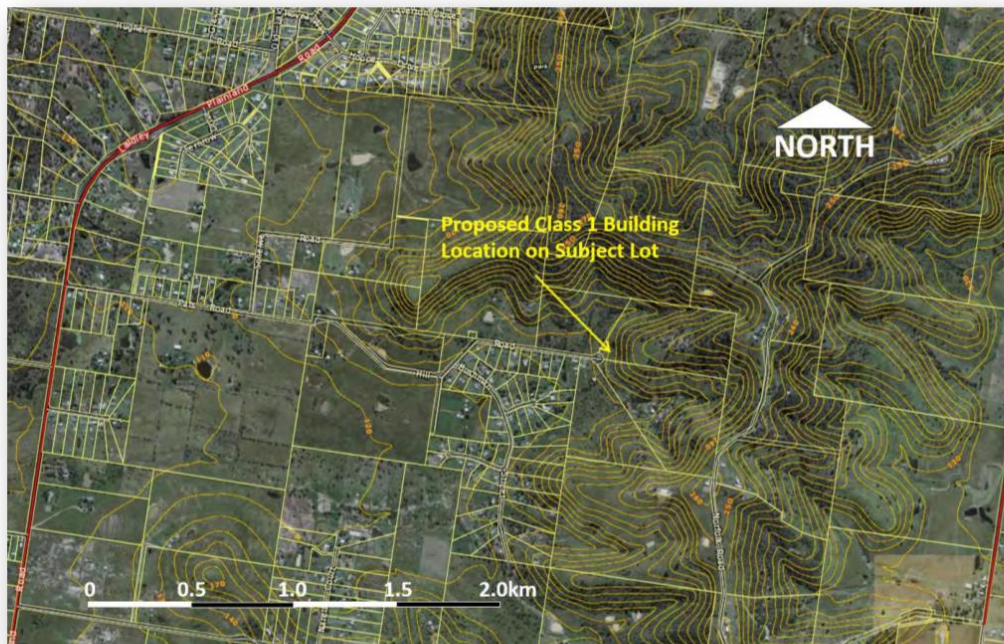


Figure 1. Broader Area showing the location of the subject lot.

The Subject Lot lies on the eastern side of Hill Road, And the proposed secondary dwelling location is on a west facing hillside supporting fragments of low forest vegetation.

The location, area and alignment of these hazard areas are such that they cannot be declassified as low threat vegetation under AS3959-2018. This Assessment conservatively assumes that regrowth will continue to occur and develop downslope of the site, and it establishes required setbacks to be managed in a low hazard state which avoids a Bushfire Attack Level above BAL 19 under this Standard.

Figure 2 shows a closer view of the property, with the proposed dwelling location, on a west facing slope.

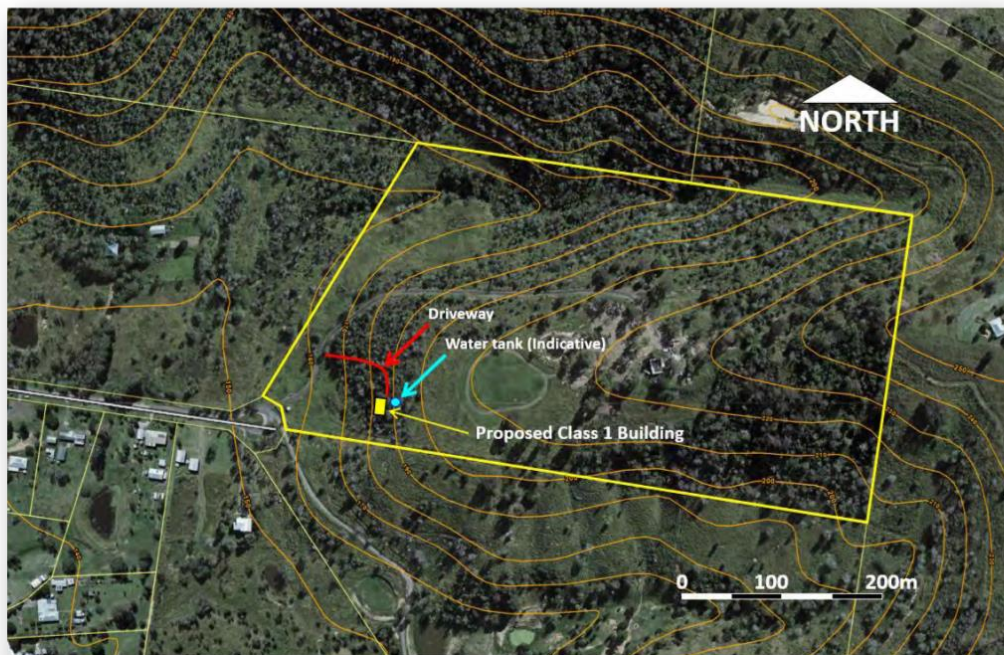


Figure 2. Proposed building location.

Likely first response from Queensland Fire and Emergency Service (QFES) is Laidley Fire Station within approximately 8km by road.

3.0 Bushfire Hazard Assessment

3.1 Bushfire hazard classification

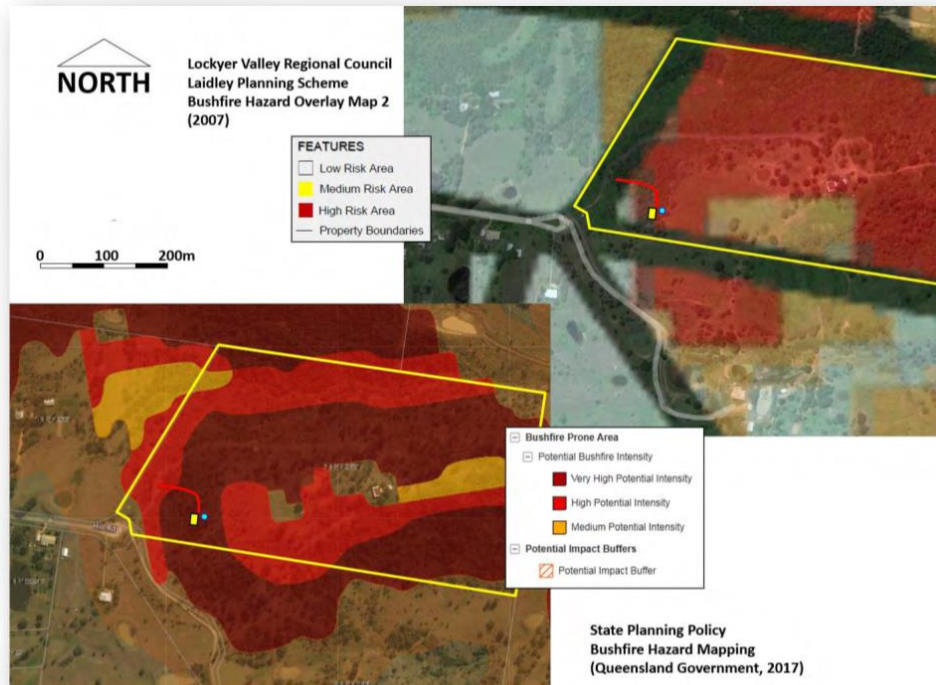


Figure 3. Bushfire Hazard Overlay Mapping - Lockyer Valley Regional Council and latest State mapping.

Outdated Bushfire Hazard Overlay Mapping produced for the old Laidley Shire Council designates the area, as “bushfire prone area” (BPA) in terms of Section 7 of Building Regulation 2021 and the BCA (Building Code of Australia). Latest State Bushfire Hazard Mapping clearly indicates a capacity to support fire with “Very High Potential Fire Line Intensity”. Neither set of overlay mapping is accurate, neither claim to be, but they serve as a trigger to assess the site more closely.

As a consequence the BCA is triggered, with its functional performance objectives for bushfire, with AS3959 – 2018 providing “Deemed to Satisfy” building solutions.

The BCA and AS 3959-2009 relate to Class 1, 2 and 3 buildings and associated Class 10a structures constructed in a “*designated bushfire prone area*”.

3.2 Vegetation Assessment, Slope and Separation Distances from Proposed Development



Figure 4. Fuel accumulation, slopes and setback. Solid arrows show most likely direction of bushfire attack, dotted lines represent ember attack. Contours shown are 10m.

The vegetation type in terms of AS3959-2018 is low “forest”.

Effective slope under vegetation is taken as 20° down to the west, 15° down to the north and south; and upslope to the east.

Section 6 objectively calculates and determines the potential nature and severity of bushfire attack more thoroughly. This serves as a basis for determining the construction and other bushfire protection measures outlined in this BAL Assessment.

Fuel assessments were determined using the Overall Fuel Hazard Assessment - DSE Victoria (Oct 2010), with the fuel loads applied in Section 6.3 derived from the Queensland Government (QFES) dataset as required under AS3959-2018.

3.3 Fuel Accumulation Assessment - Forest Fragment



Figure 5. Fuel Accumulation Assessment Forest Fragment

Fuel hazard estimate	Assessment according to Hines et al 2010		
Date: 8th June 2022			
Layer	Rating	Description / Comments	Equivalent fuel load t/ha
Surface and near surface	High	Moderate litter bed 20mm with Very High Near Surface grass fuels (<i>Panicum sp</i> to 1m).	12
Elevated	High	Canopy recruiters, with <i>Lantana sp</i> , <i>Acacia sp</i> and vines.	3 - 4
Bark	Low	Low bark hazard of <i>A.harpophylla</i> , <i>Alphitonia sp</i> , <i>Syncarpia sp</i> , <i>Geijera sp</i> .	0
Overall rating	High		15 - 16 t/ha

Table 1. Fuel Assessment - Forest Fragment

At least 15 yrs without fire, fuel accumulation can be expected to be close to its long term maximum stable state. The vegetation present is a combination of regional Ecosystem (RE) 12.9-10.6 and 12.9 – 10.7 (Vegetation Hazard Class 25.1) for which State Government (QFES) attributes a Total Available Fuel Load of 15t/ha. A Total Available Fuel Load of 15t/ha is used, (13.1t/ha of which is surface and near surface fuel) for fire modelling in Section 6.

4.0 Site constraints and environmental values which may limit mitigation options

Queensland Department of Natural Resources, Mines and Energy (DNRME) shows mapped regrowth of Endangered Regional Ecosystems in the general area but not across the dwelling site. There are no environmental constraints to bushfire risk mitigation options.

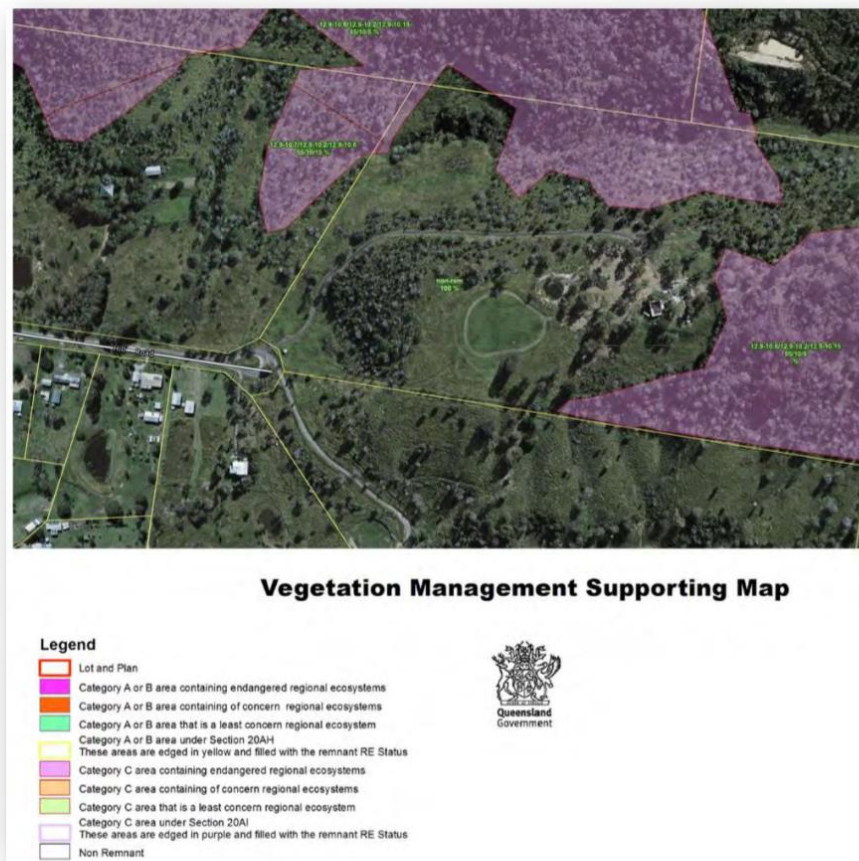


Figure 6. Regional Ecosystem Mapping

Site assessment supports most of the vegetation present being consistent with a combination of RE12.9 – 10.6 and 12.9 – 10.7 for which DNRME provides Fire Guidelines recommending low to moderate intensity fire with a fire interval ranging between 4 – 20 years.

The Department of Natural Resources, Mines and Energy (DNRME) provides the following RE description and fire regime guidelines:

Regional Ecosystem	Description	Fire Guidelines
RE 12.9-10.6 Endangered	<p>Acacia harpophylla open forest +/- Casuarina cristata and vine thicket species. Occurs on Cainozoic and Mesozoic sediments, especially fine-grained rocks. (BVG1M: 25a)</p> <p>Vegetation Hazard Class (VHC) 25.1 15t/ha Total Available Fuel Load (State Default Value)</p>	<p>STRATEGY: Planned burns should be used to protect scrubs at their margins from fire incursion and to reduce fuel loads in order to prevent the spread of wildfire. Burn less than 10% in any year. Small and spaced spot fires lit on the edge of remnants should be used to draw fire away from the perimeter of remnants using prevailing wind conditions.</p> <p>ISSUES: This vegetation primarily requires protection from fire, however carefully managed low intensity fires will be useful in buffering remnants from surrounding vegetation and reducing fuel loads, leading to overall protection of the RE from wildfire. Moderate fires may assist in the regeneration of hard-seeded species and occasional high intensity fires may enhance acacia regeneration. Frequent fires may eliminate acacia, casuarina and other obligate seeding species. Remnants can be degraded by wildfire and planned burns if implemented inappropriately.</p>
RE 12.9 – 10.7 Of Concern	<p>Eucalyptus crebra +/- E. tereticornis, Corymbia tessellaris, Angophora leiocarpa, E. melanophloia woodland. Occurs on Cainozoic and Mesozoic sediments. (BVG1M: 13c)</p> <p>Vegetation Hazard Class (VHC) 13.2 14.4t/ha Total Available Fuel Load (State Default Value)</p>	<p>OPTIMAL FIRE SEASON: Summer to winter.</p> <p>INTENSITY: Low to moderate.</p> <p>INTERVAL: 4-25 years.</p> <p>STRATEGY: Aim for 40-60% mosaic burn. Burn with soil moisture and with a spot ignition strategy so that a patchwork of burnt/unburnt country is achieved.</p> <p>ISSUES: The fire regime should maintain a mosaic of grassy and shrubby understoreys. Control of weeds is a major focus of planned burning in most areas. Careful thought should be given to maintaining ground litter and fallen timber habitats by burning only with sufficient soil moisture. Burning should aim to produce fine scale mosaics of unburnt areas. Variability in season and fire intensity is important, as well as spot ignition in cooler or moister periods to encourage mosaics.</p>

Table 2. Regional Ecosystems Descriptions and Fire Guidelines

This assessment is not based on any assumptions regarding prescribed burning with temporary hazard reduction benefits; and has to be based on fuel levels reaching a long term maximum stable state, coinciding with ignition under worst case foreseeable fire weather conditions.

4.1 Fire History

No evidence of recent fire was detected. Outbreak of fire at some point is anticipated, potentially coinciding with maximum fuel accumulation and worst case fire weather conditions for the region.

5.0 Specific risk factors associated with the development proposal

5.1 Nature of activities anticipated on site

As outlined in Section 2.2, normal residential activities are anticipated on the subject lot. No storage or handling of hazardous materials in bulk is envisaged.

Potential sources of ignition include roadside ignitions, hot vehicle ignitions in grassy areas, slashing, hot works, dry lightning, escaped burns and the like.

5.2 Numbers of people likely to be present

Under normal circumstances 1 - 2 adult persons potentially with children, can be expected to be present on the lot depending on the time of day and day of the week.

6.0 Nature and Severity of Potential Bushfire Attack

6.1 Bushfire season and Fire Weather

The “typical fire season” in this area peaks between September and November. The predominant winds in the area are south easterly, however during the fire season, hot gusty westerlies of over 30 kph can be expected, with Relative Humidity falling to 10% and less. Temperatures on these days can climb over 35°C, and for two or three days a year, fire weather conditions equivalent to FDI levels of around 60 - 70 can be anticipated. (Note that this is in contrast to the value of 40 which Queensland is currently using in AS3959 - 2018).

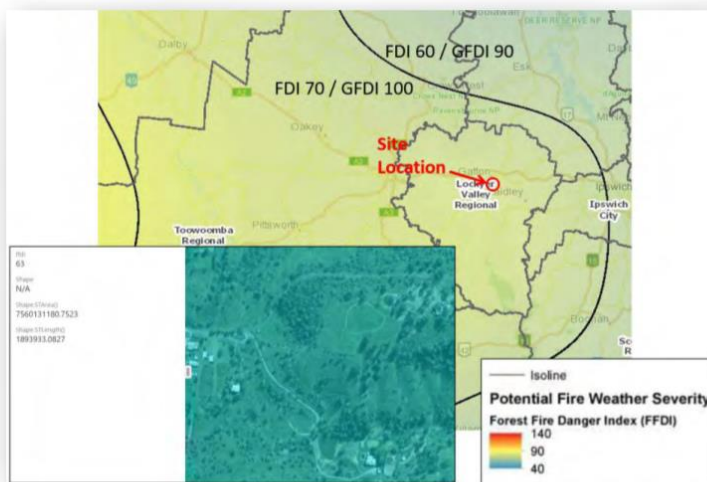


Figure 7. State Government revised FDI values to FDI 63 for the area involved. (CSIRO, 2014). In applying the fire modelling protocol of Method 2 of AS3959-2018 (refer to Section 6) an FDI value of 63 is used.

6.2 Anticipated direction of bushfire attack

Unplanned “wildfire” attack would most likely come from the west or north coinciding with traditionally worst case fire weather conditions for the region. Attack is also possible from other directions.

This is reflected in Figure 4. Section 3 has derived robust assumptions for fuel accumulation to be applied to Method 2 fire modelling in Section 6.

Bushfire attack comes in a number of forms: direct flame, radiant heat, embers, smoke and wind. Research shows that over 80% of houses lost to bushfire in Australia can be attributed to ember attack, within 100m of bushland. The proposed building location would be expected to face low levels of radiant heat, and a moderate level of ember attack.

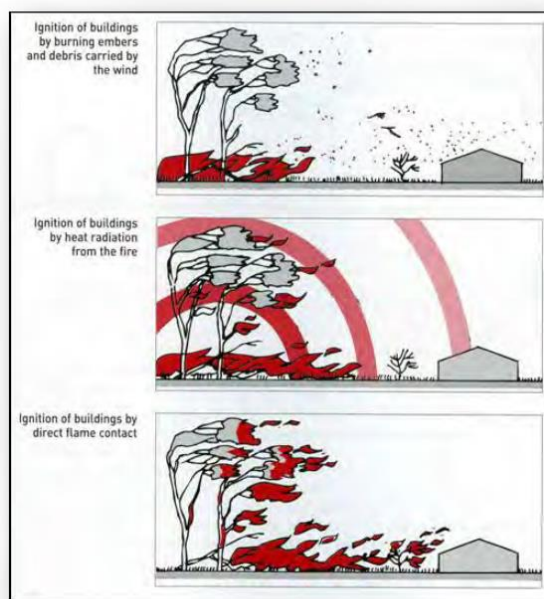


Figure 8. Main Bushfire Attack mechanisms (Image courtesy of Ramsay & Rudolf 2003)

6.3 Anticipated severity of bushfire attack

Fire Scenario – West	Fire Scenario – North and South	Fire Scenario – East	Fire Scenario – East
Method 2 AS3959-2018 Forest @ 13.1/15t/ha. Effective Slope under vegetation 20°Downslope. FDI 63	Method 1 AS3959 – 2018 Forest Effective Slope under vegetation >15 - 20°Downslope. FDI 40	Method 2 AS3959-2018 Forest @ 13.1/15t/ha. Effective Slope under vegetation 15°Downslope. FDI 63	Method 1 AS3959 – 2018 Forest Effective Slope under vegetation >10 - 15°Downslope. FDI 40
Fire Intensity (Byram, 1959) 30 509kW/m “HIGH”	Fire Intensity (Byram, 1959) 21 607kW/m “HIGH”	Fire Intensity (Byram, 1959) 7 675kW/m “MEDIUM”	Fire Intensity (Byram, 1959) 7 675kW/m “MEDIUM”
Rate of Spread (Noble et al, 1980) 3.94kph	Rate of Spread (Noble et al, 1980) 2.79kph	Rate of Spread (Noble et al, 1980) 0.99kph	Rate of Spread (Noble et al, 1980) 0.99kph
Flame Height (modified Mc Arthur V equation, NSW RFS 2001) 27.41m	Flame Height (modified Mc Arthur V equation, NSW RFS 2001) 19.94m	Flame Height (modified Mc Arthur V equation, NSW RFS 2001) 8.24m	Flame Height (modified Mc Arthur V equation, NSW RFS 2001) 8.24m
Flame Width 15m	Flame Width 22m	Flame Width 100m	Flame Width 100m
Elevation of Receiver 2.4m	Elevation of Receiver 2.4m	Elevation of Receiver 2.4m	Elevation of Receiver 2.4m
BAL FZ within <19m of intact unmanaged vegetation BAL 40 from 19 - <21m BAL 29 from 21 - <25m BAL 19 from 25 - <29m BAL 12.5 from 29 – 100m	BAL FZ within <24m of intact unmanaged vegetation BAL 40 from 24 - <31m BAL 29 from 31 - <44m BAL 19 from 44 - <59m BAL 12.5 from 59 – 100m	BAL FZ within <15m of intact unmanaged vegetation BAL 40 from 15 - <18m BAL 29 from 18 - <23m BAL 19 from 23 - <27m BAL 12.5 from 27 – 100m	BAL FZ within <19m of intact unmanaged vegetation BAL 40 from 19 - <25m BAL 29 from 25 - <36m BAL 19 from 36 - <49m BAL 12.5 from 49 – 100m
BAL FZ within <7m of intact unmanaged vegetation BAL 40 from 7 - <10m BAL 29 from 10 - <14m BAL 19 from 14 - <21m BAL 12.5 from 21 – 100m	BAL FZ within <10m of intact unmanaged vegetation BAL 40 from 10 - <13m BAL 29 from 13 - <20m BAL 19 from 20 - <28m BAL 12.5 from 28 – 100m		

Table 2. Calculated fire values for the vegetation types present.

Site specific Method 2 calculations are compared to Method 1 in Table 3 with radiant heat curves shown in Figure 9. Predicted fire line intensity of is between 21 607 – 30 509kW/m which rates as “High” rather than “Very high” indicated by latest State bushfire hazard mapping. The site classification is nevertheless “bushfire prone area” (BPA).

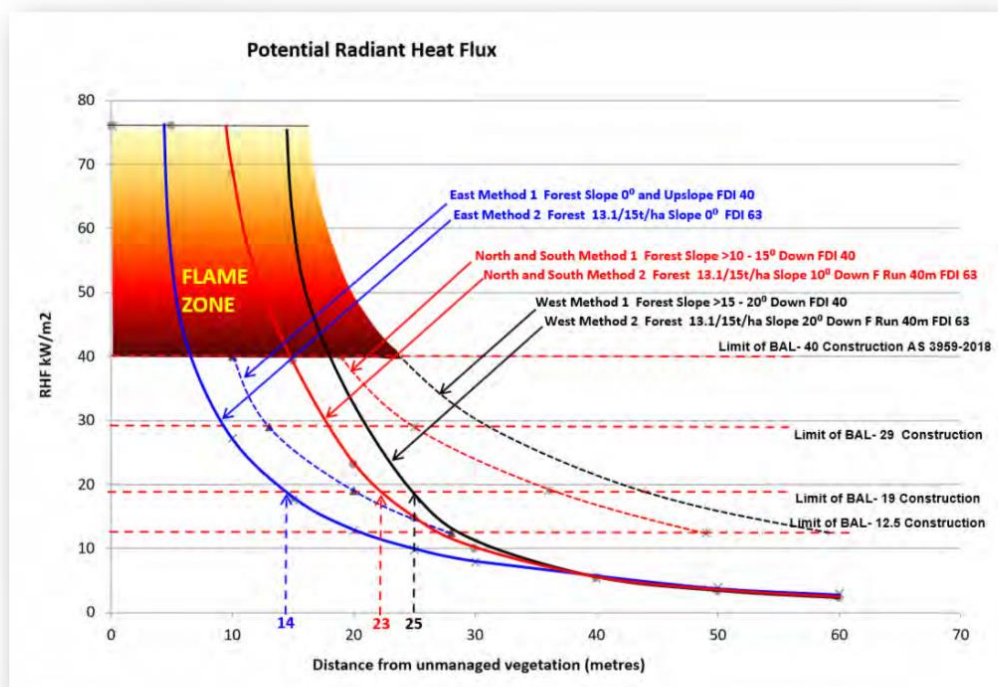


Figure 9. Potential Radiant Heat Flux curves comparing Methods 1 and 2.

Site specific Method 2 predicts a worst case fire scenario that is a lesser fire than Method 1.

With a minimum setback of 25m to the west, 23m to the north and south, and 14m to the east of the proposed dwelling, BAL 19 construction is shown to be viable under AS3959-2018.

Table 4 below shows the significance of various levels of radiant heat flux.

Radiant Heat Flux (kW/m²)	Likely Effects
>40 - 110	Flame Zone. Even the toughest glass fails.
29 - 40	Latest technology in toughened glass may survive. Most will not. Timber ignites without pilot flame. Limit of BAL-40 Construction AS3959-2018.
29	Ignition of timbers without piloted ignition (3 minutes exposure) during the passage of a bushfire. Most types of toughened glass could fail. Limit of BAL-29 Construction AS3959-2018.
19	Screened float glass could fail during the passage of a bushfire. Limit of BAL-19 Construction AS3959-2018.
12.5	Standard float glass could fail during the passage of a bushfire. Limit of BAL-40 Construction AS3959-2018. Some timbers can ignite with prolonged exposure and with pilot ignition sources (eg. Embers)
10	Critical conditions. Firefighters not expected to operate in these conditions. Considered life threatening in under a minute in protective equipment. Fabrics inside a building could ignite spontaneously with long exposures.
7	Likely fatal to unprotected persons after exposure of several minutes.
4.7	Extreme conditions. Firefighter in protective clothing will feel pain after 60 seconds exposure.
3	Hazardous conditions. Firefighters expected to operate for a short period (10 minutes).
2.1	Unprotected person will feel pain after 1 minute exposure - non fatal.

Table 4. Significance of various RHF levels (Source: NSW RFS, 2006)

Report compiled by Bushfire Risk Reducers for Lockyer Drafting Designs, June 2022

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7.0 Bushfire Protection Measures in Combination



Figure 10. Bushfire Planning Measures in Combination (Source: NSW RFS, 2006)

Figure 10, 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 not 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

With a minimum setback of 25m to the west, 23m to the north and south, and 14m to the east of the proposed dwelling, BAL 19 construction is shown to be viable under AS3959-2018. Any other structure built within 6m of the dwelling shall be constructed in accordance with this Standard.

7.2 Asset Protection Zones and Landscaping

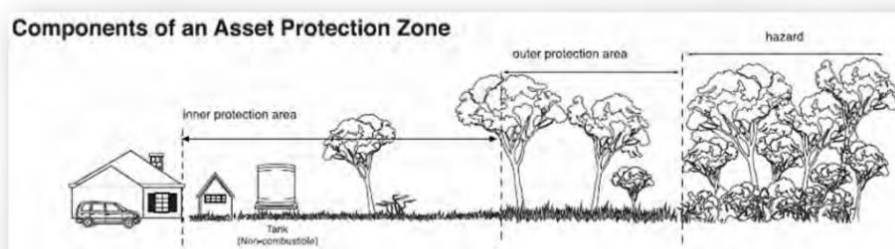


Figure 11. Components of an Asset Protection Zone (APZ)

Asset protection zones provide the most strategically valuable defense against radiant heat and flame, and to a lesser extent embers. The relationship between radiant heat level and distance is not linear, as shown in Figure 9. The function of the Inner Protection Area (IPA) is to distance the Asset from Flame and Radiant Heat. The Outer Protection Area (OPA) separates ground fuels from canopy fuels, causing canopy fires to collapse and become ground fires.

APZ setbacks of 25m to the west, 23m to the north and south, and 14m to the east of the proposed dwelling shall be managed as an IPA.

The IPA should be maintained as free as possible of available fuel, through short mowing of grass and removal of fine flammable debris. 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 not provide either vertical or horizontal connectedness of plant material. Appendix 1 provides examples of less hazardous plant species. Combustible vegetation shall not be allowed to come into contact with combustible parts of buildings. Trees shall not be allowed to directly overhang roof lines.

The OPA should be maintained with low and minimal ground fuels, free of understorey or mid storey, and with separation of around 2 - 5m between tree canopies. In this case the APZs will be managed in the form of OPA.

8.0 Recommendations

1. That the minimum construction level for the residential building shall be BAL 19 under AS3959-2018. Builders shall warrant that they have a copy of this Standard, and that it shall be used consistently throughout the design and construction of any residential building. Any other structure built within 6m of the residential building will also need to be constructed in accordance with this Standard.
2. APZ setbacks of 25m to the west, 23m to the north and south, and 14m to the east of the proposed dwelling shall be managed as an IPA in accordance with Section 7.2 of this report.
3. This BAL Assessment is intended to inform building construction requirements under AS3959-2018, and is not intended as a comprehensive Bushfire Management Plan. However, owners should note the requirement under the Lockyer Valley Regional Planning Scheme, for a dedicated firefighting water reserve to be held of a minimum 22 500litres, within 6m of a hard stand area which is accessible to fire fighting vehicles. It is recommended that this volume may be decreased to 10 000litres in line with State Planning Policy, and more recent guidelines. When held in a tank, it shall be fitted with a 50mm male camlock coupling and ballvalve to facilitate access by emergency services. This water reserve should be supported by a pump that is powered independently of mains electricity supply. Water supply outlets shall be located within 40m of the building, and away from any potential fire hazards such as venting gas bottles. The same tank may be used for both domestic and fire fighting water if set up as shown in Figure 12.



Figure 12. Dedicated water for firefighting use only



Figure 13. Fire pump may be portable, or fixed in position, so long as it is protected as the fire front passes.

4. Residents should give consideration to their preparedness for fire in terms of their emergency response plan, guidance for which is available upon request, or from material published and made available by Queensland Fire and Emergency Service.

9.0 Summary

The identification of the area as “bushfire prone” by Council, invokes the application of the BCA, which calls up AS3959-2018 as the relevant building standard for new buildings. The viability of BAL 19 construction under this Standard has been demonstrated for the proposed buildings with the setbacks prescribed.

10.0 References

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Appendix 1

Less combustible native plants list

Source: Bowden, J (1999)

APPENDICES

10
APPENDIX

Fire Retardant Native Plants

Form: S = Shrub; T = Tree; V = Vine; H = Herb; Gc = Ground cover; eO = epiphytic Orchid;
eF = epiphytic Fern; tF = terrestrial Fern.

Fire-retardance: Lm = due to leaf water contents; St = due to salt content; Sl = succulent leaves

Comments: Wb = suitable for windbreak/fire barrier; Ad = suitable as addition to windbreak/fire barrier but not as main species; Us = suitable for understory of windbreak/fire barrier; Oa = suitable for open areas near house; Sa = suitable for sheltered areas near house; PF = suitable if protected from direct flames; De = Deciduous in winter, in flower or in dry periods

(-) = may not occur naturally in Pine Rivers Valley but has not proved invasive.

Fire-Retardant Plants for Small Gardens

Scientific Name	Common Name	Form	Fire Retardance	Comments
GYMNOSPERMS				
Zamaceae				
<i>Lepidozamia peroffskyana</i>	Shining Burrawang	S	Lm	Us Sa
<i>Macrozamia lucida</i>	Pineapple Zamia	S	Lm	Us Sa
<i>Macrozamia miquelii</i>	Wild Pineapple	S	Lm	Us Oa Sa
Agavaceae				
<i>Cordylone petiolaris</i>	Broad-leaf Palm Lily	S	Lm	Us Sa
<i>Cordylone rubra</i>	Red-fruit Palm Lily	S	Lm	Us Sa
<i>Cordylone strica</i>	Slender Palm Lily	S	Lm	Us Sa
MONOCOTYLEDONS				
Amaryllidaceae				
<i>Critium pedunculatum</i>	River Lily	H	Lm Sl	Us Oa Sa
<i>Doryanthes palmeri</i> (-)	Spear Lily	H	Lm Sl	Us Oa Sa
<i>Proiphys cunninghamii</i>	Brisbane Lily	H	Lm Sl	Us Sa
Araceae				
<i>Alocasia brisbanensis</i>	Cunjevoi	H	Lm	Us Sa
<i>Gynnostachys anceps</i>	Settlers Flax	H	Lm	Us Sa
<i>Pothos longipes</i>	Pothos	V	Lm	Us Sa
<i>Typhonium brownii</i>	Stinking Lily	H	Lm	Us Sa
Areaceae				
<i>Linosyris monostachya</i>	Walking Stick Palm	P	Lm	Us Sa

Scientific Name	Common Name	Form	Fire Retardance	Comments
Commelinaceae				
<i>Anellema acutatum</i>	Anellema	H Gc	Lm	Us Sa
<i>Anellema biflorum</i> (-)	Anellema	H Gc	Lm	Us Sa
<i>Commelina cyanea</i>	Scurvy Plant	H Gc	Lm	Us Op Sa
<i>Polisia crispata</i>	Snake Weed	H Gc	Lm	Us Sa
<i>Polisia macrophylla</i>	Large Snake Weed	H Gc	Lm	Us Sa
Dioscoreaceae				
<i>Dioscorea transversa</i>	Native Yam	V	Lm	Us Sa
Liliaceae				
<i>Bulbine bulbosa</i> (-)	Bulbine Lily	H	Lm Sl	Oa
<i>Dianella brevipedunculata</i>	Blue Flax Lily	H	Lm	Us Oa Sa
<i>Dianella caerulea</i>	Blue Flax Lily	H	Lm	Us Oa Sa
<i>Dianella revoluta</i>	Flax Lily	H	Lm	Us Oa Sa
<i>Drynophila moorei</i> (-)	Orange Berry	H	Lm	Us Sa
<i>Tripladenia cunninghamii</i>	Bush Lily	H	Lm	Us Sa
Orchidaceae				
<i>Dendrobium gracilicaule</i>	Spotted Orchid	eO	Lm	Sa
<i>Dendrobium X gracillimum</i>	Natural Hybrid	eO	Lm	Sa
<i>Dendrobium monophyllum</i>	Lily of the Valley	eO	Lm	Sa
<i>Dendrobium schoenimim</i>	Orchid	eO	Lm	Sa
<i>(D. beckeri)</i>	Pencil Orchid	eO	Lm	Sa
<i>Dendrobium speciosum</i>	King Orchid	eO	Lm	Sa
<i>Dendrobium teretifolium</i>	Bridal Veil Orchid	eO	Lm	Sa
<i>Dendrobium tetragonum</i>	Spider Orchid	eO	Lm	Sa
Philesiaceae				
<i>Eustrephus latifolius</i>	Wombat Berry	V	Lm	Us Oa Sa
<i>Geitonoplectum cynosum</i>	Scrambling Lily	V	Lm	Us Sa
Philydraceae				
<i>Philydram lanuginosum</i>	Frogmouth	aH	Lm Sl	Oa Wet areas
Smilacaceae				
<i>Smilax glycyphylla</i>	Sweet Sarsparilla	V	Lm	Us Sa
Xanthorrhoeaceae				
<i>Lomandra confertifolia</i>	Mat Rush	H	Lm	Oa
<i>Lomandra hysrix</i>	Creek Mat Rush	H	Lm	Us Sa
<i>Lomandra longifolia</i>	Long-leaf Mat Rush	H	Lm	Us Oa Sa
<i>Lomandra filiformis</i>	Fine-leaf Mat Rush	H	Lm	Oa
<i>Lomandra multiflora</i>	Many-flower Mat Rush	H	Lm	Oa
<i>Lomandra spicata</i>	Mountain Mat Rush	H	Lm	Us Oa Sa
Zingiberaceae				
<i>Alpinia arundeliana</i>	Wild Ginger	H	Lm	Us Sa
<i>Alpinia coerulea</i>	Native Ginger	H	Lm	Us Sa

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Scientific Name	Common Name	Form	Fire Retardance	Comments
DICOTYLEDONS				
Aizaceae				
<i>Carpobrotus glaucescens</i>	Pig Face	H Gc	Lm SI	Oa
Acanthaceae				
<i>Graptophyllum excelsum</i> (-)	Scarlet Fuchsia	S	Lm	Us Sa
<i>Graptophyllum spinigerum</i>	Sanford Holly	S	Lm	Us Sa
<i>Pseuderanthemum tenellum</i>	Pseuderanthemum	H	Lm	Us Sa
<i>Pseuderanthemum variabile</i>	Love Flower	H	Lm	Us Sa
Apiaceae				
<i>Cenella australis</i>	Pennywort	H Gc	Lm	Oa
<i>Hydrocotyle acutiloba</i>	Pennywort	H Gc	Lm	Us Sa
<i>Hydrocotyle pedicellata</i>	Pennywort	H Gc	Lm	Us Sa
Apocynaceae				
<i>Alyxia ruscifolia</i>	Chain fruit	S	Lm	Us Sa
<i>Carissa ovata</i>	Current Bush	S	Lm	Us Oa Sa
<i>Neisosperma poweri</i> (-)	Milkbush	S	Lm	Us Sa
<i>Ochrosia moorei</i> (-)	Southern Ochrosia	S	Lm	Us Sa
<i>Parsonsia lenticellata</i>	Narrow-leaf Silkpod	V	Lm	Us Sa
<i>Parsonsia lilacina</i>	Delicate Silkpod	V	Lm	Us Sa
<i>Tabernaemontana pandacqui</i>	Banana Bush	S	Lm	Us Sa
Aristolochiaceae				
<i>Aristolochia sp. aff. pubera</i>	Pipe Vine	V	Lm	Us Sa
<i>Aristolochia praevanosa</i>	Richmond Birdwing Vine	V	Lm	Us Sa
Asclepiadaceae				
<i>Hoya australis</i>	Wax Flower	V	Lm	Us Sa
<i>Marsdenia longiloba</i>	Slender Milk Vine	V	Lm	Us Sa
<i>Secamone elliptica</i>	Corky Milk Vine	V	Lm	Us Sa
<i>Tylophora paniculata</i>	Thin-leaf Tylophora	V	Lm	Us Sa
Bignoniaceae				
<i>Pandorea floribunda</i>	New sp. Pine R	V	Lm	Us Oa Sa
<i>Pandorea jasminoides</i>	Bower of Beauty	V	Lm	Us Oa Sa
Caesalpiniaceae				
<i>Cassia artemisioides</i> (-)	Silver Cassia	S	Oa	
Campanulaceae				
<i>Lobelia trigonocalis</i>	Forest Lobelia	H Gc	Lm	Us Oa
<i>Waltherbergia gracilis</i>	Bluebells	H		Oa
Capparidaceae				
<i>Capparis arborea</i>	Native Caper	S/T	Lm	Us Sa
<i>Capparis sarmentosa</i>	Scrambling Caper	V	Lm	Us Sa

Scientific Name	Common Name	Form	Fire Retardance	Comments
Celastraceae				
<i>Cassine australis</i>	Red Olive Berry	S/T	Lm	Us Sa
<i>Denhamia celastroides</i>	Orange Boxwood	S/T	Lm	Us Sa
<i>Denhamia pitosporoides</i>	Orange Boxwood	S/T	Lm	Us Sa
<i>Maytenus bilocularis</i>	Orangebark	S/T	Lm	Us Sa
Chenopodiaceae				
<i>Einadia hastata</i>	Berry Salt Bush	S Gc	St	Oa
<i>Enchylaena tomentosa</i>	Ruby Salt Bush	S Gc	St SI	Oa
<i>Halosarcia indica</i>	Samphire	S Gc	St SI	Oa Salty soil
<i>Sarcocornia quinqueflora</i>	Samphire	S Gc	St SI	Oa Salty soil
<i>Suaeda australis</i>	Seablite	S Gc	St SI	Oa Salty soil
<i>Suaeda arbusculoides</i>	Jellybean Plant	S Gc	St SI	Oa Salty soil
Convolvulaceae				
<i>Convolvulus erubescens</i>	Australian Bindweed	V	Lm	Oa
<i>Dichondra repens</i>	Kidney Weed	H Gc	Lm	Us Sa
<i>Polymnia calycina</i>	Swamp Bindweed	V	Lm	Oa
Cunoniaceae				
<i>Aphanopetalum resinosum</i>	Gum Vine	V Gc	Lm	Us Sa
<i>Vesselowskyia rubifolia</i> (-)	Southern Marara	S/T	Lm	Us Sa
Davidsoniaceae				
<i>Davidsonia pruriens</i> (-)	Davidson's Plum	T	Lm	Us Sa
Dilleniaceae				
<i>Hibbertia aspera</i>	Rough Guinea Flower	S	Lm	Oa
<i>Hibbertia dentata</i>	Toothed Guinea Flower	V	Lm	Us Oa Sa
<i>Hibbertia linearis</i>	Showy Guinea Flower	S	Lm	Oa
<i>Hibbertia obtusifolia</i>	Hoary Guinea Flower	S	Lm	Oa
<i>Hibbertia stricta</i>	Erect Guinea Flower	S	Lm	Oa
<i>Hibbertia scandens</i>	Twining Guinea Flower	V	Lm	Us Oa Sa
Elaeocarpaceae				
<i>Elaeocarpus reticulatus</i>	Blueberry Ash	S/T	Lm	Us Oa Sa
Epacridaceae				
<i>Trochocarpa laurina</i>	Tree Heath	S/T	Lm	Us Sa
Escalloniaceae				
<i>Abrophyllum ornans</i>	Native Hydrangea	S	Lm	Us Sa
<i>Polyosma cunninghamii</i>	Featherwood	S/T	Lm	Us Sa
Euphorbiaceae				
<i>Acalypha capillipes</i>	Small-leaf Acalypha	S	Lm	Us Sa
<i>Acalypha eremorum</i>	Native Acalypha	S	Lm	Us Sa
<i>Acalypha nemorum</i>	Southern Acalypha	S	Lm	Us Sa
<i>Actephila lindleyi</i>	Actephila	S/T	Lm	Us Sa
<i>Alchornea ilicifolia</i>	Native Holly	S	Lm	Us Sa
<i>Breynia oblongifolia</i>	Native Coffee Bush	S	Lm	Us Oa Sa
<i>Cleistanthes cunninghamii</i>	Cleistanthes	S/T	Lm	Us Sa

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Scientific Name	Common Name	Form	Fire Retardance	Comments
Crotonaceae				
<i>Croton phlebatioides</i>	Narrow-leaf Croton	S	Lm	Us Sa
<i>Croton verreauxii</i>	Native Casuarilla	S/T	Lm	Us Sa
<i>Macaranga tanarius</i>	Macaranga	S/T	Lm	Us
<i>Mallotus laevis</i>	Scrub Odour Bush	S/T	Lm	Us Sa
<i>Omalanthus nutans</i>				
<i>(O. populifolius)</i>	Old Bleeding Heart	S/T	Lm	Us Sa
Eupomatiaceae				
<i>Eupomatia bennettii</i>	Small Bolwarra	S	Lm	Us Sa
<i>Eupomatia laurina</i>	Bolwarra	S	Lm	Us Sa
Eucalyptaceae				
<i>Eucalyptus viminalis</i>	Native Elderberry	T	Lm	Us Sa
Fabaceae				
<i>Abrus precatorius</i>	Crabs Eye Vine	V	Lm	Us Oa Sa
<i>Aotus lanigera</i>	Pointed Aotis	S	Lm	Oa Sa
<i>Glycine clandestina</i>	Twining Glycine	V	Lm	Oa
<i>Glycine tomentella</i>	Woolly Glycine	V	Lm	Oa
<i>Hardenbergia violacea</i>	False Sarsaparilla	V	Lm	Oa
<i>Hovea linearis</i>	Common Hovea	S	Lm	Oa
<i>Hovea longipes</i>	Brush Hovea	S	Lm	Sa
<i>Indigophora australis</i>	Australian Indigo	S	Lm	Oa
<i>Kennedia rubicunda</i>	Dusky Coral Pea	V	Lm	Oa
<i>Oxylobium ilicifolium</i>	Holly Pea	S	Lm	Oa
<i>Oxylobium scandens</i>	Netted Shaggy Pea	S	Lm	Oa
<i>Pultenaea retusa</i>	Blunt-leaf Bush Pea	S	Lm	Oa
<i>Pultenaea spinulosa</i>	Prickly Pea	S	Lm	Oa
<i>Pultenaea villosa</i>	Hairy Bush Pea	S	Lm	Oa
<i>Swainsona galegifolia</i>	Darling Pea	S	Lm	Oa
Goodeniaceae				
<i>Goodenia rotundifolia</i>	Star Goodenia	H Gc	Lm	Oa
<i>Scaevola aemula</i>	Fairy Fan Flower	H Gc	Lm	Oa
<i>Scaevola albida</i>	Fan Flower	H	Lm	Oa
<i>Scaevola calendulacea</i>	Scented Fan Flower	H Gc	Lm	Oa
<i>Scaevola ramosissima</i>	A Fan Flower	H Gc	Lm	Oa
Lamiaceae				
<i>Alsea australis</i>	Southern Bugle	H	Lm	Oa
<i>Plectranthus argentatus</i>	Silver Native Coleus	H	Lm	Us Sa
<i>Plectranthus gravifolius</i>	Native Coleus	H	Lm	Us Sa
<i>Plectranthus parviflorus</i>	Cockspear Flower	H	Lm	Us Sa
<i>Prostanthera ovalifolia</i>	Oval-leaf Mint Bush	S	Lm	Os Sa
Lauraceae				
<i>Cryptocarya laevigata</i>	Glossy Laurel	S/T	Lm	Us Sa
<i>Cryptocarya metseriana</i>	Thick-leaf Laurel	S/T	Lm	Us Sa
Leeaceae				
<i>Leuca indica</i>	Banjo Berry	S	Lm	Us Sa

