



REGIONAL COUNCIL

ORDINARY MEETING OF COUNCIL

MINUTES

14 FEBRUARY 2018

**ORDINARY COUNCIL
MEETING MINUTES
14 FEBRUARY 2018**

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ATTENDANCE:

Councillors Present

- Cr Tanya Milligan (Mayor) (Chairperson)
- Cr Jason Cook
- Cr Kathy McLean
- Cr Janice Holstein
- Cr Chris Wilson
- Cr Michael Hagan

Officers Present

- Ian Church, Chief Executive Officer
- Dan McPherson, Executive Manager Organisational Development & Planning
- Myles Fairbairn, Executive Manager Infrastructure Works & Services
- Tony Brett, Manager Finance & Customer Service
- Jason Harm, Manager Regional Development (part of meeting)
- Helen McCraw, Senior Economic Development Coordinator (part of meeting)
- Caitlan Natalier, Legal Services & Property Coordinator (part of meeting)
- Trevor Boheim, Manager Planning & Development (part of meeting)
- Belinda Whelband, Coordinator Environment & Pest (part of meeting)
- Tammie Davidson, Business Support Officer (part of meeting)
- Fiona Tallon, Development Support Coordinator (part of meeting)
- Nicholas Cooper, Coordinator Development Assessment (part of meeting)
- Ellen Cox, Planning Officer (part of meeting)
- Stephen Hart, Coordinator Council Business
- Susan Boland, Governance & Strategy Officer

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1.0 MEETING OPENED

The meeting commenced at 10.00 am

The Mayor, Cr Milligan as Chairperson opened the meeting and welcomed all present. Minister Rhonda Heathwood led the meeting in prayer, following a minute's silence for those persons recently deceased.

Cr Holstein was not present at the commencement of the meeting.

2.0 LEAVE OF ABSENCE

No Leave Of Absence

3.0 CONDOLENCES/GET WELL WISHES

3.1 Condolences/Get Well Wishes

Date: 08 February 2018

Author: Susan Boland, Governance & Strategy Officer

Responsible Officer: Ian Church, Chief Executive Officer

RESOLUTION

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

Moved By: Cr Wilson

Seconded By: Cr Hagan

Resolution Number: 16-20/0787

CARRIED

5/0

Cr Holstein arrived at the meeting, the time being 10:03 am.

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4.0 DECLARATION OF ANY MATERIAL PERSONAL INTERESTS/CONFLICTS OF INTEREST BY COUNCILLORS AND SENIOR COUNCIL OFFICERS

4.1 Declaration of Material Personal Interest on any Item of Business

Pursuant to Section 172 of the *Local Government Act 2009*, a councillor who has a material personal interest in an issue to be considered at a meeting of the local government, or any of its committees must –

- (a) inform the meeting of the councillor's material personal 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.

4.2 Declaration of Conflict of Interest on any Item of Business

Pursuant to Section 173 of the *Local Government Act 2009*, a councillor who has a real or perceived 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 councillor's personal interest in the matter and if the councillor participates in the meeting in relation to the matter, how the councillor intends to deal with the real or perceived conflict of interest.

Cr Holstein advised of a perceived conflict of interest in Item 11.2 "Request to Change Road Name – Carpenters Road, Iredale" (as defined in section 173 of the Local Government Act 2009) due to the road in question being named after a family member. Councillor Holstein advised she would exclude herself from the meeting when this matter is to be debated and voted upon.

5.0 MAYORAL MINUTE

No Mayoral Minute

6.0 CONFIRMATION OF MINUTES

6.1 Confirmation of Ordinary Meeting Minutes of 17 January 2018

Date: 08 February 2018
Author: Ian Church, Chief Executive Officer
Responsible Officer: Ian Church, Chief Executive Officer

The confirmation of the Ordinary Meeting Minutes of 17 January 2018 is to be deferred until the Council Meeting of 28 February 2018 to allow Councillors to review the Minutes.

7.0 BUSINESS ARISING FROM MINUTES

No Business Arising from Minutes

8.0 COMMITTEE REPORTS

No Receival of Committee Reports

9.0 DEPUTATIONS/PRESENTATIONS

9.1 ID Profile presentation on tools available to access local statistics from the 2016 Census

Date: 07 February 2018

Author: Stephen Hart, Coordinator Council Business

Responsible Officer: Ian Church, Chief Executive Officer

At 10:15 am a representative from ID Profile addressed Council on the functionality of the ID Profile system, which provides local statistics sourced from the 2016 Census.



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10.0 EXECUTIVE OFFICE REPORTS

10.1 Chief Executive Officer's Report

Date: 05 February 2018
Author: Ian Church, Chief Executive Officer
Responsible Officer: Ian Church, Chief Executive Officer

Summary:

The purpose of this report is to update Council on key issues currently being actioned by Council's Executive Office as well as information relevant to Councillors and the organisation.

Officers Recommendation

That Council receive and note the Chief Executive Officer's Monthly Report for December 2017 and January 2018.

RESOLUTION

THAT Council receive and note the Chief Executive Officer's Monthly Report for December 2017 and January 2018.

Moved By: Cr Hagan **Seconded By:** Cr McLean
Resolution Number: 16-20/0788

CARRIED
6/0

1. Introduction

This report is prepared to ensure Council is well informed on the business being undertaken by Council and covers the months of December 2017 and January 2018.

2. Background

This report covers actions and information relevant to Councillors and the Executive Office, and includes the key areas of Strategic Planning, Governance, Regional Development, Marketing, Communication and Engagement, Council Business and Executive Services. Legal and Property Services are subject to separate reports to Council.

3. Report

Strategic Planning

Roll out of Vision, Mission and Values

A review of the *Closing the Loop Strategy* and the outputs of the *Employee Opinion Survey* was undertaken by the Business Improvement Coordinator. The outcome of the review is a recommendation to establish a cross functional team to work on common/whole-of-

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organisation issues related to employee engagement and customer service, for example communication and employee reward and recognition. This approach was supported by the Executive Leadership Team and action will commence in the third quarter and lead by the Governance and Strategy Team.

Operational Plan Performance Reporting

The second Quarter Operational Plan report will be presented to Council at the 14 February 2018.

Business Unit Planning

The Business Unit Plan template has been completed. Five business units (Environment and Pest; Information Services; Governance and Strategy; Libraries and Infrastructure Support Services) have commenced their plans with more scheduled for February 2018.

Governance:

Policies/Procedures/Guidelines

The following policies and procedures were approved in the period:

- Community Grants and Assistance Policy and Procedure
- Public Interest Disclosure Policy and Procedure

Risk Management

The Capital Project Planning (Asset Management) internal audit draft report has been received and considered by the Asset Management Panel. Further operational risk workshops will be conducted in March 2018 for the development of a draft Corporate Risk Register by the end of June 2018.

Delegations/Authorisations

A second round of administrative delegations will be presented for approval in early 2018. Additionally, the annual organisational review of financial delegations will be undertaken in February/March 2018.

Integrity Functions

Complaints Management System Statistics:

Month	Complaints Received	Complaints Resolved	Staff	Administrative Action	Privacy
Dec 17	2	1	1	0	1
Jan 18	4	1	1	3	0
2017/18 YTD	11	4	3	7	1

A review of the Complaints Management System will be completed in March 2018.

Local Laws

The proposed amendments to the Parking and Animal Management local laws will be presented to Council at the 28 February 2018 meeting for adoption. The Waste Local Law and Subordinate Local Law were proposed at the 17 January 2018 meeting. State interest checks are in progress and public interest checks will commence in February 2018.

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Insurance:

The following table provides details of the insurance claims currently under consideration:

Type of Claim	Current	Settled in the period
Public Liability – personal injury (above excess)	5	0
Professional Liability (above excess)	3	0
Professional indemnity (below excess)	1	1
Council Motor Vehicle (above excess)	6	3
Property	2	0
Third party property	5	3
TOTAL	22	7

External Funding:

Building Better Regions Funding applications were submitted on 19 December 2017. These included the Events Strategy application (in the Community Investment Stream) and the Mahons Bridge and Amos Road Upgrade applications (under the Infrastructure Stream).

Regional Development

Grantham Premium Farm Workers Resort

The Project Enhancement Group meetings have been reconvened following the Christmas break. Recent meetings have been attended by the Manager Regional Development, Manager Building and Plumbing and Executive Manager Organisational Development and Planning and the developer. Construction has been proceeding well with all Stage 1 buildings now located on site. These are progressively being constructed with stumping almost completed and roofing underway. The Project Enhancement Group is providing a valuable addition to the project outcomes with the group able to monitor and address small changes and amendments on a weekly basis. The project is currently running on time with planned completion of Stage 1 by the end of June 2018.

Lockyer Valley & Somerset Water Security Scheme Steering Group

The Lockyer Valley and Somerset Water Security Scheme Steering Group has met twice since the initial workshop on 20 November 2017. Matters under consideration include the role of independent chair, establishment of Terms of Reference, the need for Memoranda of Understanding, budgets and stakeholder updates. The meetings have been proactive and inclusive and the Group is working towards a stronger advocacy position on behalf of all stakeholders.

Lockyer Chamber of Commerce and Industry

Officers attended the Annual General Meeting (AGM) held on 6 December 2017. As a result of the AGM, Paul Emmerson continues as President, supported by John Schollick as Vice President and Gayle Daetz as Secretary. The position of Treasurer is still to be confirmed. The

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first meeting for the year will be held on Wednesday 7 February with a Business Networking breakfast to be held on Wednesday 21 February at Faith Lutheran College. The Mayor and CEO have been asked to speak at the Business Networking breakfast.

Neilsen's Place – Laidley Business Incubator

Wild Heart Saddlery and Pet Supplies is continuing to operate in Neilsen's Place. Trading was positive in the lead up to Christmas and they are reporting growth in customer interest and sales. The massage therapist has ceased to use the space. The Lockyer Chamber of Commerce and Industry is using the Neilsen's Place venue for their committee meeting in February.

Ipswich and West Moreton Jobs Website

During December there were a total of 202 jobs listed in the coverage area, with 26 of these located in our local region. The site had 409 job views and 16 applications were lodged via the website in this period.

Updated Economic Development & Tourism Development Strategies

Community consultation was undertaken as scheduled and The Stafford Group continue to work on the updated strategies. The community consultation sessions were well attended with feedback from attendees being very positive. It is anticipated that updated documents will be delivered to Council for review and consideration in March.

Research Project – Horticultural Production in the Lockyer Valley

This project has commenced following success of a previous grant application to the *Building Better Regions* Funding. The Stafford Group has been engaged to undertake the research into horticultural production in the Lockyer Valley. The Lockyer Valley Growers Group and a number of other parties have been providing information and links to assist with the research, and it is anticipated that the results should be available for review by April.

Census Workshops and Updates

Informed Decisions (ID Profile) will be visiting the Lockyer Valley on 14 February to conduct updates on the 2016 Census and workshops on using the ID Profile tools. An update on some of the highlights will be provided to Councillors, along with training opportunities for staff and a workshop on using the resource for community, business and potential investors.

Plainland Business Networking

The next informal networking meeting is booked for Tuesday 27 February. This will be the first meeting for 2018. The new McDonalds at Plainland will host the meeting this month. These informal gatherings continue to be popular with local Plainland / Hatton Vale business people.

South East Queensland (SEQ) Food Trails

The South East Queensland Food Trails is a Council of Mayors initiative to develop a website linking together quality food experiences to generate higher visitation across regions. The regional development team has been actively uploading content onto the SEQ Food Trails Platform. The go-live launch is scheduled for 23 March with a number of SEQ Councils contributing and committing to the site.

Autumn Cooking School

29 April has now been secured as the date for an Autumn Cooking School at Faith Lutheran College. Celebrity chef and Lockyer Valley Ambassador, Alastair McLeod has been engaged to showcase the flavours of his Irish heritage, while highlighting and using Lockyer Valley

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produce. This partnership continues following the successful Miguel Maestro cooking school held last year.

Banora International Group

The Tourism and Marketing Coordinator and the Manager Regional Development coordinated a Lockyer Valley site visit on 8 December 2017 for representatives of the Banora International Group, who specialise in Australian farm tourism and education services. They inspected facilities and met with key stakeholders in the farm tourism sector. The Group is currently quoting a small tour (up to 20) to Toowoomba/Lockyer with one and a half hour visits to Lockyer Valley farm operations.

Brisbane Marketing

The Manager Regional Development and the Tourism and Marketing Coordinator attended the Brisbane Marketing Industry Spotlight on 31 January to receive information on year-to-date results, current projects and activities for the year ahead. Attendees were briefed on work undertaken around the Brisbane Narrative and the Commonwealth Games.

A Local Government Authority (LGA) meeting followed with representatives of Scenic Rim, Somerset, Ipswich, Logan City, Redlands, Moreton Bay Region, Brisbane and Lockyer Valley Councils. The meeting included an overview of the past partnership model and an introduction to Brisbane Marketing CEO Brett Fraser, before Councils provided updates on their strategic priorities, infrastructure projects and campaign activities.

General Manager Anne-Maree Moon noted Labor's proposed Tourism Policy regarding the new Infrastructure Fund and advised that "eligible tourism infrastructure projects and/or tourism industry building capability projects will be targeted to small regional communities with a population of fewer than 100,000". Within the Brisbane Regional Tourism Organisation (RTO) network this limits the fund to Lockyer Valley, Somerset and Scenic Rim Councils. The policy is currently being drafted and updates will be provided to Council.

Tourism Demand Driver Infrastructure Industry (TDDI) Capacity Program

TDDI's *Brisbane Region China/Japan Ready Experience Development Program* (9Dorf Farms) has commenced with a visioning workshop facilitated by EarthCheck. Information will be presented to operators at their first workshop on 5 February on creating compelling experiences and trade distribution. The first workshop will be followed by seven one-on-one mentoring sessions, a second workshop around the digital space, and a final workshop focused on trade pitching.

Mystery shopping at The Barn & Scotty's Garage commenced last weekend under the *Brisbane Region Experience Development Program (Best of Queensland Experiences)* workshop and mentoring is to follow as part of the program.

Totally Wild Visit to Lockyer Valley

As noted in the previous monthly report, Channel Ten's Totally Wild Film crew was in the region in late November 2017 filming at the Laidley Pioneer Village, Das Neumann Haus and Mount Sylvia. The story filmed at Mount Sylvia went to air on 1 February 2018, with the others to go to air in the near future. These stories provide a higher profile for tourism attractions and agricultural education.










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Social Media Insight

The *Visit Lockyer Valley* Facebook site had likes totalling 1,350 to 2 February. Reach for the month, that is people who saw posts, totalled 3,867, (with 4,674 in the previous month). Post engagement (likes, comments, shares) numbered 1,454, previous month 856, and video views totalled 2,042 with 88 in the previous month. The Communication Team's weekly "Around the Region" video is being very well received as a snapshot of events and visitor opportunities.

Single Point of Entry - Business Support

The following table highlights areas of enquiry from prospective developers and business operators that have been dealt with by the Regional Development team. The purpose of the Regional Development team being the first point of contact in these instances is to assist potential developers and business operators by "walking them through" Council processes and providing them with a single point of contact rather than multiple staff contacts. No details are provided as they are potentially commercial in confidence, however should any Councillor wish to ascertain more detail please do not hesitate to contact me or the Manager Regional Development.

Industry Sector	Level of interest	Notes:
Accommodation and Food Services		Additional short term accommodation facilities, incorporating a tourism venue.
Tourism		Potential new tourism experience operation - both enquiries will take time to bring to fruition. New facilities for tourists to visit locally.
Manufacturing		Enquiry from processing facilities considering relocating to SEQ. A new cleaning business opportunity being investigated for the region.
Electricity, Gas, water & waste services		Early stage discussions with project proponents.
Transport, Postal, Warehousing		New business establishment project development.
Arts & Recreational Services		New facilities for growing local business and establishment of new business.
Wholesale Land Development		Support provided to potential and existing land developments.
Retail Trade		Information in relation to establishing new business and or expanding existing business.
Health Services		Enquiry in relation to development of a dementia clinic.

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Marketing, Communications & Engagement (MCE)

Queensland Transport Museum

Plans are currently underway to host a free community open day at the Queensland Transport Museum. The day will feature activities for children and will display what the facility has to offer.

Queen's Baton Relay

A free community event has also been planned to mark and celebrate the Queen's Baton Relay. The Queen's Baton makes its way to the Lockyer Valley on 29 March 2018 and final preparations are underway for the community event, which will take place following the arrival of the baton at approximately 12.40 pm.

Planned events include:

- Kangagang Show
- Ronald McDonald stage show
- Local performers
- Pop up restaurants
- Easter Egg hunt
- Rides and face painting
- Fireworks display
- *Justice Crew* (headline act)
- *Acca Dacca* (support act)

The initial Facebook marketing features videos produced in house. These videos have yielded excellent results with 19,543 people seeing the *Acca Dacca* clip and 18,651 people seeing the *Justice Crew* video over a two week period.

A new campaign involving a competition where the winners can meet the groups after the show has proven most successful with 7814 people watching the *Acca Dacca* clip and 10,138 watching *Justice Crew* in just two days.

River 949 have agreed to re-post the videos and are also in discussions with the Manager Marketing, Communications and Engagement looking to run a free feature weekend with giveaway VIP packs to the event and concerts. The University of Southern Queensland and University of Queensland student unions have also agreed to re-post both video promotions.

Animation Videos

An animation video outlining Council's corporate values and vision and direction is being planned in partnership with Council's Business Improvement Coordinator. It is intended that the video will be shown to all staff along with a commentary about how all staff are contributing to achieving Council's vision.

Engagement services

Officers continue to work with Translink, seeking to extend the Rail Bus route west from Helidon to Toowoomba. Work has also been undertaken with Infrastructure Works and Services on a variety of projects including the Lockrose Dip Site Remediation, Lake Apex Stairs Replacement, and Tree Removal for the footpath at Railway Street Laidley.

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Around the Region

A weekly video showcasing the region and what events are on throughout the Lockyer Valley each week is being produced and distributed through the *Luvyalockyer* website. Initial statistics show that the videos are having a positive impact on the number of people visiting the site. WIN television has also indicated their intention to promote the videos through their networks.

Media

A number of media stories have aired over the past few weeks covering:

- the by-election (process, associated costs and the candidates) WIN TV, Seven, Nine, Gatton Star, River 949
- Fire Ants (promoting the Fire Ant Eradication Program and the partnership between Council and Bio Security Queensland) WIN TV, Seven, Nine, Gatton Star, ABC Radio
- Buyer beware (story focused on benefits of Form 19s) WIN TV, Seven, Nine, Gatton Star

Events

A successful Australia Day Awards event was held in January and Council is currently finalising payments for the ceremony and wrapping up supported events. Preparations have commenced for the 2019 Australia Day Awards. The nomination form has been updated and placed on the corporate website, social media posts have been made and a media release provided. This is intended to create interest while the 2018 event is still fresh in residents' minds.

Planning for our Lockyer Valley Anzac Day events are also in train with meetings organised during February for the Gatton and Laidley events. Similarly, planning is underway for Seniors Week with the first meeting in February to discuss the week and the mystery bus tour options. The team is also currently looking at available funding sources for a NAIDOC week event in July.

Workshops

Planning and organisation have been undertaken for the future delivery of a range of workshops to include:

- Grant writing (6 February)
- Census data release (14 February)
- TMR traffic management (To be advised)
- First Aid for volunteers (To be advised)
- Food Handling for International students (To be advised)
- NDIS and inclusion (To be advised)
- Managing spontaneous volunteers (To be advised)

Council Business

Strategic Document Coordination (Policy, Legislation, Motions, Green/White papers etc)

The Productivity Commission Study Report entitled *Transitioning Regional Economies* was reviewed. A report was subsequently provided to Council on the recommendations and the implications for Lockyer Valley Regional Council.

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The Australian Local Government Association (ALGA) has called for motions for the National General Assembly to be held in June 2018. A workshop will consider potential motions which will be required by 30 March 2018.

The Council of Mayors South East Queensland (COMSEQ) has established an Olympic Bid Feasibility Taskforce. That taskforce met in December and again in January 2018.

Enhance Council Governance and Decision Making

Ordinary Council Meetings were held on 13 December 2017 and 17 January 2018. Council workshops were also held on 5 and 13 December as well as on 17 and 23 January 2018 with presentations and discussion on a range of topical matters for the region.

The program of meetings, workshops and Councillor tours has been programed for 2018. Additional workshops have also been programed to deal with the development of the Planning Scheme.

The first Council of Mayors South East Queensland (COMSEQ) Board Meeting will be held on 23 February 2018. This will be followed the next day by the annual COMSEQ Strategy planning day. COMSEQ Taskforces and Working Groups will resume in March 2018.

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10.2

Councillor Conference Attendance 2018

Date: 29 January 2018
Author: Vickie Wieland, EA to Chief Executive Officer
Responsible Officer: Ian Church, Chief Executive Officer

Summary:

A number of conferences have been programmed for the coming year and these can provide opportunities for Councillors and/or Officers to participate, network and learn about current issues and new approaches to our work. This report seeks Council endorsement for attendance at some of the conferences referred to in the body of the report.

Officer's Recommendation:

THAT Council approve the following conference attendance:

1. Local Government Association of Queensland (LGAQ) Disaster Management Conference - Mayor and Cr Holstein;
2. Inspector General Emergency Management Conference – Executive Manager Corporate and Community Services and Disaster Management Coordinator;
3. LGAQ Financial Summit – Mayor, Cr Wilson, CEO and Executive Manager Corporate & Community Services ;
4. LGAQ Civic Leaders Summit – Mayor and Cr Cook;
5. LGAQ Bush Councils Convention – Mayor;
6. LGAQ Annual Conference – Mayor, Cr _____ and CEO
7. LGAQ Future Cities Summit – Cr _____;
8. Australian Local Government Association (ALGA) National General Assembly – Mayor;
9. ALGA Regional Cooperation & Development Forum – Mayor;
10. ALGA National Road & Transport Congress - Cr Holstein and Executive Manager Infrastructure Works and Services;
11. Destination Q Forum – Mayor and Manager Regional Development;
12. Flood and Cyclone Mitigation and Response Forum – Mayor, Disaster Management Coordinator and Disaster Management Program Officer;
13. LGAQ Elected Member Update – Mayor and Councillors, CEO and Executive Managers

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RESOLUTION

THAT Council approve the following conference attendance:

1. Local Government Association of Queensland (LGAQ) Disaster Management Conference - Mayor and Cr Holstein;
2. Inspector General Emergency Management Conference – Executive Manager Corporate and Community Services and Disaster Management Coordinator;
3. LGAQ Financial Summit – Mayor, Cr Wilson, CEO and Executive Manager Corporate & Community Services ;
4. LGAQ Civic Leaders Summit – Mayor and Cr Cook;
5. LGAQ Bush Councils Convention – Mayor;
6. LGAQ Annual Conference – Mayor, Councillors and Chief Executive Officer;
7. Australian Local Government Association (ALGA) National General Assembly – Mayor;
8. ALGA Regional Cooperation & Development Forum – Mayor;
9. 10. ALGA National Road & Transport Congress - Cr Holstein and Executive Manager Infrastructure Works and Services;
- 10.11. Destination Q Forum – Mayor and Manager Regional Development;
- 11.12. Flood and Cyclone Mitigation and Response Forum – Mayor, Disaster Management Coordinator and Disaster Management Program Officer;
- 12.13. LGAQ Elected Member Update – Mayor, Councillors, Chief Executive Officer and Executive Managers

Further;

THAT, following receipt of the Agenda for the LGAQ Future Cities Summit, a report be provided to a future meeting on Councillor attendance at that conference.

Moved By: Cr Cook

Seconded By: Cr Holstein

Resolution Number: 16-20/0789

CARRIED

6/0

Report

1. Introduction

Lockyer Valley Regional Council has been notified of a number of conferences that are programmed for 2018. The purpose of this report is to notify Council of the conferences and to seek endorsement for Councillor and/or staff attendance where appropriate.

2. Background

Details of a range of conferences, forums, and summits are provided and marketed to Council during the year. These can range from local forums through to State, National and even International events.

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3. Report

The following table lists conferences to be held during 2018 of which some details are currently available. The purpose of this report is to seek direction on whether Council wishes to be represented at the listed conferences and by which Councillors/Officers. Where there is a blank in the "Proposed Attendance" column a representative will need to be nominated.

Obviously other conferences will arise during the year and these will be presented to Council at the time, in order to seek a resolution supporting Councillor attendance.

Please note that attendance at the Ageo Sister City delegation has already been endorsed by Council at the Ordinary Meeting held on 9 August 2017; Resolution Number 16-20/0607 for the Mayor and Chief Executive Officer to attend.

Conference	Date	Location	Proposed Attendance
LGAQ Disaster Management Conference	TBC	TBC	Mayor Cr Holstein
Inspector General Emergency Management Conference	TBC	TBC	Executive Manager Corporate and Community Services Disaster Management Coordinator;
Flood and Cyclone Mitigation and Response Forum	22-23 Feb	Brisbane	Mayor, Disaster Management Coordinator and Program Officer
LGAQ elected Member Update	6 March	Somerset Regional Council	Mayor and Councillors CEO and Executive Managers
Australian & New Zealand Disaster and Emergency Management Conference	21-22 May	Gold Coast	No attendance this year
LGAQ Financial Summit	8-9 May	Gold Coast	Mayor, Cr Wilson CEO
LGAQ Civic Leaders Summit	9-11 May	Gold Coast	Mayor Cr Cook
LGAQ Bush Councils Convention	TBC	TBC	Mayor
LGAQ Annual Conference	29-31 October	Brisbane	Mayor, Cr _____ CEO
LGAQ Future Cities Summit	11-13 July	Cairns	Cr _____
ALGA National General Assembly	17-20 June	Canberra	Mayor
ALGA Regional Cooperation & Development Forum	19 June	Canberra	Mayor
ALGA National Road & Transport Conference	20-22 November	Ullaru	Cr Holstein and Executive Manager Infrastructure Works and Services

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Conference	Date	Location	Proposed Attendance
Destination Q Forum	TBC		Mayor, (tentative), and Manager Regional Development

4. Policy and Legal Implications

There are no legal or policy matters that arise from this report and all matters will be dealt with through the appropriate mechanisms. A report on all conference attendance will be required to be produced for consideration at Council Meetings.

5. Financial and Resource Implications

The budget allocation exists to fund any required attendance by Councillors and Staff at relevant Conferences.

6. Delegations/Authorisations

Nil

7. Communication and Engagement

A formal response advising of Council's attendance is required, and the outcomes or learnings from the conference must be reported back to Council.

8. Conclusion

That Council should be represented at the conferences noted as the opportunities will provide Councillors and staff with significant and important information as well as important networking opportunities.

9. Action/s

The registrations and confirmation of attendances be finalised as required to meet the specific Conference deadlines.



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Delegations Register are notified to Council through the Local Government Association of Queensland.

The detail of the latest update of 18 January 2018 is contained in the body of, and attachment to, this Report.

3. Report

Since the last review of Council's Delegations, the LGAQ Delegations Register Service has released advice that delegations updates have been implemented. New Registers have been implemented for:

1. *Peaceful Assembly Act 1992; and*
2. *Nature Conservation (Administration) Regulation 2017.*

The new register listed at 2 above is a replacement for the existing *Nature Conservation (Administration) Regulation 2006* register. It includes changes to section numbers formerly used in the 2006 Regulation.

Existing registers that have been substantially amended are:

Legislation	Delegations Register
State Penalties Enforcement Act 1999	Council to CEO
Waste Reduction and Recycling Act 2011	Council to CEO
Work Health and Safety Act 2011	Council to CEO

A number of registers, for both Council to CEO delegations and CEO to Employee delegations, will be updated to note changed reprint numbers.

The Recommendation made in this Report is for Council to resolve to accept and implement these updates to Council's delegations registers.

4. Policy and Legal Implications

Council's Delegations Register follows the template prepared by King and Company in conjunction with the Local Government Association of Queensland (LGAQ). This requires regular updating in line with the State Government's legislative program. Regular reviews of the register are required to ensure the register and Council's implementation of legislation conforms to the requirements of the various acts and regulations.

If Council resolves to adopt the Recommendation made in this Report, the updates to the Delegations Registers will take immediate effect.

5. Financial and Resource Implications

Appropriate Delegation Registers assist the Council's operations thereby avoiding delays and minimising risks associated with discharging Council's obligations. Improved processes and risk minimisation can result in significant operational savings over time to both Council and the community.

6. Delegations/Authorisations

Under Section 259 of the *Local Government Act 2009*, the Chief Executive Officer may sub-delegate some of these powers to an appropriately qualified employee of Council. The purpose of sub-delegation is to allow operational responsibilities to be streamlined and enable the Chief Executive Officer to focus on strategic matters.

Substantive changes to the CEO to Employee Delegations Register will also be made in accordance with the update provided by the Local Government Association of Queensland Delegations Register Services and presented to the Chief Executive Officer for approval.

7. Communication and Engagement

Under Section 260 of the *Local Government Act 2009* the Chief Executive Officer is responsible for establishing, maintaining and updating a register of delegations that contains the particulars prescribed under a regulation. The updated Delegations Register, including appropriate delegations from the Chief Executive Officer to employees or contractors, is required to be available for public inspection if required.

8. Conclusion

A resolution made in line with the Recommendation in this Report will enable the proposed updates to Council's Delegations Registers to take immediate effect.

9. Action/s

1. Update the Council to CEO Delegations Register with the resolution details and publish
2. Consider sub-delegation of powers to employees and update the CEO to Employee or Contractor Delegation Register as necessary.

Attachments

1 [View](#) Delegations - CEO 13 Pages

**DELEGATIONS REGISTER UPDATE
COUNCIL TO CEO
AMENDMENTS AT 14 FEBRUARY 2018**

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
Update 2567 2155	Chief Executive Officer	Power, as a public land authority, to agree in writing to a longer entry period.	Section 57(3) <i>Mineral and Energy Resources (Common Provisions) Act 2014</i>	14/02/2018 TBC	
Update 2568 2156	Chief Executive Officer	Power, as a public land authority, to impose reasonable and relevant conditions on the resource authority holder about the entry to the public land or the carrying out of the authorised activity.	Section 59(2) <i>Mineral and Energy Resources (Common Provisions) Act 2014</i>	14/02/2018 TBC	
Update 2569 2157	Chief Executive Officer	Power, as a public land authority, to vary any condition it has imposed.	Section 59(7) <i>Mineral and Energy Resources (Common Provisions) Act 2014</i>	14/02/2018 TBC	
Update 2570 2158	Chief Executive Officer	Power, as a public land authority, to give the holder an information notice about the imposition of a condition or the varying of a condition.	Section 59(8) <i>Mineral and Energy Resources (Common Provisions) Act 2014</i>	14/02/2018 TBC	
Update 2574 2159	Chief Executive Officer	Power, as a public land authority for land, to give a waiver of entry notice.	Section 60(1) <i>Mineral and Energy Resources (Common Provisions) Act 2014</i>	14/02/2018 TBC	
Update 2572 2160	Chief Executive Officer	Power, as a public road authority, to sign a compensation agreement for the use of a public road for a notifiable road use.	Section 63(1)(b)(i) <i>Mineral and Energy Resources (Common Provisions) Act 2014</i>	14/02/2018 TBC	
Update 2573 2161	Chief Executive Officer	Power, as a public road authority, to give written consent to the carrying out of a notifiable road use on a public road.	Section 63(1)(b)(ii) <i>Mineral and Energy Resources (Common Provisions) Act 2014</i>	14/02/2018 TBC	

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NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
Update 2574 2162	Chief Executive Officer	Power, as a public road authority for a public road, to give a road use direction.	Section 64(1) <i>Mineral and Energy Resources (Common Provisions) Act 2014</i>	14/02/2018 TBC	
Update 2575 2163	Chief Executive Officer	Power, as a public road authority for a public road to give an information notice about the decision to give a road use direction.	Section 64(4)(b) <i>Mineral and Energy Resources (Common Provisions) Act 2014</i>	14/02/2018 TBC	
Update 2576 2164	Chief Executive Officer	Power, as an owner of restricted land, to give written consent to the resource authority holder carrying out the activity and to impose conditions on the consent.	Section 70 <i>Mineral and Energy Resources (Common Provisions) Act 2014</i>	14/02/2018 TBC	
Update 2577 2165	Chief Executive Officer	Power, as an owner or occupier of land, to apply to the Land Court for an order declaring the following:- (a) whether particular land is restricted land for a resource authority or the Mineral Resources Act, Schedule 1, section 2; and (b) whether a particular activity is a prescribed activity for a resource authority.	Section 72(1) <i>Mineral and Energy Resources (Common Provisions) Act 2014</i>	14/02/2018 TBC	
Update 2578 2166	Chief Executive Officer	Power, as an eligible claimant, to enter a conduct and compensation agreement with the resource authority holder.	Section 83(1) <i>Mineral and Energy Resources (Common Provisions) Act 2014</i>	14/02/2018 TBC	

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NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
Update 2579 2167	Chief Executive Officer	Power, as an eligible claimant, to use all reasonable endeavours to negotiate a conduct and compensation agreement or a deferral agreement.	Section 85(1) <u>Mineral and Energy Resources (Common Provisions) Act 2014</u>	14/02/2018 TBC	
Update 2580 2168	Chief Executive Officer	Power, as an eligible claimant, to agree to a longer negotiation period.	Section 85(2)(b) <u>Mineral and Energy Resources (Common Provisions) Act 2014</u>	14/02/2018 TBC	
Update 2581 2169	Chief Executive Officer	Power, as an eligible claimant, to enter an opt-out agreement.	Section 85(4) <u>Mineral and Energy Resources (Common Provisions) Act 2014</u>	14/02/2018 TBC	
Update 2582 2170	Chief Executive Officer	Power, as a party to a conduct and compensation agreement or a deferral agreement, to terminate the agreement by giving notice to the other party during the cooling off period.	Section 87(2) <u>Mineral and Energy Resources (Common Provisions) Act 2014</u>	14/02/2018 TBC	
Update 2583 2171	Chief Executive Officer	Power, as an eligible claimant, to give an election notice.	Section 88(2) <u>Mineral and Energy Resources (Common Provisions) Act 2014</u>	14/02/2018 TBC	
Update 2584 2172	Chief Executive Officer	Power, where Council has given or received an election notice calling for a conference, to participate in the conference, to agree to a longer period for the conference, to negotiate an agreement about the concerns the subject of the conference and to sign the agreement.	Section 89 <u>Mineral and Energy Resources (Common Provisions) Act 2014</u>	14/02/2018 TBC	

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NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
Update 2585 2173	Chief Executive Officer	Power, where Council has given or received an election notice calling for an ADR, to participate in the ADR, to agree to a longer period for the ADR, to negotiate an agreement about the concerns the subject of the ADR and to sign the agreement.	Section 90 <i>Mineral and Energy Resources (Common Provisions) Act 2014</i>	14/02/2018 TBC	
Update 2586 2174	Chief Executive Officer	Power, as a party who attended a conference or ADR, to apply to the Land Court for an order requiring the non-attending party to pay the attending party's reasonable costs of attending.	Section 91(2) <i>Mineral and Energy Resources (Common Provisions) Act 2014</i>	14/02/2018 TBC	
Update 2587 2175	Chief Executive Officer	Power, as a public road authority for a public road, to enter a road compensation agreement.	Section 94(1) <i>Mineral and Energy Resources (Common Provisions) Act 2014</i>	14/02/2018 TBC	
Update 2588 2176	Chief Executive Officer	Power, as an eligible party, to apply to the Land Court for it to decide:- (a) the resource authority holder's compensation liability to the claimant; or (b) the resource authority holder's future compensation and liability to the claimant for an authorised activity for the resource authority proposed to be carried out or for the holder; or (c) a matter mentioned in section 83(1)(a) or (b).	Section 96(2) <i>Mineral and Energy Resources (Common Provisions) Act 2014</i>	14/02/2018 TBC	

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NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
Update 2589 2177	Chief Executive Officer	Power, as a public road authority, to apply to the Land Court for the Court to decide a resource authority holder's compensation liability.	Section 100(1) <u>Mineral and Energy Resources (Common Provisions) Act 2014</u>	14/02/2018 TBC	
Update 2590 2178	Chief Executive Officer	Power, as a public road authority or an eligible claimant, to apply to the Land Court for a review of the original compensation.	Section 101(2) <u>Mineral and Energy Resources (Common Provisions) Act 2014</u>	14/02/2018 TBC	
Update 2594 2179	Chief Executive Officer	Power, as a relevant entity, to give the chief executive a copy of a notice or consent given by or to Council under chapter 3.	Section 205(1) <u>Mineral and Energy Resources (Common Provisions) Act 2014</u>	14/02/2018 TBC	
Update 2592 2180	Chief Executive Officer	Power as a person with management or control of a place at which a notifiable incident has occurred, to ensure, so far as is reasonably practicable, that the site where the incident occurred is not disturbed until an inspector arrives or otherwise directs.	Section 30 <u>Safety in Recreational Water Activities Act 2011</u>	14/02/2018 TBC	
Insert 2181	Chief Executive Officer	Power to nominate an officer of Council as a "representative".	Section 4 <u>Peaceful Assembly Act 1992</u>	14/02/2018 TBC	
Insert 2182	Chief Executive Officer	Power, as a local authority, to give a notice under subsection (2)(b) and impose conditions in the notice.	Section 10(2)(b) and 11 <u>Peaceful Assembly Act 1992</u>	14/02/2018 TBC	
Insert 2183	Chief Executive Officer	Power, as an owner or occupier, to give a notice under subsection (2)(c).	Section 10(2)(c) <u>Peaceful Assembly Act 1992</u>	14/02/2018 TBC	
Insert 2184	Chief Executive Officer	Power, as a relevant authority, to consult under subsections (4) or (5).	Sections 11(4) or (5) <u>Peaceful Assembly Act 1992</u>	14/02/2018 TBC	

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NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
Insert 2185	Chief Executive Officer	Power, as a relevant authority, to apply to a Magistrates Court for an order refusing to authorise the holding of the assembly.	Section 12 <u>Peaceful Assembly Act 1992</u>	14/02/2018 TBC	
Insert 2186	Chief Executive Officer	Power, as a relevant authority, to consult with each interested person.	Section 13(1)(c) <u>Peaceful Assembly Act 1992</u>	14/02/2018 TBC	
Insert 2187	Chief Executive Officer	Power, as a relevant authority, to engage in a mediation process.	Section 13(1)(d) <u>Peaceful Assembly Act 1992</u>	14/02/2018 TBC	
Insert 2188	Chief Executive Officer	Power, in the circumstances provided in subsection (3), to: (a) fix a reasonable time and place for holding the consultations; and (b) cause a notice of the time and place to be published in a newspaper circulating in the area in which the assembly is proposed to be held.	Section 13(3) <u>Peaceful Assembly Act 1992</u>	14/02/2018 TBC	
Insert 2189	Chief Executive Officer	Power, as a relevant authority, to notify the organiser in writing that it does not oppose the holding of the assembly.	Section 15(1) <u>Peaceful Assembly Act 1992</u>	14/02/2018 TBC	
Insert 2190	Chief Executive Officer	Power, as a relevant authority, to participate in a mediation process.	Section 15(2) <u>Peaceful Assembly Act 1992</u>	14/02/2018 TBC	
Update 1067	Chief Executive Officer	Power to apply for the grant of a relevant authority and to do all things necessary to process the application to obtain a decision.	Sections 23, 24, 26, 28Z, 29ZA, 2830 <u>Nature Conservation (Administration) Regulation 201706</u>	14/02/2018 TBC	

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NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
Update 1068	Chief Executive Officer	Power to apply for the amendment of a relevant authority.	Section 5847 <u>Nature Conservation (Administration) Regulation 201706</u>	14/02/2018 TBC	
Update 1069	Chief Executive Officer	Power to make representations in response to a notice issued by the Chief Executive pursuant to this section.	Section 6049 <u>Nature Conservation (Administration) Regulation 201706</u>	14/02/2018 TBC	
Update 1070	Chief Executive Officer	Power to make representations in response to a notice issued by the Chief Executive pursuant to this section.	Section 6554 <u>Nature Conservation (Administration) Regulation 201706</u>	14/02/2018 TBC	
Update 1071	Chief Executive Officer	Power to return a relevant authority to the chief executive.	Sections 66(2), 67(2) and 68 <u>Nature Conservation (Administration) Regulation 201706</u>	14/02/2018 TBC	
Update 1072	Chief Executive Officer	Power to apply to the Chief Executive for replacement of a damaged, destroyed, lost or stolen relevant authority.	Section 8064 <u>Nature Conservation (Administration) Regulation 201706</u>	14/02/2018 TBC	
Update 1073	Chief Executive Officer	Power to surrender a relevant authority to the Chief Executive.	Section 8165 <u>Nature Conservation (Administration) Regulation 201706</u>	14/02/2018 TBC	
Update 1074	Chief Executive Officer	Power to apply for internal review of a reviewable decision and to do all things necessary to process the application to obtain a decision..	Sections 11600 and 11802 <u>Nature Conservation (Administration) Regulation 201706</u>	14/02/2018 TBC	

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Update 1075	Chief Executive Officer	Power, as a person who is given, or is entitled to be given, a notice under section 11704(3) about a decision, to apply to QCAT for external review of the decision.	Section 11993 Nature Conservation (Administration) Regulation 201706	14/02/2018 TBC	
Update 1076	Chief Executive Officer	Power to give a return of operations to the chief executive..	Section 14332 Nature Conservation (Administration) Regulation 201706	14/02/2018 TBC	
Update 1077	Chief Executive Officer	Power to keep a copy of a return of operations given to the chief executive.	Section 14534 Nature Conservation (Administration) Regulation 201706	14/02/2018 TBC	
Update 1078	Chief Executive Officer	Power to give the chief executive a notice stating a return of operations has been stolen, lost, destroyed or damaged.	Section 14635 Nature Conservation (Administration) Regulation 201706	14/02/2018 TBC	
Update 1047	Chief Executive Officer	Power, as administering authority, to withdraw an infringement notice at any time before the fine is satisfied in full and take the steps required by subsection (2).	Sections 28(1) and (2) State Penalties Enforcement Act 1999	14/02/2018 TBC	
Insert 2191	Chief Executive Officer	Power, as an approved sponsor, to apply to the registrar on behalf of the subject applicant for a work and development order to satisfy all or part of the enforceable amount of the applicant's SPER debt.	Section 32J State Penalties Enforcement Act 1999	14/02/2018 TBC	
Insert 2192	Chief Executive Officer	Power, as an approved sponsor, to undertake an eligibility assessment.	Section 32K State Penalties Enforcement Act 1999	14/02/2018 TBC	

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NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
Insert 2193	Chief Executive Officer	Power, as an approved sponsor, to apply to SPER on behalf of the individual for an increase in the order amount.	Section 320 <u>State Penalties Enforcement Act 1999</u>	14/02/2018 TBC	
Insert 2194	Chief Executive Officer	Power, as an approved sponsor, to withdraw the work and development order because the approved sponsor is unable to continue as the approved sponsor.	Section 32P <u>State Penalties Enforcement Act 1999</u>	14/02/2018 TBC	
Insert 2195	Chief Executive Officer	Power, as the recipient of a notice under section 32L, 32O or 32Q, to apply, as provided under the QCAT Act, to QCAT for a review of the decision.	Section 32S <u>State Penalties Enforcement Act 1999</u>	14/02/2018 TBC	
Insert 2196	Chief Executive Officer	Power, as an approved sponsor who has the agreement of the debtor, to apply on behalf of the debtor under Part 3B for: (a) a work and development order to satisfy the amount of the order; or (b) if the debtor is subject to a work and development order – a variation of the order.	Section 41(2) <u>State Penalties Enforcement Act 1999</u>	14/02/2018 TBC	
Insert 2197	Chief Executive Officer	Power, as an employer who pays earnings to an employee for whom a fine collection notice for redirection of the enforcement debtor's earnings is in force, to when paying the earnings, deduct an amount from the earnings as required under Part 5, Division 4.	Section 81 <u>State Penalties Enforcement Act 1999</u>	14/02/2018 TBC	

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Insert 2198	Chief Executive Officer	Power, as an employer who deducts an amount from an employee's earnings under a fine collection notice, to pay the amount to the registrar and give to the registrar a return in the approved form.	Section 84(1) <u>State Penalties Enforcement Act 1999</u>	14/02/2018 TBC	
Insert 2199	Chief Executive Officer	Power, as an employer who does not deduct an amount from an employee's earnings under a fine collection notice, to give to the registrar a return in the approved form.	Section 84(2) <u>State Penalties Enforcement Act 1999</u>	14/02/2018 TBC	
Insert 2200	Chief Executive Officer	Power, as an employer who pays earnings to an employee while a fine collection notice relating to the employee is in force, to give the employee the written notice required under the subsection.	Section 84(3) <u>State Penalties Enforcement Act 1999</u>	14/02/2018 TBC	
Insert 2201	Chief Executive Officer	Power, where an employee to whom a fine collection notice relates stops being an employee while the notice is in force, to give the registrar the written notice of that fact.	Section 84(4) <u>State Penalties Enforcement Act 1999</u>	14/02/2018 TBC	
Insert 2202	Chief Executive Officer	Power, as an employer, to keep the records required to be kept by this section.	Section 94 <u>State Penalties Enforcement Act 1999</u>	14/02/2018 TBC	
Insert 2203	Chief Executive Officer	Power, as an administering authority, to request the Registrar to give a certificate under subsection (3).	Section 157(4) <u>State Penalties Enforcement Act 1999</u>	14/02/2018 TBC	
Delete 1329	Chief Executive Officer	Power to respond to a request from the chief executive for further information on an amendment application and agree to extend the stated period.	Section 170 <u>Waste Reduction and Recycling Act 2011</u>	17/01/2018 16-20/0777	

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NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
Update 1331	Chief Executive Officer	Power to give the chief executive a notice stating that Council intends to become a registered resource producer for the code.	Section 173B(1) <u>Waste Reduction and Recycling Act 2011</u>	14/02/2018 TBC	
Insert 2204	Chief Executive Officer	Power to give the chief executive a notice in the approved form.	Section 173B(3) <u>Waste Reduction and Recycling Act 2011</u>	14/02/2018 TBC	
Update 1332	Chief Executive Officer	Power to respond make a submission in response to a notice issued by the chief executive.	Section 173D <u>Waste Reduction and Recycling Act 2011</u>	14/02/2018 TBC	
Update 1334	Chief Executive Officer	Power to apply to the chief executive for an end of waste approval to conduct a trial for one kind of waste.	Section 173I <u>Waste Reduction and Recycling Act 2011</u>	14/02/2018 TBC	
Delete 1335	Chief Executive Officer	Power to respond to a request from the chief executive for further information or documents required to decide the end of waste approval application and to agree to extend the stated period.	Section 173I <u>Waste Reduction and Recycling Act 2011</u>	17/01/2018 16-20/0777	
Update 1336	Chief Executive Officer	Power to comply with the conditions of an end of waste approval.	Section 173BK <u>Waste Reduction and Recycling Act 2011</u>	14/02/2018 TBC	
Update 1337	Chief Executive Officer	Power to apply to the chief executive to extend an end of waste approval.	Section 173QL <u>Waste Reduction and Recycling Act 2011</u>	14/02/2018 TBC	
Update 1338	Chief Executive Officer	Power to apply to the chief executive to amend or transfer an end of waste approval.	Section 173SM <u>Waste Reduction and Recycling Act 2011</u>	14/02/2018 TBC	

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NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
Insert 2205	Chief Executive Officer	Power to apply to the chief executive to transfer an end of waste approval.	Section 173O <u>Waste Reduction and Recycling Act 2011</u>	14/02/2018 TBC	
Insert 2206	Chief Executive Officer	Power to respond to a request from the chief executive for advice, comment or information about the operation of Chapter 8, Part 3.	Section 173Q <u>Waste Reduction and Recycling Act 2011</u>	14/02/2018 TBC	
Delete 1340	Chief Executive Officer	Power to respond to a notice received from the chief executive proposing to amend, cancel or suspend an end of waste approval.	Section 173Y(3)(f) <u>Waste Reduction and Recycling Act 2011</u>	17/01/2018 16-20/0777	
Delete 1341	Chief Executive Officer	Power to surrender an end of waste approval by giving notice to the chief executive.	Section 173ZA <u>Waste Reduction and Recycling Act 2011</u>	17/01/2018 16-20/0777	
Update 1342	Chief Executive Officer	Power to respond to a show cause notice from the chief executive requiring information about an end of waste approval.	Section 173ZB <u>Waste Reduction and Recycling Act 2011</u>	14/02/2018 TBC	
Delete 1343	Chief Executive Officer	Power to give the chief executive advice, comment or information about the operation of Chapter 8, Part 3.	Section 173ZC <u>Waste Reduction and Recycling Act 2011</u>	17/01/2018 16-20/0777	
Insert 2207	Chief Executive Officer	Power to surrender an approval by giving notice to the chief executive officer.	Section 173ZE <u>Waste Reduction and Recycling Act 2011</u>	14/02/2018 TBC	
Insert 2208	Chief Executive Officer	Power to respond to a notice from the chief executive requiring information about an approval.	Section 173ZF <u>Waste Reduction and Recycling Act 2011</u>	14/02/2018 TBC	
Insert 2209	Chief Executive Officer	Power to comply with the general obligations of a person conducting a business or undertaking provided in section 70.	Section 70 <u>Work Health and Safety Act 2011</u>	14/02/2018 TBC	

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NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
Insert 2210	Chief Executive Officer	Power as a person conducting a business or undertaking to comply with subsections (a) to (c).	Section 74 <u>Work Health and Safety Act 2011</u>	14/02/2018 TBC	
Insert 2211	Chief Executive Officer	Power to give a copy of the provisional improvement notice to the regulator.	Section 97A <u>Work Health and Safety Act 2011</u>	14/02/2018 TBC	
Insert 2212	Chief Executive Officer	Power to give the industrial registrar written notice of the dispute.	Section 102B <u>Work Health and Safety Act 2011</u>	14/02/2018 TBC	
Insert 2213	Chief Executive Officer	Power to appeal a decision of the Commission given under Part 5, Division 7A.	Section 102G <u>Work Health and Safety Act 2011</u>	14/02/2018 TBC	
Insert 2214	Chief Executive Officer	Power to appeal a decision of the Commission.	Section 142A <u>Work Health and Safety Act 2011</u>	14/02/2018 TBC	
Insert 2215	Chief Executive Officer	Power to, in the circumstances provided in subsections (1) or (1A), make a written request to the regulator that a prosecution be brought.	Section 231(1) and (1A) <u>Work Health and Safety Act 2011</u>	14/02/2018 TBC	
Insert 2216	Chief Executive Officer	Power to, in the circumstances provided in subsection (3), request the regulator to refer the matter to the director of public prosecutions.	Section 231(3) <u>Work Health and Safety Act 2011</u>	14/02/2018 TBC	

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10.4 Application for Permanent Road Closure - Part of Colquhouns Road, Lower Tenthill

Date: 06 February 2018
Author: Julie Millard, Property Officer
Responsible Officer: Ian Church, Chief Executive Officer

Summary:

The purpose of this Report is to consider an application for permanent closure of part of Colquhouns Road, Lower Tenthill by the owners of the adjoining Lot 105 on CH31584 and enable Council's views on the application to be provided to the Department of Natural Resources and Mines in the approved form with the application as required.