Scientific Name	Common Name	Form	Fire Retardance	Comments
Lythraceae				
<i>Lagerstroemia archeriana</i>	Native Crepe Myrtle	S/T	Lm	Us Oa Sa De
Malvaceae				
<i>Pavonia hastata</i>	Pavonia	S	Lm	Oa Sa
<i>Hibiscus heterophyllus</i>	Native Rosella	S/T	Lm	Us Sa
<i>Hibiscus geranioides</i>		S	Lm	Oa
Melastomaceae				
<i>Melastoma affine</i>	Pink Lasiandra	S	Lm	Us Sa Oa
Meliaceae				
<i>Turraea pubescens</i>	(brownii) Native Witch-Hazel	S/T	Lm	Us Sa
Menispermaceae				
<i>Pleogyne australis</i>	Pleogyne	V	Lm	Us Sa
Mimosaceae				
<i>Acacia complanata</i>	Flat-stem Wattle	S		Oa Pf
<i>Acacia hubbardiana</i>	Yellow Prickly Moses	S		Oa Pf
<i>Acacia irrorata</i>	Blue Skin	S		Oa Pf
<i>Acacia myrtilloides</i>	Myrtle Wattle	S		Oa Pf
<i>Acacia suaveolens</i>	Sweet Wattle	S		Oa Pf
<i>Acacia ulicifolia</i>	Prickly Moses	S		Oa Pf
<i>Archidendron lovelliae</i>	Baconwood	S/T	Lm	Us Sa
Monimiaceae				
<i>Wikitea huegeliana</i>	Tetra Beech	S/T	Lm	Us Sa
<i>Wikitea macrophylla</i>	Large-leaf Wikitea	S/T	Lm	Us Sa
Myoporaceae				
<i>Eremophila debilis</i>	Winter Apple	S Gc	Lm	Os
<i>Myoporum boninense</i>				
<i>(M. ellipticum)</i>				
<i>Myoporum montanum</i>	Boobialla	S Gc	Lm	Os
<i>Myoporum montanum</i>	Mountain Boobialla	S	Lm	Os
Myrsinaceae				
<i>Argemone corniculatum</i>	Milky Mangrove	S/T	Lm St	Oa Coastal
<i>Rapanea howittiana</i>	Scrub Muttonwood	S/T	Lm	Us Sa
<i>Rapanea subserialis</i>	Red Muttonwood	S/T	Lm	Us Sa
Myrtaceae				
<i>Archirodomyrtus beckeri</i>	Rose Myrtle	S	Lm	Us Sa
<i>Austromyrtus fragrantissima</i>	(-) Sweet Myrtle	T	Lm	Us Sa
<i>Austromyrtus hillii</i>	Scully Myrtle	S/T	Lm	Us Sa
<i>Austromyrtus inophloia</i>	Thread-bark Myrtle	S/T	Lm	Us Sa
<i>Austromyrtus aff. laxoclada</i>	(-) Velvet Myrtle	T	Lm	Us Sa
<i>Austromyrtus metrosideros</i>	(-) Plum Myrtle	S	Lm	Us Sa
<i>Ptilidostigma glabrum</i>	Small-leaf Plum Myrtle	S	Lm	Us Sa
<i>Ptilidostigma rhytidisperma</i>	Cooloola Ironwood	S	Lm	Us Sa
<i>Rhodanthe acuminata</i>		S	Lm	Us Sa

A P P E N D I C E S

Scientific Name	Common Name	Form	Fire Retardance	Comments
<i>Rhododendron ducicola</i>	Rib-fruit Malletwood	S/T	Im	Us Sa
<i>Rhododendron maidenii</i> (-)	Smooth Scrub Turpentine	S	Im	Us Sa
<i>Rhodomyrtus psidioides</i>	Native Guava	S	Im	Us Sa
<i>Syzygium wilsonii</i> (-)	Powder-puff Lilly Pilly	S	Im	Us Sa
Nyctaginaceae				
<i>Pisonia aculeata</i>	Native Bougainvillea	V	Im	Us Sa
Oleaceae				
<i>Jasminum simplicifolium</i>	Slender Jasmine	V	Im	Us Sa
<i>Notelaea ovata</i>	Netted Mock Olive	S	Im	Us Sa
<i>Notelaea venosa</i>	Veined Mock Olive	S	Im	Us Sa
Passifloraceae				
<i>Passiflora aurantia</i>	Red Passion Flower	V	Im	Us Oa Sa
<i>Passiflora herbiflora</i>	Yellow Passion Flower	V	Im	Us Oa Sa
Peperoniaceae				
<i>Peperomia blanda</i> (leptostachya)	Native Peperomia	H	Im	Us Sa
<i>Peperomia tetraphylla</i>	Native Peperomia	H	Im	Us Sa
Pittosporaceae				
<i>Citriobatus linearis</i>	Black-fruit Thornbush	S	Im	Us Sa
<i>Citriobatus paucifloris</i>	Orange Thornbush	S	Im	Us Sa
<i>Pittosporum revolutum</i>	Brisbane Laurel	S	Im	Us/Wb Sa/Oa
Proteaceae				
<i>Banksia oblongifolia</i>	Dwarf Banksia	S		Oa Pf
<i>Banksia robur</i>	Swamp Banksia	S		Oa Pf
<i>Grevillea leiophylla</i>	Wallum Grevillea	S		Oa Pf
<i>Grevillea 'Robyn Gordon'</i>	G. 'Robyn Gordon'	S		Oa Pf
<i>Grevillea sericea</i>	Pink Spider Flower	S		Oa Pf
<i>Grevillea 'Shirley Howie'</i>	G. 'Shirley Howie'	S		Oa Pf
<i>Grevillea 'Superb'</i>	G. 'Superb'	S		Oa Pf
<i>Hakea florulenta</i>	Hakea	S		Oa Pf
<i>Hakea purpurea</i>	Purple Hakea	S		Oa Pf
<i>Lambertia formosa</i> (-)	Mountain Devil	S		Oa Pf
<i>Lomatia silaifolia</i>	Crinkle Bush	S		Oa Pf
<i>Stenocarpus angustifolia</i> (-)		S		Oa Pf
Rhizophoraceae				
<i>Braquarea gymnorhiza</i>	Orange Mangrove	S/T	Lm St	Oa Coastal
<i>Ceriops tagal</i>	Yellow Mangrove	S/T	Lm St	Oa Coastal
<i>Rhizophora stylosa</i>	Stilted Mangrove	S/T	Lm St	Oa Coastal
Rosaceae				
<i>Rubus parvifolia</i>	Pink Raspberry	S	Im	Oa
<i>Rubus rostrifolius</i>	Native Raspberry	S	Im	Us Sa
Rubiaceae				
<i>Canthium coprosmaoides</i>	Coast Canthium	S/T	Im	Us Oa Sa
<i>Canthium lamprophyllum</i>	Large-leaf Canthium	S/T	Im	Us Sa
Scientific Name	Common Name	Form	Fire Retardance	Comments
<i>Canthium microphyllum</i>	Small-leaf Canthium	S	Im	Us Sa
<i>Ixora blackleri</i>	Brown Coffeeewood	S/T	Im	Us Sa
<i>Morinda acutifolia</i>	Veiny Morinda	V	Im	Us Sa
<i>Morinda jasminoides</i>	Sweet Morinda	V	Im	Us Sa
<i>Pavetta australiensis</i>	Pavetta	S	Im	Us Sa
<i>Psychotria daphnoides</i>	Smooth Psychotria	S	Im	Us Sa
<i>Psychotria loniceroides</i>	Harry Psychotria	S	Im	Us Sa
<i>Psychotria simmondsiana</i>	Small Psychotria	S	Im	Us Sa
<i>Randia benthamiana</i>	Native Gardenia	S	Im	Us Sa
<i>Randia chartacea</i>	Narrow-leaf Gardenia	S	Im	Us Sa
Rutaceae				
<i>Clausena brevistyla</i> (-)	Clausena	S	Im	Us Sa
<i>Microcitrus australasica</i> (-)	Finger Lime	S	Im	Us Sa
<i>Murraya ovatifoliolata</i> (-)	Native Murraya	S/T	Im	Us Sa
<i>Phebalum woombye</i> (-)	Phebalum	S	Im	Oa
Sambucaceae				
<i>Sambucus australasica</i>	Yellow Elderberry	S	Im	Us Sa
Sapindaceae				
<i>Alectryon coriaceous</i> (-)	Beach Bird's Eye	S/T	Im	Wb Oa
<i>Arytera microphylla</i> (-)	Dwarf Coogara	S	Im	Us Sa
<i>Cupaniopsis newmanii</i> (-)	Long-leaf Tuckeroo	T	Im	Us Sa Oa
<i>Cupaniopsis serrata</i>	Rusty Tuckeroo	S/T	Im	Us Sa Oa
<i>Cupaniopsis wadsworthii</i> (-)	Dwarf Tuckeroo	S	Im	Us Sa
<i>Harpullia alata</i> (-)	Wing-leaf Tulip	S	Im	Us Sa
<i>Mischocarpus undatus</i>	Red Pear-fruit	T	Im	Us Sa
Supotaceae				
<i>Planchonella myrsinoides</i>	Yellow Plumwood	S/T	Im	Us Sa
Scrophulariaceae				
<i>Artemisia finbriatum</i>	Koala bells	H	Im	Oa
Tetragoniaceae				
<i>Tetragonia tetragonioides</i>	Native Spinach	H Gc	St Sc	Oa
Solanaceae				
<i>Duboisia myoporoides</i>	Corkwood	S/T	Im	Us Sa
<i>Solanum aviculare</i>	Kangaroo Apple	S	Im	Us Sa Oa
<i>Solanum densevestitum</i> (-)	Furry Nightshade	S	Im	Us Sa
<i>Solanum stelligerum</i> (-)	Star Nightshade	S	Im	Us Sa
Sterculiaceae				
<i>Brachychiton bidwillii</i>	Little Kurrajong	S	Im	Us Sa Oa
<i>Commersonia fraseri</i>	Scrub Kurrajong	S	Im	Us Sa Oa
Symplocaceae				
<i>Symplocos baerlenii</i> (-)	Shrubby Hazelwood	S	Im	Us Sa

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Scientific Name	Common Name	Form	Fire Retardance	Comments
Thymelaeaceae				
<i>Phaleria clerodendron</i> (-)	Scrub Daphne	S	Lm	Us Sa
<i>Phaleria chermisideana</i>	Slender Rice Flower	S/T	Lm	Us Sa
<i>Pinetia linifolia</i>	Tie Bush	S	Lm	Oa
<i>Wikstroemia indica</i>		S	Lm	Us Oa Sa
Tiliaceae				
<i>Corchorus cunninghamii</i>	Corchorus	S	Lm	Us Sa
Urticaceae				
<i>Elatostema reticulatum</i>	Rainforest Spinach	H	Lm	Us Sa
<i>Elatostema stipitatum</i> (-)	Small Soft Nettle	H	Lm	Us Sa
<i>Pipturus argenteus</i>	Native Mulberry	S/T	Lm	Us Sa
Verbenaceae				
<i>Callicarpa pedunculata</i>	Velvet-leaf	S	Lm	Us Sa
<i>Clerodendrum floribundum</i>	Lolly Bush	S/T	Lm	Us Oa Sa
<i>Clerodendrum tomentosum</i>	Hairy Lolly Bush	S/T	Lm	Us Oa Sa
<i>Phyla nodiflora</i> (-)	Condamine Couch	H Gc	Lm	Oa
<i>Vitex ovata</i> (-)	Vitex	S Gc	Lm	Oa
Violaceae				
<i>Viola betonicifolia</i>	Purple Violet	H	Lm	Us Sa
<i>Viola hederacea</i>	Native Violet	H	Lm	Us Sa
Vitaceae				
<i>Cayratia actis</i>	Hairy Water Vine	V	Lm	Us Sa
<i>Cayratia clematidea</i>	Slender Grape	V	Lm	Us Oa Sa
<i>Cayratia euryema</i>	Soft Water Vine	V	Lm	Us Sa
<i>Cissus opaca</i>	Small-leaf Water Vine	V	Lm	Us Oa Sa
Winteraceae				
<i>Tasmaniania insipida</i>	Pepper Bush	S	Lm	Us Sa
PTERIDOPHYTES				
Asplenaceae				
<i>Asplenium attenuatum</i>	A Spleenwort	F	Lm	Sa
<i>Asplenium australasicum</i>	Crow's Nest Fern	eF	Lm	Sa
Osmundaceae				
<i>Todea barbara</i>	King Fern	tF	Lm	Us Sa
Polypodiaceae				
<i>Drynaria rigidula</i>	Basket Fern	eF	Lm	Sa
<i>Phymatodes scandens</i>	Scented Climbing Fern	tF	Lm	Sa
<i>Platydictyon bifurcatum</i>	Elkhorn	eF	Lm	Sa
<i>Platydictyon superbum</i>	Staghorn	F	Lm	Sa
<i>Pyrrosia conflans</i>	Felt Fern	eF	Lm	Sa
<i>Pyrrosia rupestris</i>	Rock Felt Fern	eF	Lm	Sa

Fire-Retardant Plants for Medium Gardens

The following plants can be used in addition to the list of plants for small gardens.

Scientific Name	Common Name	Form	Fire Retardance	Comments
MONOCOTYLEDONS				
Arecaceae				
<i>Archontophoenix cunninghamii</i>	Picabeen Palm	P	Lm	Ad
<i>Calamus muelleri</i>	Lawyer Cane Vine	P	Lm	Ad
<i>Livistona australis</i>	Cabbage Palm	P	Lm	Ad
Smilacaceae				
<i>Ripogonum foveolatum</i>	Small Supplejack	V	Lm	Sa
<i>Smilax australis</i>	Barb-wire Vine	V	Lm	Sa Oa
DICOTYLEDONS				
Akaniaceae				
<i>Akania lucens</i>	Turnipwood	T	Lm	Us
Alangiaceae				
<i>Alangium villosum</i>	Muskwood	T	Lm	Us
<i>Polysynoides Alangium villosum</i>	Muskwood	T	Lm	Us
<i>Polysynoides Alangium villosum</i>	Muskwood	T	Lm	Us
Annonaceae				
<i>Polyalthia nitidissima</i>	Canary Beech	T	Lm	Us
Apocynaceae				
<i>Alstonia constricta</i>	Quinine Tree	T	Lm	Us
<i>Melodinus acutiflorus</i>	Merangarra	V	Lm	Sa
<i>Melodinus australis</i>	Southern Melodinus	V	Lm	Sa
Araliaceae				
<i>Cephalorhiza cephalobotrys</i>	Climbing Panax	V	Lm	Sa
Bignoniaceae				
<i>Pandorea pandorana</i>	Wonga Vine	V	Lm	Oa Sa
Caesalpiniaceae				
<i>Barklya syringifolia</i>	Crown of Gold Tree	T	Lm	Us Sa Oa
<i>Cassia tomentella</i> (-)	Velvet Bean	S/T	Lm	Us Oa
Cunoniaceae				
<i>Callicoma serratifolia</i> (-)	White Alder	S/T	Lm	Us
Dilleniaceae				
<i>Tecomanthe hillii</i> (-)	Fraser Island Climber	V	Lm	Sa

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Scientific Name	Common Name	Form	Fire Retardance	Comments
Ebenaceae				
<i>Diospyros australis</i>	Black Plum	T	Ln	Us/Wb
<i>Diospyros geminata</i>	Sealy Ebony	T	Ln	Us/Wb
<i>Diospyros mabacea</i> (-)	Red-fruited Ebony	T	Ln	Us
Escalloniaceae				
<i>Anoplophora macleayana</i> (-)	Queensland Laurel	T	Ln	Us
<i>Polyalthia nitidissima</i>	Canary Beech	T	Ln	Us
Euphorbiaceae				
<i>Claosylon australe</i>	Brittlewood	S/T	Ln	Us
<i>Croton achromychioides</i>	Thick-leaved Croton	S/T	Ln	Us
<i>Croton insularis</i>	Queensland Cascarilla	S/T	Ln	Us
<i>Croton stigmatosus</i>	White Croton	T	Ln	Us
Fabaceae				
<i>Erythrina vespertilio</i>	Bat's Wing Coral Tree	T	Ln	Ad De
Hernandiaceae				
<i>Hernandia bivalvis</i>	Cudgerie	T	Ln	Wb
Lauraceae				
<i>Cryptocarya bidwillii</i>	Yellow Laurel	T	Ln	Wb
<i>Cryptocarya meisneriana</i>	Thick-leaf Laurel	T	Ln	Wb
<i>Cryptocarya sclerophylla</i>	Boonah Laurel	T	Ln	Wb
<i>Cryptocarya triplinervis</i>	Brown Laurel	T	Ln	Wb
<i>Cryptocarya triplinervis</i> var. <i>pubens</i>	Hairy Brown Laurel	T	Ln	Wb
Meliaceae				
<i>Owensia venosa</i>	Crow's Apple	T	Ln	Us/Wb
<i>Synoum glandulosum</i>	Scentless Rosewood	S/T	Ln	Us
<i>Turraea pubescens</i> (T. brownii)	Native Witch-Hazel	T	Ln	Us
Menispermaceae				
<i>Stephania japonica</i> var. <i>discolor</i>	Tape Vine	V	Ln	Sa Oa
Mimosaceae				
<i>Acacia aulacocarpa</i>	Hickory Wattle	T	Ln	Wb/Pf
<i>Acacia implexa</i>	Light Wood	T	Ln	Wb/Pf
<i>Acacia melanoxylon</i>	Blackwood	T	Ln	Wb/Pf
<i>Acacia cincinnata</i>	Wattle	S/T	Ln	Wb/Pf
<i>Parachidendron prinosum</i>	Snowwood	T	Ln	Us/Wb
Moraceae				
<i>Ficus coronata</i>	Creek Sandpaper Fig	T	Ln	Us/Wb
<i>Ficus fraseri</i>	A Sandpaper Fig	T	Ln	Us/Wb
<i>Ficus opposita</i>	A Sandpaper Fig	T	Ln	Us/Wb
<i>Sirebhus brunonianus</i> (S. pendulus)	Whalebone Tree	T	Ln	Us/Wb

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Scientific Name	Common Name	Form	Fire Retardance	Comments
Myoporaceae				
<i>Myoporum acuminatum</i>	Coast Boobialla	S/T	Ln	Wb Oa
Myrsinaceae				
<i>Rapanea variabilis</i>	Muttonwood	T	Ln	Us
Myrtaceae				
<i>Acmena smithii</i> (small varieties)	Creek Lilly Pilly	T	Ln	Us/Wb
<i>Decaspermum humile</i>	Silky Myrtle	S/T	Ln	Us
<i>Metrosideros queenslandica</i> (-)	Pink Myrtle	T	Ln	Us
<i>Rhodanthe rubescens</i>	Brown Malletwood	T	Ln	Us/Wb
<i>Syzygium hodgkinsonia</i> (-)	Smooth-bark Rose Apple	T	Ln	Us
Oleaceae				
<i>Notelaea johnsonii</i>	Veinless Mock Olive	S/T	Ln	Us
<i>Notelaea longifolia</i>	Large Mock Olive	S/T	Ln	Us/Wb
<i>Notelaea macrocarpa</i>	Velvet Mock Olive	S/T	Ln	Us/Wb
Pittosporaceae				
<i>Hymenosporum flavum</i>	Native Frangipani	T	Ln	Us Ad
<i>Pittosporum undulatum</i>	Mock Orange	T	Ln	Us/Wb
Proteaceae				
<i>Buckinghamia celastria</i> (-)	Ivory Curl Flower	T	Ln	Wb
<i>Grevillea helmsiae</i> (-)	Red Boppel Nut	T	Ln	Us Pf
<i>Hicksbeachia pinnatifolia</i> (-)	Tree Lomatia	T	Ln	Us Ad Pf
<i>Lomatia arborescens</i> (-)	Queensland Nut	S/T	Ln	Us Pf
<i>Macadamia integrifolia</i>	Macadamia Nut	T	Ln	Wb
<i>Macadamia ternstroemia</i>	Macadamia Nut	T	Ln	Wb
<i>Macadamia tetraphylla</i>	Rough Shell Bush Nut	T	Ln	Wb
<i>Triunia youngiana</i>	Spice Bush	T	Ln	Us
Rubiaceae				
<i>Coelospermum paniculatum</i>	Coelospermum	V	Ln	Sa
<i>Hodgkinsonia ovatiflora</i>	Golden Ash	T	Ln	Us/Wb
Rununculaceae				
<i>Clematis glycinoides</i>	Headache Vine	V	Ln	Sa
Rutaceae				
<i>Acronychia imperforata</i>	Coast Aspen	S/T	Ln	Us/Wb
<i>Acronychia pauciflora</i>	Soft Acronychia	S/T	Ln	Us
<i>Microcitrus australis</i>	Round Lime	S	Ln	Us
Sapindaceae				
<i>Alectryon connatus</i>	Alectryon	T	Ln	Wb Slow at first
<i>Alectryon subcinerus</i>	Wild Quince	T	Ln	Wb
<i>Alectryon subdentatus</i>	Holly-leaf Bird's Eye	T	Ln	Wb
<i>Alectryon tomentosus</i>	Hairy Bird's Eye	T	Ln	Wb
<i>Arytera discalis</i>	Twin-leaf Coogera	T	Ln	Wb

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Scientific Name	Common Name	Form	Fire Retardance	Comments
<i>Arjara divaricata</i>	Rose Tamarind	T	Lm	Wb
<i>Arjara foveolata</i>	Pitted Coogera	T	Lm	Wb
<i>Cupaniopsis parvifolia</i>	Small-leaf Tuckeroo	T	Lm	Wb
<i>Cupaniopsis shirleyana</i> (-)	Wedge-leaf Tuckeroo	T	Lm	Us/Wb
<i>Cupaniopsis tomentella</i> (-)	Boonah Tuckeroo	T	Lm	Wb
<i>Elattostachys nervosa</i>	Beetroot	T	Lm	Us/Wb
<i>Elattostachys xylocarpa</i>	White Tamarind	T	Lm	Wb
<i>Gutiera semiglauc</i>	Wild Quince	T	Lm	Wb
<i>Lepiderema pulchella</i> (-)	Fine-leaf Tuckeroo	T	Lm	Wb
<i>Mischocarpus australis</i>	Red Pear-fruit	T	Lm	Wb
<i>Toechima tenax</i>	Scrub Teak	T	Lm	Wb
Sapotaceae				
<i>Planchonella chartacea</i>	Thin-leaf Plum	S/T	Lm	Us Sa
<i>Planchonella cotinifolia</i>	Small-leaf Plum	S/T	Lm	Us Sa
Sinaurubaceae				
<i>Gaillfyllia monostylis</i>	Native Plum	T	Lm	Us
Symplocaceae				
<i>Symplocos thwaitesii</i>	Buff Hazelwood	S/T	Lm	Us
PTERIDOPHYTES				
Cyatheaceae				
<i>Cyathea australis</i>	Rough Tree Fern	tF	Lm	Us
<i>Cyathea cooperi</i>	Common Tree Fern	tF	Lm	Us
<i>Cyathea leichhardtiana</i>	Prickly Tree Fern	tF	Lm	Us

Fire-Retardant Plants for Large Gardens, Acreage Blocks, Parks and Farms

The following plants can be used in addition to the lists of plants for small and medium gardens.

Scientific Name	Common Name	Form	Fire Retardance	Comments
GYMNOSPERMS				
Araucariaceae				
<i>Agathis robusta</i> (-)	Old Kauri	T	Lm	PF - resin
<i>Araucaria bidwillii</i> (-)	Bunya Pine	T	Lm	PF - resin
<i>Araucaria cunninghamii</i>	Hoop Pine	T	Lm	PF - resin
Podocarpaceae				
<i>Podocarpus elatus</i>	Brown or Plum Pine	T	Lm	PF - resin
MONOCOTYLEDONS				
Araceae (Palmae)				
<i>Calamus muelleri</i>	Lawyer Cane Vine	V	Lm	Sa Oa

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Scientific Name	Common Name	Form	Fire Retardance	Comments
Flagellariaceae				
<i>Flagellaria indica</i>	Supplejack	V	Lm	Sa
Pandanaceae				
<i>Freycinetia excelsa</i>	Climbing Pandanus	V	Lm	Sa
<i>Freycinetia scandens</i>	Climbing Pandanus	V	Lm	Sa
Smilacaceae				
<i>Ripogonum album</i>	White Supplejack	V	Lm	Sa
<i>Ripogonum brevifolium</i>	Supplejack	V	Lm	Sa
<i>Ripogonum discolor</i>	Prickly Supplejack	V	Lm	Sa
<i>Ripogonum elaeagnum</i>	Hairy Supplejack	V	Lm	Sa
DICOTYLEDONS				
Anacardiaceae				
<i>Eucoschinus falcata</i>	Ribbonwood	T	Lm	Wb
<i>Rhodospaera rhodantha</i>	Deep Yellowwood	T	Lm	Wb
Annonaceae				
<i>Melodorum leichhardtii</i>	Zig-Zag Vine	V	Lm	Sa
<i>(Rauwenhoffia L.)</i>				
Apocynaceae				
<i>Alstonia constricta</i>	Quinine Tree	T	Lm	Wb
<i>Melodinus acutiflorus</i>	Merangarra	V	Lm	Sa
<i>Melodinus australis</i>	Southern Melodinus	V	Lm	Sa
<i>Parsonsia eucalyptophylla</i>	Gargaloo	V	Lm	Sa Oa
<i>Parsonsia filva</i>	Furry Silkpod	V	Lm	Sa
<i>Parsonsia lanceolata</i>	Northern Silkpod	V	Lm	Sa
<i>Parsonsia latifolia</i>	Monkey Vine	V	Lm	Sa
<i>Parsonsia straminea</i>	Monkey Rope	V	Lm	Sa Oa
<i>Parsonsia velutina</i>	Velvet Silkpod	V	Lm	Sa Oa
<i>Parsonsia ventricosa</i>	Pointed Silkpod	V	Lm	Sa
Araceae				
<i>Calamus muelleri</i>	Lawyer Cane	V	Lm	Sa
Araliaceae				
<i>Cephalorhiza cephalobotrys</i>	Climbing Panax	V	Lm	Sa
<i>Polyscias elegans</i>	Celerywood	T	Lm	Wb/Ad Oa
<i>Polyscias murrayi</i>	Pencil Cedar	T	Lm	Sa
Asclepiadaceae				
<i>Marsdenia rostrata</i>	Common Milk Vine	V	Lm	Ad Oa Sa
Atherospermataceae				
<i>Daphnandra micrantha</i>	Socketwood	T	Lm	Wb

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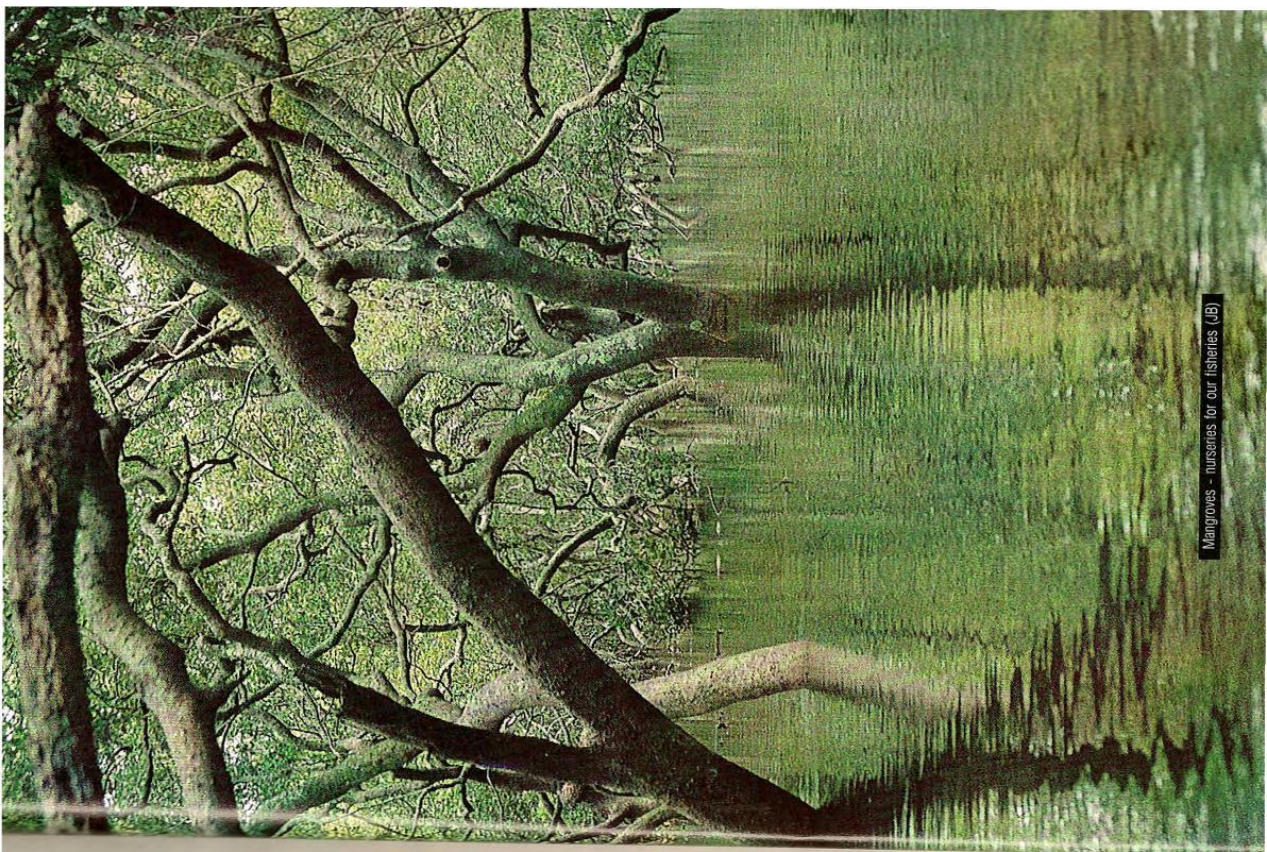
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Scientific Name	Common Name	Form	Fire Retardance	Comments
Avicenniaceae				
<i>Avicennia marina</i>	Grey Mangrove	T	Lm St	Oa Coastal
Burseraceae				
<i>Canarium australasicum</i>	Carrotwood	T	Lm	Wb
Caesalpinaceae				
<i>Castia markiana</i> (-)	Native Laburnum	T	Lm	Wb
<i>Caesalpinia bonduc</i>	Caesalpinia	V	Lm	Sa
<i>Caesalpinia scortechinii</i>	Large Prickle Vine	V	Lm	Sa
<i>Caesalpinia subtropica</i>	Corky Prickle Vine	V	Lm	Sa
Celastraceae				
<i>Celastrus australis</i>	Staff Climber	V	Lm	Sa
<i>Celastrus subspicatus</i>	Large Staff Vine	V	Lm	Sa
<i>Loeseneriella barbata</i> (<i>Hippocratea</i> b.)	Knot Vine	V	Lm	Sa
Cunoniaceae				
<i>Calcdinia paniculosa</i>	Rose-leaf Marara	T	Lm	Wb
<i>Ceratopetalum apetalum</i> (-)	Coachwood	T	Lm	Wb
<i>Geissois benhamii</i>	Red Carabeen	T	Lm	Wb
<i>Pseudoweinmannia</i>	Marara	T	Lm	Wb
<i>lachnocarpa</i>	White Birch	T	Lm	Us/Wb
<i>Schizomeria ovata</i>				
Ebenaceae				
<i>Diospyros fasciculosa</i>	Grey Ebony	T	Lm	Wb
<i>Diospyros pentamera</i>	Myrtle Ebony	T	Lm	Wb
Ehretiaceae				
<i>Cordia dichotoma</i> (-)	Cordia	T	Lm	Wb
<i>Ehretia acuminata</i>	Koda	T	Lm	Ad De
Elaeocarpaceae				
<i>Elaeocarpus eumundi</i>	Eumundi Quandong	T	Lm	Wb
<i>Elaeocarpus grandis</i>	Blue Quandong	T	Lm	Wb
<i>Elaeocarpus kirtonii</i>	White Quandong	T	Lm	Wb
<i>Elaeocarpus obovatus</i>	Hard Quandong	T	Lm	Wb
<i>Sloanea australis</i>	Maiden's Blush	T	Lm	Wb
<i>Sloanea woolstii</i>	Yellow Carabeen	T	Lm	Wb
Escalloniaceae				
<i>Quintinia verdonii</i>	Grey Possumwood	T	Lm	Wb
Euphorbiaceae				
<i>Austrobauxis swainii</i> (-)	Pink Cherry	T	Lm	Wb
<i>Baloghia inophylla</i> (<i>B. lucida</i>)	Scrub Bloodwood	T	Lm	Wb
<i>Bridelia exaltata</i>	Scrub Ironbark	T	Lm	Wb
<i>Bridelia leichardtii</i>	Leichhardt's Ironbark	T	Lm	Wb
<i>Claoxylon australe</i>	Brittlewood	T	Lm	Wb

Scientific Name	Common Name	Form	Fire Retardance	Comments
<i>Dissiliaria baloghoides</i>	Lancewood	T	Lm	Wb
<i>Drypetes australasica</i>	Yellow Tulip	T	Lm	Wb
<i>Excoecaria agallocha</i>	Milky Mangrove	T	Lm St	Ad Coastal
<i>Excoecaria dallachyana</i>	Scrub Poison Tree	T	Lm	Wb
<i>Glochidion ferdinandi</i>	Cheese Tree	T	Lm	Wb
<i>Glochidion sunstratum</i>	Buttonwood	T	Lm	Wb
<i>Mallotus discolor</i>	Yellow Kamala	T	Lm	Wb
<i>Mallotus philippensis</i>	Red Kamala	T	Lm	Wb
Fabaceae				
<i>Aurostoeckenia blackii</i>	Blood Vine	V	Lm	Sa Oa
<i>Castanospersum australe</i>	Black Bean	T	Lm	Wb
<i>Derris involuta</i>	Native Derris	V	Lm	Sa
<i>Erythrina sp. Lacey's Creek</i>	Corkwood	T	Lm	Ad De
<i>Erythrina vesperilio</i>	Batswing Coral Tree	T	Lm	Ad De
<i>Mucuna gigantea</i>	Burny Bean	V	Lm	Sa
Flacourtiaceae				
<i>Scolopia braunii</i>	Flintwood	T	Lm	Wb
Flindersiaceae				
<i>Flindersia australis</i>	Crows Ash	T	Lm	Wb
<i>Flindersia bennettiana</i>	Bennett's Ash	T	Lm	Wb
<i>Flindersia collina</i>	Leopard Ash	T	Lm	Wb
<i>Flindersia schottiana</i>	Cudgerie or Bumpy Ash	T	Lm	Wb
<i>Flindersia xanthosyla</i>	Yellowwood	T	Lm	Wb
Ilaciniaceae				
<i>Citronella moorei</i>	Churnwood	T	Lm	Wb
<i>Pennantia cunninghamii</i>	Brown Beech	T	Lm	Wb
Lauraceae				
<i>Cryptocarya erythroxylon</i>	Pigeonberry Ash	T	Lm	Wb
<i>Cryptocarya hypoxipodia</i>	Rib-fruit Pepperberry	T	Lm	Wb
<i>Cryptocarya macdonaldii</i>	Cooloola Laurel	T	Lm	Wb
<i>Cryptocarya microneura</i>	Murrogun	T	Lm	Wb
<i>Cryptocarya obovata</i>	Pepperberry Tree	T	Lm	Wb
<i>Endiandra muelleri</i>	Mueller's Walnut	T	Lm	Wb
<i>Endiandra pubens</i>	Hairy Walnut	T	Lm	Wb
<i>Endiandra sieberi</i> (-)	Hard Corkwood	T	Lm	Wb
<i>Neolitsea australiensis</i>	Grey Bolly Gum	T	Lm	Wb
<i>Neolitsea dealbata</i>	White Bolly Gum	T	Lm	Us/Wb
Malvaceae				
<i>Hibiscus tiliaceus</i>	Cotton Tree	T	Lm	Wb
<i>Lagunaria patersonii</i> (-)	Norfolk Is Hibiscus	T	Lm	Wb
Meliaceae				
<i>Anthocarpus nitidula</i> (<i>Pseudocarpus nitidula</i>)	Incense Cedar	T	Lm	Wb
<i>Dysoxylum fraserianum</i>	Rosewood	T	Lm	Wb

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Scientific Name	Common Name	Form	Fire Retardance	Comments
Dysoxylum mollissimum <i>ssp. molle</i> (D. muelletii)	Red Bean	T	Ln	Wb
Dysoxylum rufum	Hairy Rosewood	T	Ln	Wb
Melia azedarach	White Cedar	T	Ln	Wb/Ad Dc
Oswertia cypripodora	Onion Cedar	T	Ln	Wb
Taonia australis	Red Cedar	T	Ln	Wb/Ad Dc
Myrsinaceae				
Legnephora moorei	Wild Grape	V	Ln	Sa
Sarcopetalum harveyanum	Pearl Vine	V	Ln	Sa
Stephania aculeata	Prickly Snake Vine	V	Ln	Sa
Thiospora smilacina	Snake Vine	V	Ln	Sa
Thiospora tiniosporoides	Arrow-head Vine	V	Ln	Sa
Myrsinaceae				
Acacia autacocarpa var. <i>autacocarpa</i>	Hickory Wattle	T	Ln	Wb Pf
Acacia bakeri	Marblewood	T	Ln	Wb Pf
Acacia harpophylla (-)	Brigalow Wattle	T	Ln	Wb
Acacia melanoxylon	Blackwood	T	Ln	Wb Pf
Archidendron grandiflorum	Lace Flower	T	Ln	Wb
Monimiaceae				
Palmeria scandens	Anchor Vine	V	Ln	Sa
Moraceae				
Ficus macrophylla	Moreton Bay Fig	T	Ln	Wb
Ficus obliqua	Small-leaved Fig	T	Ln	Wb
Ficus platypoda	Rock Fig	T	Ln	Wb
Ficus superba var. <i>hemicoma</i>	Deciduous Fig	T	Ln	Ad De
Ficus virens var. <i>sublaevis</i>	White Fig	T	Ln	Wb
Ficus watkinsiana	Nipple Fig	T	Ln	Wb
MacLura cochinchinensis (Cudrania c.)	Cockspear Thorn	V	Ln	Oa Sa
Malaisia scandens	Burry Vine	V	Ln	Sa
Myrtaceae				
Acmena hemilampra	Blush Satinash	V	Ln	Wb
Acmena ingens	Red Apple	V	Ln	Wb
(A. brachyandra)	Creek Lilly Pilly	T	Ln	Wb
Acmena smithii	Brush Box	T	Ln	Wb
Lophostemon confertus	Turpentine	T	Ln	Wb
Syzygium glomulifera	Scrub Cherry	T	Ln	Wb
Syzygium australe	Sour cherry	T	Ln	Wb
Syzygium corymbosum	Purple Cherry	T	Ln	Wb
Syzygium crebrinerve	Durobby	T	Ln	Wb
Syzygium moorei (-)				
Nyctaginaceae				
Pisonia aculeata	Native Bougainvillea	V	Ln	Sa
Oleaceae				
Olea paniculata	Native Olive	T	Ln	Wb
Piperaceae				
Piper novae-hollandiae	Native Pepper Vine	V	Ln	Sa
Pittosporaceae				
Pittosporum rhamnifolium	Hollywood	T	Ln	Wb
Proteaceae				
Floydia praeclata	Ball Nut	T	Ln	Wb
Grevillea hilliana (-)	Hill's Silky Oak	T	Ln	Pf
Grevillea robusta	Silky Oak	T	Ln	Pf
Helicia glabriflora	Smooth Helicia	T	Ln	Pf
Macadamia integrifolia	Queensland Nut	T	Ln	Wb
Macadamia ternifolia	Macadamia Nut	T	Ln	Wb
Macadamia tetraphylla (-)	Rough-shell Bush Nut	T	Ln	Wb
Oriocallis pinnata (-)	Pink Silky Oak	T	Ln	Pf
Oriocallis wickhamii (-)	Satin Oak	T	Ln	Pf
(Alloxylon flammum)	Scrub Beefwood	T	Ln	Pf
Stenocarpus salignus (-)	Wheel of Fire Tree	T	Ln	Wb
Stenocarpus viminalis				
Ranunculaceae				
Clematis aristata	Old Man's Beard	V	Ln	Sa
Rhamnaceae				
Alphitonia excelsa	Red Ash	T	Ln	Wb
Alphitonia petrei	Pink Ash	T	Ln	Wb
Emmenosperma	Yellow Ash	T	Ln	Wb
alphitonioides				
Rosaceae				
Rubus moluccanus	Molucca Bramble	V	Ln	Sa
Rutaceae				
Acronychia oblongifolia	White Lilly Pilly	S/T	Ln	Wb
Acronychia suberosa	Corky Acronychia	T	Ln	Wb
Sarcocaulis simplicifolia	Baerella	T	Ln	Wb
Sapindaceae				
Alectryon reticulatus	Alectryon	T	Ln	Wb
Arytera lanterana	Corduroy Tamarind	T	Ln	Wb
Alalaya multiflora	Broad-leaf Whitehood	T	Ln	Wb
Alalaya salicifolia (A. virens)	Scrub Whitehood	T	Ln	Wb
Castanopsis aphanandri (-)	Brown Tamarind	T	Ln	Wb
Castanopsis anacardioides	Tuckeroo	T	Ln	Wb
Cupaniopsis flagelliformis (-)	Brown Tuckeroo	S/T	Ln	Wb
Diploglottis campbellii (-)	Small-leaf Tamarind	T	Ln	Wb
Diploglottis cunninghamii	Native Tamarind	T	Ln	Wb/Ad
Harpullia hillei	Blunt-leaf Tulip	T	Ln	Wb
Harpullia pendula	Tulipwood	T	Ln	Wb

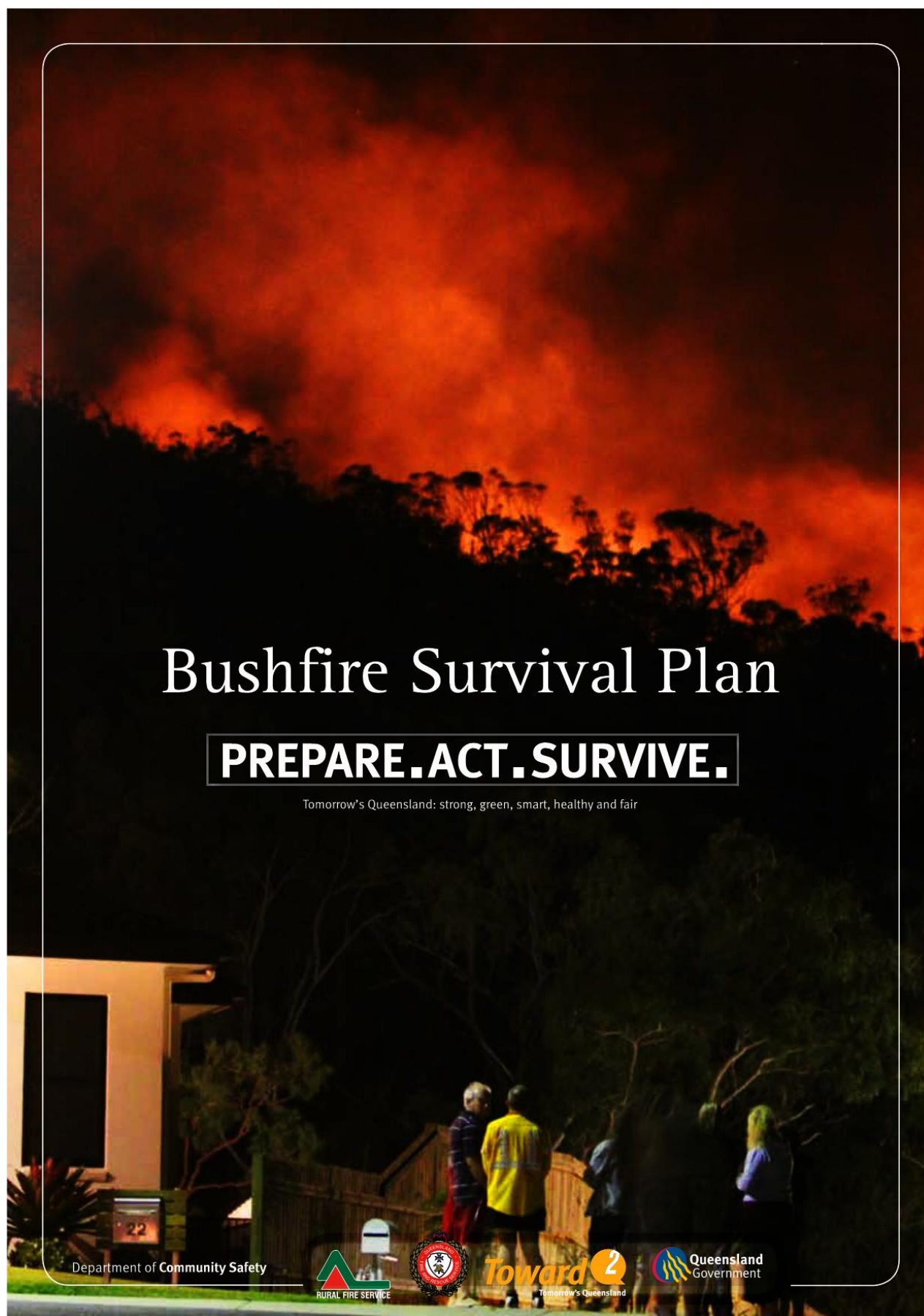


APPENDICES

Scientific Name	Common Name	Form	Fire Retardance	Comments
<i>Jagera pseudorhus</i>	Foam Bark Tree	T	Ln	Wb
<i>Mischocarpus anadonius</i>	Viny Pear-fruit	T	Ln	Wb
<i>Mischocarpus pyramidalis</i>	Yellow Pear-fruit	T	Ln	Wb
<i>Rhytidocarpus bifoliolatus</i>	Twin-leaf Tuckeroo	T	Ln	Wb
<i>Sarcocornia stipitata</i>	Corduroy	T	Ln	Wb
<i>Toechima dasyrrhache</i>	Blunt-leaf Steelwood	T	Ln	Wb
Sapotaceae				
<i>Anorhosphermum antilogum</i>	Brown Pearwood	T	Ln	Wb
<i>Anorhosphermum whitei</i>	Rusty Plum	T	Ln	Wb
<i>Planchonella australis</i>	Black Apple	T	Ln	Wb
<i>Planchonella laurifolia</i>	Blush Coonoo	T	Ln	Wb
<i>Planchonella pohlaniana</i>	Yellow Boxwood	T	Ln	Wb
Simarubaceae				
<i>Ailanthus triphysa</i>	White Siris	T	Ln	Wb
<i>Gaillfollia monostylis</i>	Native Plum	T	Ln	Wb
Siphonodontaceae				
<i>Siphonodon australis</i>	Ivorywood	T	Ln	Wb
Sterculiaceae				
<i>Argyrodendron actinophyllum</i>	Black Booyong	T	Ln	Wb
<i>Argyrodendron trifoliolatum</i>	Brown Tulip Oak	T	Ln	Wb
<i>Brachychiton acerifolius</i>	Flame Tree	T	Ln	Ad De
<i>Brachychiton discolor</i>	Lace Bark	T	Ln	Ad De
<i>Brachychiton populneus</i>	Kurrajong	T	Ln	Wb
<i>Brachychiton rupestris</i>	Old Bottle tree	T	Ln	Ad De
<i>Brachychiton sp. (-)</i>	Ormeau Bottle tree	T	Ln	Ad De
<i>Commersonia bartramia</i>	Brown Kurrajong	T	Ln	Us/Wb
<i>Sterculia quadrifida</i>	Peanut Tree	T	Ln	Ad De
Symplocaceae				
<i>Symplocos stawelli</i>	White Hazelwood	T	Ln	Wb
Ulmaceae				
<i>Aphananthe philippinensis</i>	Native Elm	T	Ln	Wb
<i>Celtis paniculata</i>	Investigator Tree	T	Ln	Wb
Urticaceae				
<i>Dendrocnide excelsa</i>	Giant Stinging Tree	T	Ln	Wb
<i>Dendrocnide photinophylla</i>	Mulberry Stinger	T	Ln	Wb
Verbenaceae				
<i>Gmelina leichhardtii</i>	White Beech	T	Ln	Wb
<i>Premna lignum-vitae</i>	Lignum-vitae	T	Ln	Wb
Vitaceae				
<i>Cissus antarctica</i>	Kangaroo Vine	V	Ln	Wb
<i>Cissus hypoglauca</i>	Five-leaf Watervine	V	Ln	Wb
<i>Cissus sterculifolia</i>	Long-leaf Watervine	V	Ln	Wb
<i>Tetragastria nitens</i>	Shining Grape	V	Ln	Wb

Appendix 2

Bushfire Survival Plan Guideline / Template





You must **PREPARE** . **ACT** . **SURVIVE** .