Officer's Recommendation:

THAT with respect to the correspondence received on 19 January 2018 from the owners of Lot 105 on CH31584 (Applicants) requesting Council consider their proposed application for permanent closure of part of Colquhouns Road, Lower Tenthill, Council resolve to complete the Part C Statement (in relation to an application under the *Land Act 1994* over State Land form) to confirm that the application for a permanent road closure may only be authorised by the Department of Natural Resources and Mines under the *Land Act 1994* and the following views of Council should be considered when assessing the application:

- (a) the road closure area, and that part of the applicants' land currently outside their existing fenceline, has salinity issues and is a drainage path to a referable wetland.
- (b) grazing in this area will have detrimental impacts as it may result in exacerbation of local salinity issues and increase sediment transport due to increased erosion. This may ultimately result in downstream water quality issues.
- (c) If the application is approved, the following conditions should be imposed:
 - (i) a grazing use should not be permitted;
 - (ii) the road closure area should be reduced to allow for a 20 metre wide section of road to continue along the western boundary of Lot 186 CH311456 to provide for connectivity of the road network; and
 - (iii) while Lot 200 on CH311945 has alternative legal access and is held by a third party owner of adjoining land through which access appears to currently be gained, it is possible that in future Lot 200 may come into separate ownership at which time the easiest access topographically is from Colquhouns Road via the unconstructed road between Lot 105 CH31584 and Lot 186 CH311456;
 - (iv) the road closure area should be amalgamated into Lot 105 CH31584.

RESOLUTION

THAT with respect to the correspondence received on 19 January 2018 from the

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owners of Lot 105 on CH31584 (Applicants) requesting Council consider their proposed application for permanent closure of part of Colquhouns Road, Lower Tenthill, Council resolve to complete the Part C Statement (in relation to an application under the *Land Act 1994* over State Land form) to confirm that the application for a permanent road closure may only be authorised by the Department of Natural Resources and Mines under the *Land Act 1994* and the following views of Council should be considered when assessing the application:

- (a) the road closure area, and that part of the applicants' land currently outside their existing fenceline, has salinity issues and is a drainage path to a referable wetland.
- (b) grazing in this area will have detrimental impacts as it may result in exacerbation of local salinity issues and increase sediment transport due to increased erosion. This may ultimately result in downstream water quality issues.
- (c) If the application is approved, the following conditions should be imposed:
 - (i) a grazing use should not be permitted;
 - (ii) the road closure area should be reduced to allow for a 20 metre wide section of road to continue along the western boundary of Lot 186 CH311456 to provide for connectivity of the road network; and
 - (iii) while Lot 200 on CH311945 has alternative legal access and is held by a third party owner of adjoining land through which access appears to currently be gained, it is possible that in future Lot 200 may come into separate ownership at which time the easiest access topographically is from Colquhouns Road via the unconstructed road between Lot 105 CH31584 and Lot 186 CH311456;
 - (iv) the road closure area should be amalgamated into Lot 105 CH31584.

Moved By: Cr McLean

Seconded By: Cr Cook

Resolution Number: 16-20/0791

CARRIED

6/0

Report

1. Introduction

The purpose of this Report is to consider the proposed application for permanent closure of part of Colquhouns Road adjoining Lot 105 on CH31584 and seek Council's views for consideration by the Department of Natural Resources and Mines when assessing the application.

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2. Background

On 19 January 2018, Council received a request from the owners of Lot 105 on CH31584 (**Applicants**) for Council to consider their proposed application for permanent closure of part of Colquhouns Road and provide its views to be submitted to the Department of Natural Resources and Mines with the application as required.

Council is required to complete the "Part C Statement in relation to an application under the Land Act 1994 over State Land" to be submitted with the application. A copy of this form is **attached** to this Report.

As Council has no power under the Land Act 1994 to authorise a permanent road closure, the only appropriate response on this Part C form is that the use of the road area as proposed *"is unable to be authorised by the road manager or trustee of the reserve land for the reasons detailed in the additional comments and includes views on the proposed tenure"*.

3. Report

A copy of the Applicant's proposed Application for Road Closure is **attached** for consideration. This application includes an Aerial Plan of the road closure area and existing boundary and fenceline on Lot 105 on CH31584.

The Applicants have advised that they are making this application for the following reasons:

- Their property has washouts on the boundary which have eroded the land and makes it impossible to fence their property boundary.
- Their current fence (shown in blue on the Aerial Map provided by the Applicants) needs replacing.
- They would like to permanently close the road area for use with their adjoining property Lot 105 CH31584 as grazing land and fence along the boundary of the road closure area, avoiding the area of erosion along their existing property boundary.

Aerial Map "B" has been prepared and **attached** to show the road closure area, the lots adjoining it and the surrounding locality.

The area to be permanently closed is unconstructed and comprises approximately 3.5 hectares. The Coordinator Environment and Pest has advised that the road closure area, and part of Lot 104 CH31584, has salinity issues and is a drainage path to a referable wetland. Plans showing the salinity area and referable wetland have been **attached** to this Report.

It is the view of the Coordinator Environment and Pest that grazing on this land, as proposed by the applicants, will have detrimental impacts as it may result in exacerbation of the local salinity issues and increase sediment transport due to increased erosion. This may ultimately result in downstream water quality issues.

The road closure area is unlikely to be constructed for roads purposes and is not used as a road or stock route currently. However, while all surrounding lots have existing legal access, the easiest access topographically to Lot 200 CH311945 is via the existing unconstructed road from Colquhouns Road. The Manager Infrastructure Planning and Design has suggested that if the application is approved, it would be appropriate for a 20 metre strip of road along the

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western boundary of Lot 186 CH311456 to remain open to provide continuity of the existing road network.

The Manager Planning has confirmed that, if the application is successful, it is preferable for the road closure area to be amalgamated into Lot 105 CH31584 as the road area is well below the minimum area required for a lot in the rural zone. It appears that this is consistent with the applicants' intentions.

The Manager Finance & Customer Services has no concerns with the application from a rating perspective. If the application is successful, the Department of Natural Resources and Mines will notify Council of any update to the land areas and values for rating purposes.

The Recommendation made in this Report meets the requirements for the completion of the Part C form, and provides the views of Council officers explained in the body of this Report for consideration by the Department of Natural Resources & Mines when assessing the application.

4. Policy and Legal Implications

If the Application is successful, the Applicant will be required to purchase the closed road area at market value from the Department of Natural Resources and Mines. It is also likely that the Applicants will be required to amalgamate the road closure area into their adjoining property Lot 105 CH31584.

5. Financial and Resource Implications

No financial or resource implications are noted. However, if the application is successful, the rateable land of the Applicants will increase.

6. Delegations/Authorisations

The Chief Executive Officer, through Council's Legal Services team, is authorised to complete the Part C Statement in relation to an application under the *Land Act 1994* over State Land in accordance with Council's resolution and provide same to the Applicants for submission to the Department of Natural Resources & Mines with their application.

7. Communication and Engagement

Relevant Council officers have been consulted prior to the Recommendation in this Report being made. Their comments are included in the body of this Report.

The Department of Natural Resources and Mines is responsible for engaging with any other interested parties and agencies to determine whether there are any objections to the Application for Permanent Road Closure.

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

8. Conclusion

The Recommendation in this Report will enable the Applicants to lodge their application, including Council's views, with the Department of Natural Resources and Mines for consideration.

9. Action/s

1. Part C - Statement in relation to an application under the *Land Act 1994* over State Land to be executed by Council; and
2. Advise the Applicants of Council's resolution and provide the executed Part C – Statement in relation to an application under the *Land Act 1994* over State Land.

Attachments

1View	Part C	2 Pages
2View	App Rd Closure inc Aerial Plan	6 Pages
3View	Aerial	1 Page
4View	Salinity Aerial Plan	
5View	Plan - wetland	1 Page



DEPARTMENT OF NATURAL RESOURCES AND MINES

Statement in relation to an application under the *Land Act 1994* over State land Part C

Supplementary requirements

This form (Part C) is to be used to support the following applications under the *Land Act 1994* (Land Act);

- Application for Road Closure. [Part B Form LA18](#).
- Application for Road Licence. [Part B Form LA19](#).
- Application for a Permit to Occupy. [Part B Form LA03](#).
- Application to Dedicate State land as Road. [Part B Form LA17](#).

Refer to the [DNRM web site](#) and relevant Part B for specific application requirements.

Important information

Notice of your application must be first provided to the road manager or trustee of the reserve to determine the impacts of your application.

Road Manager is –

- the local government for a road that is under the control of the a local government; or
- for a State-controlled road—the chief executive of the department administering the *Transport Infrastructure Act 1994*.

Section 68 of the *Local Government Act 2009* and section 74 of the *City of Brisbane Act 2010*, requires notice of any proposed closure or opening be provided to the local government. The local government **must fully state their reasons** for their decision, which this department will consider.

The local government may have a specific local law for administering the use of local roads and reserves.

A Permit to Occupy application over a reserve or road must include the support of the reserve trustee or the road manager. For reserve land, the trustee of the reserve must provide additional comments stating why a trustee lease is not supported.

Public Utility Provider includes services for gas, electricity, water and telecommunications e.g. Telstra Corporation Ltd, Yes Optus, Energex, Ergon, Powerlink, APA Group.

Your local government or Dial Before your Dig website may assist in identifying utilities on the subject land.

Additional comments –

Provide information or requirements that you believe should be considered when assessing this application. (If there is insufficient space, please lodge as an attachment)

Note – a different form of tenure may be considered a more appropriate tenure once the application has been assessed.

Authorisation

I certify that I have the authorisation to make this statement and the information I have provided is true and accurate.

I have **signed** a copy of the attached drawing and all other documents provided by the applicant in relation to this application.

**Full name and position of person making this
declaration on behalf of the road manager,
trustee or public utility provider**

Signature

Date: / /

This information will not otherwise be disclosed outside of the department unless required or authorised by law such as under the *Right to Information Act 2009*.

END DOCUMENT



DEPARTMENT OF NATURAL RESOURCES AND MINES

Application for road closure

Part B

Application form requirements

1. This Application is for road closure.
2. Read the respective *Roads – Applying for a road closure Guide* which include application restrictions.
3. Payment of the prescribed Application fee. A refund of application fees will not be given.
Details of fees are available on the Department of Natural Resources and Mines (DNRM) website at <<https://www.dnrm.qld.gov.au>> or from a regional DNRM office.
4. Drawing showing the general location, Lot on Plan information and the proposed road closure area including dimensions.
5. Any additional information to support application.
6. **Part A:** Contact and land details form will need to be completed and submitted with your application.
7. Your application will not be considered as having been properly made unless all parts of this application form need to be completed accurately, otherwise your application may be returned to you to complete.

Important information

8. A road is any area of land that has been set aside by legislation for the use of the travelling public. Not all roads are currently formed or being used by vehicles or pedestrians, and some may never be developed or used for that purpose.
9. An adjoining landholder may apply for a permanent or temporary road closure. An adjoining owner is defined as the registered owner of the property that shares a common boundary. i.e. Contiguous; directly connected; or without interruption.
An adjoining owner can apply for the area of road that immediately adjoins the property boundary and not any part of the road that continues in either direction beyond the property boundary.
If a road is a "dead end"; and the property boundary only adjoins on the end and does not extend along the road, the owner is not considered an adjoining owner for a road closure application. To be clear, a person who has limited frontage to the road cannot apply for closure of the entire length of the road.
10. A public utility provider as defined under the Land Act 1994 may also apply for a permanent road closure and an application for temporary closure can be considered for another person for:
 - pipes for irrigation purposes that cross the road beneath its surface.
 - water channels for irrigation purposes that cross the road.
11. A road maybe closed "in strata" to provide for works such as:
 - connecting overhead viaduct, or underground tunnel for commercial purposes between two buildings.
 - structure which will overhang a road.
 - car park or building under or over a road.
12. You may be required to pay a purchase price for the permanent closure of a road.
13. When a road is closed permanently, its status changes from 'road' to 'unallocated state land'. Depending on how the land is to be allocated, the area of road to be permanently closed may be:
 - incorporated into the applicant's adjoining freehold or leasehold land.
 - included in an existing reserve or set apart as a new reserve.
 - retained as a separate parcel of freehold land, although this option is rarely used in view of the planning requirements of local governments.

14. A road may be permanently closed under the [Land Act 1994](#) if the Minister is satisfied the road is not the only dedicated access to a person's land; used regularly by the public as a road or stock route; or providing continuity to a road network.
15. Although the state owns the land in a dedicated road, a local government (section 60 of the [Local Government Act 2009](#)) is responsible for the day to day management of dedicated roads in its area including their construction and maintenance. The [Department of Transport and Main Roads](#) is responsible for management of state controlled roads such as a freeway, highway or 'major road connecting cities'.

Information on this form, and any attachments, is being collected to process and assess your application under the *Land Act 1994*. The consideration of your application may involve consultation, and if so details of your application may be disclosed to third parties. They will not be otherwise disclosed outside the department unless required or authorised by law.



1.	The Application is for:	<input checked="" type="checkbox"/> Permanent road closure	go to 2
		<input type="checkbox"/> Temporary road closure	go to 2

2. If you are not the manager of the road as defined below, have you consulted with the Road Manager to determine if the road is still required?

☐ Yes go to 3 ☒ No go to 3

Before submitting your application to the Department of Natural Resources and Mines, it is recommended that you discuss your proposal for closure of a local road with the local government responsible for its management, or the [Department of Transport and Main Roads](#) for a state controlled road managed under the [Transport Infrastructure Act 1994](#).

This will assist you to plan your project and will help reduce the time required to assess your application. It will also provide you with an opportunity to address in your application any issues identified through discussion with the road manager.

A signed 'Part C - Statement in relation to an application under the [Land Act 1994](#) over State land' from the road manager will need to accompany this application to indicate they are unable to authorise the use and have no objections to the closure of the road.

A road may be permanently closed under the [Land Act 1994](#) if the Minister is satisfied the road is not:

- (a) the only dedicated access to a person's land;
- (b) used regularly by the public as a road or stock route; or
- (c) providing continuity to a road network.

An application must be refused if the road is still needed in accordance with section 101(3) of the [Land Act 1994](#).

Note – A road manager has the powers to authorise various uses on roads, however neither agency is able to permanently close the dedicated road and allocate the land, for another use.

Road Manager is –

- The local government for a road that is controlled by the local council
- For a state controlled road, the chief executive of the Queensland Government agency administering the [Transport Infrastructure Act 1994](#) such as the Department of Transport and Main Roads.

3. Are you a public utility provider or the registered owner, lessee or trustee of the land adjoining the area of road subject to this road closure application?

☒ Yes go to 4 ☐ No

Application cannot be considered unless temporary closure is for reasons listed in Question 4

Section 99(1) of the [Land Act 1994](#) states that only a public utility provider or the registered owner, lessee or trustee of the land adjoining a road may apply for a **permanent closure** of the road.

4. Is the temporary closure to make structural improvements for:

☐ Pipes for irrigation purposes that cross the road beneath its surface

☐ Water channels for irrigation purposes that cross the road

go to 5

Section 99(3) of the [Land Act 1994](#) limits who can apply for temporary closure of a road to only the registered owner, lessee or trustee of the land adjoining a road or another person for:

- Pipes for irrigation purposes that cross the road beneath its surface; or
- Water channels for irrigation purposes that cross the road.

5. Provide details in Schedule 1 below, of any land you lease from the state or are the registered owner that adjoins or is in the vicinity of the land applied for. go to 6
(If there is insufficient space, please lodge as an attachment)

Schedule 1		
You must enter either the Lot or Plan or Title Reference of the land.		
Lot	Plan	Title Reference
L105	CH31584	

6. Have you made a previous application for closure of this area of road? ☐ Yes go to 7 ☒ No go to 10

7. Was this application refused? ☐ Yes go to 8 ☐ No go to 10

8. Has there been any change in circumstances from the previous application, which may lead to this application being accepted for further consideration? ☐ Yes go to 9 ☐ No go to 10

The application may be rejected without further consideration.

9. Provide details of the change in circumstances from the previous application. go to 10
(If there is insufficient space, please lodge as an attachment)

10. Is any use currently being made of the road area? ☐ Yes go to 11 ☒ No go to 12

11. Provide details of the current use of road e.g. grazing, encroachment of building or structure go to 12
(If there is insufficient space, please lodge as an attachment)

12. Provide details of the proposed use of the road area. go to 13
(If there is insufficient space, please lodge as an attachment)

Grazing Cattle

13.	Provide details of any additional information to support the application. (optional) <small>If there is insufficient space please lodge as an attachment</small>	go to 14
<div>Due to the water flow in the are we need to refence the property through this road area please see attached map</div>		

Attachments

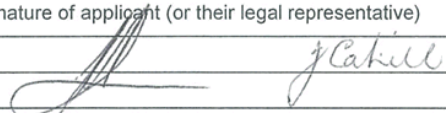
The following will need to be lodged with your application for it to be considered a properly made application. If all this information is not submitted, your application will be returned.

14.	Tick the box to confirm the attachments for part of the application.
<input checked="" type="checkbox"/>	Part A
<input checked="" type="checkbox"/>	Application fee
<input checked="" type="checkbox"/>	Drawing showing general location, Lot on Plan information and the proposed road closure area including dimensions. Minimum size A4.
<input checked="" type="checkbox"/>	Signed Part C - Statement from road manager, if required
<input checked="" type="checkbox"/>	Additional information in support of your application such as correspondence from the road manager or current users of the road.
Your application will not be considered as having been properly made, unless all parts of this application form are completed accurately. In this instance your application may be returned to you for completion.	

Declaration

I certify that I have read the information which forms part of this application and the information I have provided is true and accurate.

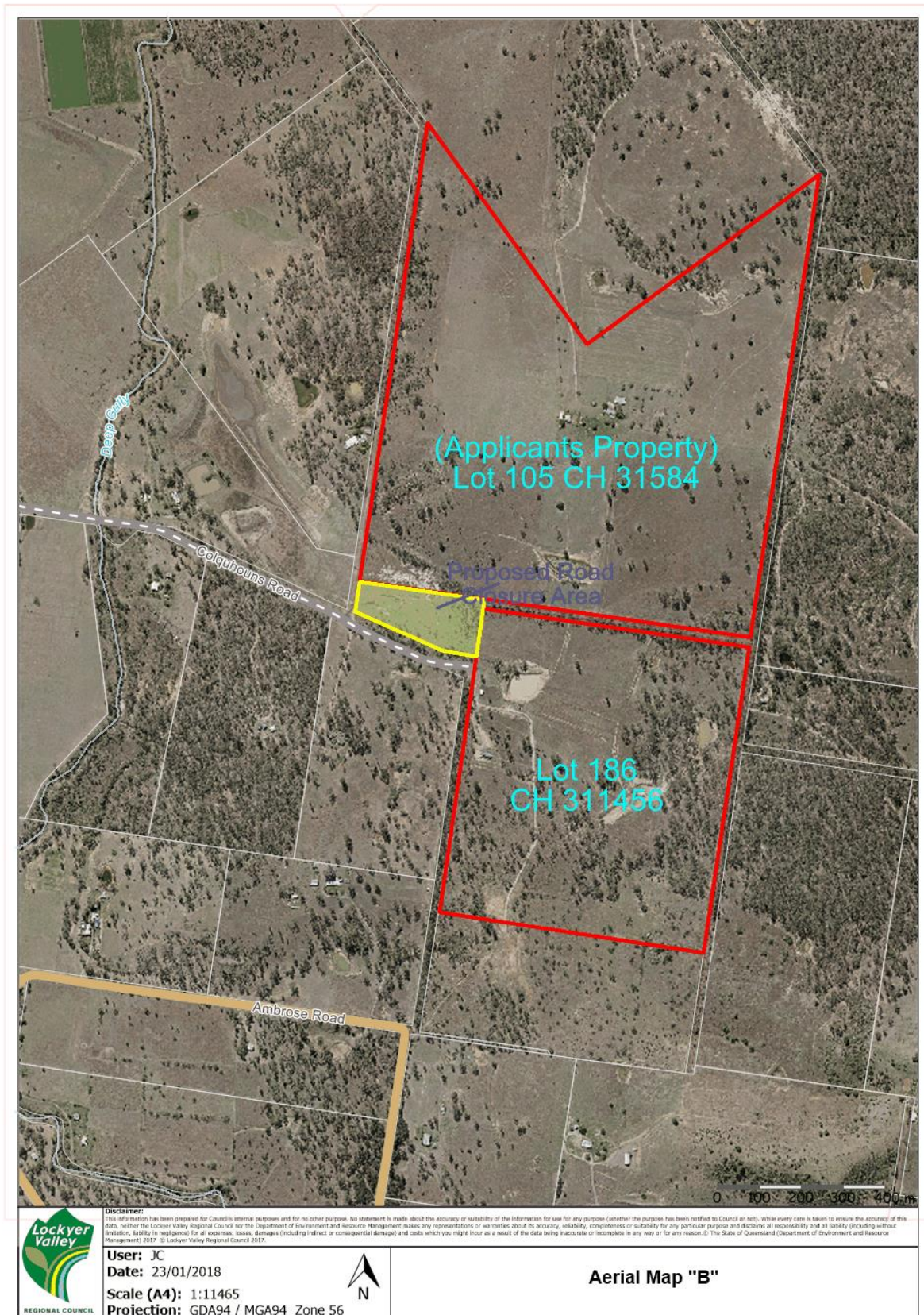
Signature of applicant (or their legal representative)

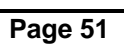


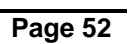
Date: 18 / 01 / 2018

If applicant, section 142 of the Land Act 1994 states a person is eligible to apply for, buy or hold land under the Land Act 1994 if the person is an adult, that is, 18 years of age or over.
If the legal representative of the applicant is signing as the applicant then the legal representative's full name must be printed immediately below the signature.









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10.5 Amendment of Council Meeting Schedule for May 2018

Date: 07 February 2018
Author: Stephen Hart, Coordinator Council Business
Responsible Officer: Ian Church, Chief Executive Officer

Summary:

The need for a number of Councillors to attend the Local Government Association of Queensland (LGAQ) Civic Leaders Summit and the LGAQ Financial Summit both in May 2018 led to changes of Ordinary Meeting dates proposed for May 2018. However there remain a number of calendar conflicts for Councillors with the proposed meeting dates. It is generally considered preferable that as many Councillors as possible attend all meetings. Rather than have 2 meetings in May where some Councillors are not available it is recommended that consideration be given to the cancellation of the Ordinary Council Meeting scheduled for 30 May 2018.

Officer's Recommendation:

THAT Council resolve to hold one Ordinary Meeting of Council in May 2018. The meeting is scheduled for 16 May 2018;

Further;

THAT Council authorise the Chief Executive Officer to publish a notice in a local newspaper notifying of the cancellation of the Council Meeting that had been scheduled for 30 May 2018.

RESOLUTION

THAT Council resolve to hold one Ordinary Meeting of Council in May 2018. The meeting is scheduled for 16 May 2018;

Further;

THAT Council authorise the Chief Executive Officer to publish a notice in a local newspaper notifying of the cancellation of the Council Meeting that had been scheduled for 30 May 2018.

Moved By: Cr Wilson

Seconded By: Cr Holstein

Resolution Number: 16-20/0792

CARRIED

6/0

Report

1. Introduction

There has been a conflict in a number of Councillors' calendars relating to changes made to regular meeting dates due to the timing of the Local Government Association of Queensland (LGAQ) Civic Leaders Summit and the LGAQ Financial Summit. These conferences are both programed for May 2018.

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2. Background

Council resolved on 8 November 2017 that in 2018 Ordinary Meetings of Council will generally be held on the second and fourth Wednesdays of each Month. However that resolution also determined a number of exceptions to those dates.

For May 2018 Councillors noted two LGAQ conferences that required Councillor attendance and resolved to hold ordinary meetings on 16 and 30 May 2018.

3. Report

Council meetings are generally scheduled for the second and fourth Wednesdays of each month. However, for May 2018 this would have clashed with the timing of the Local Government Association of Queensland (LGAQ) Civic Leaders Summit and the LGAQ Financial Summit. These are both significant conferences for local governments and a number of Councillors are scheduled to attend both of these events.

These changes were intended to allow for all Councillors to attend both meetings. However these changes together with Councillor leave arrangements have led to calendar clashes remaining.

The Council Meeting scheduled for 30 May 2018 could still proceed on this date as there would be a quorum. (The Local Government Regulation provides that a quorum of a local government is a majority of its Councillors).

However, if the meeting were to proceed it would mean that a number of Councillors could not attend and would be unable to participate in any Council business on this date. Accordingly, Council may prefer to cancel the meeting in order for all Councillors to be involved in matters before Council. Key officers have been consulted and have advised that there will be no operational matters at this stage preventing the cancellation of the 30 May Meeting.

If Council considered another meeting is required in May, consideration could be given to a Meeting on 2 May although this is only a week after the 24 April 2018 Meeting.

4. Policy and Legal Implications

Section 257 of the *Local Government Regulation 2012* provides for council to determine the frequency and place of council meetings. It also provides that a local government must meet at least once in each month. A change to cancel the meeting scheduled for 30 May 2018 will not conflict with the legislative requirement.

5. Financial and Resource Implications

There are no financial or resource implications related to cancelling the meeting.

6. Delegations/Authorisations

No additional delegations or authorisations are required.

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7. Communication and Engagement

If Council resolve to cancel the Ordinary Meeting scheduled for 30 May 2018, a notification to that effect should be published in a local newspaper. The proposed cancellation of the 30 May meeting has been discussed with key Managers to ensure Council operations will not be compromised. No objection has been raised to the proposed cancellation of the meeting on 30 May 2018.

8. Conclusion

The LGAQ Conferences scheduled for May has limited the dates available for Ordinary Council Meetings. While a quorum would still be attainable on the scheduled meeting date of 30 May 2018, it is recommended that the meeting be cancelled on that day to enable all councillors to be involved in Council business consideration.

9. Action/s

Notification is to be made of the cancellation of the meeting scheduled for 30 May 2018.

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10.6 Councillor Portfolio Report

Date: 07 February 2018
Author: Kayla Bunn, Executive Support Officer - CEO & Councillors
Responsible Officer: Ian Church, Chief Executive Officer

Summary:

This report informs Council of the key portfolio focus areas identified during these meetings.

Officer's Recommendation:

THAT Council receive and note the Councillor Portfolio Update report.

RESOLUTION

THAT Council receive and note the Councillor Portfolio Update report.

Moved By: Cr Hagan

Seconded By: Cr Holstein

Resolution Number: 16-20/0793

CARRIED

6/0

Report

1. Introduction

This report is to provide an update from Portfolio Councillors.

2. Background

Council determined the portfolio responsibility areas in order for Councillors to focus on their particular areas.

3. Report

Portfolio:

Mayor Cr Milligan: Communication; Promotion and Advocacy; Intergovernmental and Media Relations; Economic Development; Agribusiness; Tourism and Events; Community; Engagement and Disaster Management.

- Spoke at the Solomon Island New Year Celebration; attended by High Commissioner of Solomon Islands
- Visited businesses in Laidley regarding Laidley Spring Festival
- Met with business person regarding Laidley Saleyards
- Met with interstate business regarding discussions to invest in Lockyer Valley region
- Planning meeting for Australia Day celebrations

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- Agenda discussion for upcoming Council meeting
- Met with a community volunteer to discuss some of their concerns
- Chair Ordinary Meeting of Council
- Meeting with a representative from COMSEQ
- Meeting with representatives of Lockyer Indoor Equestrian Centre committee, Councillors and staff
- Meeting with auctioneer of Laidley Saleyards with Councillors and staff
- Lunch with community members
- Meeting with the CEO
- Meeting to discuss preparations for this year's Jade Kendall Walk for Awareness Day
- Meeting/Luncheon with community member to discuss attendance at community service
- Teleconference with COMSEQ
- Meeting with community member regarding future water opportunities for the Lockyer
- Attended Councillor workshop
- Meeting with Community Engagement regarding disadvantaged in the community
- Meeting with State Member and CEO
- Meeting with CBA Manager to discuss opportunities for disadvantaged communities
- Attended COMSEQ meeting in Brisbane
- Attended Faith Lutheran College Opening Service
- Discussion with CEO and staff regard planning issue
- Disaster Management update
- Cannery discussion
- Meeting with the CEO
- Meeting with community member at Murphy's Creek
- Australia Day activities; Attended Laidley Pioneer Village
- Australia Day activities; Attended Gatton Pioneer Village
- Australia Day activities; Participated in Australia Day Awards
- Australia Day activities; Officiate Citizenship Ceremony
- Australia Day activities; Attended school leaders luncheon with Australia Day Ambassador
- Media regarding election
- Meeting with Helidon Police
- Attended Gatton Revitalisation meeting
- Attended Growers Group meeting with CEO and Regional Development
- Meeting with community person regarding Lockyer Valley and potential opportunities
- Attend the Stockyard Creek community AGM
- Meeting with CEO of West Moreton Hospital and Health Board regarding health services in the Lockyer Valley.

Deputy Mayor Cr Cook: *Recreation/Amenity Facilities: Sport and Recreation, Community Facilities, Health and Waste Management, Animal Management.*

- Attended the Staging Post Working Group meeting
- Attended the Ordinary Council Meeting
- Met with the Lockyer Indoor Equestrian committee
- Met with auctioneer regarding the Laidley Saleyards

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- Attended the Councillor Workshop
- Attended the Showgrounds Users Group meeting
- Attended the Australia Day Awards and Citizenship Ceremony
- Attended the Gatton Swim Club Australia Day Carnival
- Attended the Gatton Revitalisation Project Committee meeting
- Attended the Faith Lutheran College Year 12 Badging Ceremony
- Met staff to view a demonstration of the Spider Remote controlled mowers

Cr Wilson: *Business Systems and Processes; Corporate Plans and Performance; Finance; Information, Communication and Technology (ICT).*

- 9/1 - Press Conference for the LVRC By-Election
- 9/1 - Media Interview for the Laidley Saleyards
- 16/1 - Staging Post working group meeting
- 17/1 - Council Meeting
- 17/1 - Meeting with Lockyer Valley Equestrian Centre
- 18/1 - Meeting regarding Laidley Saleyards
- 23/1 - Council Workshop
- 25/1 - Meeting with the CEO & Mayor
- 26/1 - Attended the LVRC Australia Day Awards Ceremony
- 30/1 - Gatton Revitalisation meeting
- 31/1 - Attended Spider mower demonstration

Cr Holstein: *Roads and Drainage, Parks and Gardens, Transport and Active Transport, Asset Management and Disaster Management.*

- Attend former Gatton Shire Mayor memorial service
- Attend site visit with Executive Manager Infrastructure Works and Services at Biggs Road regarding road drainage
- Attend Regional Arts Development Fund meeting
- Attend Council meeting
- Attend meeting with Lockyer Indoor Equestrian Centre
- Attend meeting with Laidley Horse Sale auctioneers
- Attend meeting with Murphys Creek resident regarding various issues
- Attend Mulgowie Markets at Spicers Hidden Vale
- Attend meeting with Manager Planning regarding Helidon planning issue
- Find and send photos of community member for Australia Day awards ceremony
- Attend meeting regarding Foothills Festival
- Attend Councillor Tour
- Attend portfolio meeting at depot
- Attend Australia Awards and Citizenship in Gatton
- Attend Australia Day event in Withcott
- Attend site meeting with Executive Manager Infrastructure Works and Services in Laidley Heights
- Attend Gatton Revitalisation Committee meeting
- Attend meeting with resident regarding Gatton business initiatives

ORDINARY COUNCIL MEETING MINUTES 14 FEBRUARY 2018

- Attend Helidon Progress Association meeting
- Attend demonstration of Spider Mower onsite near Plainland
- Attend Darling Downs Moreton Rabbit Board meeting in Warwick

Rabbit Board update: The Moreton Division Patrolmen, as part of their normal duties, have been replacing foot netting and posts, cleaning drains and floodgates, and doing vegetation control e.g. slashing, brush cutting or spraying.

The alignment of the section of fence and the replacement of the 4 floodgates under Mt Lindsay has now commenced. The earthworks for this project have now been completed by the contractor. The fence will be reinstated now that the earthwork's has been completed.

Conversation has taken place with DPI Water in Grafton regarding the flood damage in the Moreton Division around Lindsay Creek area. Confirmation of a meeting and inspection of the area to ascertain the best course of action, regarding the infrastructure of the creek bed.

Foot netting is being replaced on several sections of the fence.

Clearing of drains and fallen timber has been an issue due to summer storms.

There has been 152 metres of foot netting installed in the last 8 week period.

Cr Hagan: *Community Development: Arts and Culture, Youth and Disability/Multicultural, Public Safety, Customer Service and Community Services.*

Youth and Disability/Multicultural

- I attended the Pre-School Graduation Ceremony at Crayons Hatton Vale.
- Attended the 'Together 44341' meeting at Laidley District State School Library.
- An under 5s day has been proposed for 2018 as a strategy for engaging families of young children who may require support but do not identify themselves as needing that support.
- Attended with the Community Development & Engagement Officers a NDIS Capacity Building Meeting.
- NDIS staff are very keen to link and map services, support and join existing events in order to access families and work with whoever they can.
- Attended meeting with the Mayor and CEO of West Moreton Hospital and Health Board regarding health services in the Lockyer Valley

Arts and Culture

- I attended the Regional Arts Development Fund meeting at the Lockyer Valley Library.

Organisations and Committees Representation:

- Attended the Laidley Spring Festival planning meeting at the Laidley Cultural Centre.
- Met with the Mayor, Councillors, CEO, Council officers and members of the Lockyer Indoor Equestrian Centre Committee.
- Met with the Mayor, Councillors and Members of the Laidley Horse and Saddlery Auctions regarding the Laidley Saleyards.
- Councillor portfolio catch-up.

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- Attended the Showgrounds Users meeting with the Deputy Mayor, Council Officers and members of the Showgrounds committee - Gatton Showgrounds Function Room.
- Interview with the Gatton Star and members of FOLA with regard to the partnership over artwork installations at Lake Apex.
- Attended a meeting with the Mayor, CEO, Executive Manager Organisational Development & Planning also the Manager of Plumbing and Building Services with regard to a community enquiry.
- Attended the Australia Day Awards and Citizenship Ceremony at the Gatton Shire Hall.
- Attended Laidley Markets.
- Attended Laidley Horse and Saddlery auctions at Laidley Saleyards.
- Attended the Stockyard Creek Community Hall AGM.
- Attended Council meetings and workshops.

Cr McLean: *Planning and Building Services, Planning Scheme, Townships and Villages, Cultural Heritage and Streetscape, Regional Planning.*

- *Gatton Historical Society meeting*
- *Laidley Hospital Auxillary meeting*
- *Das Neumann Haus meeting*
- *Ordinary Council Meeting*
- *Indoor Equestrian Centre meeting*
- *Meeting concerning Laidley Saleyards*
- *Meeting with resident concerning subdivision at Helidon*
- *Planning portfolio catchup*
- *Councillor Workshop*
- *Australia Day awards ceremony*
- *Citizenship ceremony*
- *Gatton historical village celebrations*
- *Laidley historical village celebrations*
- *Gatton revitalisation Project Committee Meeting*
- *Meeting regarding Planning Scheme concerns*
- *Catchup regarding planning Scheme Development*



LVRC/TRC Joint Working Group - Olympic Games Bid Opportunities

Date: 12 February 2018
Author: Stephen Hart, Coordinator Council Business
Responsible Officer: Ian Church, Chief Executive Officer

Council of Mayors South East Queensland (CoMSEQ) is currently undertaking work to determine the feasibility of a 2032 South East Queensland Olympic Bid. The Mayor of Toowoomba has requested that a Joint Working Group be formed with Lockyer Valley Regional Council to explore opportunities including the potential for a mountain bike venue at Jubilee Park. Support for the Joint Working Group is recommended.

THAT Council support the formation of a Joint Working Group with Toowoomba Regional Council to consider opportunities related to the Olympic Bid Feasibility work currently being undertaken by the Council of Mayors South East Queensland (CoMSEQ).

THAT Council support the formation of a Joint Working Group with Toowoomba Regional Council to consider opportunities related to the Olympic Bid Feasibility work currently being undertaken by the Council of Mayors South East Queensland, (COMSEQ).

THAT Council support Cr Holstein's nomination to the Joint Working Group;

THAT Council authorise the Chief Executive Officer to determine the Officer nominations for the Joint Working Group.

Moved By: Cr Hagan **Seconded By:** Cr Wilson
Resolution Number: 16-20/0794

6/0

The purpose of this report is for Council to consider a request from Cr Paul Antonio Mayor Toowoomba Regional Council, to form a Joint Working Group (Refer Attachment 1). Councillor Antonio has proposed that the Group be comprised of representatives from both Toowoomba

**ORDINARY COUNCIL
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and Lockyer Valley Regions with the intention of exploring opportunities arising from the 2032 Olympic Games Bid feasibility work. This includes the identification of opportunities such as a potential Olympic competition venue for mountain bike riding at Jubilee Park.

2. Background

In March 2015, the eleven Mayors of South East Queensland agreed to undertake a pre-feasibility study into a potential regional bid for the Olympic Games. The COMSEQ Board meeting on 22 July 2016 gave consideration to a draft Pre-Feasibility Analysis of a potential South East Queensland Bid for the Olympic Games.

At Council's ordinary meeting on 24 August 2016, Council resolved to support COMSEQ undertaking a full feasibility assessment of a potential bid for the Olympic Games.

3. Report

Council of Mayors South East Queensland (COMSEQ) have advised that a South East Queensland (SEQ) Olympic bid will only proceed if it demonstrably delivers a better region for our residents, and a stronger economy for Queensland and Australia.

The pre-feasibility analysis was a preliminary investigation into the region's capability to host an Olympic Games, but further research is needed to assess the requirements, costs, benefits and legacies of doing so.

There are significant costs involved in such a bid relating in particular to infrastructure for venues, accommodation facilities and transport systems. The bringing forward of investment in such infrastructure also has significant benefits for the region. A full feasibility study is to determine the benefits and costs and the likely impacts as well as the legacies SEQ could expect from such a bid.

A key component of this work is a long-term, region-wide study into SEQ's transport needs and the mass movement of people throughout the region. Alongside this will be an audit of SEQ's current sporting and performing arts venues and an assessment of our future demands for quality venues. This work is underway.

Councillor Antonio has advised that Jubilee Park has been identified as a potential Olympic Competition venue for mountain biking. The Jubilee Park area is located within the Toowoomba Region. However, access to the park from the east, at the bottom of the escarpment, is via Amos Road Withcott. Accordingly, Councillor Antonio has requested the formation of a Joint Working Group to consider this and other potential opportunities for our regions.

It is considered there is benefit in working alongside Toowoomba Regional Council on this endeavour. This may have longer term legacy benefits for both regions.

4. Policy and Legal Implications

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

5. Financial and Resource Implications

The Lockyer Valley Regional Council has previously agreed to provide funding to CoMSEQ to assist with the feasibility work. This funding is split over the 16/17 and 17/18 financial years. It is not anticipated that the formation of a Working Group will require funding and it should assist in identifying any further opportunities.

6. Delegations/Authorisations

No further delegations are required to manage the matters raised in this report. The Chief Executive Officer will manage the requirements in line with existing delegations to work with Toowoomba Regional Council to establish and manage the working group.

7. Communication and Engagement

No additional communication arises from this report. The Manager Regional Development has been consulted in drafting this report.

8. Conclusion

The pre-feasibility study for a SEQ Olympic bid has indicated that the region is capable of making such a bid. Feasibility work is underway. To identify and maximize any benefits of such a bid, including a Jubilee Park mountain bike venue, it is recommended that Council work with Toowoomba Regional Council on a Joint Working Group.

9. Action/s

1. Send correspondence to Councillor Antonio agreeing to his request to form a Joint Working Group.

Attachments

1 [View](#) Correspondence from Mayor Antonio 1 Page



Office of the Mayor

CR PAUL ANTONIO
MAYOR
Chair - Economic Development Committee



Our ref: DM7825088

3 January 2018

Cr Tanya Milligan
Mayor, Lockyer Valley Regional Council
PO Box 82
Gatton, QLD 4343

Dear Mayor Milligan

LVR/CR Joint Working Group – Mountain Biking

As previously discussed, the COMSEQ Olympic Bid Feasibility Task Force presents our broader region with a number of exciting opportunities that warrants our further and greater consideration.

The identification of Jubilee Park as a potential Olympic Competition Venue for Mountain Biking during Stage 1 of the feasibility study is of particular interest to both of our communities.

In recent times several significant mountain biking events, including the 2015 and 2017 Oceania Continental MTB Championships, have been successfully staged in Jubilee Park. There is no doubt these events contribute positively to our economic and social prosperity.

In addition to mountain biking there is also significant potential around the growth in outdoor recreation and adventure tourism.

With such a broad scope of opportunity I would like to suggest the formation of a Joint Working Group to explore not only the 2032 Olympic Games Bid Feasibility but also other opportunities in this area.

Ideally, this Joint Working Group would bring together internal staff and industry experts in addition to key community representatives charged with exploring the opportunities before us.

With this in mind, I would be very pleased if the appropriate contact from Lockyer Valley Regional Council would make contact with Mr Nick Hauser, General Manager Environment and Community Services in order to initiate formation of this Working Group. Nick Hauser can be contacted on 4688 6475 or via Nick.Hauser@tr.qld.gov.au. Further, Toowoomba Regional Council would be pleased to support the Working Group in its formative stages through provision of secretariat service in the form of Sports Tourism Officer, Andrew Allpass.

By working together I am confident we will be able to capitalise on the long term legacies a 2032 Olympic Games Bid Feasibility can provide.

Yours sincerely

Cr Paul Antonio
Mayor, Toowoomba Region

M 0429 954 109 | P 07 4688 6433 | F 07 4631 9170 | paul.antonio@tr.qld.gov.au | www.tr.qld.gov.au
City Hall, 541 Ruthven Street, Toowoomba QLD 4350 | PO Box 3021 Toowoomba QLD 4350
Toowoomba Regional Council ABN 99 788 305 360



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11.0 ORGANISATIONAL DEVELOPMENT AND PLANNING REPORTS

11.1 Executive Manager Organisational Development and Planning Monthly Report

Date: 30 January 2018

Author: Teigan Dippel, Personal Assistant to Executive Manager Organisational
Development & Planning

Responsible Officer: Dan McPherson, Executive Manager Organisational Development &
Planning

Summary:

This report is to update Council on key issues currently being actioned within the Organisational Development and Planning group.

Officer's Recommendation:

THAT Council receive and note the Executive Manager Organisational Development and Planning's Monthly Report for December 2017 and January 2018.

RESOLUTION

THAT Council receive and note the Executive Manager Organisational Development and Planning's Monthly Report for December 2017 and January 2018.

Moved By: Cr Cook

Seconded By: Cr Holstein

Resolution Number: 16-20/0795

CARRIED

6/0

Report

1. Introduction

This report provides an update on key matters arising and being addressed since the last report

2. Background

The previous reports provide the background information to date and only progress is being reported during December 2017 and January 2018.

3. Report

ORGANISATIONAL DEVELOPMENT

Leadership Development Program

The majority of Council's Leaders have now completed the Performance Planning Workshops with only a small group of 'Catch Up's' required. These will be conducted in the near future.

Three (3) x Emotional Intelligence Workshops have been completed. The remaining workshops will be held during the first quarter of 2018. Paul has commenced one on one feedback sessions with those who have completed both the Performance Planning and Emotional Intelligence Workshops. These sessions will be finalised by the end of February.

The Corporate Training Calendar for 2018 has been created.

Enterprise Bargaining

The most recent Enterprise Bargaining Meeting was held on Wednesday 24 January. The negotiations have now progressed to the stage where the relevant unions have scheduled meetings to discuss the draft document with their members, with a view to having an in-principle agreement at the next meeting which is due to be held on 20 February 2018.

Workforce

Council's establishment FTE number was 313.5 in December 2017 and 313.4 in January 2018. These figures also reflect casual hours calculated as FTE's.

Learning & Development

Courses Held Since the Last Report

- Corporate Induction (Work Health & Safety / Drug & Alcohol Training Inclusive)
- CSQ Funded Certificate IV in Civil Construction (Ongoing)
- Leadership Development Program (Paul Hegerty)
 - 2 x Emotional Intelligence Sessions
 - Commencement of one on one feedback sessions with Paul Hegerty
- Cyber Security Awareness (eLearning via LMS365)

Upcoming Training

- Corporate Induction (Work Health & Safety / Drug & Alcohol Training Inclusive)
- CSQ Funded Certificate IV in Civil Construction (Ongoing)
- Leadership Development Program (Paul Hegerty)
- 2 x Emotional Intelligence Sessions
- Commencement of one on one feedback sessions with Paul Hegerty
- Cyber Security Awareness (eLearning via LMS365)

Currently Planning/On Hold

- Adult Language, Literacy and Numeracy –TBC
- Workplace Mediation Skills (Managers & ELT)

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- Difficult Conversations Training for Field Staff
- Basic Supervisor Training
- Workplace Bullying, Harassment and Discrimination
- Financial Management (Supervisors/Management)
- Best Recruitment Practice

Traineeships with Council

Council is currently recruiting for six (6) Trainee positions:

- 4 x Business Administration Trainees
- 1 x Horticulture Trainee
- 1 x Civil Construction Trainee

Both Business Administration Trainees from the 2016-17 program have successfully completed their Traineeships and both have secured fixed term appointments with Council.

Disciplinary Matters / Investigations:

- 1 x Discrimination complaint – Investigated – Resolved
- 3 x Notice of Proposed Disciplinary Action Show Cause notices issued
- 1 x Claim made against Council – Resolved

Work Health & Safety

Injuries/Incidents

There have been four (4) injuries reported during this period:

- An employee sustained a cut to their finger whilst using a brush cutter. The tool hit a glass jar buried in the ground which flew up and hit his hand.
- A child visiting the Laidley Library sustained a cut to their eye lid when bumping their head on the corner of a fixed counter.
- An employee sustained a cut to their hand when removing shelving.
- An employee sustained a burn injury when placing their hand in a cup of hot water.

Plant Vehicle incidents

There have been seven (7) plant vehicle / property damage incidents reported during this period:

- The air compressor box on a Council Front End Loader sprung open whilst in transit breaking the door latch.
- A mower came in contact with a concrete grave site at Laidley cemetery causing damage to the concrete.
- A Telstra Pit was damaged during slashing operations.
- A loader came in contact with a post damaging the sign post.
- A stone thrown from a mower caused damage to a private motor vehicle.
- An object thrown from a mower caused damage to a private motor vehicles windscreen.
- A Council utility vehicle impacted with a tree causing damage to the vehicle.

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Near Miss Incidents

There have been nil (0) near miss incidents reported during this period:

Workers Compensation Claims / Injury Management LTI

There are three (3) approved, active workers compensation claims.

There is one workers compensation application pending

There is one damages claim.

SPORTS, RECREATION AND COMMUNITY GRANTS

Master Planning

Council has undertaken the process of creating a Master Plan for our Major Sporting Complex excluding Cahill Park Sports Complex as they wish to undertake this task themselves. These master plans are a vision to guide growth and development of a the sporting precinct' for the next 5-10 years.

The plans for Ropehill Sporting Complex and Springbrook Park have been finalised with the Laidley Recreation Reserve still under draft format to be finalised in the coming month.

Round 1 Grants Program

60% of the Round 1 (September 2017) grants Program has been paid to the successful recipients. The remaining 40% will be processed by the end of March 2018.

Council in Partnership with Sport and Recreation Services will be delivering 3 free workshops to the community over the next 6 months;

- Workshop 1 is an Advanced Strapping course (February 21 2018) which is an extension of the beginner course, which was offered at the end of last year.
- Workshop 2 is Physical Activity for Older People (February 28 2018).
- Workshop 3 is a Grant Writing (June 20 2018), this particular workshop works in with the funding rounds that are offered by Department of National Parks, Sport and Racing.

PLANNING & ENVIRONMENT

Development Assessment

Refer to the attached table and graphs indicating all development applications, decision and requests as at December 2017-January 2018.

Environmental Planning

Project Updates

Project	Update
NWIDF – Pre-feasibility study for alternative water supplies for irrigation	Consultant finalising feedback from Queensland Government stakeholders.
Road Reserve: Street Tree and Landscaping Guidelines	No change

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Project	Update
Resilient Rivers Initiative – Tenthill Community Resilience Project	LiDAR procurement progressing. Consultant engaged to provide geomorphological mapping to assist with identification of strategic locations for revegetation to prevent sediment transfer.
Resilient Rivers Initiative – Strategic Revegetation in Lockyer Creek Project	Geomorphological mapping used to identify three locations with high risk of sediment transfer which could contribute to an avulsion downstream. Project Plan being prepared.
Landholder Assistance Programme	Programmes planned in March
Community Environmental Grants	Programmes planned for March
Environmental Land Management	Meeting around potential Hatton Vale park options to be further developed. Assessment continues on 18 sites across the LV for Environmental Land Management.
Nature Plan	Draft Nature Plan prepared for workshop with Councillors.

Program Updates

Program	Activity	Monthly Statistics
Land for Wildlife	Property visits	0
	New properties signed up	0
Internal	Development Assessment – compliance/conditions/site inspections	2
Weeds	Property visits	16
	New Property Pest Management Plans	4
	Herbicide Subsidy Scheme vouchers issued	9
	Community loan spray equipment	15
	Weed surveying – local roads	
	Weed surveying – DTMR roads	
	Weed surveying – Council properties	
	Weed spraying – local roads	
	Weed spraying – DTMR roads	
	Weed spraying – Council properties	
Feral Animals	Wild dog, fox and pig baiting	
	Community loan traps	3 pig, 2 dog, 1 fox
	Rabbit survey	
	Other trapping	8 cats,
Community Pest Groups	Glenn Cairn/Forest Hill	
	Junction View	

Requests

Mayor / Councillor	New	0
	Completed	1
	Active	0
Customer	New	38
	Completed	41
	Active	18

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Media Coverage

Date	Source	Topic
13 Jan	Valley Voice	Weed of the Week – Water Lettuce

PLUMBING AND BUILDING SERVICES

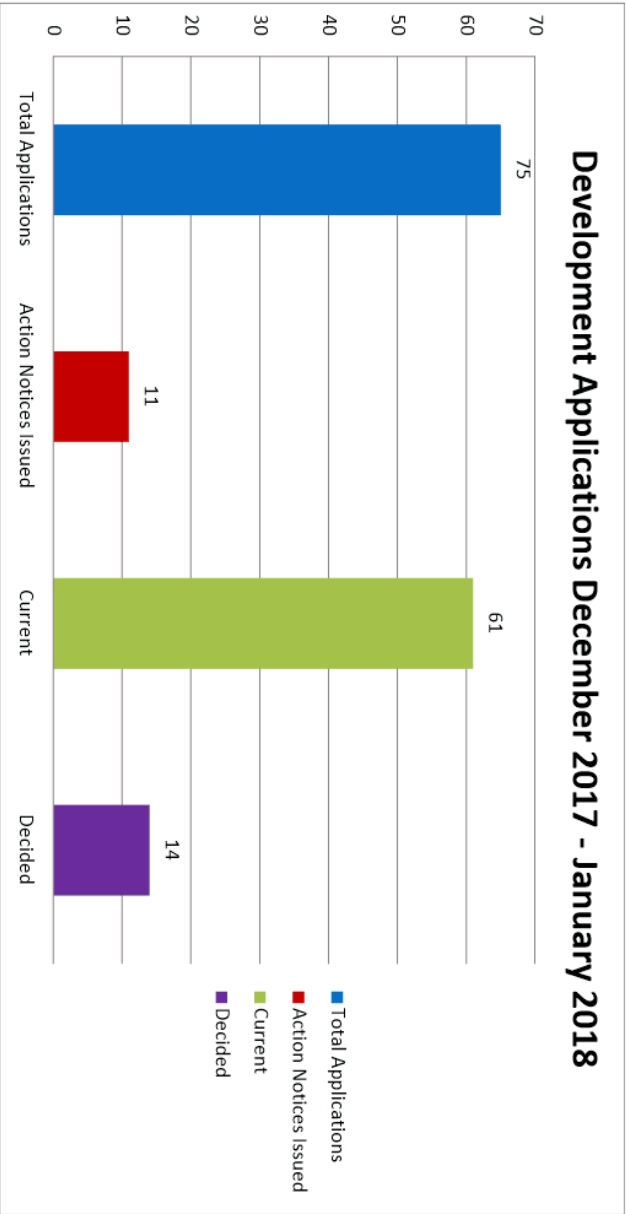
Refer to the attached table indicating statistics from January 2017 to January 2018.

Attachments

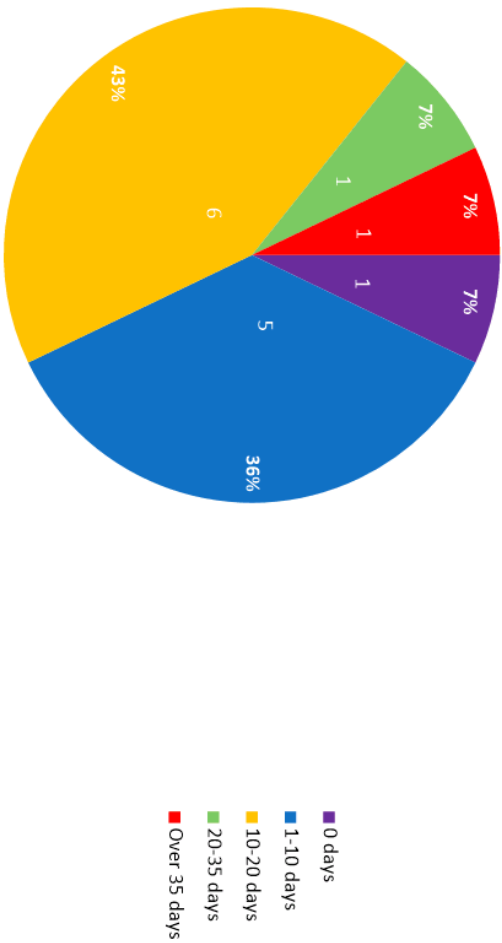
1View	Development Applications	1 Page
2View	Development Application Graphs	2 Pages
3View	Plumbing & Building Statistics December 2017	3 Pages
4View	Plumbing & Building Statistics	3 Pages

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Application No.	Application Details	Level	Location	Applicant	Notes
RL2017/0029	Subdivision (1 lot into 3 lots)	Code	358 Westcotts Brake, ROBERT HILL QLD 4342	Vanias Systems Pty Ltd	
RL2017/0030	Subdivision (1 lot into 29 lots)	Code	Reaper Drive, GATTON QLD 4343	Way Old Pty Ltd	
RL2018/0001	Change Development Approval (RA/2018/0025)	Change	Kendron Drive, WITCHOTT QLD 4352	IK&D Developments Pty Ltd	
RL2018/0002	Preliminary Approval to verify the effect of a planning scheme and reconfiguration of a lot for use.	Change/Plan	110 Bailey Street, LADLEY QLD 4341	W & K McLean	
RL2018/0003	Change Development Approval (DA/241998)	Change	Regency Drive, REGENCY Downs QLD 4341	Knightsall Pty Ltd, Llanowyn Pty Ltd	
RL2018/0004	Subdivision (1 lot into 6 lots)	Change/Plan	184 Lakes Drive, LADLEY HEIGHTS QLD 4341	G P Bernard	
RL2018/0005	Boundary Realignment (2 lots into 2 lots)	Code	4 Hill Street, GATTON QLD 4343	J Harau	
Decided Development Applications - 1 December 2017 to 30 January 2018					
MCU2016/0044	Caravan Park, Camping Ground and Outdoor Entertainment	Impact	356 Thomas Road, UPPER DUCKY QLD 4352	Souler Adventures Pty Ltd	
MCU2017/0008	Rural Service Industry	Impact	640 Iwlers Road, GRANTHAM QLD 4347	Souly Investments Pty Ltd	Growing and processing of vegetables for wholesale to food businesses
MCU2017/0023	Dual Occupancy	Impact	42 Davis Crescent, GATTON QLD 4343	P V Parish	
MCU2017/0030	Dwelling House 1 (figured by an Overlay (LIR))	Impact	48 Woodward Road, GATTON QLD 4343	M J McLean	
MCU2017/0048	Change Special Conditions of Development Approval (MCU2016/0035)	Change	371 Yvonne Court, LADLEY QLD 4341	Impact Homes	
MCU2017/0050	Change Special Conditions of Development Approval (MCU2015/0007)	Change/Plan	131 Spencer Street, GATTON QLD 4343	Lecky Drafting Designers Pty Ltd	
MCU2017/0051	Change Special Conditions of Development Approval (MCU2016/0060)	Change/Plan	121 Swales Road, HELDON 594 QLD 4344	Evo Gully Adventure Education Group Inc	
MCU2017/0010	Change Special Conditions of Development Approval (MCU2016/0060)	Change/Plan	188 Patrick Street, LADLEY QLD 4341	Funbus Pty Ltd	
MCU2017/0015	Civil Works - Road work, Stormwater and Earthworks (may be associated with MCU2014/0023)	Code	127 Tennell Creek Road, GATTON QLD 4343	Funbus Pty Ltd	
MCU2017/0012	Civil Works - Stormwater, Earthworks and Landscaping	Code	188 Patrick Street, LADLEY QLD 4341	Funbus Pty Ltd	
MCU2017/0018	Carpark, Landscaping and Stormwater	Code	102 Parway Drive, HUTTON HALE QLD 4341	Parson Station Use Pty Ltd	
MCU2017/0019	Road work, Draining Works, Earthworks & Clearing Vegetation	Code	102 Parway Drive, HUTTON HALE QLD 4341	Use Pty Ltd	
MCU2017/0021	Change Development Approval (DA/2017/0003)	Change	150 Tennell Creek Road, GATTON QLD 4343	Use Pty Ltd	
RL2017/0012	Change Special Conditions of Development Approval (DA/2017/0003)	Change/Plan	109 Tennell Creek Road, GATTON QLD 4343	Whitcomb Land Pty Ltd	
RL2017/0028	Subdivision (1 lot into 8 lots)	Code	45 Gennie Road, GLENORE GROVE QLD 4342	Vanias Systems Pty Ltd	



Applications Decided in Days
December 2017 - January 2018

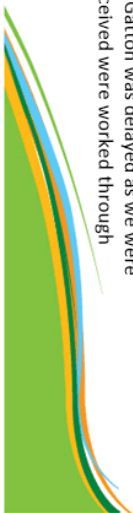


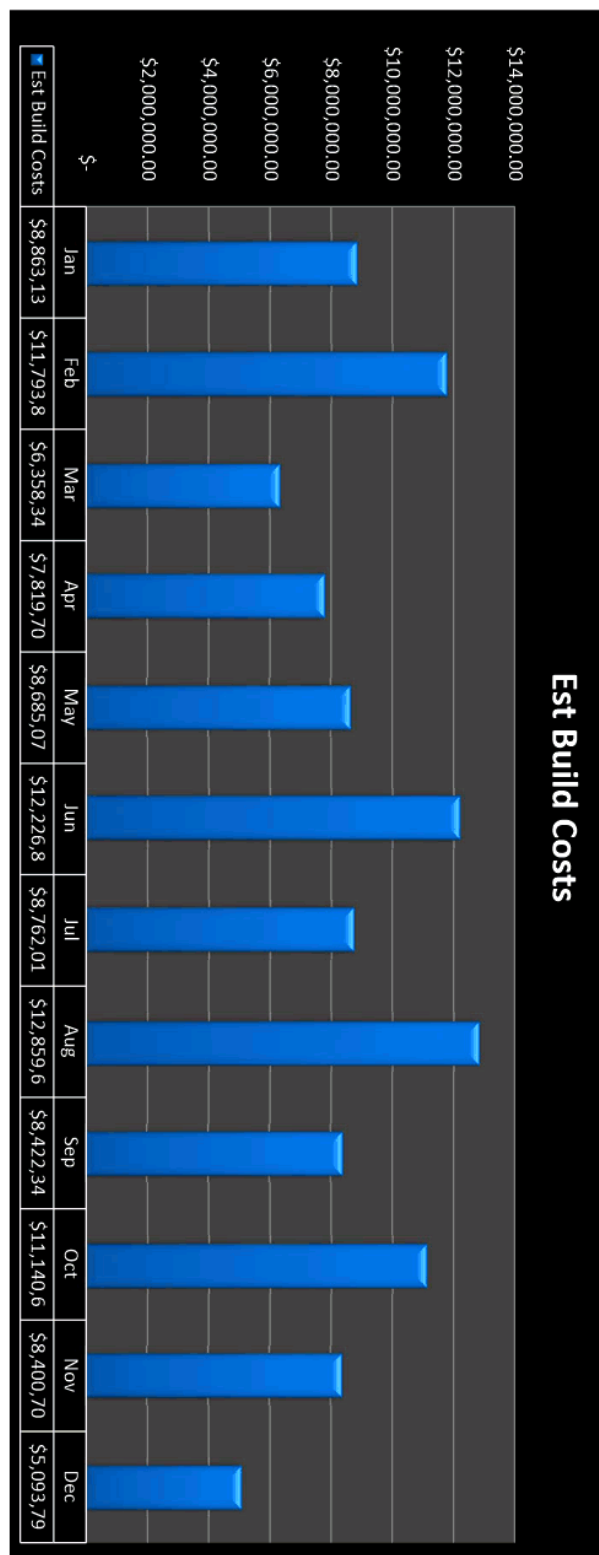
1 application was decided in over 35 business days:

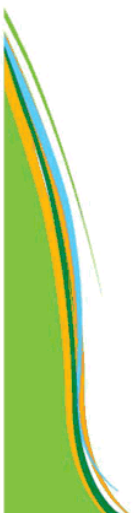
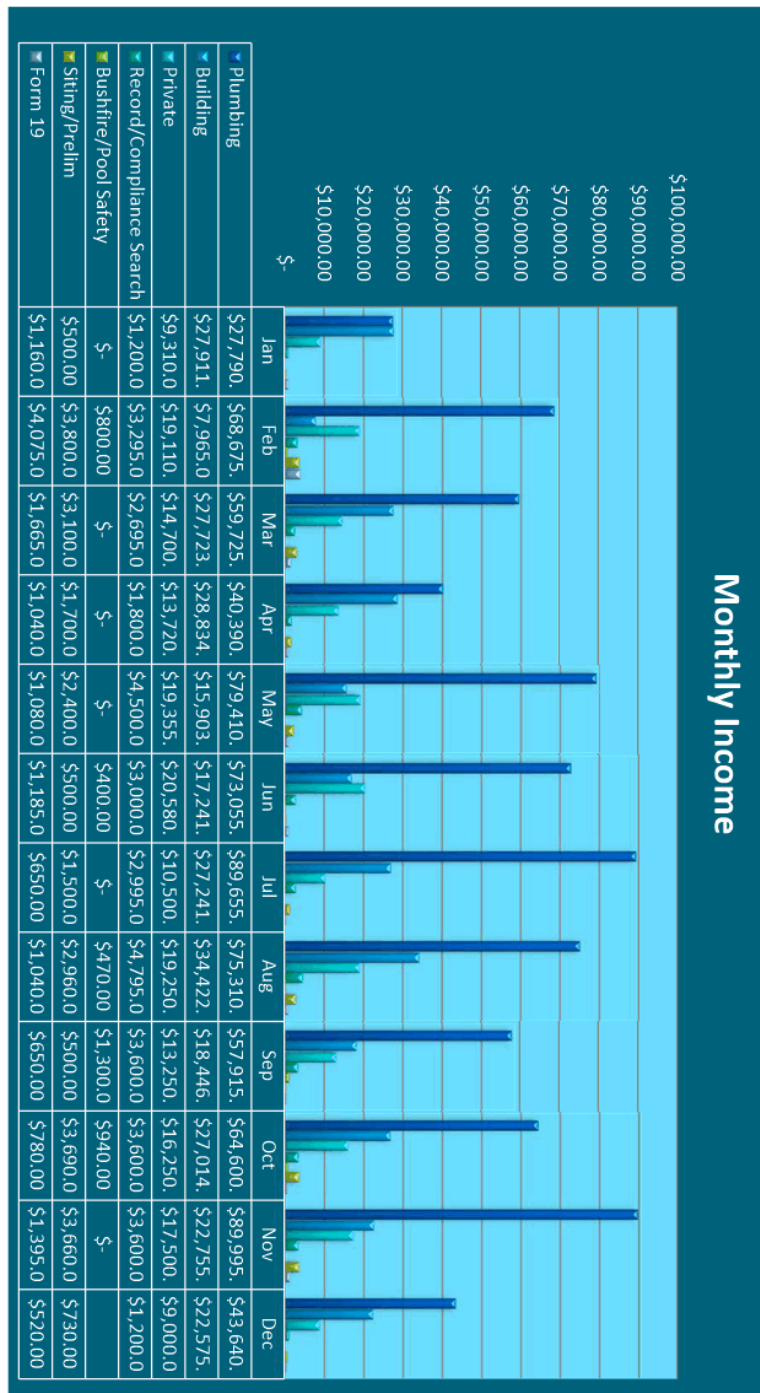
MCU2016/0044 (134 days) A decision of the development application for Murphys Creek Escape was delayed as the consultant engaged by Council to assess the application and provide a recommendation to Council (RPs Australia Asia Pacific) and the consultant engaged by Council to review and provide technical advice on bushfire hazard (initially MWH and later Meridian Urban) worked with the operators of Murphys Creek Escape and their consultant (Precinct Urban Planning) over a period of almost six months to address the key outstanding issue of concern being the management of bushfire hazard.

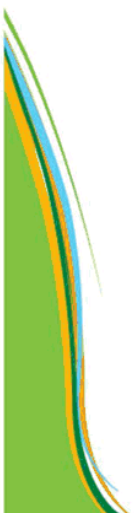
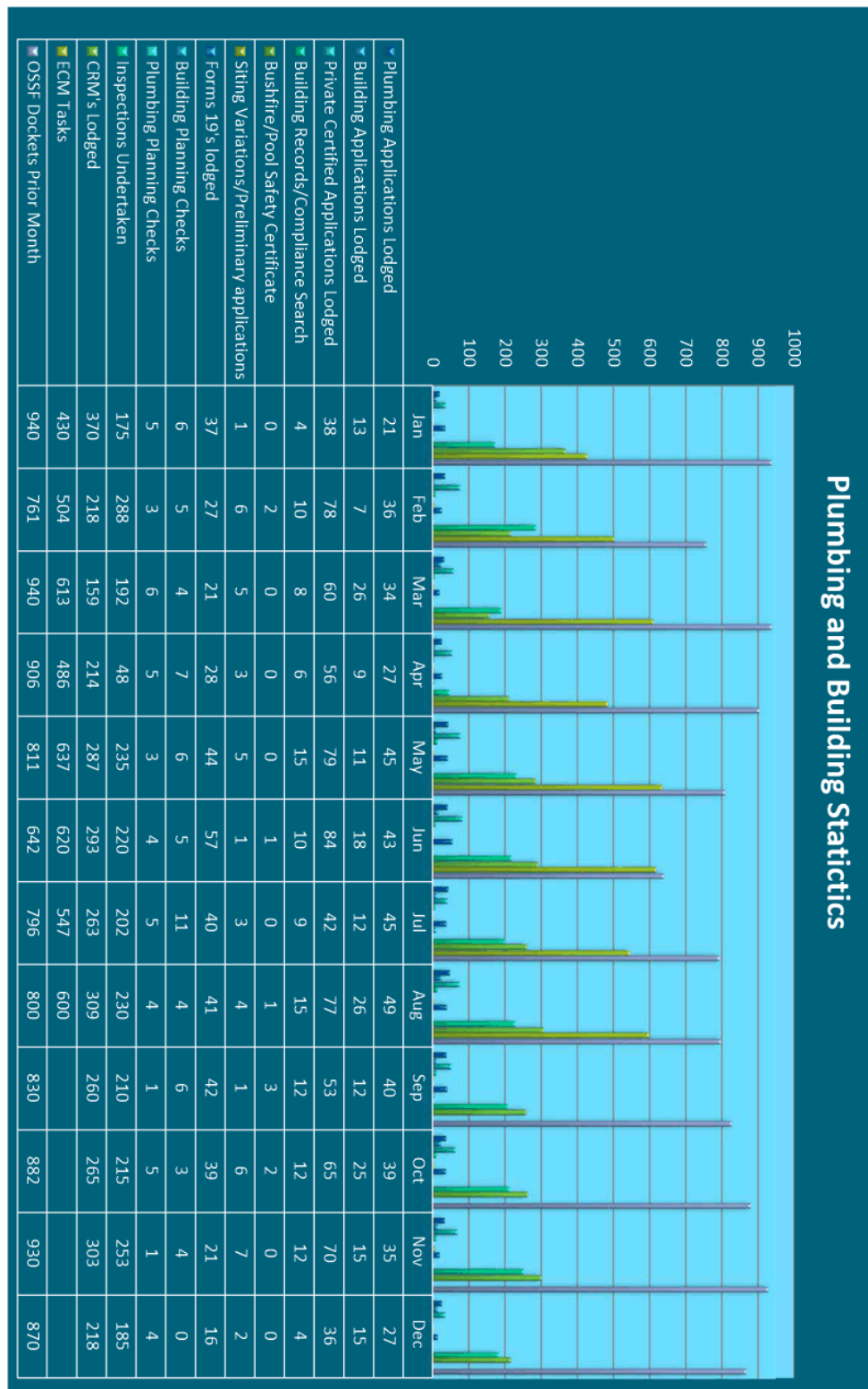
1 application decided in 22 business days:

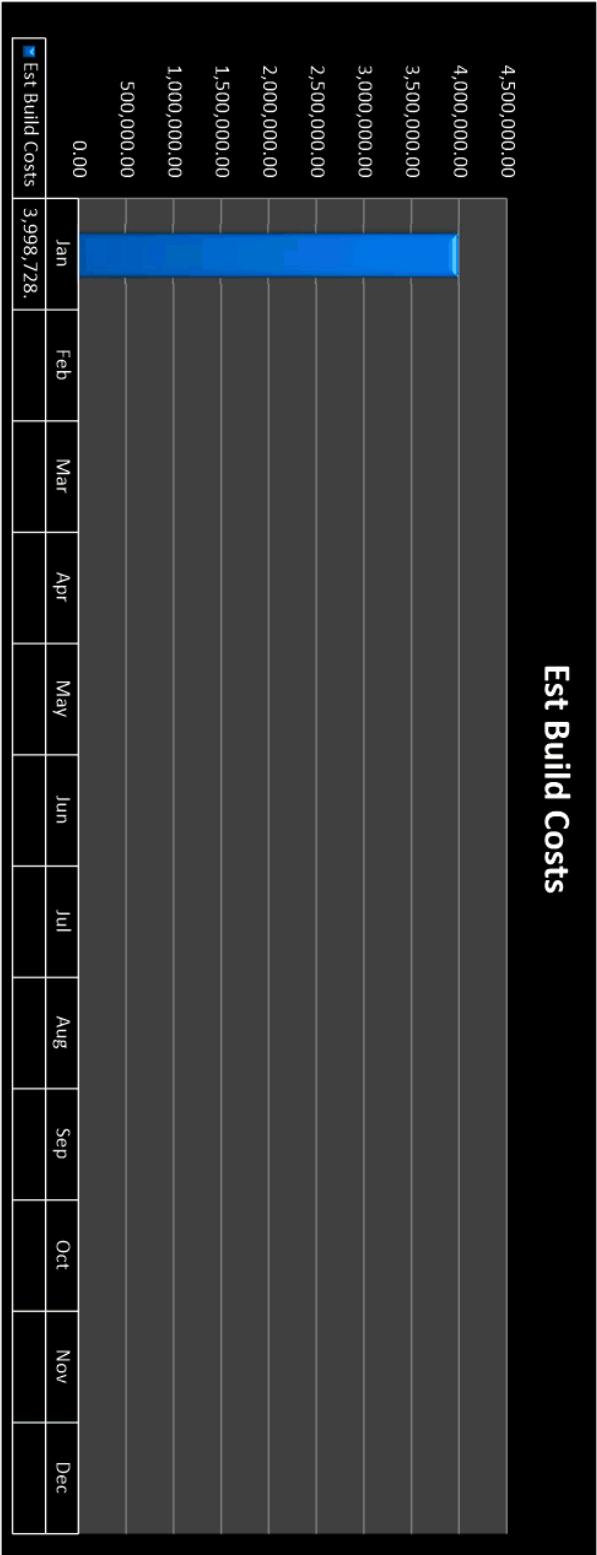
OW2017/0010 A decision of the development application for Civil Works located at 127 Tenthill Creek Road, Gatton was delayed as we were waiting on the applicant to pay their QLeave payment. Further issues after the information response was received were worked through while waiting on QLeave payment so as to not impact severely on decision times.

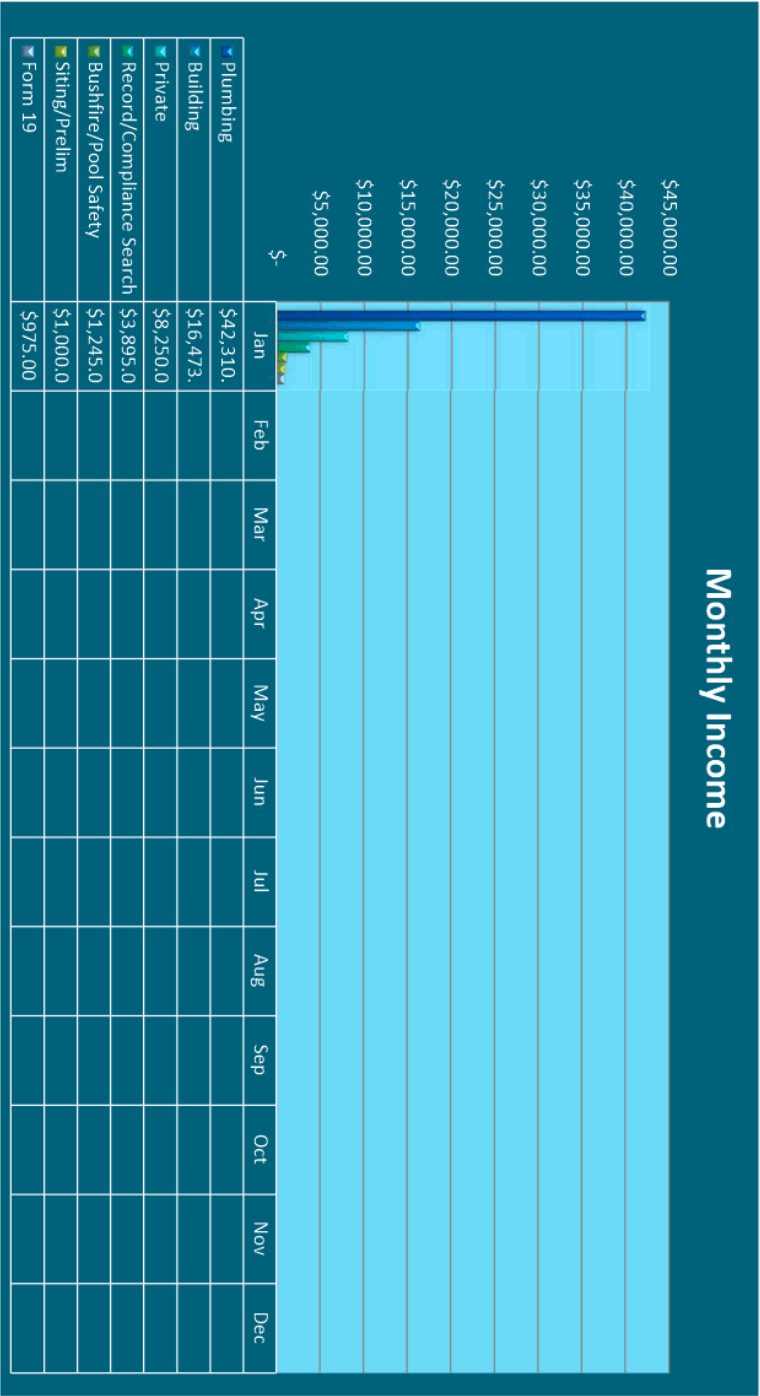


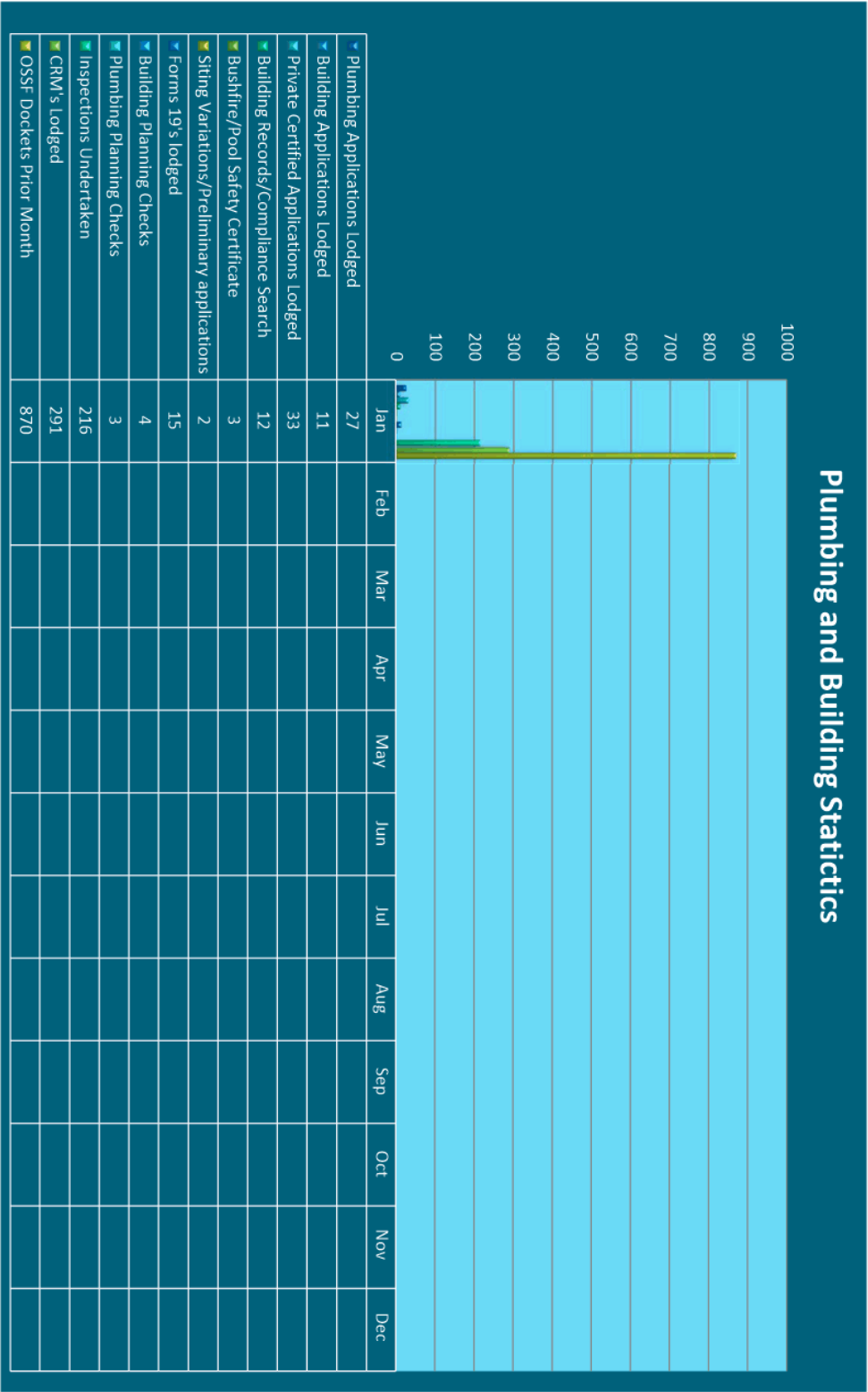














11.2 Request to Change Road Name - Carpenters Road, Iredale

Date: 05 December 2017
Author: Tammie Davidson, Development Support Officer
Responsible Officer: Dan McPherson, Executive Manager Organisational Development & Planning

Summary:

It has been brought to Council's attention that the general public are travelling the northern section of Carpenters Road, Iredale in the view that the road is connected with the southern section. Due to the non-contiguous nature of the road motorists are inadvertently traversing into private property. It is recommended that the northern section of Carpenters Road, Iredale be renamed as Rosier Road, Iredale.

Officer's Recommendation:

THAT Council approve the renaming of the northern section of Carpenters Road, Iredale to Rosier Road, Iredale.

RESOLUTION

THAT Council approve the renaming of the northern section of Carpenters Road, Iredale to Rosier Road, Iredale.

Moved By: Cr Hagan **Seconded By:** Cr Wilson
Resolution Number: 16-20/0796

CARRIED
5/0

Report

1. Introduction

Council received a customer request from the sole resident of the northern section of Carpenters Road, Iredale (also known as Fletchers Road, Iredale) requesting the northern section of Carpenters Road be renamed. The resident advised in her correspondence that motorists traversing the roadway are unaware that the northern section off Fletchers Road and the southern section off Topps Road are not continuous and therefore are entering into her private property causing disruption and nuisance.

2. Background

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Prior to 2002 the northern section of Topps Road veering off to the left from Fletchers Road was known as such, despite its non-contiguous nature with the section of Topps Road located 1.5km to the south. At an unknown point in time the northern section of road was renamed and became known as Carpenters Road. Council mapping shows that whilst there is a road reserve area between the northern and southern sections of Carpenters Road, the reserve has not been constructed or formalised into a roadway.

In correspondence received by council from the in 2002, it was noted that despite the change of Topps Road to Carpenters Road, rural addressing was still an issue at that time. It was suggested by the resident in her correspondence that Council construct the unformed middle section or alternately rename the northern section to a new un-associated name. The hard copy file and electronic records do not hold records of a response to the resident or the outcome.

The resident has since contacted Council in September 2017 to request a change in road name. The resident and her family settled in the area in the 1990's and have a long established presence in the community. The resident's husband passed away in 2009 and her first suggested road name is in memorium of him and the families historic association with the area.

3. Report

In accordance with road naming standards and to ensure there is not any confusion in locating residents on either section of Carpenters Road Iredale the northern section should be renamed.

The northern section from the intersection of Fletchers Road to chainage 778.1 has been known as Carpenters Road as such for over 15 years with only one residence located at the end of this section of road. For this reason community consultation has not been undertaken as the applicant is the only land holder affected.

The name change request has been referred to Council's Infrastructure Works and Services department with a response received of no objection.

The existing unformed section does not serve to have the purpose of providing access to any other properties therefore is unlikely to be developed to a formed road in the future.

Renaming is essential to provide accurate road and property identification for travelling public, postal delivery, commercial and especially emergency services.

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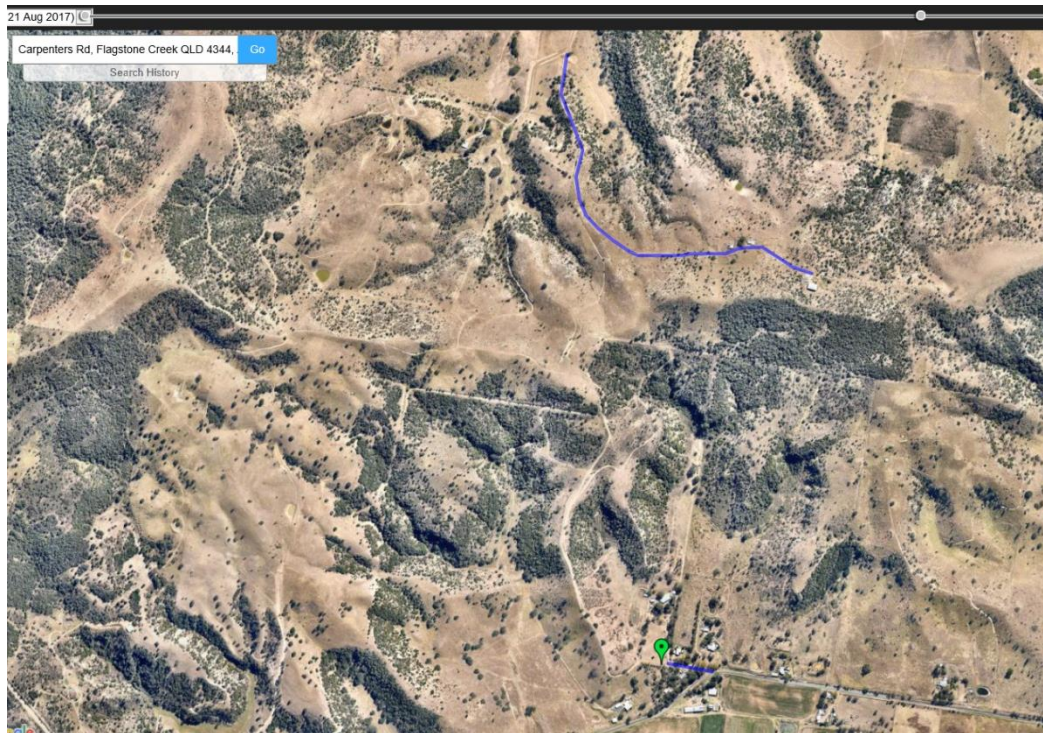


Figure 1. Aerial image of northern and southern sections of Carpenters Road, Iredale

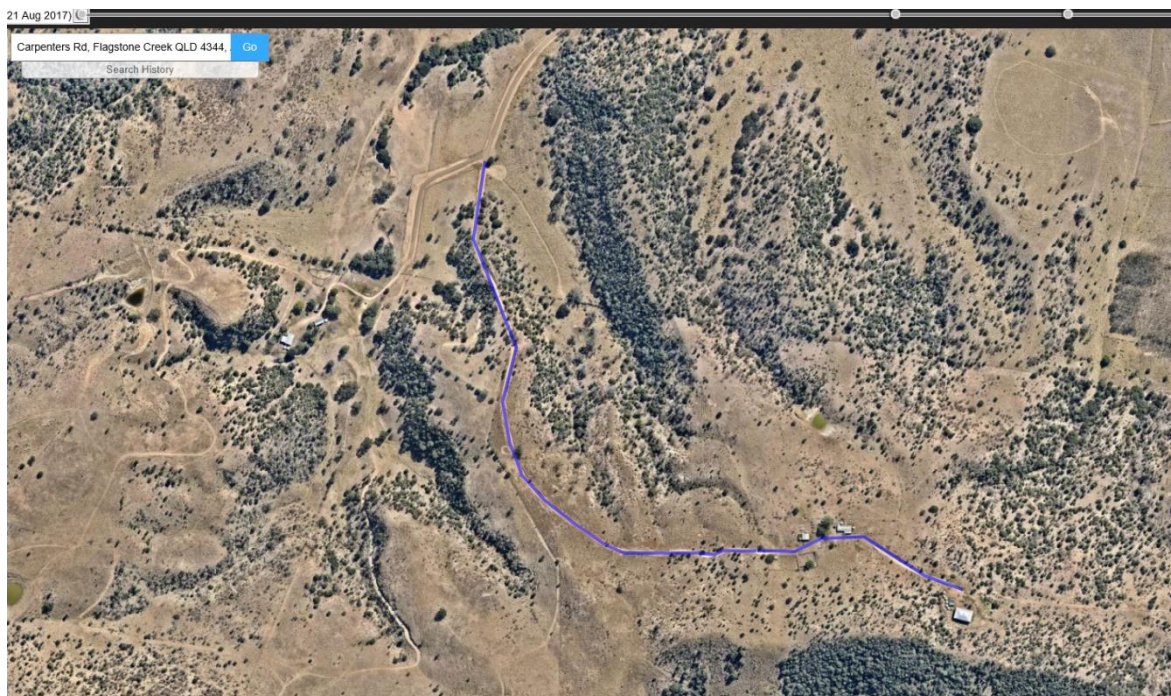


Figure 2. Aerial image of northern section of Carpenters Road, Iredale

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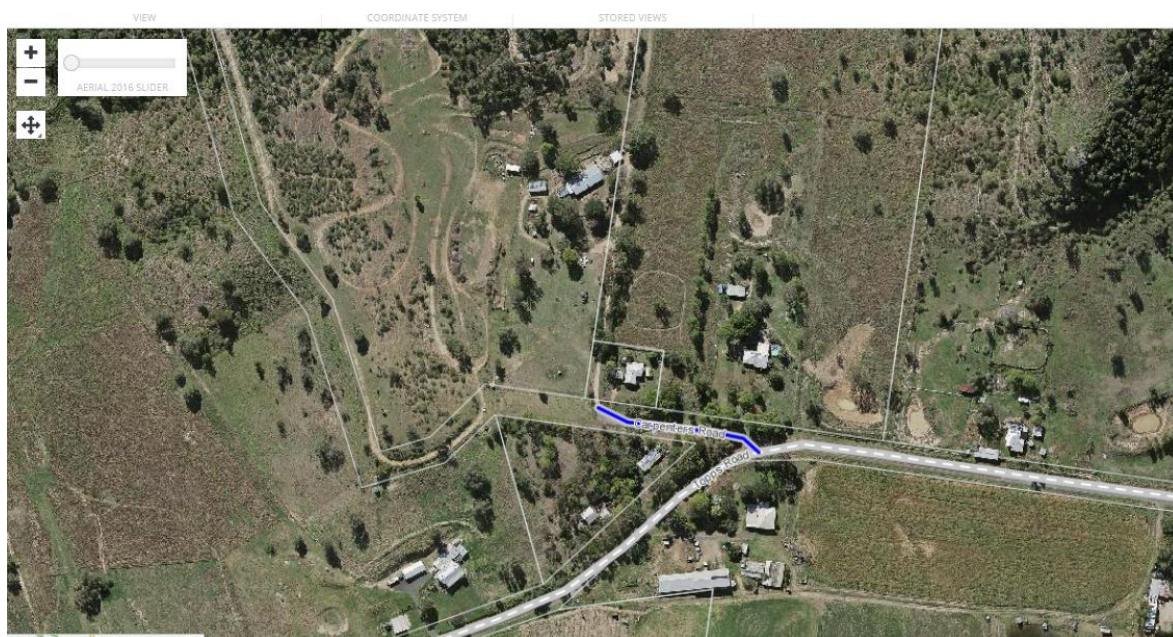


Figure 3. Aerial image of southern section of Carpenters Road, Iredale

4. Policy and Legal Implications

The suggested road name does not exist within the Lockyer Valley Regional Council area and is not in conflict with Australian/New Zealand Standard AS/NZS 4819:2011. It is noted that Council's preference in accordance with the former Gatton Shire 'Naming of Roads Policy' 2004 is to name in posterity.

5. Financial and Resource Implications

Budget implications will continue to be addressed through existing allocations.

6. Delegations/Authorisations

Council officers do not have delegated authority to rename roads.

7. Communication

Council officers have been corresponding with the resident in regards to the background of the issue and suggestions for suitable road names. The table below outlines suggestions by the resident and council officers based on investigations into posterity local features, flora and fauna.

Road Name	Reason for Road Name
Rosier Road	Submitted by the resident. The Rosier family settled in the area in the 1990's and have a long established presence in the community. Mr Rosier passed away in 2009 and this has been requested in memorium of him and the family's historic association.
Soda Spring Gully Road	Submitted by the resident referencing local physical feature
Ridge Road	Referencing local landscape features
Currawong Road	Referencing local fauna

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Moorhen Road	Referencing local fauna
Malletwood Road	Referencing local flora

8. Conclusion

Following consultation with the affected resident and Council units it is concluded that the northern section of Carpenters Road should be renamed. The Rosier family settled in the area in the 1990's and have a long established presence in the community. Mrs Rosier's husband passed away in 2009 and in memorium of her husband and the family's historic association. It is considered Rosier Road is an appropriate name.

9. Action/s

That Council resolves in accordance with the Officer's Recommendation.

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Cr Holstein returned to the meeting, the time being 11:21am

11.3 Request for Negotiated Decision Notice for Development Permit for Material Change of Use for Rural Service Industry - MCU2017-0008

Date: 07 February 2018
Author: Ellen Cox, Planning Officer
Responsible Officer: Dan McPherson, Executive Manager Organisational Development & Planning

Summary:

The request for a Negotiated Decision Notice has been assessed in accordance with the requirements of the *Planning Act 2016* and is recommended that Council agree to some of the requested amendments, as set out in the Officer's Recommendation.