Your main priority is to ensure that you and your family are safe. During a bushfire you and your family's survival and safety depend on your preparations, and the decisions you make.

The lives of you and your family are more important than any building.

Whether your plan is to leave early or stay, you must prepare your home and property to increase their level of resilience and your chances of survival.

Bushfires in Queensland

The fire season in Queensland normally commences in the far north of the state in July and progresses through to southern areas as spring approaches. The fire season can extend through to February in southern and far south-western Queensland. These time frames can vary significantly from year to year, depending on the fuel loads, long-term climate and short-term weather conditions in each area.

There are four key considerations for dealing with bushfire:

- The safety of you and your family.
- The resilience of your property.
- The protection of irreplaceable valuables and important documents.
- The maintenance of adequate levels of insurance.

This document will provide you with information about the things you need to consider to prepare yourself and your home for the bushfire season, and how to make your own personal Bushfire Survival Plan.

It is your responsibility
to prepare yourself, your
family and your
home for the threat
of bushfire.

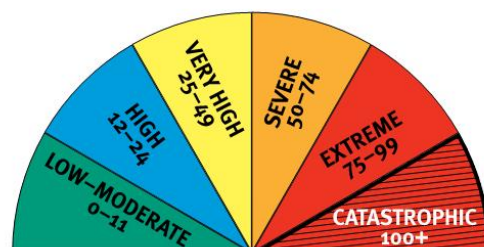
Understand your risk

The first step in planning to survive a bushfire is to understand your own level of risk. By understanding your own level of risk you will be able to make informed decisions that are right for you and your family.

Included with this Bushfire Survival Plan is a self-assessment tool that will enable you to assess the risk level associated with your property. If you are still unsure of your level of risk or require assistance contact your local fire station for more information. To book a Bushfire Safety presentation call 1300 369 003.

Fire danger ratings

The increased frequency of extreme bushfires in Australia in the last 10 years and the recent experience of the Black Saturday fires in Victoria have encouraged fire services throughout Australia to introduce new levels of Fire Danger Rating (FDR). A lift-out chart of the FDR system is contained within this document. Display it in a prominent place in your home or keep it with your Bushfire Survival Plan.



Catastrophic fire danger rating

The highest level is catastrophic. On a day of catastrophic FDR leaving early is the only option to ensure your survival. You must relocate early to a safer location, hours or the day before a fire occurs. Under no circumstances will it be safe to stay with your property.

Extreme fire danger rating

The second highest level is extreme. Should a fire occur in your area on a day of extreme FDR leaving early will always be the only option. Staying can only be considered for homes that:

- Have been designed and constructed specifically to address the threat of bushfire.
- Have been maintained to those levels and are currently well prepared.
- Can be actively defended by people with the skills, knowledge and confidence to implement a well-rehearsed Bushfire Survival Plan.

On days of catastrophic or extreme FDR:

- Fires are likely to be uncontrollable, unpredictable and very fast moving with highly aggressive flames extending high above tree tops and buildings.
- Thousands of embers may be violently blown into and around homes causing other fires to start rapidly and spread quickly up to 20 kilometres ahead of the main fire.
- Fire can threaten suddenly, without warning, and the heat and wind will make it difficult to see, hear and breathe as the fire approaches.
- People in the path of such fires will almost certainly be injured or die and a significant number of homes and businesses will be destroyed or damaged.
- Even well-prepared and constructed homes will not be safe.
- Expect power, water and phone networks to fail as severe winds bring down trees, power lines and blow roofs off buildings well ahead of the fire.

It is vital that you understand on these days that your survival will depend solely on how well you have prepared and how decisively you act.

Leaving late can be
a deadly option.
If you are in any doubt,
make the decision to
LEAVE EARLY.

What will you do?

At all times you need to **PREPARE.ACT.SURVIVE**.

When the fire danger rating is 'catastrophic' leaving early is the safest option.

When the fire danger rating is lower than 'catastrophic', one of the most important decisions you need to make is whether you will leave early or stay with a well prepared property. This decision is the basis of your Bushfire Survival Plan.

The following questions may help you make the right decision for whether you will leave early or stay:

- Do you need to consider family members who are young, elderly or infirm?
- Are you physically and emotionally prepared to stay with your property?
- Do you have the knowledge, skills, and confidence to stay with your property?
- Is your home adequately constructed, maintained and prepared to withstand the impact of a fire? In other words, is your home prepared to withstand the impact of a bushfire?
- Do you have well-maintained resources and equipment to fight fire, and do you know how to use them?
- Do you have appropriate protective clothing to fight a fire?
- What will you do if a rapid onset fire leaves you with no time to leave? Where will you shelter?

PREPARE.ACT.SURVIVE.

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Leave early

If you plan to leave early then you must leave your home well before a bushfire threatens and travelling by road becomes hazardous. Your leave early preparations include:

Step 1: Preparation – your property should be well prepared for bushfire even if you intend to leave early.

Step 2: What you will do – make your Bushfire Survival Plan in accordance with your decision to leave early.

Step 3: Make a contingency plan – the FDR, the preparedness of your home, a change in household circumstances, a change in your physical preparedness or unexpected visitors are some things that may require you to reconsider your Bushfire Survival Plan.

Planning to stay

Planning is critical to successfully staying with your home may involve the risk of psychological trauma, injury or death.

Step 1: Preparation – your property must be able to withstand the impact of bushfire and well prepared to shelter you and your family.

Step 2: What you will do – make your Bushfire Survival Plan in accordance with your decision to stay.

Step 3: Make a contingency plan – the FDR, the preparedness of your home, a change in household circumstances, a change in your physical preparedness or unexpected visitors are some things that may require you to reconsider your Bushfire Survival Plan.

In making your decision to stay, here are a few things you need to consider.

- Is your property able to withstand the impact of a bushfire?
- Are you physically and emotionally prepared to stay with your property?
- Do you have well-maintained resources and equipment and do you know how to use them?
- Do you have appropriate protective clothing?
- Will your bushfire survival plan need to be different for weekdays, weekends or if someone is sick at home?
- Do you have a contingency plan?

Preparing your Bushfire Survival Plan

Preparation is the key to survival. Being involved in a fire will be one of the most traumatic experiences of your life.

- Prepare yourself – you need to be both mentally and physically prepared to carry out your Bushfire Survival Plan.
- Prepare your Bushfire Survival Plan.
- Prepare your Bushfire Survival Kit.
- Prepare your Bushfire Relocation Kit.
- Prepare your property.

When writing your plan you need to consider:

- Have you made the right choice: to leave early or stay?
- Have you discussed your choice with your family, friends and neighbours?
- Who will take charge and lead other family members by carefully communicating the various tasks set out in the plan?
- If you have chosen to stay what will you do to protect your property when the fire arrives?
- What will you put in your Bushfire Survival Kit and where will you store it?
- Do your friends, family and neighbours know the details of your plan?

- What will you do if your Bushfire Survival Plan fails?
- Do you have an alternative option or contingency plan if your plan fails?
- Do you have a Neighbourhood Safer Place (NSP) you can go to as a last resort? For more information on NSPs see www.ruralfire.qld.gov.au.
- Is it safe to travel there?

If your decision is to leave early, you must include the following information or action items in your Bushfire Survival Plan:

- Monitor media outlets – radio, TV, mobile phone and internet for bushfire alerts.
- When will you leave?
- What will be your trigger for action?
- Will your plan be different for weekdays, weekends, or if someone is at home sick or injured?
- What will you take with you (Relocation Kit)?
- Where will you and your family go when you leave early?
- What route will you take to get there?
- What will you do with your pets?
- What will you do if there are consecutive or multiple **'catastrophic'** or extreme fire danger days?
- Will you go into work on days when the FDR is in the upper levels?
- Will you send your children to school when the FDR is in the upper levels?
- Will all members of your household leave early?
- What will you do to prepare your property?
- What is your contingency plan in the event that it is unsafe to leave?

If your decision is to stay you must include the following information or actions items in your Bushfire Survival Plan:

- Monitor media outlets – Radio, TV, mobile phone and internet.
- Locate your Bushfire Survival Kit.
- Put on protective clothing.
- Remain hydrated by drinking lots of water.

- Move any stock to fully grazed paddocks.
- Move cars to a safe location.
- Remove garden furniture, doormats and other items.
- Close windows and doors and shut blinds.
- Take down curtains and move furniture away from windows.
- Seal gaps under doors and window screens with wet towels.
- Place pets inside, restrain them, and provide water.
- Block downpipes and fill gutters with water.
- Wet down the sides of buildings facing the approaching fire front.
- Wet down decks and verandas.
- Wet down fine fuels close to buildings.
- Turn on sprinklers in garden before bushfire arrives.
- Fill containers with water; bath, sinks, buckets, wheelie bins, etc.
- Have ladders ready for roof space access (inside) and against roof (outside).
- Have generator or petrol pump ready.
- Start checking and patrolling for embers outside.

When the fire front arrives:

- Take all fire fighting equipment inside such as hoses and pumps as they may melt during the fire.
- Go inside and shelter away from the fire front.
- Patrol the inside of your home, including the ceiling space, for embers or small fires that may start.
- Drink lots of water.
- Check family and pets.

After the fire front has passed:

- Wear protective equipment.
- Go outside once it is safe.
- Check for small spot fires and burning embers:
 - inside roof space
 - under floor boards
 - under house space
 - on veranda and decks

PREPARE. ACT. SURVIVE.

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- on window ledges and door sills
- in roof lines and gutters
- garden beds and mulch
- wood heaps
- outdoor furniture
- sheds and carports
- Continue to drink lots of water.
- Stay at your property until the surrounding area is clear of fire.
- Monitor media outlets – radio, TV, mobile phone and internet.

You need to be both mentally and physically prepared to carry out your Bushfire Survival Plan

There may be other actions to include, depending on your individual property and the level of bushfire risk you are exposed to.

Include the whole family in creating your Bushfire Survival Plan. You and your family should be aware of the actions you will take at the various FDR levels and it is important to ensure this is incorporated into your Bushfire Survival Plan. The FDR for your area can be found on roadside signs and by visiting www.ruralfire.qld.gov.au and following the FDR link.

It is important that your Bushfire Survival Plan does not rely solely on receiving an alert.

Once you have completed your Bushfire Survival Plan, practise it regularly to ensure everyone involved knows exactly what to do in the event of a fire.

Preparing your Bushfire Survival Kit

It is essential that you have a Bushfire Survival Kit if your choice is to stay with your property. This kit will ensure you and your family have the important equipment you need to stay. For a comprehensive list of equipment needed in a Bushfire Survival Kit see page 14.

Preparing your Bushfire Relocation Kit

It is equally important to have a relocation kit if your choice is to leave early. This kit will ensure you and your family have important items and equipment required to relocate for the time needed. For a comprehensive list of items and equipment needed in a Bushfire Relocation Kit see page 15.

Making a contingency plan

No matter whether your decision is to leave early, well before a bush fire threatens or to stay you should still have a contingency plan as part of your Bushfire Survival Plan. There are many scenarios to consider, such as what you will do if a rapid onset fire starts in your local area making roads impassable or travel particularly dangerous. You should have other options if road travel is not safe.

- Is your house well prepared?
- Can it provide you with protection from radiant heat?
- Have you identified a safer location such as an NSP?

Sheltering in a well-prepared
property is far safer than
being out in the open or
in a vehicle

Preparing your property

An unprepared property is not only at risk itself, but may also present an increased danger for your neighbours and their homes.

Planning is absolutely critical to safely staying with your home. Staying home involves the risk of psychological trauma, injury and death.

There are a number of measures you can take to prepare your home and property for bushfire. These include several preparations you must take annually prior to the bushfire season.

Your pre-season property preparations should include:

- Displaying a prominent house number.
- Ensuring there is adequate access for fire trucks to your property – 4 metres wide by 4 metres high with a turn-around area. Reduce vegetation loads along the access path.
- Mowing your grass regularly.
- Removing excess ground fuels and combustible material (long dry grass, dead leaves and branches).
- Clearing of leaves, twigs, bark and other debris from the roof and gutters.
- Purchasing and testing the effectiveness of gutter plugs.
- Trimming low-lying branches 2 metres from the ground surrounding your home.
- Enclosing open areas under your decks and floors.
- Installing fine steel wire mesh screens on all windows, doors, vents and weep holes.
- Pointing LPG cylinder relief valves away from the house.
- Conducting maintenance checks on pumps, generators and water systems.
- Checking that you have sufficient personal protective clothing and equipment.
- Relocating flammable items away from your home including woodpiles, paper, boxes, crates, hanging baskets and garden furniture.
- Sealing all gaps in external roof and wall cladding.
- Checking that the first aid kit is fully stocked.

Bushfire Alerts

If you receive an emergency warning about a bushfire or other emergency, take notice as it could save your life.

There are three types of alert messages to help you make the right safety choices:

Bushfire Advice Message – a fire has started – general information to keep you up to date.

Bushfire Watch and Act Message – represents a heightened level of threat. Conditions are changing, a fire is approaching; lives may come under threat. Take appropriate action.

Bushfire Emergency Warning – is the highest level message advising of impending danger. It may be preceded with the Standard Emergency Warning Signal (SEWS).

An Emergency Warning
means there is a threat
to lives and protective
action is required
immediately.

When a bushfire strikes

You have made your decision to **PREPARE.ACT.SURVIVE**. You have prepared your property before the fire season. You have made your Bushfire Survival Plan. You have practised your Bushfire Survival Plan.

A bushfire is threatening? What do you do?

- Know the FDR for any given day.
- Regularly check the FDR on the Rural Fire Services website at www.ruralfire.qld.gov.au.
- Monitor your media outlets for warnings on bushfire activity.
- Seek out information if you have to, and do not assume that you will receive a warning.
- Leave early or stay according to your Bushfire Survival Plan.
- Act decisively in accordance with your Bushfire Survival Plan.
- Do not adopt the 'wait and see' option.

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Travelling in your vehicle near a bushfire

Sheltering inside a vehicle is a high-risk strategy that can result in death. Whilst sheltering inside a vehicle offers you a slightly higher chance of survival than being caught in the open, having a leave early or stay strategy is a much safer option.

You should never take a journey into areas where the fire danger is catastrophic or extreme. You should consider postponing or finding alternative routes if necessary. If you can smell or see smoke in the distance it is best to u-turn and drive away from the danger.

If you are caught in smoke or flames while on the road:

- Turn on the vehicle's headlights and hazard warning lights.
- If you need to shelter in your vehicle drive your car into a bare, clear area well away from surrounding trees, leaving lights on. Position vehicle to prevent side impact from advancing fire front.
- Close all windows and vents.
- Leave the engine running and turn off the air conditioning system.
- Cover your entire body with woollen or cotton blankets to protect from radiant heat.
- Take shelter below the window level.
- Drink water frequently and stay in the vehicle until the fire front has passed.
- Once the fire front has passed exit the vehicle to inspect the damage and ensure other passengers are safe.

Neighbourhood Safer Places

A Neighbourhood Safer Place (NSP) is a place of last resort for people during a bushfire. An NSP may form part of a back-up plan when:

- Your Bushfire Survival Plan has failed.
- Your plan was to stay but the extent of the fire means that your home cannot withstand the impact of the fire and therefore your home is not a safe place to shelter.
- The fire has escalated to an extreme or catastrophic level and relocation is the safest option.

An NSP is an identified building or open space within the community that can provide a level of protection from the immediate life-threatening effects of a bushfire. NSPs still entail some risk, both in moving to them and while sheltering in them and cannot be considered completely safe.

They are a place of *last resort* in bushfire emergencies only. The following limitations of NSPs need to be considered within your Bushfire Survival Plan:

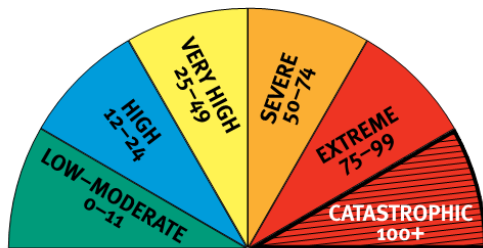
- NSPs do not cater for pets.
- Firefighters may not be present as they will be fighting the main fire front elsewhere.
- NSPs do not provide meals or amenities.
- They may not provide shelter from the elements, particularly flying embers.

If you are a person with special needs you should give consideration to what assistance you may require at an NSP.

Although QFRS cannot guarantee an immediate presence during a bushfire, every effort will be made to provide support as soon as resources are available.

If an NSP is part of your contingency plan it should not require extended travel through fire-affected areas to get there.

FIRE DANGER RATING



The Fire Danger Rating (FDR) is an early indicator of potential danger and should act as your first trigger for action. The higher the rating the greater the need for you to act.

The FDR is an assessment of the potential fire behaviour, the difficulty of suppressing a fire, and the potential impact on the community should a bushfire occur on a given day.

A Fire Danger Index (FDI) of 'low-moderate' means that fire will burn slowly and that it will be easily controlled, whereas a FDI in excess of 'catastrophic 100+' means that fire will burn so fast and so hot that it will be uncontrollable.

CATASTROPHIC 100+

A fire with a rating of 'catastrophic' may be uncontrollable, unpredictable and fast moving. The flames will be higher than roof tops. Many people will be injured and many homes and businesses will be destroyed.

During a 'catastrophic' fire, well-prepared and constructed homes will not be safe. Leaving is the only option for your survival.

EXTREME 75-99

A fire with an 'extreme' rating may be uncontrollable, unpredictable and fast moving. The flames will be higher than roof tops. During an 'extreme' fire, people will be injured and homes and businesses will be destroyed.

During an 'extreme' fire, well-prepared and well-constructed homes may not be safe. Leaving is the only option for your survival.

SEVERE 50-74

A fire with a 'severe' rating may be uncontrollable and move quickly, with flames that may be higher than roof tops. A 'severe' fire may cause injuries and some homes or businesses will be destroyed.

During a fire with a 'severe' rating, leaving is the safest option for your survival. Use your home as a place of safety only if it is well-prepared and well-constructed.

VERY HIGH 25-49

A fire with a 'very high' danger rating is a fire that can be difficult to control with flames that may burn into the tree tops. During a fire of this type some homes and businesses may be damaged or destroyed.

During a fire with a 'very high' danger rating, you should use your home as a place of safety only if it is well prepared and well-constructed.

HIGH 12-24

A fire with a 'high' danger rating is a fire that can be controlled where loss of life is unlikely and damage to property will be limited.

During a fire with a 'high' danger rating, you should know where to get more information and monitor the situation for any changes.

LOW-MODERATE 0-11

A fire with a 'low to moderate' rating can be easily controlled and pose little/or no risk to life or property.

During a fire with a 'low to moderate' rating, you should know where to get more information and monitor the situation for any changes.

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BUSHFIRE SURVIVAL PLAN

Complete your personalised Bushfire Survival Plan lift-out.

Personal details:

Important phone numbers: **000** (Fire, Police and Ambulance)

Family:	Family:	Family:
Work:	Friends:	Friends:
School:		

Important contact details – name and phone number:

Insurer:	Policy Number:	Phone:
Electricity:		Phone:
Water:		Phone:
Gas:		Phone:
Phone Company:		Phone:
Council:	Phone:	

Leave early:

List all names and contact phone numbers of household members who have decided to leave early then complete Section 1.

Names:
Phone:

Stay:

List all names and contact phone numbers of household members who have decided to stay, then complete Section 2.

Names:
Phone:

Leave early – Section 1

Pull this Bushfire Survival Plan lift-out from this document and keep in a safe place.

Leaving early will always be the safest option for you and your family. It is extremely important for you to prepare a detailed leave early plan to ensure everyone understands what to do and when. Use the boxes below to list tasks to do.

When to go – Think of different triggers that will cause you and your family to leave early. Think about what you will do if you have sent the children to school that day. Think about whether or not you will have to travel from work into the fire zone.

Where to go – Identify one or more safer locations. Consider putting on personal protective clothing before you leave home.

How to get there – What roads will you take to your destination? Have an alternative route if your first choice is impassable.

What to take – Make a list of your most valuable items (e.g. insurance papers, electronic records, photo albums, passports, birth certificates and other important documents).

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Stay – Section 2

Anyone who is not going to leave early must be involved in completing this stay and defend plan to ensure they know what to do. Every stay plan will be different depending on your circumstances. Use the boxes below to list tasks to do.

Before the fire approaches – Start getting yourself and your property ready for a bushfire.

As the fire approaches – Prepare for ember attack on or near your home.
Remember to put on personal protective clothing.

As the fire front arrives – Stay safe by monitoring the fire from inside your home.

After the fire has passed – Patrol your property and extinguish any spot fires or burning embers.
You may need to keep this up for several hours.

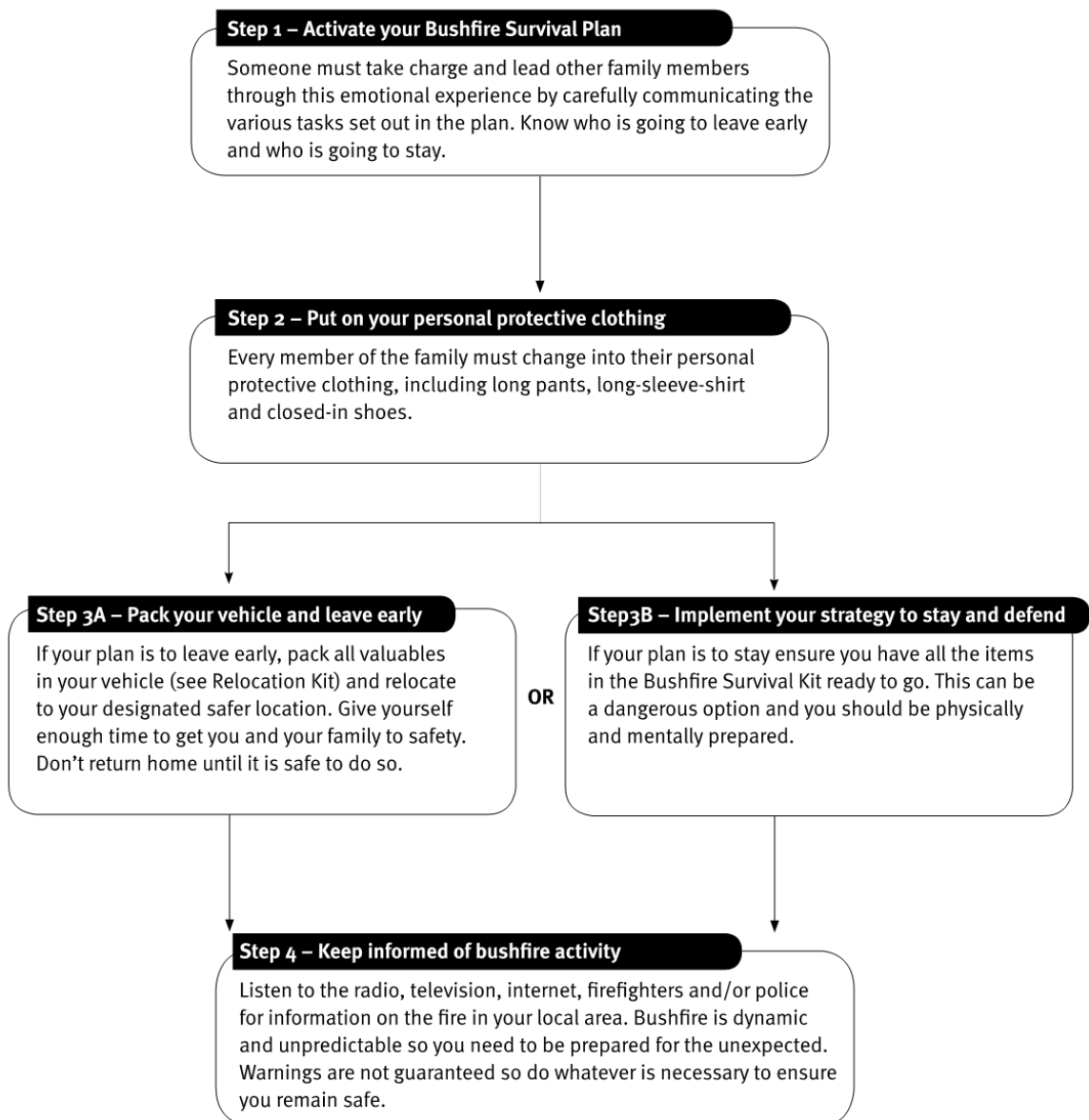
Everyone must have a contingency plan

Have a contingency plan – what will you do if you can't activate your Bushfire Survival Plan? Remember that leaving late can lead to loss of lives.

Know where your nearest NSP is and how to get there.

ACTIVATING YOUR BUSHFIRE SURVIVAL PLAN

Once you have prepared your Bushfire Survival Plan and completed your preparations, it is absolutely essential that you regularly practise and review your plan. This will make sure you and your family are well organised in the event of a bushfire. If a bushfire threatens the health and safety of you, your family, home or property, you should follow these steps:



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RELOCATION KIT

Write a list of all items your family will need before, during and after your relocation.
The list below shows items that you might like to put in your relocation kit.

- protective clothing for the whole family
- battery operated radio and spare batteries
- safety goggles
- mobile phone and battery charger
- medications
- wallet or purse and money
- clothing (two sets of clothes for each family member)
- identity information (passports, birth certificates)
- bottled water (enough for each relocated family member)
- family and friends' phone numbers
- items of high importance (e.g. family photos, valuables, important documents)
- blankets (natural fibres)
- children's toys



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BUSHFIRE RISK SELF-ASSESSMENT CHECKLIST



This basic self-assessment checklist is designed to give you a greater understanding of the bushfire risk level relevant to your property. Information provided in this assessment will assist you when completing your Bushfire Survival Plan.

Address:

Postcode:

Property Owner/Property Name:

ACCESS/EGRESS	Road/Street/Driveway	PLEASE ✓ APPROPRIATE BOX	
Clear of overhanging vegetation	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
Unrestricted gate access	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
Clear of overhead power lines	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
Able to reverse in	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
Turning/passing areas	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
Heavy vehicle access on cattle grid/bridge	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
Alternative way out	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
Two wheel drive access	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
STRUCTURE/S			
Exterior walls – non-combustible	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
Roof ridge capping sealed	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
Eaves enclosed	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
Roofing gutters and valleys clear of leaf litter and fine fuels	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
Underfloor enclosed	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
Vents screened	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
Windows – non-combustible finishing	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
Deck/veranda non-combustible	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
WATER SUPPLY			
Reticulated water supply	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
Tank supply with QFRS access – 50mm male camlock fitting so fire fighters can use water if needed	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
QFRS accessible external open water supply (dam/pool)	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
Firefighting pump and hose connected to water supply	Yes	<input type="checkbox"/>	No <input type="checkbox"/>

Other considerations

There are a range of other things to be considered regardless of your decision to leave early or stay:

- Firefighting equipment such as pumps, hoses and sprinkler systems should be tested regularly and maintained in maximum operational working condition.
- Firefighters may need access to your property during a bushfire so it is in your best interests to allow enough space for fire trucks (4 metres wide by 4 metres high).
- Your pets, livestock and other animals require proper care and attention during fires. Consider food, medication, transportation and sleeping arrangements for your animals.

Myths versus Reality

Myths	Reality
There will always be a fire truck available to fight a bushfire threatening my home.	Firefighters may be required to fight many fronts of a large fire. Fire trucks and firefighters are finite resources so it is important they are deployed in an appropriate manner to best manage the fire.
I know the back streets in town like the back of my hand so it is OK for me to leave at the last minute.	If your decision in your Bushfire Survival Plan is to leave early, then you should leave well before the fire front reaches your property. Irrespective of your local area knowledge you must stick to your plan and leave early. Leaving late can be fatal.
Someone from an emergency service will knock on my door when it is time to leave.	Emergency services personnel may not be available to alert the community by door-knocking and encouraging you to leave. You need to monitor the bushfire alerts by listening to the radio, watching TV or checking the rural fire website. You need to be ready to leave early if your life or the people in your care are at risk.
My house will not burn down because there is more than 50 metres between my home and nearby bushland.	Most houses which burn down during bushfires have been attacked by flying embers. Under certain conditions embers can cause ignitions up to 20kms in front of the main fire. A combination of your level of preparation and your home's construction will determine the survivability of your home.
I only have to clean my gutters and mow my lawns to prepare my property for bushfire.	Fire requires fuel, heat and oxygen to occur. This means that flames or embers do not necessarily rely solely on your gutters and lawns for fuel. They might utilise overhanging trees, woodpiles, old building materials under the deck or chemicals in the garden shed to sustain them. Take the time to properly prepare your whole property, which includes yourself, your house and your land.

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SLOPE STABILITY RISK ASSESSMENT REPORT

Site Address: Lot 2 on RP 140661 (No.45) Hill
Road, Plainland Qld 4341

Client: Julie Davis
Project Job No. GEO219486-B
Date: 11th of July, 2021

Brisbane, Gold Coast, Sydney, Newcastle

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1.0 INTRODUCTION

This report presents the results of a geotechnical assessment of stability investigation carried out by STA Consulting Engineers at Lot 2 on RP 140661 (No.45) Hill Road, Plainland Qld 4341.

2.0 SCOPE AND METHOD OF INVESTIGATIONS

The aim of this report is to assess the potential risk of slope instability or Landslide risk for the proposed residential development in its existing and post developed state.

It must be noted that this report reflects the results of a qualitative risk assessment only and is not to be seen as a slope stability analysis or design report, nor is it intended to quantify a geotechnical factor of safety or certify the design as provided by the client. Whilst general observations are made of the overall area, due to the size of the property in question (~ 18.41 hectares), the focus of this report is restricted to the intended building location for the proposed workshop and habitable dwelling referred below and immediate surrounds only.

The methodology adopted by STA Consulting Engineers in order to determine the Landslide risk for this site is obtained incorporating the following criteria :-

- Guidelines developed by the Australian Geomechanics Society (AGS), Landslide Risk Management, Volume 42 No.1, March 2007.
- Landslide Frequency Assessment in accordance with the report "A Method of Zoning Landslide Hazards", prepared by MacGregor and Taylor 2001.
- A review of existing Hazard mapping (where available), aerial photographs and various published information to assist in identifying past activity.

2.1 Qualifications of Responsible Firm

This report is prepared by a Registered Professional Engineer of Queensland (RPEQ) specialising in geotechnical engineering.

3.0 PROPOSED DEVELOPMENT

It is understood the proposed development is to involve the construction of a secondary dwelling (Granny Flat) on the established 18.41-hectare rural property. The proposed construction is to be positioned to the Front Western aspect of the property as per the attached siting plan (refer appendix D) with a nominated off-set distance of 90.0 metres approximately from the center point of the front Western boundary line and approximately 30.0 metres from the Southern side boundary. The structure is to comprise of a single level, mixed construction incorporating slab on ground to the rear eastern aspects of the dwelling with the remainder having a timber floor on bearers and joists supported by steel columns on concrete piers. The external finish is to be selected clad with a sheet metal roof.

Finished platform levels and earthwork parameters had not been provided, however taking into consideration the nature of the proposed construction and the works completed to date, cut and filling is assumed in order to obtain desired ground levels and floor clearances.

4.0 Overview

4.1 Regional Setting and Site Description

The site under review is identified as being an established rural property 18.41 hectares in overall area, regionally located approximately 2.5 kilometres South East of Plainlands and approximately 6.0 kilometres North East of the Laidley township. The block is located at the end of Hill Road and is bounded by similar, established rural type properties. Vegetation consists of grass, scrub and trees.

The general topography comprises of low relief areas formed by undulating ridges rising to more prominent steeper ridges of the Little Liverpool Range largely to the South and South East. These ranges are heavily dissected by intervening gullies and small valleys creating alluvial flats between ranges.

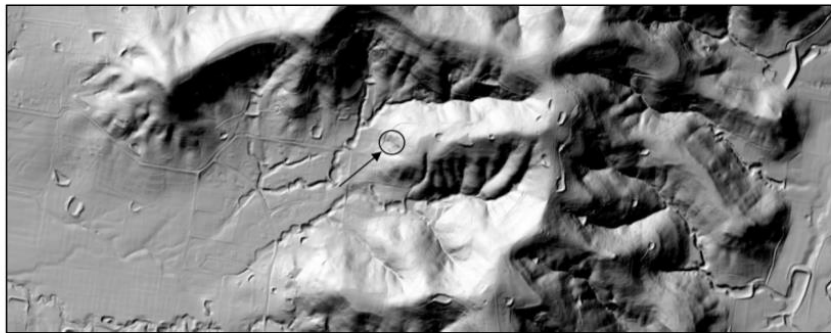


Fig. 1 – Topographic Map – Qld Globe, Queensland State Government.

4.2 Regional Geology

Reference to the Department of Natural Resources, Mines and Energy electronic series indicates that the site is located near the geological boundary between the following units:

1. Koukandowie Formation (Jbmk) of the Early Jurassic – Middle Jurassic age comprising of lithofeldspathic labile and sublabile to quartzose sandstone, siltstone, shale, minor coal, ferruginous oolite marker.
2. Gatton Sandstone (Jbmg) of the Early Jurassic age comprising of lithic labile and feldspathic labile sandstone.

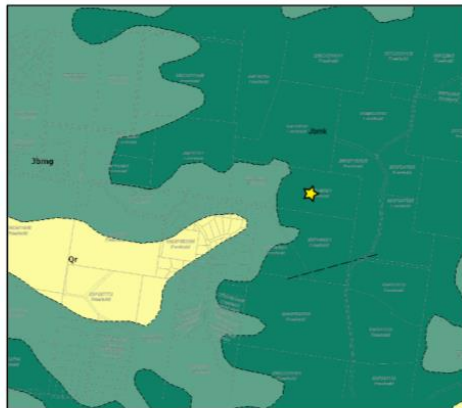


Fig. 2 - Regional Geology - Department of Natural Resources, Mines and Energy, QLD State Government.

5.0 GEOTECHNICAL INVESTIGATION

5.1 Fieldwork

Two (2) bore holes were undertaken across the nominated building location using a power auger mounted to the rear of a 4WD utility to a maximum depth of 3.4 metres. Dynamic Cone Penetrometer (D.C.P) tests were undertaken at the time of the site investigation. The bore holes were drilled using solid flight augers fitted with a steel 'V' shaped bit or tungsten carbide bit.

An authorised representative from STA Consulting Engineers set out the bore holes locations from existing site features, directed sampling and logged bore hole profiles. Engineering logs of the bore holes are presented in Appendix A, together with Explanation Sheets defining the terms and symbols used in the preparation of the logs.

5.2 Subsurface Conditions

The sequence encountered by the bore holes typically included a stiff sandy silt and silty clay underlain by weathered rock. The extremely weathered rock is estimated as having low strength. Uncontrolled fill comprising of a sandy silty clay mix was identified in bore hole # 2 only. The following table is a summary of the subsurface profiles observed: -

Bore Hole Summary

Bore Hole #	Uncontrolled Fill (m)	Sandy Silt (m)	Residual Clay (m)	Extremely Weathered Rock (m)	Termination Depth (m)
BH # 1	-	0.0 - 0.2	0.2 - 0.8	0.8 - 0.9	0.9 m
BH # 2	0.0 - 1.5	-	1.5 - 3.3	3.3 - 3.4	3.4 m

5.3 Groundwater

Groundwater was not identified at the time of the subsurface investigation. However seepage is likely at the soil/ rock interface during and after prolonged periods of rain.

6.0 SLOPE STABILITY ASSESSMENT

6.1 Stability Assessment Findings

At the time of the site assessment, the following observations were made:-

- Topographically the nominated building location is positioned on the lower slopes of a prominent descending ridge line projecting to the West from the main range above the site.
- The predominate land shape to the area of the proposed construction is assessed as rough/ irregular.
- The observed natural slope conditions are steep with a general cross fall over the area of the nominated building envelope sloping at approximately 17 to 20 degrees from East to West, decreasing to approximately 8 to 10 degrees on the slopes below the building zone and down to the site entry.
- From visual assessment only, cut and filling has been undertaken to the area of the intended construction. The cut batter is approximately 1.5 metres in height, remains unsupported.
- The site is not connected to the mains storm water and/ or sewer networks, therefore on site storage, treatment and disposal will be required.
- No ground water or surface water seepage was observed, nor was any vegetation such as reeds/ sedge grasses typically associated with wet areas identified.
- Vegetation on and adjoining the site consists of grass and scrub. Indicators of past instability during the life span of this vegetation were not clearly evident. This may include patterns of

trees leaning on angles or trees exhibiting basal curvature which may be indicative of hillside creep.

- No tension cracks were observed on or across the slope within the vicinity of the site.
- Hummocky or bulging soils were not identified on or at the base of the slope within the vicinity of the building envelope.
- Indicators of instability from surrounding man-made structures were not identified.

6.2 Desktop Assessment Findings

- A review of historical imagery has been undertaken. Indicators of past landslip activity on or surrounding properties was identified



Fig. 3 – Image Era ~ 1974Q Imagery, Qld State Government

- With reference to the Difficult Topography Overlay, interactive mapping by the Lockyer Valley Regional Council we have identified the site as being within an area classified as having slopes greater than 15 %.

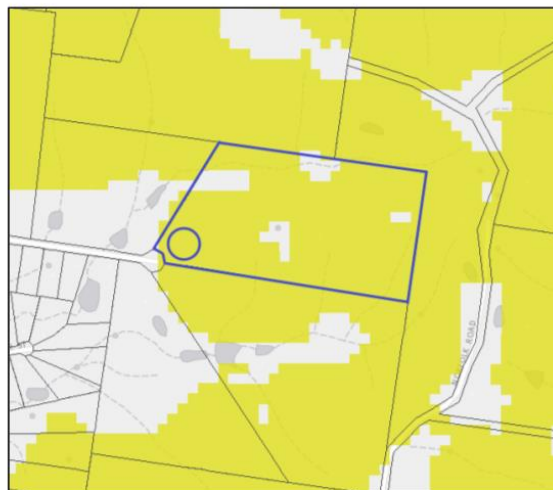


Fig. 4 – Landslide Hazard Overlay – Lockyer Valley Regional Council Interactive Maps.

6.3 Hazard Identification

A Hazard is defined as a condition with the potential for causing an undesirable consequence (the landslide).

The hazard assessment given in this report is consistent with the procedures outlined in the report, "A Method of Zoning Landslide Hazards" by MacGregor and Taylor, 2001. The following major site features have been considered in determining a likelihood estimate or Frequency Analysis in turn, the potential Hazard of the site in order of undertaking the final risk assessment for the proposed building zone and immediate surrounds :

- - The Natural Slope Angle
- - Local Area Geology
- - Concentration of Surface Water
- - Evidence of Past Forms of Instability
- - The Natural Slope Shape/ Formation
- - Material Strength
- - Evidence of Groundwater

From the results of studies undertaken by SMEC in similar terrain a correlation between relative frequency and potential Hazard Rating has been determined as presented in the following table :-

RELATIVE FREQUENCY	HAZARD RATING	DESCRIPTION
> 6.0	VH (Very High Hazard)	The event is expected to occur over the design life.
2.0 - 6.0	H (High Hazard)	The event will probably occur under adverse conditions over the design life.
0.6 - 2.0	M (Moderate Hazard)	The event could occur under adverse conditions over the design life.
0.2 - 0.6	L (Low Hazard)	The event might occur under very adverse circumstances over the design life.
< 0.2	VL (Very Low Hazard)	The event is conceivable but only under exceptional circumstances.

The following summarises the relative frequency calculation adopted following the guidelines of the Landslide susceptibility analysis form extracted from the document 'Landslide Susceptibility Assessment Report' for the City of Gold Coast, SMEC, August 2011. The complete form can be found in appendix B;

Feature	Description	Risk Level
Natural Surface Slope	15 to 30 degrees	Moderate
Slope Shape	Rough/ Irregular	Moderate
Site Geology	Sedimentary Rock	Moderate
Soil Conditions	Residual 1.0 to 3.0 m	Moderate
Evidence of Groundwater	None apparent	Low
Fill Height	Between 1.0 to 3.0 m	Moderate
Cut Height	Between 1.0 to 3.0 m	Moderate
Slope of Cut Face	Between 45° and 60°	Very High
Material in Cutting	Soil	Very High
Cut Slope Support	Unsupported	High
Concentration of Surface Water	Lower Slope	High
Waste Water Disposal	On-Site Disposal – Surface	Moderate
Stormwater Disposal	Rainwater Tank with Overflow	Moderate
Evidence of Instability	No Sign of Instability	Low

As an opinion, the hazard for the nominated building location and surrounds of such is provisionally outlined below:-

Applied Relative Frequency	Hazard Rating
Very High	8.8

6.4 Qualitative Risk Assessment

With reference to the Australian Geomechanics Society (AGS) 'Landslide Risk Management Guideline 2007', as per Section 8.0 'Risk Assessment', the main objectives of risk evaluations is usually to decide whether to accept or treat the risks and to set priorities. The 'Tolerable Risk' criteria are usually imposed by the regulator (local Authority), unless agreed otherwise.

The AGS guidelines define 'Risk' as a measure of probability and severity of an adverse effect to health, property or the environment. Risk is often estimated by the product of probability and consequences. In these guidelines risk is further defined as;

- a) *For Life Loss*, the annual probability that the person most at risk will lose his or her life taking account of the landslide hazard and the temporal spatial probability and vulnerability of the person.
- b) *For property loss* – the annual probability of the consequence or the annualised loss taking account of the elements at risk, their temporal spatial probability and vulnerability.