Officer's Recommendation:

THAT the request for a Negotiated Decision for Development Permit for Material Change of Use for Rural Service Industry (MC2017/0008) on land described as Lot 12 on RP 900726 located at 640 Lawlers Road, Grantham, be agreed to in part and a Negotiated Decision Notice be issued in accordance with the following:

- A. Disagree to change Condition 39,**
- B. Agree to change/delete Conditions 15, 17, 19, 20(c), 27, 28, 31, 32 (a) and 40, as follows:**
- C. Include amendments to Conditions 1, 32 (c), (f), (g) and 38 as follows:**

CONDITION				TIMEFRAME
Approved Plans & Documents				
<u>Condition 1 be amended to read:</u> 1. Undertake the development generally in accordance with the approved plans and documents referred to below, subject to the conditions and any notations by Council on the plans:				At all times
Plan No.	Rev.	Plan Name	Date	
S17025-DA101b	L	Proposed Development Site Plan by SBP Australia	24/01/2018	
S17025-DA102a	J	Proposed Site Plan - Stage 1 by SBP Australia	24/01/2018	
S17025-DA102b	K	Proposed Site Plan - Stage 2 by SBP Australia	24/01/2018	
S17025-DA103	J	Floor Plan - Stage 1 by SBP Australia	31/01/2018	
S17025-DA103a	I	Existing Shed – Stage 1 by SBP Australia	18/01/2018	
S17025-DA104	J	Floor Plan - Stage 2 by SBP Australia	25/01/2018	
S17025-DA201	I	Elevations - Stage 1 by SBP Australia	18/01/2018	
S17025-DA201a	I	Elevations - Stage 2 by SBP Australia	18/01/2018	

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S17025 – DA301	I	Sections by SBP Australia	18/01/2018	
S17025-DA401	I	Perspectives – Stage 1 by SBP Australia	18/01/2018	
S17025-DA401a	I	Perspectives – Stage 2 by SBP Australia	18/01/2018	
1641-L-SD01	3	Amended Site Plan by AS Design	6/12/2017	
1641-L-SD02	3	Amended Development Plan by AS Design	6/12/2017	
1641-L-SD03	3	Screen Planting – Typical Elevation by AS Design	undated	
1641-L-SD04	3	Proposed Plant Palette by AS Design	undated	
Document No.	Rev.	Document Name	Date	
1076	R_6	Noise Impact Assessment–640 Lawlers Road, Grantham by Assured Monitoring Group	21/11/2017	
17004–ESR	3	Engineering Services Report, Grantham Factory Extensions at 640 Lawlers Road, Grantham by Morgan Consulting Engineers Pty Ltd	15/11/2017	
BMC18057:640		640 Lawlers Road, Grantham Traffic Engineering Response to Issues Raised by BMC Traffic	31/1/2018	
17004–SBSMP/3	3	Site Based Stormwater Management Plan, Grantham Factory Extensions at 640 Lawlers Road, Grantham by Morgan Consulting Engineers Pty Ltd	15/11/2017	
Water Supply				
<u>Condition 15 timeframe be amended to read:</u> 15. Water supply must be provided to the development site in accordance with the standards and requirements of the relevant service provider.				Prior to the commencement of use of Stage 1
Waste Water				
<u>Condition 17 timeframe be amended to read:</u> 17. The development must have an on-site effluent disposal system. The works must be undertaken in accordance with a Plumbing & Drainage Works approval prepared by a suitably qualified person.				Prior to the commencement of use of Stage 1
Electricity & Telecommunication Services Relocation				
<u>Condition 19 be deleted.</u>				
Waste Storage & Collection				
<u>Condition 20 be amended to read:</u>				At all times

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<p>20. Refuse storage, removal and collection facilities must be provided in accordance with the following:</p> <ol style="list-style-type: none"> collection by service vehicles external from the site no less than once per week. provision of a communal hardstand impervious area for the permanent storage location and service collection of all bulk bins onsite, being located no closer than 10m to any side boundary. deleted provision of a wash-down area in the vicinity of the permanent storage location fitted with a hosecock and a drain connected to the effluent disposal system that has a catchment area of no more than 1m². 	
Electricity & Telecommunication Services	
<u>Condition 27 be deleted.</u>	
<u>Condition 28 be deleted.</u>	
Access and Parking	
<p><u>Condition 31 timeframe be amended to read:</u></p> <p>31. All driveways, car parking spaces and manoeuvring areas must be imperviously sealed (in stages as confirmed in Condition 32) and line marked in accordance with the requirements of Australian Standard AS2890.1:2004 (cars), AS2890.2:2002 (heavy vehicles) and AS2890.6 (people with disabilities).</p>	<p>Prior to the commencement of use of the relevant stages as indicated on the approved plans.</p>
<p><u>Condition 32 (a), (c), (f) and (g) be amended to read:</u></p> <p>32. The driveways, car parking spaces and manoeuvring areas must be provided in accordance with the approved documents and the following:</p> <ol style="list-style-type: none"> The access, parking and manoeuvring areas must be constructed as follows: <ul style="list-style-type: none"> Stage 1: Truck turning areas must be sealed. All other site access parking and manoeuvring areas may be constructed of minimum 150mm compacted gravel. Stage 2: All compacted gravel access, parking and manoeuvring areas must be upgraded to a sealed surface. The internal access road from Lawlers Road and through the site must be minimum 6m width. 	<p>Prior to the commencement of use of Stage 1, unless otherwise stated in (a).</p>
<ol style="list-style-type: none"> Design and construct all internal access, circulating and manoeuvring areas detailed on Proposed Site Plan – Stage 1. This must include a minimum of 27 car parking spaces, including one for people with disabilities, and service vehicle parking bays Design and construct heavy duty vehicle crossing (“general wide flared”) in accordance with the Institute of Public Works Engineering Australasia’s standard drawing RS-051 to 	<p>Prior to the commencement of use of Stage 1, unless otherwise stated in (a).</p>

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<p>facilitate access to and from the proposed development. The configuration and dimensions of the driveway must be sufficient to cater for the safe and efficient movements of the largest design vehicle.</p> <p>e. Design and construct a rural driveway vehicle crossing in accordance with the Institute of Public Works Engineering Australasia's standard drawing RS-056 along the frontage of Lot 13 on RP900726.</p> <p>f. The location of the driveways required in (e) and (f) above must be generally in accordance with Drawing No. BMC18057-SK05 Version 5.</p>	
<p>g. Design and construct all internal access, circulating and manoeuvring areas detailed on Proposed Site Plan – Stage 2. This must include an additional minimum 10 car parking spaces (i.e. totalling 37 car parking spaces). All site access, parking and manoeuvring areas must be imperviously sealed.</p>	Prior to commencement of use of Stage 2
Road Works – Lawlers Road	
<p><u>Condition 38 timeframe be amended to read:</u></p> <p>38. All road works must be designed and constructed in accordance the Austroads' Guide to Road Design publications and the Lockyer Valley Regional Council Road Hierarchy Table for a rural collector road.</p>	Prior to the commencement of use of Stage 2
<p><u>Condition 40 be amended to read:</u></p> <p>40. Undertake works along Lawlers Road (extending from Nunns Road to the development access) to facilitate safe access to the proposed development. The works along Lawlers Road must consist of:</p> <p>a. Pavement widening to match the width of Lawlers Road immediately to the west of Nunns Road construction.</p> <p>b. Minimum 1m wide constructed shoulder (consisting of minimum 150mm of compacted gravel);</p> <p>c. Signage and line marking.</p>	Prior to the commencement of use of Stage 2

RESOLUTION

THAT the request for a Negotiated Decision for Development Permit for Material Change of Use for Rural Service Industry (MC2017/0008) on land described as Lot 12 on RP 900726 located at 640 Lawlers Road, Grantham, be agreed to in part and a Negotiated Decision Notice be issued in accordance with the following:

- A. Disagree to change Condition 39,
- B. Agree to change/delete Conditions 15, 17, 19, 20(c), 27, 28, 31, 32 (a) and 40, as follows:
- C. Include amendments to Conditions 1, 32 (c), (f), (g) and 38 as follows:

CONDITION	TIMEFRAME
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Approved Plans & Documents

Condition 1 be amended to read:

1. Undertake the development generally in accordance with the approved plans and documents referred to below, subject to the conditions and any notations by Council on the plans:

Plan No.	Rev.	Plan Name	Date
S17025-DA101b	L	Proposed Development Site Plan by SBP Australia	24/01/2018
S17025-DA102a	J	Proposed Site Plan - Stage 1 by SBP Australia	24/01/2018
S17025-DA102b	K	Proposed Site Plan - Stage 2 by SBP Australia	24/01/2018
S17025-DA103	J	Floor Plan - Stage 1 by SBP Australia	31/01/2018
S17025-DA103a	I	Existing Shed – Stage 1 by SBP Australia	18/01/2018
S17025-DA104	J	Floor Plan - Stage 2 by SBP Australia	25/01/2018
S17025-DA201	I	Elevations - Stage 1 by SBP Australia	18/01/2018
S17025-DA201a	I	Elevations - Stage 2 by SBP Australia	18/01/2018
S17025 – DA301	I	Sections by SBP Australia	18/01/2018
S17025-DA401	I	Perspectives – Stage 1 by SBP Australia	18/01/2018
S17025-DA401a	I	Perspectives – Stage 2 by SBP Australia	18/01/2018
1641-L-SD01	3	Amended Site Plan by AS Design	6/12/2017
1641-L-SD02	3	Amended Development Plan by AS Design	6/12/2017
1641-L-SD03	3	Screen Planting – Typical Elevation by AS Design	undated
1641-L-SD04	3	Proposed Plant Palette by AS Design	undated
Document No.	Rev.	Document Name	Date
1076	R_6	Noise Impact Assessment–640 Lawlers Road, Grantham by Assured Monitoring Group	21/11/2017
17004–ESR	3	Engineering Services Report, Grantham Factory Extensions at 640 Lawlers Road, Grantham by Morgan Consulting Engineers Pty Ltd	15/11/2017
BMC18057:640		640 Lawlers Road, Grantham Traffic Engineering Response to Issues Raised by BMC Traffic	31/1/2018
17004–	3	Site Based Stormwater	15/11/2017

At all times

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SBSMP/3	Management Plan, Grantham Factory Extensions at 640 Lawlers Road, Grantham by Morgan Consulting Engineers Pty Ltd	
Water Supply		
<u>Condition 15 timeframe be amended to read:</u> 15. Water supply must be provided to the development site in accordance with the standards and requirements of the relevant service provider.		Prior to the commencement of use of Stage 1
Waste Water		
<u>Condition 17 timeframe be amended to read:</u> 17. The development must have an on-site effluent disposal system. The works must be undertaken in accordance with a Plumbing & Drainage Works approval prepared by a suitably qualified person.		Prior to the commencement of use of Stage 1
Electricity & Telecommunication Services Relocation		
<u>Condition 19 be deleted.</u>		
Waste Storage & Collection		
<u>Condition 20 be amended to read:</u> 20. Refuse storage, removal and collection facilities must be provided in accordance with the following: a. collection by service vehicles external from the site no less than once per week. b. provision of a communal hardstand impervious area for the permanent storage location and service collection of all bulk bins onsite, being located no closer than 10m to any side boundary. c. deleted d. provision of a wash-down area in the vicinity of the permanent storage location fitted with a hosecock and a drain connected to the effluent disposal system that has a catchment area of no more than 1m ² .		At all times
Electricity & Telecommunication Services		
<u>Condition 27 be deleted.</u>		
<u>Condition 28 be deleted.</u>		
Access and Parking		
<u>Condition 31 timeframe be amended to read:</u> 31. All driveways, car parking spaces and manoeuvring areas must be imperviously sealed (in stages as confirmed in Condition 32) and line marked in accordance with the requirements of Australian Standard AS2890.1:2004 (cars), AS2890.2:2002 (heavy vehicles) and AS2890.6 (people with disabilities).		Prior to the commencement of use of the relevant stages as indicated on the approved plans.
<u>Condition 32 (a), (c), (f) and (g) be amended to read:</u>		Prior to the

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<p>32. The driveways, car parking spaces and manoeuvring areas must be provided in accordance with the approved documents and the following:</p> <p>a. The access, parking and manoeuvring areas must be constructed as follows:</p> <ul style="list-style-type: none"> • Stage 1: Truck turning areas must be sealed. All other site access parking and manoeuvring areas may be constructed of minimum 150mm compacted gravel. • Stage 2: All compacted gravel access, parking and manoeuvring areas must be upgraded to a sealed surface. <p>b. The internal access road from Lawlers Road and through the site must be minimum 6m width.</p>	<p>commencement of use of Stage 1, unless otherwise stated in (a).</p>
<p>c. Design and construct all internal access, circulating and manoeuvring areas detailed on Proposed Site Plan – Stage 1. This must include a minimum of 27 car parking spaces, including one for people with disabilities, and service vehicle parking bays</p> <p>d. Design and construct heavy duty vehicle crossing (“general wide flared”) in accordance with the Institute of Public Works Engineering Australasia’s standard drawing RS-051 to facilitate access to and from the proposed development. The configuration and dimensions of the driveway must be sufficient to cater for the safe and efficient movements of the largest design vehicle.</p> <p>e. Design and construct a rural driveway vehicle crossing in accordance with the Institute of Public Works Engineering Australasia’s standard drawing RS-056 along the frontage of Lot 13 on RP900726.</p> <p>f. The location of the driveways required in (e) and (f) above must be generally in accordance with Drawing No. BMC18057-SK05 Version 5.</p>	<p>Prior to the commencement of use of Stage 1, unless otherwise stated in (a).</p>
<p>g. Design and construct all internal access, circulating and manoeuvring areas detailed on Proposed Site Plan – Stage 2. This must include an additional minimum 10 car parking spaces (i.e. totalling 37 car parking spaces). All site access, parking and manoeuvring areas must be imperviously sealed.</p>	<p>Prior to commencement of use of Stage 2</p>
<p>Road Works – Lawlers Road</p>	
<p><u>Condition 38 timeframe be amended to read:</u></p> <p>38. All road works must be designed and constructed in accordance the Austroads’ Guide to Road Design publications and the Lockyer Valley Regional Council Road Hierarchy Table for a rural collector road.</p>	<p>Prior to the commencement of use of Stage 2</p>
<p><u>Condition 40 be amended to read:</u></p> <p>40. Undertake works along Lawlers Road (extending from Nunns Road to the development access) to facilitate safe access to the proposed development. The works along Lawlers Road must</p>	<p>Prior to the commencement of use of Stage 2</p>

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consist of:

- a. Pavement widening to match the width of Lawlers Road immediately to the west of Nunns Road construction.
- b. Minimum 1m wide constructed shoulder (consisting of minimum 150mm of compacted gravel);
- c. Signage and line marking.

Moved By: Cr McLean

Seconded By: Cr Cook

Resolution Number: 16-20/0797

CARRIED

6/0

Report

1. Introduction

The application seeks a Negotiated Decision Notice pursuant to s.75 of the *Planning Act 2016*. This report provides a summary and assessment of the requested changes to conditions. Approval of the Negotiated Decision Notice is recommended subject to amended conditions.

2. Background

At its Ordinary Meeting of 13 December 2017 Council approved a Development Permit for a Rural Service Industry at 640 Lawlers Road, Grantham described as Lot 12 on RP 900726. The Decision Notice was issued on 15 December 2017. The report which detailed the assessment of the application is contained in the minutes for Ordinary Meeting of Council (13/12/17).

The application was tabled at the December Meeting of Council at the request of the applicant who indicated their preference to receive a decision in 2017 and negotiate details of conditions as a later process.

The applicant lodged a request for a Negotiated Decision Notice on 18 January 2018. Following discussions between the applicant and Council Officers, amended representations were lodged on 1 February 2018.

3. Assessment

The applicant's request for a Negotiated Decision Notice and subsequent discussions are provided as Attachment 1.

The request for a Negotiated Decision Notice seeks changes to ten (10) conditions of the Decision Notice:

-
- 15: Water supply
- 17: Waste water
- 19: Relocation of electricity & telecommunication services
- 20: Waste storage & collection
- 27: Underground electricity supply

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- 28: Telecommunications infrastructure
- 31: Design requirements for driveways, car parking & manoeuvring areas
- 32: Construction requirements for driveways, car parking & manoeuvring areas
- 39: Lawlers Road intersection works
- 40: Lawlers Road upgrade works

As a result of the recommended amendments, additional changes to Condition 32 c), f) and g) and to Condition 38 are recommended for consistency.

An assessment in relation to each of the submitted representations is provided below.

Condition 15 – Water Supply

<i>15 Water supply must be provided to the development site in accordance with the standards and requirements of the relevant service provider.</i>	<i>Prior to the commencement of Stage 1</i>
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Condition 17 – Waste Water

<i>17 The development must have an on-site effluent disposal system. The works must be undertaken in accordance with a Plumbing & Drainage Works approval prepared by a suitably qualified person.</i>	<i>Prior to the commencement of Stage 1</i>
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Applicant's Representation

*"We request that the "Timeframe" for both these conditions be amended to read:
'Prior to commencement of use Stage 1' "*

Assessment of Representation

The proposed changes are not considered to fundamentally alter the intended timeframes. The wording has been discussed with the applicant and the appropriate wording was agreed to be commencement 'of use of...'

Recommendation

It is recommended that the timeframe of Conditions 15 and 17 be amended as shown below:

*"Prior to the commencement of **use of** Stage 1"*

Condition 19 – Relocation of Electricity and Telecommunications Services

<i>19 Relocation of reticulated electricity and telecommunication services must be provided to the development site in accordance with the standards and requirements of the relevant service provider.</i>	<i>Prior to the commencement of Stage 1</i>
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Applicant's Representation

*"The site is currently provided with electrical and telecommunication services that do not require relocation to facilitate the approved redevelopment of the site.
Deletion of Condition 19 is therefore requested."*

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Assessment of Representation

It is noted that the site is currently connected to electrical and telecommunication services and this condition is unnecessary.

Recommendation

It is recommended that Condition 19 be deleted.

Condition 20 – Waste Storage and Collection

<p><i>20 Refuse storage, removal and collection facilities must be provided in accordance with the following:</i></p> <ul style="list-style-type: none"> <i>a. collection by service vehicles external from the site no less than once per week.</i> <i>b. provision of a communal hardstand impervious area for the permanent storage location and service collection of all bulk bins onsite, being located no closer than 10m to any side boundary.</i> <i>c. provision of a 1.8m high purpose built enclosure to the bin store, which is screened from the street or adjoining properties.</i> <i>d. provision of a wash-down area in the vicinity of the permanent storage location fitted with a hosecock and a drain connected to the effluent disposal system that has a catchment area of no more than 1m².</i> 	<p><i>At all times</i></p>
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Applicant's Representation

"The location of the refuse bin area is nominated on Drawings A103 & A105 and is screened from Lawlers Road and adjoining residential properties by the building and landscaping. A 1.8m high enclosure is therefore not required to screen refuse bins from the street or adjoining properties.

Deletion of Condition 20(c) is therefore requested."

Assessment of Representation

A refuse storage area was not designated on the approved plans, but has since been added to the amended plans. The refuse storage area is located between the refrigeration plant area and truck loading area, as depicted on DA102a Rev J, DA103 Rev J, DA103a Rev I, DA201 Rev I and DA201a Rev I. This is well set back from the public realm and neighbouring dwellings and screening is not considered necessary.

Recommendation

It is recommended that Condition 20(c) be deleted.

Condition 27 – Underground Electricity Supply

<p><i>27 Provide evidence (e.g. Certificate of Supply with agreement Number of Certificate of Supply) demonstrating that an underground electricity supply has or will be provided to the proposed development.</i></p>	<p><i>Prior to the commencement of Stage 1</i></p>
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Applicant's Representation

"The site is currently supplied with electricity via overhead power lines in Lawlers Road. The provision of underground electricity is not necessary in a rural setting and is normally only

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required for new residential developments in urban settings. The existing overhead power lines internal of the site adequately service the site and are well removed from surrounding residential properties.

Deletion of Condition 27 is therefore requested."

Assessment of Representation

It is noted that the site is currently connected to overhead electrical services and the applicant's justification regarding servicing for the industrial use is accepted.

Recommendation

It is recommended that Condition 27 be deleted.

Condition 28 – Telecommunications Infrastructure

<i>28 Provide written confirmation from a telecommunications carrier licensed under the Telecommunications Act 1997 (e.g. Telstra) confirming that telecommunications carrier has been engaged to install telecommunications infrastructure within the proposed development.</i>	<i>Prior to the commencement of Stage 1</i>
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Applicant's Representation

"The site is currently connected to telecommunication services (Telstra) and therefore the installation of telecommunication infrastructure within the proposed development is not required.

Deletion of Condition 28 is therefore requested."

Assessment of Representation

It is noted that the site is currently connected to telecommunications services and this condition is unnecessary.

Recommendation

It is recommended that Condition 28 be deleted.

Condition 32 – Construction requirements for Driveways, Car Parking and Manoeuvring Areas

<i>32. The driveways, car parking spaces and manoeuvring areas must be provided in accordance with the approve documents:</i>	<i>At All Times</i>
<i>a. All vehicular access and manoeuvring areas, including parking areas, must be constructed with a sealed surface (reinforced concrete or compacted gravel with primer and seal).</i>	
<i>b. The internal access road from Lawlers Road and through the site must be minimum 6m width.</i>	
<i>c. Design and construct all internal access, circulating and manoeuvring areas detailed on Proposed Site Plan – Stage 1. This must include a minimum of 26 car parking spaces, including one for people with disabilities, and service vehicle parking bays.</i>	<i>Prior to commencement of Stage 1</i>
<i>d. Design and construct heavy duty vehicle crossing ("general wide flared") in accordance with the Institute of Public Works Engineering Australasia's standard drawing RS-051 to</i>	

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<p><i>facilitate access to and from the proposed development. The configuration and dimensions of the driveway must be sufficient to cater for the safe and efficient movements of the largest design vehicle.</i></p> <p>e. <i>Design and construct a rural driveway vehicle crossing in accordance with the Institute of Public Works Engineering Australasia's standard drawing RS-056 along the frontage of Lot 13 on RP900726.</i></p> <p>f. <i>The location of the driveways required in (e) and (f) above must be generally in accordance with drawing number BMC18057-ATR02 Version 1 by BMC Traffic dated 20/11/2017.</i></p>	
<p>g. <i>Design and construct all internal access, circulating and manoeuvring areas detailed on Proposed Site Plan – Stage 2. This must include an additional minimum 10 car parking spaces (i.e. totalling 36 car parking spaces).</i></p>	<p><i>Prior to commencement of Stage 2</i></p>

Applicant's Representation

"We confirm that heavy vehicle turning areas are to be sealed in Stage 1 and the carparking areas and driveway are to be sealed in Stage 2 as per the submitted drawings prepared by SBP Australia."

Assessment of Representation

Subsection a) The request has been clarified and amended plans DA101b Rev L, DA102a Rev J and DA102b Rev K were lodged showing the construction of vehicle parking and manoeuvring areas in the following stages:

	Stage 1	Stage 2
Truck turning area	Sealed - concrete	Sealed - concrete
Carpark	Gravel	Primer seal
Access driveway	Gravel	Primer seal

The applicant provided representations that *"the deferral of sealing to the driveway and car park to Stage 2 will assist with the feasibility of the project."* It is considered reasonable to amend the condition as requested. It is noted that a substantial component of the site's access, manoeuvring and parking areas will be left as exposed compacted gravel in Stage 1 that may result in dust nuisance to surrounding residences. As per Condition 10, the *Environmental Protection Act 1994* and related policies provide a mechanism to prevent dust nuisance.

Recommendation

It is recommended that Condition 32 (a) be amended as shown below:

- (a) *The access, parking and manoeuvring areas must be constructed as follows:*
- Stage 1: Truck turning areas must be sealed. All other site access parking and manoeuvring areas may be constructed of minimum 150mm compacted gravel.*
 - Stage 2: All compacted gravel access, parking and manoeuvring areas must be upgraded to a sealed surface.*

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Condition 31 – Design Requirements for Driveways, Car Parking and Manoeuvring Areas

31 All driveways, car parking spaces and manoeuvring areas must be imperviously sealed and line marked in accordance with the requirements of Australian Standard AS2890.1:2004 (cars), AS2890.2:2002 (heavy vehicles) and AS2890.6 (people with disabilities).	Prior to commencement of Stage 1 and ongoing
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Applicant's Representation

"We request Condition 31 be amended to reference Drawing No. DA101b Revision J and DA102a Revision I and only require sealing of the truck manoeuvring areas. Our client intends to provide an imperviously (concrete) sealed manoeuvring area as required by Condition 31. However, we request that the driveway, extending from Lawlers Road to the truck turning area, and car park remain gravel in Stage 1.

"Given the low volume of traffic generated by Stage 1 of the proposal, the provision of an internal gravel driveway and carpark is considered adequate to service the site. The deferral of sealing to the driveway and car park to Stage 2 will assist with the feasibility of the project."

Assessment of Representation

This condition is intended to set out the design requirements of the access, parking and manoeuvring areas, with the timing clarified in Condition 32. To avoid confusion, the wording and timeframe of Condition 31 is recommended to be amended to refer to the stages identified in Condition 32 and on the approved plans.

Recommendation

It is recommended that the timeframe of Condition 31 be amended as shown below:

*All driveways, car parking spaces and manoeuvring areas must be imperviously sealed **(in stages as confirmed in Condition 32)** and line marked in accordance with the requirements of Australian Standard AS2890.1:2004 (cars), AS2890.2:2002 (heavy vehicles) and AS2890.6 (people with disabilities).*

Timeframe:

Prior to the commencement of use of the relevant stages as indicated on the approved plans.

Condition 39 – Lawlers Road Intersection Works

39. Design and construct a sealed basic left turn treatment (BAL) and basic right turn treatment (BAR) along Lawlers Road to facilitate the safe and efficient movements of the largest anticipated design vehicle to access the development. The BAL and BAR must be in accordance with Austroads' Guide to Road Design Part 4A: Unsignalised and Signalised Intersections. Works must include signage and line marking.	Prior to the commencement of Stage 1
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Applicant's Representation

The applicant has agreed to the condition *"provided the works are limited to those detailed in the plans prepared by BMC Traffic. We suggest the condition be amended to reference the BMC Drawings"* [reference to Drawing No. BMC18057-SK05 Version 5, BMC18057-ATR11 Version 4, BMC18057-ATR12 Version 4 and BMC18057-ATR13 Version 4, prepared by BMC Traffic dated 31/01/2018 and included in the amended BMC Traffic Engineering Response dated 31 January 2018, attached].

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Assessment of Representation

Following lodgement of the initial representations, agreement has been reached between the applicant and Council Officers that works have to be undertaken at the Lawlers Road property access to facilitate safe access to the proposed development. The proposal put forward by BMC (in the amended BMC Traffic Engineering Response dated 31 January 2018, attached) acknowledges that a BAR/BAL treatment is appropriate for achieving safe site access. The extent of pavement construction (sealed surface) required to achieve this has not been assessed in detail in the supplied Drawings which are annotated as being "Concept Only Not for Construction". Detailed design requirements therefore should reference the Austroads document as stated, rather than a concept document. This is typically a detailed design matter, addressed at the operational works stage.

As such, it is considered appropriate for the condition wording to remain without amendments and a full assessment of the works be carried out at Operational Works stage.

Recommendation

It is recommended that Condition 39 remain unchanged.

Condition 40 – Lawlers Road Upgrade Works

<p><i>40. Prior to heavy vehicle movements to and from the proposed development exceeding two (2) vehicle trips per day, undertake works along Lawlers Road (extending from Nunns Road to the development access) to facilitate safe access to the proposed development. The works along Lawlers Road must consist of:</i></p> <ul style="list-style-type: none"> <i>a. Pavement widening to match the width of Lawlers Road immediately to the west of Nunns Road construction. Prior to the lodgement of a development application for operational works:</i> <ul style="list-style-type: none"> <i>(i) engage a Registered Professional Engineer Queensland (RPEQ) with relevant experience to undertake an assessment to determine the extent of pavement widening extending from Nunns Road to the development access. The pavement widening works must achieve safe operation of Lawlers Road as a two lane undivided rural collector road. The assessment must consider the operational speed as well as geometry (horizontal and vertical) of this section of Lawlers Road.</i> <i>(ii) submit this assessment to Council for approval.</i> <i>b. Design (prior to issuing of development permit for operational works) and construct pavement widening (prior to Council accepting the works "On Maintenance") in accordance with the approved assessment.</i> <i>c. Minimum 1m wide constructed shoulder (consisting of minimum 150mm of compacted gravel);</i> <i>d. Signage and line marking.</i> 	<p><i>As indicated by the condition.</i></p>
--	--

Applicant's Representation

This condition has been discussed in detail and the applicant has revised their representations to request Condition 40 remove the requirement for a safety assessment and for timing to be prior to the commencement of use of Stage 2.

ORDINARY COUNCIL MEETING MINUTES 14 FEBRUARY 2018

Assessment of Representation

The applicant made representations that Lawlers Road is a low traffic volume road and that any deficiencies are pre-existing. The applicant has agreed to retain the condition to upgrade Lawlers Road but requests that this be undertaken prior to the commencement of use of Stage 2.

Recommendation

It is recommended that Condition 40 be amended as shown below:

Undertake works along Lawlers Road (extending from Nunns Road to the development access) to facilitate safe access to the proposed development. The works along Lawlers Road must consist of:

- a. *Pavement widening to match the width of Lawlers Road immediately to the west of Nunns Road construction.*
- b. *Minimum 1m wide constructed shoulder (consisting of minimum 150mm of compacted gravel);*
- c. *Signage and line marking.*

Timing: Prior to the commencement of use of Stage 2

Additional Changes for Consistency

Should Council agree to the proposed amendments, the following conditions are also recommended to be changed to ensure consistency:

- Condition 32, subsection (f) is recommended to be updated to reference the latest version of the traffic drawings, Drawing No. BMC18057-SK05 Version 5.
- Condition 32, subsections (c) and (g) are recommended to be amended as follows, for clarity and to reference the additional vehicle park proposed in Stage 1.
 - (c) *Design and construct all internal access, circulating and manoeuvring areas detailed on Proposed Site Plan – Stage 1. This must include a minimum of 26 27 car parking spaces, including one for people with disabilities, and service vehicle parking bays.*
 - (g) *Design and construct all internal access, circulating and manoeuvring areas detailed on Proposed Site Plan – Stage 2. This must include an additional minimum 10 car parking spaces (i.e. totalling 36 37 car parking spaces).*

All site access, parking and manoeuvring areas must be imperviously sealed.

- The timeframe of Condition 38 proposed to be amended as follows to be consistent with the proposed amendments to Condition 40:

Prior to the commencement of use of Stage 4 2

3.10 Adopted Infrastructure Charges Resolution No.1/2016

Infrastructure charges payable for the proposal have been amended as per the updated plans, in accordance with the following table:

LOCKYER VALLEY REGIONAL COUNCIL				
Charge Type	Description	Demand Units	Rate	TOTAL
PROPOSED DEMAND				
Stage 1 Applicable Charge	Existing (3 Total)			
	- Existing main shed: 600m ² - Existing rear shed: 203m ² - Existing amenities: 19m ²	822	\$10	\$8,220.00
	Stage 1: High impact rural including:	1,496	\$10	\$14,960.00

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	<ul style="list-style-type: none"> – Main shed extension: 950m² – Entry rooms: 115m² – Refrigeration plant: 118m² – Bin exit room: 8m² – Services & chemical storage: 76m² – 2 x storage containers: 60m² – Temp lunchroom: 37m² – Temp admin/offices: 75m² – 3 x temp toilets/lab/laundry: 57m² 			
Stage 2 Applicable Charge	Stage 2 – High impact rural including: – Main shed extension: 1,783m ² Less – Existing shed & demountables to be demolished: 372m ² – St 1 services, chemical storage & storage containers: 144m ²	1,267	\$10	\$12,670.00
TOTAL PROPOSED DEMAND				\$35,850.00
EXISTING DEMAND				
Credit	Existing Allotment	1	-\$12,500.00	-\$12,500.00
TOTAL EXISTING DEMAND CREDIT				-\$12,500.00
TOTAL PAYABLE				\$23,350.00

Under the Development Incentives – Infrastructure Charges Policy a 50% discount is applicable to the proposed development if completed within two years of approval. The applicable Infrastructure charge under the policy may be amended as follows:

Stage 1 Calculated Charge plus Existing, minus Credit:	\$10,680.00
Minus 50% of Calculated Charge:	\$5,340.00
Discounted Infrastructure Charge Stage 1:	\$5,340.00
Stage 2 Calculated Charge:	\$12,670.00
Minus 50% of Calculated Charge:	\$6,335.00
Discounted Infrastructure Charge Stage 2:	
(If completed within 2 years)	\$6,335.00

4. Policy and Legal Implications

There are no policy and legal implications arising from the recommendation provided in this report.

5. Financial and Resource Implications

There will be no financial or resource implications unless the decision of Council is appealed in the Planning and Environment Court.

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6. Delegations/Authorisations

There are no implications for delegations or authorisations arising from the recommendation provided in this report.

7. Communication and Engagement

The decision of Council will be formally communicated to the applicant in accordance with the requirements of the *Planning Act 2016*.

8. Conclusion

It is recommended that the request for a negotiated decision be agreed subject to the conditions provided in the Officer's Recommendation.

9. Action/s

That the request for a negotiated decision be agreed to in part in accordance with the Officer's Recommendation.

Attachments

- | | | | |
|---|----------------------|---------------|---------|
| 1 | View | Clarification | 1 Page |
| 2 | View | Reps | 6 Pages |
| 3 | View | Amended reps | 2 Pages |

Ellen Cox

From: Mark Clayton <mark.c@urbicus.com.au>
Sent: Thursday, 1 February 2018 4:04 PM
To: Ellen Cox
Cc: 'Nathan Story'; 'Danny Bos'; Trevor Boheim; 'Geoffrey Story'; 'Joe Gabauer'
Subject: MC2017/0008 -NDN-Confirmation Conditions 32-39

Hello Ellen

Thanks for your email.

Responses provided below in red.

Mark Clayton
Director

Urbicus

Urban Planners | Property Advisors | Development Facilitators

M: 0422 111 898
O: (07) 3367 1582
E: mark.c@urbicus.com.au
A: 110 Kennedy Terrace, Paddington 4064
W: urbicus.com.au

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From: Ellen Cox [mailto:ECox@lvrc.qld.gov.au]
Sent: Thursday, 1 February 2018 3:49 PM
To: Mark Clayton <mark.c@urbicus.com.au>
Cc: 'Nathan Story' <Nathan.Story@storyfresh.com.au>; 'Danny Bos' <DannyB@sbpa.com.au>; Trevor Boheim <TBoheim@lvrc.qld.gov.au>; 'Geoffrey Story' <geoffrey.story@storyfresh.com.au>; 'Joe Gabauer' <Joe@sbpa.com.au>
Subject: RE: MC2017/0008 Story Farms Site Meeting Summary 01/02/17

Hi Mark,

Thanks for your email earlier. Can I confirm, based on the discussion below, that the applicant is not requesting any changes to the wording of the following conditions?

- Condition 32 (e): neighbouring driveway – Correct – the updated plans prepared by BMC Traffic show realignment of neighbouring driveway
- Condition 39: Lawlers Road intersection works Yes provided the works are limited to those detailed in the plans prepared by BMC Traffic. We suggest the condition be amended to reference the BMC Drawings.

Thanks,

Kind Regards,

Ellen Cox
Planning Officer



23 January 2018

Urbicus Ref: URB16-093
Primary Contact: Mark Clayton

Chief Executive Officer
Lockyer Valley Regional Council
26 Railway Street, PO Box 82
Gatton QLD 4343

Dear Sir/Madam

Council Reference: 3500481
Application ID: MC2017/0008
Property Address: 640 Lawlers Road, Grantham 4347 (the site)
Property Description: Lot 12 on RP900726
Development Application: Development Permit – Material Change of Use (Rural Service Industry)

Under Section 75(1) of the Planning Act 2016 (PA2016), and on behalf of our client Storey Investments Pty Ltd, we make change representations to the assessment manager (Lockyer Valley Regional Council) regarding the Decision Notice dated 15th December 2017 for the development approval referred to above.

The applicant's appeal period was suspended under Section 75(2) of the PA2016 by correspondence dated 7th December 2017.

The representations outlined below seek to vary conditions contained in the Decision Notice as detailed below. In support of our request the following documentation is submitted to Council:

- Amended Building Plans prepared by SBP Australia
- Traffic Engineering Drawings prepared by BMC Traffic

The amended plans incorporate some minor changes to the proposal that address specific requirements of the tenant. The changes provide for minor increases in the gross floor area (GFA) for both Stage 1 & 2 and additional hardstand areas for Stage 1. The total GFA of the project has increased by 355m², a 10% increase. When viewed in the context of the approved development the changes are relatively minor.

The following changes are requested to the conditions of approval:

Urbicus Pty Ltd ATF Urbicus Unit Trust
110 Kennedy Terrace, Paddington 4064
Ph 07 3367 1582

planning@urbicus.com.au
urbicus.com.au
ABN 16 408 042 084

Urban Planners | Property Advisors | Development Facilitators

Condition 15 Water Supply
Condition 17 Waste Water

Representation

We request that the "Timeframe" for both these conditions be amended to read:

"Prior to commencement of **use** Stage 1"

The proposed amendment clarifies that compliance with conditions 15 & 17 is required prior to the commencement of the use.

Condition 19 Electricity & Telecommunication Services Relocation

Relocation of reticulated electricity and telecommunication services must be provided to the development site in accordance with the standards and requirements of the relevant service provider.

Representation

The site is currently provided with electrical and telecommunication services that do not require relocation to facilitate the approved redevelopment of the site.

Deletion of Condition 19 is therefore requested.

Condition 20 Waste Storage & Collection

Refuse storage, removal and collection facilities must be provided in accordance with the following:

- a. Collection by service vehicles external from the site no less than once per week.*
- b. Provision of a communal hardstand impervious area for the permanent storage location and service collection of all bulk bins onsite, being located no closer than 10m to any side boundary.*
- c. Provision of a 1.8m high purpose built enclosure to the bin store, which is screened from the street or adjoining properties.*
- d. Provision of a wash-down area in the vicinity of the permanent storage location fitted with a hosecock and a drain connected to the effluent disposal system that has a catchment area of no more than 1m².*

Representation

The location of the refuse bin area is nominated on Drawings A103 & A105 and is screened from Lawlers Road and adjoining residential properties by the building and landscaping. A 1.8m high enclosure is therefore not required to screen refuse bins from the street or adjoining properties.

Deletion of Condition 20(c) is therefore requested.

Condition 27 Electricity & Telecommunication Services

Provide evidence (e.g. Certificate of Supply with agreement Number of Certificate of Supply) demonstrating that an underground electricity supply has or will be provided to the proposed development.

Representation

The site is currently supplied with electricity via overhead power lines in Lawlers Road. The provision of underground electricity is not necessary in a rural setting and is normally only required for new residential developments in urban settings. The existing overhead power lines internal of the site adequately service the site and are well removed from surrounding residential properties.

Deletion of Condition 27 is therefore requested.

Condition 28 Electricity & Telecommunication Services

Provide written confirmation from a telecommunications carrier licensed under the Telecommunication Act 1997 (e.g. Telstra) confirming that telecommunications carrier has been engaged to install telecommunications infrastructure within the proposed development.

Representation

The site is currently connected to telecommunication services (Telstra) and therefore the installation of telecommunication infrastructure within the proposed development is not required.

Deletion of Condition 28 is therefore requested.

Condition 31 Access and Parking

All driveways, car parking spaces and manoeuvring areas must be imperviously sealed and line marked in accordance with the requirements of Australian Standard AS2890.1:2004 (cars), AS2890.2:2002 (heavy vehicles) and AS2890.6 (people with disabilities).

Representation

We request condition 31 be amended to reference Drawing No. DA101b Revision J and DA102a Revision I and only require sealing of the truck manoeuvring areas.

Our client intends to provide an imperviously (concrete) sealed manoeuvring area as required by Condition 31. However, we request that the driveway, extending from Lawlers Road to the truck turning area, and car park remain gravel in Stage 1.

Given the low volume of traffic generated by Stage 1 of the proposal, the provision of an internal gravel driveway and carpark is considered adequate to service the site. The deferral of sealing to the driveway and car park to Stage 2 will assist with the feasibility of the project.

Condition 32 Access and Parking

The driveways, car parking spaces and manoeuvring areas must be provided in accordance with the approve documents:

- a. All vehicular access and manoeuvring areas, including parking areas, must be constructed with a sealed surface (reinforced concrete or compacted gravel with primer and seal).*
- b. The internal access road from Lawlers Road and through the site must be minimum 6m width.*
- c. Design and construct all internal access, circulating and manoeuvring areas detailed on Proposed Site Plan – Stage 1. This must include a minimum of 26 car parking spaces, including one for people with disabilities, and service vehicle parking bays.*
- d. Design and construct heavy duty vehicle crossing ("general wide flared") in accordance with the Institute of Public Works Engineering Australasia's standard drawing RS-051 to facilitate access to and from the proposed development. The configuration and dimensions of the driveway must be sufficient to cater for the safe and efficient movements of the largest design vehicle.*
- e. Design and construct a rural driveway vehicle crossing in accordance with the Institute of Public Works Engineering Australasia's standard drawing RS-056 along the frontage of Lot 13 on RP900726.*
- f. The location of the driveways required in (e) and (f) above must be generally in accordance with drawing number BMC18057-ATR02 Version 1 by BMC Traffic dated 20/11/2017.*
- g. Design and construct all internal access, circulating and manoeuvring areas detailed on Proposed Site Plan – Stage 2. This must include an additional minimum 10 car parking spaces (i.e. totaling 36 car parking spaces).*

Representation

We request that Condition 32 be amended as follows:

- (a) Reference Drawing No. DA101b Revision J and DA102a Revision I.

Consistent with our request for changes to Condition 31, Drawing No. A103 Revision G should be referenced to facilitate retention of a gravel driveway and car park.

- (e) Delete

We request that the existing driveway servicing Lot 13 on RP900726 be retained.

The drawings prepared by BMC Traffic have been amended accordingly.

No changes are proposed to the existing driveway servicing Lot 13 other than the construction of sealed pavement from the current bitumen seal in Lawlers Road to the frontage of 640 Lawlers Road, Grantham as detailed in the BMC Traffic plans.

Accordingly, the proposed roadworks at the entrance to the site will not prevent the continued use and operation of the driveway servicing Lot 13.

Should the owners of Lot 13 wish to re-align their driveway so that it no longer extends across the frontage of the site (640 Lawlers Road, Grantham) then it should be at their expense.

- (f) Delete reference to (e) and reference BMC18057-ATR02 Version 2 by BMC Traffic dated 16/01/2018.

Condition 39 Road Works – Lawlers Road

Design and construct a sealed basic left turn treatment (BAL) and basic right turn treatment (BAR) along Lawlers Road to facilitate the safe and efficient movements of the largest anticipated design vehicle to access the development. The BAL and BAR must be in accordance with Austroads' Guide to Road Design Part 4A: Unsignalised and Signalised Intersections. Works must include signage and line marking.

Representation

Addition drawings have been prepared by BMC Traffic detailing the provision of a basic right turn treatment (BAR) along Lawlers Road allowing for a 19.0m articulated vehicle to pass a car waiting to turn right into the site.

The BMC drawings also demonstrate that the proposed pavement widening, from the sites frontage to the existing pavement in Lawlers Road, is adequate to facilitate a left turn into the site for a car and 19.0m articulated vehicle. A basic left turn treatment (BAL) is therefore not required.

We therefore request that Condition 39 be amended to delete reference to a BAL and reference Drawing No. BMC18057-SK05 Version 3 that details the of roadworks.

Condition 40 Road Works – Lawlers Road

Prior to heavy vehicle movements to and from the proposed development exceeding two (2) vehicle trips per day, undertake works along Lawlers Road (extending from Nunns Road to the development access) to facilitate safe access to the proposed development. The works along Lawlers Road must consist of:

- a. *Pavement widening to match the width of Lawlers Road immediately to the west of Nunns Road construction. Prior to the lodgement of a development application for operational works:*
 - (i) *Engage a Registered Professional Engineer Queensland (RPEQ) with relevant experience to undertake an assessment to determine the extent of pavement widening extending from Nunns Road to the development access. The pavement widening works must achieve safe operation of Lawlers Road as a two lane undivided rural collector road. The assessment must consider the operational speed as well as geometry (horizontal and vertical) of this section of Lawlers Road.*
 - (ii) *Submit this assessment to Council for approval.*

- b. Design (prior to issuing of development permit for operational works) and construct pavement widening (prior to Council accepting the works "On Maintenance") in accordance with the approved assessment.*
- c. Minimum 1m wide constructed shoulder (consisting of minimum 150mm compacted gravel);*
- d. Signage and line marking.*

Representation

We request deletion of Condition 40 on the following grounds:

- The upgrade of Lawlers Road is cost that cannot be carried by the approved development. Accordingly, the project is not financially feasible while Condition 40 remains.
- Pavement widening to Lawlers Road is currently required to provide safe travel for existing traffic volumes east of Nunns Road. We understand that Council has previously identified and tabled the required upgrades to Lawlers Road to accommodate existing traffic volumes. The upgrades to Lawlers Road are therefore currently required and are not necessitated by the approved development.
- The approved development will not significantly increase traffic movements within the Lawlers Road. At the completion of Stage 2 the approved development will generate a maximum of 90 traffic movements during peak season. Less existing traffic movements of approx. 40 vehicles per day, the additional traffic movements generated by the approved development will not significantly increase traffic volumes along Lawlers Road. The required upgrades to Lawlers Road are therefore not warranted by the approved development.

Accordingly, road works should be limited to upgrades along the frontage of the site, as required by Condition 39, that are adequate and commensurate with the traffic generated by the approved development.

We would welcome the opportunity to meet and discuss our requested changes with Council officers and request that the changes be presented to Council at their next meeting on the 14th February 2017.

Should you have any queries or require clarification on any of the matters raised, please contact our office.

Yours sincerely



Mark Clayton
Director
M: 0422 111 898
E: mark.c@urbicus.com.au

Ellen Cox

From: Mark Clayton <mark.c@urbicus.com.au>
Sent: Thursday, 1 February 2018 9:54 AM
To: Ellen Cox
Cc: 'Nathan Story'; 'Danny Bos'; 'Geoffrey Story'; 'Joe Gabauer'
Subject: MC2017/0008 - NDN - Revised Representations
Attachments: 180131 INDUSTRY 640 Lawlers Rd, Grantham IR_ltr BMC18057a.pdf; S17025-DA103(J).pdf

Hello Ellen

Further to our on-site meeting held on Monday 29th January 2018 (the meeting) and in response to your email below dated 30th January 2018, we provide the following documents and advice:

- BMC Traffic have completed an updated assessment with revised traffic numbers and recommendations in relation to frontage works and upgrades to Lawlers Road.
- **Condition 31/32(a) Sealing of Driveway, Carparking and Heavy Vehicle Turning Areas**

We confirm that heavy vehicle turning areas are to be sealed in Stage 1 and the carparking areas and driveway are to be sealed in Stage 2 as per the submitted drawings prepared by SBP Australia.

- **Condition 32(e) Upgrade of rural driveway crossing**

The upgrade of the rural driveway now provides for the relocation of the residential driveway on the adjoining property to avoid any conflict between commercial and residential traffic and address safety concerns raised by Council.

Refer to Drawing No. BMC18057-SK05 Version 5 within the attached submission prepared by BMC Traffic.

- **Condition 39 Access works**

The BMC assessment concludes:

A Type BAR / BAL treatment is appropriate for the site access, which requires no widening of the pavement in Lawlers Road. A suggested design solution is provided at Attachment B, with additional gravel proposed to realign the neighbour's crossover.

Refer to Drawings BMC18057-ATR11, BMC18057-ATR12 and BMC18057-ATR13.

- **Condition 40 Roadworks on Lawlers Road**

The BMC Traffic Assessment concludes:

In the context that the anticipated daily traffic volume remains less than 500 vehicles per day, sealing of additional roadway is not necessary from a traffic volume perspective.