A qualitative assessment involves an analysis which uses word form, descriptive or numeric rating scales in order to describe the magnitude of potential consequences and the likelihood that those consequences will occur. The Risk evaluation involves making judgements about the significance and tolerability of the estimated risk. Evaluation may involve comparison of the assessed risks with other risks or with risk acceptance criteria related to finance, loss of life or other values.

A qualitative landslide risk has been calculated taking into consideration the applied hazard rating and the intended development as described by the client. **It must be noted, the residual risk level determined is conditional on the risk mitigation measures as outlined in Sections 6.5 and 7.0 of this report being fully implemented and maintained for the expected life of the structure.**

The elements considered within the risk assessment are as follows:

- The intended/ proposed buildings and associated outbuildings.
- Persons or Occupants on site.

As per the AGS guidelines, Qualitative Terminology used in assessing likelihood, consequence and risk is presented in the following tables;

Likelihood	Indicative Annual Probability	Description
Barley Credible	10^{-6}	The event is inconceivable or fanciful over the design life.
Rare	10^{-5}	The event is conceivable but only under exceptional circumstances over the design life
Unlikely	10^{-4}	The event might occur under adverse conditions over the design life.
Possible	10^{-3}	The event could occur under adverse conditions over the design life.
Likely	10^{-2}	The event will probably occur under adverse conditions over the design life.
Almost Certain	10^{-1}	The event is expected to occur.

The potential implications for the associated risk level are outlined within the table below:-

Risk Level	Implications
VH (Very High Risk)	Unacceptable without treatment. Extensive detailed investigation and research, planning and implementation of treatment options essential to reduce risk to Low; may be too expensive and not practical. Work likely to cost more than the value of the property.
H (High Risk)	Unacceptable without treatment. Detailed investigation, planning and implementation of treatment options required to reduce risk to Low. Work would cost a substantial sum in relation to the value of the property.
M (Moderate Risk)	May be tolerated in certain circumstances (subject to regulator's approval) but requires investigation, planning and implementation of treatment options to reduce the risk to Low. Treatment options to reduce to Low risk should be implemented as soon as practicable.
L (Low Risk)	Usually acceptable to regulators. Where treatment has been required to reduce the risk to this level, ongoing maintenance is required.
VL (Very Low Risk)	Acceptable. Manage by normal slope maintenance procedures.

Note: The implications for a particular situation are to be determined by all parties to the risk assessment and may depend on the nature of the property at risk; these are only given as a general guide.

The table below outlines our qualitative assessment of **inherent landslide risk** for the development site. The "inherent risk" (existing risk) represents the level of potential risk that exists on the site in its current form;

Hazard	Likelihood	Consequence to Property	Inherent Risk	Comments
1. Shallow failure through the residual soils on slopes <15 °	Rare	Minor	Very Low	Rare due to the nature of the underlying soils, the gentle gradients of the natural slope. The consequence of such instability would be Minor with the resultant risk being Very Low.
2. Shallow failure through the residual soils on slopes >15 °	Unlikely	Minor	Low	This event would be unlikely due to the nature of the underlying soils, subject to the implementation of measures outlined within Section 7.0 of this report. The consequence of such instability would be minor, with the resultant risk being Low.
3. Failure of existing unsupported cut batters located to the building platform under construction	Likely	Minor	Moderate	This has been assigned as likely due to the steep batter profile observed and the lack of drainage measures implemented. The consequence would be minor with the resultant risk being Moderate.
4. Instability caused by surface scour and erosion to the face of the existing cut batter to the main building platform.	Likely	Insignificant	Low	This has been assigned as likely due to the extent of scour and erosion observed formed to the face of the existing cut batter. The consequence of such instability would be Insignificant with the resultant risk being Low.
5. Shallow failure of existing uncontrolled fill batter.	Likely	Insignificant	Low	This has been assigned as likely due to the uncontrolled nature of the fill identified and the observed batter profile. The consequence would be insignificant with the resultant risk being Low.
6. Deep seated failure within the residual soil profile or weathered rock.	Barely Credible	Major	Very Low	Whilst the consequence of such a failure would be major, the likelihood is barely credible due to relatively gentle gradients and absence of evidence of instability of such nature. The resultant risk is Very Low.

On the basis of the qualitative risk assessment of likelihood and consequence presented in the table above, the **inherent risk** of the area assessed is determined as '**Moderate**'. This level of risk may be tolerated in certain circumstances (subject to regulator's approval) but requires the implementation of treatment options to reduce the risk to Low.

6.5 Risk Mitigation Measures

The residual risk level given is the remaining level of risk following the implementation of the Hazard mitigation measures outlined in the table below and that in Section 7.0.

Possible Hazard	Hazard Mitigation Measures
1. Failure of existing unsupported cut batters located to the building platform under construction	<ul style="list-style-type: none">• Profile cut batters no greater than that outlined in Section 7.2.• Cut batters greater than 1.0 metre to be supported using engineered retaining walls.• alternatively supported using engineer designed retaining walls.• Landscaping and drainage measures to be implemented as outlined in Section 7.4.

Note, the Hazard mitigation measures are to be implemented, managed and maintained for the expected life of the structure.

Incorporating the Guidelines developed by the Australian Geomechanics Society (AGS), Landslide Risk Management, Volume 42 No. 1, March 2007 and the potential impacts to persons and/or property within or directly adjoining the boundaries of the area considered, the **Residual Risk** is assessed as being "**Low**".

7.0 COMMENT & RECOMMENDATIONS

The area of the proposed structure has been defined as having Low Residual Risk providing the following recommendations are implemented, managed and maintained for the expected life of the structure :-

7.1 House Design

As indicated by the client, the proposed development is to involve the construction of a secondary dwelling (Granny Flat) on the established 18.41-hectare rural property. The proposed construction is to be positioned to the Front Western aspect of the property as per the attached siting plan (refer appendix D) with a nominated off-set distance of 90.0 metres approximately from the center point of the front Western boundary line and approximately 30.0 metres from the Southern side boundary. The structure is to comprise of a single level, mixed construction incorporating slab on ground to the rear eastern aspects of the dwelling with the remainder having a timber floor on bearers and joists supported by steel columns on concrete piers. The external finish is to be selected clad with a sheet metal roof.

Finished platform levels and earthwork parameters had not been provided, however taking into consideration the nature of the proposed construction and the works completed to date, cut and filling is assumed in order to obtain desired ground levels and floor clearances.

- STA Consulting Engineers are satisfied that a construction type as described above is considered suitable for this site providing the following recommendations outlined are implemented and maintained for the life of the structure.

7.2 Earthworks

- Retain the existing natural contours wherever possible.
- Where the removal of trees is undertaken the voids created by their removal, must be over excavated, back filled and compacted with suitable material.
- All earthworks to be carried out in accordance with the requirements of Australian Standard AS 3798 Guidelines on Earthworks for Commercial and Residential Developments.

Cuts - Minimise depth.

- Support cut batters with engineered retaining walls or profile to an appropriate slope. For this site, exposed cut batters are to be profiled no greater than the following :-

Safe Batter Profile Angles (up to 1.0 metres in height)

Material	Temporary	Permanent
Residual Clay and Very Low Strength Rock	1V : 1H	1V : 2H
Low Strength Rock	1V : 1H	1V : 1.5H

- Retaining wall design should take into account the sloping ground (as applicable), as determined by the design engineer.**
- Drainage measures **MUST** be installed immediately up slope and behind all cut batters including those retained to capture both surface and subsurface water movements and divert waters to a suitable, controlled outflow below and clear of the building envelope. All drains must be maintained for the life of the structure.
- No excavation is to be undertaken within the zone of influence of any existing structure on or adjoining the site (including retaining walls, sewer and storm water infrastructure etc..) unless it can be shown that measures have been implemented to protect the stability of these structures during and after construction. This should be determined by the design engineer.

Fills - Minimise height.

- Support filled batters with engineered retaining walls or profile to an appropriate slope. For this site, exposed fill batters are to be profiled no greater than the following :-

Safe Batter Profile Angles/ Heights

Material	Temporary	Permanent	Maximum Unsupported Batter Height
Uncontrolled Fill	1V : 2H	1V : 4H	1.0 m
Engineered Controlled Fill	1V : 1H	1V : 2H	2.0 m

Note: The safe batter profile angles given are for un-surcharged batters only.

- Strip vegetation, topsoil and key/ bench the natural slope prior to filling. Fill is not to be simply placed onto sloping surfaces greater than ~ 7 degrees.
- Use clean fill materials and compact to engineering standards. Fill should be placed in maximum 200 mm deep layers and be compacted to a minimum of 95 % Standard Maximum Dry Density for cohesive (clay) material or 70 - 90 % Relative Density for non-cohesive (sand) materials.
- Structural filled batters should be over constructed by filling beyond the required final batter face and cut back/ trimmed enabling machines to adequately compact the entire fill batter.
- The finished platform must not slope towards the filled embankment which will allow water to flow/ cascade over the exposed face. Ponding water on the platform must also be avoided.

7.3 Foundations

- Footings should be founded within the weathered rock profile. This is to be determined by the designing engineer.
- On site foundation inspections including footing, slab & retaining walls must be undertaken by a suitably qualified and experienced Geotechnical Engineer.

7.4 Drainage

The control of surface and subsurface water is critical to the overall performance of this site. All surface and subsurface water must be captured and directed off site via a suitable outflow. Water MUST not be left to pond on site, nor is water to be left to cascade over any cut or fill batter. Some basic guidelines include but are not limited to:-

Surface

- Provide drains at the top of all cut and fill slopes, including those retained.
- Discharge under controlled conditions, below and clear of the building envelope. Outflows are to be fanned onto the slope rather than be concentrated to a single point where scour and/or erosion may be instigated.
- Provide and maintain general falls within drains to prevent blockage by siltation.
- Line spoon drains to minimise the infiltration of surface water and make drains flexible where possible.

Subsurface

- Provide filters around all subsurface drainage.
- Provide appropriate drainage behind ALL retaining structures.
- Use flexible pipelines with access for long-term maintenance.
- Prevent the inflow of surface water.

Waste Water & Storage Tanks

- The site is located outside of a serviced area, therefore on site effluent treatment and disposal for waste water will be required. From a stability perspective only, absorption trenches would be considered acceptable providing they are located well clear of the proposed building footprint. The preferred method of disposal is via surface irrigation or shallow sub surface drip irrigation. Any intended disposal area is to be located a min of 6 metres from the toe of any filled batter and kept clear of any seepage zones. Final design will need to be determined by a suitably qualified site and soil evaluator taking the above into consideration. STA Consulting has not been supplied with a disposal design to review or make reference to.
- Storage tanks should be watertight and adequately founded. Overflows are to be piped to a suitable outflow. Do not allow to simply dump onto ground surface at base of storage tanks. Overflow to be fanned onto the slope not concentrated to a single outflow.

7.5 Erosion Control & Landscape

- Control erosion as this may lead to instability.
- Slope protection measures shall be carried out on exposed batters in order to mitigate the development of stability and erosion issues. These works shall be carried out in a timely fashion after the batter is exposed.
- Re-vegetate exposed with shrubs, grasses and ground covers preferably with plants indigenous to the local area.

8.0 COMPLIANCE CERTIFICATION

For final building approvals, a compliance certificate may be required by the local authority to assess that the relevant slope aspects of the development have been constructed in accordance with the recommendations contained within this report.

In the event that a this certificate is required and as good practise in general, site inspections by STA Consulting should be carried out at various stages of the development. This shall include, as a minimum:

1. Site preparation works prior to building construction. This may include inspection on topsoil stripping, cut and fill batters (temporary and/or permanent), drainage measures etc.. This inspection would enable the identification of areas of geotechnical concerns at the early stage of development.
2. Work Completion. This inspection is expected to assess the compliance with the recommendations in this report and advise if further works are needed. Inspections pertaining to footings, slab, retaining walls etc.. should be carried out separately to the above inspections.

It should be noted, STA Consulting reserves the right to decline a request for a compliance inspection and subsequent certification on the basis we have not undertaken staged site inspections as outlined above.

9.0 CONCLUSION

In conclusion, it is our considered opinion, from a geotechnical viewpoint that the site is suitable for the proposed secondary residence that had been indicated by the client at the time of writing this report. This recommendation is subject to the implementation of the measures specified within this report.

On site foundation inspections including footing, slab & retaining walls must be undertaken by a suitably qualified and experienced Engineer.

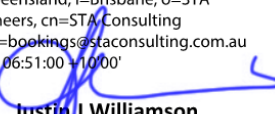
Thank you for entrusting us with this work, if we can be of any further assistance in this matter, please let us know.

For and on behalf of
STA Consulting Group Pty Ltd



Robin Cao BEng
MIEAust CPEng NPER RPEQ 12198

Digitally signed by STA Consulting Engineers
DN: c=AU, st=Queensland, l=Brisbane, o=STA
Consulting Engineers, cn=STA Consulting
Engineers, email=bookings@staconsulting.com.au
Date: 2022.07.14 06:51:00 +1000

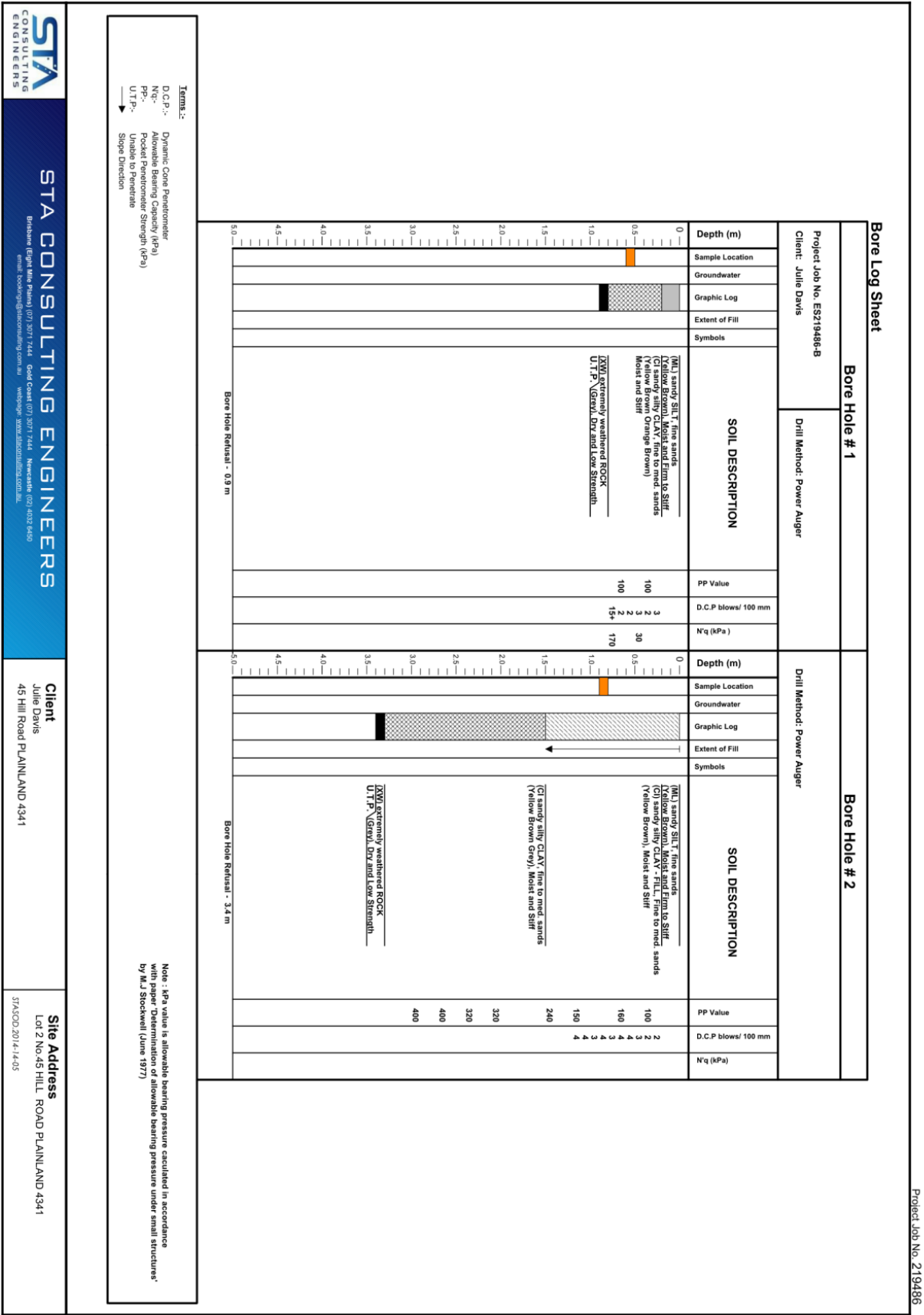


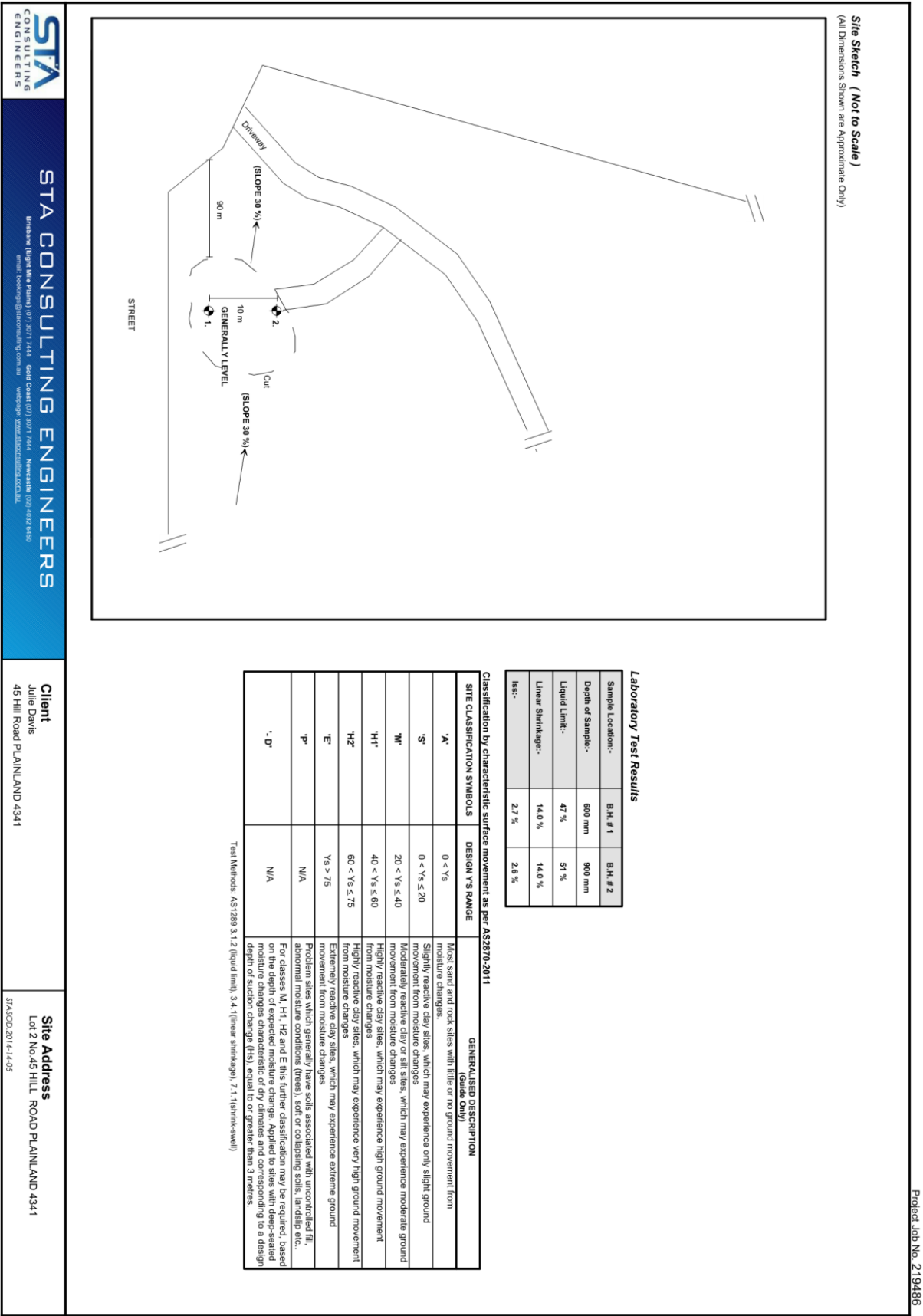
Justin J Williamson
A.D. Civil Eng. Cert. Mining Eng

APPENDICES

APPENDIX A

Soil Profile and Laboratory Results





APPENDIX B

Landslide Frequency Analysis

GEOLOGY: Koukandowie Formation (Jbmk)

Location: Lot 2 on RP 140661 (No.45) Hill Road, Plainland Qld
4341

1. Natural Surface Slope

Area		Level	Factor
	Less than 5 degrees	L	0.1
	Between 5 and 15 Degrees	M	0.5
x	Between 15 and 30 degrees	M	0.8
	Between 30 and 45 degrees	H	1.2
	More than 45 Degrees	M	0.8

2. Slope Shape

Area		Level	Factor
	Crest or ridge	L	0.7
	Planar/ Convex	M	0.9
x	Rough/ Irregular	M	1.2
	Concave	H	1.5

3. Site Geology

Area		Level	Factor
	Volcanic Extrusive Rock	H	1.1
x	Sedimentary Rock	M	1
	Low Grade Metamorphic Rock	M	1
	High Grade Metamorphic Rock	L	0.9
	Volcanic Intrusive Rock	M	1

4. Soils

Area		Level	Factor
	Rock at Surface	VL	0.1
	Residual Soil < 1m deep	L	0.5
x	Residual Soil 1 - 3m deep	M	0.9
	Residual Soil > 3m deep	H	1.5
	Colluvial Soil < 1m deep	H	1.5
	Colluvial Soil 1 - 3m deep	VH	2
	Colluvial Soil > 3m deep	VH	4

5. Fill Height

Area		Level	Factor
	None	L	0.9
	Less than 1.0 m	M	1.1
x	Between 1.0 m and 3.0 m	M	1.3
	Between 3.0 m and 6.0 m	H	1.7
	Greater than 6.0 m	VH	2.5

6. Evidence of Groundwater

Area		Level	Factor
x	None Apparent	L	0.7
	Minor Moistness	M	0.9
	Generally Wet	H	1.5
	Subsurface Springs	VH	3

7. Cut Height

Area		Level	Factor
	None (Go to section 11)	L	0.9
	Less than 1.0 m	M	1.1
x	Between 1.0 m and 3.0 m	M	1.3
	Between 3.0 m and 6.0 m	H	1.7
	Greater than 6.0 m	VH	2.5

8. Slope of Cut Face

Area		Level	Factor
	Less than 30 Degrees	L	0.5
	Between 30 and 45 Degrees	VH	1
x	Between 45 and 60 Degrees	VH	1.5
	Greater than 60 Degrees	VH	3

9. Material in Cutting

Area		Level	Factor
	High Strength Rock	L	0.5
	Medium Strength Rock	L	1
	Low Strength Rock	M	1.2
	Very Low Strength Rock and Soil	H	1.5
x	Soil	VH	2

10. Cut Slope Support

Area		Level	Factor
	Concrete Wall	L	0.5
	Crib Wall	M	0.9
	Gabion Wall	M	1
	Rock Wall	H	1.5
x	Unsupported	H	2

11. Concentration of Surface Water

Area		Level	Factor
	Ridge	L	0.7
	Crest	M	0.8
	Upper Slope	M	0.9
	Mid Slope	H	1.2
x	Lower Slope	H	1.5

12. Wastewater Disposal

Area		Level	Factor
	Fully Sewered	M	1
x	Onsite Disposal - Surface	M	1.2
	Onsite Disposal - Soak Pit /Trench	H	1.5

13. Stormwater Disposal

Area		Level	Factor
	All Stormwater Piped to Street Drainage	L	0.7
x	Rainwater Tank with Overflows	M	1
	Stormwater Discharge on Site	H	1.5

14. Evidence of Instability

Area		Level	Factor
	No sign of instability	L	0.8
	Soil Creep	H	1.2
x	Minor Irregularity	VH	2
	Major Irregularity	VH	5
	Active Instability	VH	10

Summary

1	Natural Surface Slope	M	0.8
2	Slope Shape	M	1.2
3	Site Geology	M	1.0
4	Soils	M	0.9
5	Fill Height	M	1.3
6	Evidence of Groundwater	L	0.7
7	Cut Height	M	1.3
8	Slope of Cut Face	VH	1.5
9	Material in Cutting	VH	2.0
10	Cut Slope Support	H	2.0
11	Concentration of Surface Water	H	1.5
12	Wastewater Disposal	M	1.2
13	Stormwater Disposal	M	1.0
14	Evidence of Instability	L	0.8
9	Relative Frequency (1x2x3x4x5x6x7x8x9x10x11x12x13x14)	VH	8.8

Relative Frequency	Hazard Rating
< 0.2	Very Low
0.2 - 0.6	Low
0.6 - 2.0	Moderate
2.0 - 6.0	High
> 6	Very High

Relative Frequency = Very High

Hazard Rating = 8.8

**The numerical factor allocation to these site features are based on judgement and experience observed at time of assessment.*

APPENDIX C

Site Photographs



Fig.5. View North East up towards building platform.



Fig.6.View North along access track to platform.



Fig.7. View East across existing platform.



Fig.8. View West from existing building platform.

APPENDIX D

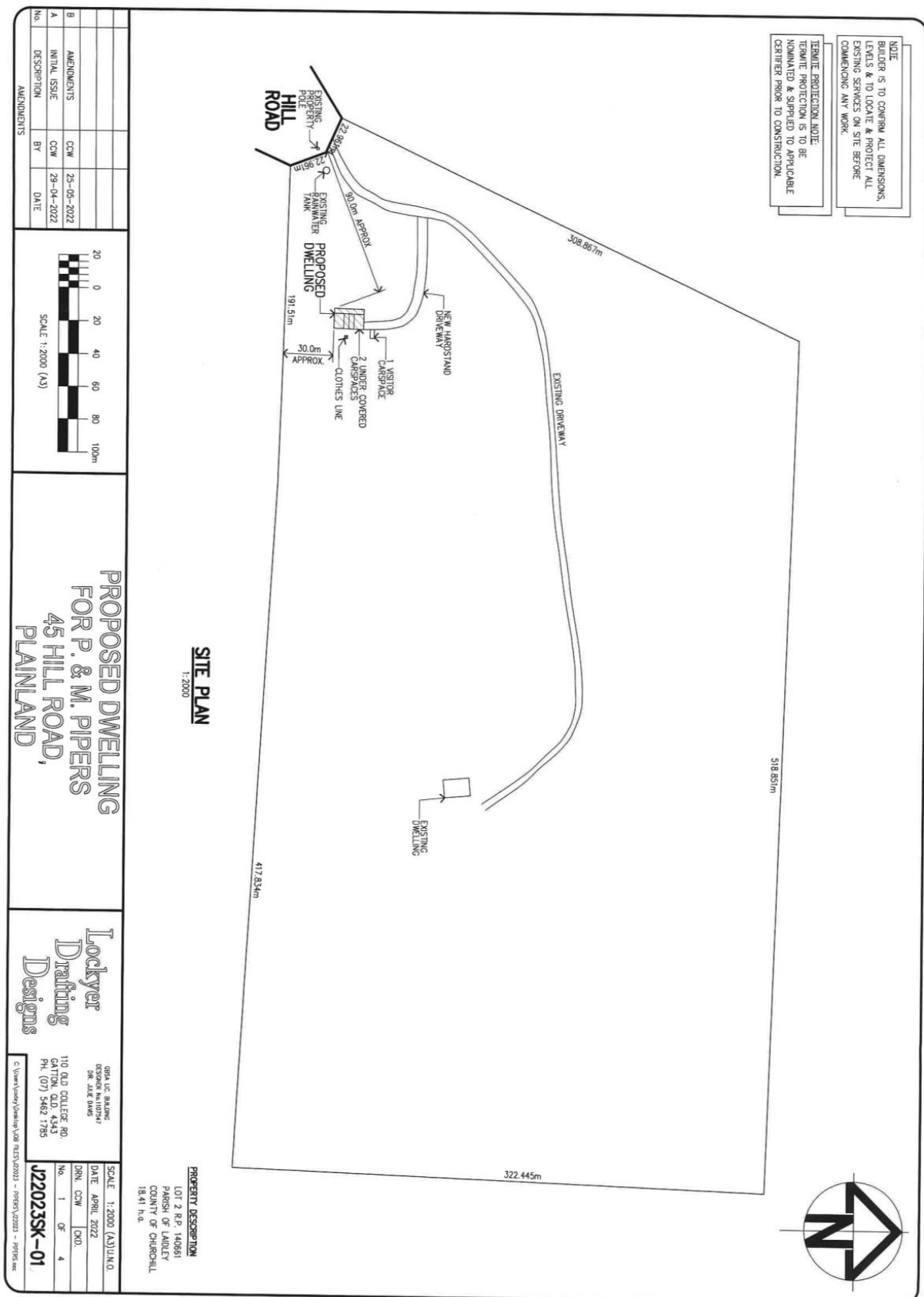
Site Maps



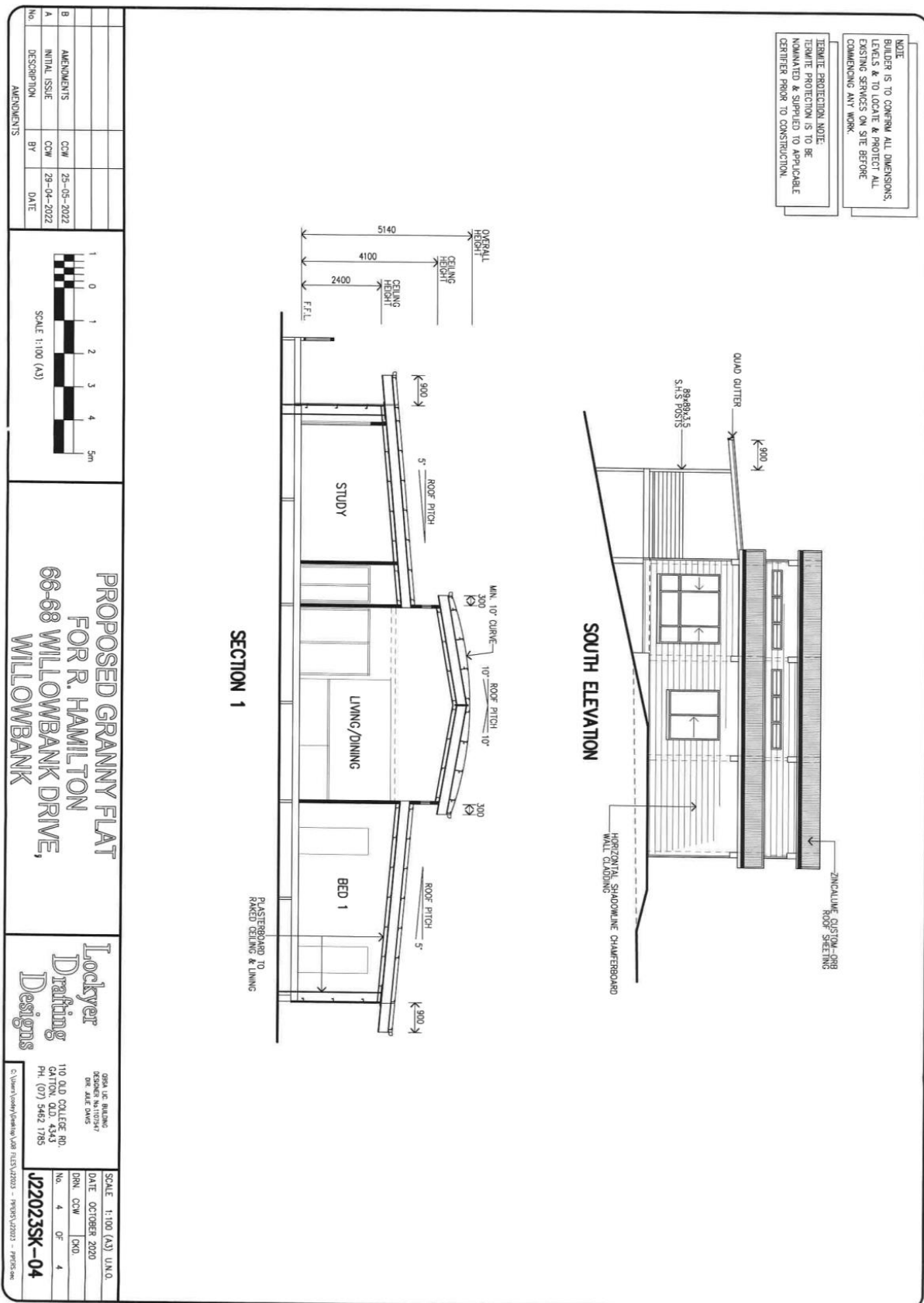
Fig. 9. Aerial Image - Qld Globe, Queensland State Government.



Fig. 10. Building Location - Intra Maps 9.0.







APPENDIX E

Qualitative Terminology for use in assessing Risk to Property

PRACTICE NOTE GUIDELINES FOR LANDSLIDE RISK MANAGEMENT 2007
APPENDIX C: LANDSLIDE RISK ASSESSMENT
QUALITATIVE TERMINOLOGY FOR USE IN ASSESSING RISK TO PROPERTY

QUALITATIVE MEASURES OF LIKELIHOOD

Approximate Annual Indicative Value	Approximate Annual Probability		Implied Indicative Landslide Recurrence Interval	Description	Descriptor	Level
	Notional Boundary	Notional Boundary				
10 ⁻¹		5x10 ⁻²	10 years	The event is expected to occur over the design life.	ALMOST CERTAIN	A
10 ⁻²			100 years	The event will probably occur under adverse conditions over the design life.	LIKELY	B
10 ⁻³		5x10 ⁻³	200 years	The event could occur under adverse conditions over the design life.	POSSIBLE	C
10 ⁻⁴		5x10 ⁻⁴	10,000 years	The event might occur under very adverse circumstances over the design life.	UNLIKELY	D
10 ⁻⁵		5x10 ⁻⁵	20,000 years	The event is conceivable but only under exceptional circumstances over the design life.	RARE	E
10 ⁻⁶		5x10 ⁻⁶	1,000,000 years	The event is inconceivable or fanciful over the design life.	BARELY CREDIBLE	F

Note: (1) The table should be used from left to right, use Approximate Annual Probability or Description to assign Descriptor, not vice versa.

QUALITATIVE MEASURES OF CONSEQUENCES TO PROPERTY

Approximate Indicative Value	Approximate Cost of Damage		Description	Descriptor	Level
	Notional Boundary	Notional Boundary			
200%		100%	Structure(s) completely destroyed and/or large scale damage requiring major engineering works for stabilisation. Could cause at least one adjacent property major consequence damage.	CATASTROPHIC	1
60%		40%	Extensive damage to most of structure, and/or extending beyond site boundaries requiring significant stabilisation works. Could cause at least one adjacent property medium consequence damage.	MAJOR	2
20%		10%	Moderate damage to some of structure, and/or significant part of site requiring large stabilisation works. Could cause at least one adjacent property minor consequence damage.	MEDIUM	3
5%		1%	Limited damage to part of structure, and/or part of site requiring some reinstatement stabilisation works.	MINOR	4
0.5%			Little damage. (Note for high probability event (Almost Certain), this category may be subdivided at a notional boundary of 0.1%. See Risk Matrix.)	INSIGNIFICANT	5

Notes: (2) The Approximate Cost of Damage is expressed as a percentage of market value, being the cost of the improved property which includes the land plus the unaffected structures.
(3) The Approximate Cost is to be an estimate of the direct cost of the damage, such as the cost of reinstatement of the damaged portion of the property (land plus structures), stabilisation works required to render the site to tolerable risk level for the landslide which has occurred and professional design fees, and consequential costs such as legal fees, temporary accommodation. It does not include additional stabilisation works to address other landslides which may affect the property.
(4) The table should be used from left to right, use Approximate Cost of Damage or Description to assign Descriptor, not vice versa

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PRACTICE NOTE GUIDELINES FOR LANDSLIDE RISK MANAGEMENT 2007
APPENDIX C: – QUALITATIVE TERMINOLOGY FOR USE IN ASSESSING RISK TO PROPERTY (CONTINUED)

QUALITATIVE RISK ANALYSIS MATRIX – LEVEL OF RISK TO PROPERTY

LIKELIHOOD	Indicative Value of Approximate Annual Probability	CONSEQUENCES TO PROPERTY (With Indicative Approximate Cost of Damage)				
		1: CATASTROPHIC 200%	2: MAJOR 60%	3: MEDIUM 20%	4: MINOR 5%	5: INSIGNIFICANT 0.5%
A – ALMOST CERTAIN	10 ⁻¹	VH	VH	VH	H	M or L (5)
B – LIKELY	10 ⁻²	VH	VH	H	M	L
C – POSSIBLE	10 ⁻³	VH	H	M	M	VL
D – UNLIKELY	10 ⁻⁴	H	M	L	L	VL
E – RARE	10 ⁻⁵	M	L	L	VL	VL
F – BARELY CREDIBLE	10 ⁻⁶	L	VL	VL	VL	VL

Notes: (5) For Cell A5, may be subdivided such that a consequence of less than 0.1% is Low Risk.
(6) When considering a risk assessment it must be clearly stated whether it is for existing conditions or with risk control measures which may not be implemented at the current time.

RISK LEVEL IMPLICATIONS

Risk Level		Example Implications (7)
VH	VERY HIGH RISK	Unacceptable without treatment. Extensive detailed investigation and research, planning and implementation of treatment options essential to reduce risk to Low; may be too expensive and not practical. Work likely to cost more than value of the property.
H	HIGH RISK	Unacceptable without treatment. Detailed investigation, planning and implementation of treatment options required to reduce risk to Low. Work would cost a substantial sum in relation to the value of the property.
M	MODERATE RISK	May be tolerated in certain circumstances (subject to regulator's approval) but requires investigation, planning and implementation of treatment options to reduce the risk to Low. Treatment options to reduce to Low risk should be implemented as soon as practicable.
L	LOW RISK	Usually acceptable to regulators. Where treatment has been required to reduce the risk to this level, ongoing maintenance is required.
VL	VERY LOW RISK	Acceptable. Manage by normal slope maintenance procedures.

Note: (7) The implications for a particular situation are to be determined by all parties to the risk assessment and may depend on the nature of the property at risk; these are only given as a general guide.

AUSTRALIAN GEOGUIDE LR7 (LANDSLIDE RISK)

LANDSLIDE RISK

Concept of Risk

Risk is a familiar term, but what does it really mean? It can be defined as "a measure of the probability and severity of an adverse effect to health, property, or the environment." This definition may seem a bit complicated. In relation to landslides, geotechnical practitioners (GeoGuide LR1) are required to assess risk in terms of the likelihood that a particular landslide will occur and the possible consequences. This is called landslide risk assessment. The consequences of a landslide are many and varied, but our concerns normally focus on loss of, or damage to, property and loss of life.

Landslide Risk Assessment

Some local councils in Australia are aware of the potential for landslides within their jurisdiction and have responded by designating specific "landslide hazard zones". Development in these areas is often covered by special regulations. If you are contemplating building, or buying an existing house, particularly in a hilly area, or near cliffs, go first for information to your local council.

Landslide risk assessment must be undertaken by a geotechnical practitioner. It may involve visual inspection, geological mapping, geotechnical investigation and monitoring to identify:

- potential landslides (there may be more than one that could impact on your site)
- the likelihood that they will occur
- the damage that could result
- the cost of disruption and repairs and
- the extent to which lives could be lost.

Risk assessment is a predictive exercise, but since the ground and the processes involved are complex, prediction tends to lack precision. If you commission a

landslide risk assessment for a particular site you should expect to receive a report prepared in accordance with current professional guidelines and in a form that is acceptable to your local council, or planning authority.

Risk to Property

Table 1 indicates the terms used to describe risk to property. Each risk level depends on an assessment of how likely a landslide is to occur and its consequences in dollar terms. "Likelihood" is the chance of it happening in any one year, as indicated in Table 2. "Consequences" are related to the cost of repairs and temporary loss of use if a landslide occurs. These two factors are combined by the geotechnical practitioner to determine the Qualitative Risk.

TABLE 2: LIKELIHOOD

Likelihood	Annual Probability
Almost Certain	1:10
Likely	1:100
Possible	1:1,000
Unlikely	1:10,000
Rare	1:100,000
Barely credible	1:1,000,000

The terms "unacceptable", "may be tolerated", etc. in Table 1 indicate how most people react to an assessed risk level. However, some people will always be more prepared, or better able, to tolerate a higher risk level than others.

Some local councils and planning authorities stipulate a maximum tolerable level of risk to property for developments within their jurisdictions. In these situations the risk must be assessed by a geotechnical practitioner. If stabilisation works are needed to meet the stipulated requirements these will normally have to be carried out as part of the development, or consent will be withheld.

TABLE 1: RISK TO PROPERTY

Qualitative Risk	Significance - Geotechnical engineering requirements
Very high	VH Unacceptable without treatment. Extensive detailed investigation and research, planning and implementation of treatment options essential to reduce risk to Low. May be too expensive and not practical. Work likely to cost more than the value of the property.
High	H Unacceptable without treatment. Detailed investigation, planning and implementation of treatment options required to reduce risk to acceptable level. Work would cost a substantial sum in relation to the value of the property.
Moderate	M May be tolerated in certain circumstances (subject to regulator's approval) but requires investigation, planning and implementation of treatment options to reduce the risk to Low. Treatment options to reduce to Low risk should be implemented as soon as possible.
Low	L Usually acceptable to regulators. Where treatment has been needed to reduce the risk to this level, ongoing maintenance is required.
Very Low	VL Acceptable. Manage by normal slope maintenance procedures.

AUSTRALIAN GEOGUIDE LR7 (LANDSLIDE RISK)

Risk to Life

Most of us have some difficulty grappling with the concept of risk and deciding whether, or not, we are prepared to accept it. However, without doing any sort of analysis, or commissioning a report from an "expert", we all take risks every day. One of them is the risk of being killed in an accident. This is worth thinking about, because it tells us a lot about ourselves and can help to put an assessed risk into a meaningful context. By identifying activities that we either are, or are not, prepared to engage in we can get some indication of the maximum level of risk that we are prepared to take. This knowledge can help us to decide whether we really are able to accept a particular risk, or to tolerate a particular likelihood of loss, or damage, to our property (Table 2).

In Table 3, data from NSW for the years 1996 to 2002, and other sources, is presented. A risk of 1 in 100,000 means that, in any one year, 1 person is killed for every 100,000 people undertaking that particular activity. The NSW data assumes that the whole population undertakes the activity. That is, we are all at risk of being killed in a fire, or of choking on our food, but it is reasonable to assume that only people who go deep sea fishing run a risk of being killed while doing it.

It can be seen that the risks of dying as a result of falling, using a motor vehicle, or engaging in water-related activities (including bathing) are all greater than 1:100,000 and yet few people actively avoid situations where these risks are present. Some people are averse to flying and yet it represents a lower risk than choking to death on food. Importantly, the data also indicate that, even when the risk of dying as a consequence of a particular event is very small, it could still happen to any one of us any day. If this were not so, no one would ever be struck by lightning.

Most local councils and planning authorities that stipulate a tolerable risk to property also stipulate a tolerable risk to life. The AGS Practice Note Guideline recommends that 1:100,000 is tolerable in newly

developed areas, where works can be carried out as part of the development to limit risk. The tolerable level is raised to 1:10,000 in established areas, where specific landslide hazards may have existed for many years. The distinction is deliberate and intended to prevent the concept of landslide risk management, for its own sake, becoming an unreasonable financial burden on existing communities. Acceptable risk is usually taken to be one tenth of the tolerable risk (1:1,000,000 for new developments and 1:100,000 for established areas) and efforts should be made to attain these where it is practicable and financially realistic to do so.

TABLE 3: RISK TO LIFE

Risk (deaths per participant per year)	Activity/Event Leading to Death (NSW data unless noted)
1:1,000	Deep sea fishing (UK)
1:1,000 to 1:10,000	Motor cycling, horse riding , ultra-light flying (Canada)
1:23,000	Motor vehicle use
1:30,000	Fall
1:70,000	Drowning
1:180,000	Fire/burn
1:660,000	Choking on food
1:1,000,000	Scheduled airlines (Canada)
1:2,300,000	Train travel
1:32,000,000	Lightning strike

More information relevant to your particular situation may be found in other AUSTRALIAN GEOGUIDES:

- GeoGuide LR1 - Introduction
- GeoGuide LR2 - Landslides
- GeoGuide LR3 - Landslides in Soil
- GeoGuide LR4 - Landslides in Rock
- GeoGuide LR5 - Water & Drainage
- GeoGuide LR6 - Retaining Walls
- GeoGuide LR8 - Hillside Construction
- GeoGuide LR9 - Effluent & Surface Water Disposal
- GeoGuide LR10 - Coastal Landslides
- GeoGuide LR11 - Record Keeping

The Australian GeoGuides (LR series) are a set of publications intended for property owners; local councils; planning authorities; developers; insurers; lawyers and, in fact, anyone who lives with, or has an interest in, a natural or engineered slope, a cutting, or an excavation. They are intended to help you understand why slopes and retaining structures can be a hazard and what can be done with appropriate professional advice and local council approval (if required) to remove, reduce, or minimise the risk they represent. The GeoGuides have been prepared by the [Australian Geomechanics Society](#), a specialist technical society within Engineers Australia, the national peak body for all engineering disciplines in Australia, whose members are professional geotechnical engineers and engineering geologists with a particular interest in ground engineering. The GeoGuides have been funded under the Australian governments' National Disaster Mitigation Program.

APPENDIX F

Stability of Retaining Structures

Stability of Retaining Structures

Geotechnical stability of all proposed retaining structures must be carried out against sliding, overturning and global slope instability. The retaining structures must also be stable against bearing capacity failure (or excessive base settlements). Moreover, the retaining structure itself must be adequately designed against any potential structural failures such as flexural failure or shear failure.

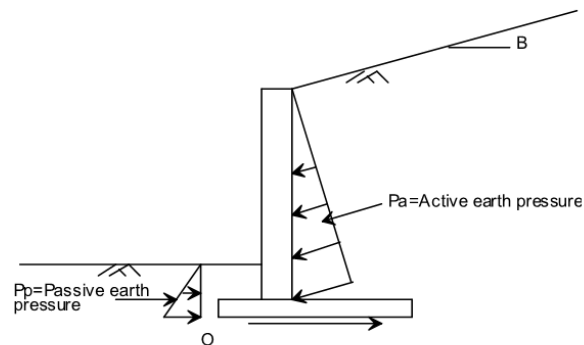


Fig. 7: Typical retaining structure and the lateral earth pressure distributions

Figure 7 shows a typical retaining structure including lateral earth pressure distributions. The retained soil behind the retaining structure will exert active lateral earth pressure if the retaining structure allows some lateral movement; otherwise lateral earth pressure at rest (K_0 condition) should be used during design and stability assessments. The soil in front of the wall will cause passive earth pressure, as shown in Fig. 7.

All development applications involving retaining structures must assess the geotechnical stability and factor of safety against the following:

- Sliding caused by the active earth pressure and resistance by passive earth pressure and frictional force at the base the retaining structure;
- Overturning about the toe (point O in Fig. 7) as a result of driving moment caused by the active earth pressure and resisting moment caused by the passive earth pressure, the self-weight of the retaining structure and weight of the retained soils behind the structure; and
- Global slope instability considering a large slip circle passing through the underneath of the retaining structure and the retained soils.

The stability assessment shall ensure that all retaining structures will achieve a factor of safety (FOS) > 1.5 against sliding, overturning and global slope instability.

Referenced "Geotechnical Stability Assessment Guidelines JUNE 2007: Version 1.0 Gold Coast City Council" Section 5.2 Page 19.

APPENDIX G

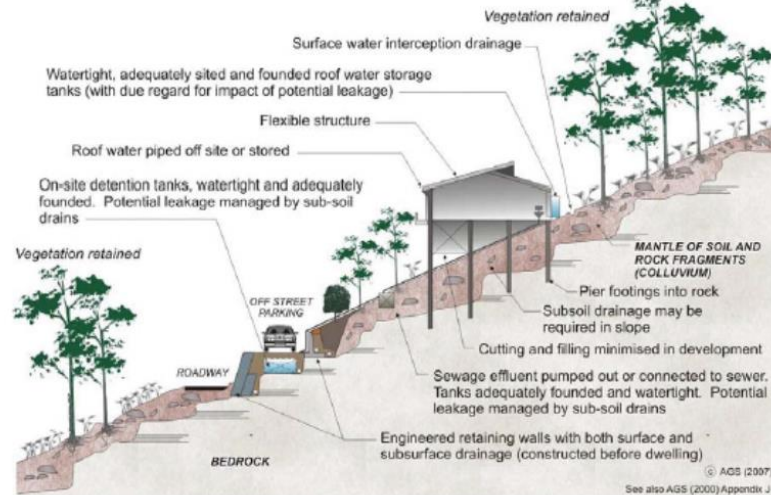
Hillside Construction

AUSTRALIAN GEOGUIDE LR8 (CONSTRUCTION PRACTICE)

HILLSIDE CONSTRUCTION PRACTICE

Sensible development practices are required when building on hillsides, particularly if the hillside has more than a low risk of instability (GeoGuide LR7). Only building techniques intended to maintain, or reduce, the overall level of landslide risk should be considered. Examples of good hillside construction practice are illustrated below.

EXAMPLES OF GOOD HILLSIDE CONSTRUCTION PRACTICE



WHY ARE THESE PRACTICES GOOD?

Roadways and parking areas - are paved and incorporate kerbs which prevent water discharging straight into the hillside (GeoGuide LR5).

Cuttings - are supported by retaining walls (GeoGuide LR6).

Retaining walls - are engineer designed to withstand the lateral earth pressures and surcharges expected, and include drains to prevent water pressures developing in the backfill. Where the ground slopes steeply down towards the high side of a retaining wall, the disturbing force (see GeoGuide LR6) can be two or more times that in level ground. Retaining walls must be designed taking these forces into account.

Sewage - whether treated or not is either taken away in pipes or contained in properly founded tanks so it cannot soak into the ground.

Surface water - from roofs and other hard surfaces is piped away to a suitable discharge point rather than being allowed to infiltrate into the ground. Preferably, the discharge point will be in a natural creek where ground water exits, rather than enters, the ground. Shallow, lined, drains on the surface can fulfil the same purpose (GeoGuide LR5).

Surface loads - are minimised. No fill embankments have been built. The house is a lightweight structure. Foundation loads have been taken down below the level at which a landslide is likely to occur and, preferably, to rock. This sort of construction is probably not applicable to soil slopes (GeoGuide LR3). If you are uncertain whether your site has rock near the surface, or is essentially a soil slope, you should engage a geotechnical practitioner to find out.

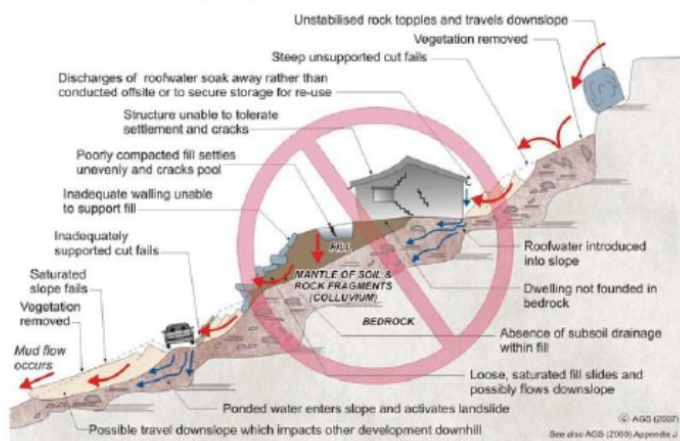
Flexible structures - have been used because they can tolerate a certain amount of movement with minimal signs of distress and maintain their functionality.

Vegetation clearance - on soil slopes has been kept to a reasonable minimum. Trees, and to a lesser extent smaller vegetation, take large quantities of water out of the ground every day. This lowers the ground water table, which in turn helps to maintain the stability of the slope. Large scale clearing can result in a rise in water table with a consequent increase in the likelihood of a landslide (GeoGuide LR5). An exception may have to be made to this rule on steep rock slopes where trees have little effect on the water table, but their roots pose a landslide hazard by dislodging boulders.

Possible effects of ignoring good construction practices are illustrated on page 2. Unfortunately, these poor construction practices are not as unusual as you might think and are often chosen because, on the face of it, they will save the developer, or owner, money. You should not lose sight of the fact that the cost and anguish associated with any one of the disasters illustrated, is likely to more than wipe out any apparent savings at the outset.

ADOPT GOOD PRACTICE ON HILLSIDE SITES

AUSTRALIAN GEOGUIDE LR8 (CONSTRUCTION PRACTICE) EXAMPLES OF **POOR** HILLSIDE CONSTRUCTION PRACTICE



WHY ARE THESE PRACTICES POOR?

Roadways and parking areas - are unsurfaced and lack proper table drains (gutters) causing surface water to pond and soak into the ground.

Cut and fill - has been used to balance earthworks quantities and level the site leaving unstable cut faces and added large surface loads to the ground. Failure to compact the fill properly has led to settlement, which will probably continue for several years after completion. The house and pool have been built on the fill and have settled with it and cracked. Leakage from the cracked pool and the applied surface loads from the fill have combined to cause landslides.

Retaining walls - have been avoided, to minimise cost, and hand placed rock walls used instead. Without applying engineering design principles, the walls have failed to provide the required support to the ground and have failed, creating a very dangerous situation.

A heavy, rigid, house - has been built on shallow, conventional, footings. Not only has the brickwork cracked because of the resulting ground movements, but it has also become involved in a man-made landslide.

Soak-away drainage - has been used for sewage and surface water run-off from roofs and pavements. This water soaks into the ground and raises the water table (GeoGuide LR5). Subsoil drains that run along the contours should be avoided for the same reason. If felt necessary, subsoil drains should run steeply downhill in a chevron, or herring bone, pattern. This may conflict with the requirements for effluent and surface water disposal (GeoGuide LR9) and if so, you will need to seek professional advice.

Rock debris - from landslides higher up on the slope seems likely to pass through the site. Such locations are often referred to by geotechnical practitioners as "debris flow paths". Rock is normally even denser than ordinary fill, so even quite modest boulders are likely to weigh many tonnes and do a lot of damage once they start to roll. Boulders have been known to travel hundreds of metres downhill leaving behind a trail of destruction.

Vegetation - has been completely cleared, leading to a possible rise in the water table and increased landslide risk (GeoGuide LR5).

DON'T CUT CORNERS ON HILLSIDE SITES - OBTAIN ADVICE FROM A GEOTECHNICAL PRACTITIONER

More information relevant to your particular situation may be found in other Australian GeoGuides:

- | | |
|-------------------------------------|--|
| • GeoGuide LR1 - Introduction | • GeoGuide LR8 - Retaining Walls |
| • GeoGuide LR2 - Landslides | • GeoGuide LR7 - Landslide Risk |
| • GeoGuide LR3 - Landslides in Soil | • GeoGuide LR9 - Effluent & Surface Water Disposal |
| • GeoGuide LR4 - Landslides in Rock | • GeoGuide LR10 - Coastal Landslides |
| • GeoGuide LR5 - Water & Drainage | • GeoGuide LR11 - Record Keeping |

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GEOTECHNICAL CERTIFICATION

Property Details	
Lot Number	2
Registered plan number	RP 140661
Property address	#45 Hill Road Plainland Qld 4341

Proposed works	
Description	Cut and Fill < 2.0 m

Proposed Development	
Description	Single Level – Mixed Construction Residential Dwelling.

Declaration
<p>I, Robin Cao, RPEQ 12198 of STA Consulting Engineers, being duly authorised on this behalf, do certify that, the nominated building envelope for the proposed secondary dwelling referred will maintain a slope instability Risk rating of 'Low'.</p> <p>We have taken into consideration existing Hazard mapping by the Lockyer Valley Regional Council which identifies the site as having difficult topography.</p> <p>Where all aspects of this report have been implemented, inspected and approved by a suitably qualified and experienced Geotechnical Engineer, STA Consulting Engineers can confirm that the development proposal:</p> <ol style="list-style-type: none"> 1. is a suitable construction type, located to ensure the safety of people is maintained; 2. is located so that it is geologically stable in the long term; 3. is appropriate for the sloping nature of the site; and 4. that the risk of landslide adversely affecting the subject lot, adjoining properties and the proposed development is at a low level. <p>This certificate does not relieve any other parties of their responsibilities such as long term maintenance, liabilities or contractual obligations nor does it apply to any future works that may be undertaken by the client or works not forming part of this building approval.</p>

Signature		Designation	Geotechnical Engineer BE (Civil) MIEAust, CPEng, RPEQ NER	
Certified this	13th	Day of	July	2022

12.2 Request for Exemption from Obtaining Competitive Offers - ID Consulting

Author: Helen McCraw, Senior Economic Development Officer
Responsible Officer: Amanda Pugh, Group Manager Community & Regional Prosperity

Purpose:

The purpose of this report is to seek a Council resolution under Section 235(b) of the *Local Government Regulation 2012* to enter into a medium-sized contractual arrangement without first obtaining written quotes or tenders, to allow Council to renew its contract with ID Consulting.

Officer's Recommendation:

THAT in accordance with Section 235(b) of the *Local Government Regulation 2012*, Council enters into a medium-sized contractual arrangement with ID Consulting for a period of four years commencing July 2023, to provide online localised economic and demographic resources without obtaining written quotes or tenders as Council is satisfied of the specialised nature of the services that are sought, and it would be disadvantageous for Council to invite quotes or tenders.

Executive Summary

The *Local Government Regulation 2012* (the Regulation) requires Council to seek three quotes for purchases between \$15,000 and \$200,000. The regulation does provide exemptions in certain circumstances, and this report seeks approval to apply an exemption to Council's subscription with ID Consulting to continue the service at the current rate for a seventh year and enter into a new subscription agreement for a further three years with a modest price increase.

Proposal

ID Consulting provides Council and the community with online access to localised economic and demographic data and tools from official sources which is used for research, evidence and decision making. Realised benefits from using the tools include preparing grant applications, researching proposed investment projects and advocating to government. Council currently subscribes to ID Consulting products ID Profile, ID Economy and ID Atlas for the Lockyer Valley Region which include:

- Online economic and social demographic profiles of the Lockyer Valley;
- Economic and event impact modelling using local multipliers;
- Custom information on key industry sectors of Agriculture and Tourism; and
- Telephone support and presentation updates.

Through desktop research it is understood that ID Consulting is one of only two companies who can provide the required service to Council, and the only supplier that uses localised economic multipliers for local government areas.

Council's relationship with ID Consulting commenced in 2014. The current agreement commenced in July 2017, and was for three years with an option for a further three years. Council exercised the option to extend the subscription for a further 3 years in July 2020. The current agreement is due to finish in July 2023.

Savings can be achieved through the continuation of services. ID Consulting has confirmed they will hold the current annual price of \$31,000 + GST (\$34,100) for a seventh year even though it will be out of the contracted period.

Because of the specialised nature of the services offered by ID Consulting and the cost savings that can be achieved, it is recommended that Council continues the subscription services for the seventh year at the current price and enter into a new three-year subscription agreement which will commence July 2023 and finish in July 2026.

To allow the extension of subscription services, a resolution is sought from Council under Section 235(b) of the Regulation to enter into a contractual arrangement with ID Consulting (including renewal options) without having to obtain written quotes or tenders from other suppliers.

Options

1. Apply an exemption under Section 235(b) of the Regulation to enter into a medium size contractual arrangement with ID Consulting.
2. Do not apply an exemption under Section 235(b) of the Regulation to enter into a medium size contractual arrangement with ID Consulting.

Previous Council Resolutions

Resolution 20-24/0098 dated 15 July 2020 - THAT in accordance with Section 235(a) of the *Local Government Regulation 2012*, Council enters into a medium-sized contractual arrangement with ID Consulting for a three year period commencing July 2020 (including renewal options) to provide online localised economic and demographic resources without first obtaining written quotes or tenders as Council is satisfied there is only one supplier who is reasonably available.

Critical Dates

Nil

Strategic Implications

Corporate Plan

Lockyer Business, Farming and Livelihood – Encourage opportunities for the Lockyer Valley to drive economic and community outcomes.

Finance and Resource

Subscription costs for ID Consulting are included in Council's budget and are reviewed annually as part of the budget process.

Legislation and Policy

Under section 235 of the *Local Government Regulation 2012*, a local government may enter into a medium-sized contractual arrangement (\$15,000 or more but less than \$200,000 exclusive of GST) without first inviting written quotes or tenders if:

- (a) the local government resolves it is satisfied that there is only 1 supplier who is reasonably available; or
- (b) the local government resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders; or

- (c) a genuine emergency exists; or
- (d) the contract is for the purchase of goods and is made by auction; or
- (e) the contract is for the purchase of second-hand goods; or
- (f) the contract is made with, or under an arrangement with, a government agency.

In the case of the subscription with ID Consulting, an exemption under Section 235(a) is sought.

Risk Management

Key Corporate Risk Category: FE2

Reference and Risk Descriptor: Finance and Economics – Decision making governance, due diligence, accountability and sustainability.

Consultation

Internal Consultation

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

Procurement

Finance

Attachments

There are no attachments for this report.

13. INFRASTRUCTURE REPORTS

13.1 Adoption of Cemetery Policy and Procedure

Author: Brendan Sippel, Manager Community Facilities

Responsible Officer: John Keen, Group Manager Infrastructure

Purpose:

The purpose of this report is to seek adoption by Council of the Cemetery Management Policy and Procedure as per the *Local Government Act 2009*.

Officer's Recommendation:

THAT Council adopt the Cemetery Management Policy and Procedure as attached to this report.

Executive Summary

Council is required under the *Local Government Act 2009* to adopt specific policies, procedures and guidelines for the good governance of the organisation.

Proposal

The Cemetery Management Policy has been developed to provide a framework for the management and operation of Council's cemeteries promoting a safe and respectful environment for all users. There have been no changes to this document since adoption by Council on the 11 December 2019.

The Cemetery Management Procedure was developed to assist in providing a consistent decision making with regards to Council controlled cemeteries. This procedure has been updated with minor grammatical and terminology changes.

The updated versions of these documents are presented in this report to Council for adoption.

Options

1. Council adopt the Cemetery Management Policy and Procedure as attached to this report
2. Council requests amendments to the Cemetery Management Policy and Procedure

Previous Council Resolutions

On 11 October 2019 it was resolved under 16-20/1599

THAT Council adopt the Cemetery Management Policy and Cemetery Management Procedure, as attached to these Minutes.

Moved By: Cr Holstein

Seconded By: Cr Vela

CARRIED 7/0

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
- Compliance with relevant legislation

Finance and Resource

Budget implications will continue to be addressed through existing allocations.

Legislation and Policy

Council's policy framework has been adhered to in the development and review of the policy and procedure outlined in this report. It complies with the requirements of relevant legislation. Any future policy and legal implications will be addressed as matters arise before Council.

Risk Management

Key Corporate Risk Category: FE2

Reference and Risk Descriptor: Finance and Economic

Decision making governance, due diligence, accountability and sustainability

Consultation

Portfolio Councillor Consultation

Councillor Holstein has been advised of this report.

Internal Consultation

- ✓ Senior Governance Officer
- ✓ Group Manager Infrastructure

Attachments

- | | | |
|---|-------------------------------|---------|
| 1 | Cemetery Management Policy | 3 Pages |
| 2 | Cemetery Management Procedure | 9 Pages |



STRATEGIC

Cemetery Management

Head of Power

Local Government Act 2009

Key Supporting Council Document

Lockyer Valley Regional Council Corporate Plan (2022-2027):

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

Definitions

Burial or Interment Right	is a legal document which gives the licensee the exclusive right to use the specified piece of land for burials and to place a monument over the grave.
Burial or Interment Right Holder	the person who purchases a gravesite/plot or ashes niche, whether for immediate or future use, and holds a Burial or Interment Right for it.
Niche	a recessed space in the columbarium wall suitable for a container of ashes.
Plot	a small, numbered piece of land used for burial within a section of a cemetery.

Policy Objective

To provide a framework for the management and operation of Council's cemeteries promoting a safe and respectful environment for all users.

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Unit: Community Recreation & Facilities
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Policy Statement

Council is committed to:

The provision of interment and memorialisation services to the community and servicing the deceased and their families with dignity and respect.

- Preserving the history of the region's cemeteries and maintaining records
- Maintaining cemetery grounds to meet customers' needs and expectations
- Planning for future burial and interment needs of the regions communities.

Council is responsible for the administration and management of plot and niches purchases, transfer of burial or interment rights, approvals for monumental works, issuing of licences to work in cemeteries, maintenance of cemetery grounds, and the interment of ashes into the columbarium walls.

For each application made to Council for cemetery services an administrative fee is applied. These fees are reviewed annually and can be found in Councils fees and charge schedule.

A Burial or Interment Right does not grant the holder ownership over that piece of land, rather, it gives exclusive entitlement to the holder to intern the remains of a deceased person in the reserved plot or niche.

Council will collect the information necessary to meet its requirements for a cemetery register which is available to the public on request.

Appropriate maintenance of Council's cemeteries is required so that the essential elements which give the burial grounds their character are preserved in a way that maintains their significance. Maintenance of cemetery grounds excludes the care and repair of monumental work, weeding and general maintenance of individuals plots.

Appropriate materials are to be used to securely contain human remains for disposal. A person must not dispose of human remains in any section of a Council cemetery unless approval has been granted by Council. Disturbance of human remains buried in a Council cemetery must be undertaken by a qualified undertaker. A person must not dispose of human remains (excluding ashes) outside a Council cemetery in the Lockyer Valley region without approval.

Human Rights

Council is committed to respecting, protecting and promoting human rights. Council has an obligation under the *Human Rights Act 2019* to give proper consideration to human rights when making a decision, and to act and make decisions in a way that is compatible with human rights. To the extent that an act or decision under this policy may engage human rights, Council will have regard to the *Human Rights Act 2019* in undertaking the act or making the decision.

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Related Documents

Cemetery Management Procedure April 2023

Subordinate Local Law No. 1.13 (Undertaking Regulated Activities regarding Human Remains)

Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads)

DRAFT

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Procedure



Cemetery Management

April 2023

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

Version	Clause(s)	Changes	Author	Issue Date
0		Initial draft	Corrin Bischoff	
1		Adopted by Council 8/11/2017		8/11/2017
2		Amendment in 4.4 and 4.5 to clarify intent "Burial Right Holder or if the Burial Right Holder is deceased, the family and descendants of the interned person/s."	Corrin Bischoff	10/01/2018
3		Amendments in 3.1 "Fees" clarification of payment plans. 3.3 "Transfer of Burial Right" Council will consider on a case by case Amendment in 4.4 "Plaques interment in columbarium wall" to reflect that Council does not provide plaques	Brendan Sippel	17/10/2019
4		Amendment in 2. Definitions inclusion of "Burial or Interment Right Holder – The person who purchases a gravesite/plot or ashes niche, whether for immediate or future use, and holds a Burial or Interment Right for it.	Brendan Sippel	17/04/2023

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1. Introduction

Lockyer Valley Regional Council is the cemetery operator for seven cemeteries in the Lockyer Valley region, and as such is responsible for the administration and maintenance of these cemeteries.

The cemeteries under Council's authority include:

- Laidley
- Forest Hill
- Gatton
- Caffey
- Murphy's Creek
- Ingoldsby
- Ropeley

For the purposes of this document, the Lockyer Valley Regional Council is the cemetery authority appointed to manage local government cemeteries in the Lockyer Valley region. Council must manage its cemeteries according to provisions outlined in this Procedure.

This Procedure provides information for the proper management and control of public cemeteries in the Lockyer Valley Regional Council area.

Council may, subject to the *Planning Act 2016*, establish a cemetery on land under its control.

A cemetery may include:

- a crematorium
- a columbarium
- a garden of remembrance; and
- other structures and improvements that Council considers appropriate.

2. Definitions

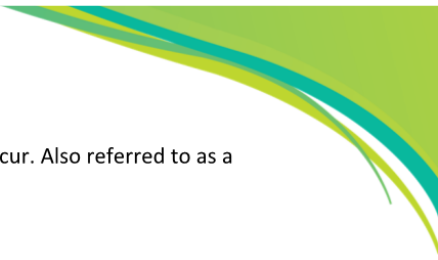
Applicant	Any person making an application for funeral or monumental permission or for a licence to work in cemeteries.
Burial Register	The record of all burial and niche interments in Council cemeteries.
Burial or Interment Right	Is a legal document which gives the licensee the exclusive right to use the specified piece of land for burials or intern ashes and to place a monument.
Burial or Interment Right Holder	The person who purchases a gravesite/plot or ashes niche, whether for immediate or future use, and holds a Burial or Interment Right for it.
Cemetery Operator	The person or body that directs the operations of a cemetery. For the purposes of this policy the cemetery operator is Lockyer Valley Regional Council.
Exhumation	The removal of a dead person's remains from a grave or niche. This does not include their removal for the purpose of reburial in the same grave.
Gravesite	A place of burial also referred to as a plot.
Interment	The placement of a coffin/casket or ashes into a gravesite/plot for the purpose of burial or installation of ashes into a niche.

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Interment site	The allocated space where an interment has or will occur. Also referred to as a gravesite/plot or niche.
Licence	An authorisation from Council that grants permission.
Licensee	The owner of a licence.
Monument	Any structure, plaque, headstone, masonry, metal work or casting placed over, in or around the interment site.
Monument Permit	The approval given by Council to place a monument over, in or around an interment site.
Niche	A recessed space in the columbarium wall or garden suitable for a container of ashes.
Qualified Undertaker or Funeral Director	A person who carries on the business of disposing human remains.
Perpetuity	Lasting indefinitely with no fixed end date.
Plot	A small, numbered piece of land used for the purpose of burial within a section of a cemetery
Reservation	The act of securing in advance a plot for the purpose of burial or niche for the purpose of installing ashes.
Service Provider	A business that supplies funeral services.

3. Management

Council is responsible for the administration and management of plot and niche purchases, transfer of interment rights, approvals for monumental works, issuing of licences to work in cemeteries, maintenance of cemetery grounds, and the interment of ashes into the columbarium walls or gardens.

3.1 Fees

For each application made to Council for cemetery services an administration fee is applied. These fees are reviewed annually and can be found in Councils fees and charges schedule.

Council does not provide pre-payment plans for any funeral activities.

3.2 Application for Plot or Niche

Council offers three burial options within its cemeteries:

- interment into a gravesite/plot or
- interment into a niche in a columbarium wall or
- Interment into a niche in the Laidley Ashes Memorial Garden

At the completion of the application process the applicant will be issued with a Burial or Interment Right.

Columbarium Niches are available at Laidley, Forest Hill, and Gatton Cemeteries.

A Columbarium Niche can hold one (1) container of ashes. Container dimensions for ashes are to be 220mm x 110mm x 80mm to fit within a Niche.

There are 3 Niche sizes available – Single, Double, or Family (Gatton only). Niche sizes may vary slightly but approximate size is:

- Single: 85mm x 120mm x 230mm – will fit 1 standard ashes container
- Double: 170mm x 120mm x 230mm – will fit 2 standard ashes containers
- Family: 170mm x 230mm x 230mm – will fit 4 standard ashes containers

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The Laidley Ashes Memorial Garden at the Laidley Cemetery is also available for ashes interment. The gardens cater for Single or Double interments.

Niche size is:

- 350mm x 185mm

With either one or two containers fitting into the niche dependent on the section of garden. All plaques are required to be within the size of 350mm x 185mm and are required to be installed by a monumental mason or Council.

All gravesites within Lockyer Valley Regional Council cemeteries must be prepared by employees or contractors of Council. In either case a representative of Council must be present.

The upper surface of a coffin/casket, once interred, must be no less than one (1) metre from the natural surface of the soil. An existing coffin/casket must not be disturbed for the purpose of deepening the grave.

Council can apply a limit to the maximum number of bodies interred per grave. All requests for subsequent grave interments will be assessed for viability to eliminate the possibility of disturbing remains. Every attempt will be made by Council to prepare new graves to double depth, however on occasion due to geological conditions only single depth may be attainable. In some situations, another grave location will be required. Council will liaise with the funeral director and/or the family if this occasion arises. The Burial or Interment Right Holder may limit a plot to being Single depth, however this must be indicated by the applicant at the time of purchase.

3.3 Burial or Interment Right

A Burial or Interment Right does not grant the holder ownership over that piece of land, rather, it gives exclusive entitlement to the holder to inter the remains of a deceased person in the reserved plot/niche. A Burial or Interment Right will be granted in perpetuity.

Burials and interments will only be permitted in Council cemeteries with written approval issued by Council. Council reserves the right to refuse to grant a Burial or Interment Right and will only issue a Burial or Interment Right for plots that have been surveyed by Council.

Funeral directors and monumental masons must first contact Council to determine the allocation of a plot or niche or confirmation of an existing reservation or re-opening of a burial plot.

Council holds the exclusive right to close a section of any cemetery and to refuse to issue a burial or interment right for a closed section. Although a cemetery may appear to have vacant land available for burials, there may be reserved plots or unknown/unmarked gravesites preventing further use.

3.4 Transfer of a Burial or Interment Right

Burial or Interment Rights may not be transmitted by death, transfer or sold to another person. A Burial or Interment Right for a plot/gravesite or niche may be surrendered to Council by the Burial or Interment Right Holder. Upon surrender, Council will pay the Burial or Interment Right Holder 80% of the purchase price upon the

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presentation of proof of purchase. If no proof of purchase is able to be provided by the Burial or Interment Right Holder, Council will provide a refund of \$200.

On the purchase of Burial or Interment Rights the Burial or Interment Right Holder can indicate the person for whom each plot or niche is reserved on the Application for Reservation of Interment Site Form.

On the death of the Burial or Interment Right Holder the power to authorise interment in a plot or niche reverts to Council unless transfer is authorised by the *Succession Act 1981*. Council will permit in its absolute discretion, a spouse, child, partner, relative, direct descendant or a friend of the Burial or Interment Right Holder to be interred in the plot or niche provided that Council has no reason to believe that the Burial or Interment Right Holder would have objected. A completed Interment Consent Declaration Form needs to be provided to enable this to occur.

An Interment Consent Declaration is a document witnessed by a Justice of the Peace in which the applicant states that all living family and descendants are agreeable to the person being interred in the plot or niche.

Council will consider the transfer of Burial or Interment Rights for pre-existing Burial or Interment Right applicants purchased on a case by case basis. All requests for transfer of Burial or Interment Rights for pre-existing Burial or Interment Right applicants are required to be submitted in writing.

3.5 Exhumation

A Cemetery Service Exhumation Request Form must be completed for exhumation of human remains or disinterment of ashes and will only be accepted when accompanied by the Burial or Interment Right Holder's written consent or other duly authorised representative.

Exhumations of non-cremated human remains are to be carried out in conjunction with a Funeral Director. The disinterment of ashes may be conducted by Council. Ownership rights of the site will revert back to Council unless other interments exist.

3.6 Conduct of funerals

All funerals in a local government cemetery must be conducted by a qualified undertaker.

4. Operations

4.1 Conduct of Funerals

Work must not be undertaken of any kind in a Council cemetery unless a valid licence/permit to undertake works is issued for that specific activity. Works are considered to be any gravesite or niche activity, this includes but is not limited to grave digging, interment and exhumation of remains, and the construction, repair or removal of a monument.

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Note: The placement of floral and other tributes on a gravesite or niche is not considered "work" and therefore a licence is not required for this activity. All tributes must remain within the perimeter of the gravesite or niche.

Anyone who wishes to conduct funeral or monument activities at a Council cemetery must formally apply and receive approval from Council before commencing any work and hold current public liability insurance coverage of \$20 million.

4.2 Hours of Operation

The hours appointed for the performance of interments in a cemetery are to commence no earlier than 9.00am and complete no later than 3.00pm Monday to Friday (excluding public holidays). Outside these hours, interments may be performed by special arrangement. Relevant fees apply.

The size and position of graves, columbarium walls and vaults in cemeteries must be determined, surveyed and approved by an authorised officer.

Council may set apart a portion of a cemetery for the interment of members of any particular religious denomination.

4.3 Flowers and Vases

Graves in lawn areas (as distinct from traditional monumental graves) are intended to have minimal flowers and memorabilia. No more than three receptacles for flowers are permitted on lawn graves or ashes memorials.

Glass or metal containers, solar lights, pot plants, pebbles, plastic windmills and fencing are not permitted on lawn graves or ashes memorials. Any type of planting in lawn graves areas and monumental burial areas is prohibited.

Columbarium vases may be purchased privately and can be installed by Council. Council is to be notified that installation is required when lodging the required application form.

The Laidley Ashes Memorial Garden has an area provided where flowers or small trinkets can be placed.

4.4 Plaques – Interment in Columbarium

Council will provide a list of standard plaques sizes that are allowed to be installed on columbarium walls and in ashes gardens throughout council cemeteries. The purchasing and organising of the plaques is the responsibility of the Burial or Interment Right Holder.

Council will take all reasonable care during the course of maintenance activities in our cemeteries. Council accepts no responsibility for any deterioration in plaques due to the natural elements or the passage of time. The plaque will always remain the responsibility of the Burial or Interment Right Holder or if the Burial or Interment Right Holder is deceased, the family and descendants of the interred person/s.

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4.5 Plaques and Monuments for Graves

Council is not responsible for the arrangement of a plaque or monument and recommends a suitably qualified stonemason is engaged to carry out works. A person who carries out the construction of a memorial in a Council cemetery must have prior approval. The following Australian Standards apply:

- AS4425-1996; 'Above-ground burial structures'
- AS4204-1994; 'Headstones and cemetery monuments'

Council will take all reasonable care during the course of maintenance activities in its cemeteries. Council accepts no responsibility for any deterioration in plaques or granite products due to the natural elements or the passage of time.

Council accepts no responsibility for the maintenance of any monument that has been constructed on a grave. The monument will always remain the responsibility of the Burial or Interment Right Holder or if the Burial or Interment Right Holder is deceased, the family and descendants of the interred person/s. Council reserves the right to remove any monument after due notice to family or descendants (where possible), or if the condition of the monument renders it dangerous to cemetery staff or visitors.

4.6 Maintenance

Appropriate maintenance of Council's cemeteries is required so that the essential elements which give the cemetery grounds their character are preserved in a way that retains their significance. Maintenance of cemetery grounds excludes the care and repair of monumental work, weeding and general maintenance of individual plots or niches.

Council has the right to remove any tribute when it becomes a maintenance and/or safety hazard.

Council will level a grave site as required to repair collapse. Council may temporarily or permanently close a cemetery to further interments.

Council will take reasonable care to protect the property and property rights of owners within the cemetery from loss or damage, but disclaims all responsibility for loss or damage caused by its employees or agents and/or equipment of the Council or from other causes beyond its control (i.e. vandalism or severe weather).

Council reserves the right of a temporary easement at any time on or across any space/plot/grave, for equipment and material access necessary for interment on adjoining lots or other operational purposes.

A person who carries out maintenance of a memorial must have prior approval from Council before any works are carried out. The maintenance of memorials is the responsibility of the family of the deceased or another person who has proper interest in the memorial. If a memorial needs to be removed or reinstated to allow for a subsequent interment it is at cost to the applicant.

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Council may remove a memorial if it has become unsafe or has fallen into a state of disrepair and will replace it with an appropriate marker. In this case, members of the deceased's family known to the Council will be provided reasonable notice and advised of the associated costs.

5. Conduct

A person in a local government cemetery must comply with a reasonable direction given by the local government.

6. Records to be kept

Records will be kept at Council's offices and managed in accordance with standard records practices. Subject to the Information Privacy Act 2012. Inspection of records will be permitted subject to the protection of privacy as required by the Information Privacy Act 2012. Council maintains a register of burials and interments. A burial or interment must be recorded immediately after Council is notified and may be amended to remove or correct inaccuracies.

7. Containment of human remains

Appropriate materials are to be used to securely contain human remains for disposal.

A person must not dispose of human remains in any section of a Council cemetery unless approval has been granted by Council. Disturbance of human remains buried in a Council cemetery must be undertaken by a qualified undertaker.

A person must not dispose of human remains (excluding ashes) outside a Council cemetery in the Lockyer Valley region without approval.

Council's Subordinate Local Law No. 1.13 (Undertaking Regulated Activities regarding Human Remains) outlines the requirements for the undertaking of the following regulated activities regarding human remains:

- a) Disturbance of human remains buried outside a cemetery.
- b) Burial or disposal of human remains (excluding cremated remains) outside a cemetery.
- c) Disturbance of human remains in a Local Government cemetery.

8. Related Document

Cemetery Management Policy

Local Law No. 1 (Administration)

Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads)

Subordinate Local Law No. 1.13 (Undertaking Regulated Activities regarding Human Remains)

Group: Infrastructure
Unit: Community Recreation & Facilities
Approved: Ordinary Meeting (Resolution Number 20-24/XXXX)
Date Approved: XX/XX/2023
ECM: 4506079

Effective Date: XX/XX/2023
Version: 3
Review Date: 31/03/2026
Superseded/Revoked: 3491157

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13.2 Relocation of Flood Impacted Park Equipment in Grantham

Author: Brendan Sippel, Manager Community Facilities
Responsible Officer: John Keen, Group Manager Infrastructure

Purpose:

The purpose of this report is to address the submissions prepared by members of the Grantham community regarding Council's proposal to remove flood damaged infrastructure from McGarva and Bugler Parks. A submission titled "Relocation of Flood-impacted Park Equipment Report Released by Council" was lodged directly with Council, along with individual submissions on Engagement Hub. Copies of all submissions have been made available to Councillors.

Officer's Recommendation:

THAT Council approve:

1. All existing infrastructure located in McGarva and Bugler Parks Grantham, excluding the playground equipment located in Bugler Park, remain in situ ensuring that each piece of infrastructure is functional.
2. Remove the existing playground equipment located in Bugler Park and reinstate it in Anzac Park where it will be less susceptible to damage from flooding, including the shade sail if possible. Otherwise install a new shade sail over the relocated play equipment
3. Refer the other requests for infrastructure as detailed in the submissions to a future Council workshop(s) for consideration and prioritisation.

Executive Summary

Council resolved in October 2022 to "approve the permanent removal of selected park infrastructure in high flood impacted parks within the region." Although not included in the resolution, the proposal to remove selected infrastructure included Bugler, McGarva and Anzac Parks in Grantham. Subsequent to this proposal, residents of Grantham lodged a submission with Council as titled above, essentially providing a rationale for not removing infrastructure from the parks. Separate submissions were also lodged on Councils Engagement Hub. This report will address the issues raised in the submissions.

Proposal

The submission titled "Relocation of Flood-impacted Park Equipment Report Released by Council" was received on 17 March 2023 and included a valid petition which was accepted by Council at the 19 April Ordinary meeting. A summary of the main items raised in this, and other submissions, is included in Table 1 following.

Table 1 - Relocation of Flood-impacted Park Equipment Report Released by Council

Issues Raised in the Submissions	Actions Proposed in the Submissions
That Council did not properly engage with the Grantham community about the removal of park infrastructure, in accordance with the	Reverse the decision to remove damaged equipment and facilities from Bugler and McGarva Parks

Local Government Act, and Lockyer Valley Regional Corporate and Community Plans.	
The adverse economic, social, and wellbeing impacts of removing park infrastructure to businesses and residents of Grantham was not considered.	Consult with the community on the future of Bugler and McGarva Parks
The expectations of the Grantham community from the Rebuilding Grantham Together – Development Scheme 2011 have not been met.	Advise of the consultation and decision process used in resolving to remove infrastructure.
All park facilities being in working order.	Consult with the community to develop and implement a consultation process for all future works within the Queensland Reconstruction Authority Rebuilding Grantham Together Report 2012 area.
	Shelters similar to those covering the BBQs be installed somewhere in the park to display the history of Grantham, floods, tourist information and the like.
	Fitness equipment be installed under the shade area if the playground is removed. Otherwise, exercise equipment placed somewhere in the park
	Construct a skate bowl to replace the one damaged in the 2011 floods.
	Construct a bike path for children to learn the traffic rules. This will encourage more people to meet in the park/socialise/restore the community spirit.
	Half basketball court which would attract girls and boys of all ages as well as adults.

As noted, in addition to the submission received directly by Council, the Engagement Hub project website had over 918 views with 383 downloads of documents relating to the overall project. There were 23 submissions received on the Engagement Hub relating to the project with all the feedback relating to Grantham.

Regarding the issues raised in the first column of Table 1, following the October 2022 Council meeting resolution, Council officers started engaging key identified stakeholders that could provide perspective on the likely level of community interest in the proposed removals. Council officers met with the following stakeholders:

- Gatton Lions group on 17 November 2022
- Grantham Fuels and Grantham Store on 25 January 2023

- Floating Cafe Grantham on 16 February and another visit to Grantham Fuels discussing changes in scope to the project due to their feedback on 25 January
- An email was sent to the Principal of the Grantham State School on 17 February explaining the project, providing a flyer for the school newsletter and an offer to discuss further in person.
- A consultation project was published on Engagement Hub on Thursday 16 February and closed on Friday 17 March 2023.

The project was not publicised via social media or media release however corflute signs were installed at entrances to the relevant parks around the region on 16 and 17 February. This strategy was adopted to target park users directly. Council was also requested to attend a community organised site meeting at Grantham on 2 March 2023 with local residents to discuss their concerns with the project. Council provided an undertaking to the Grantham community that no items would be removed from the local parks until they had opportunity to provide submissions for Council to consider. The community then formed a local representative group which provided the submission referred to above, supported by individuals making submissions via Engagement Hub.

Options

Regarding the actions proposed column in Table 1, it is suggested that Council complete the following:

- Remove the playground from Bugler Park and reinstall in Anzac Park where it will be less susceptible to damage from flooding.
- Remove sandstone blocks, reinstate area to grass.
- Investigate to see if Bugler Park shade sail can be moved to Anzac Park. If impractical to move, leave at Bugler Park and install a new shade sail over the upgraded playground at Anzac Park.
- Leave toilet, shelters, BBQ's, seating, and water bubbler at Bugler Park.
- Leave shelters, bubbler and BBQ at McGarva Park.

Previous Council Resolutions

On 19 April 2023 it was resolved under resolution 20-24/0788

THAT Council:

1. *Receive the petition.*
2. *Refer the petition to the Group Manager Infrastructure for a report to the next Council meeting.*

Moved By: Cr Holstein Seconded By: Cr Qualischefski

CARRIED 7/0

Critical Dates

No critical dates identified.

Strategic Implications

Corporate Plan

Lockyer Community

Provide and maintain spaces and facilities that are appropriate for the needs of individuals, groups and the community as a whole.

Finance and Resource

Council will fund the identified works through current budget allocations.

Legislation and Policy

There are no policy or legislation issues with the proposed actions.

Risk Management

Key Corporate Risk Code and Category: IA1

Key Corporate Risk Descriptor: Infrastructure and Assets

Planning, managing and maintaining assets for the future.

Key Corporate Risk Code and Category: FE2

Key Corporate Risk Descriptor: Finance and Economic

Decision making governance, due diligence, accountability and sustainability.

Consultation

Portfolio Councillor Consultation

Councillors were further consulted at the Councillor Workshop on 4 April 2023.

Internal Consultation

- Group Manager Infrastructure
- Chief Executive Officer
- Coordinator Engagement and Communications
- Coordinator Accounting Services

Community Engagement

Council officers met with the following stakeholders:

- Gatton Lions group on 17 November 2022
- Grantham Fuels and Grantham Store on 25 January 2023
- Floating Cafe Grantham on 16 February and another visit to Grantham Fuels discussing changes in scope to the project due to their feedback on 25 January
- An email was sent to the Principal of the Grantham State School on 17 February explaining the project, providing a flyer for the school newsletter and an offer to discuss further in person.
- A consultation project was published on Engagement Hub on Thursday 16 February and closed on Friday 17 March 2023.

Attachments

There are no attachments for this report.

13.3**Alex Geddes Hall Disposal of Assets**

Author: Debra Moore, Coordinator Communities and Sport
Responsible Officer: John Keen, Group Manager Infrastructure

Purpose:

The purpose of this report is to seek Council's approval for the disposal of assets at Alex Geddes Hall.

Officer's Recommendation:

THAT Council approve the disposal of assets as agreed with the Alex Geddes Hall Committee and all proceeds are to be used for operational expenses for the new Community Hall.

Executive Summary

The Alex Geddes Hall is to be demolished as part of a funded project to replace the building with a fit for purpose new building which will assist the community in times of need. The members of the current hall committee are requesting Council to gift some of the existing appliances to the Hall Committee to be disposed of to assist with future hall management expenses.

Proposal

The Alex Geddes Hall is to be demolished to make way for a new Community Centre at Lockyer Waters.

There are currently furniture and portable items that are in the hall that belong to several community groups and Council. The current hall committee are seeking Council's permission to be able to dispose of assets not required for the new community centre.

The new community centre as part of the tender process will be fitted with similar new capacity appliances.

A detailed list of furniture and portable assets will be mutually agreed on as to ownership, and any items that are deemed not appropriate for use in the new facility will be gifted to the Hall Committee. Any funds raised through this disposal are to be for the Hall Committees use in managing operational expenses going forward.

Options

1. That Council does not approve the disposal of the assets through gifting to the Alex Geddes Hall Committee and for Council to dispose of any furniture and portable assets at their discretion.
2. That Council gifts the assets to the Hall Committee for disposal to fund future operating expenses.

Previous Council Resolutions

Not Applicable

Critical Dates

Council have called for Tenders and once the contract is awarded, it will become a building site and no groups will have access to the old hall, as it is prepared for demolition.

Strategic Implications

Corporate Plan

1. Lockyer Community

- Advocate on behalf of and support community groups to access funding streams

Finance and Resource

That all funding realised by the sale of gifted assets are banked for future use by the Hall Committee to manage operational expenses.

Legislation and Policy

Under the Local Government Act 2009 as at 1 March 2023, Part 3 Financial planning and accountability

104 Financial Management Systems

- (1) To ensure it is financially sustainable, a local government must establish systems of financial management –
 - (a) Ensures regards is had to the sound contracting principles when entering into a contract for –
 - (i) the supply of goods or services; or
 - (ii) the disposal of assets;

The *Local Government Regulation 2012, Division 4 Exceptions for valuable non-current asset contracts, s236* allows the Council to dispose of valuable non-current assets to a community organisation without undertaking a public, competitive process.

Risk Management

Key Corporate Risk Code and Category: FE2

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

Key Corporate Risk Code and Category: IA1

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

Consultation

Portfolio Councillor Consultation

Councillors have been consulted.

Internal Consultation

- Group Manager Infrastructure
- Coordinator Engagement and Communications
- Community Recovery and Disaster Resilience Officer
- Senior Project Officer

Community Engagement

Meetings with the Alex Geddes Hall Committee and the community on the new Community Centre.

Attachments

There are no attachments for this report.

14. ITEMS FOR INFORMATION**14.1 Chief Executive Officer's Monthly Report - April 2023****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 March 2023.

This document is for Council's information only.

Executive Summary

The activities covered in this report include Strategic Planning; Internal Audit and Risk; Procurement; Disaster Management; Community Development and Engagement and Advocacy. The Finance function is subject to separate reporting.