There are two curves in the horizontal alignment between the site access and Nunns Road where sight lines are reduced. The suitability of these sight lines has not been assessed and Council has suggested that Story Fresh undertake road safety assessment and determine if works are necessary from a safety perspective on those curves. As any identified safety issue represents an existing situation, it is not reasonable for the development to fully fund such works. As an alternate, a contribution of \$10,000 is offered towards the upgrade of Lawlers Road, to be paid prior to the commencement of Stage 1.

Accordingly, a Road Traffic Safety Audit has not been completed and we request that Council amend Condition 40 to read:

Pay a contribution of \$10,000 toward the upgrade of Lawlers Road to be paid prior to the commencement of the use of Stage 1.

In addition, we confirm that at the meeting it was agreed:

- Condition 15 & 17 are to be amended to confirm that compliance with these conditions is required prior to the commencement of the **use**.
- Condition 19, 27 & 28 can be deleted.

Furthermore we provided clarity on how refuse will be managed within the site. All commercial waste will be stored adjacent to the truck servicing area as indicated on Drawing no. DA102A Issue J & DA103 Issue J. For the reasons outlined in our letter dated 23/01/2018 a 1.8m high purpose built bin enclosure is not necessary. The collection of organic waste for re-use on the site will be collected at the rear of the building by a tractor. Drawing no. DA103 Issue J has been amended to show a tractor and is attached.

Ellen should you have any queries in relation to the matters raised above please call me to discuss.

Mark Clayton
Director

Urbicus

Urban Planners | Property Advisors | Development Facilitators

M: 0422 111 898
O: (07) 3367 1582
E: mark.c@urbicus.com.au
A: 110 Kennedy Terrace, Paddington 4064
W: urbicus.com.au

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From: Ellen Cox [mailto:ECox@lvrq.qld.gov.au]
Sent: Tuesday, 30 January 2018 9:22 AM
To: Mark Clayton <mark.c@urbicus.com.au>
Subject: RE: MC2017/0008 Story Farms Site Meeting Summary

Hi Mark,

Thanks, Wednesday would be great, please let us know if there's any issues.

We have agreed to waive the full fee of \$2,380 for the Negotiated Decision Notice – the application was previously presented to Council on the basis that there were issues still to be worked through using the negotiated decision process. As such there are no fees payable.

Kind Regards,

Ellen Cox
Planning Officer

P 07 54620 389

**ORDINARY COUNCIL
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11.4 Application to Change Development Approval - Kimdonn Drive, Withcott

Date: 08 February 2018
Author: Trevor Boheim, Manager Planning and Environment
Responsible Officer: Dan McPherson, Executive Manager Organisational Development & Planning

Summary:

A change application has been lodged to remove a requirement that a stormwater detention basin be provided to mitigate the impacts of a residential development at Withcott. The application had been supported by a report which has been reviewed on behalf of Council and found not to demonstrate that the detention basin is not required.

Officer's Recommendation:

THAT Council resolve to refuse the change application RL2018/0001 which seeks to remove the requirement for a stormwater detention basin for following reasons:

- 1. It has been demonstrated that the increase in peak flows has the potential to cause adverse impacts to this property immediately downstream of the development if not attenuated by the adoption of appropriate mitigation measures (i.e. a detention basin);**
- 2. It has not been adequately demonstrated that the development without detention will not cause adverse off-site impacts on the downstream waterways; and**
- 3. To avoid creating a nuisance on the downstream property and properties further downstream by virtue of the cumulative impact of development within the catchment the proposed development needs to include an appropriately sized detention basin.**

RESOLUTION

THAT Council resolve to refuse the change application RL2018/0001 which seeks to remove the requirement for a stormwater detention basin for the following reasons:

- 1. It has been demonstrated that the increase in peak flows has the potential to cause adverse impacts to this property immediately downstream of the development if not attenuated by the adoption of appropriate mitigation measures (i.e. a detention basin);**
- 2. It has not been adequately demonstrated that the development without detention will not cause adverse off-site impacts on the downstream waterways; and**
- 3. To avoid creating a nuisance on the downstream property and properties further downstream by virtue of the cumulative impact of development within the**

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catchment the proposed development needs to include an appropriately sized detention basin.

Moved By: Cr Hagan

Seconded By: Cr McLean

Resolution Number: 16-20/0798

CARRIED

5/1

Voting

For the Motion: Crs Milligan, McLean, Wilson, Cook and Hagan.

Against the Motion: Cr Holstein.

Report

1. Introduction

An application has been received under s.78 of the *Planning Act 2016* to change a development approval for a residential subdivision at Withcott. The change sought is to remove the requirement to provide a detention basin as part of the development and to use the area where the detention basin was to be located for an additional residential lot.

2. Background

The issue of providing a detention basin to manage stormwater resulting from the development and the size of the detention basin required has always been the primary issue of contention with the development. In summary:

- The application lodged on 22 August 2014 sought approval for 19 residential lots and did not provide any land for the detention of stormwater, nor did it include a stormwater management plan that indicated how stormwater was to be managed.
- An information request issued by Council on 7 October 2014 requested among other things a stormwater management plan.
- The response provided to Council on 28 February 2015 included a stormwater management plan which indicated a detention basin on 440m³ was required. An amended subdivision plan was also provided showing 18 residential lots and a single lot being provided to accommodate the detention basin.
- Council considered the size of the basin was inadequate and the approval issued on 8 May 2015 required a larger area of land for stormwater detention which reduced the yield to 17 residential lots.
- The applicant sought a negotiate decision on 24 June 2015. Among the changes sought to the conditions of the approval was a reduction in the size of the detention basin and a lot yield of 18 residential lots.

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- Council sought expert advice and based on the finding that the detention basin proposed by the applicant on 24 June 2015 was undersized the negotiated decision issued on 16 September 2015 did not agree to reduce the size of the detention basin and the lot yield remained at 17 lots.
- The applicant appealed to the Planning & Environment Court on 28 September 2015 and among other things sought that the size of the land to accommodate the detention basin be reduced and the lot yield is increased to 18 residential lots.
- Both the applicant and Council engaged experts in the field of hydrology and Council's position that a detention basin was required was sound. This was ultimately accepted by the applicant and the matter never proceeded to trial.
- The appeal was settled on 12 August 2016 with the applicant proposing a condition that required a detention basin with a capacity of 850m³ and Council agreeing to a redesign of the estate that allowed smaller lot sizes resulting in a yield of 18 residential lots.

3. Report

It is understood that when undertaking work to prepare engineering drawings for the development during 2017 that the applicant's consultant, Mr Lindsay Reid of Reid Consulting Engineers Pty Ltd, formed a view that it was possible to demonstrate that there was no measurable benefit of providing the detention basin and so it should not be provided.

The change application was lodged on 22 December 2017. This application was supported by a report prepared by Reid Consulting Engineers a copy of which is attached. The change application seeks the removal of the requirement that a detention basin be provided and the substitution of the approved plan agreed to when the appeal was settled with a new plan that retains the smaller lot sizes and instead yields 19 residential lots.

Upon receipt of the change application Council engaged the services of BMT WBM Pty Ltd to review the report prepared by Reid Consulting Engineers.

In its response of 7 February 2018, BMT WBM has summarised its findings as follows noting that RCE (Dec 2017) is the report prepared by Reid Consulting Engineers that was submitted with the change application:

"Impacts on Downstream Property

The proposed development will increase peak flows to the property immediately downstream of the Site by up to 0.5 m³/s (approximately 15%) or as determined by RCE (Dec 2017) by up to 0.86 m³/s (approximately 28%). This increase has the potential to cause adverse impacts to this property if not attenuated by the adoption of appropriate mitigation measures (i.e. a detention basin).

Impacts on Downstream Watercourses / Sensitive Receptors

The RCE (Dec 2017) Stormwater management report has not adequately demonstrated that the development without detention will not cause adverse off-site impacts on the

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downstream waterways. As detailed by RCE (Dec 2017), an increase in peak flow results for un-attenuated development within the Withcott area.

Furthermore, the modelling methodology used, including the empirical methods, are considered inadequate to appropriately determine the potential impacts on a regional level. A coupled hydrological (runoff routing model such as XPRAFTS, WBNM URBS etc) and hydraulic model (i.e. typically 2D) is required.

An independent, BMT assessment was undertaken to determine the potential increase in flow in the downstream watercourses if all land similar to the Site identified in the LVRC Planning Scheme for the greater Withcott area were to be developed without detention basins. The assessment indicated that such development would result in an increase in peak flow rate sufficient to cause undesirable adverse flood impacts. Although the quantum of impact would need to be confirmed via detailed coupled hydrologic and hydraulic modelling, the increase determined by the assessment would suggest that development within the catchment without detention basins would result in a combined (i.e. cumulative) overall flood impact."

The conclusion of BMT WBM Pty Ltd as set out in its response is that:

"To avoid creating a nuisance on the downstream property and further downstream by virtue of the cumulative impact of development within the catchment, based on the outcomes of the independent assessment and the RCE (DEC 2017) report, it is recommended that the proposed development include an appropriately sized detention basin.

In accordance with QUDM (2017), the basin should have an appropriate storage volume (subject to detailed design, including outlet arrangements and freeboard) and be designed by considering all locations downstream, not just the critical duration of the Site (QUDM recommends up to 3 hours)."

Before submitting the change application the applicant was provided with the opportunity to ensure that they had informed themselves that their reporting satisfactorily demonstrated there was no need for the detention basin.

4. Policy and Legal Implications

Council needs to be cautious when dealing with catchment matters, particularly in this locality due to the potential under the SEQ Regional Plan and Council's planning scheme for significant new residential development. Additionally under recent changes to guidance and criteria for developing catchments there is an increased responsibility on Councils to actively manage and regulate development that increases stormwater runoff.

Council settled the Planning and Environment Court appeal on 12 August 2016 in good faith on the understanding that the applicant had agreed to provide an 850m³ capacity stormwater detention basin and that the matter was finalised.

5. Financial and Resource Implications

In addition to the costs of defending the 2016 Planning and Environment Court appeal which was settled when the applicant proposed that a detention basin of 850m³ was required, the

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cost of the BMT WBM review of the Reid Consulting Engineers report is expected to be in the order of \$14,000.

6. Delegations/Authorisations

There are no implications for delegations or authorisations arising from this report.

7. Communication and Engagement

Council's decision on the change application lodged on 22 December 2017 will be communicated to the applicant in accordance with the requirements of the *Planning Act 2016*.

8. Conclusion

The work undertaken by Reid Consulting Engineers does not demonstrate that the detention basin is not required. The change application that seeks the removal of the condition requiring a detention basin of 850m³ that was agreed to when the appeal was settled and the substitution of a new plan that does not provide land for a detention basin and has a yield of 19 residential lots should be refused.

9. Action/s

1. That Council determines to refuse the change application in accordance with the Officer's Recommendation.
2. The Council's decision is communicated to the applicant in accordance with the requirements of the *Planning Act 2016*.

Attachments

- | | | | |
|---|----------------------|----------|----------|
| 1 | View | Attach 1 | 4 Pages |
| 2 | View | Attach 2 | 1 Page |
| 3 | View | Attach 3 | 62 Pages |
| 4 | View | Attach 4 | 11 Pages |



22 December 2017

AJS Ref: H0355
LVRC Ref: ROL2014/0025

The Chief Executive Officer
Lockyer Valley Regional Council
PO Box 82
Gatton QLD 4343

Via email: mailbox@lvrc.qld.gov.au

Attention: Mr Trevor Boheim

Dear Trevor,

**Re: Request to Change an Existing Development Approval for a Reconfiguration of a Lot under
Section 78 of the *Planning Act 2016*
Site Address: Kimdonn Drive, Withcott QLD 4352 (Lot 100 on SP240180)**

On behalf of JKAD Developments Pty Ltd, AJS Surveys, under Section 78 of the *Planning Act 2016* (Planning Act), request to change the existing Development Approval (LVRC Ref: ROL2014/0025) granted over land at Kimdonn Drive, Withcott. It is noted that the original application was subject to Code Assessment, there were no concurrence or advice agencies to the original application and no properly made submissions were received.

Background

An application was lodged on behalf of our client for a Reconfiguration of a Lot (1 into 19 lots, easements and new road) over the site on 22 August 2014. On 08 May 2015 an application was approved by Lockyer Valley Regional Council (LVRC) for a Reconfiguration of a Lot (1 into 17 lots plus drainage reserve), subject to a number of conditions. Following the approval, a Negotiated Decision Request was lodged mainly pertaining to stormwater issues (amending a number of conditions, reducing the approved lot sizes and amalgamating two lots to create a 5,000sqm public use land lot). On 16 September 2015, LVRC refused the proposed amendments. Subsequently, the decision was subject to an appeal in the Planning and Environment Court (Appeal No. 3793 of 2015). The appeal was adjudged that it be allowed in part, with some conditions and the proposal plan being amended (1 into 19 lots – 18 residential + 1 public use land (drainage)).

Since this time, JKAD Developments Pty Ltd are now seeking to remove the detention basin, amend Lot 87 from Public Use to a residential lot, and stage the development. The fundamental form of the approved development will remain unchanged.

In accordance with Section 78 of the Planning Act, we hereby request a change application for a minor change to alter the approved drawings and documents, and relevant conditions to facilitate the proposed changes.

Director Anthony John Schmidt B. App.Sc. (Surveying)
17 Judd Street, GUMDALE Q 4154
PO Box 4201 GUMDALE Q 4154
Ph 07 3823 2144

AJS Surveys Pty Ltd ABN 35 067 875 147
email: mail@ajssurveys.com.au
webb: www.ajssurveys.com.au
Fax 07 3823 2155



Nature of Changes

The change application is limited to the amendment of four (4) conditions (Conditions 1, 1A, 39 & 40) and a change to the approved drawings and documents.

Approved		Proposed	
Drawing or Document	Plan Number & Date	Drawing or Document	Plan Number & Date
Subdivision Proposal Plan	H0355-P3 22 December 2014	Subdivision Proposal Plan	H0355-P7 20 December 2017
		Stormwater Management Report	20125 Rev A 08 December 2017

DA Permit – Reconfiguring a Lot

Existing Condition	Proposed Condition
Condition 1. The approved plan for this development permit is Subdivision Proposal Plan, Reference Number H0355-P6, prepared by AJS Surveys and dated 10 June 2016.	Proposed Condition 1. The approved plan for this development permit is Subdivision Proposal Plan, Reference Number H0355-P7, prepared by AJS Surveys and dated 20 December 2017.
Existing Condition 1A. The stormwater detention basin in proposed Lot 88 is to have a storage capacity of at least 850m ³ and is to be capable of attenuating design events from a 2 year ARI to a two year ARI.	Remove Condition 1A – the detention basin is no longer proposed.
Condition 39. A locking railtype gate of 3.5m in length shall be installed to provide access to the detention basin and treatment area for frequent flow events within the proposed drainage reserve from Pamela Court and generally in accordance with IPWEAQ standard drawing GS-043 revision E, dated June 2014.	Remove Condition 39 – the detention basin is no longer proposed.
Condition 40. Provide a 3.5m wide sealed access driveway through the drainage reserve to provide access to the invert of the proposed detention basin and water quality devices. The access driveway must be constructed of concrete and in accordance with Council's Property Access and Access Crossings Design, Construction and Maintenance Policy.	Remove Condition 40 – the detention basin is no longer proposed.

Reason for Changes

Stormwater Detention Basin

Our client JKAD Developments Pty Ltd, acknowledges they agreed to the provision of a 850 cubic metre Stormwater Detention Basin, under the supposition it was going to be an improvement to the stormwater system. To expediate the prolonged development process, JKAD Developments agreed to Council imposing the condition to enable the development to move forward.

However, during the engineering design and calculations as needed for Operational Works, Lindsay Reid of Reid Consulting discovered there was going to be no measurable benefit by constructing this detention basin for the greater community downstream. In fact, apart from a very minor worsening immediately downstream of the subject site, the detention basin would worsen the flooding downstream at the nominated points in the report. The basin would detain the flow of water to meet with the peak flow of the other adjoining catchments, as opposed to allowing this catchment's 'water' to flow through before the peak flow of the downstream catchments.

It is for this reason we request Council to reconsider this condition, and the need for the detention basin. The Stormwater Management Report prepared by Reid Consulting Engineers Pty Ltd has determined that there is no measurable benefit for the

Page 2 of 4



construction and perpetuity cost of maintenance of the basin to the rate payer and Council. Council would be financially better off to remove this condition which would allow an additional lot to generate income, via rates and services.

It is recognised that there is a marginal increase in flow and lawful discharge onto the adjoining site. JKAD Developments Pty Ltd have agreement from the owners of the immediate downstream land to discharge under the current driveway and propose to raise the current driveway to accommodate the marginal increase in water depth.

Accordingly, we request that the detention basin be removed from the approved development.

Lot 87

Based on the comments above, we consider it reasonable to amend Lot 87 from Public Use to a residential lot. We note that no additional lots are proposed as part of this request.

Staging

We also request that the development be staged (refer to the Proposal Plan attached).

Assessment of Changes against the *Planning Act 2016*

In accordance with section 78(1) of the Planning Act, this request seeks a change application for a minor change for a development approval. A minor change for a development approval is defined in Schedule 2 of the Planning Act – Dictionary, meaning a change that –

(b) for a development approval—

- (i) would not result in substantially different development; and
- (ii) if a development application for the development, including the change, were made when the change application is made would not cause—

Minor Change Definition	AJS Response
(a) the inclusion of prohibited development in the application; or	The change application does not result in the inclusion of prohibited development.
(b) referral to a referral agency, other than to the chief executive, if there were no referral agencies for the development application; or	The application was not required to be referred to any state government agency in either an advice or concurrence capacity when the application was lodged in 2014. The proposed changes would not require referral to any agencies were a new application to be lodged.
(c) referral to extra referral agencies, other than to the chief executive; or	As above.
(d) a referral agency to assess the application against, or have regard to, matters prescribed by regulation under section 55(2), other than matters the referral agency must have assessed the application against, or have had regard to, when the application was made; or	As above.
(e) public notification if public notification was not required for the development application	The original development application was subject to Code Assessment. If a new application was to be lodged incorporating the proposed changes, the level of assessment would not be altered.

As detailed above, the requested changes satisfy the part (ii) of the definition.

With respect to the definition of a minor change, regard has been given to Schedule 1: 'Substantially different development' of the Development Assessment Rules (DA Rules). Schedule 1(4) identifies changes that may result in a substantially different development and would therefore not be a minor change under the Planning Act. An assessment of the proposed changes against these criteria is provided in Table 2.



Substantially Different Development Criteria	AJS Response
<i>(a) involves a new use; or</i>	No new uses are introduced as a result of the requested change. The approval involved a Reconfiguration of a Lot.
<i>(b) results in the application applying to a new parcel of land; or</i>	The original development application relates to land at Kimdonn Drive, Withcott QLD 4352, being Lot 100 on SP240180. This request does not result in the development application applying to a new parcel of land.
<i>(c) dramatically changes the built form in terms of scale, bulk and appearance; or</i>	The approval involved a Reconfiguration of a Lot.
<i>(d) changes the ability of the proposed development to operate as intended; or</i>	The requested changes do not limit the sites ability to operate as intended.
<i>(e) removes a component that is integral to the operation of the development; or</i>	The change application does not seek to remove a component integral to the development's operation.
<i>(f) significantly impacts on traffic flow and the transport network, such as increasing traffic to the site; or</i>	The proposed change will not impact the traffic flow and transport network associated with the development. No additional lots are proposed.
<i>(g) introduces new impacts or increase the severity of known impacts; or</i>	The proposed change is limited to removing the stormwater detention basin, staging the development and amended Lot 87 from Public Use (drainage) to a residential lot. No new impacts will be introduced and there will not be an increase in the severity of known impacts as a result of the change application.
<i>(h) removes an incentive or offset component that would have balanced a negative impact of the development; or</i>	The proposed change does not remove an incentive or offset component that would have balanced a negative impact of the development.
<i>(i) impacts on infrastructure provisions.</i>	The requested change will have no impact on infrastructure provision, location or demand.

Based on the above assessment, the requested changes are not considered to result in a substantially different development.

Conclusion

As detailed in this request, the proposed change meets the definition of a minor change. As such, we request that Council assess and decide the application for a minor change in accordance with Section 81 of the Planning Act.

In support of this request, please find attached:

- Planning Act Form 5 – Change Application Form
- Amended Subdivision Proposal Plan (H0355-P7) prepared by AJS Surveys
- Court Approval
- Please note that the Engineering Report prepared by Reid Consulting Engineers Pty Ltd which has been previously uploaded to Councils lodgement portal also forms part of this request.

We will call to today to pay the fee of \$1,170.00 over the phone to ensure that this request can be processed as quickly as possible.

Should you have any questions, please do not hesitate to contact me on 3823 2144.

Yours faithfully,

Anthony Schmidt
Consulting Surveyor / Director

AJS SURVEYS
SURVEYING • PLANNING • DEVELOPMENT
17 Judd Street, Gundle, Qld 4154
P: 07 3823 2144 E: mail@ajs.net.au
W: www.ajs-surveys.com.au





106 Herries Street Toowoomba Qld 4350
Postal Address PO Box 614 Toowoomba Qld 4350
Director Lindsay B.Reid
BE(Hons I) M.I.E. Aust, R.P.E.Q., CP.Eng, N.P.E.R.3
Shayne P. Cleary

Telephone 07 4639 2800
Facsimile 07 4639 6866
Mobile 0408 392 000 (Lindsay)
0417 050 173 (Shayne)
Internet www.reidconsulting.com.au
Email mail@reidconsulting.com.au

8 December 2017
Ref No. 20125 Revision A

The Chief Executive Officer
Lockyer Valley Regional Council
PO Box 82
GATTON QLD 4343

**Re: PROPOSED RESIDENTIAL SUBDIVISIONAL DEVELOPMENT
AT PAMELA COURT, WITHCOTT
STORMWATER MANAGEMENT REPORT**

1.00 INTRODUCTION

- 1.01 This report has been prepared for the purpose of addressing issues relating to stormwater discharge from these proposed subdivisional works during *Post Development* conditions.
- 1.02 This *Stormwater Management Report* has been prepared upon the basis of:
- (i) Modelling and calculations completed in accordance with normally accepted Engineering principles and practices.
 - (ii) Compliance with the general intent of *The Queensland Urban Drainage Manual* (QUDM).
 - (iii) Stormwater modelling prepared using the *DRAINS* analysis program, utilising the *Extended Rational Method of Hydrology*.
 - (iv) Hydraulic modelling to quantify *Pre and Post Development* stormwater characteristics downstream and within the proposed development for various scenarios and conditions.
 - (v) Assessments of the *Post Development* stormwater drainage characteristics of the proposed subdivisional works as documented on Reid Consulting Engineers Pty Ltd (refer Preliminary Stormwater Drainage Drawing No. 20125 Sheet 4).
 - (vi) A site walkover along the section of the "unnamed creek" creek between the point of discharge from the proposed subdivisional works and the intersection of that creek with *Rocky Creek* at *Point Z* (as defined on Drawing No. 20125 Sheet 3 and further downstream from that point along *Rocky Creek* to *Point W*).

- (vii) Drive-bys around existing roads within the catchment area of the "unnamed creek" and the larger catchment areas of *Little Oak* and *Rocky Creeks* to evaluate drainage and development conditions.
 - (viii) Discussions with the Property Owner at No. 72 Diana Crescent and a review of photographs and video footage provided by that Owner recording flood conditions just upstream of the point of the convergence the creeks (*Point Z* as defined on Drawing No. 20125 Sheets 3 and 6) and the house site a short time after flood waters began to subside.
 - (ix) Reference to Council's flood mapping data.
 - (x) A review of Flood Data Information Forms provided to this firm by Lockyer Valley Regional Council, documenting information provided by local land owners in relation to the January 2011 flood event. (Refer Appendix 7).
- 1.03 The proposed development will involve subdividing one (1) lot of vacant land into nineteen (19) residential sites. A proposed layout of the site development is documented on *Proposed Subdivision Plan No. H0355-P6* which was prepared by AJS Surveys and on this firm's Drawing No. 20125 Sheet 4.
- 1.04 It has previously been proposed that a *Stormwater Detention Basin* is necessary to ensure that *Post Development* flows do not exceed *Pre Development* conditions. This report investigates this proposition in greater detail than has previously been the case and demonstrates (by considering downstream flow conditions) that such a structure is not warranted to mitigate issues of stormwater nuisance (as defined in Section 3.6 of the QUDM – 2017).
- 1.05 Lockyer Valley Regional Council (LVRC) has advised that stormwater detention within this catchment area will need to be provided for this development and have indicated that similar detention basins will be required progressively as the greater catchment of the "unnamed creek" is further developed. This report demonstrates that if such an approach were adopted, a (minor) "worsening effect" would almost certainly be created at *Points W and Z*.

2.00 OVERVIEW OF CATCHMENT AND FLOW CONDITIONS

- 2.01 Stormwater runoff from the catchment area of the “unnamed creek” drains into the substantially greater flows associated with the *Rocky and Little Oak Creek*s. The point of entry into *Rocky Creek* coincides with the location which for the purposes of this report is defined as *Point W*.

During major flooding events, stormwater flows at *Point W* will comprise the combined flows from the greater catchment areas of all three (3) creek systems. This effect is evident by reference to:

- (i) Council’s flood mapping data (Appendix 6 which shows waters backing well up the “unnamed creek” system)
- (ii) Property Owner’s statement from No. 124 Glencoe Road (Appendix 7 which confirms that the creeks backed up in 2011)
- (iii) This firm’s Drawing No. 20125 Sheet 5 (which demonstrates that a free flowing creek would not approach the house at No. 72 Diana Crescent)
- (iv) The flood data provided by the Owner of No. 72 Diana Crescent

Hydrological analysis to determine the magnitude of stormwater flows at the critical location defined as *Point W* involves assessments regarding the combined catchment area and flow characteristics of the three (3) creek system.

- 2.02 The catchment area upstream of *Point W* (combined three (3) creek systems) is approximately 3,530Ha which includes an approximate sub-catchment area of 210Ha (for the “unnamed creek”). (The “unnamed creek” contributes approximately 6 percent in area to the combined catchment with a substantially smaller *Time of Concentration*). The potential future development areas within the “unnamed creek” catchment are considered to be located well within the bottom one third (1/3rd) of the “combined three (3) catchment” area which contributes to flows past *Point W* and hence impacting the flow situation “backing up” to *Point Z*.

The overall stormwater catchment area upstream of *Point W* stretches to the New England Highway in Blue Mountain Heights/Mt Kynoch and is extensive.

- 2.03 The available flood mapping data records that flood conditions within the “unnamed creek” upstream of the “turn-around” area at the end of Glencoe Road are largely unaffected by the downstream flow conditions associated with *Rocky and Little Oak Creek*s. Flow conditions at *Points X and Y* must therefore be assessed using the *catchment areas* and characteristics upstream of these points.

- 2.04 The stormwater catchment area associated with the *Little Oaky and Rocky Creeks* (approximately 3,320Ha) comprises mostly undeveloped rural and residential or similar farming land which would currently appear to be mostly unsuitable for development except with regard to isolated rural properties etc. That is, the flow characteristics at *Point W* are unlikely to be significantly increased (and certainly not without the requirement being imposed by LVRC for a "flood study").

If it were possible to detain flows and to improve the current flow depths and volumes passing *Point W*, it is considered that it would be necessary to do so by installing detention in the upper reaches of the *Rocky Creek* (which is not a likely possibility in the foreseeable future). The "unnamed creek" catchment will therefore have little or no impact on future major flow events.

- 2.05 The analysis for stormwater drainage was completed using the computer program *DRAINS*. Hydraulic modelling has adopted the *Extended Rational Method of Hydrology*, splitting *sub-catchment* areas into pervious and impervious portions with associated "travel times".
- 2.06 The *Pre Development* stormwater drainage characteristics are described in Appendix 1 of this report and depicted on Drawing No. 20125 Sheet 1.
- (Refer Drawing No. 20125 Sheet 3 for the location, design assumptions and relevant characteristics of each of the sub-catchments. It has been determined that variations to these parameters for the purpose of achieving the perception of greater accuracy is not warranted because such issues will have little impact upon the overall impact on flow conditions near Points W and Z.)*

3.00 DEFINITION OF OBJECTIVES IN REGARD TO THE CONTROL OF STORMWATER DISCHARGE FOR THE PROPOSED SUBDIVISIONAL WORK

- 3.01 The objectives and issues to be satisfactorily addressed to ensure satisfactory discharge of stormwater from this and from future developments within the catchment area of the "unnamed creek" are nominated in Section 3.6 of QUDM – 2017 and are summarised as follows:
- (i) Diversion of stormwater
 - (ii) Concentration of stormwater flows
 - (iii) Changes of other flow characteristics
 - (iv) Changes that affect the future use of land
- 3.02 The following three (3) locations have been selected for analysis in terms of the issues referred to in Section 3.01:
- (i) The driveway into No. 28 Glencoe Road
 - (ii) The stretch of land between *Point X* and *Rocky Creek*
 - (iii) The property and house at No. 72 Diana Crescent

4.00 PRE DEVELOPMENT CONDITIONS

- 4.01 The analysis of the *Pre Development* stormwater flows associated with both the internal and external *sub-catchment* areas has focused on five (5) "downstream stations" (refer to sections below) for comparison with *Post Development* conditions. (Refer Drawing No. 20125 Sheet 3 for station locations.)

Leaving Subject Site

The point located just inside the property boundary at the location where all stormwater flows leave the site and enter the existing watercourse. The areas which contribute to stormwater flows arriving at this point include all of the internal catchments C1-C9. (Refer Appendix 1 for catchment attributes).

It has been determined that the critical issue with respect to flows leaving the site is the management of flows across/under the neighbour's driveway.

4.02 Point X

A point within the existing watercourse/s on the northern side of the neighbouring driveway which services No. 28 Glencoe Road located where flows from the external *sub-catchment* areas EX1-EX4 (refer Appendix 1 for catchment attributes) and internal catchments C1-C9 converge to form a single stream (approximately 30-50 metres downstream of the driveway).

4.03 Point Y (an intermediate point)

A point located approximately 480 metres downstream of *Point X* within the creek formation and associated external catchments EX1-EX6 and internal catchments C1-C9 contributing to stream flow conditions at that location.

It has been determined that there are no issues which could give rise to an "actionable nuisance" with respect to the additional flows through the section of treed and undeveloped country between Points X and Y.

4.04 Point Z

A point located approximately 1440 metres downstream of *Point X* in the creek corridor receiving stormwater flows developed upon catchments EX1-EX8 and internal catchments C1-C9 (and 960 metres downstream of *Point Y*).

This "point" was determined to present the critical downstream location potentially affected by development within the "unnamed creek" catchment area. This point is situated just upstream of where the "unnamed creek" enters and is known to "back up" from *Rocky Creek*. *Point Z* is located in the creek at a location adjacent to the existing house at No. 72 Diana Crescent. (Refer Drawing No. 20125 Sheet 5).

Flooding occurred across the land at No. 72 Diana Crescent during the 2011 floods.

It is demonstrated in Section 6.00 of this report that stormwater flows at Points Z and W are governed by the significantly larger catchment area defined on Drawing No. 20125 Sheet 6 and not by any perceivable amount by the upstream flows associated with the "unnamed creek" catchment.

4.05 Point W

A point located in *Rocky Creek* just downstream of the points of entry into that watercourse by the "unnamed creek" and *Little Oak Creek*.

- 4.06 To gain an appreciation of the characteristics of the flow path for stormwater draining out past the location defined as *Point Z*, a "site walk-over" was carried out along the creek bed (between *Points X and Z*). The Owners of the "lowset" house which is situated near the creek at the rear of No. 72 Diana Crescent were approached and interviewed. The following advice was obtained:

- (i) During the extreme flooding events which occurred in January 2011, flood waters reached the approximate floor level of the house.
- (ii) The Owners of No. 72 Diana Crescent were present at the time of the 2011 flooding event. Photographs were taken. Water approached but did not enter the house. (Refer Photograph Nos. 8 and 9).
- (iii) A home video was recorded of the flow conditions a short time after the peak of the flood. (Refer Video Nos. 144105 and 144051 attached in below Dropbox link.)

https://www.dropbox.com/sh/pkbull7yonnpc21/AAAYs9Th4S-97ZPtEKSwt_Yma?dl=0

The video recording depicting stream flow conditions at the house (*Point Z*) confirms that stormwater flows in 2011 backed up from the main creek system. (Also refer Appendix 7).

- 4.07 If the flood level had exceeded *floor level* water would have entered the building through the weepholes. (This assessment confirms the maximum water level practically reached, but did not exceed "floor level" during what is understood to have been a Q_{500} (approximate) event. Refer Photograph Nos. 8 and 9 which we were informed were taken from the house as waters receded following the peak.)
- 4.08 The video recording provided by the Owners indicates a considerable volume of water passing the site. The exact time when this video was taken was not recorded by the Owners, however, it is apparent that the contents of this recording relate to "back-up" waters running out as downstream conditions began to clear (ie. the "tide is going out").

- 4.09 The Owner of the property located at No. 124 Glencoe Road advised Council that flooding occurred at the “rear of property” as a result of the “main creek backing up”. This advice supports the assessments in regard to flooding and creek flow conditions which has been determined within this report. (Refer Appendix 7).
- 4.10 The magnitude of *Pre Development* stormwater flows passing the downstream reference points generated within the catchment area of the “unnamed creek” have been analysed using the *Extended Rational Method of Stormwater Hydrology*.

The results of this analysis are summarised in Table 4.1. (Refer Drawing No. 20125 Sheets 1-3 for locations of Points X and Y, sub-catchment areas and hydrology calculation attributes in Appendix 1).

Pre Development (“unnamed creek” flows)			
Station	ARI	Flow Rate (m ³ /s) (Tc = 39 minutes for Sub-Catchment Areas EX1 and EX2)	Flow Rate (m ³ /s) [#] (Tc = 28 minutes for Sub-Catchment Areas EX1 and EX2)
Leaving subject site	2	1.18	1.18
	100	3.05	3.05
Point X	2	10.1	11.2 [#]
	100	27.2	30.4 [#]
Point Y	2	11.1	11.8 [#]
	100	29.5	32.0 [#]
Point Z	2	12.4	12.6 [#]
	100	33.0*	33.9 ^{#*}

Table 4.1

[#]Condition analysed to assess the sensitivity of the model.

***Note:** The nominated values relate only to the rate of stormwater discharge from the catchment area of the “unnamed creek”. During high (peak) flow conditions these flows will become part of the greater catchment area for the “combined” three (3) creek system.

5.00 STORMWATER QUANTITY ANALYSIS (POST DEVELOPMENT CONDITIONS) AND ASSESSMENTS FOR POSSIBLE "NUISANCE" WITH REGARD TO STORMWATER FLOWS LEAVING THE SITE, PASSING POINT X AND PASSING POINT Y

5.01 *Post Development* stormwater runoff characteristics will alter pre-existing conditions in the following manner:

- (i) The *Post Development* stormwater flows generated on the subject site will be increased due to an increase of impervious hardstand surfaces.
- (ii) A total of four (4) *Post Development* "scenarios" detailing the *Post Development* effects of the development have been assessed. These scenarios are defined as:

a. Post Development (Scenario No. 1) (*without detention –with only the proposed development site being considered and all other issues remaining unchanged*)

Scenario No. 1 assesses the downstream effects which would be expected if stormwater flows generated on the site were released from the proposed subdivisional development without the provision of a *detention basin*. No allowance for future subdivision of land development elsewhere within the "unnamed creek" catchment area - that is only the development of the proposed subdivisional land.

b. Post Development (Scenario No. 2) (*with detention – with only the proposed development on the subject land considered*)

Scenario No. 2 assesses the impact which the development will have upon downstream conditions, without allowance for future subdivisional development within the catchment area of the "unnamed creek" and including provision for "on-site detention" which is designed to provide a "non-increase" in flows leaving the subject land. (The basin being of a sufficient capacity to limit *Post Development* flows leaving the site to *Pre Development* conditions and to prolong the release of flows).

c. Post Development including On-Site Detention for all Future Developed External Areas (Scenario No. 3)

Scenario No. 3 assesses the effects of increased impervious areas highlighted in Appendix 3, and provides for the provision for *On-Site Detention Basins* detaining flows for "non-worsening" effects at each individual point of discharge on all future developments within the "unnamed creek" catchment area.

**d. Post Development Catchment Area Fully Developed
(Scenario No. 4) (without detention for any future
developments)**

- (iii) The magnitude of *Post Development* stormwater flows have been analysed using the *Extended Rational Method of Stormwater Hydrology*. The results of this analysis are summarised in Table 5.1.

Scenario No. 1 (only the subject site, no detention)				Scenario No. 2 (only the subject site, with detention)			
Post Development (undetained)				Post Development (including detention)			
Station	ARI	Pre Development Flow Rate (m ³ /s)	Post Development Flow Rate (m ³ /s)	Station	ARI	Pre Development Flow Rate (m ³ /s)	Post Development Flow Rate (m ³ /s)
Leaving Subject Site	2	1.18	1.66	Leaving Subject Site	2	1.18	1.11
	100	3.05	3.91		100	3.05	2.89
Point X	2	10.1	10.4	Point X	2	10.1	10.1
	100	27.2	27.6		100	27.2	27.1
Point Y	2	11.1	11.5	Point Y	2	11.1	11.0
	100	29.5	30.3		100	29.5	29.4
Scenario No. 3 (all future developments detained)				Scenario No. 4 (all future developments, no detention)			
Post Development (including detention and developed external areas)				Post Development (no detention to any site and all available areas developed)			
Station	ARI	Pre Development Flow Rate (m ³ /s)	Post Development Flow Rate (m ³ /s)	Station	ARI	Pre Development Flow Rate (m ³ /s)	Post Development Flow Rate (m ³ /s)
Leaving Subject Site	2	1.18	1.11	Leaving Subject Site	2	1.18	1.66
	100	3.05	2.89		100	3.05	3.91
Point X	2	10.1	10.5	Point X	2	10.1	10.7
	100	27.2	28.4		100	27.2	28.0
Point Y	2	11.1	11.2	Point Y	2	11.1	11.9
	100	29.5	30.4		100	29.5	31.0

Table 5.1

(Flows generated within the catchment area of the “unnamed creek”. Refer Appendix Nos. 1 and 2 for flow modelling data)

- 5.02 It is understood that LVRC have received numerous complaints in the past from the previous Property Owner at No. 28 Glencoe Road. The basis of these complaints is understood to be that flooding regularly overtops the driveway during heavy rainfall events. Assessments made to investigate these issues and to quantify the measures required to ensure a “non-worsening” effect with regard to the impact of *Post Development* drainage conditions across and beneath this driveway have revealed that the two (2) sets of twin pipe culverts which have been installed beneath the driveway are both well undersized. The driveway passes through the watercourse which is referred to as the “unnamed creek”.

- (i) *Pre Development* stormwater flows generated within external upper catchment area Nos. EX1, EX2, EX3, and EX4 generally flow across the line of driveway in the location indicated on Photograph Nos. 1, 2 and 6. (The twin 375mm diameter pipe culvert at this location has only very limited hydraulic capacity. Hydraulic calculations have shown that the driveway should be expected to overtop frequently due to flows generated upstream of the development site which significantly exceed the capacity of the pipes).
- (ii) *Pre Development* stormwater flows generated within the catchment area associated with the proposed development site generally approach the neighbour's driveway in a different "channel" to the main flow path. (Refer Photograph Nos. 1 to 3). Drainage across the line of the driveway for flows leaving the development site approaches a second two (2) pipe culvert (2 × 375mm diameter). (Refer photographs and Drawing No. 20125 Sheet 4).

Hydraulic calculations reveal that the capacity of these pipes is also insufficient to cater for current flows (refer Table 5.2). Flow conditions should be expected to overtop the driveway regularly at this location as well.

- 5.03 After passing the line of the neighbouring driveway, the flows from the two (2) channels (which drain the subject site and the upper catchment areas) "combine" into a single stream/channel at the location nominated as *Point X*.



Figure 5.1

(Currently flows from the proposed development site approach and should be expected to regularly overtop the driveway depicted in Figure 5.1)

- 5.04 An analysis to determine the hydraulic capacity of the pipe culvert has determined that this pipework is inadequate. It is proposed to upgrade the culvert which drains the development site as part of the subdivisional works. (Refer Appendix 5 for preliminary design considerations).

ARI	Pre Development Flows (m ³ /s)	Capacity (m ³ /s)	Comment
2	1.18	0.450	Overtops
100	3.05	0.450	Overtops

Table 5.2

(Pre Development flows from the development site through the existing two (2) 375mm pipe culverts draining the subject site)

- 5.05 To address the issue of potential “worsening of flows” across the line of the driveway at No. 28 Glencoe Road, it is proposed that stormwater flows leaving the development site will be passed under a new culvert/crossing which will direct stormwater beneath the neighbour’s driveway in a manner which will significantly improve current drainage conditions at that location (Q₂₀ in culvert, Q₂₀ to Q₁₀₀ overflow to concrete crossover). If the previous proposal to provide stormwater detention were to be adopted, the existing situation of water from the proposed subdivisional area overtopping the driveway would remain a problem at this location.
- 5.06 The pre-existing condition which results in major flows from upstream catchment areas overtopping that section of the driveway will not be altered by the proposed development. Consequently this “pre-existing” condition will not need to be addressed during subdivisional works.
- 5.07 To assess the “non-worsening” requirements nominated in Section 3.6 of QUDM – 2017 the following assessments are made:

5.07.1 Diversion of Stormwater

The travel path of stormwater will not be significantly altered and existing flows will continue to flow in the same well defined waterways. Water will now be contained in pipework until the flows pass beneath the driveway. The test for “diversion” is considered to have been addressed in a suitable manner.

It is considered that this test will be satisfied without the need for on-site detention.

5.07.2 Concentration of Stormwater Flows

Stormwater will be contained in pipework to a point of discharge downstream of the neighbour's driveway. The increase in flow will therefore improve current access provisions for the Owner of that property. The localised increase in flow velocity which will occur until the two (2) flows converge at *Point X* will be assessed during final subdivisional design and scour control will be designed and provided as necessary.

It is considered that this test will be satisfied without the need for on-site detention.

5.07.3 Changes in Flow Characteristics

The increase in magnitude of stormwater flows passing through the watercourse downstream of *Point X* will be relatively small under all scenarios considered. (Refer Table 5.1). The increase in Q_{100} flows (Scenario No. 1) will have no perceivable material impact upon the creek flow conditions between *Points X and Z*. (The creek system has significant capacity with flood plain provisions. There is no current development in this section of creek/floodway and seemingly little likelihood of future changes in land use).

To gauge the resultant effects which the predicted changes in the magnitude of stormwater flow will have within the creek channel through the undeveloped land (between *Points X and Z*), estimations regarding changes in flow depth and flow velocity which are likely to occur under the four (4) development scenarios referred to in Section 5.01 have been made using the following extremely conservative approach:

- (i) The assumed profile for the open channel which is nominated on Drawing No. 20125 Sheet 7 has been modelled using the *Mannings Formula* and the general slope of the land.
(Refer Photograph No. 10 for creek profile used as "typical" section).
- (ii) Using the flow rates thus calculated and tabulated in Table 5.1, the flow velocities and channel depth changes have been "modelled" and are summarised below (in Table 5.3). *Point Y* has been chosen as a representative location.

ARI	Pre Development (m ³ /s)		Scenario 1		Scenario 2		Scenario 3		Scenario 4	
	Depth (m)	Velocity (m/s)	Depth (m)	Velocity (m/s)	Depth (m)	Velocity (m/s)	Depth (m)	Velocity (m/s)	Depth (m)	Velocity (m/s)
2	1.21	1.69	1.23	1.71	1.20	1.69	1.22	1.70	1.25	1.72
100	1.95	2.19	1.98	2.21	1.95	2.19	1.98	2.21	2.00	2.22

Table 5.3

- (iii) It is apparent that changes to the depth and velocity of stormwater flows for the various scenarios should be considered as being negligible.

The test to assess "changes in flow characteristics" has demonstrated that this condition will be satisfactorily satisfied without the need for on-site detention.

The channel dimensions and shape used to assess relative flow conditions is smaller than that which has been generally observed but is considered as a reasonable profile to compare relative flow depths and velocities for the small percentage increases under consideration.

5.07.4 Changes that Affect the Future Use of the Land

The minor variations in flow velocity and flow depth during *Post Development* conditions will have no impact upon potential land uses along the river flats and watercourse of the "unnamed creek" and *Rocky Creek* for any of the scenarios considered (ie. Scenario Nos. 1 to 4). It is therefore considered that compliance with this "test" has been demonstrated without the need for on-site detention.

- 5.08 *It has been demonstrated that there will be no increase of nuisance due to subdivisional development without the provision of the proposed detention basin.*

6.00 STORMWATER QUANTITY ANALYSIS (POST DEVELOPMENT CONDITIONS) AND ASSESSMENTS FOR POSSIBLE INCREASE IN "NUISANCE" WITH REGARD TO STORMWATER FLOWS PASSING POINTS W AND Z AND No. 72 DIANA CRESCENT

- 6.01 No. 72 Diana Crescent (*Point Z*) is situated just upstream of the location where the "unnamed creek" merges with *Rocky Creek*.

- 6.02 It is considered that the *flood level* which occurred at the house site of No. 72 Diana Crescent should be accepted as the height of flooding which occurred during the significant (Q_{500} approximate) storm event of January 2011. The Property Owner at No. 72 Diana Crescent has advised that she was present during the 2011 floods and indicated the maximum height of flooding was marginally below the floor level of the building.

This firm has surveyed the floor level of the house relative to creek and ground levels, reviewed photographs and videos of the flow and has prepared a localised Topographical Survey to define the (flow path) features past the site. The results of the topographical work referred to above are documented on Drawing No. 20125 Sheet 5.

The localised increase in *stormwater flow* generated on the proposed subdivisional site and the flows associated with the potential future development within this *catchment area* will have on the critical downstream locations has been assessed for the four (4) scenarios nominated in Section 5.01:

- (i) The localised Topographical Survey undertaken to establish the slope, channel and flood plain profile of the “unnamed creek” as it passes through the site has been utilised to estimate channel flow capacities under free flowing conditions.

A simplified analysis using the *Mannings Formula* has been used to determine approximate water levels expected for a “free flowing creek”. The results of this analysis are summarised on Drawing No. 20125 Sheet 5.

- (ii) The magnitude of stormwater flows passing No. 72 Diana Crescent under free flow conditions (ie. unimpeded by downstream conditions) has been calculated for various flows and compared to observations recorded and observed by the owners in January 2011.
- (iii) This analysis has determined that the “unnamed creek” was not free flowing at the time of the 2011 flood event. The calculations reveal that it would have required a flow of approximately **200 Cumecs** to reach 2011 flood levels under free flowing conditions. This situation could not possibly have occurred due to flows generated within the upstream catchment area of the “unnamed creek” which has an estimated Q_{100} flow of only around 32.9 Cumecs and reveals that flood conditions at this site are related to the “back up” of flood waters from the vastly more significant flow conditions which caused *Rocky Creek* to flood at the intersection of the creeks (confirmed by resident). (Refer Appendix 7.)

- 6.03 It is apparent from LVRC’s flood mapping data, this firm’s flow calculations and hydrological assessments, and the information provided by the Owners (No. 72 Diana Crescent and No. 124 Glencoe Road) that the creeks downstream of *Point Z* (at *Point W*) become “choked” during peak flood conditions, leading to a back-up of flows into the “unnamed creek”.
- 6.04 We consider that the assessments presented above have been sufficient to demonstrate that downstream conditions in the critical location of the existing house which are situated at No. 72 Diana Crescent are governed predominantly by the hydrology of the upstream catchment areas of *Rocky and Little Oak Creek*s.
- 6.05 The proposed subdivisional works are located well within the bottom third ($1/3^{rd}$) of the overall catchment area which contributes potential flooding within the general locality of No. 72 Diana Crescent, *Point W* and *Point Z*.

- 6.06 It is apparent that a detailed analysis of such a vast catchment area would require extensive flood study work involving detailed survey and analysis and reporting.

It is also apparent that for such a large catchment area, minor increases in flow rates associated with small increases in impervious area near the bottom of the catchment area would be best handled by releasing peak flows before the major upstream flows arrive. This proposition is supported by Section BN5 of QUDM – 2017 which discusses the desirability of avoiding detention structures within the lower one third ($1/3^{rd}$) of some catchment areas. (It is considered that this is one such situation.)

The relative magnitude of the flows and catchment areas, the relatively small percent increases in flows generated within the catchment area of the “unnamed creek” and the significantly greater *Time of Concentration* of the major catchment area compared to that of the “unnamed creek” dictate the use of a hydrological model which “connects” the “unnamed creek” model to a model of the *Rocky and Little Oaky Creeks* for considerations at *Points W and Z* with the following parameters:

- (i) Total catchment area associated with the *Rocky and Little Oaky Creeks* upstream of *Point W*: 3320Ha
- (ii) Catchment length (for *Time of Concentration*): 10km
- (iii) T_c : 120 min
- (iv) Percentage impervious: Less than 0.2%

- 6.07 For the purposes of assessing *Pre and Post Development* flow conditions, the point of intersection of *Rocky Creek* and the “unnamed creek” (*Point W*) is assessed to represent the appropriate station for analysis.

The scenarios referred to in Section 5.01 have been considered:

Station	ARI	Pre Development (m^3/s)	Scenario 1	Scenario 2	Scenario 3	Scenario 4
Point W	2	88.5	88.7	88.7	89.3	88.7
	100	254	255	255	256	255

Table 6.1

- 6.08 The hydrographs of flow magnitude associated with the combined (three (3) creek) catchment area (3530Ha in total) are presented in Appendix 4 and are summarised as follows:

- 6.09 The calculated increase in flows past *Point W* which are referenced in Table 6.1 are discussed as follows:

Scenario No. 1 (*only the subject site considered, no detention*)

An increase of 200 litres/second will occur under this scenario. This increase in total flow past *Point W* represents approximately 0.23% of additional flow and will have a negligible impact on both velocity and flow depth.

Scenario No. 2 (*only the subject site considered, with detention*)

An increase of 200 litres/second will occur under this scenario. This increase in total flow past *Point W* represents approximately 0.23% of additional flow and will have a negligible impact on both velocity and flow depth. (In other words it would make no difference at *Point W* if detention were provided.)

Scenario No. 3 (*with the catchment area of the “unnamed creek” fully developed, and with all flows detained for individual “non-worsening” events at the point where water leaves the development and enters the creek*)

An increase of 800 litres/second when compared to *Pre Development* conditions will occur under this scenario. The hydrological modelling has determined that holding the back stormwater runoff in detention basins (within the bottom third of the catchment area) will cause the undesirable effect of releasing water slowly (ie. holding back flows until peak flows arrive from upstream).

Scenario No. 4 (*with the catchment area of the “unnamed creek” fully developed, but with no detention*)

An increase of 200 litres/second when compared to *Pre Development* conditions will occur under this scenario. The hydrological modelling has determined that releasing stormwater quickly from future development sites during *Post Development* conditions will enable peak discharges to dissipate before major upstream flows arrive.

- 6.10 To assess the non-worsening requirements nominated in Section 3.6 of QUDM – 2017, the following assessments are made:

6.10.1 Diversion of Stormwater

The path of stormwater flows will not be altered under any of the scenarios considered within this report.

The test for “diversion” will therefore be satisfied without the need for on-site detention.

6.10.2 Concentration of Stormwater Flows

Stormwater flow conditions in the vicinity of *Points W and Z* and at No. 72 Diana Crescent will not be altered. The increase in stormwater flow (approximately 0.23%) will have no perceivable impact on flow conditions at the locations under consideration.

This test will be satisfied without the requirement for on-site detention.

6.10.3 Changes in Flow Characteristics

The hydrographs indicate the increase in flow characteristics at No. 72 Diana Crescent are insignificant. Flow depths will not change by more than 3-4mm under any of the scenarios and the velocity of water will not be affected by any measurable amount.

It is considered that this test will be satisfied without the need for on-site detention.

6.10.4 Changes that Affect the Future Use of the Land

There will be no measurable change in the required flow path therefore the future use of any land will be affected.

It is considered that this test will be satisfied without the need for on-site detention.

6.11 Having assessed the stormwater flow conditions which occurred in 2011 at No. 72 Diana Crescent, the following issues have become apparent to this firm in regard to the protection of that property against potential future flooding events:

- (i) The Q_{500} flooding event is statistically unlikely to occur again within the foreseeable future and the associated flood heights are considered to represent an extreme and abnormal event.
- (ii) It would seem unreasonable to expect that the 2011 flood levels (Q_{500}) will be exceeded or will be reached again in the reasonably foreseeable future.
- (iii) Having experienced the 2011 flood event it would seem evident that the Owners should reasonably undertake the following relatively simple tasks to mitigate future such events and to protect their property:
 - Clean out the creek (fallen trees etc.)
 - Build a low earth mound of say 250mm or so in height around their house (such a mound could be gentle, grassed and barely noticeable)

7.00 CONCLUSIONS

- 7.01 It has been demonstrated that the stormwater solution for this development does not require on-site detention. The basis for this proposal is that the provision of an *On-Site Detention Basin* is not required in order to address issues relating to downstream flow velocity, nuisance, flow widths etc. at the critical locations which have been considered within the body of this report.
- 7.02 It is proposed that an upgrade to the existing pipe culvert to the neighbouring property access located at No. 28 Glencoe Road be provided by the developer. A "discharge agreement" as referred to in Section 3.10 of QUDM – 2017 will be provided by the Property Owner concerned.
- 7.03 A conceptual *Post Development* stormwater network has been prepared, detailing the management of stormwater runoff throughout the subdivision. (Refer Drawing No. 20125 Sheet 4). This proposal includes the provision of upgrading the neighbouring property access, however, this will be subject to final design and detail.
- 7.04 There is no downstream infrastructure, land or similar which will be adversely impacted by the minor increases in flow which can be expected to occur following subdivisional development without the provision of an *On-Site Detention Basin*.
- 7.05 The hydrological assessments have determined that:
- (i) Under the proposal to construct the subdivision without on-site detention, downstream flow conditions will increase between *Point X* and *Rocky Creek*, however, flow velocities and flow depths will not be adversely affected by any measurable amount.
 - (ii) The stormwater flow conditions at *Points W, Z* and No. 72 Diana Crescent are governed by the combined greater catchment areas of the *Rocky and Little Oak Creek*s and the "unnamed creek". For consideration of flooding conditions at these points, the "unnamed creek" is considered to be well within the bottom third of the greater catchment.
 - (iii) Stormwater flows at the stations referred to in Section 7.05 (ii) would be increased if all future subdivisional development areas within the catchment area of the "unnamed creek" were detained.
 - (iv) Stormwater flows at the stations referred to in Section 7.05 (ii) would be minimised if all future subdivisional development areas within the catchment area of the "unnamed creek" were allowed to drain freely, thus allowing peak flows to dissipate before major upstream flows arrive. Council's proposition that all future subdivisional works within the catchment area of the "unnamed creek" may need to be detained would, if implemented, create a worsening effect downstream. (Email from Trevor Boheim to John Hile/Lindsay Reid dated 17 November 2017.)

- (v) For the consideration of only the particular subdivisional application currently under consideration the magnitude of stormwater flows at the stations referred to in Section 7.05 (ii) would be the same whether detention was provided or not (ie. no benefit in detention).

7.06 If a series of on-site detention structures were to be installed as proposed by LVRC, the impact would have a negative effect upon existing conditions and would ultimately lead to a worsening effect (albeit such an effect would be negligible at *Points X* and *Z* and at No. 72 Diana Crescent).

Yours faithfully,



LINDSAY B. REID *BE (Hons I) M.I.E.Aust, R.P.E.Q., CP.Eng, N.P.E.R.3*

ATTACHMENTS:

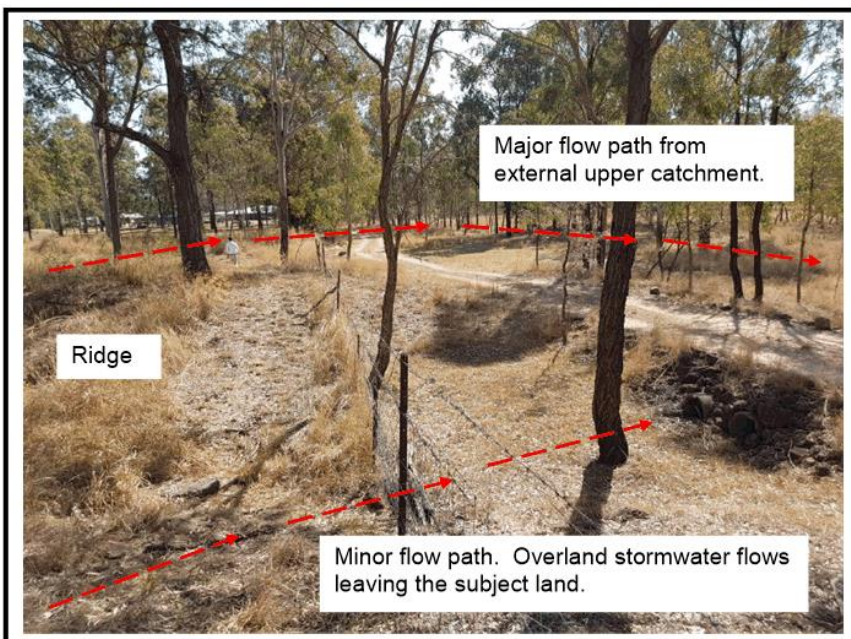
- Photographic Record (5 pages)
- Reid Consulting Engineers Pty Ltd Drawing No. 20125 Sheets 1-7
- Appendix 1 – Pre Development Catchment Attributes
- Appendix 2 – Pre-Post Sub-Catchment Attributes
- Appendix 3 – Post Development Selected External Development Criteria and Characteristics
- Appendix 4 – *DRAINS* Model 2-year ARI Output
- Appendix 5 – *Culvert Studio* Existing Pipework Report
- Appendix 6 – LVRC Flood Mapping
- Appendix 7 – Property Owner Flood Record Form (Owner at No. 124 Glencoe Road, Withcott)
- Appendix 8 – Hydrographs Scenario Nos. 1 to 4

SITE ADDRESS: Pamela Court, Withcott

REF No. 20125



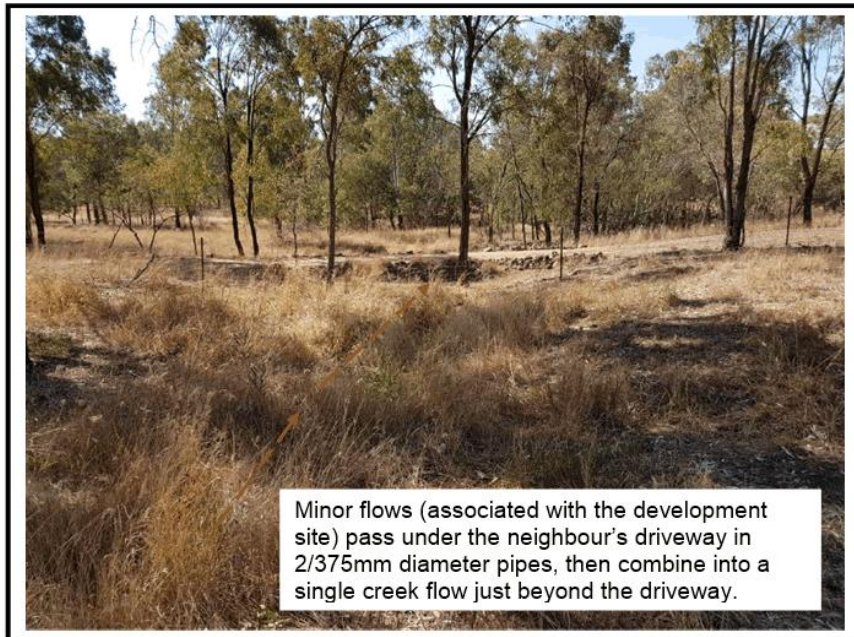
PHOTOGRAPH No. 1



PHOTOGRAPH No. 2

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PHOTOGRAPH No. 3



PHOTOGRAPH No. 4

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PHOTOGRAPH No. 5



PHOTOGRAPH No. 6

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REF No. 20125



PHOTOGRAPH No. 7

Looking upstream along the "major" flow channel which drains upper catchment flows past the development site to the culvert beneath the neighbouring driveway.

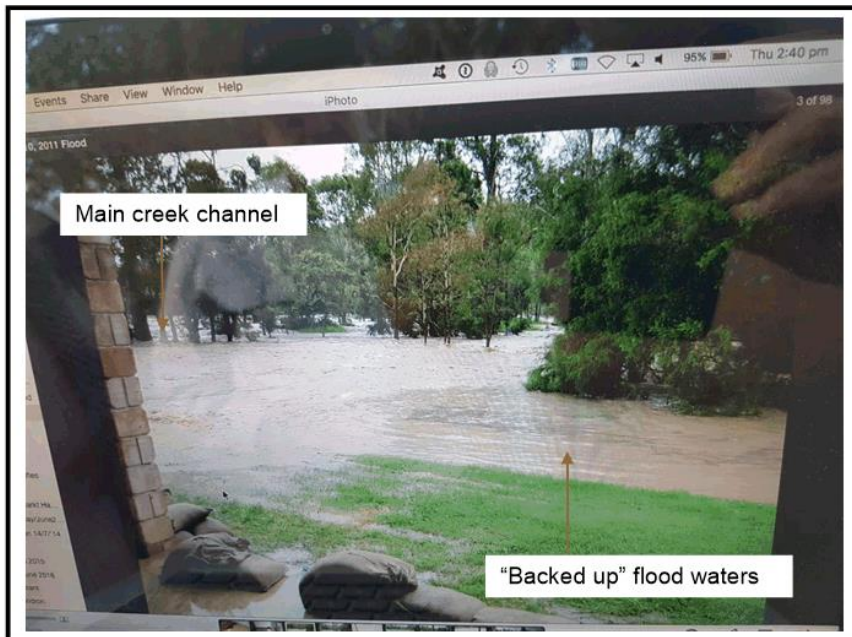


PHOTOGRAPH No. 8

Photograph supplied by owners showing flow conditions just after the peak creek flow past the house during the January 2011 floods.

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PHOTOGRAPH No. 9

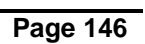
Photograph supplied by owners showing peak creek flow past the house during the January 2011 floods at No. 72 Diana Crescent, Postmans Ridge.

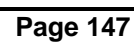


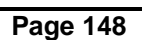
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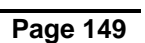
Typical creek profile utilised for assessment of changes in flow depth and velocity between Points X and Z.

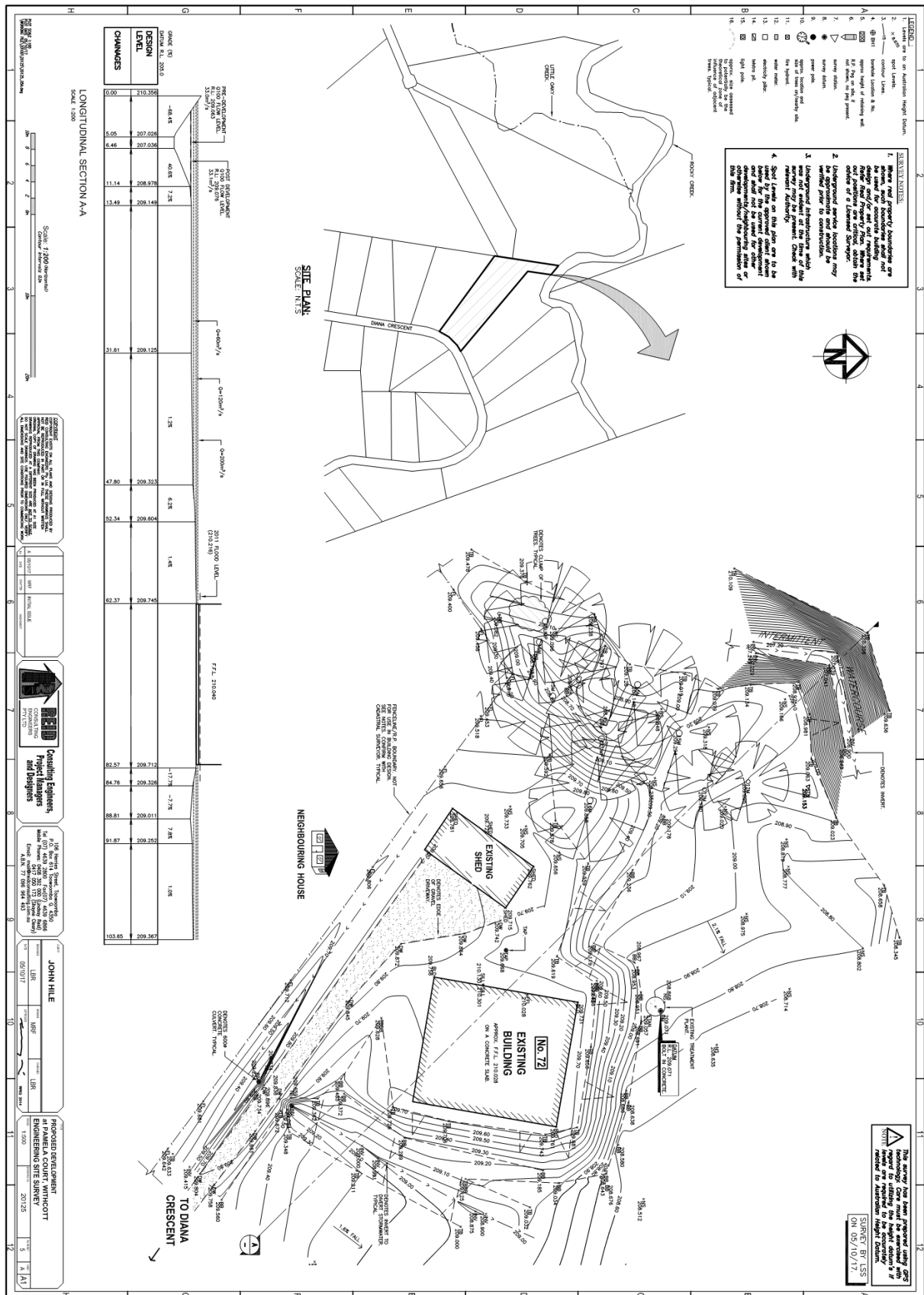
(Refer Section 5.07.3 (i) of report and Drawing No. 20125 Sheet 6.)



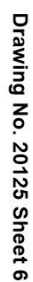


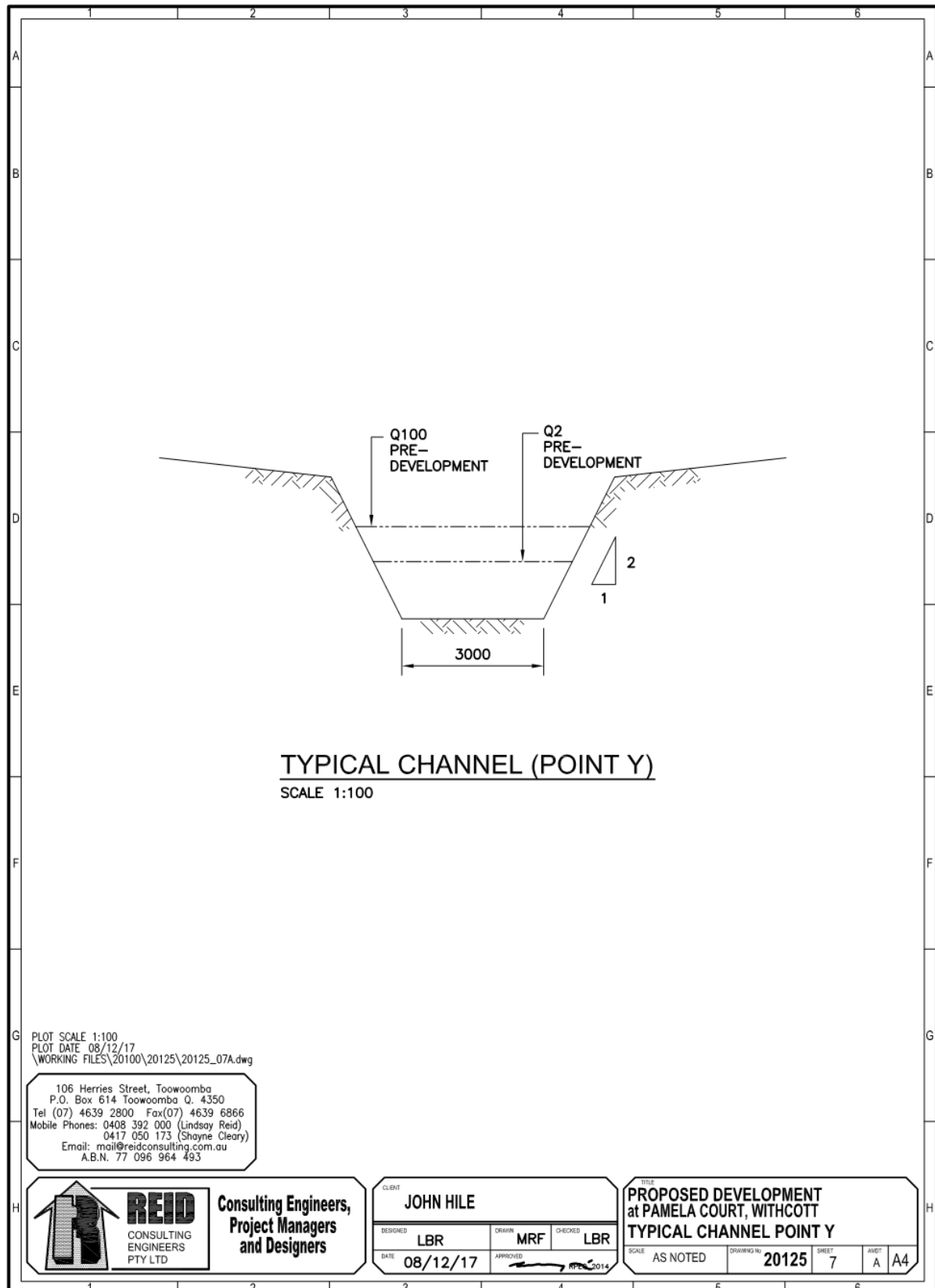






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APPENDIX 1

Pre Development Catchment Attributes

Pre-development catchment attributes

1.01 Sub-Catchment Area EX1

- (i) This *sub-catchment* area comprises steeply sloping terrain with surface gradients of up to and exceeding 25 percent.
- (ii) Calculations to determine the *Time of Concentration* utilised the *Bransby-Williams'* equation for rural catchments as defined in 4.06.11 of the QUDM. This method was assessed as most appropriate after consideration of the large area/size of this external *sub-catchment*.
- (iii) Using the *Bransby-Williams* method, a time of concentration of **39 minutes** has been adopted for the pervious areas and **10 minutes** for the impervious portion.

To test the "sensitivity" of the "hydraulic design model" to the 39 minute (Time of Concentration) calculated in this manner, the alternative (and lesser) time of 28 minutes was also utilised with similar differential flow results being obtained at the three (3) downstream points of assessment (Points X, Y and Z).

- (iv) The *DRAINS* model link node from this *sub-catchment* to its outlet was calculated as 13.3 minutes, using the adopted stream length of 1.2km, and flow velocity of 1.5m/s. (Based upon Table 4.06.5 of QUDM).

1.02 Sub-Catchment Area EX2

- (i) This *sub-catchment* area comprises steeply sloping terrain with surface gradients of up to and exceeding 25 percent.
- (ii) Using the *Bransby-Williams* method, a *Time of Concentration* of **39 minutes** has been adopted for the pervious areas and **10 minutes** for the impervious portion.
- (iii) The *DRAINS* model link node from this *sub-catchment* to its outlet was calculated as 13.3 minutes, from the adopted stream length of 1.2km, and flow velocity of 1.5m/s. (Based upon Table 4.06.5 of QUDM).

To test the "sensitivity" of the "hydraulic design model" to the 39 minute (Time of Concentration) calculated in this manner, the alternative (and lesser) time of 28 minutes was also utilised with similar differential flow results being obtained at the three (3) downstream points of assessment (Points X, Y and Z).

1.03 Sub-Catchment Area EX3

- (i) This *sub-catchment* area comprises moderately sloping terrain with surface gradients of around 10 percent.
- (ii) Adopting a combination of the *Friends Equation* for sheet flow, and a stream flow velocity of 1.5m/s, a *Time of Concentration* of **22 minutes** has been adopted for the pervious areas and **10 minutes** for the impervious portion.
- (iii) The *DRAINS* model link node from this *sub-catchment* to its outlet was calculated as 5.3 minutes, from the adopted stream length of 480 metres, and flow velocity of 1.5m/s. (Time of stream flow from outlet of EX3 to Point Y).

1.04 Sub-Catchment Area EX4

- (i) This *sub-catchment* area comprises moderately sloping terrain with surface gradients of around 10 percent.
- (ii) Adopting a combination of the *Friends Equation* for sheet flow, and an assumed stream flow velocity of 1.5m/s, a *Time of Concentration* of **22 minutes** has been calculated for the pervious areas and **10 minutes** for the impervious portion.
- (iii) The *DRAINS* model link node from this catchment to its outlet has been calculated to be 5.3 minutes, using the adopted stream length of 480 metres, and flow velocity of 1.5m/s. (Time of stream flow from outlet of EX4 to Point Y).

1.05 Sub-Catchment Area EX5

- (i) This *sub-catchment* area comprises moderately sloping terrain with surface gradients of up to around 13 percent.
- (ii) Adopting a combination of the *Friends Equation* for sheet flow, and an assumed stream flow velocity of 1.5m/s, a *Time of Concentration* of **14 minutes** has been adopted for the pervious areas and **8 minutes** for the impervious portion.
- (iii) The *DRAINS* model link node from this *sub-catchment* to its outlet has been calculated to be 10.5 minutes, using the adopted stream length of 960 metres, and flow velocity of 1.5m/s. (Time of stream flow from outlet of EX5 to Point Z).

1.06 **Sub-Catchment Area EX6**

- (i) This *sub-catchment* area comprises moderately sloping terrain with average surface gradients of around 13 percent.
- (ii) Adopting a combination of the *Friends Equation* for sheet flow, and an assumed stream flow velocity of 1.5m/s, a *Time of Concentration* of **14 minutes** has been adopted for the pervious areas and **8 minutes** for the impervious portion.
- (iii) The *DRAINS* model link node from this catchment to its outlet has been adopted as 10.5 minutes, from the adopted stream length of 960 metres, and flow velocity of 1.5m/s.

1.07 **Sub-Catchment Area EX7**

- (i) This *sub-catchment* area comprises moderately sloping terrain with surface gradients of around 15 percent.
- (ii) Adopting a combination of the *Friends Equation* for sheet flow, and an assumed stream flow velocity of 1.5m/s, a *Time of Concentration* of **18 minutes** has been adopted for the pervious areas and **8 minutes** for the impervious portion.
- (iii) This *sub-catchment* area is connected directly to the nodal point in the *DRAINS* model (*Point Z*).

2.10 **Sub-Catchment Area EX8**

- (i) This *sub-catchment* area comprises moderately sloping terrain with surface gradients of around 15 percent.
- (ii) Adopting a combination of the *Friends Equation* for sheet flow, and an assumed stream flow velocity of 1.5m/s, a *Time Of Concentration* of **18 minutes** has been adopted for the pervious areas and **8 minutes** for the impervious portion.
- (iii) This *sub-catchment* area is connected directly to the nodal point in the *DRAINS* model (*Point Z*).

2.11 Localised Catchment Area

The *Pre Development* stormwater drainage characteristics associated with the “*internal catchment*” of this development may be described as follows (Refer Drawing No. 20125 Sheet 1 for *sub-catchment* area locations):

- (i) The site comprises undeveloped land which is mostly surrounded by existing residential developments generally to the south and the west. Ground surfaces for the undeveloped sections of land are well grassed with surface falls sloping generally to the north. The general topography of the land is documented on Proposed Subdivision plan H0355-P6, prepared by AJS Surveys.
- (ii) *Pre Development* stormwater runoff generated from the development site and associated upper catchments currently drains out through the northern boundaries of the development site through the process of overland flow. A number of small channels have formed within the subject site at locations downstream of the discharge points where concentrated flows from pipework draining sections of Parkridge Drive enter the site.

2.12 The *DRAINS* model for the “*internal stormwater catchment*” and its associated *upper catchments* has been split into the nine (9) *sub-catchment* areas depicted on Drawing No. 20125 Sheet 1. (Refer Appendix 3 for a commentary of *sub-catchment* areas to the proposed development site).

2.13 C1

- (i) This *sub-catchment* area comprises previously developed land with existing residences and a portion of the Pamela Court cul-de-sac.
- (ii) The *Friends Equation* has been used to determine travel times for the pervious areas and minimum recommended standard inlet times for impervious areas the following has been adopted (based upon Table 4.06.1 of QUDM):
 - a. Tc Pervious: 14min
 - b. Tc Impervious: 5min
- (iii) The *DRAINS* model link node from this catchment to its outlet has been adopted as 13 minutes, defined as overland sheet flow. (Approximately 120m, 2% surface gradient, 0.03 *Horton's* surface roughness factor).

2.14 **C2**

- (i) This *sub-catchment* area comprises existing residences and associated pervious areas, with the inclusion of an interallotment drainage network.
- (ii) Similar to catchment **C1** the following has been adopted:
 - a. Tc Pervious: 11min
 - b. Tc Impervious: 5min
- (iii) The *DRAINS* model link node from this catchment to its outlet has been adopted as 3 minutes, defined as channel flow (based upon Figure 4.09 of QUDM).

2.15 **C3**

- (i) This *sub-catchment* area comprises existing residences and associated pervious areas, with the inclusion of an interallotment drainage network.
- (ii) Similar to catchment **C1** the following has been adopted:
 - a. Tc Pervious: 13.5min
 - b. Tc Impervious: 5min
- (iii) The *DRAINS* model link node from this catchment to its outlet has been adopted as 1 minute, defined as pipe flow.

2.16 **C4**

- (i) This *sub-catchment* area comprises a portion of the existing Parkridge Drive road reserve, captured through an existing gully inlet and discharging through the internal development site.
- (ii) The time of concentration adopted for this catchment was assessed by kerb and channel travel times and estimated pipe velocities
 - a. Tc Pervious: 1min
 - b. Tc Impervious: 2min
- (iii) The *DRAINS* model link node from this catchment to its outlet has been adopted as 1 minute, defined as pipe flow.

2.17 C5

- (i) This *sub-catchment* area comprises a portion of the Parkridge Drive road reserve (including the road surfaces). These surfaces are captured by an existing gully inlet and discharged to the internal development site.
- (ii) The *Time of Concentration* adopted for this catchment was assessed by kerb and channel travel times and estimated pipe velocities
 - a. Tc Pervious: 1min
 - b. Tc Impervious: 2min
- (iii) The *DRAINS* model link node from this catchment to its outlet has been adopted as 1 minute, defined as pipe flow.

2.18 C6

- (i) This *sub-catchment* area comprises existing residences and associated pervious areas, with the inclusion of an interallotment drainage network.
- (ii) Similar to catchment C1 the following has been adopted:
 - c. Tc Pervious: 15min
 - d. Tc Impervious: 5min
- (iii) The *DRAINS* model link node from this catchment to its outlet has been adopted as 1 minute, defined as pipe flow.

2.19 C7

- (i) This *sub-catchment* area comprises existing residences and associated pervious areas.
- (ii) Similar to catchment C1 the following has been adopted:
 - a. Tc Pervious: 14min
 - b. Tc Impervious: 5min
- (iii) The *DRAINS* model link node from this catchment to its outlet has been adopted as 18 minutes, defined as sheet flow. (Approximately 300m, 2% surface gradient, 0.03 *Horton's* surface roughness factor).

2.20 **C8**

- (i) This *sub-catchment* area comprises existing residences, the subject site and associated pervious areas.
- (ii) Similar to catchment **C1** the following has been adopted:
 - a. Tc Pervious: 18min
 - b. Tc Impervious: 5min
- (iii) This catchment within the *DRAINS* model is connected directly to the outlet.

2.21 **C9**

- (i) This *sub-catchment* area comprises existing residences, the subject site and associated pervious areas.
- (ii) Similar to catchment **C1** the following has been adopted:
 - c. Tc Pervious: 12min
 - d. Tc Impervious: 5min

This catchment within the *DRAINS* model is connected directly to the outlet.

APPENDIX 2

Pre-Post Sub-Catchment Attributes

Sub-catchment attributes

(Pre-development catchment data)

Sub-catchment name	C1	
Sub-catchment area (ha)	0.5947	
Hydrological Model	Extended Rational	
	Impervious	Pervious
Percentage of total area (%)	26	74
Constant Time (min)	5	14
Flow path length (m)	80	80
Average flow path slope (%)	1	2
Average Retardance coefficient n	0.013	0.035
Link	Overland Flow	
Travel time (min)	13	

Sub-catchment name	C2	
Sub-catchment area (ha)	0.9173	
Hydrological Model	Extended Rational	
	Impervious	Pervious
Percentage of total area (%)	34	66
Constant Time (min)	5	11
Flow path length (m)	250	50
Average flow path slope (%)	3	3
Average Retardance coefficient n	0.013	0.035
Link	Channel Flow	
Travel time (min)	3	

Sub-catchment name	C3	
Sub-catchment area (ha)	0.5553	
Hydrological Model	Extended Rational	
	Impervious	Pervious
Percentage of total area (%)	30	70
Constant Time (min)	5	13.5
Flow path length (m)	20	90
Average flow path slope (%)	2	3
Average Retardance coefficient n	0.013	0.035
Link	Pipe Flow	
Travel time (min)	1	

Sub-catchment name	C4	
Sub-catchment area (ha)	1.73	
Hydrological Model	Extended Rational	
	Impervious	Pervious
Percentage of total area (%)	35	65
Constant Time (min)	2	1
Flow path length (m)	300	5
Average flow path slope (%)	2.5	4
Average Retardance coefficient n	0.013	0.035
Link	Pipe Flow	
Travel time (min)	1	

Sub-catchment name	C5	
Sub-catchment area (ha)	0.6462	
Hydrological Model	Extended Rational	
	Impervious	Pervious
Percentage of total area (%)	50	50
Constant Time (min)	2	1
Flow path length (m)	250	5
Average flow path slope (%)	2	4
Average Retardance coefficient n	0.013	0.035
Link	Pipe Flow	
Travel time (min)	1	

Sub-catchment name	C6	
Sub-catchment area (ha)	1.5365	
Hydrological Model	Extended Rational	
	Impervious	Pervious
Percentage of total area (%)	19	81
Constant Time (min)	5	15
Flow path length (m)	20	100
Average flow path slope (%)	2	2
Average Retardance coefficient n	0.013	0.035
Link	Pipe / Channel Flow	
Travel time (min)	6	

Sub-catchment name	C7	
Sub-catchment area (ha)	0.8666	
Hydrological Model	Extended Rational	
	Impervious	Pervious
Percentage of total area (%)	22	78
Constant Time (min)	5	14
Flow path length (m)	20	100
Average flow path slope (%)	2	3
Average Retardance coefficient n	0.013	0.035
Link	Sheet flow	
Travel time (min)	18	

Sub-catchment name	C8	
Sub-catchment area (ha)	6.8117	
Hydrological Model	Extended Rational	
	Impervious	Pervious
Percentage of total area (%)	6	94
Constant Time (min)	5	18
Flow path length (m)	20	250
Average flow path slope (%)	1	4
Average Retardance coefficient n	0.013	0.035

Sub-catchment name	C9	
Sub-catchment area (ha)	1.3282	
Hydrological Model	Extended Rational	
	Impervious	Pervious
Percentage of total area (%)	13	87
Constant Time (min)	5	12
Flow path length (m)	20	100
Average flow path slope (%)	2	6
Average Retardance coefficient n	0.013	0.035

(Post-development catchment data)

Sub-catchment name	C1
Sub-catchment area (ha)	0.5947
Hydrological Model	Extended Rational

	Impervious	Pervious
Percentage of total area (%)	26	74
Constant Time (min)	5	14
Flow path length (m)	80	80
Average flow path slope (%)	1	2
Average Retardance coefficient n	0.013	0.035

Link	Overland Flow
Travel time (min)	13

Sub-catchment name	C3
Sub-catchment area (ha)	0.5553
Hydrological Model	Extended Rational

	Impervious	Pervious
Percentage of total area (%)	30	70
Constant Time (min)	5	13.5
Flow path length (m)	20	90
Average flow path slope (%)	2	3
Average Retardance coefficient n	0.013	0.035

Link	Pipe Flow
Travel time (min)	1

Sub-catchment name	C5
Sub-catchment area (ha)	0.6462
Hydrological Model	Extended Rational

	Impervious	Pervious
Percentage of total area (%)	50	50
Constant Time (min)	2	1
Flow path length (m)	250	5
Average flow path slope (%)	2	4
Average Retardance coefficient n	0.013	0.035

Link	Pipe Flow
Travel time (min)	1

Sub-catchment name	C7
Sub-catchment area (ha)	0.8665
Hydrological Model	Extended Rational

	Impervious	Pervious
Percentage of total area (%)	22	78
Constant Time (min)	5	14
Flow path length (m)	20	100
Average flow path slope (%)	2	3
Average Retardance coefficient n	0.013	0.035

Link	Sheet flow
Travel time (min)	18

Sub-catchment name	C8.1
Sub-catchment area (ha)	0.294
Hydrological Model	Extended Rational

	Impervious	Pervious
Percentage of total area (%)	20	80
Constant Time (min)	5	12
Flow path length (m)	20	90
Average flow path slope (%)	1	5
Average Retardance coefficient n	0.013	0.035

Sub-catchment name	C2
Sub-catchment area (ha)	0.9173
Hydrological Model	Extended Rational

	Impervious	Pervious
Percentage of total area (%)	34	66
Constant Time (min)	5	11
Flow path length (m)	250	50
Average flow path slope (%)	3	3
Average Retardance coefficient n	0.013	0.035

Link	Channel Flow
Travel time (min)	3

Sub-catchment name	C4
Sub-catchment area (ha)	1.73
Hydrological Model	Extended Rational

	Impervious	Pervious
Percentage of total area (%)	35	65
Constant Time (min)	2	1
Flow path length (m)	300	5
Average flow path slope (%)	2.5	4
Average Retardance coefficient n	0.013	0.035

Link	Pipe Flow
Travel time (min)	1

Sub-catchment name	C6
Sub-catchment area (ha)	1.5365
Hydrological Model	Extended Rational

	Impervious	Pervious
Percentage of total area (%)	19	81
Constant Time (min)	5	15
Flow path length (m)	20	100
Average flow path slope (%)	2	2
Average Retardance coefficient n	0.013	0.035

Link	Pipe / Channel Flow
Travel time (min)	6

Sub-catchment name	C9
Sub-catchment area (ha)	1.3282
Hydrological Model	Extended Rational

	Impervious	Pervious
Percentage of total area (%)	13	87
Constant Time (min)	5	12
Flow path length (m)	20	100
Average flow path slope (%)	2	6
Average Retardance coefficient n	0.013	0.035

Sub-catchment name	C8.2	
Sub-catchment area (ha)	0.589	
Hydrological Model	Extended Rational	
	Impervious	Pervious
Percentage of total area (%)	20	80
Constant Time (min)	5	12
Flow path length (m)	20	90
Average flow path slope (%)	1	5
Average Retardance coefficient n	0.013	0.035

Sub-catchment name	C8.3	
Sub-catchment area (ha)	0.2946	
Hydrological Model	Extended Rational	
	Impervious	Pervious
Percentage of total area (%)	20	80
Constant Time (min)	5	12
Flow path length (m)	20	9
Average flow path slope (%)	1	5
Average Retardance coefficient n	0.013	0.035

Sub-catchment name	C8.4	
Sub-catchment area (ha)	0.485	
Hydrological Model	Extended Rational	
	Impervious	Pervious
Percentage of total area (%)	20	80
Constant Time (min)	5	12
Flow path length (m)	20	90
Average flow path slope (%)	1	5
Average Retardance coefficient n	0.013	0.035

Sub-catchment name	C8.5	
Sub-catchment area (ha)	0.66	
Hydrological Model	Extended Rational	
	Impervious	Pervious
Percentage of total area (%)	15	85
Constant Time (min)	5	12
Flow path length (m)	20	90
Average flow path slope (%)	1	5
Average Retardance coefficient n	0.013	0.035

Sub-catchment name	C8.6	
Sub-catchment area (ha)	0.6757	
Hydrological Model	Extended Rational	
	Impervious	Pervious
Percentage of total area (%)	27	73
Constant Time (min)	1	12
Flow path length (m)	20	90
Average flow path slope (%)	1	5
Average Retardance coefficient n	0.013	0.035

Sub-catchment name	C8.7	
Sub-catchment area (ha)	1.1778	
Hydrological Model	Extended Rational	
	Impervious	Pervious
Percentage of total area (%)	20	80
Constant Time (min)	5	12
Flow path length (m)	20	90
Average flow path slope (%)	1	5
Average Retardance coefficient n	0.013	0.035

Sub-catchment name	C8.8	
Sub-catchment area (ha)	0.2376	
Hydrological Model	Extended Rational	
	Impervious	Pervious
Percentage of total area (%)	25	75
Constant Time (min)	5	12
Flow path length (m)	20	90
Average flow path slope (%)	1	5
Average Retardance coefficient n	0.013	0.035

Sub-catchment name	C8.9	
Sub-catchment area (ha)	0.9511	
Hydrological Model	Extended Rational	
	Impervious	Pervious
Percentage of total area (%)	30	70
Constant Time (min)	5	12
Flow path length (m)	20	90
Average flow path slope (%)	1	5
Average Retardance coefficient n	0.013	0.035

Sub-catchment name	C8.10	
Sub-catchment area (ha)	0.7155	
Hydrological Model	Extended Rational	
	Impervious	Pervious
Percentage of total area (%)	39	61
Constant Time (min)	1	1
Flow path length (m)	250	5
Average flow path slope (%)	1	5
Average Retardance coefficient n	0.013	0.035

Sub-catchment name	C8.11	
Sub-catchment area (ha)	0.7314	
Hydrological Model	Extended Rational	
	Impervious	Pervious
Percentage of total area (%)	25	75
Constant Time (min)	5	12
Flow path length (m)	20	90
Average flow path slope (%)	1	5
Average Retardance coefficient n	0.013	0.035

APPENDIX 3

Post Development Selected External Development Criteria and Characteristics

Catchment development criteria

Catchments EX1 and EX2

- Land considered as being too steep to achieve reasonable site access/driveway gradient for on-site effluent disposal provisions

Catchment EX3

- Area = 38.611 ha
- Pre-development fraction impervious = 6%
- 7 rear-allotment possibilities, estimated impervious area = 500sqm x 7 = 3,500sqm
- Possible development opportunity assumed 12% imp area = 0.12x 10 ha = 1.2ha
- Total increase in impervious area = 4%

Catchment EX4

- Area = 43.533 ha
- Pre-development fraction impervious = 10%
- 7 rear-allotment possibilities, estimated impervious area = 500sqm x 6 = 3,000sqm
- Possible development opportunity assumed 20% imp area = 0.2x 6.87 ha = 1.37ha
- Total increase in impervious area = 4%

Catchment EX5

- Area = 9.539 ha
- Pre-development fraction impervious = 3%
- 7 rear-allotment possibilities, estimated impervious area = 500sqm x 6 = 3,000sqm
- Possible development opportunity assumed 20% imp area = 0.2x 6.87 ha = 1.37ha
- Total increase in impervious area = 6%

Catchment EX6

- Area = 7.29 ha
- Pre-development fraction impervious = 5%
- Possibility for 2.8ha of development
- Results in 14 blocks at 2000sqm
- Possible fi = 500sqm x 14 = 2,000sqm
- Total increase in impervious area = 10%

Catchment EX7

- Limited area for development due to flood hazard

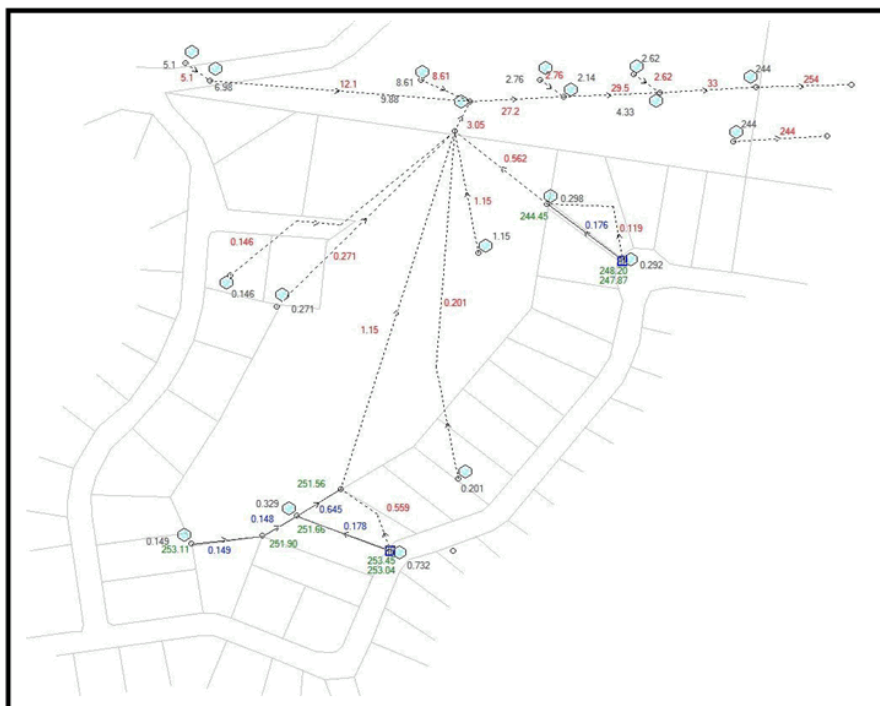
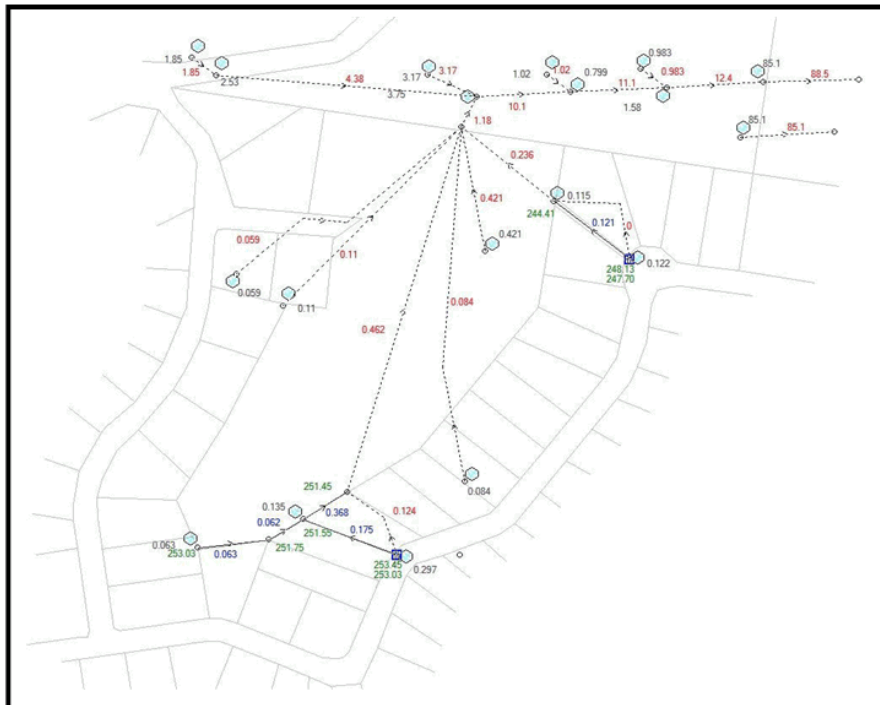
Catchment EX8