Proposal

That this report be received and noted.

Attachments

[1](#) Monthly Group Report - Executive Office - April 2023 17 Pages



Executive Office

MONTHLY GROUP REPORT
April 2023



HIGHLIGHTS

Flood Restoration Program Update

Expenditure incurred during and after the three declared events has been substantial and it is important to ensure all eligible costs are reimbursed. The following table provides a snapshot of costs submitted for reimbursement and approved. Report as at 9 May 2023.

Event/Description	QRA Reference Number	Expend	Submission Amount Requested by LVRC	Trigger Point Deducted	Approved Amount	Received Amount
Fred Thomas Pedestrian Bridge	LVRC.0020.2122H.REC	1,540	220,159	55,040	165,119	49,536
Unsealed Roads Zone 9	LVRC.0023.2122H.REC	166,702	234,227	58,557	175,670	124,816
Unsealed Roads Zone 2	LVRC.0024.2122H.REC	4,101	234,376	0	185,977	55,793
Unsealed Roads Zone 3	LVRC.0026.2122H.REC	17,984	388,212	0	375,636	112,691
Unsealed Roads Zone 1	LVRC.0027.2122H.REC	301,073	535,405	129,831	403,859	186,663
Liftin Bridge	LVRC.0029.2122K.REC	50,618	3,653,571	243,428	2,339,379	701,814
Unsealed Roads Zone 8 Part 2	LVRC.0030.2122H.REC	420,819	566,782	0	515,749	451,367
Unsealed Roads Zone 8 Part 1	LVRC.0031.2122H.REC	533,457	689,045	0	641,853	419,418
Unsealed Roads Zone 8 Part 3	LVRC.0032.21223H.REC	316,852	410,118	0	298,007	268,206
Sealed Roads Zones 1,2,and 3 Submission 1	LVRC.0033.2122H.REC	0	246,646	0	241,352	72,406
Unsealed Roads Zone 10 - Part 1	LVRC.0034.2122H.REC	1,029	689,329	0	686,822	206,047
Old Laidley Forest Hill Road CH 1800 - (Betterment and REPA)	LVRC.0035.2122H.REC	0	269,006	0	269,006	78,902
Unsealed Roads Zone 4 - Part 1	LVRC.0037.2122H.REC	1,194	1,178,564	0	867,359	260,208
Unsealed Roads Zone 4 - Part 2	LVRC.0038.2122H.REC	38,266	1,146,515	0	1,121,366	336,410
Unsealed Roads Zones 11-18	LVRC.0039.2122H.REC	0	152,130	0	129,407	38,822
Woolshed Creek Road Floodway CH 400	LVRC.0040.2122H.REC	336,871	442,230	0	339,694	226,204
RCP and RCBC Desilting and Clean Outs	LVRC.0045.2122H.REC	0	211,064	0	184,538	55,361
East Egypt Road Landslip	LVRC.0046.2122K.REC	103,166	4,112,342	0	2,293,795	688,139
Berlin Road Landslip	LVRC.0047.2122H.REC	60,899	2,588,719	0	1,978,528	593,558
Sealed Roads Zone 9	LVRC.0049.2122H.REC	0	432,350	0	342,109	102,633
Sealed Roads Zone 5	LVRC.0051.2122H.REC	17,076	1,275,573	0	557,741	167,322
Adare Road Floodway	LVRC.0054.2122H.REC	2,721	183,831	0	183,831	55,149
Guardrail Restoration	LVRC.0055.2122H.REC	213,952	238,986	0	232,394	124,109
Sealed Roads Zone 4	LVRC.0056.2122H.REC	0	149,844	0	139,316	41,795
Sealed Roads Zone 3	LVRC.0057.2122H.REC	0	149,098	0	145,547	43,664
Brightview Road (Betterment and REPA)	LVRC.0058.2122H.REC	0	2,635,900	0	2,360,116	655,535

Event/Description	QRA Reference Number	Expend	Submission Amount Requested by LVRC	Trigger Point Deducted	Approved Amount	Received Amount
Sealed Roads Zone 11 - 18	LVRC.0059.2122K.REC	0	203,344	0	157,467	47,240
Mountain View Drive Landslip	LVRC.0060.2122H.REC	39,720	1,740,043	0	1,531,190	459,357
Sealed Roads Zone 1 and Town Extras	LVRC.0061.2122H.REC	0	1,276,265	0	670,367	201,110
East Egypt Road Landslip - Site 3	LVRC.0062.2122K.REC	0	118,098	0	118,098	35,430
Unsealed Roads Zone 5	LVRC.0063.2122H.REC	0	1,083,272	0	1,033,685	310,106
Unsealed Roads Zone 6	LVRC.0067.2122H.REC	3,226	1,628,561	0	1,576,557	472,967
Unsealed Roads - Zone 10 - Part 2	LVRC.0068.2122H.REC	104,521	740,144	0	740,144	214,330
Sealed Roads Zone 10	LVRC.0069.2122H.REC	0	195,683	0	151,781	45,534
Sealed Roads Zone 8	LVRC.0070.2122H.REC	74,973	991,305	0	709,970	212,991
Unsealed Roads Zone 10 - Part 3	LVRC.0071.2122H.REC	41,926	1,179,746	0	1,124,601	337,380
Sealed Roads Zone 2	LVRC.0072.2122H.REC	2,424	636,899	0	323,027	96,908
Sealed Roads Zone 6	LVRC.0073.2122H.REC	0	199,291	0	170,753	51,226
Sealed Roads Zone 7	LVRC.0074.2122H.REC	0	136,076	0	104,324	31,297
Unsealed Roads Zone 7	LVRC.0075.2122H.REC	42,428	1,443,213	0	0	0
Flagstone Creek Road Rockfall	LVRC.0076.2122H.REC	0	736,439	0	0	0
Reconstruction of Floodway Approaches (Betterment and REPA)	LVRC.0077.2122H.REC	0	1,698,927	0	1,690,734	453,820
All Zones Final	LVRC.0078.2122H.REC	67,343	516,221	0	0	0
Steinkes Bridge Railing	LVRC.0081.2122K.REC	0	37,886	0		
Flood Gauge Repairs	LVRC.0082.2122H.REC	21,471	26,690	0		
Project Management Expenditure included in all submissions	included in approved submissions	1,105,739	0	0	0	0
TOTAL FOR REPA		4,092,089	37,622,126	486,856	27,276,869	9,086,262

BUSINESS IMPROVEMENT & STRATEGY

Audit and Risk Management

The Audit and Risk Management function links to the Corporate Plan theme of “Lockyer Leadership and Council.”

Audit and Risk Management Committee

The next meeting of the Audit and Risk Management Committee (ARMC) Meeting is scheduled for 8 June 2023. The main item to be considered at this meeting is the review of Council’s shell financial statements for the 2022-2023 financial year.

Audit Register Status

The following table provides insight into the status of the internal and external audit recommendations captured on Council’s Audit Register. The table identifies the number of current active action items on the Audit Register by their level of risk to Council.

Review (audit)	Total No of Rec.	Number of Current Active Recommendations by Risk Level				Completed Rec.
		High	Medium	Low	Improve	
Tendered Contract Review	17	0	3	1	1	12
Project Management Practices	11	0	1	1	0	9
Review of Legislative Compliance	6	0	1	0	0	5
Payroll and Remuneration Processes	10	1	0	0	0	9
Payroll and Vendor Analytics	9	0	3	0	0	6
Lessons Learned from Pandemic	4	1	2	1	0	0
Property Management Review	10	4	1	0	1	4
Disaster Response (On Ground)	14	8	4	0	0	2
Plant and Fleet Utilisation Review	19	2	9	8	0	0
External Audit Items	6	0	2	4	0	0
Total	106	16	26	15	2	47

The outstanding audit register items will be reviewed by the CEO, Internal Auditor and Risk, Audit and Corporate Planning Advisor in early May. The results of the review will be discussed at the June ARMC Committee meeting.

Internal Audit

Internal Audit Activity

Progress on the Revenue Management and Environmental Compliance Audits has recommenced, with the fieldwork and meetings for these reviews scheduled for the first week of May for Environmental Compliance and the third week of May for Revenue Management.

The review and update of Council’s Internal Audit Policy has been completed and is presented to Council’s Ordinary Meeting of 17 May 2023 for adoption.

Corporate Risk Management

The review of Council's Corporate Risk Management Policy has been finalised and is presented to Council's Ordinary meeting of 17 May 2023 for adoption. Progress continues refining Council's Corporate Risk Management Framework and Risk Assurance Map as tools that will enable Council to identify and mitigate risk.

Corporate Planning and Performance Reporting

The Corporate Planning and Performance Reporting function links to the "Corporate Plan theme of Lockyer Leadership and Council" and assists in "providing leadership and contemporary management systems that drive a coordinated and connected organisation".

Development of Operational Plan 2023-2024

The development of Council's Operational Plan 2023-2024 commenced during April which included a session with Council's Executive Leadership Team to identify the significant activities and projects proposed for the 2023-2024 financial year. The proposed activities and targets were collated for presentation to the Councillor Workshop held on 2 May 2023 for discussion and input from Council.

PROCUREMENT

The following provides an overview of ongoing procurement across the organisation.

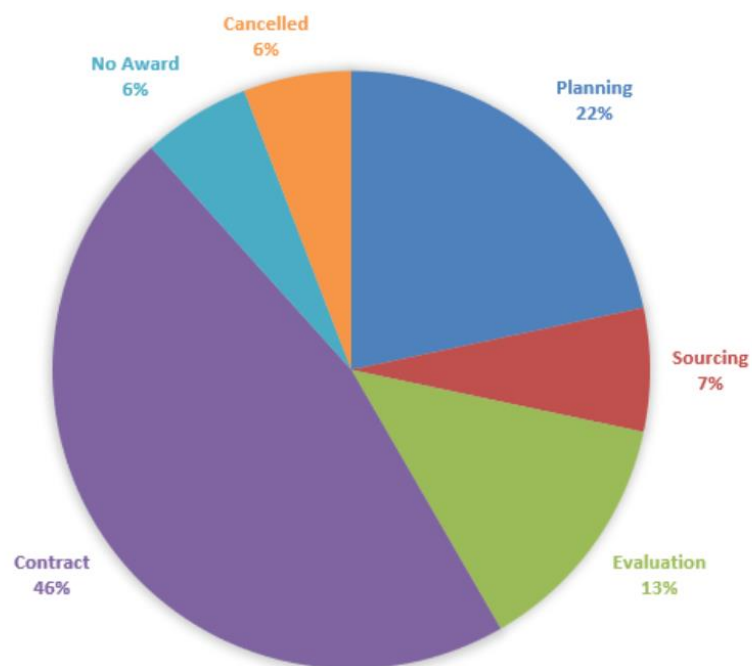
Group	Progress		
	February 2023	March 2023	April 2023
Infrastructure Delivery			
LVRC-22-037 Tyres & Tyre repairs	Planning for tender process	Final Planning for tender release	Tender to be released in May
LVRC-22-065 North & East St Roundabout Asphalt	Evaluation of tenders - closed 16/12/22	Awarded - Civil Independence Industries Pty Ltd	
LVRC-22-042 Gatton Stormwater Condition Survey	Awarded - Total Drain Cleaning Services		
LVRC-22-036 Fred Thomas Bridge Replacement	No Award – Further consideration of scope required		
LVRC-22-068 Building Condition Assessments	Awarded – Aspect Architects & Project Managers		
LVRC-22-046A 22/23 Gatton Central Drainage - Design	Planning phase - for RFQ process	Released 08/03/2023 closed 31/03/2023	Evaluation of responses underway
LVRC-22-004 Landslip Remediation	Sourcing - Limited Market Tender released 27/02/2023 - closed 20/03/2023	Sourcing - Limited Market Tender released 27/02/2023 – extended closing date until 6/04/2023	Evaluation of RFT – Closed 6/04/2023
LVRC-22-094 Lake Clarendon Way Reconstruction	Awarded - Stabilised Pavements of Australia Pty Ltd		
LVRC-22-095 Lorikeet Road Floodway	Awarded - G&R Brown & Sons Pty Ltd T/A Brown Contractors		
LVRC-22-096 Woodlands Road Floodway	Awarded - G&R Brown & Sons Pty Ltd T/A Brown Contractors		
LVRC-22-069 Bridge Maintenance	Evaluation of RFQ - closed 7/2/23	Evaluation of RFQ - closed 7/2/23	Evaluation of RFQ - closed 7/2/23 – supplier put forward departures to contract conditions which are being evaluated
LVRC-22-082 John Street Laidley Design	Evaluation of RFQ - closed 17/2/23	Awarded – Harrison Infrastructure Group Pty Ltd.	
LVRC-23-023 Sealed Roads East Package		Evaluation - Limited Market Tender released 14/03/2023 closed 28/03/2023	Evaluating responses
LVRC-23-024 Sealed Roads West Package		Sourcing - Limited Market Tender released 14/03/2023 closed 05/04/2023	Evaluating responses
LVRC-22-083 Biggs Rd, Withcott (Design)			Evaluation of RFQ – Closed 24/03/2023
LVRC-23-016 Steinke's Bridge Barrier			Evaluation of RFQ – Closed 27/04/2023
LVRC-23-022 Postmans Ridge Rd, Civil Design Plan			Contract Negotiation – Closed 27/03/2023
LVRC-23-036 Gehrke and Lorikeet Roads - Bituminous Works			Sourcing – RFQ – Released 20/04/2023 Closing 02/05/2023

LVRC-23-038 Spencer and Maitland Street - Bituminous Works			Sourcing – RFQ – Released 21/04/2023 Closing 03/05/2023
LVRC-23-037 Gehrke and Lorikeet Roads - Guardrail Installation			Evaluation of RFQ – Closed
Infrastructure Fleet	February 2023	March 2023	April 2023
LVRC-22-070 Multiple Earthmoving Plant	Evaluation of RFQ - closed 20/1/23	Awarded – All 4 Separable portions - Hastings Deering (Australia) Pty Ltd	
LVRC-22-071 Multiple Heavy and Light Trucks	Awarded – Separable Portions 1 & 2 - Isuzu Australia Limited - Separable Portion 3 - Volvo Trucks		
LVRC-22-073 Multiple Mowers	Awarded – Separable Portion 1 - Kubota Australia Pty Ltd - Separable Portion 2 - Toro Australia Group Sales Pty Ltd		
LVRC-22-074 Multiple Trailers	Awarded – Auction purchase		
LVRC-22-072 Multiple Light Commercial & Passenger Vehicles	Awarded Lockyer Valley Toyota		
LVRC-22-072A Single Cab Utilities	Awarded Moorooka Motor Group		
Waste	February 2023	March 2023	April 2023
LVRC-22-076 Leachate Management Services	Evaluation of RFT – closed 23/02/2023	Evaluation of RFT – closed 23/02/2023	
LVRC-22-044 Waste Facilities Supervision	Evaluation of tender - closed 13/12/22	Evaluation of tender - closed 13/12/22	Included in May meeting agenda
LVRC-22-045 MRF Kerbside Recyclable Processing	Evaluation of tender - closed 13/12/22	Evaluation of tender - closed 13/12/22	Included in May meeting agenda
LVRC-22-091 FOGO Treatment System	Planning for tender process	Planning for tender process	Planning for tender process
LVRC-23-033 Scrap Metal Recycling & Related Transport Services	Planning for tender process	Planning for tender process	Planning for tender process
Community Facilities	February 2023	March 2023	April 2023
LVRC-2-086 Gatton Shire Hall External Façade Upgrade	Evaluation of tender - closed 28/02/23	Evaluation of tender - closed 28/02/23	Evaluation of tender - closed 28/02/23
LVRC-23-007 Fairways Park Maintenance			Planning for tender process
LVRC-23-025 Demolition of Alex Geddes Hall			Planning for tender process
LVRC-23-034 Lockyer Waters Community Centre			Planning for tender process
Planning and Development	February 2023	March 2023	April 2023
LVRC-22-027 Forest Hill Silos Art	Planning for tender process	Planning for tender process	Planning for tender process
LVRC-23-006 Nature Based Recreation and Tourism Study	Planning for RFQ process	Planning for RFQ process	Planning for RFQ process
LVRC-23-027 Revegetation Services		Planning for RFQ process	Evaluation of RFQ – Closed 13/04/2023
LVRC-23-001 Preferred Supplier Arrangement Voluntary Home Buy Back Flood Affected Property Demolition			Sourcing – Request for Tender – Released 21/04/2023 – Closing 12/05/2023
Procurement and Stores	February 2023	March 2023	April 2023

LVRC-22-078 – Bitumen Products & Services	Planning for tender process	Planning for tender process	Planning for tender process
LVRC-22-052- Traffic Control Ad-hoc Services	Planning for tender process	Planning for tender process	Planning for tender process
LVRC-23-008 – Wet/Dry Plant & Equipment Hire Panel	Planning for Public Tender Process	Planning for Public Tender Process	Sourcing – Request for Tender – Released 3/04/2023 – Closing 4/05/2023
Executive Office	February 2023	March 2023	April 2023
LVRC-22-022 – Corporate Uniforms	Planning for tender process	Planning for tender process	Planning for tender process
LVRC-23-002 – 2022-23 Flood Intelligence Infrastructure	Planning for tender process	Planning for tender process	Planning for tender process
LVRC-23-004 – Flood Camera Network Maintenance	Planning for tender process	Planning for tender process	Planning for tender process

Planning	26
Sourcing	8
Evaluation	16
Contract	56
No Award	7
Cancelled	7

PROCUREMENT STATUS REPORT



Stores Data

OVERALL PURCHASING DATA	Feb-23	Mar-23	Apr-23
No of Purchase Orders Generated	47	58	38
Total Value of Purchase Orders Generated	\$196,286.00	\$572,586.00	\$144,947.46
Total Value of Largest Spend to a Single Supplier	\$122,552.00	\$266,642.00	\$103,381.82

INVENTORY DATA	Feb-23	Mar-23	Apr-23
No of New Items Added	16	21	0
No of Items made Inactive	0	0	1
Total Number of Inventory Items	1368	1389	1389

FEBRUARY TOP FIVE SUPPLIER SPEND TOTALS (LARGEST \$ TO LEAST \$)	
OCWEN	\$122,552.00
HUMES	\$17,647.00
BORAL CONS	\$12,804.00
JNL INDUSTRIES	\$7,888.00
TAYLOR SAFETY	\$6,680.00
MARCH TOP FIVE SUPPLIER SPEND TOTALS (LARGEST \$ TO LEAST \$)	
OCWEN	\$266,642.00
HUMES	\$158,256.00
BORAL CONS	\$47,602.00
JNL INDUSTRIES	\$16,500.00
TAYLOR SAFETY	\$7,841.00
APRIL TOP FIVE SUPPLIER SPEND TOTALS (LARGEST \$ TO LEAST \$)	
OCWEN	\$103,381.82
JNL INDUSTRIES	\$7,369.52
CASTROL	\$441.12
TRAFFIC CONTROL SYSTEMS	\$437.33
TAYLOR SAFETY	\$403.04

DISASTER MANAGEMENT

Corporate Plan Action - Disaster Management Framework development and implementation

Corporate Strategic Planning

- Disaster Management Policy – Draft with CEO to review.
- DM framework Disaster Management Framework – Draft with CEO to review.

Community Education
External Engagement &
Partnerships

A series of social media posts have been developed by the Comms team around Pets in Disasters. The first of these posts has been published.

Social media has also been used to further promote the EWN with some very good results – see opt-in Service information below.

Training & Exercises



Training was provided to staff by Queensland Reconstruction Authority on Disaster Funding Arrangements.

From next month, training will centre on Local Disaster Coordination Centre roles with training being provided by Queensland Fire and Emergency Service in conjunction with Council.

Internal Engagement &
Collaboration

A successful Local Disaster Coordination Centre Open Day was held to provide staff with the opportunity to see how the Centre operates and discuss the various functions required. Staff from various sections of Council's participated and expressed interest in training and assisting during activations.

Disaster Management
Plans

The Local Disaster Management Plan version 7.0 approved by Council on 15 March has been made available to the public through Council's [website](#).

Review has commenced on the Evacuation Centre Management Sub Plan. This major review will also see the development of an Evacuation Centre Management Operation Procedures document, detailing the processes and procedures to be undertaken by staff of the Centre.

Flood Intelligence System



Council has awarded a contract for the installation of new flood monitoring infrastructure at three sites. A new rain/river height ALERT gauge is planned for Fords Road Grantham, a rain ALERT gauge at Summerholm and a flood monitoring camera at Tenthill. Installation is expected to be completed by 30 June 2023.

The Woodlands Road signage upgrade has been delayed due to supply issues for a critical component. Expected delivery is now June 2023. The process for manually activating the signage will continue in the interim.

The Flood Classifications and Flood Intelligence System Customisation projects are progressing. These projects have interdependencies and issues identified during the integration process are being addressed by both of Council's consultants.

Funded Programs –
Progress Reports

QRRRF 2021/22 Flood Classifications project is progressing and is tracking to be completed by the end of the current financial year.

With two months left to acquit Get Ready Funding, 90% of the funds have been expended to date. The remainder is expected to be used for information banners and community education collateral.

Incidents/Operations

No incidents or operations required activation of Disaster Management officers or the Local Disaster Coordination Centre.

State Emergency Service (SES) Monthly Report

The Lockyer Valley SES responded to two community requests for assistance in response to storms and two agency requests for assistance.

- SES provided advice to homeowner requesting assistance regarding a leaking roof in Laidley. Homeowner has been aware of issue for some time but is experiencing issues engaging tradesmen to repair.
- The request for assistance for a tree down in Gatton blocking residential access to units which was managed by the real estate agent.
- SES supported Council with preparation for to the Gatton Anzac Day service.
- SES responded to a request for flood boat assistance from Queensland Police Service (QPS). The QPS matter was resolved without need for SES assistance.

SES maintained their volunteer membership numbers with 32 members, one member moved on and another prospective member has submitted their membership paperwork. In addition, five members are on probation and four members on leave.

- Forest Hill - 8
- Gatton - 12
- Laidley - 12

SES completed SES flood boat training and recertification for members. SES has twelve certified flood boat operators. SES completed the Operate Communications Equipment training. This course is available to all members.

SES attended a community event at Hatton Vale State School to deliver storm season preparedness information. This event was attended by 220 people.

Disaster Dashboard

Training has been undertaken by staff on the use of the new Disaster Dashboard platform. The new platform is expected to go live on 11 May 2023. Social media posts are being developed to make residents aware of the new functionality.

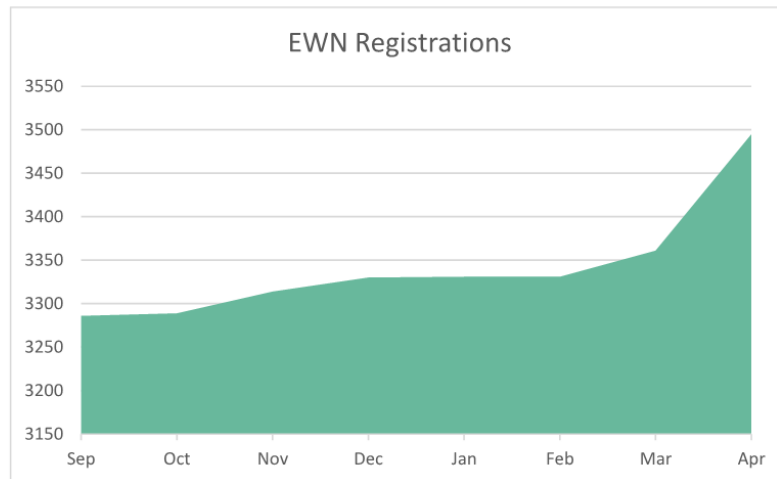
It is expected the promotion of the changes to the Dashboard may spike usage. An analysis of new visitors to the site in the coming month will be provided in the next report.

**Opt-In Notification Service**

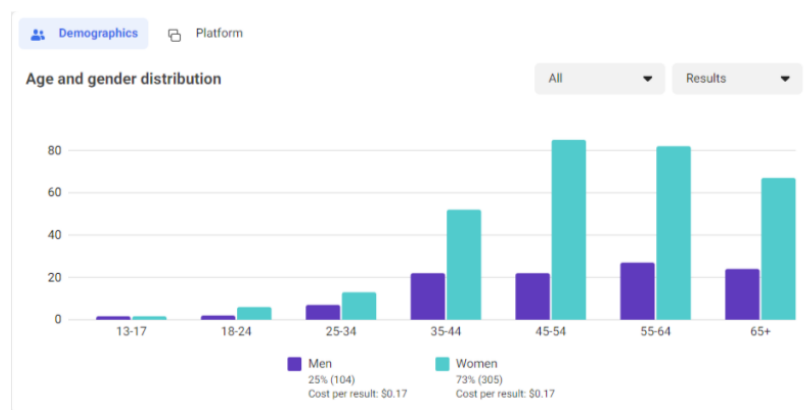
Council continues to partner with EWN to provide residents access to a free early warning alert service. Residents can subscribe to the service through the Disaster Dashboard. Strategies are being developed and implemented to increase the current subscriber base.

The Communications team have run a very successful paid EWN post on social media resulting in nearly 10 times the amount of reach on the original social post (11,162).

Subscriptions have increased by 115 in only 5 days (24-29 April). The total subscribers now stands at 3495.



Primary user audience in this paid post was women aged between 54-64, reflecting our current Facebook audience. Strategies will be explored by Comms to engage male users.



COMMUNITY DEVELOPMENT & ENGAGEMENT

Strategic Priority 1 – Engage with the community to ensure the community's views, values and aspirations inform Council decision-making.

11 projects received engagement support in April:

- Laidley CBD Planter Pots
- Gatton Waste Facility Changes
- Forest Hill Silos Mural Viewing Precinct
- Flood Impacted Park Furniture
- Lockyer Valley Flood Information Portal
- eNotices Process
- Inland Rail
- Disaster Management Early Warning Network
- Other (preliminary) x 3



Strategic Priority 2 – Support community groups to increase their capacity, resilience and sustainability.



- Council continues to provide financial support to community groups and hall committees through the *Community Safer Places* and *Council Catch Up* series program areas for community-led projects that increase the resilience and social connectedness of local communities.
- Direct engagement and communication continued with community centres and hall committees regarding internal and external funding opportunities and identifying community and community group capacity building opportunities.
- Council was advised both Mulgowie Public Hall Association and Withcott & District Progress Association were successful in applying for funding via external grant opportunities. Both groups have participated in Council's Grant Mentorship program and received funding for the below projects:
 - **Let's Get it Happening at Mulgowie!** – Strengthen the lifesaving capacity of a bushfire-impacted community by purchasing a defibrillator to enhance preparedness – \$2,950.
 - **Kitchen Renovation & Storage for the Community Hall** – Improve functionality of volunteers' catering and working spaces, and comfort of users with renovations to an 88-year-old hall in a community impacted by bushfires and floods – \$21,150.

- 6 sponsorships were provided to individuals representing at either a state, national or international level via the Ambassador Support Grant. Comparing the last 3 months of 2023 to the same period in 2022, Council have had an additional 8 successful applications. The Engagement Team provided a flyer to the region's schools to present to eligible students. This month's 6 sponsorships were provided to:
 - Jackson Bridge – Queensland School Sport 13-15 Years Girls & Boys AFL State Championships – State Event
 - Harmony Bridge – Queensland School Sport 10-12 Years Girls & Boys AFL State Championships – State Event
 - Mia Crawford – Queensland State Netball Titles – State Event
 - Jackson Stewart – Queensland State School National Titles Boys 12 Years Cricket – National Event Interstate
 - Amber Collins – Queensland School Sport 14-15 Years & 16-18 Years Girls Rugby League State Championships – State Event
 - Cooper Friend – Little Athletics 2023 McDonalds State Championships – State Event



- Council's Community Grant Assessment Committee assessed applications for round 2 of the Major Community Grants 2022/2023 program. The results of the assessment were submitted to the April Council Meeting where the following allocations were approved. Council is currently receiving invoices from successful applicants for processing.
 - Toowoomba Road Runners (Murphys Creek event) - \$1,000
 - Forest Hill Community Development Association Inc. - \$2,000
 - Laidley Agricultural and Industrial Society - \$4,000
 - Fordsdale School of Arts Inc. - \$4,000
 - Cahill Park Sports Complex inc. - \$2,500
 - Gatton Fordsdale Cricket Club - \$1,000
 - Gatton Swimming Club Inc. - \$4,000
 - Lockyer Equestrian Group Inc. - \$3,000
 - Junction View Hall Association Inc. - \$4,000
 - BTSTRAPS Inc. - \$4,000
 - Hatton Vale & District Pony Club Inc. - \$3,500
 - Ropehill Community Sports Centre Inc. - \$3,000
 - Wildlife Rescue, Rehabilitation and Education Association Inc. - \$4,000

My Community: April 2023

Top 5 searched categories	Top 5 most viewed services
1. Health Services	1. Lifeline Shop – Crowley Vale
2. Community Clubs & Interest Groups	2. Laidley Ferrari Park Markets
3. Sport	3. Laidley Oral Health Services
4. Recreation & Leisure	4. Laidley Junior Rugby League Club
5. Welfare Assistance & Services	5. Laidley Crisis Care & Accommodation

Strategic Priority 3 – Develop and deliver programs, in consultation and collaboration with stakeholders, to promote community wellbeing and resilience, including recovery from adverse events.

**Community recovery and resilience engagement continues through:**

- Disaster preparedness and recovery information in partnership with Libraries':
 - Birdie's Tree resources provided for inclusion in Welcome Packs.
- Key stakeholder involvement with the two-year Building Inclusive Disaster Resilient Communities (BDIRC) project, led by funding partners Queenslanders with Disability Network (QDN), University of Sydney, and Community Services Industry Alliance (CSIA).
 - Local Action Group met 19 April. This advisory group's membership includes four disability service providers, two community members, two Council representatives, QFES Emergency Management Coordinators and QAS.
 - Planning for community organisations' business continuity planning workshop, Laidley-based Person-centred Emergency Planning (P-CEP) workshops, and second community-led forum continues. Dates and venues have been secured including 12 July; 10 and 24 August; and 13 September respectively.
 - This project supports one of the more vulnerable parts of the community with a targeted approach.

Strategic Priority 4 – Strengthen and utilise partnerships with NGOs and government agencies to improve support services and programs for vulnerable members of the community.



- Partnering with NGOs, community groups, and government agencies to activate at local community events to improve access to support services and programs for vulnerable members of the community.
 - Debrief was undertaken with all *Colours of the Lockyer* stakeholders – internal and external by mid-April.
 - An evaluation report was completed, with recommendations taken on board to adjust the objectives of the Council Catch Up (CCU) series, including a move away from attempts to 'educate', and instead increase disaster risk awareness and preparedness through 'informing' activities.
 - Focus also remains on mental health and wellbeing improvement activities, including subcontracting of allied health professionals for free personal health checks.
 - The next CCU event, alongside recovery and resilience agencies and emergency services volunteers, will activate at Withcott Family Fun Day, Sunday 7 May.

Interagencies

Staff are involved in the following networks aimed at identifying human and social service gaps and trends, and improving service delivery through strategic networking and partnerships:

- Lockyer Youth Agency Network
 - Next meeting is 16 May at Laidley Sports Complex.

- Lockyer Valley Service Provider Interagency
 - Meeting held 20 April with 18 attendees representing 16 agencies
 - Next meeting is 11 July.
- Lockyer Valley Disaster Recovery and Resilience Interagency
 - Meeting held 18 April, with 13 attendees representing 11 service providers, and local and state government departments
 - Next meeting is 23 May
 - Service providers are actively encouraged to participate in the local community events; engage through the Lockyer and Laidley Community Centres to connect with Lockyer Valley residents; and register on, and utilise, My Community Directory (MCD) platform.
- Local Level Alliance and Ipswich West Moreton Community Central.
- Toowoomba and Ipswich Districts Human and Social Recovery Committee
 - Next meeting is 5 July.
- CRRO participating in a range of network meetings with neighbouring Councils (especially Ipswich, Somerset, Scenic Rim, Southern Downs, and Toowoomba).



COMMUNICATIONS

The Communications Team manages a range of media and communication products ranging from media releases and social media posts, to design of posters, signs and fact sheets, to videography and media events, as well as website management.

Our primary function is to provide meaningful and timely information to the community on Council decisions, programs and services through a range of mediums.

DISASTER COMMUNICATIONS

The Communications Team leads the Public Information function during severe weather events and disasters and provides time-sensitive information via social posts and the Disaster Dashboard as well as managing inquiries and interviews from external media. Between disaster activations, the team publishes a range of preparedness messages.



0 preparedness messages published

0 awareness and warning messages published

ONLINE ENGAGEMENT

26 CORPORATE FACEBOOK POSTS



HIGHEST PERFORMING POST
Forest Hill Silos Mural Project
Reach: 12,643
Shares: 32

26 INSTAGRAM GRID POSTS



HIGHEST PERFORMING POST
Forest Hill Silo Project
Reach: 756
Reactions: 50

25 TWITTER POSTS



HIGHEST PERFORMING POST
Flood Information Portal
Impressions: 485
Re-tweets: 3

COMMUNITY CONNECT NEWSLETTER

An opt-in e-newsletter aimed at community groups including sporting and interest groups and schools which provides timely information on capacity-building workshops, a wide range of grants and community events.

594 Subscribers with an open rate of **40.91%** (industry average < 25%).

TOP 3 ARTICLES

1. Author Talk
2. EWN
3. Climate Services for Agriculture Platform

30

IN-HOUSE DESIGN
PROJECTS

120

DESIGNS CREATED



\$18,590.00

COUNCIL SAVED ON
DESIGN PROJECTS

0

INTERNAL
VIDEOS

1

EXTERNAL
VIDEOS



MEDIA ENQUIRIES



4

RADIO



10

NEWSPAPER



1

TV

0

OTHER

EXTERNAL COMMUNICATIONS



11

MEDIA
RELEASES

5

PAID ADVERTS

COUNCIL'S CORPORATE WEBSITE

13,329

TOTAL WEBSITE
USERS

73.9%

NEW WEBSITE
USERS



MOST VISITED WEB PAGES

1. Current Vacancies
2. Anzac Day
3. Flood Information and Regulation

ADVOCACY

Advocacy

Inland Rail

On 6 April 2023 the Australian Government released the Independent Review of Inland Rail that was conducted in late 2022 by Dr Kerry Schott. The Government also released their response to the Review which agreed, or agreed in principle, with the 19 recommendations made by Dr Schott.

Key findings and recommendations of the Review were:

- There had been a lack of oversight of the Inland Rail project
- Costs of the project had escalated to approximately \$31.4B
- Problems with scope meant that Dr Schott did not have confidence even in that figure
- Termination of the line at Ebenezer rather than Acacia Ridge
- Support for the project was confirmed
- Support broadly for the existing route
- Recognition of the community impacts specifically at Wagga Wagga and Gatton
- There needed to be a staged approach with more clarity on scope and cost
- Confirmation of construction to Parkes
- No clear timeline provided beyond Parkes to Gowrie or to Brisbane

The Review confirmed many of the concerns Council has been raising over the project for a number of years. Council is cautiously optimistic about the Review. While the recommendations recognised our concerns over the alignment through Gatton, it discussed corridor preservation with a change in alignment dependent on an increase in train numbers. This is somewhat confusing and will need to be clarified with the Australian Government. The EIS demonstrates a significant increase in train numbers (to 47 by 2040) so a change in alignment would be necessary from commencement of Inland Rail. Corridor preservation may be an option for other communities where the increase in train numbers will not be as significant as in the Lockyer Valley townships. Further representations have been, and will be, made to ARTC, the Minister and the Australian Government.

Council officers continue to work with ARTC and all levels of government to seek an improved project and alignment.

ARTC and the Office of the Co-Ordinator General (OCG) continue their work and review of the Draft Environmental Impact Statements for both Helidon to Calvert (H2C) and Gowrie to Helidon (G2H) sections of Inland Rail. Council regularly meets with officers from the OCG to receive updates and respond to questions arising from their EIS review. Council officers attended the Community Consultative Committee meeting and a Social Impact Workshop held by ARTC during April. Council also attended a Multi Criteria Assessment process (involving Regionerate Rail, ARTC, DTMR and council) to examine alternate alignment around Gatton and looks forward the release of that analysis.

14.2 Group Manager People Customer and Corporate Services Monthly Report - April 2023**Author:** Dan McPherson, Group Manager People, Customer and Corporate Services**Responsible Officer:** Dan McPherson, Group Manager People, Customer and Corporate Services

Purpose:

This report provides Council with a summary of key operational activities undertaken by the People, Customer and Corporate Services performance group during April 2023.

This document is for Council's information only.

Executive Summary

This report provides Council with a summary of key operational activities undertaken by the People, Customer and Corporate Services Group during April 2023.

Proposal

That this report be received and noted.

Attachments

1 [!\[\]\(0fb13ad0bfa3d86868cdd3883e5665b3_img.jpg\)](#) Monthly Group Report - People Customer and Corporate Services - April 2023 8 Pages



People, Customer and Corporate Services

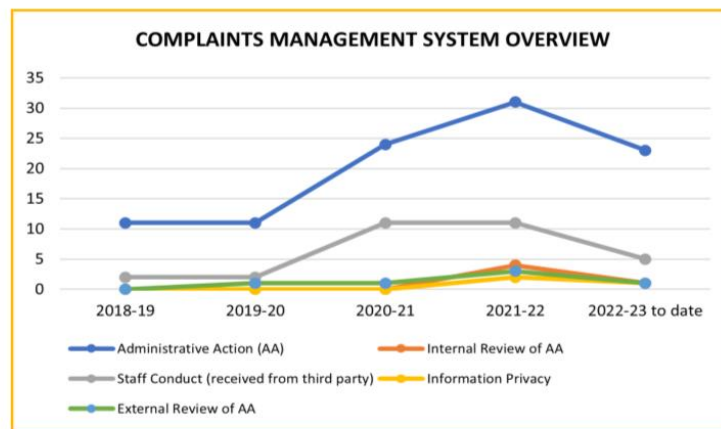
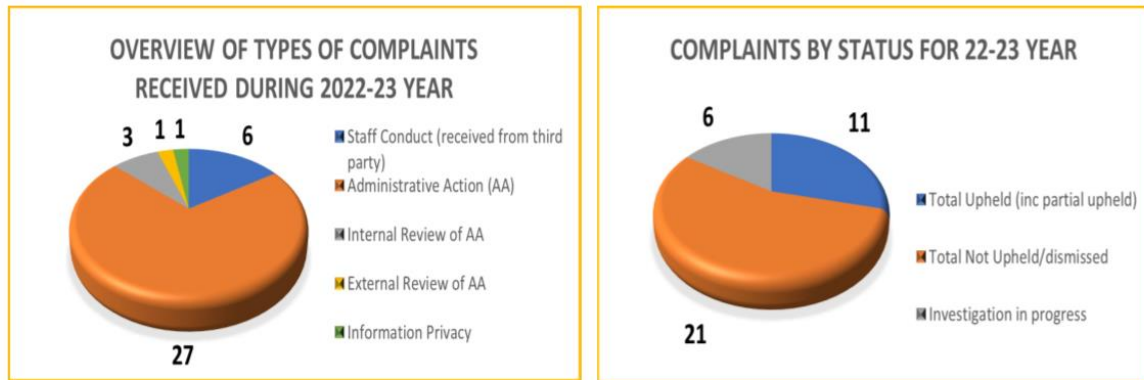
MONTHLY GROUP REPORT
APRIL 2023



PEOPLE, CUSTOMER AND CORPORATE SERVICES

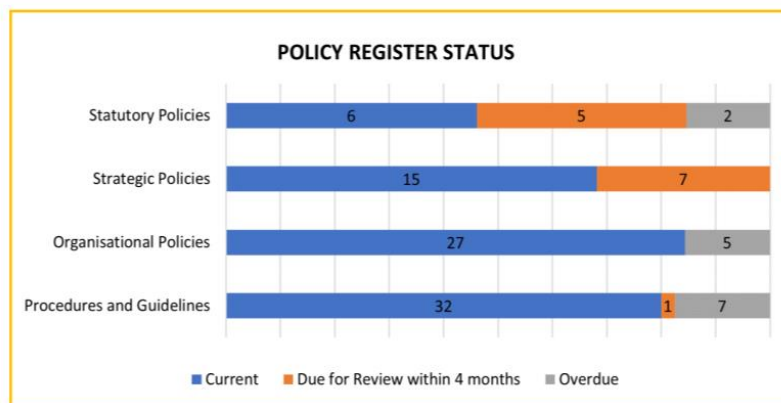
GOVERNANCE AND PROPERTY

Below is an overview of complaints received through Council's Complaints Management System for the 2022/2023 financial year to the end of April 2023.



POLICY REGISTER UPDATE

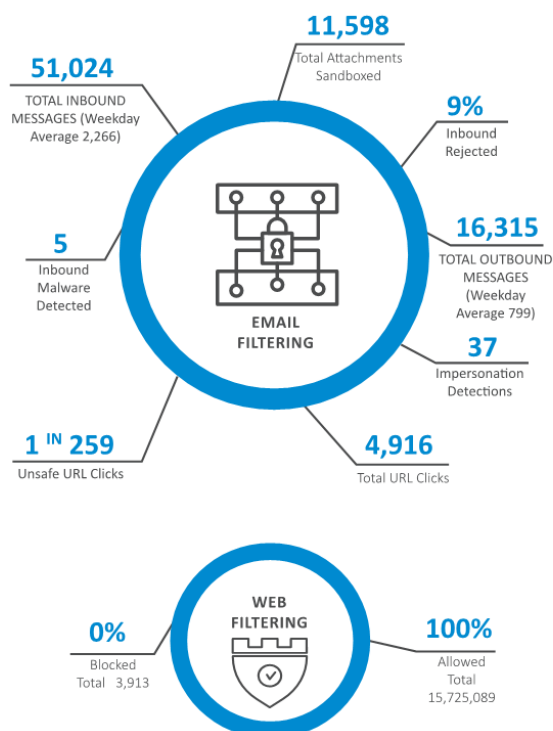
A number of the statutory and strategic policies which are overdue or due for review by the end of the financial year, will be reviewed and adopted with Council's 2023/24 budget. The Governance and Property team continue to work with and provide assistance to policy owners whose policies are either overdue or due for review. This is an ongoing process across the organisation.



INFORMATION COMMUNICATION TECHNOLOGY

- The ICT Steering Committee met 21 April with the additional members including the Group Manager of Community and Regional Prosperity, and the Chief Financial Officer.
- Discussion included:
 - adopting updated Terms of Reference;
 - approval of the updated draft of the Cyber Security Strategy;
 - developing a defined process for new software requests from the business;
 - TechnologyOne Review;
 - Service outages; and
 - Project updates.

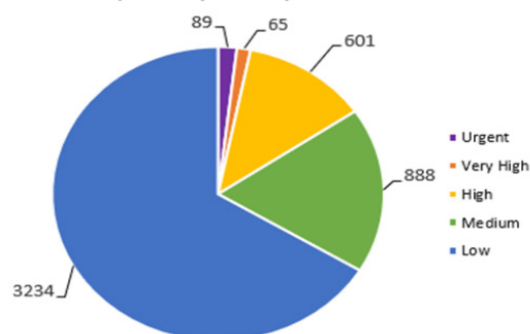
EMAIL AND WEB PROTECTION



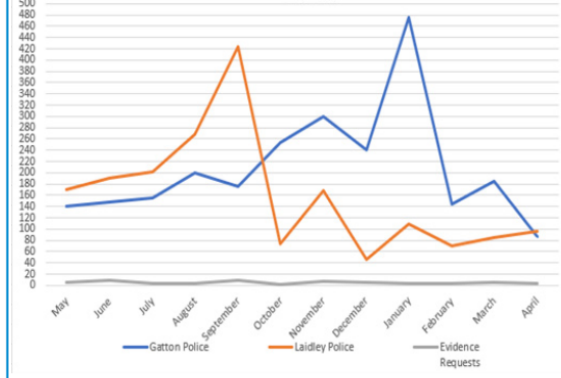
NETWORK PERFORMANCE SNAPSHOT



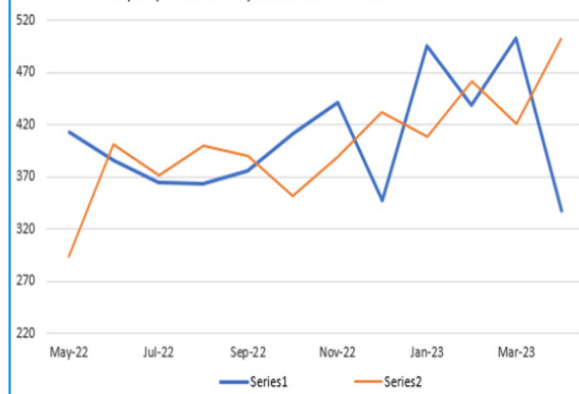
Requests by Priority Last 12 Months



CCTV Recorded Image Views & Evidence Requests Last 12 Months

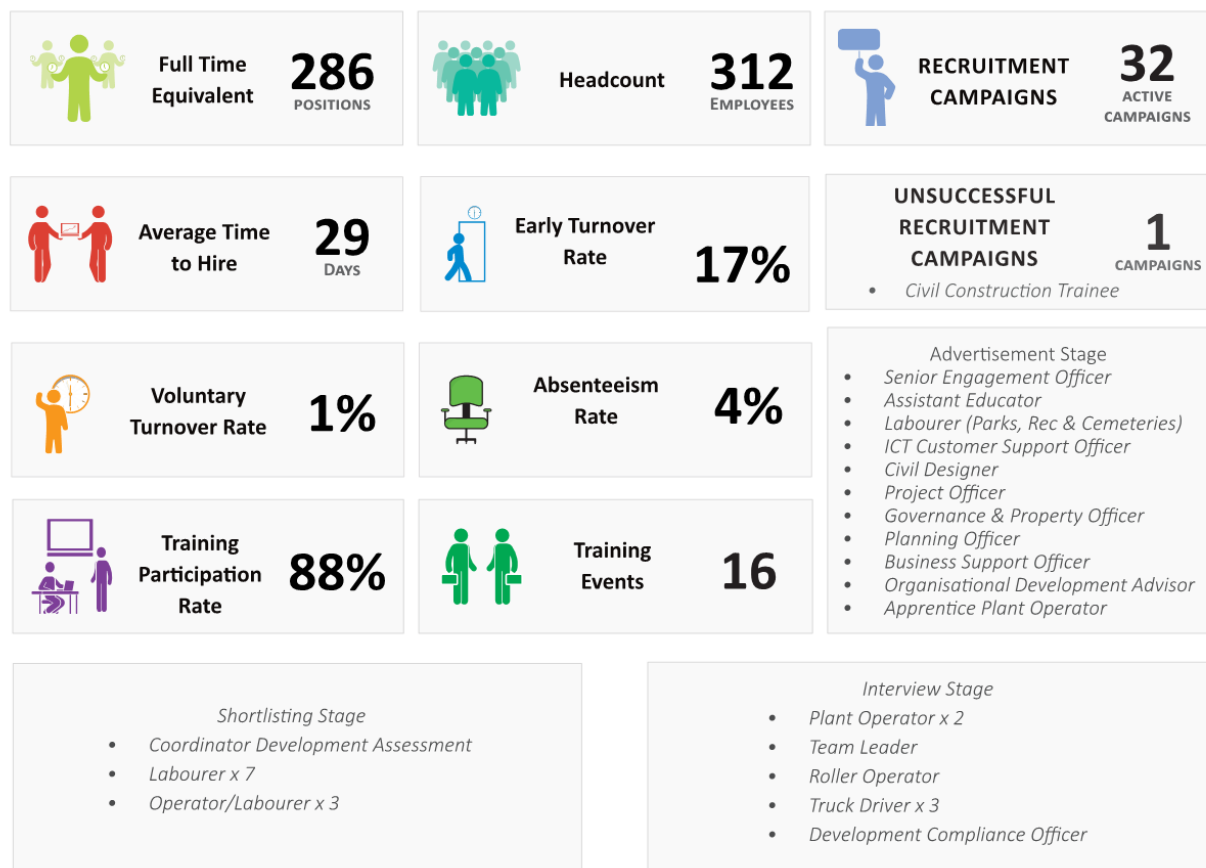


Open/Closed Requests Last 12 Months



PEOPLE AND CUSTOMER EXPERIENCE

ORGANISATIONAL DEVELOPMENT AND PAYROLL



CORPORATE TRAINING

- | | |
|---|--|
| <ul style="list-style-type: none"> Apply Animal Trapping Techniques Queensland Disaster Management Arrangements Governance Compliance - Authorised Persons Governance Compliance - Gifts and Conflicts of Interest Governance Compliance - Public Interest Disclosures - Managers and Supervisors Governance Compliance - Public Interest Disclosures Ground Distribution of Herbicides (ADCD License) Internal Compliance - Corporate Induction Internal Compliance - Employee Code of Conduct Internal Compliance - Workplace Bullying and Harassment Nationally Recognised Certification - Conduct Comprehensive Inspection of Park Facilities Nationally Recognised Certification - Conduct Operational Inspection of Park Facilities | <ul style="list-style-type: none"> Nationally Recognised Certification - Conduct Visual and Operational Inspection of Park Facilities Person-centered Emergency Preparedness (P-CEP) Facilitator Training Safety Compliance - Drug and Alcohol Awareness Safety Compliance - Fire Warden (Emergency Control Team) Safety Compliance - The Witness: Robbery Safety and Security Program Safety Compliance - Workplace Health and Safety Induction Traffic Management - Working in Proximity to Traffic Awareness Part 1 Traffic Management - Working in Proximity to Traffic Awareness Part 2 |
|---|--|

TOTAL OF 66 ACCREDITATIONS ISSUED IN APRIL 2023

PEOPLE AND CUSTOMER EXPERIENCE

INFORMATION MANAGEMENT

PROJECT UPDATES

Disposal of Physical Records

The project for the assessment and disposal of Council records is ongoing. During the month of April, the Information Management Team have scanned and registered many files and documents that will soon be approved for the destruction of the physical record. The scanning work combined with the ongoing processing of other records is steadily decreasing the number of cartons in storage and the associated storage and retrieval costs.

Considerable work has also occurred at our Depot file storage area this month, in order to accommodate changes to office requirements for other teams. We also accepted and arranged storage of additional Infrastructure records that soon will be evaluated and processed for disposal in the near future.



INFORMATION MANAGEMENT SNAPSHOT

	April 2023	Year to date
Mail/Email items processed	1,378	6,255
Requests for files/boxes	30	119

RIGHT TO INFORMATION APPLICATIONS

	2023	2022	2021	2020	2019	2018
Number of applications received	7	9	14	10	2	8



PEOPLE AND CUSTOMER EXPERIENCE

CUSTOMER CONTACT

1,529

Decrease of 1,159
calls from last
month.

**CALLS
RECEIVED**

5:06

MINUTES
Increase of 32
seconds from last
month.

**AVERAGE
HANDLING
TIME**

88.44%

**SERVICE
LEVEL
REACHED**

TOTAL WEB CHATS

38

Decrease by 41
from last month.

WEBCCHAT HANDLING TIME

12:22

MINUTES
Increase of 5:18 minutes
from last month.

TOTAL RECEIPTS

212

Decrease by 1001
receipts
from last month.

TOTAL eREQUESTS

438

Decrease by 374
from last month.

TOTAL CRM RECEIVED

995

Increase by 175
from last month.

QGAP PERFORMANCE

51.65 HRS

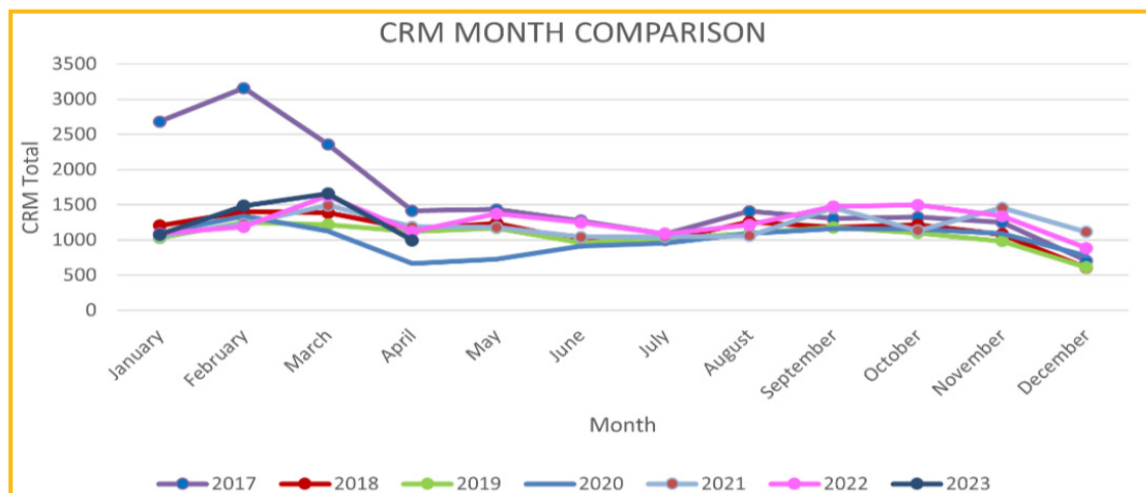
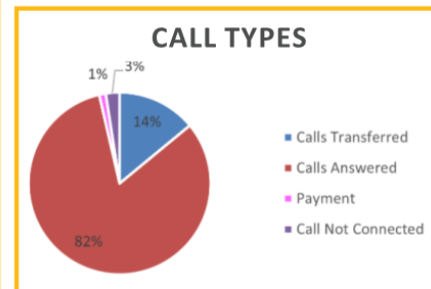
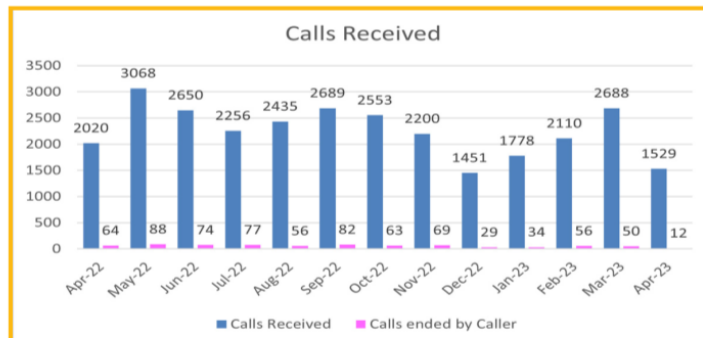
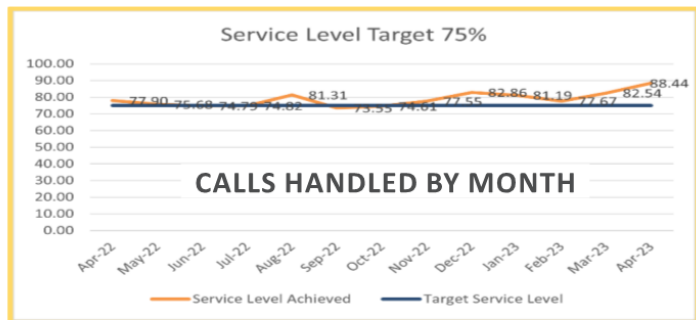
Total time taken
for all transactions

317

Total number of
transactions

9.78

Total average time
for all transactions



PEOPLE AND CUSTOMER EXPERIENCE

WORK HEALTH AND SAFETY



MEASURING OUR SAFETY PERFORMANCE

APRIL 2023

INJURIES BY CLASSIFICATION TYPE

3
INJURIES
OCCURRED



0

LOST TIME



0

MEDICAL ONLY



2

FIRST AID



1

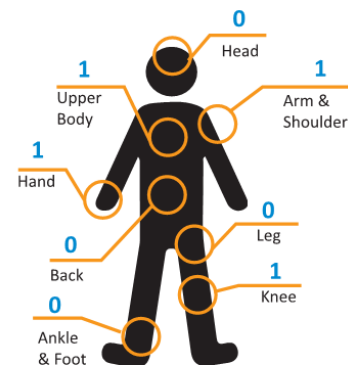
REPORTABLE ONLY



0

NEAR MISS

AREAS OF THE BODY MOST AFFECTED



KEY FACTORS ASSOCIATED WITH ASSET INCIDENTS

3
ASSET INCIDENTS
OCCURRED



0

PROPERTY
DAMAGE



3
PLANT VEHICLE/
INCIDENT



0
ANIMAL STRIKE



0

FIRE

KEY FACTORS ASSOCIATED WITH ENVIRONMENTAL INCIDENTS

0
ENVIRONMENTAL
INCIDENTS
OCCURRED



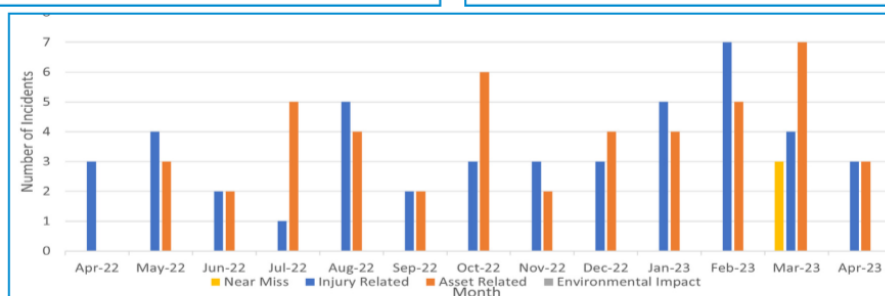
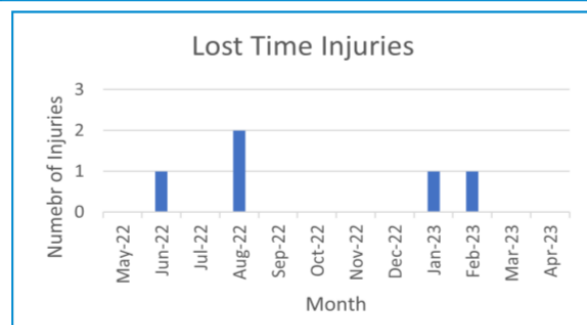
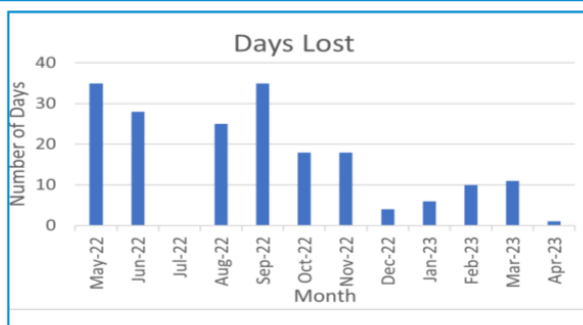
0%

SPILLS



0%

CONTAMINATION



WASTE SERVICES

WASTE MANAGEMENT

- The Waste Warrior education project continues in Lockyer Valley schools.
- Site preparedness for Cell 5 at the Gatton Landfill continues.



KERBSIDE WASTE & RECYCLING SERVICES MARCH 2023



Garbage Bins
Collected **70,600**

85% presentation rate



Garbage Tonnes
Received **938**
TONNES



Recycle Bins
Collected **31,350**

74% presentation rate



Recycle Tonnes
Received **198**
TONNES

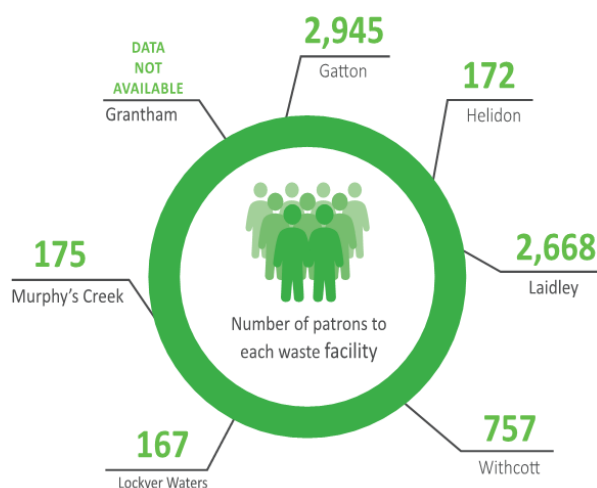


Recycle
Contamination **35.08**
TONNES



FOGO Food/Garden
Tonnes Received **32.78**
TONNES

1 Year trail of 1000 homes
45% presentation rate



6,884
**TOTAL PATRONS TO ALL
WASTE FACILITIES IN
APRIL 2023**
(EXCLUDING GRANTHAM)

14.3 Group Manager Community and Regional Prosperity Monthly Report - April 2023**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 April 2023.

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 April 2023.

Proposal

That this report be received and noted.

Attachments

[1](#) Community and Regional Prosperity Monthly Group Report - April 2023 11 Pages



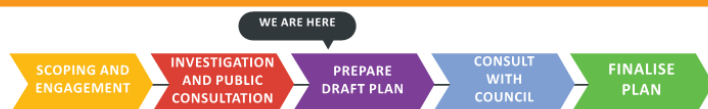
Community and Regional Prosperity

MONTHLY GROUP REPORT
APRIL 2023



PERFORMANCE REPORTING

KEY GROUP PROJECTS



LOCAL FLOODPLAIN MANAGEMENT PLAN (LFMP)

The consultant has been progressing the LFMP and evacuation projects. They are working on an updated timetable for completion by end of June 2023. Officers will engage with Council in the near future to discuss these projects. The consultant has proposed a traffic light system to address the completion of providing flood warnings using the flood intelligence tool. Discussions have been initiated with TMR by the project team in regard to local and regional route planning support.

Catchment Planning has been progressing in North Laidley and is close to a final solution for both the development and other catchment legacy issues, based on current indicators. Officers have been closely engaging with the new land owners in order to progress the proposed mitigation strategy. After spending 2 years trying to engage with ARTC to coordinate and share costs and opportunities, officers decided to move forward without them. ARTC has only recently indicated an interest in this project. Officers will bring the concept design to Council when finalised. This design will form the basis of modification of and other necessary development approvals and other tasks moving forward.



FLOOD MODELLING - ENGINEERING

The Lockyer Creek overall NDRP flood modelling project was practically completed in 2022. The Engineering map sets from this project were used to create the risk mapping for the draft planning scheme. Due to time constraints the scheme flood risk planning maps and FIP were moved forward with available maps/information. Checks of this mapping both by officers and the WaterRIDE consultant have indicated issues with the mapping of several events. A final review of amended mapping sets is being undertaken. This has affected the new Defined Flood Level (DFL) map for the scheme. The key cause seems to relate to areas where the 2014 modelling was retained and combined – not the new modelling. The DFL (scheme) map was based on the consultant applying the effect of freeboard in relation to the Probably Maximum Flood (PMF). We have been working with the consultant on the DFL and risk mapping.

A response is expected by the end of June 2023 to the application submitted under a new federal government disaster resilience program, to obtain initial funding for land purchase, concept planning and decision making stages at Laidley.

The 2022 LIDAR Terrain data for the LVRC area is being processed and will be soon available for internal projects. This is a key piece of work that will greatly assist Council's operations.

Initial planning has commenced for the DRFA Categories C and D Funding for the extension of the Lockyer Creek model. It has been established that ARTC has not used our supplied Lockyer Creek modelling to date on their projects and not undertaken 2022 calibration. This will be a key task for our project. This will assist catchment planning (creek and stream infrastructure and sediment management), asset management (bridges and crossings), planning and disaster management.

Regional engineering mapping and rainfall models were provided to the Flood Intelligence vendor (WaterRIDE) to allow the project to progress in late 2022. They picked up some anomalies for which amended mapping sets have now been provided. The consultant has confirmed that warnings are complex depending on what creek system is actually activated by rainfall and is not intuitive.

It is important that the intelligence system is robust and appropriately modified. Workshopping with both our flood evacuation/flood classification engineer and the vendor was undertaken to consider and include learnings from the February/March 2022 events to improve operation of the Flood Intelligence Portal, particularly in complex localities such as Grantham. Additional runs of the local modelling was commissioned to support this work. To move forward we are using the derived levels from the 2022 DTM to work-around delayed ground survey of impacted creek channels, gauge sites and the like. Due to the complexity, the work will be need to be circular between both parties to arrive at a modified WaterRIDE system that reflects flood operations.

KEY GROUP PROJECTS CONTINUED



FLOOD INFORMATION PORTAL

Finalisation of the tool and associated documents, processes and web access has occurred and the FIP was launched on 12 April 2023.



TOOWOOMBA AND LOCKYER VALLEY ESCARPMENT MOUNTAIN BIKE TRACK PROJECT

This project continues to progress with an approval received from the Department of Resources to amend the current use of reserve Lot 103 on SP 221349 from Park only to Park and recreation, this will enable access through the public land for the trails to Roches Road, Withcott.

The two key landowners will be formally approached by the Toowoomba Regional Council project team to establish if a legal agreement can be reached for an access corridor to Roches Road.



LAKE APEX AND LAKE FREEMAN REIMAGINING PROJECT

Council has worked with Infinitum Partners to engage Range Environmental Consultants to review any legislative changes as well as identifying any changes to the scope of work that would be required for a SARA and EPBC referral. Once this process has been completed, it will inform the full scope of works and indicative costs to gain approvals as well as establishing the current environmental values.



FOREST HILL SILO PROJECT

Community engagement commenced on the draft designs for the Viewing Precinct, which is intended to attract day trippers, short-stay self-contained RV campers and tour buses.

Pop-up consultations were held on 22, 26 and 30 April at 33 Victoria Street, Forest Hill. Additional engagement has been conducted with Forest Hill Community Development Group, businesses, the Laidley Cricket Club, the Woodcrafters Group, the SES, and information provided for school dissemination. Community engagement closes 10 May and consultation information will be provided to Councillors at a workshop in June 2023.



EQUINE COLLABORATIVE PRECINCT

No further action.



ARTS AND CULTURAL PLAN

Reviews continue of the Arts and Culture Strategy. It is expected that the 2023/2024 Strategy and Action Plan will be presented to a Council workshop in May for review.



COMMUNITIES

TOURISM

QUEENSLAND TRANSPORT MUSEUM



326

TICKET SALES



116

FREE ENTRY



\$2,142

TOTAL TICKET
REVENUE



LUVYA LOCKYER WEBSITE



5820

WEBSITE VIEWS

5538
UNIQUE PAGE VIEWS

5557
NEW VISITORS

AUDIENCE

62%	QLD	6%	NSW	2%	VIC
1%	TASMANIA		6.5%	OVERSEAS	

VISIT LOCKYER VALLEY FACEBOOK



24,173
PAGE REACH

5,565
TOTAL FOLLOWERS

13
POSTS

AUDIENCE

14.2%	BRISBANE		8.3%	TOOWOOMBA	
8.1%	SYDNEY	11.9%	IPSWICH	3.4%	GOLD COAST

EVENTS

Ongoing support is being provided to a range of community event organisers. Support includes advice and equipment.



2 COUNCIL LED EVENTS

- 2023 Anzac Day Commemorations at Gatton and Laidley
- Support was also provided for ANZAC Day activities at Helidon, Withcott, Murphys Creek, Hatton Vale, Grantham/Ma Ma Creek, Forest Hill



3 PROJECTS IN PLANNING

- Laidley Spring Festival
 - Markets
 - Garden Precinct
 - Hospitality Precinct
 - Marketing, Equipment & Entertainment
- Mayoral Christmas Carols
- Christmas Carnival



3 COMMUNITY GROUPS/ EVENTS GIVEN ASSISTANCE

- Heritage Festival – Das Neumann Haus, Laidley Pioneer Village and Gatton District Historical Society- 22 April 2023
- Heavy Horse Field Days – 29 & 30 April 2023



3 UPCOMING COMMUNITY EVENTS

Ongoing assistance was provided to:

1. Withcott Family Fun Day – 7 May 2023
2. Lockyer Multicultural Festival – 21 May 2023
3. Lockyer Valley Foothills Art Show – 27 May 2023

LIBRARIES AND GALLERIES



60,392
ITEMS IN OUR COLLECTION

Physical- 38,544 Digital- 21,848




344
ACQUISITIONS

Physical & eResources
In comparison to 542 in April 2022



86.2%
ITEMS ISSUED

VIA SELF-SERVICE
KPI 85%

eRESOURCES			
PLATFORM		APRIL 2023	APRIL 2022
	eAudiobooks & eBooks (Borrowbox)	2,042	1,944
	eMagazines (Overdrive)	279	106
	eMovies (Beamafilm)	89	16

8,931

**PHYSICAL
LOANS**

In comparison to 9,084 in April 2022.
Including audiobooks, books, DVDs,
magazines, literacy kits, CDs, seeds,
and toys.

2,410

**ELECTRONIC
LOANS**

In comparison to 2,470
in April 2022.

11,341

TOTAL LOANS

Decrease of 19.3% in
comparison to last month

17,552

**ACTIVE LIBRARY
MEMBERS**

In comparison to 16,279 in
April 2022

123

**NEW LIBRARY
MEMBERS**

0

**VIRTUAL
EVENTS**

Reach: 0

70

**IN PERSON
EVENTS**

Total Attendees:
1,090



13,742

VISITORS

9,723

Gatton Library
Decrease of 2,293 people

4,019

Laidley Library
Decrease of 472 people

LIBRARIES - EVENTS

Our April events at Gatton and Laidley Libraries included:

- Weekly – JP in the community sessions, craft group (Gatton), First 5 Forever children's story times (four session a week at each branch)
- Bi-monthly – Digital literacy sessions, writing group
- Monthly – Lockyer Valley Cancer Support Groups (Gatton), movie matinees, book chat (Laidley), book club (Gatton) and the online book club.
- Special events – School holiday activities (Superpowered on Tour QAGoma craft, Easter craft, scavenger hunt, family movie and lego fun, and Barnyard Babies), "Turning 3 in 2023" event at Laidley, Jim Nichols author talk, Human Book, Childcare Story time visits, Bunnings family Easter night.

*All events are run by our library staff – the Cancer support group is library supported, Turning 3 in 2023 and Bunnings family Easter night was supported and attended by staff.



LIBRARIES UPDATE

- There was a fantastic turnout for our school holiday activities. Activities were scheduled on every day of the holidays, for families to enjoy. We received great feedback from families who attended, especially in relation to our Barnyard Babies event.
- Staff are scheduling our events for June to August, to create the quarterly What's On Brochure. We aim to have this edition distributed by the end of May.
- Our First 5 Forever Story times have returned for the term. These run at both branches every Tuesday and Friday morning, for children 5 years and under.
- Saturday mornings continue to prove popular for the Gatton Library with an average of 135 people attending for 2.5 hour open period.

ART GALLERY UPDATE

- 1,540 people have visited the Gallery during the month of April.
- Our current exhibition in the gallery is "Outside In" by Helen Richards and Sue Dryden, it explores the allure of the calm interior versus the ebullience of the landscape, with a focus on environments as they appear within different lighting conditions. This exhibit runs until Sunday 14 May.
- Staff have been participating in the Museums and Galleries Queensland gallery standards review 2022. It has been a long process and the program has now concluded with a celebration and debrief. The program has encouraged staff with their gallery practice.



REGIONAL ARTS AND DEVELOPMENT FUNDING (RADF)

- Projects funded through Round 1 of the 2022/23 RADF program are commencing.
- Round 2 2022/23 is currently open for applications, it closes on Wednesday 31 May at 3pm, individuals and community groups interested in arts and culture can apply via the website: <http://www.lockyervalley.qld.gov.au/RADF>

CHILDCARE



UPDATE

During the month of April the staff have been working to provide the best quality of care for all children. We are always learning new ways to spark children's minds.

We are in the process of learning new ways of programming through an information day and informational learning videos, "The Rose Way Planning." We feel this will be a great improvement and will benefit families and staff through the new programming.



87%

**TOTAL
OCCUPANCY RATE**

In comparison to 69.45% in April 2022

ACTIVITIES

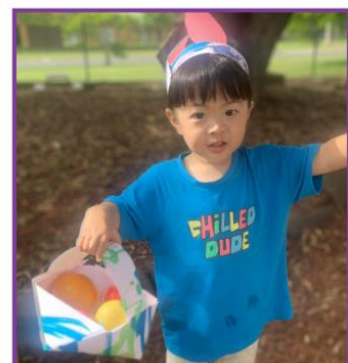
This month we celebrated Easter along with;

- Purple Day
- Epilepsy awareness day
- World autism day, and
- World art day

These events are great opportunities to teach and guide the children about community, culture and encourage the children to be curious and ask questions.

In the lead-up to Easter, the children were very excited to make their own Easter hats for their Easter bonnet parade. Our wonderful families also joined in the fun, making some very creative Easter hats.

Our families attended the centre to watch the Easter bonnet parade. The children proudly marched around the yard showing off their Easter hats and face paint while listening to some Easter songs. Following the parade, the children were so excited to go on an Easter egg hunt, exploring the yard in search of colourful eggs to swap with chocolate eggs.



PLANNING POLICY AND COMMUNITY WELLBEING

GROWTH AND POLICY



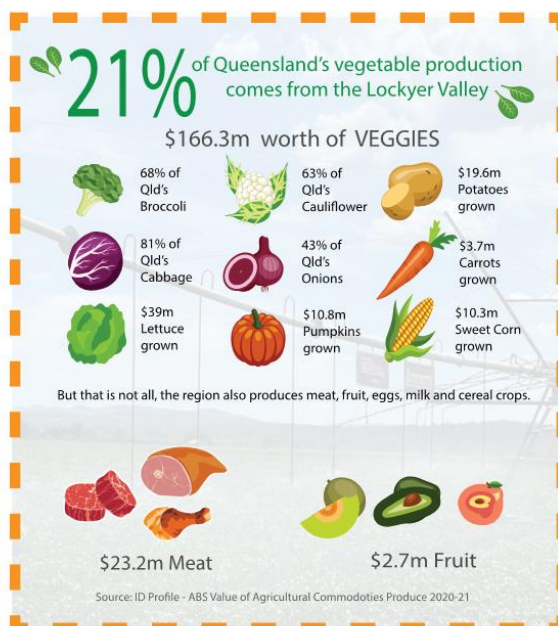
The Lockyer Valley Flood Information Portal was launched on 12 April and there has been fantastic utilisation of the tool. During the first three weeks there were:

- 1,218 hits on the Council website page
- 1,422 hits on the FIP Portal and
- 265 FIP reports were generated.

Economic Development

New data released by the Australian Bureau of Statistics on Agricultural Produce shows agriculture is an important contributor to the local economy and the Queensland economy.

In 2020/21 \$376m worth of produce came from the Lockyer Valley, which is 21% of Queensland's total vegetable production.



Strategic Planning

Proposed Lockyer Valley Planning Scheme

Drafting

State Interest
Check

Community
Consultation

Submissions
review

Adoption

We are here



Environmental Planning



The Lockyer Valley Koala Forum, presented by Wildlife Watcher and an initiative of Social Marketing @ Griffith in partnership with Lockyer Valley Regional Council, will be held on May 18, 2023. The forum will bring together leading experts and stakeholders to discuss the latest strategies for koala conservation, habitat restoration, and the protection of threatened species. Council officers will share Council's latest efforts to conserve Koala populations through planning, policy, community engagement, on-ground land management and revegetation.

Integrated Land Management Plan



Funded
project

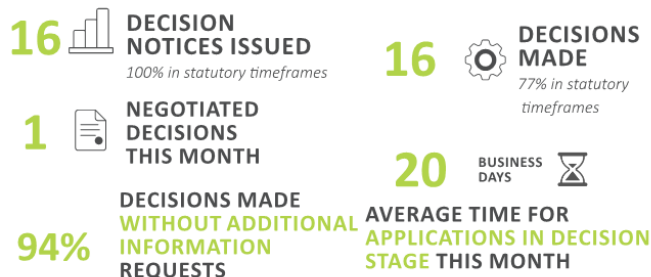
Officers recently attended a fire management planning workshop which provided valuable information regarding the processes involved in

fire management planning. This information will assist the development of a bushfire management strategy to aid protection of Council-managed reserves and surrounding properties in the future.

DEVELOPMENT ASSESSMENT

ACTIVITY	CURRENT MONTH	2023 YTD	2022 SAME YTD PERIOD
DEVELOPMENT APPLICATIONS			
RECEIVED	16	55	96
DECIDED	24	60	92
EXEMPTION CERTIFICATES			
RECEIVED	1	9	15
DECIDED	1	8	12
BUILDING, PLUMBING, PLANNING INFORMATION AND FORM 19'S			
RECEIVED	29	128	152
COMPLETED	17	105	166
PRELODGE MEETINGS HELD	9	36	28

MARCH 2023 STATISTICS



LAND DEVELOPMENT PIPELINE



DEVELOPMENT COMPLIANCE



36% decrease in Development Applications decided

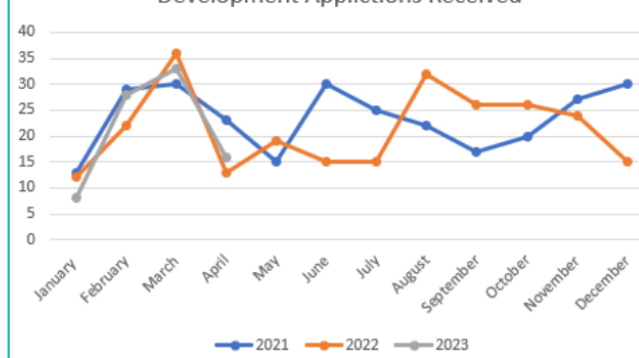
42% increase in Development Applications decided

28% increase in Prelodgement Meetings

15% decrease in Building, Plumbing, Planning information & Form 19's received

36% decrease in Building, Plumbing, Planning information & Form 19's completed

Development Applications Received



INFRASTRUCTURE CHARGES PAID
YTD = **\$114,023.01**



INFRASTRUCTURE CHARGES OUTSTANDING
= **\$601,939.03**

BUILDING AND PLUMBING



BUILDING APPROVALS **75**

By Private Certifiers and LVRC.
In comparison to 75 in 2022



BUILDING APPROVALS BY LVRC **15**

In comparison to 10 in 2022



PLUMBING APPROVALS **33**

In comparison to 38 in 2022



AVERAGE DAYS TO APPROVE **12.5**

Building Applications

Days

\$13.3M
COMMERCIAL AND DOMESTIC VALUE OF WORKS
in the Lockyer Valley Region



AVERAGE DAYS TO APPROVE **3.7**

Plumbing Applications

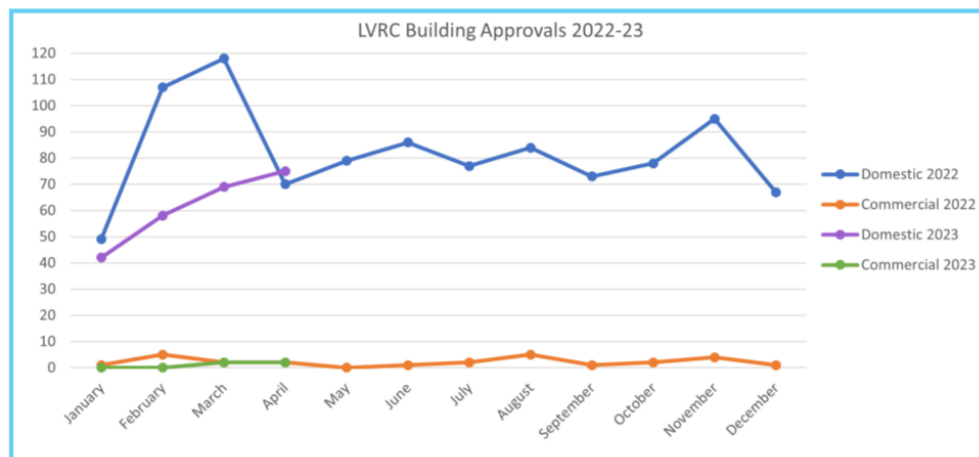
Days



BUILDING INSPECTIONS **34**



PLUMBING INSPECTIONS **165**



CONTINUOUS IMPROVEMENTS

Process Improvement delivers efficiency and consistency



UPDATE TO TEMPLATES FOLLOWING MAJOR BUILDING LEGISLATION CHANGES

New templates are being created in preparation of major changes to the Building Code of Australia which came into effect on 1 May 2023. The changes to the BCA will apply to all building applications received from 1 May 2023.

FEES AND CHARGES 2023-2024 REVIEW

The fees and charges applicable to Building and Plumbing, Development Assessment and Community Wellbeing have been reviewed and improvements to the structure of the fees and charges made. These improvements include simplifying and more appropriate descriptions of fees, consolidating similar fees, removing duplication, and ensuring compliance with the relevant legislation.

BUILDING AND PLUMBING EMAIL CUSTOM FIELDS

Changes have been made to the building and plumbing application process in Technology One to include a field showing the applicant's email address on the front screen of the application. This saves staff time in having to navigate through the system to find this information, and negates the need to create and change name records. This also provide consistency with the process used for planning applications.

COMMUNITY AND WELLBEING

LVRC PROPERTY MANAGEMENT

- Maintenance of revegetation area at Shorelands Drive Withcott.
- Assisted with quarterly bird survey at 7 Mile Lagoon with Birdlife Southern Queensland.
- Workshop with steering committee at 7 Mile Lagoon to review property management plan.

PEST MANAGEMENT

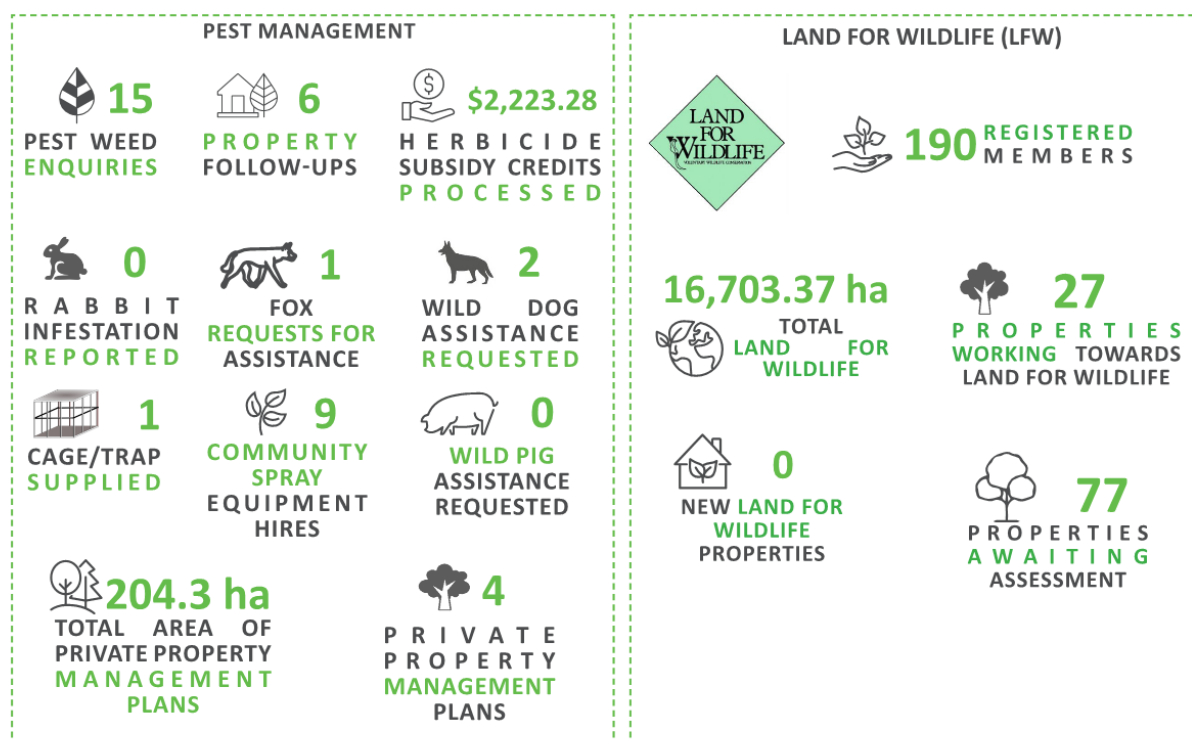
- Treatment of isolated GRT and Fireweed infestations along Salt Springs Road, Glen Cairn (Council road reserve).
- Treatment of Parthenium in Black Duck Creek (unmaintained Council road reserve).

RESILIENT RIVERS

- Request for quote for revegetation services developed and issued to prospective suppliers.
- Completed site preparations at Parklea Reserve revegetation site.
- Community tree planting event held at Parklea Reserve, planting 1,200 native tube stock plants.
- Maintenance of plants in revegetation area at Parklea Reserve including watering and weed control.
- Completed hydrological and geomorphic assessment and prioritisation of Lockyer Creek Reach three project area.
- Concept designs completed for three sites on Blackfellow Creek at Mt Sylvia as part of the Tenthill catchment project.
- Finalised LVRC-23-027 Revegetation services request for quote respondent evaluation.

LAND FOR WILDLIFE

- Land for Wildlife Officer Training- Invertebrate ID & Ecology.
- Compiled ten Land for Wildlife folders, maps, and books for assessment.
- Site assessment and recommendations for Pohlman Nursery supply data for revegetation of the wetland.



ENVIRONMENTAL COLLABORATION

- Meeting with Dr Peggy Eby for mapping of revegetation areas and food trees for Flying Foxes
- Site meeting with Toowoomba Regional Council Officers and Friends of the Escarpment group at Redwood Park
- Attended workshop run by Urban Utilities for development of an integrated water management strategy in Lockyer Valley
- Site work with students from Faith Lutheran College at William Kemp Park on Lockyer Creek
- Presented information on protected species, fauna and flora of the Lockyer Valley to students of Peace Lutheran primary school

ENVIRONMENTAL HEALTH

THE FOLLOWING HAVE BEEN ISSUED YEAR TO DATE

171
FOOD
LICENCES ISSUED YTD



5
CURRENT
FOOD
LICENCES



3
PERSONAL APPEARANCE
SERVICES LICENCES

11 LOCAL LAWS PERMITS



3 CARAVAN



2 EVENTS



3 TEMPORARY
HOME



1 CAMPING



1 MARKET



1 ROADSIDE
STALL

LOCAL LAWS

150



NUMBER OF CUSTOMER
REQUESTS RECEIVED

In comparison to 147 in April
2022

10



NUMBER OF DOGS
IMPOUNDED

In comparison to 13 in April
2022

34



KENNEL LICENCES
ISSUED YTD

In comparison to 37 in 2021-2022

53



TOTAL NUMBER
OF INFRINGEMENT
NOTICES ISSUED YTD

In comparison to 49 in 2021-2022

137

NUMBER OF CUSTOMER
REQUESTS RESOLVED

In comparison to 147 in April
2022

5



NUMBER OF DOGS
RELEASED/REHOMED

In comparison to 17 in April
2022

63



EXCESS ANIMAL
PERMIT RENEWALS
YTD

In comparison to 59 in 2021-2022



NUMBER OF DOGS
REGISTERED

7,533 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.



4

TOTAL NUMBER OF
INFRINGEMENTS YTD
ISSUED = \$7,475



15

ILLEGAL DUMPING
INCIDENTS

In comparison to 14 in
April 2022



APPROXIMATELY **785**
WHEELIE BINS OF
ILLEGALLY
DUMPED WASTE YTD

In comparison to 938 in
2021-2022

WASTE TYPES
ILLEGALLY
DUMPED YTD
(APPROXIMATE %)



17% Wrecked Vehicles
16% Demolition Materials
16% Tyres
27% Household Waste
11% Mattresses/Furniture
5% Green Waste
2% White Goods
1% Asbestos

14.4 Group Manager Infrastructure Monthly Report - April 2023**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 April 2023.

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 April 2023.

Proposal

That this report be received and noted.

Attachments

[1](#)  Group Manager Infrastructure Monthly Report - April 2023 15 Pages



Infrastructure

MONTHLY GROUP REPORT
APRIL 2023



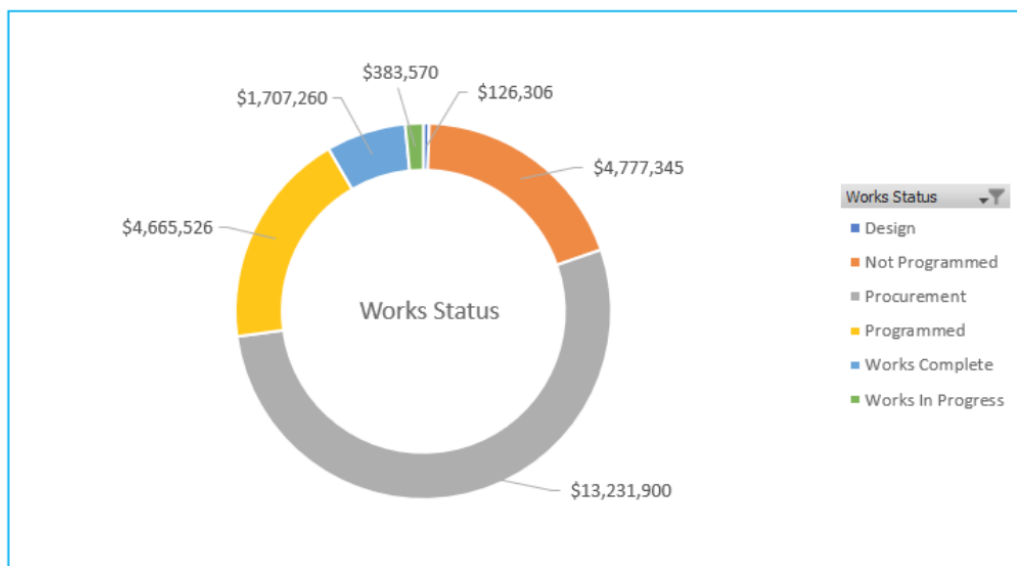
REGIONAL COUNCIL

2022 WEATHER EVENTS

PROGRAM OVERVIEW UPDATE

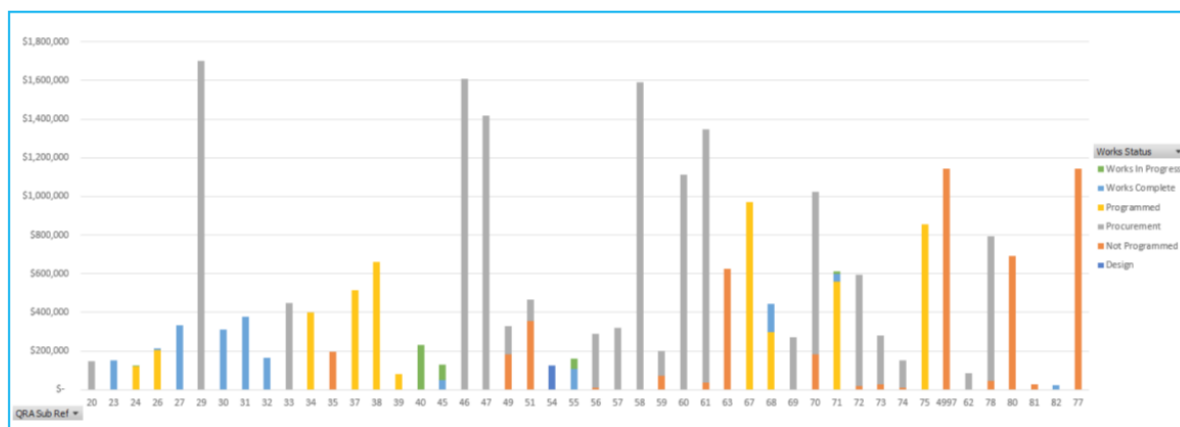
Information provided in the program updates including figures is as at 28 April 2023.