- Area = 12.5 ha
- Pre-development fraction impervious = 1.5%
- Possibility for 7.5ha of development
- Results in 37 blocks at 2000sqm
- Possible fi = 500sqm x 37 = 18,500sqm
- Total increase in impervious area = 10%

APPENDIX 4

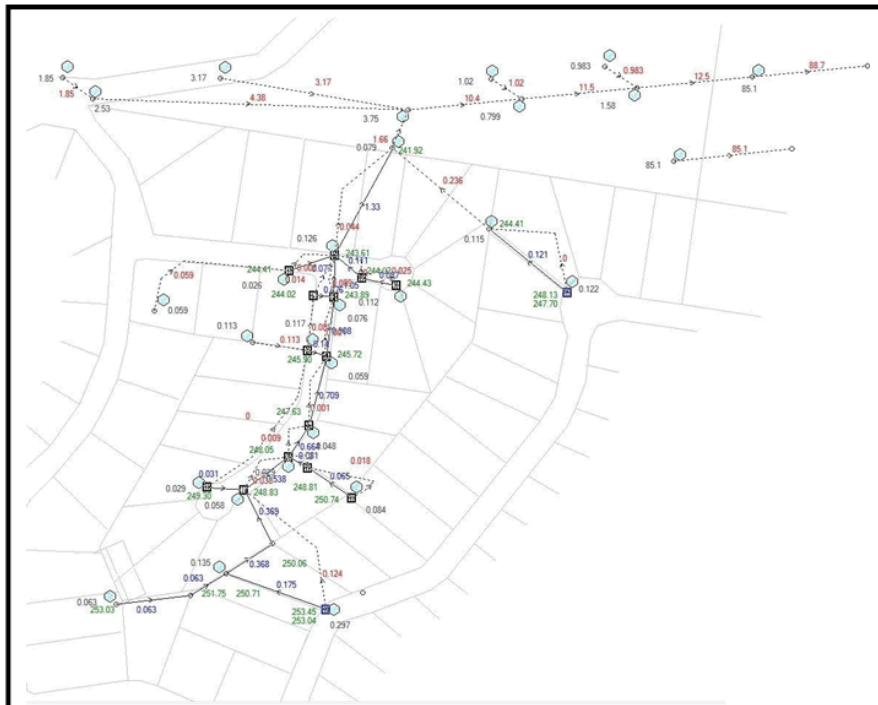
DRAINS Model Output

Pre-development
DRAINS model
(2 year ARI)

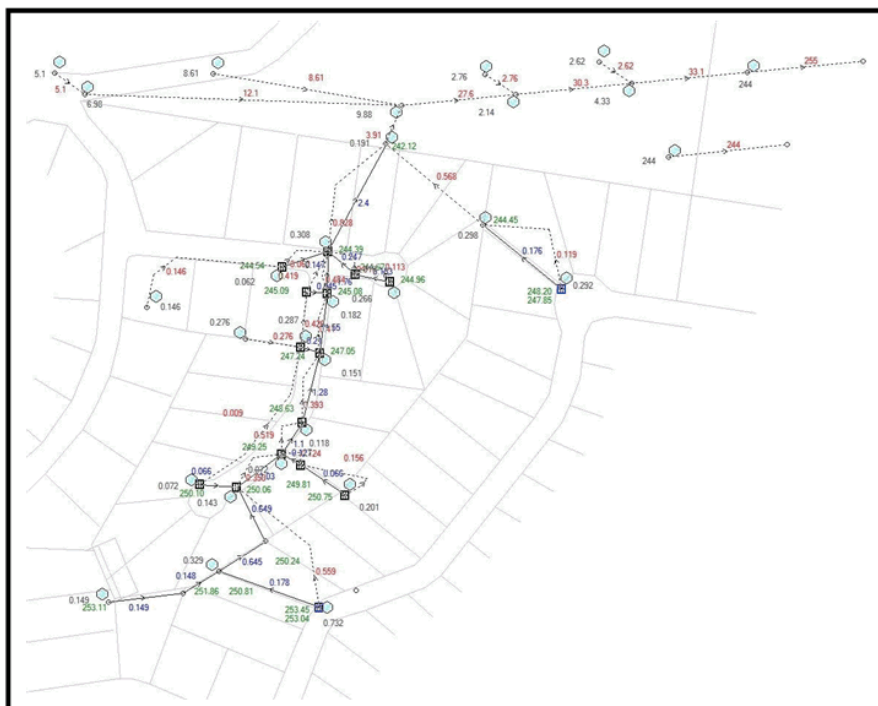


**Pre-development
DRAINS model
(100 year ARI)**

Scenario 1



**Post-
development
DRAINS model
(2 year ARI)**



**Post-
development
DRAINS model
(100 year ARI)**

Scenario 2

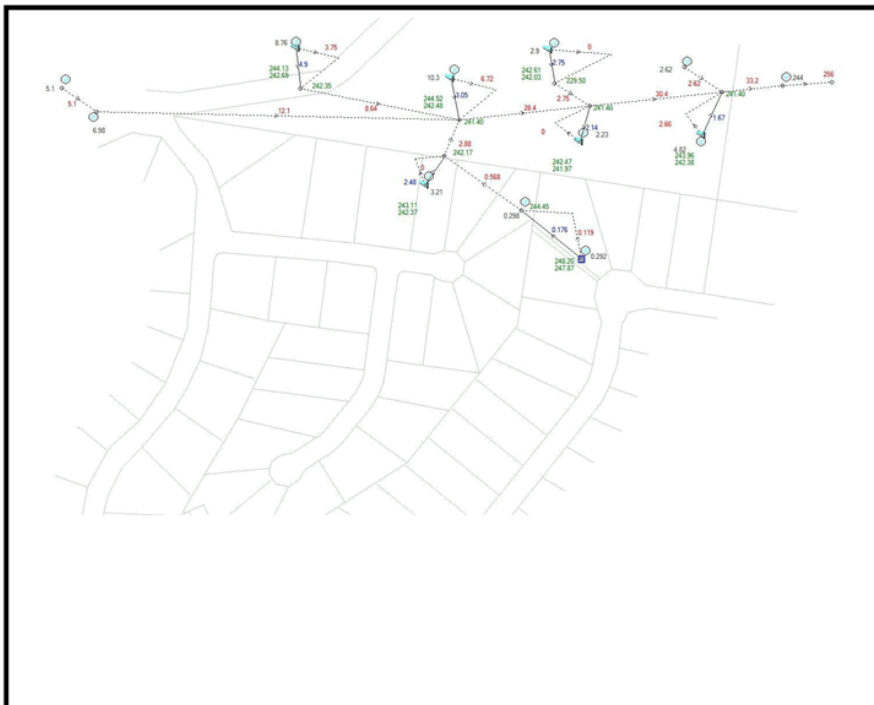
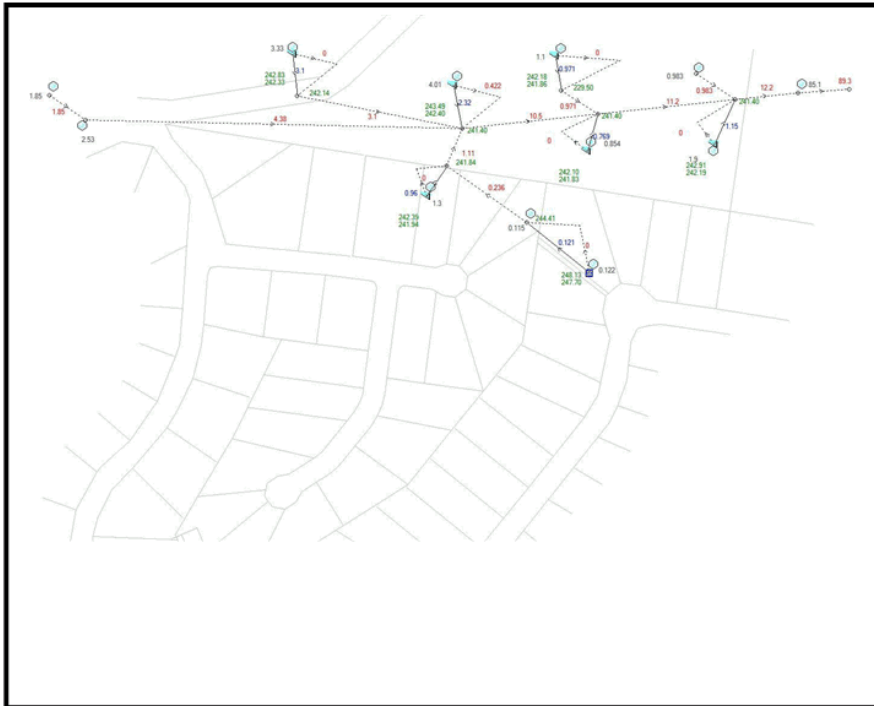


**Post-
development
DRAINS model
(2 year ARI)**



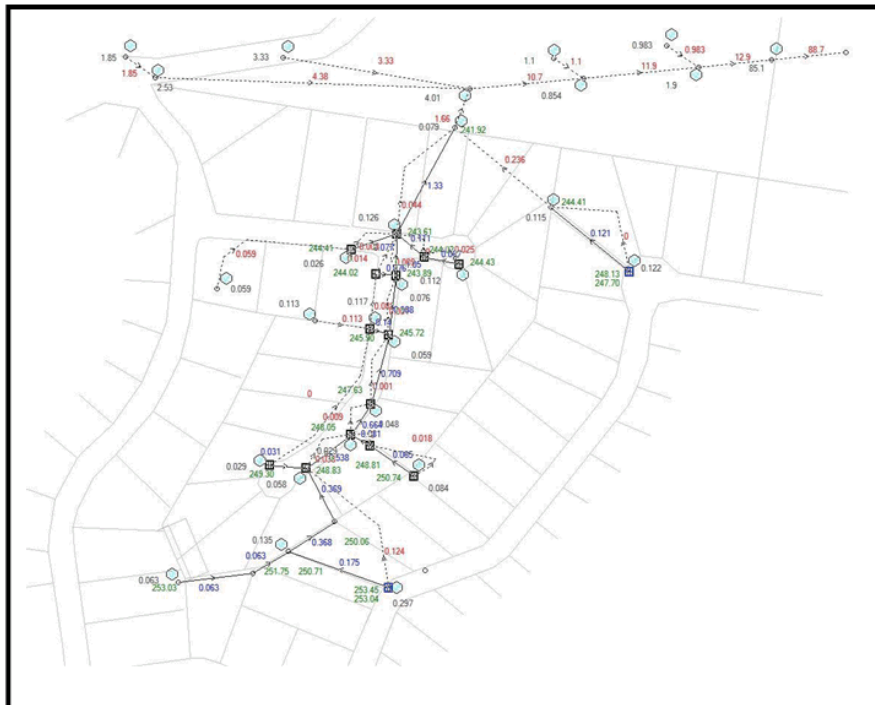
**Post-
development
DRAINS model
(100 year ARI)**

Post-development
DRAINS model
(2 year ARI)

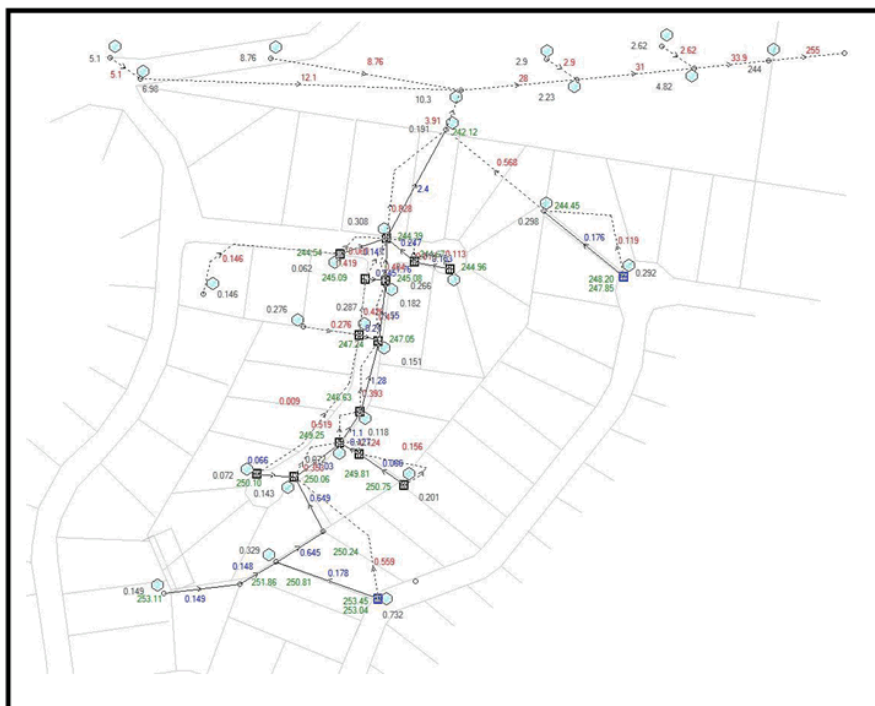


**Post-development
DRAINS model
(100 year ARI)**

Scenario 4



**Post-
development
DRAINS model
(2 year ARI)**



**Post-
development
DRAINS model
(100 year ARI)**

APPENDIX 5

Culvert Studio Existing Pipework Report

Culvert Report

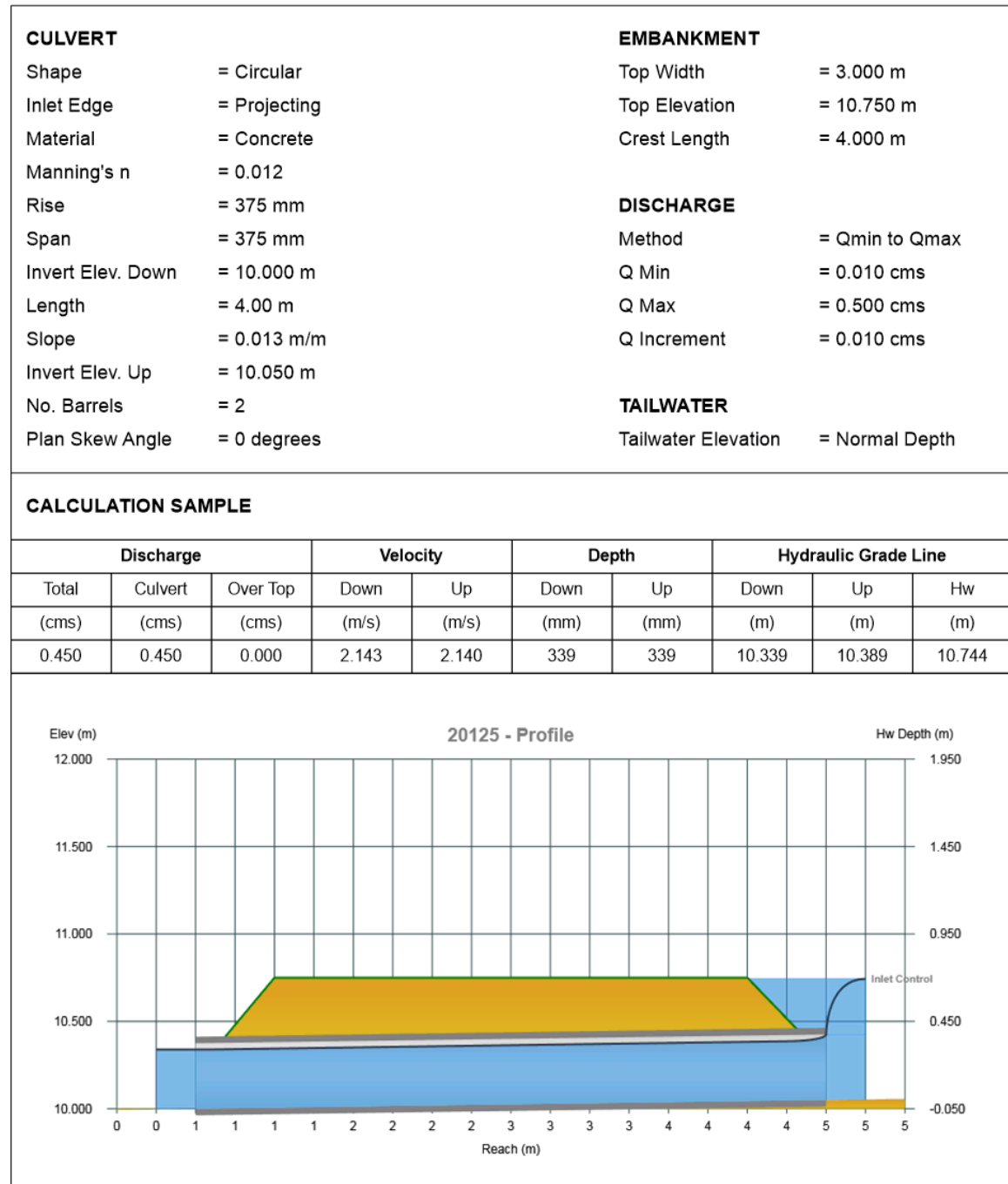
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Culvert Studio v 2.0.0.3

10-16-2017

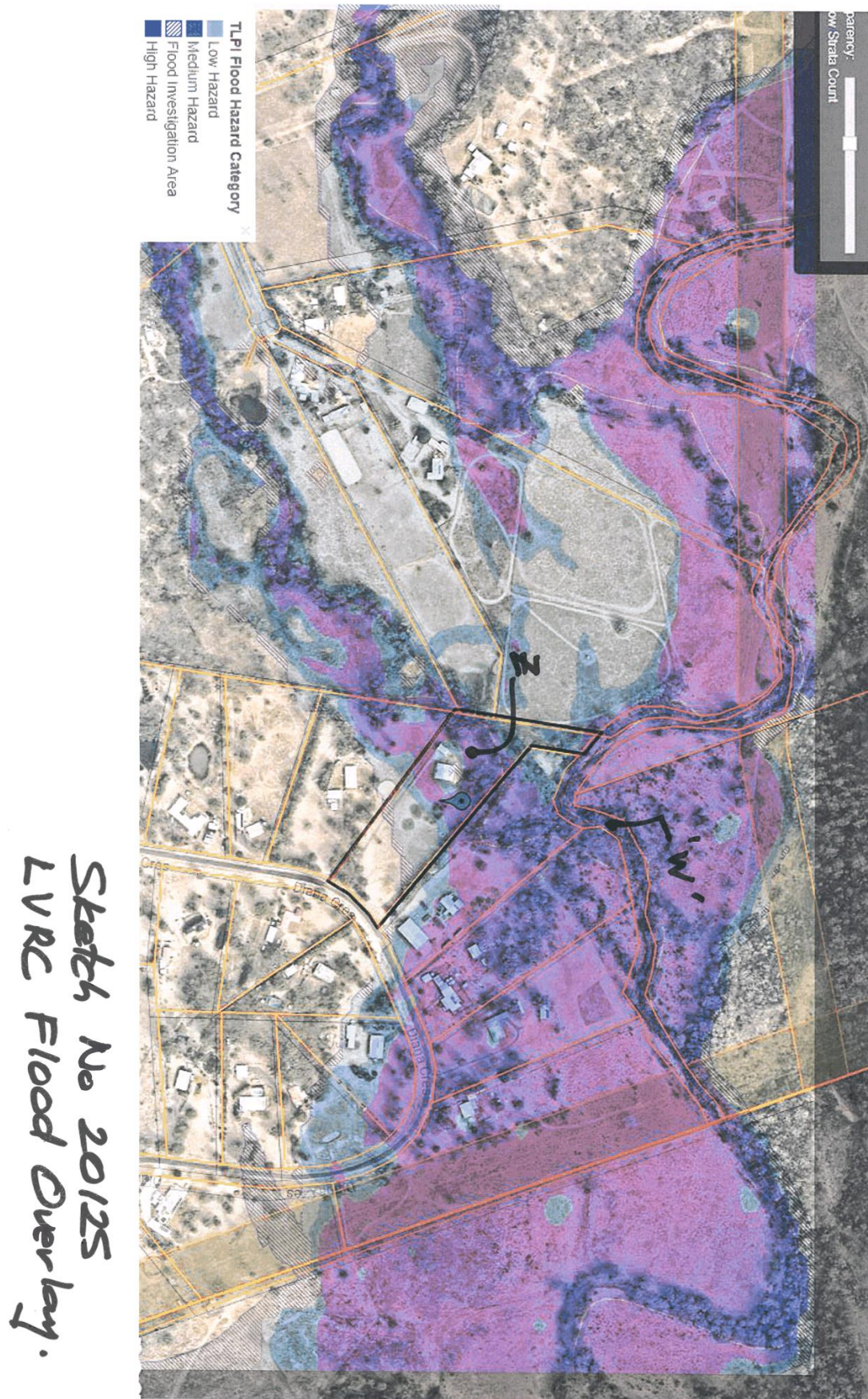
20125

Culvert 1



APPENDIX 6

LVRC Flood Mapping



APPENDIX 7

Property Owner Flood Record Form
(No. 124 Glencoe Road, Withcott)

To better help Lockyer Valley residents, Lockyer Valley Regional Council is collecting information about how the January 2011 flood has affected residents and the services you still need. Please take a moment to fill out this form and return to Council at:

Gatton Branch Office
26 Railway Street, Gatton Qld 4343

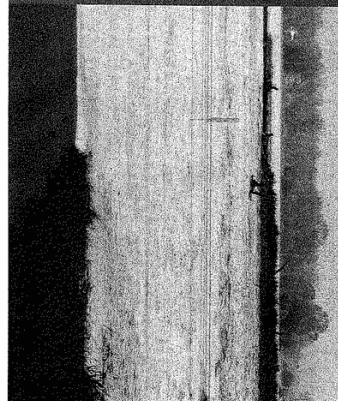
OR

Laidley Branch Office
9 Spicer Street, Laidley Qld 4341

OR

Mail: Reply Paid 82, Gatton Qld 4343

Email: floodstudy@lvc.qld.gov.au



Contact Details

Date survey completed: 18.5.11

Your name: #124

Affected property address

Street and number: 122, 123, 124 GLENCOE RD

Locality: Withcott

Phone: _____

Mobile: _____

Email: _____

Grants/Donations

☐ Requested assistance/Donation ☐ Required

Type/Details/Who assisted: _____

☐ Applied for grant ☐ Received grant

Type/Details: _____

Rates: ☐ Granted remission ☐ Granted extension

Unit: _____

☐ Do you require advice on grants/funding?

OFFICE USE ONLY
Flood ID Number: 1226

Property Details

☒ Owner ☐ Tenant ☐ Other _____

If owner: ☐ Owner occupier OR ☐ Rented to tenants

☒ We never left the property ☐ We left but have moved back in

Date moved back in: _____

☐ We live in a caravan/other structure on the property

☐ We plan to rebuild ☐ We plan to relocate

☐ Other _____

Current address (if different from above): _____

Street: _____

Locality: _____

Postal: ☐ As above OR _____

Is assistance required finding accommodation?

☐ No ☐ Temporary ☐ Permanent

Has the property/structure been inspected? ☐ Yes ☐ No

By: _____

Date: _____

Dwelling demolished: ☐ No ☐ Pending ☐ Yes

Date: _____

Flood Records

We would like your help in providing records of flood levels, depths and inundation.

Please enter flood depths in metres and note if it was a peak level or that you know the floodwaters got at least as high as this point (but may have gone higher). If in doubt, please add notes to explain the area of inundation within the dwelling.

Height of floor level above ground: lowest #124

Depth of flooding over habitable floor level (note: the habitable floor level contains living areas, bedroom, kitchen etc): 0

Depth of flooding over utility floor level (note: the utility floor level contains laundry, garage etc): 0

Depth of flooding above outbuilding floor level: 0

Depth of inundation over agricultural land: varied to 71m

Other flood depths recorded on the property: _____

Source of flooding:

☒ Creek ☐ Floodplain water ☐ Overland flow

☒ Stormwater overflow ☐ Other rain damage

Sheet Damage regularly

Flood impacts/disruption: ever flows through #124

☐ Land/Dwelling previously flooded ☐ Were you evacuated?

☐ Dwelling destroyed completely

☐ Dwelling assessed, to be demolished

☐ Supply drop received ☐ Erosion ☐ Landslide

☐ Loss of livestock ☐ Loss of income

☐ Loss of power, Time/date restored: _____

☐ Loss of phone, Time/date restored: _____

☐ Loss of town water, Time/date restored: _____

Damage to assets:

☐ Septic ☐ Tank ☐ Shed ☐ Farming ☐ Land ☐ Barn

☐ Driveway ☒ Fence ☐ Tanks ☐ Pool ☐ Vehicle/s

☐ Surveyors pegs ☐ Other _____

Thank you for your time in filling out this survey. Please use this section below to provide any further flood related information to Council.

Additional Comments

water down creek lines either side of 124
to hit main creek backing up @ rear of property

#123 = water under high set house (owners not home for depth)
floodwater into shade in tools lost...

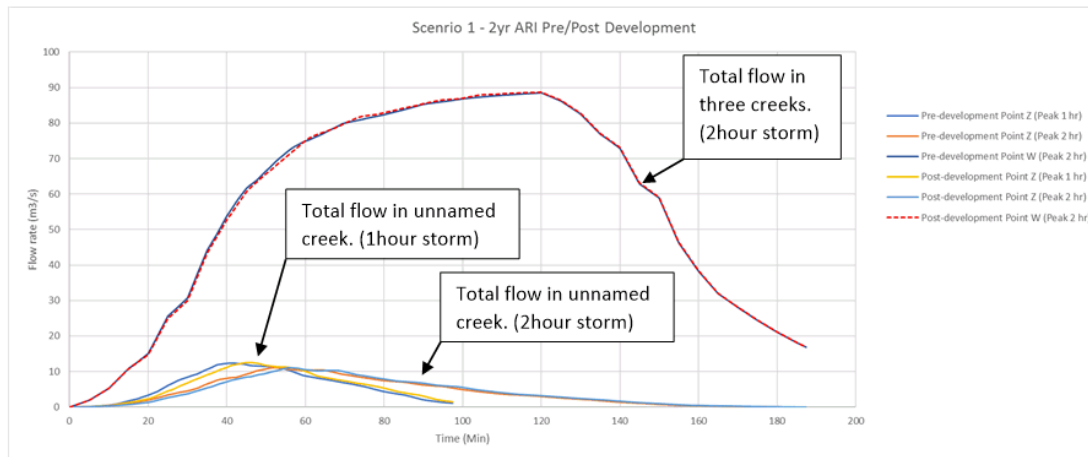
Lockyer Valley January 2011 Flood Survey — Help us to help you



APPENDIX 8

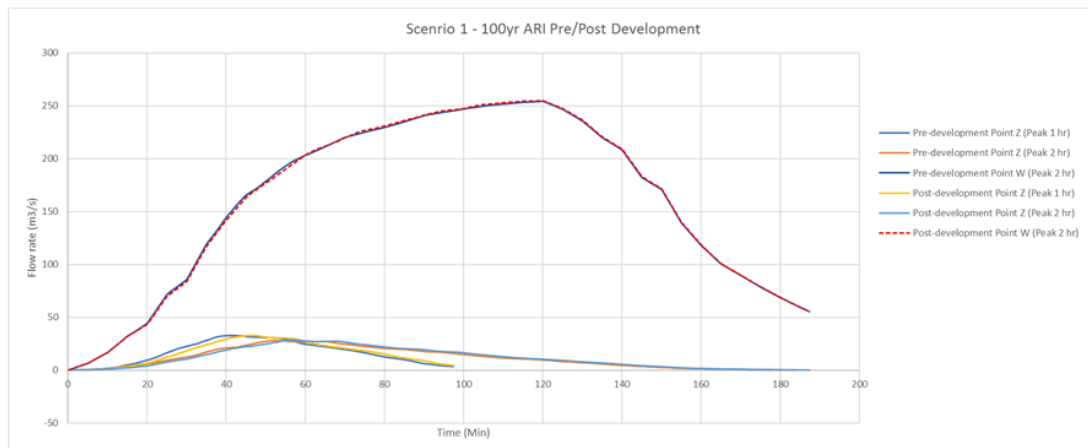
Hydrographs – Scenarios 1-4

Scenario 1 – Without detention, stand-alone consideration



Pre-development Point W Peak 2-hour 2yr ARI = 88.5 m³/s

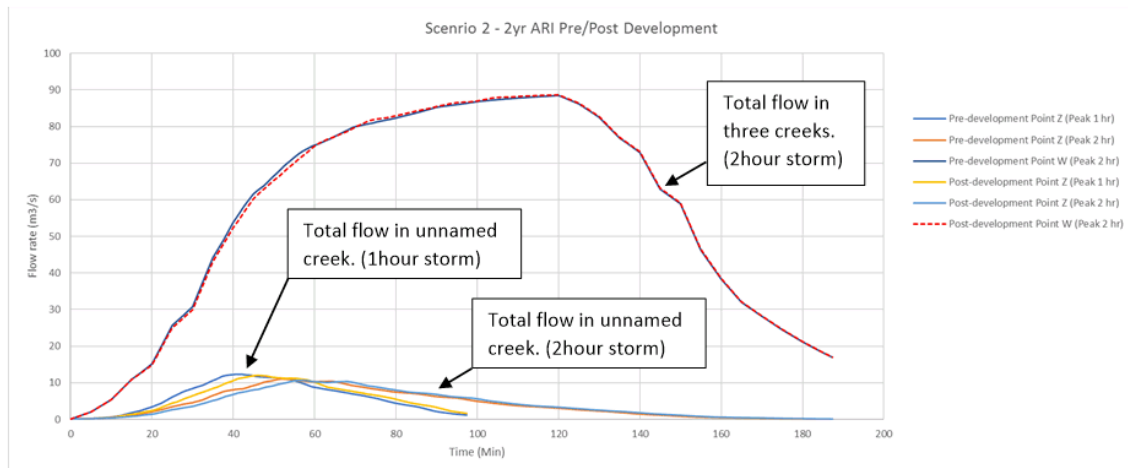
Post-development Point W Peak 2-hour 2yr ARI = 88.7 m³/s



Pre-development Point W Peak 2-hour 100yr ARI = 254 m³/s

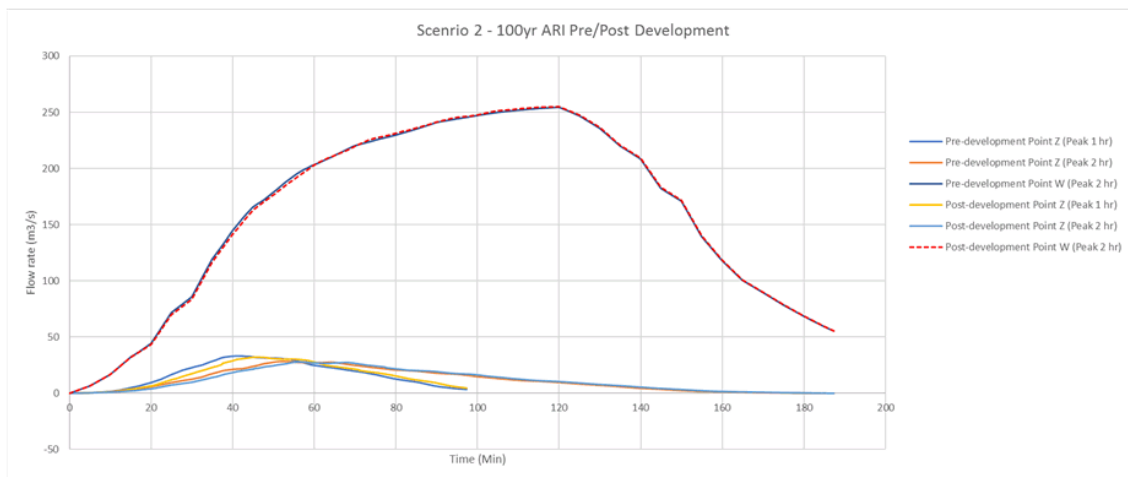
Post-development Point W Peak 2-hour 100yr ARI = 255 m³/s

Scenario 2 – With detention, stand-alone consideration



Pre-development Point W Peak 2-hour 2yr ARI = 88.5 m³/s

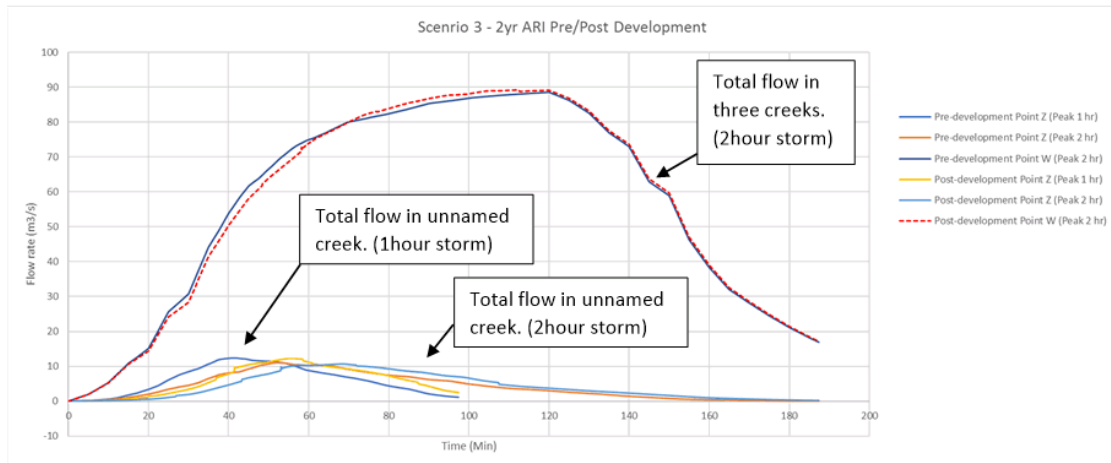
Pre-development Point W Peak 2-hour 100yr ARI = 88.7 m³/s



Pre-development Point W Peak 2-hour 100yr ARI = 254 m³/s

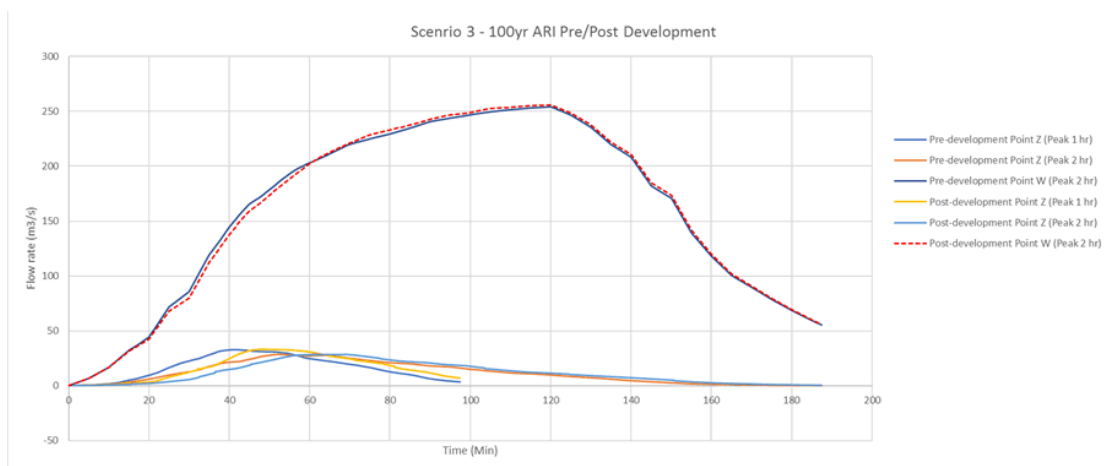
Post-development Point W Peak 2-hour 100yr ARI = 255 m³/s

Scenario 3 – On-site detention to all future developed areas



Pre-development Point W Peak 2-hour 2yr ARI = 88.5 m³/s

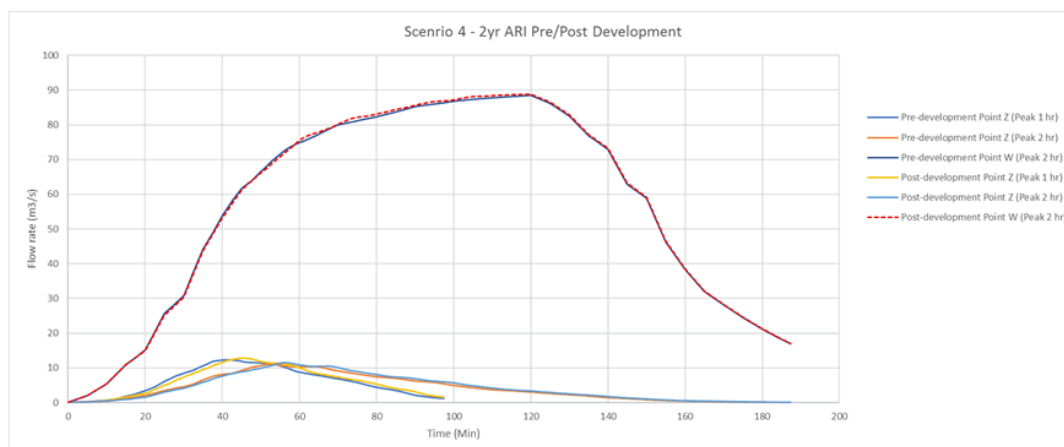
Post-development Point W Peak 2-hour 2yr ARI = 89.3 m³/s



Pre-development Point W Peak 2-hour 100yr ARI = 254 m³/s

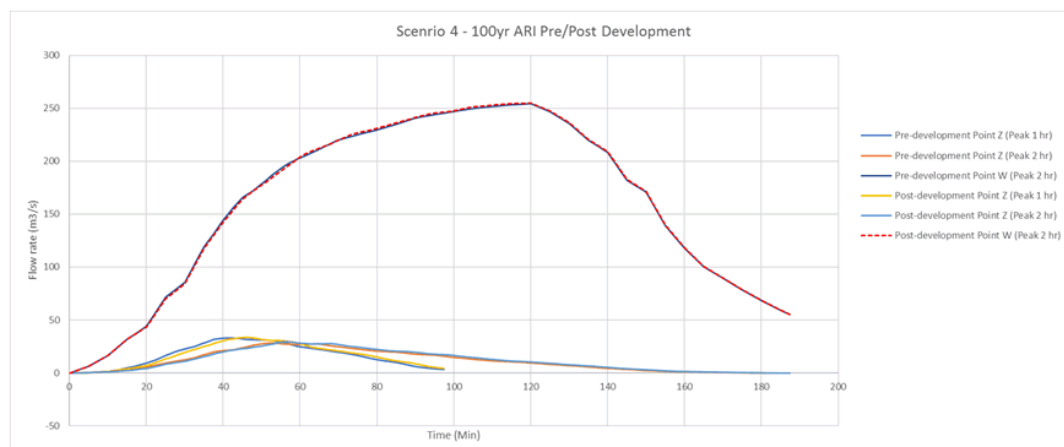
Post-development Point W Peak 2-hour 100yr ARI = 256 m³/s

Scenario 4 – Not detention to all future developed areas



Pre-development Point W Peak 2-hour 2yr ARI = 88.5 m³/s

Pre-development Point W Peak 2-hour 100yr ARI = 88.7 m³/s



Pre-development Point W Peak 2-hour 100yr ARI = 254 m³/s

Post-development Point W Peak 2-hour 100yr ARI = 255 m³/s



BMT WBM Pty Ltd
Level 8, 200 Creek Street
Brisbane Qld 4000
Australia
PO Box 203, Spring Hill 4004

Tel: +61 7 3831 6744
Fax: +61 7 3832 3627

ABN 54 010 830 421

www.bmtwbm.com.au

Our Ref: AC: L.B21732.003.Review.docx

07 February 2018

Lockyer Valley Regional Council
26 Railway Street (PO Box 82)
Gatton Qld 4343

Attention: Quentin Underwood

Dear Quentin

RE: JKAD DEVELOPMENTS VS LOCKYER VALLEY REGIONAL COUNCIL

BMT has reviewed the Reid Consulting Engineers (RCE) Stormwater Management Report (Dec 2017), including relevant information previously provided in the brief received on the 9th of October 2015.

It is understood that to support a change to the current development approval i.e. to remove the conditioned detention basin, RCE was asked by Council to demonstrate non-worsening due to this action within the ultimately developed catchment.

BMT has considered the RCE submission with respect to a number of aspects, namely conformance of calculations with accepted practice, local impacts, cumulative impacts for the ultimately developed region and impacts on sensitive receiving locations. BMT has also undertaken an independent hydrologic modelling to support this review.

The hydrological review of the development, located at Lot 100 on SP240180, is presented in the following sections. The development proposed is for a rural residential sub-division, by subdividing Lot 100 into 19 separate lots.

1. Reid Consulting Engineers Stormwater Management Review

General Comments

RCE (Dec 2017) completed a Stormwater Management Report that included a local catchment runoff analysis and regional catchment analysis. The report detailed the local impact of the proposed development with and without a detention basin.

Based on a review of the drainage characteristics of the Site, the hydrological modelling undertaken is considered to be sufficiently detailed, but does not adequately demonstrate no adverse impacts downstream which requires hydraulic modelling, not just hydrologic modelling. Furthermore, the modelling was undertaken within the DRAINS software package using the 'Extended Rational Method' and this approach is not typically standard practice when representing natural and rural catchments. As described in QUDM (2013), DRAINS is typically suited to determining runoff, pipe flows/level etc. within urban catchments and as such the assessment should have been limited to the Site of interest in the assessment using DRAINS.

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A part of BMT in Energy and Environment

To provide an independent assessment of the development and to overcome the limitations with the DRAINS software package, particularly when using the 'Extended Rational Method', BMT has undertaken a separate hydrological assessment. The BMT assessment was undertaken using the XP-RAFTS software and the results are described in Section 2.

Local Hydrological Modelling Results

The results obtained from the RCE (Dec 2017) assessment indicate that peak flows leaving the Site, once developed (i.e. un-attenuated), increase as detailed in Table 1 below.

Table 1 Potential Impact of Proposed Development (RCE, Dec 2017)

ARI (year)	Pre-Developed Flow Rate (m ³ /s)	Post-Developed Flow Rate (m ³ /s)	Difference (m ³ /s)
2	1.18	1.66	+0.48
100	3.05	3.91	+0.86

As indicated by the RCE (Dec 2017) report, the increase in peak flows will have potential to impact on the adjacent lot downstream (i.e. 28 Glencoe Road, Lot 1 / RP164965) and cause an actionable nuisance if appropriate mitigation measures are not installed. Key impacts from an increase in runoff, particularly for the adjacent lot downstream, include the following potential nuisances:

- (1) reduced flood immunity;
- (2) increased velocity, leading to local scour; and
- (3) concentration of stormwater flows also leading to local scour problems.

It is understood from the report that LVRC has previously received complaints from the owner of the adjacent downstream lot (i.e. 28 Glencoe Road) due to increased flooding upon their driveway. This increased flooding is presumably a result of the previously completed portion of the rural-residential development. As a consequence, any further increase in peak flow and runoff as a result of the proposed development on Lot 100 on SP240180 may negatively impact upon the adjacent property and give rise to legal action with regard to actionable nuisance.

To mitigate the potential impact from the proposed development, RCE (Dec 2017) proposed to increase the culvert capacity under the driveway on the adjacent lot to compensate for the increased flows. Notwithstanding, the proposed solution by RCE (Dec 2017), we note from the regional assessment, reviewed below, increases in flow continue to occur downstream without attenuation measures.

Regional Hydrological Assessment

The regional hydrological assessment as presented by RCE (Dec 2017) in Table 5.1 of their report indicates a continued increase in peak flows downstream of the Site if flow attenuation measures (i.e. detention basins) are not included in the development, including the ultimate development scenario. Although the increase in runoff in this scenario is relatively small from their calculations (in the order of 3% to 6%), the potential that the increase to avoid in an actionable nuisance is not adequately investigated in the report.

The RCE (Dec 2017) report has used the empirical Manning's equation to demonstrate the potential for adverse impacts, this is not an appropriate method. Nevertheless, the report has identified a potential flood impact up to 50mm (refer to RCE, Table 5.3) could results in the full / 'ultimate' catchment developed

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scenario. This may create issues at the identified sensitive receiving location at Diana Crescent which has not been appropriately detailed in the RCE report (Dec 2018).

We also note, the RCE (Dec 2018) scenario 3 (i.e. including detention of developed area) indicates an increase in peak flows. However, based on the QUDM (2017), detention basin design should be based not only the critical duration of the development, but also designed to prevent an increase in flooding at all locations downstream of the basins (i.e. development should be checked for a range of storm durations up to the critical duration of the most downstream location - typically up to 3 hours is recommended). Consequently, this scenario does not adequately demonstrate the cumulative influence a detention may have in a developing catchment.

Further unmitigated development in the catchment will cumulatively increase the runoff draining to local waterways and will potentially result in adverse impacts on both the environment, private and public property. It is recommended that a detention basin be provided for the site and similar developments in order that the cumulative impact of development is appropriately mitigated. Alternatively, it would need to be demonstrated that the development of similar areas within the catchment will not result in an unacceptable increase in flow in the downstream creek system through detailed hydrologic and hydraulic modelling.

2. BMT Hydrological Review

BMT has undertaken an independent hydrological assessment using the XP-RAFTS numerical software. The analysis considered both the Site and regional catchments (Little Oakey Creek and Rocky Creek), as presented in Figure 1 and Figure 2 respectively in Attachment 1. Details of the hydrological assessment are presented in the following Sections.

Model Parameters

The XP-RAFTS model used the following standard catchment parameters as detailed below based upon guidance from the XP-RAFTS reference manual:

- (1) BX = 1
- (2) Rural Manning's n = 0.05 to 0.07 (dependent upon catchment conditions)
- (3) Rural Residential (pervious) Manning's n = 0.03
- (4) Paved Manning's = 0.015

Initial and continuing losses were based upon guidance provided by QUDM (2017) and ARR (2016) with the following parameters adopted:

- (1) Initial loss 25mm
- (2) Continuing loss 2.5mm/hour

The pre-developed area of Lot 100 on SP240180 was represented as a single catchment and the split catchment approach was used when representing the proposed rural-residential development. A fraction impervious of 17% was adopted.

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Pre- and Post-Developed Local Catchment Results

Results from the pre- and post-developed hydrological assessment at the point of discharge across the northern boundary is presented in Table 2 for storm durations of 1, 1.5 and 2 hours.

Table 2 Pre-Developed Peak Flows

Event Duration	ARI (year)						
	1	2	5	10	20	50	100
1 hr	0.286	0.490	1.015	1.388	1.985	2.735	3.394
1.5 hr	0.232	0.575	1.108	1.484	2.081	2.709	3.361
2 hr	0.257	0.584	1.042	1.378	1.922	2.451	3.045
3 hr	0.276	0.551	0.965	1.308	1.900	2.397	2.985

Table 3 Post-Developed Peak Flows

Event Duration	ARI (year)						
	1	2	5	10	20	50	100
1 hr	0.518	0.672	1.220	1.659	2.346	3.179	3.884
1.5 hr	0.418	0.646	1.285	1.757	2.438	3.155	3.888
2 hr	0.388	0.658	1.166	1.575	2.245	2.846	3.491
3 hr	0.292	0.292	0.292	0.292	0.292	0.292	0.292

The peak flows presented for the pre- and post-developed conditions are considered comparable to the RCE (Dec 2017) results. The results indicate a similar increase in peak flows to the northern boundary will occur if attenuation of the development is not provided. Similar to the RCE (Dec 2017) results, adverse/nuisance impacts will occur to the property immediately downstream if appropriate mitigation works are not installed. Typically, a coupled hydrologic / hydraulic model is used to demonstrate the size and adequacy of the detention basin.

Regional Catchment Results (Un-Attenuated)

A regional catchment assessment was undertaken to determine the potential impacts of the proposed development without attenuation, including external development within the greater Withcott area as per the local Planning Scheme (refer to Attachment 2). For the assessment, it was assumed that development would not include a detention basin to attenuate flow.