- The approval process for the reconstruction of damage caused to assets from this event as at 28 April 2023.
- \$22,053,306 worth of works approved by the QRA
- \$2,838,601 worth of works with the QRA for assessment



SUBMISSION STATUS

- 45 submissions have been approved
- 5 submissions are with the QRA for assessment including repairs to the rockfall fence on the western end of Flagstone Creek Road (Horsefalls Lane), including slope stability improvements under betterment.



BETTERMENT WORKS

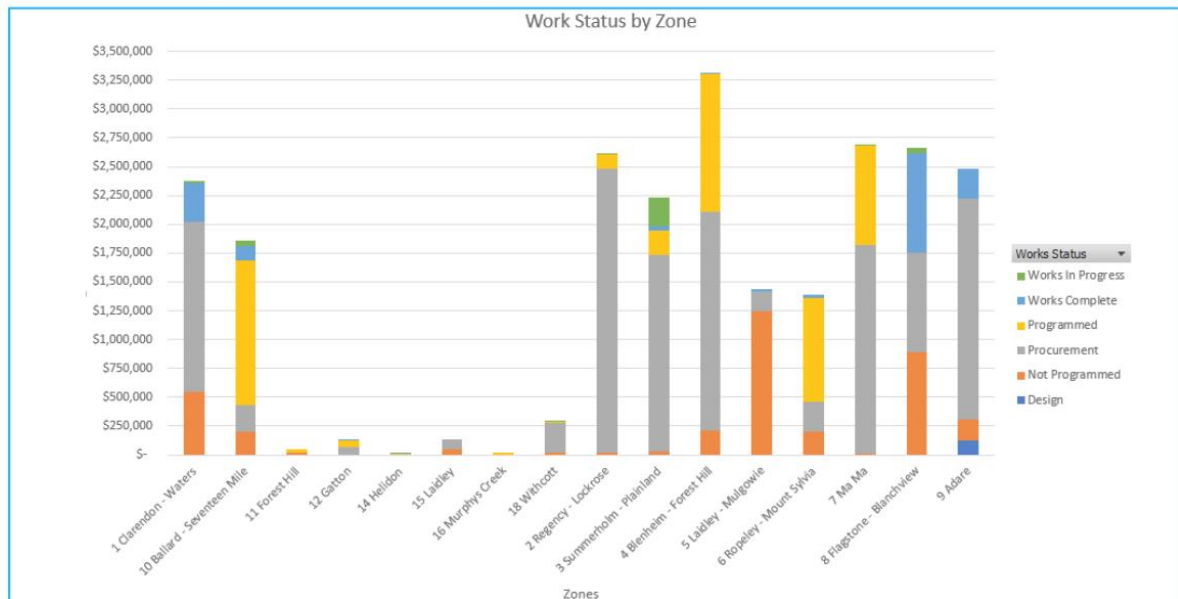
Program updates are as below:

- A betterment project on Brightview Road has been approved by the QRA, allowing for 750 metres of reconstruction including foamed bitumen stabilisation to take place just east of the Glenore Grove School towards Gehrke Road. The project's value is approximately \$2.22M, with REPA and Betterment funding of \$2.05M secured.
- Delivery planning is underway for this project, with intentions to be undertaken by Lockyer Valley Regional Council crews.

RECONSTRUCTION OF ESSENTIAL PUBLIC ASSETS PROGRAM

Program updates are as below:

- The grading program in zone 8 has been completed. Crews are currently working in zone 4 and 10.
- Woolshed Creek floodway reconstruction has been completed.
- Design is complete for the restoration works for landslips at Liftins Bridge, East Egypt Road, Berlin Road and Mountain View. The construction tender is currently being evaluated to proceed to contract.
- A contract for the replacement of Fred Thomas pedestrian bridge at Withcott has been awarded. The project is expected to commence onsite in June. Council to undertake preparatory civil works.
- Two tenders for sealed road pavement construction work, separated into east and west packages are currently being evaluated to award contracts.
- Guardrail restoration at various locations is nearing completion
- Pipe and floodway cleanouts are nearing completion.



Edwards Road, Gatton



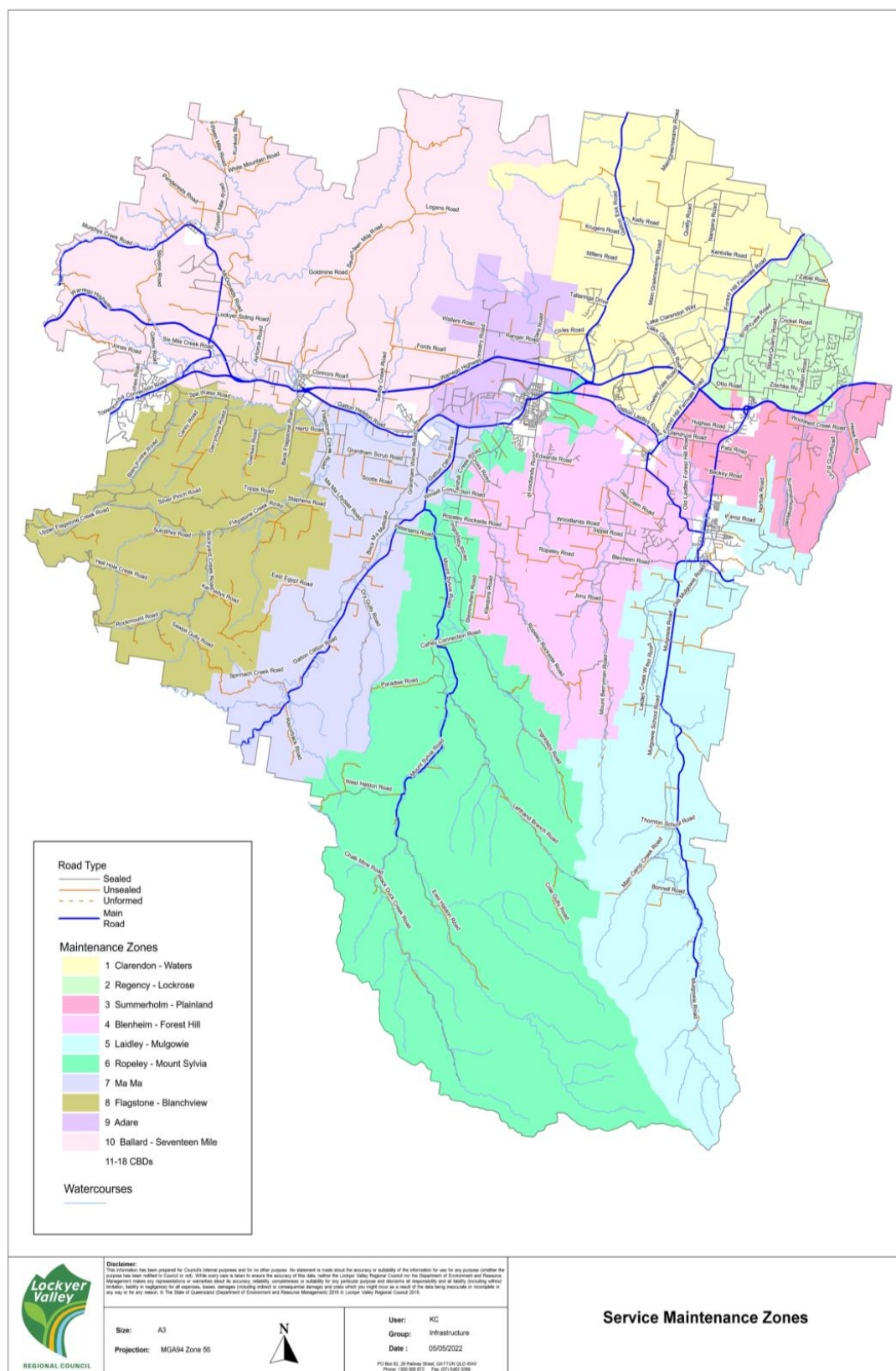
Schroeders Road, Woodlands



Woolshed Creek Road Floodway



Andersons Road, Helidon



INFRASTRUCTURE & ENGINEERING SERVICES BRANCH HIGHLIGHTS**DESIGN & CONSTRUCTION WORKS - PROJECTS UNDERWAY****GEHRKE ROAD / LORIKEET ROAD, REGENCY DOWNS INTERSECTION UPGRADE**

- The upgrade of Gehrke and Lorikeet intersection in Regency Downs will be joint funded by the Black Spot Program and Council.
- The project scope includes widening and rehabilitating the pavement to achieve a consistent width, installing a centre island for turning control, upgrade lighting, drainage, signs and lines.
- Energex infrastructure relocation was completed with the Telstra infrastructure relocation set to occur by the end of April 2023.
- A Council crew begun works in mid-March with an expected 6-week program. Works are estimated to be completed by the beginning of June 2023.

**SPENCER STREET / MAITLAND STREET, GATTON INTERSECTION UPGRADE**

- The upgrade of Spencer Street and Maitland Street intersection in Gatton will be funded under the Black Spot Program.
- The scope of works include the defining of the intersection layout by installing a concrete median, install new street lighting, construct a new pathway and bicycle lane, supply and install precast concrete islands, line marking and installation of new signage.
- Works began on the 4 April and are expected to be completed by end of June 2023.

NORTH STREET / EAST STREET, GATTON INTERSECTION UPGRADE

- The upgrade of North and East Street roundabout in Gatton has been funded under both the Black Spot 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, works began in September school holidays which involved installation of the stormwater components. The kerb and channel works were completed over the December school holidays. The remainder of the concrete and asphalt works will be completed by the end of April 2023.
- The remainder of the concreting and roundabout installation are currently underway. Asphalt component is programmed to take place in early May with line marking to follow. The expected completion date is end of May 2023.



FOOTPATH MISSING LINKS

- This project is funded through the South East Queensland Community Stimulus Package (SEQCSP) and will improve footpath conditions and connectivity at three locations in Gatton and one in Plainland.
- The locations include Crescent Street, Ballantine and Spencer Street and Dennis Minson Drive, Gatton and Gehrke Road, Plainland. The works on Ballantine Street and Spencer Street, Gatton are completed with the remaining locations outstanding.
- The footpath missing link between 22 – 26 Gehrke Road, Plainland is programmed for delivery in early May 2023 with an expected 7 days duration. Consultation with the 3 affected property owners has begun.

**GRANTHAM SCRUB ROAD REHABILITATION**

- The Grantham Scrub project is the combination of two separate funding streams to upgrade and rehabilitate Grantham Scrub Road from the intersection of Grantham Winwill Road for 1.3km.
- The intersection of Grantham Scrub and Grantham Winwill Roads has been funded by the Heavy Vehicle Safety and Protection Program (HVSPP). The scope of works includes stormwater drainage, realignment of property boundaries, service relocations, pavement widening and rehabilitation, bitumen surfacing, line marking and road furniture. This intersection upgrade will allow heavy vehicles to navigate this intersection safely whilst maintaining traffic flow.
- Grantham Scrub Road, from the intersection with Grantham Winwill to West of the intersection with Roses Road, will be funded by Transport Infrastructure Development Scheme (TIDS). The rehabilitation of Grantham Scrub will improve motorist safety, widen and strengthen the pavement and improve stormwater drainage. The work activities include culvert installation, service relocation, property realignment, road excavation, geotextile installation, road pavement, concrete kerb, bitumen sealing, line marking and road furniture.
- The section of Grantham Scrub Road between Kansas Road and Roses' Road has been completed and Lockyer Valley Regional Council crews are currently working on another section West of Roses' Road. The project is anticipated to be completed by June 2023.



DESIGN & CONSTRUCTION WORKS - COMPLETED WORKS**LORIKEET ROAD, REGENCY DOWNS FLOODWAY RENEWAL**

- The Lorikeet Road floodway in Regency Downs is nearing its end of life and needs a complete replacement. This project is joint funded by the South East Queensland Community Stimulus Package (SEQCSP) and Council.
- The scope includes demolishing and removing existing structures, minor earthworks, construction of culvert base slab, new aprons and floodway, installation of new reinforced box culverts, rock protection and replacement of affected guideposts and road furniture.
- Works began on Monday 13 February 2023 and are now completed with the road reopening to the public on 6 April 2023.

**2022-23 BITUMEN RESEAL PROGRAM**

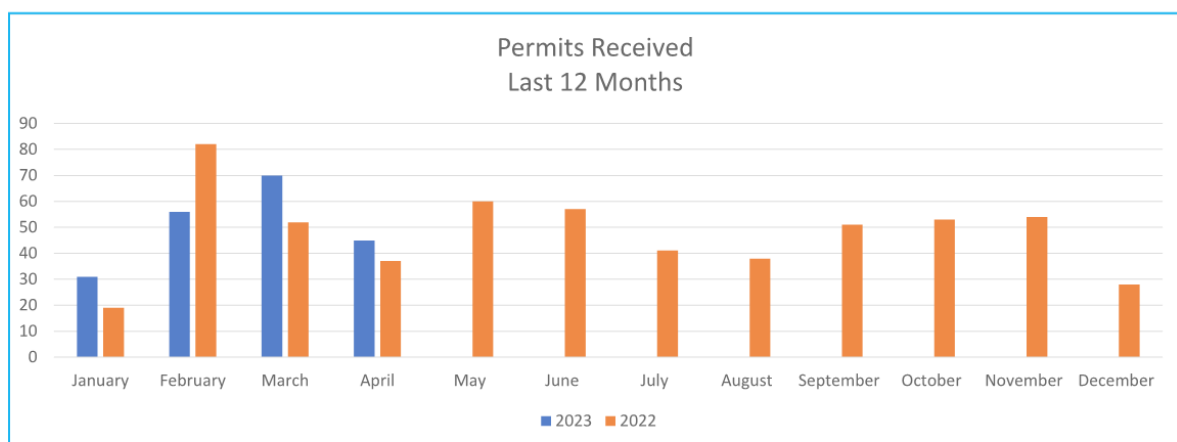
- Lockyer Valley Regional Council are seeking to reseal approximately 170,000m² of existing road pavement as asset renewal works for its sealed roads. This program is joint funded by both Council and the State Government through the Roads to Recovery Program (RTR).
- The objective of the RTR Program is to contribute to the Infrastructure Investment Program through supporting maintenance of the nation's local road infrastructure asset, which facilitates greater access for Australians and improved safety, economic and social outcomes.
- Bitumen works were completed in mid-February 2023 and line marking works are now completed as well.
- The list of roads include:
 - Bremer Street, Laidley
 - Church Street, Laidley
 - Colquhouns Road, Lower Tenthill
 - Connors Road, Grantham
 - Frome Street, Laidley
 - Gehrke Hill Road, Summerholm
 - Hope Street, Laidley
 - Laidley Creek West Road, Laidley Creek West
 - Laurette Drive, Glenore Grove
 - Lefthand Branch Road, Lefthand Branch
 - Ma Ma Lilydale Road, Ma Ma Creek
 - Manteuffel Road, Ropeley
 - McGarvas Road, Grantham
 - Mountain View Drive, Plainland
 - Old Ropeley Road, Lower Tenthill
 - Pioneer Street, Laidley
 - Railway Street, Laidley
 - Sippel Road, Laidley Creek West
 - Steinhardts Road, Lower Tenthill
 - Summer Street, Laidley

DESIGN & CONSTRUCTION WORKS - UPCOMING WORKS

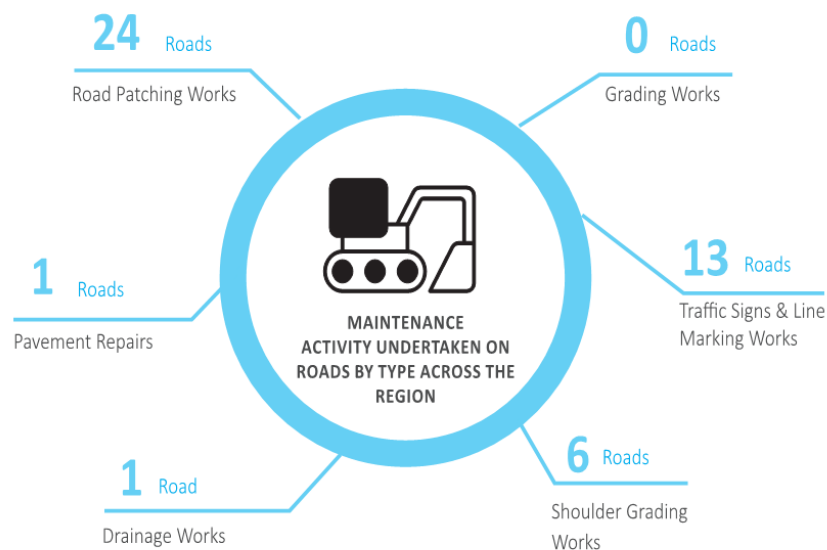
- Drayton Street Bus stop
- Bridge Improvements

SPRINGBROOK PARK CARPARK UPGRADE

- Springbrook Park/Withcott Sporting Complex is located in Withcott, off Parkridge Drive. The sporting complex and park is utilised by a number of sporting clubs and community groups including Soccer, Martial Arts, Basketball, School Sports and the CWA. The venue is also able to be used as a community shelter in times of natural disaster. Successful funding from the Local Roads and Community Infrastructure Program will provide improved accessibility and parking for the venue.
- Some key objectives include, widening the pavement along the access road to achieve a consistent width for two-way traffic, improve access point, increase sealed carpark spaces, improve lighting and road signage and define drop off and pick up area.
- Works are now completed.

**OPERATIONS & MAINTENANCE****WORKS ON ROADS PERMITS & APPLICATIONS****HEAVY VEHICLE APPLICATIONS 23****RURAL ADDRESSING APPLICATIONS 6****LAND ACCESS & ACTIVITY NOTICE 4****TRAFFIC CONTROL 5****OTHER ROAD ACTIVITY APPROVALS 2****DRIVEWAY APPLICATIONS 5****TOTAL APPLICATIONS RECEIVED IN APRIL 2023****45**

MAINTENANCE WORKS



INFRASTRUCTURE PLANNING

ASSET MANAGEMENT

- Weekly monitoring surveys of the landslip sites at Berlin Road and East Egypt Road
- Routine RMPC inspections
- Condition inspection of 113 assets
- Stormwater CCTV project has commenced. The contractor is approximately 90% through the works.
- The Building Condition Inspection project is ongoing. Draft reports are being reviewed.
- Transport Valuation inspections have been completed by the Valuer, process still underway.
- The Strategic Asset Management Plan is nearing completion.
- Initial drafts for Transport and Drainage Asset Management Plans are in progress.
- Minor Bridge maintenance is undergoing further negotiation regarding departures to the contract clauses.
- The roads with rubbish/waste truck issues have been reviewed with Council's Waste Services Unit. The Waste Services team will discuss the issues further with the contractor and then joint inspections to be completed to finalise outstanding issues.
- Continued processing of capital completions

DEFECT OVERVIEW

TOTAL DEFECTS
CAPTURED IN
APRIL 2023

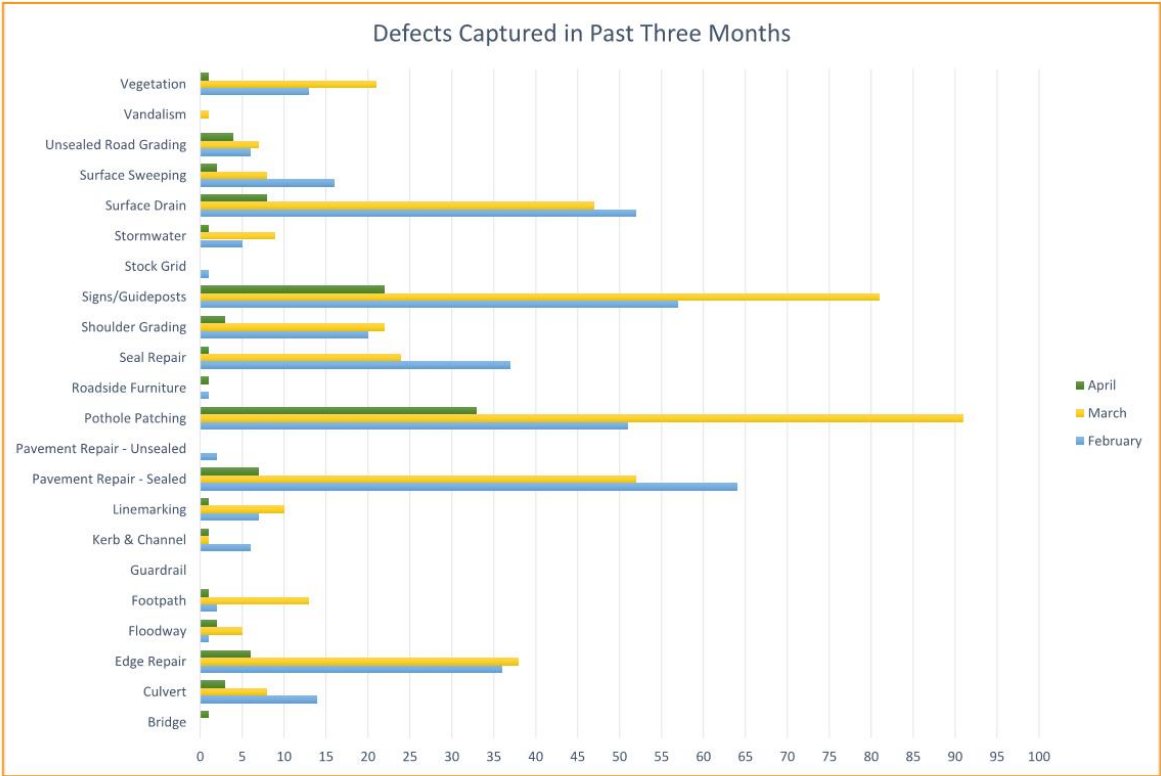
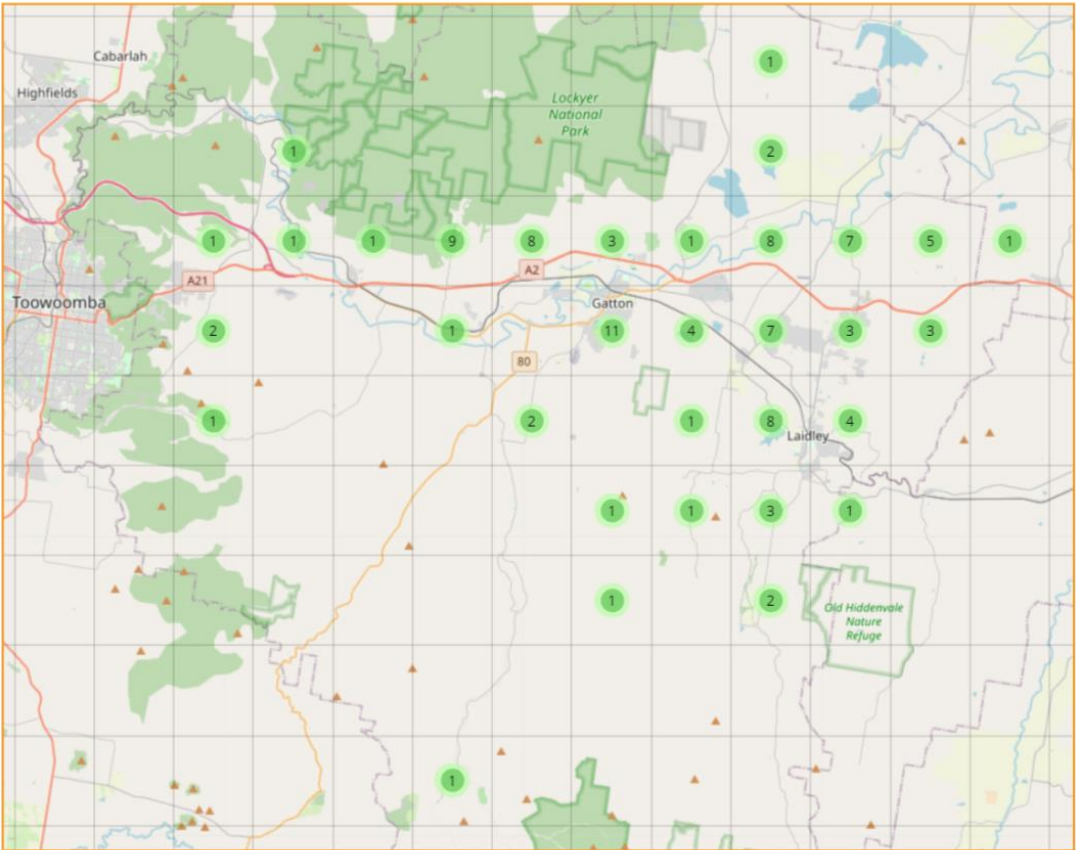
98



73

DEFECTS COMPLETED
IN APRIL 2023

DEFECTS COLLECTED THROUGHOUT THE REGION - APRIL 2023



COMMUNITY RECREATION & FACILITIES BRANCH HIGHLIGHTS

CAPITAL WORKS

LOCKYER WATERS COMMUNITY HALL (ALEX GEDDES HALL)

- Issued for construction set of drawings have been issued.
- Request for tender is scheduled to go out on 24 April 2023 for construction of the new hall. Request for quotation is scheduled to go out on 24 April 2023 for demolition of the existing hall. Community engagement is planned. Once the procurement is finalised, we will be able to plan timeframes around demolition and new construction so there is minimal time for having no hall.

FAIRWAYS PARK, HATTON VALE CARPARK REPAIRS

- Demolition of the damaged carpark has been completed.
- Sub layers of pavement have been installed. Pre-seal and Pre-kerb inspections will happen over the last 2 weeks of April. At this stage the carpark is due to reopen on 31st May 2023.



PROJECT PROGRESS



PROJECT PROGRESS

UPCOMING CAPITAL PROJECTS:

- Laidley Cemetery Seam Strip Renewal – contractor has been engaged. Works will commence on the 8 May 2023.
- Switchboard Upgrades (various sites) – contractor has been engaged. Works commenced on the 24 April 2023.
- Lighting Upgrade at IGA Carpark Laidley – contractor has been engaged. Works will commence on the 2 May 2023.
- Gatton Cemetery Seam Strip Installation – Contractor has been engaged. Works will commence on the 2 May 2023.
- Materials Recovery Facility Fire Systems – contractor has been engaged. Installation commenced 17 April 2023.
- McNulty Park Laidley Solar Lights – contractor has been engaged. Work will commence in late May 2023.

PROJECTS OUT FOR TENDER/QUOTATION:

- Gatton Shire Hall External Cladding – Tender has closed and evaluations are not completed. Require further budget to proceed with the project.
- Jean Biggs Disability Parking – RFQ closed with no submissions received. Discussions continuing to be held if this can be done in-house.

PARKS AND CEMETERIES MAINTENANCE WORKS

Mowing/Slashing

- Mowing/grass control across the region has been ongoing as per scheduled maintenance with the focus on cemeteries for Easter Break.
- Roadside slashing continued this month in zones 1 and 6
- Spraying roadside furniture completed in zone 9 and 10 – Total of 9800 L of herbicide sprayed.
- Declared weed spraying targeting annual Ragweed and Giant Rats Tail Grass mainly in zones 9, 1 and 4

Disposal Services

- 903 street and park bins were serviced each week during April.

Event Assistance

- Event sign changeovers completed as required.

Playground Maintenance

- Playground inspections and defect recording occurring in all zones.
- Playground maintenance is ongoing.

Furniture Maintenance / Landscaping

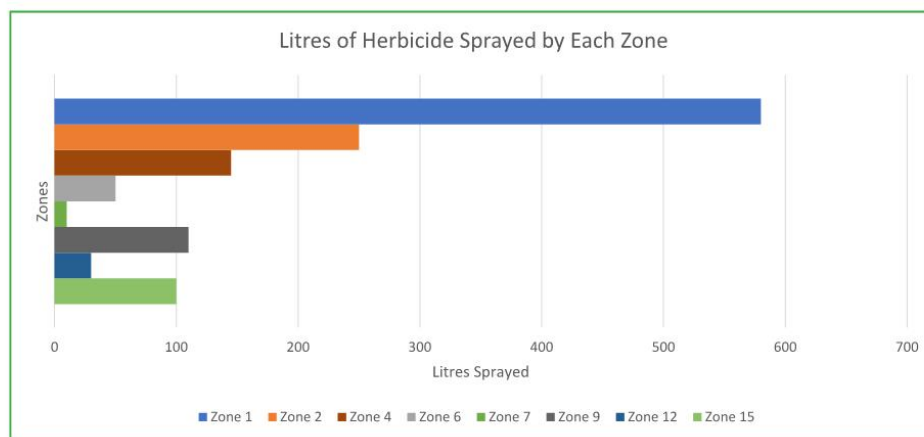
- Garden Beds at Anzac Park, Laidley and Hatton Vale Memorial Park re-planted.
- Preparations for Anzac Memorials complete.
- Requests for vegetation and safety issues were dealt with around the region.
- Painting of bollards and seating at Hatton Vale Memorial Park.



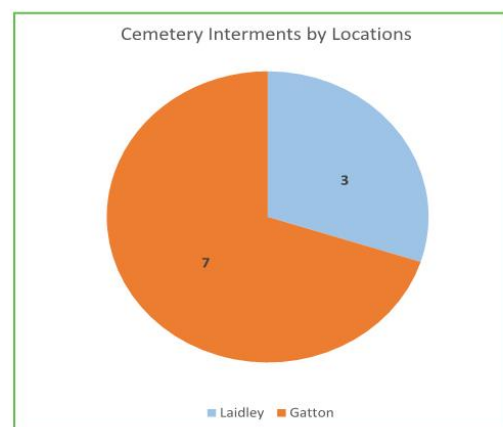
Hatton Vale Memorial Park

**Declared Weeds**

- There is ongoing monitoring and treatment of all declared weeds.

**Cemetery Works**

- Routine mowing across the five operational cemeteries.
- 40 Kauri Pines have been planted in section 10 at the Gatton Cemetery



FACILITIES MAINTENANCE WORKS

Electrical

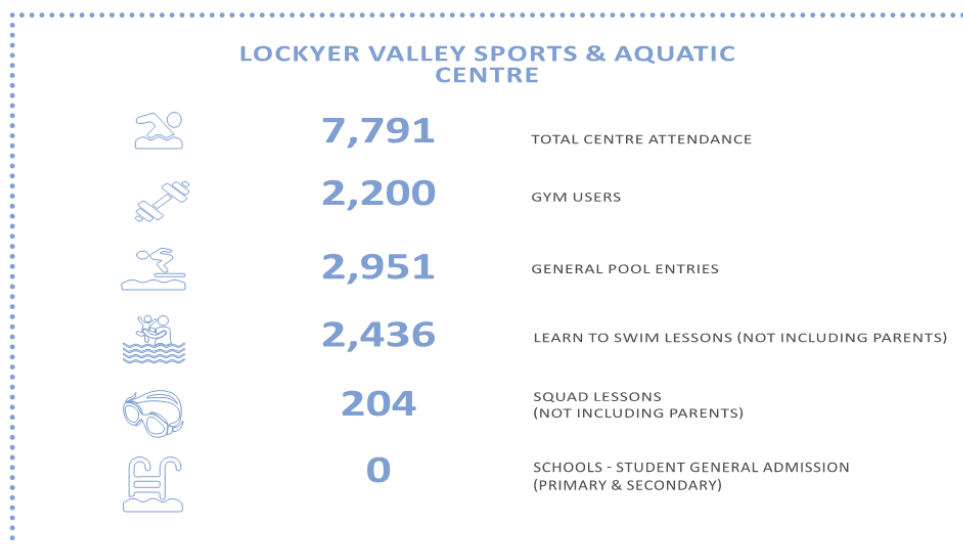
- Solar power pole installation at Kensington Grove Memorial Park to support speaker system for ANZAC Day activities
- Laidley Cultural Centre Squash Court switchboard project commenced mid-April
- Residual Current Device (RCD) testing is continuing
- Exit/emergency light testing is continuing
- Awaiting proprietary software in order to finalise air-conditioning at Gatton Shire Hall
- Repairs to Littleton Park solar lights for memorial and flag poles area to support ANZAC Day activities
- Commenced heat pump replacement works at the Lockyer Valley Sports and Aquatic Centre (50m pool plant room)
- Sourcing quotations to replace failing appliances at Colonial Café
- All parks hosting ANZAC Day activities underwent all electrical checks

Buildings

- Completed renovations to Donga 5 for the relocation of a meeting room and additional accommodation at Lockyer Valley Regional Council Works Depot
- Responded to reports of a high level of vandalism and graffiti across the region
- Preparation for ANZAC day activities completed
- Pest management treatments to facilities are ongoing
- Routine maintenance and repairs as and when required
- Installation of fire notification system at Materials Recovery Facility
- Consultation with Swimfit planning maintenance for winter closure at Lockyer Valley Sports and Aquatic Centre and Laidley Pool
- Consultation with Heavy Horse Association and Gatton Show Society for maintenance work at the Gatton showgrounds prior to their events
- Installed temporary alternative public address system at the Lockyer Valley Cultural Centre whilst awaiting replacement parts
- Helidon Community Centre propping of footings and termite treatment, remedial works being investigated

Plumbing

- Commenced upgrade to Blenheim public toilet block
- General Repairs and maintenance across the region



DAL RYAN MEMORIAL SWIMMING POOL



309

TOTAL CENTRE ATTENDANCE



284

GENERAL POOL ENTRIES



25

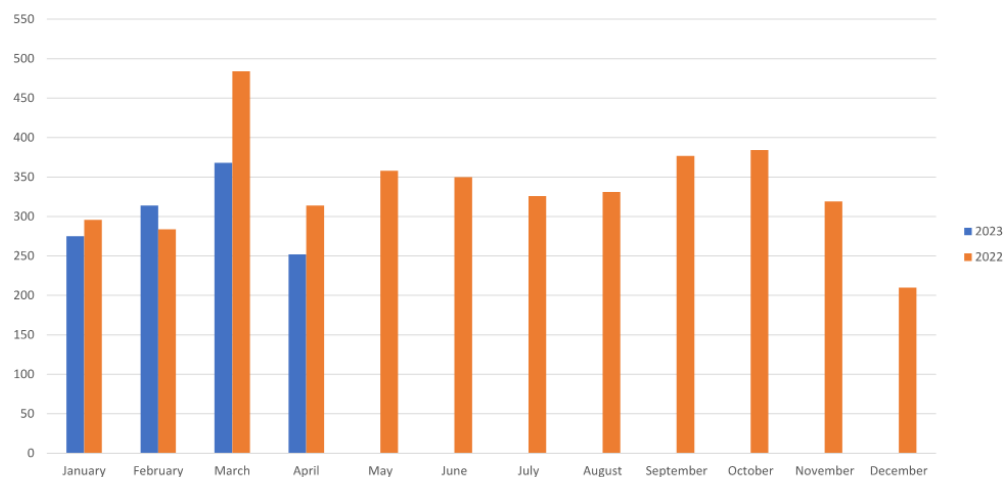
LEARN TO SWIM LESSONS



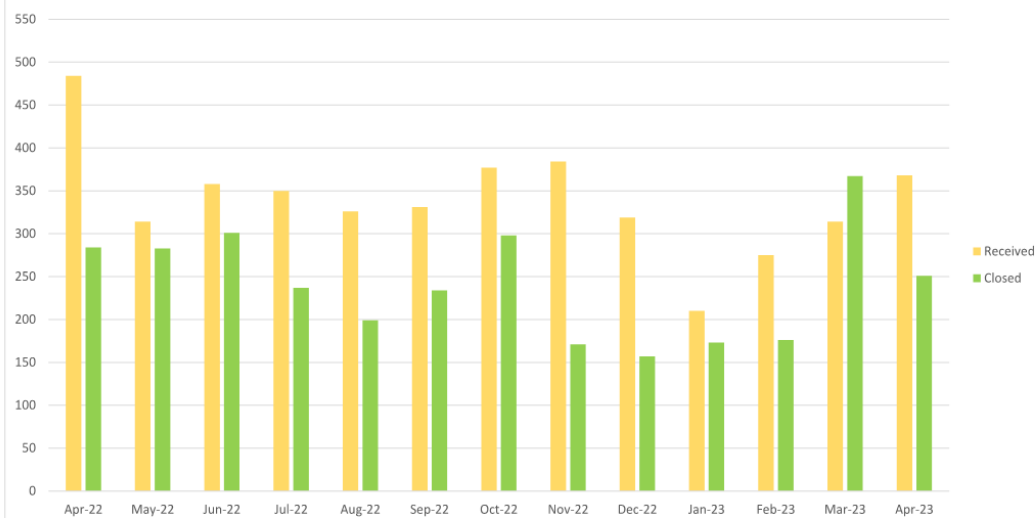
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SCHOOLS - STUDENT GENERAL ADMISSION (PRIMARY & SECONDARY)

CUSTOMER CONTACT

Customer Requests Recieved Monthly Comparison
Last 12 Months

Data as at 8 May 2023

Customer Requests Recieved vs Closed
Last 12 Months

Data as at 8 May 2023

14.5 Urban Utilities Board Update - March & April, 2023

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) November & December 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 Board held its scheduled meeting on 20 March 2023. As Urban Utilities commenced occupation in their new corporate offices at 31 Duncan Street Fortitude Valley from 20 March, the Board joined employees present that day for lunch. This provided valuable opportunities for Board members to engage with Urban Utilities' employees in an informal setting and learn about their activities, priorities, and perspectives.

In addition, the Board conducted a full day strategy workshop with executives on 4 April. This was the first of two strategy workshops to be held in 2023 to support the development of the next Statement of Strategic Intent. Key areas of discussion over the course of the day included Environmental, Social and Governance insights, global trends and their impact on our business, business critical activities for Urban Utilities, and analysis of the strategic objectives and plans of our shareholding councils.

Significant issues and areas of Board focus

The Board remains focussed on current economic and budgetary pressures, Urban Utilities' financial performance and the factors affecting long term financial sustainability. In addition, Urban Utilities' safety risks and systems continue to be a key area of focus both at Board meetings and at each of the Board committees. The Board has also engaged in detailed discussion on cyber security and customer privacy issues together with relevant system and process improvements which will enhance our effectiveness in mitigating these risks.

Board meeting 20 March 2023

As noted above, the Urban Utilities Board met on 20 March for its ordinary meeting.

During an in-camera session, the Board considered succession planning, given that the terms of three members will expire in mid-2024. Additionally, the Board discussed best practice management of Board members' cyber security and other IT settings.

Significant agenda items covered in the board meeting were as follows.

Enhancing Liveability

Extended S1 Integrated Catchment Plan Strategic Business Case

The Board approved the Strategic Business Case for the Integrated Catchment Plan for the S1 catchment. The S1 catchment is Urban Utilities' largest sewerage scheme, servicing Greater Brisbane. The business case sets out the ten-year investment plan addressing operational and asset risks, wet weather management, and risks and opportunities associated with the 2032 Olympic and Paralympic Games.

Indicative capital and operating expenditures associated with the entire S1 Integrated Catchment Plan will be around \$1.543 billion over the ten-year period, and the updated business case addressed matters such as a proposed facility at the Albion Olympic precinct and other enhancements to the servicing strategy particularly to address wet weather risks.

Hamilton Siphon Rehabilitation

The Board considered an update on the Hamilton Siphon rehabilitation project. The cost of this complex project is \$53.9 million, with the Board approving a budget increase of \$9.3 million.

The Board discussed a range of project risks, including high construction and servicing risks, significant community impacts, regulatory matters, and the co-location of telecommunication assets in the siphon tunnel. The risks associated with wet weather during the project were also considered. Given the challenging nature of this project, the Board and shareholders will continue to be updated on this during 2023.

Long Term Water Consumption Trends

The Board undertook a strategic deep dive discussion on the range of issues associated with long term water demand and water security planning.

Matters considered by the Board included: the effect of urban densification on water use, including on the timing of infrastructure upgrades; State Government planning for major long-term water assets and infrastructure; and opportunities to promote lower consumption through smart metering and other strategies. The Board also noted the potential impact of water consumption patterns on Urban Utilities' financial sustainability and on customer affordability.

Long Term Climate Resilience Planning for Critical Assets

The Board undertook a strategic deep dive discussion on long term climate resilience planning for Urban Utilities' assets and facilities. The Board noted the extensive modelling which has been undertaken by the business to understand potential impacts of floods, bush fires and other climate risks, and increased predictive capability for future events.

The Board considered flood mitigations, including use of temporary barriers around critical facilities, protection of electrical assets such as switchboards, and the deployment of these protective measures when floods are forecast. The impact of flood events on Seqwater's Mt Crosby treatment facility, and therefore on drinking water supply, was also noted.

The Board also discussed the impacts of a drying climate and noted the importance of engagement on policy and strategy with a range of stakeholders, including the State Government, in advance of drought events.

Social and Economic Value

Luggage Point Resource Recovery Centre Emergency Storage Area Biosolids Recovery Significant Procurement Plan Approval

The Board approved a procurement plan for the recovery and beneficial reuse of biosolids from the Luggage Point Resource Recovery Centre. The emergency storage area had been required as a temporary measure following the 2022 floods.

In approving the plan, the Board considered a range of related issues, including regulated waste compliance, management by suppliers of beneficial reuse requirements, and planning for future flood events.

Foundational Success

Sewage Tankering Services (Wet Works)

The Board provided approval for contracts to procure wet works sewage tankering services, including services for sewer network maintenance and sewage treatment plant maintenance. The total approved contract value is \$58 million.

Insurance Renewal Program Strategy

The Board approved the Insurance Renewal Strategy for FY24. Urban Utilities' insurance policies are due for renewal on 1 July 2023. Key aspects of the insurance program which were considered included coverage for cyber liability and cyber property damage, and the overall focus on securing value for money in insurance policy coverage. Noting flood insurance coverage and limits, the option of a standby credit facility as a self-insurance mechanism was also endorsed by the Board. The Board will consider the renewal of FY24 insurance policies at its June 2023 meeting.

State Borrowing Program FY24

The Board approved a proposal to make an application under the 2023/24 State Borrowing Program to secure up to \$290 million of new term debt to fund the capital investment program, and a \$60 million standby credit facility as an alternative risk transfer solution for uninsurable flood risk. The Chief Financial Officer was delegated authority to finalise and execute the application up to this amount. The Board also considered other debt management issues.

Hoepner Road Lease Option

The Board approved the exercise of an option period for the Hoepner Road Bundamba depot for a further five-year term as permitted under the current lease, subject to satisfactory commercial terms and an independent market review.

Payment Times Reporting Act – Report July to December 2022

The Board approved the Payment Times Report for the period 1 July 2022 to 31 December 2022 and delegated approval of future reports to the Chief Executive Officer. Payment times performance would in future be monitored through the Chief Financial Officer's regular update to the Board.

Cyber Security Update

The Board considered a cyber security update, and noted the current and emerging threat environment for operational technology and IT. Other matters discussed included cyber uplift activities, updates to disaster recovery plans, SOCI compliance activities, and identity and access management initiatives. Assurance activities to ensure that Urban Utilities' cyber security environment is robust were also discussed by the Board.

Payments Review Program

The Board considered a regular dashboard report on the substantial program of work being undertaken in relation to wage payments. This has included recent discussion with the Fair Work Ombudsman. Given the importance of ensuring payments to affected employees are accurate and that payment review issues are resolved, the Board endorsed a proposed assurance activity to be undertaken in Q4 FY23 prior to payments being made to affected employees.

Regular Reports

The Board noted a report from the CEO about current and significant issues within the business.

Consistent with its role to oversee the management of Urban Utilities' business, 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 performance. An update on Urban Utilities' response to previous high potential safety events was provided and a regular risk report on strategic and Board focused operational risks was also considered.

In addition, the Board received a quarterly report on Water 2032 and Beyond initiatives including Olympic and Paralympic Games preparations. Active engagement in planning for the Olympic precincts continues. In respect of the proposed Albion Treatment Facility, there are opportunities for a demonstration facility for wet weather treatment and the Board has agreed that making water infrastructure visible promotes recognition of these facilities as a community asset. The advocacy group members are being identified and the group will meet in coming months.

As there is no Board meeting in April, the Board has also considered the regular monthly reports on key activities, financial management, and safety and other performance measures.

Attachments

There are no attachments for this report.

15. CONFIDENTIAL ITEMS**15.1 Supervision of Waste Facilities Tender Evaluation**

Author: Christine Blanchard, Manager Waste Services

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) (g) of the Local Government Regulation, 2012, as the matter involves negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

Purpose:

The purpose of this report is to seek Council's endorsement of the recommendations of the Tender Evaluation Panel for the provision of Facilities Supervision Services to supervise Council's Waste Management Facilities.

15.2 Process of Recyclables Tender Evaluation Contract

Author: Christine Blanchard, Manager Waste Services

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) (g) of the Local Government Regulation, 2012, as the matter involves negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

Purpose:

The purpose of this report is to seek Council's endorsement of the recommendations of the Tender Evaluation Panel for the processing of recyclable waste collected under Council's kerbside collection contract.

15.3 Lake Dyer Caravan and Camping Management Agreement**Author:** Debra Moore, Coordinator Communities and Sport**Responsible Officer:** John Keen, Group Manager Infrastructure

That the above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 254J (3) (g) of the Local Government Regulation, 2012, as the matter involves negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government (Commercial in Confidence Agreement).

Purpose:

The purpose of this report is to seek Council's approval of the proposed arrangements for the Lake Dyer Caravan Park and Camping Management Agreement which is to expire on the 31 July 2023.

16. MEETING CLOSED