Conceptually, results for the proposed development combined with external catchment development are presented in Table 4 and Table 5 below at a location 1.5 km downstream of the proposed development (refer to Figure 2 for the location) on the un-named tributary.

Table 4 Pre-Developed Peak Flows – Little Oakey Creek

Event Duration	ARI (year)						
	1	2	5	10	20	50	100
1 hr	0.374	2.592	6.264	8.981	12.730	18.278	23.228
1.5 hr	1.085	3.964	8.445	11.344	15.474	21.663	26.872
2 hr	1.634	4.754	9.25	12.182	16.328	22.305	27.141
3 hr	2.282	5.379	9.457	12.218	16.238	21.028	25.517

Table 5 Post-Developed Peak Flows – Little Oakey Creek

Event Duration	ARI (year)						
	1	2	5	10	20	50	100
1 hr	3.642	5.341	10.357	13.992	19.102	26.056	31.665
1.5 hr	3.397	6.093	11.514	15.302	20.519	27.024	32.528
2 hr	3.268	6.522	11.452	14.894	19.894	25.492	30.669
3 hr	3.188	6.433	10.973	14.514	19.460	23.917	28.642

As presented in the above tables, the increase in peak flow caused by site development without attenuation will continue further downstream without appropriate attenuation. Based on the flows presented in the tables, the potential exists for development to cause an adverse impact. However, the actual impact of the increased flow would need to be quantified using a coupled detailed hydrologic and hydraulic model of the developed and regional catchment areas.

In terms of the greater overall Little Oakey Creek / Rocky Creek catchment, this increase would only represent a 1-2% increase in peak flows.

3. Summary

Impacts on Downstream Property

The proposed development will increase peak flows to the property immediately downstream of the Site by up to 0.5 m³/s (approximately 15%) or as determined by RCE (Dec 2017) by up to 0.86 m³/s (approximately 28%). This increase has the potential to cause adverse impacts to this property if not attenuated by the adoption of appropriate mitigation measures (i.e. a detention basin).

Impacts on Downstream Watercourses / Sensitive Receptors

The RCE (Dec 2017) Stormwater management report has not adequately demonstrated that the development without detention will not cause adverse off-site impacts on the downstream waterways. As detailed by RCE (Dec 2017), an increase in peak flow results for un-attenuated development within the Withcott area.

Furthermore, the modelling methodology used, including the empirical methods, are considered inadequate to appropriately determine the potential impacts on a regional level. A coupled hydrological (runoff routing model such as XPRAFTS, WBNM URBS etc) and hydraulic model (i.e. typically 2D) is required.

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An independent, BMT assessment was undertaken to determine the potential increase in flow in the downstream watercourses if all land similar to the Site identified in the LVRC Planning Scheme for the greater Withcott area were to be developed without detention basins. The assessment indicated that such development would result in an increase in peak flow rate sufficient to cause undesirable adverse flood impacts. Although the quantum of impact would need to be confirmed via detailed coupled hydrologic and hydraulic modelling, the increase determined by the assessment would suggest that development within the catchment without detention basins would result in a combined (i.e. cumulative) overall flood impact.

Conclusion

To avoid creating a nuisance on the downstream property and further downstream by virtue of the cumulative impact of development within the catchment, based on the outcomes of the independent assessment and the RCE (DEC 2017) report, it is recommended that the proposed development include an appropriately sized detention basin.

In accordance with QUDM (2017), the basin should have an appropriate storage volume (subject to detailed design, including outlet arrangements and freeboard) and be designed by considering all locations downstream, not just the critical duration of the Site (QUDM recommends up to 3 hours).

If you have any queries in relation to this advice, please do not hesitate to contact us.

Yours Faithfully
BMT WBM PTY LTD

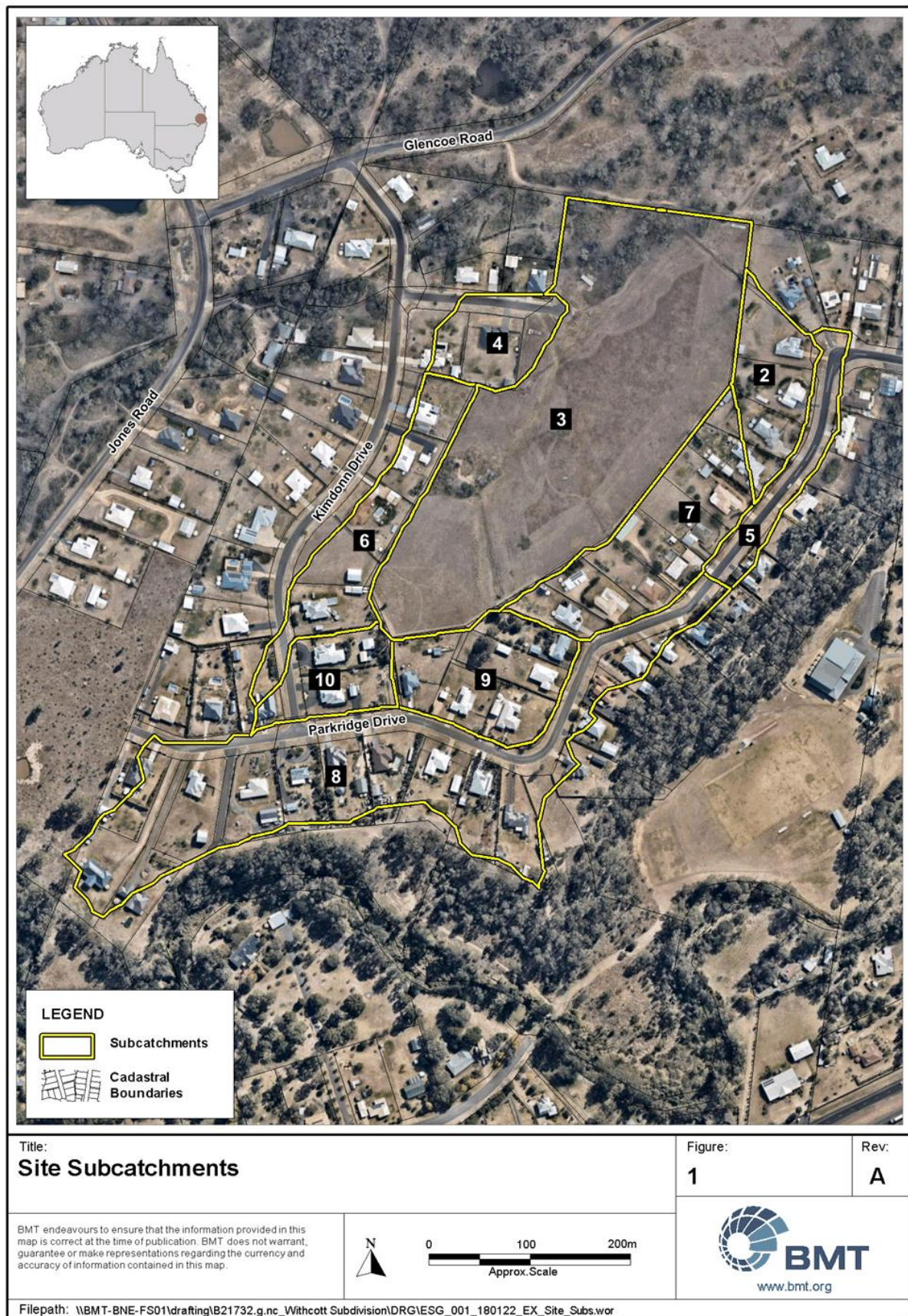


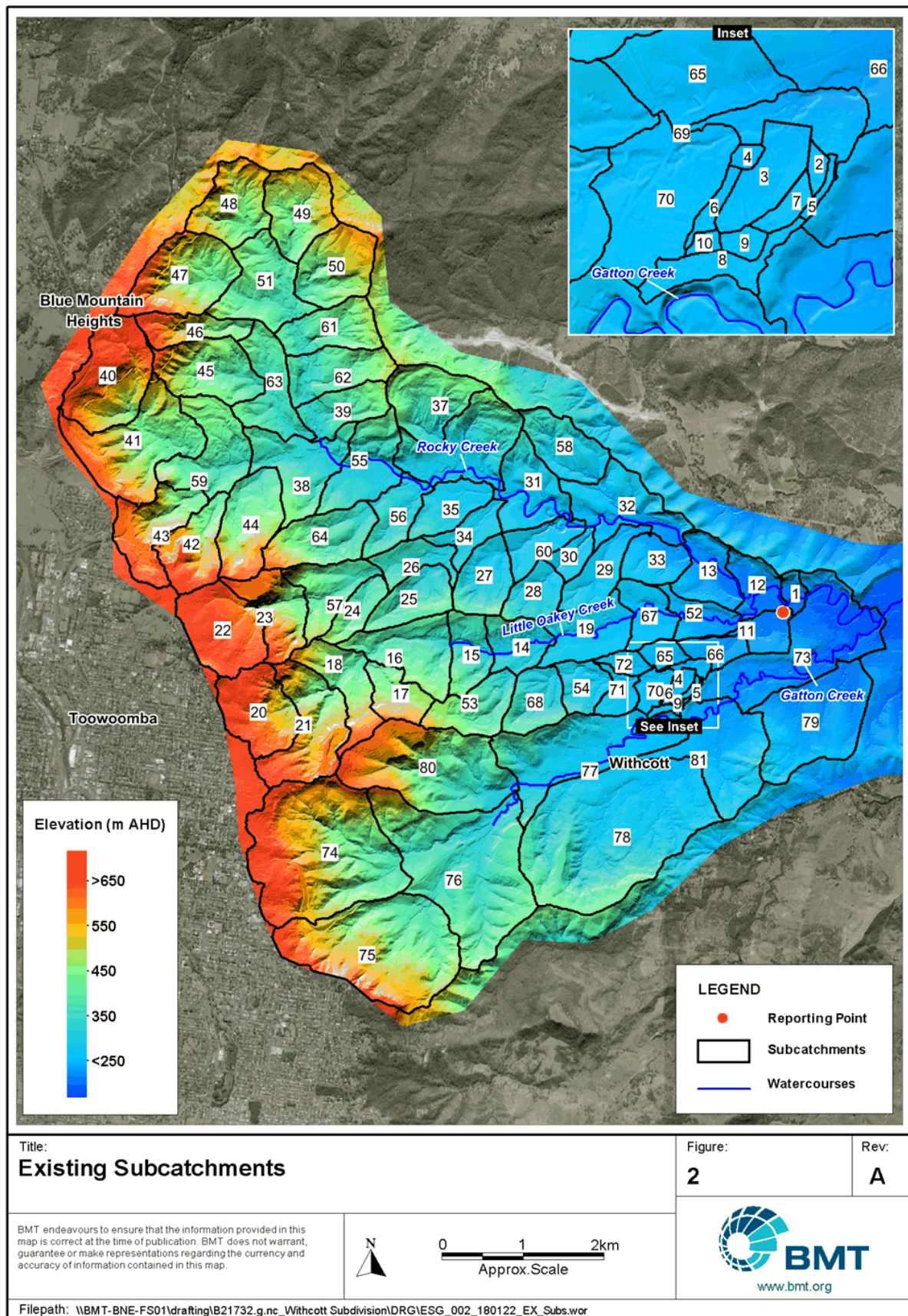
Anthony Charlesworth
Principal Engineer

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Attachment 1 - Figures

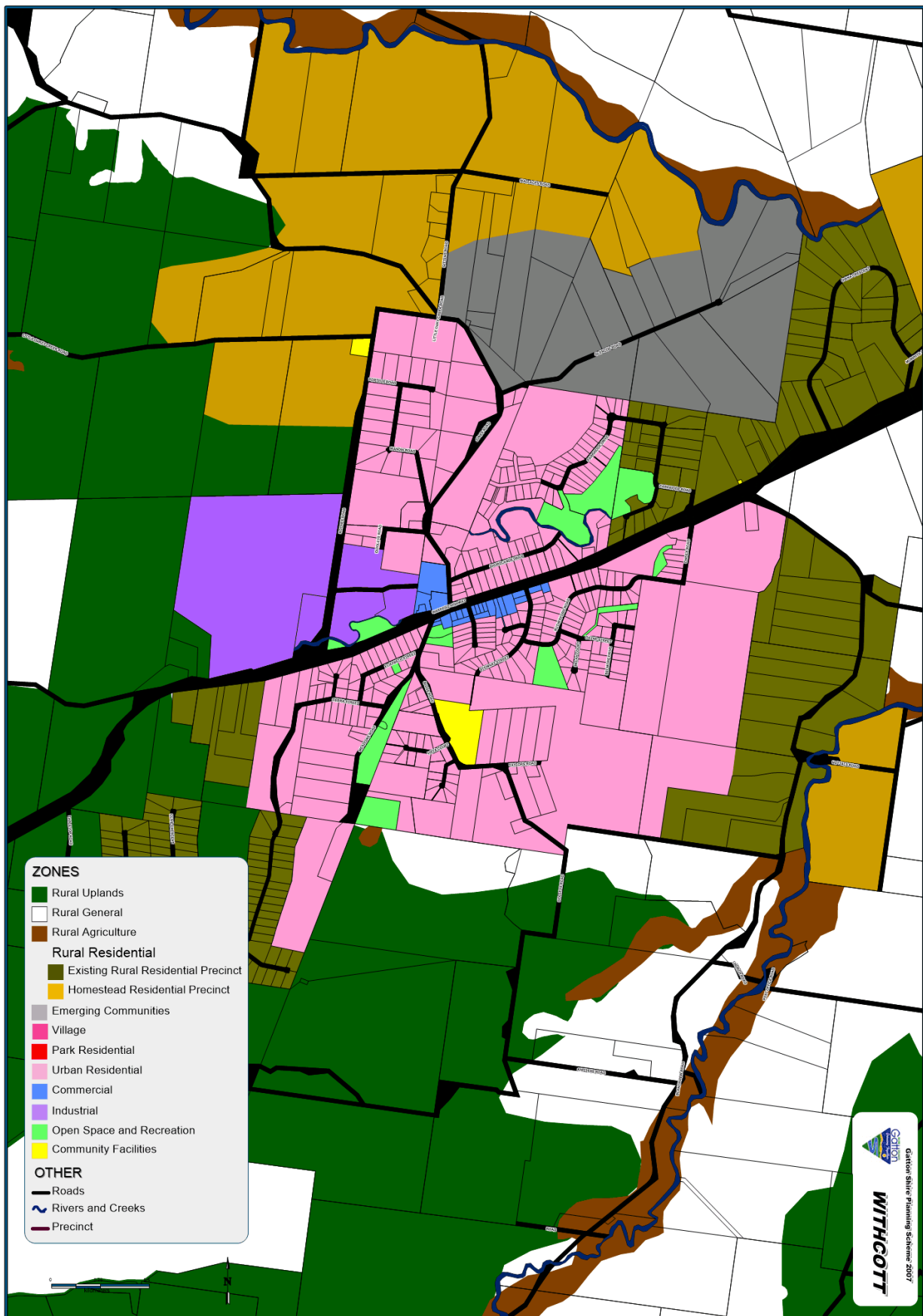
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Attachment 2 – Withcott Planning Scheme

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**ORDINARY COUNCIL
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12.0 CORPORATE AND COMMUNITY SERVICES REPORTS

12.1 Exemptions from Obtaining Competitive Offers for the December 2017 Quarter

Date: 02 February 2018
Author: Tony Brett, Manager Finance and Customer Services
Responsible Officer: David Lewis, Executive Manager Corporate & Community Services

Summary:

To comply with existing legislative requirements, Council is required to make a resolution in relation to Section 235 of the Local Government Regulation 2012 in relation to certain contractual obligations.

Officer's Recommendation:

THAT Council resolve to enter into medium-sized or large-sized contracts under Section 235 (a) of the *Local Government Regulation 2012* without first inviting written quotes or tenders, as it is satisfied that there is only 1 supplier who is reasonably available for:

- a. Specialist flooring at the Kensington Grove Child Care Centre by Andersens Gatton;**

AND further;

THAT Council resolve to enter into a medium-sized or large-sized contracts under Section 235 (b) of the *Local Government Regulation 2012* without first inviting written quotes or tenders, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for Council to invite quotes or tenders for:

- a. Report on horticultural production by The Stafford Group; and**
- b. Delivery of a business continuity training program for local business by Pheonix Resilience.**

RESOLUTION

THAT Council resolve to enter into a medium-sized or large-sized contract under Section 235 (a) of the *Local Government Regulation 2012* without first inviting written quotes or tenders, as it is satisfied that there is only 1 supplier who is reasonably available for:

- a. Specialist flooring at the Kensington Grove Child Care Centre by Andersens Gatton;**

Further;

THAT Council resolve to enter into medium-sized or large-sized contracts under Section 235 (b) of the *Local Government Regulation 2012* without first inviting written quotes or tenders, because of the specialised or confidential nature of the services

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that are sought, it would be impractical or disadvantageous for Council to invite quotes or tenders for:

- a. Report on horticultural production by The Stafford Group; and
- b. Delivery of a business continuity training program for local business by Pheonix Resilience.

Moved By: Cr Wilson

Seconded By: Cr Cook

Resolution Number: 16-20/0799

CARRIED

6/0

Report

1. Introduction

Under the *Local Government Act 2009* (the Act) and the *Local Government Regulation 2012* (the Regulation), Council has specific legislative responsibilities in relation to procurement. However, also contained within this legislation are exemptions from these requirements.

2. Background

Under Section 235 of the Regulation a local government may enter into a medium-sized or large-sized contractual arrangement 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.

Under the Regulation, a medium-sized contract is between \$15,000 and \$200,000 (exclusive of GST) and a large-sized contract being of greater value than \$200,000 (exclusive GST).

3. Report

Over recent months, Council has entered into contracts with a number of suppliers under the approval of the Chief Executive Officer. These contracts exclude contracts under alternative legislative procurement exceptions under Sections 231 to 234 of the Regulation.

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To comply with the requirements of the Regulation, Council is now required to make a resolution in relation to Section 235 of the Regulation in relation to these contractual obligations.

Tabled below is the group, type of contract, supplier and reasons for not applying competitive procurement:

Section 235	Unit	Supplier	Service(s)	GST Inclusive	Justification
a	Community Facilities	Andersens Gatton	Supply and install floor covering	\$15,409	Kensington Grove Child Care Centre to match existing flooring. Only supplier in region with specialised flooring for child care use.
b	Regional Development	The Stafford Group	Develop report on horticultural production	\$20,000	Consultants were engaged by a local community group to develop their report. To maintain consistency in responses, it is appropriate for Council to also engage them.
b	Disaster Management	Phoenix Resilience	Delivery of pilot business continuity training program	\$15,000	Industry specialist training for all hazards including flooding and bush fire for businesses within the Region.

4. Policy and Legal Implications

Under Section 235 of the Regulation, a local government may enter into a medium-sized or large-sized contractual arrangement 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.

5. Financial and Resource Implications

Budget and resource implications will continue to be addressed through existing budget allocations.

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6. Delegations/Authorisations

No further delegations are required to manage the issues raised in this report. The Executive Manager Corporate and Community Services will manage the requirements in line with existing delegations.

7. Communication and Engagement

The matters arising from this report that require further communication will be addressed through existing communication channels.

8. Conclusion

To comply with the requirements of the Regulation, Council is now required to make a resolution in relation to Section 235 of the Regulation in relation to the above mentioned contractual obligations.

9. Action/s

No further actions are required in relation to this report.



Summary of Council Actual Financial Performance vs. Budget – 31 January 2018

Summary:

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 presented to Council. This report provides a summary of Council's financial performance against budget for the financial year to 31 January 2018.

THAT Council resolve to receive and note the Summary of Council Actual Financial Performance versus Budget to 31 January 2018.

THAT Council resolve to receive and note the Summary of Council Actual Financial Performance versus Budget to 31 January 2018.

Moved By: Cr Cook **Seconded By:** Cr Hagan
Resolution Number: 16-20/0800

CARRIED
6/0

Report

1. Introduction

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.

2. Background

Monthly reporting of Council's financial performance is a legislative requirement and reinforces sound financial management practices throughout the organisation.

3. Report

The following report provides a summary of Council's financial performance against budget to 31 January 2018.

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Statement of Income and Expenditure

The detail provided in the Statement of Income and Expenditure has been amended to provide a report on the Whole of Council and then on each of the Executive Groups as this is more reflective of the operations of Council and aligns with budgeting and reporting responsibilities.

Operating Revenue - Target \$48.01 million Actual \$48.75 million or 101.52%

At 31 January 2018, overall operating revenue is on target for the budgeted amount. For the year to date, income from development applications, waste disposal, and plumbing fees remain more than expected.

Other revenue which includes QUU distributions and legal fee recoveries also remain higher than budget, as is Council's investment revenues due to higher cash balances while recoverable works is more than expected due to the accrual of the revenue for the works to date. All other line items remain on track.

Operating Expenditure - Target \$32.22 million Actual \$31.17 million or 96.74%

At 31 January 2018, overall operating expenditure for the year to date was under budget by \$1.05 million.

Employee costs include an initial 1.00% back pay (from 7 January 2017) which was made as part of the certified agreement negotiations for staff with pay rates based on the agreement. The amount of this back pay has been largely covered by the provision which was taken up in the previous financial year and therefore employee costs are on target at this time; however an allowance will be made in the budget review to ensure that the further costs resulting from the finalisation of the negotiations are budgeted for.

At 31 January, goods and services were \$1.31 million less than budget due to the timing of contract and project payments across a number of cost centres. The variances in contractors and consultants, as well as other associated projects are being addressed as part of the budget review which will be reported at the next Council meeting. Some of the savings being identified will be used to offset increased costs in other areas of Council including employee costs and election expenses.

Depreciation costs are now calculated using the One Council asset system and are reflective of the actual amount of depreciation being charged on the estimated revalued amount of Council's assets. At present depreciation costs are higher than budget due to increased asset values.

Capital Revenue - Target \$1.78 million Actual \$1.17 million or 65.73%

Overall capital grants and subsidies revenue is under budget for the year to date due to grants for the Blackspots Program and Laidley Recreation Reserve Lighting Project being paid in July 2017 while partially offsetting losses on disposal of assets. The timing of capital grants and subsidies remains largely dependent upon the completion of the annual capital works program and the grant application approval process.

The loss on disposal of non-current assets relates to the write off of assets which have been replaced or renewed through the capital works program.

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Statement of Financial Position

The Statement of Financial Position provides information on the breakdown of Council's assets and liabilities at a point in time. At 31 January, Council had \$53.77 million in current assets compared to \$10.03 million in current liabilities with a ratio of 5.36:1. This means that for every dollar of current liability, there is \$5.36 in current assets to cover it.

As the second levy of rates was issued at the end of January with payment due at the beginning of March, the level of receivables is quite high. This will reduce as the payments are made during February.

Statement of Cash Flows

The Statement of Cash Flows provides information on the amount of cash coming in and going out. As at 31 January, there has been a net cash outflow of \$0.95 million with \$5.30 million received from operating activities and a net cash outflow for investing activities of \$5.48 million with the proceeds from sales of property and grants received partially offsetting the amount spent on capital works. For the year to date, \$0.78 million in repayments have been made on Council's loans.

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. In order to maintain adequate working capital, it is estimated that Council needs around \$11.00 million cash at any one time; at 31 January, Council's cash balance was \$26.29 million.

Capital Expenditure – Target \$20.95 million Actual \$8.52 million or 40.67%

To 31 January 2018, Council has expended \$8.52 million on its capital works program with a further \$3.41 million in committed costs for works currently in progress. With commitments included, the percentage spent is 56.95% which is on track for the year.

The main expenditures are \$6.35 million within Infrastructure, Works and Services and \$1.61 million within Corporate and Community Services. Major projects include the Laidley Flood Mitigation Project, Gravel Resheeting, Bitumen Resealing and the Plant Replacement program.

The cash flow of the capital works budget has been reviewed to take into account the proposed timing of the projects to provide a more accurate estimate of the progress of the works program. The timing of the cash flows will be adjusted as required to cater for changes in scheduling as advised by responsible officers.

4. Policy and Legal Implications

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

**ORDINARY COUNCIL
MEETING MINUTES
14 FEBRUARY 2018**

5. Financial and Resource Implications

Monitoring of budgets and actuals will remain important if Council is to achieve the financial results adopted as part of the 2017/18 Budget, with any variations or anomalies to be investigated and action taken as appropriate.

The results of the budget review will be presented to Council at the second meeting in February. The review will focus on operational expenditures to redistribute the budget to those areas which need additional resources and to identify any savings across the board. The key areas for review include operational projects not yet started, the timing of contractor payments, and the impact of redundancy payments and any negotiated certified agreement pay increase on Council's employee costs.

Additionally, the budget review will look at the remaining capital works program to identify any projects that are at risk of deferral to the 2018/19 financial year. The allocation of salary and wages to capital projects will also be reviewed to ensure that all appropriate costs are being captured against projects.

The revised budget will then set the scene for the development of the 2018/19 budget.

6. Delegations/Authorisations

No further delegations are required to manage the issues raised in this report. The Executive Manager Corporate and Community Service will manage the requirements in line with existing delegations.

7. Communication and Engagement

The matters arising from this report that require further communication will be addressed through existing communication channels.

8. Conclusion

At 31 January, Council's revenues are on target, and overall expenditure is slightly under target. A budget review is being conducted and will be presented to Council at the second meeting in February.

9. Action/s

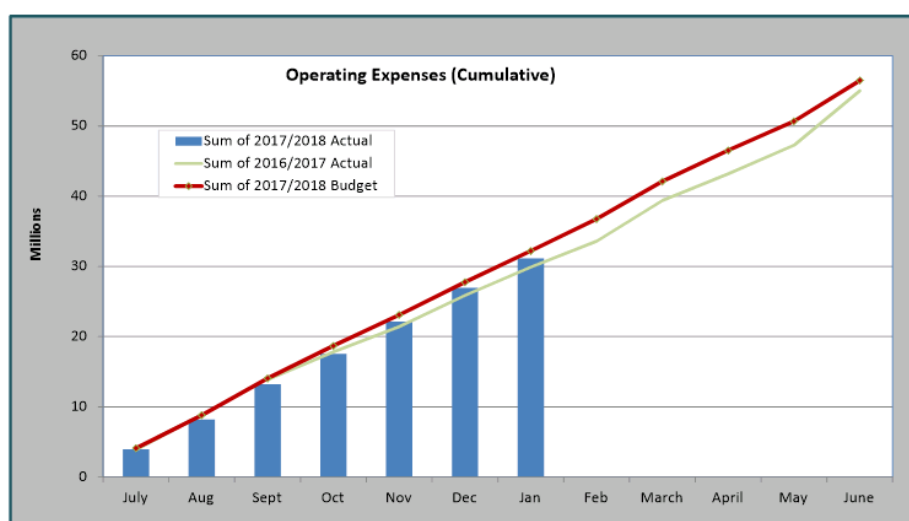
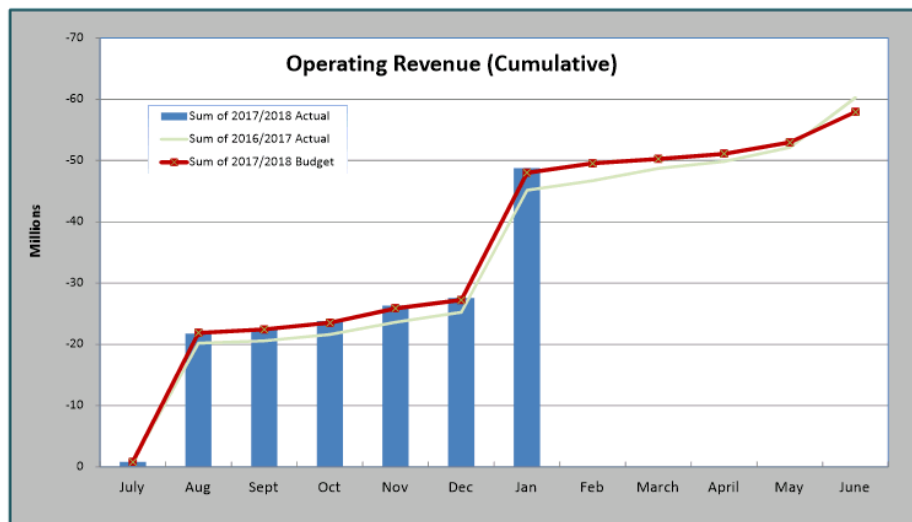
1. Nil

Attachments

- 1 [View](#) Monthly Financial Performance 19 Pages

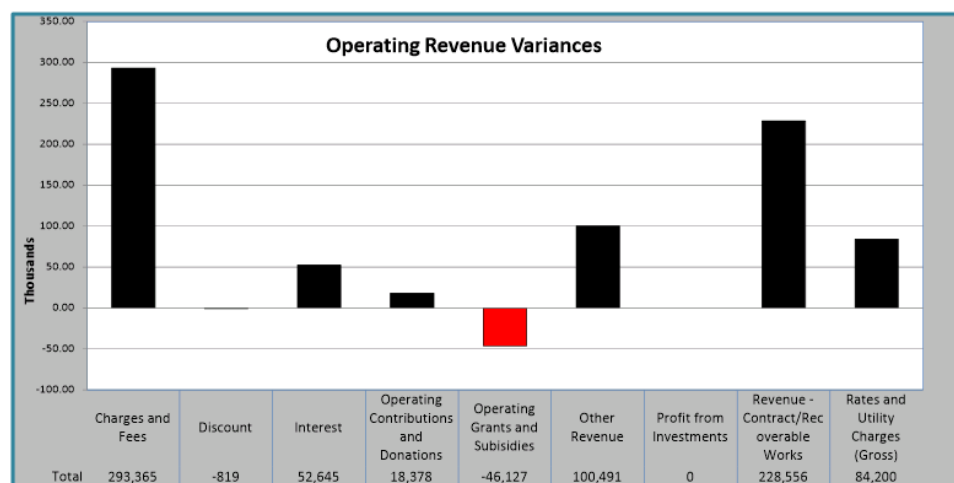
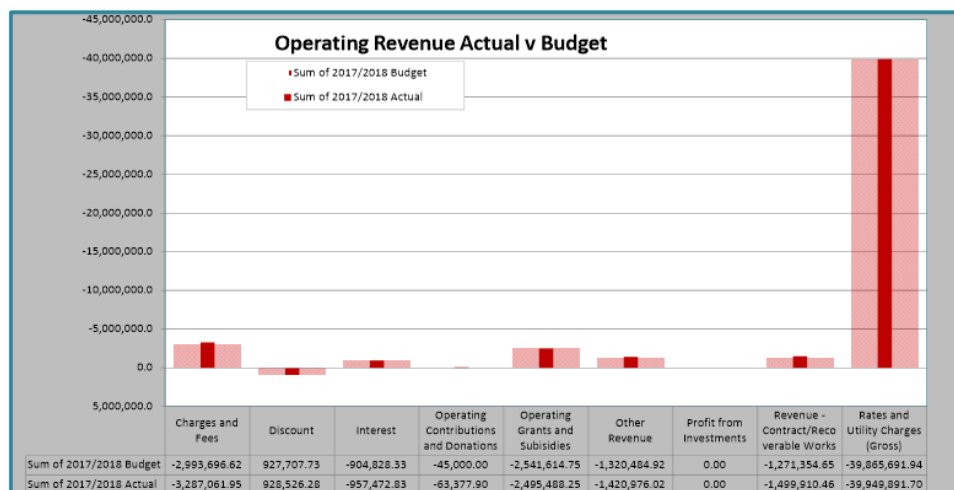
LOCKYER VALLEY REGIONAL COUNCIL

Total Council Operating Revenue and Expenses
For the Period Ended 31st January, 2018



LOCKYER VALLEY REGIONAL COUNCIL

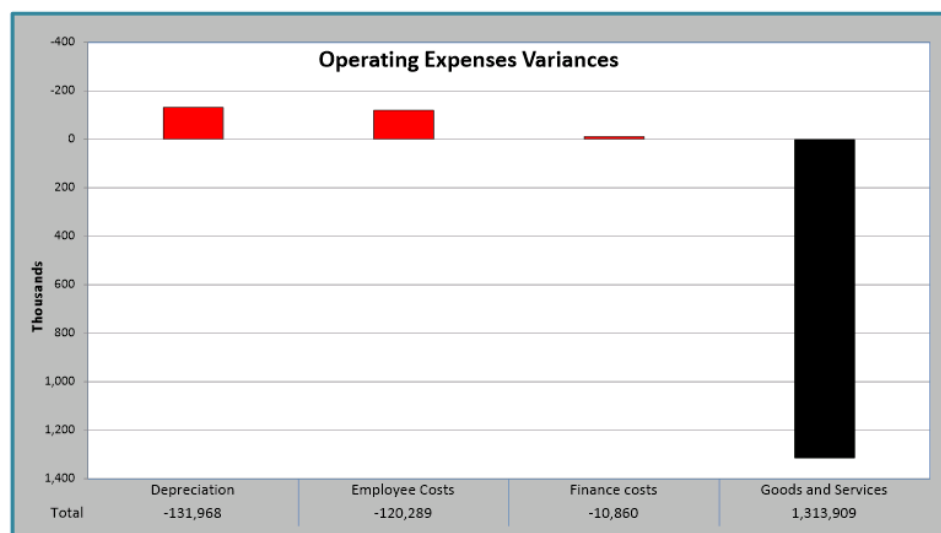
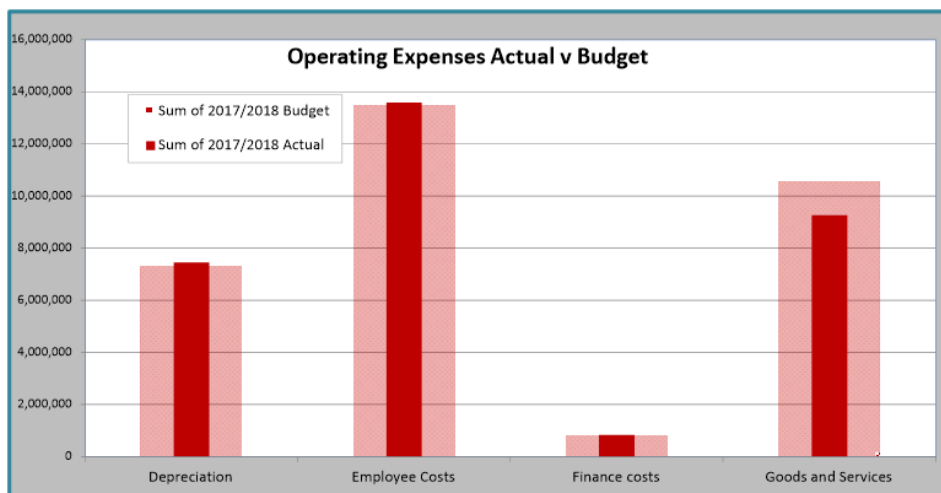
Operating Revenue
For the Period Ended 31st January, 2018



LOCKYER VALLEY REGIONAL COUNCIL

Operating Expenses

For the Period Ended 31st January, 2018



Lockyer Valley Regional Council (Whole Council)
Statement of Income and Expenditure
For Period Ending January 2018

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<u>Operating Revenue:</u>					
Rates and Utility Charges (Gross)	39,986,990	39,949,892	39,865,692	(84,200)	(0.21)
Discount	(1,610,000)	(928,526)	(927,708)	819	(0.09)
Charges and Fees	4,574,500	3,287,062	2,993,697	(293,365)	(9.80)
Interest	1,642,880	957,473	904,828	(52,645)	(5.82)
Operating Grants and Subsidies	6,826,306	2,495,488	2,541,615	46,127	1.81
Operating Contributions and Donations	126,000	63,378	45,000	(18,378)	(40.84)
Revenue - Contract/Recoverable Works	2,630,300	1,499,910	1,271,355	(228,556)	(17.98)
Other Revenue	1,942,400	1,420,976	1,320,485	(100,491)	(7.61)
Profit from Investments	1,807,000	-	-	-	0.00
Total Operating Revenue	57,926,376	48,745,653	48,014,963	(730,689)	(1.52)
<u>Operating Expenses:</u>					
Employee Costs	23,862,379	13,601,053	13,480,764	(120,289)	(0.89)
Goods and Services	18,414,107	9,264,901	10,578,809	1,313,909	12.42
Finance costs	1,639,430	838,644	827,784	(10,860)	(1.31)
Depreciation	12,572,310	7,465,815	7,333,848	(131,968)	(1.80)
Total Operating Expenses	56,488,225	31,170,413	32,221,204	1,050,791	3.26
Operating Surplus/(Deficit)	1,438,150	17,575,240	15,793,759	(1,781,481)	(11.28)
<u>Capital Revenue:</u>					
Capital Grants, Subsidies and Contributions	2,276,946	3,035,828	1,583,750	(1,452,078)	(91.69)
Profit (Loss) on Disposal of Non Current Assets	679,800	(1,867,534)	200,000	2,067,534	1,033.77
Total Capital Revenue	2,956,746	1,168,295	1,783,750	615,455	34.50
Operating Surplus/(Deficit) After Capital Items	4,394,896	18,743,535	17,577,509	(1,166,026)	(6.63)

Lockyer Valley Regional Council (Executive Office)
Statement of Income and Expenditure
For Period Ending January 2018

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
Operating Revenue:					
Charges and Fees	-	3	-	(3)	0.00
Operating Grants and Subsidies	121,000	106,000	106,000	-	0.00
Operating Contributions and Donations	-	28,738	-	(28,738)	0.00
Revenue - Contract/Recoverable Works	-	(210)	-	210	0.00
Other Revenue	348,400	304,977	274,233	(30,744)	(11.21)
Total Operating Revenue	469,400	439,508	380,233	(59,275)	(15.59)
Operating Expenses:					
Employee Costs	3,845,928	2,170,964	2,220,440	49,476	2.23
Goods and Services	2,706,765	1,335,786	1,603,773	267,987	16.71
Finance costs	4,000	2,694	2,240	(454)	(20.27)
Depreciation	88,320	27,410	51,520	24,110	46.80
Total Operating Expenses	6,645,013	3,536,854	3,877,973	341,119	8.80
Operating Surplus/(Deficit)	(6,175,613)	(3,097,346)	(3,497,739)	(400,394)	11.45
Capital Revenue:					
Capital Grants, Subsidies and Contributions	95,000	59,629	59,000	(629)	(1.07)
Profit (Loss) on Disposal of Non Current Assets	200,000	-	200,000	200,000	100.00
Total Capital Revenue	295,000	59,629	259,000	199,372	76.98
Operating Surplus/(Deficit) After Capital Items	(5,880,613)	(3,037,717)	(3,238,739)	(201,022)	6.21

Lockyer Valley Regional Council (Organisational Development and Planning)
Statement of Income and Expenditure
For Period Ending January 2018

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<u>Operating Revenue:</u>					
Rates and Utility Charges (Gross)	267,200	269,608	267,200	(2,408)	(0.90)
Charges and Fees	2,585,000	2,133,527	1,930,878	(202,649)	(10.50)
Interest	2,000	465	1,167	702	60.17
Operating Grants and Subsidies	30,000	76,364	30,000	(46,364)	(154.55)
Operating Contributions and Donations	30,000	10,000	20,000	10,000	50.00
Revenue - Contract/Recoverable Works	920,300	535,137	554,355	19,218	3.47
Other Revenue	5,000	4,543	1,200	(3,343)	(278.57)
Total Operating Revenue	3,839,500	3,029,642	2,804,799	(224,843)	(8.02)
<u>Operating Expenses:</u>					
Employee Costs	5,108,269	2,899,927	2,978,527	78,601	2.64
Goods and Services	1,945,590	881,042	1,203,218	322,176	26.78
Finance costs	900	781	525	(256)	(48.72)
Depreciation	20,040	14,625	11,690	(2,935)	(25.10)
Total Operating Expenses	7,074,799	3,796,374	4,193,960	397,586	9.48
Operating Surplus/(Deficit)	(3,235,299)	(766,732)	(1,389,161)	(622,429)	44.81
<u>Capital Revenue:</u>					
	-	-	-	-	0.00
Total Capital Revenue	-	-	-	-	0.00
Operating Surplus/(Deficit) After Capital Items	(3,235,299)	(766,732)	(1,389,161)	(622,429)	44.81

Lockyer Valley Regional Council (Corporate and Community Services)
Statement of Income and Expenditure
For Period Ending January 2018

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<u>Operating Revenue:</u>					
Rates and Utility Charges (Gross)	38,810,589	38,771,083	38,691,791	(79,292)	(0.20)
Discount	(1,610,000)	(928,526)	(927,708)	819	(0.09)
Charges and Fees	1,961,500	1,139,005	1,046,485	(92,519)	(8.84)
Interest	1,640,880	957,003	903,662	(53,341)	(5.90)
Operating Grants and Subsidies	3,920,081	1,324,061	1,382,391	58,329	4.22
Operating Contributions and Donations	46,000	-	-	-	0.00
Revenue - Contract/Recoverable Works	-	93	-	(93)	0.00
Other Revenue	1,312,400	935,210	870,502	(64,708)	(7.43)
Profit from Investments	1,807,000	-	-	-	0.00
Total Operating Revenue	47,888,450	42,197,928	41,967,123	(230,805)	(0.55)
<u>Operating Expenses:</u>					
Employee Costs	8,640,587	4,933,847	4,594,342	(339,505)	(7.39)
Goods and Services	10,487,156	5,496,758	5,727,427	230,669	4.03
Finance costs	1,186,530	629,350	601,019	(28,331)	(4.71)
Depreciation	3,409,830	1,918,677	1,989,068	70,390	3.54
Total Operating Expenses	23,724,103	12,978,632	12,911,855	(66,777)	(0.52)
Operating Surplus/(Deficit)	24,164,346	29,219,296	29,055,267	(164,028)	(0.56)
<u>Capital Revenue:</u>					
Capital Grants, Subsidies and Contributions	327,500	471,464	317,500	(153,964)	(48.49)
Profit (Loss) on Disposal of Non Current Assets	-	(334,968)	-	334,968	0.00
Total Capital Revenue	327,500	136,497	317,500	181,003	57.01
Operating Surplus/(Deficit) After Capital Items	24,491,846	29,355,792	29,372,767	16,975	0.06

Lockyer Valley Regional Council (Infrastructure, Works and Services)
Statement of Income and Expenditure
For Period Ending January 2018

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<u>Operating Revenue:</u>					
Rates and Utility Charges (Gross)	909,201	909,202	906,701	(2,501)	(0.28)
Charges and Fees	28,000	14,528	16,333	1,806	11.06
Interest	-	5	-	(5)	0.00
Operating Grants and Subsidies	2,755,225	989,063	1,023,224	34,161	3.34
Operating Contributions and Donations	50,000	24,640	25,000	360	1.44
Revenue - Contract/Recoverable Works	1,710,000	964,891	717,000	(247,891)	(34.57)
Other Revenue	276,600	176,246	174,550	(1,697)	(0.97)
Total Operating Revenue	5,729,026	3,078,575	2,862,808	(215,766)	(7.54)
<u>Operating Expenses:</u>					
Employee Costs	6,267,594	3,596,316	3,687,455	91,139	2.47
Goods and Services	3,274,595	1,551,315	2,044,391	493,077	24.12
Finance costs	448,000	205,819	224,000	18,181	8.12
Depreciation	9,054,120	5,505,103	5,281,570	(223,533)	(4.23)
Total Operating Expenses	19,044,310	10,858,553	11,237,416	378,863	3.37
Operating Surplus/(Deficit)	(13,315,284)	(7,779,978)	(8,374,608)	(594,630)	7.10
<u>Capital Revenue:</u>					
Capital Grants, Subsidies and Contributions	1,854,446	2,504,736	1,207,250	(1,297,486)	(107.47)
Profit (Loss) on Disposal of Non Current Assets	479,800	(1,532,566)	-	1,532,566	0.00
Total Capital Revenue	2,334,246	972,170	1,207,250	235,080	19.47
Operating Surplus/(Deficit) After Capital Items	(10,981,038)	(6,807,808)	(7,167,358)	(359,549)	5.02

LOCKYER VALLEY REGIONAL COUNCIL
STATEMENT OF FINANCIAL POSITION
As at 31 January, 2018

	2017-2018 Full Year Budget	2017-2018 YTD Actual
<u>Current Assets</u>		
Cash assets and cash equivalents	19,800,000	9,689,438
Cash investments	-	16,600,000
Trade and other receivables	3,480,000	24,878,091
Inventories	3,400,000	485,102
Non-current assets classified as held for sale	-	2,117,137
Total Current Assets	26,680,000	53,769,768
<u>Non Current Assets</u>		
Trade and other receivables	14,740,000	14,745,256
Equity investments	30,780,000	28,762,947
Investment properties	1,850,000	1,847,000
Property, plant and equipment	619,580,000	561,970,057
Intangible assets	5,940,000	4,603,634
Total Non Current Assets	672,890,000	611,928,894
TOTAL ASSETS	699,570,000	665,698,661
<u>Current Liabilities</u>		
Trade and other payables	3,970,000	4,514,212
Provisions	4,680,000	4,678,139
Borrowings	1,770,000	834,708
Total Current Liabilities	10,420,000	10,027,059
<u>Non Current Liabilities</u>		
Provisions	28,630,000	28,633,269
Borrowings	28,320,000	30,837,626
Total Non Current Liabilities	56,950,000	59,470,895
TOTAL LIABILITIES	67,370,000	69,497,954
NET COMMUNITY ASSETS	632,200,000	596,200,707
<u>Community Equity</u>		
Retained surplus (deficiency)	375,790,000	367,450,950
Asset revaluation surplus	254,960,000	205,124,927
Reserves	-	4,881,295
Current Surplus/(Deficit)	1,440,000	18,743,535
TOTAL COMMUNITY EQUITY	632,200,000	596,200,707

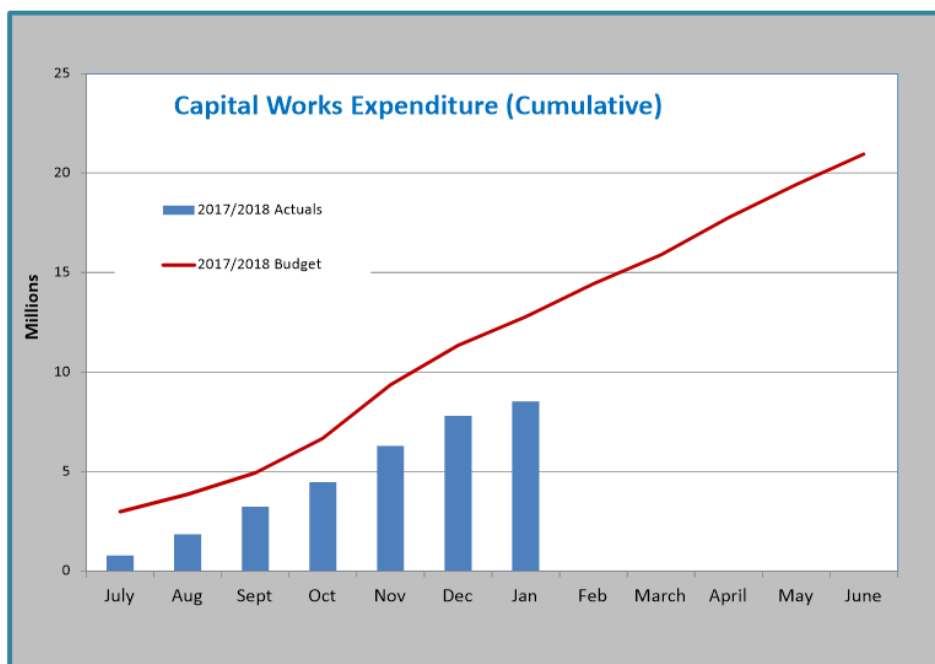
LOCKYER VALLEY REGIONAL COUNCIL
Statement of Cash Flows
For the period ended 31 January, 2018

	2017-2018 Full Year Budget	2017-2018 YTD Actuals
<u>Cash flows from operating activities:</u>		
<u>Receipts</u>		
Receipts from customers	55,970,000	29,759,822
Interest received	1,640,000	957,473
<u>Payments</u>		
Payments to suppliers and employees	(44,600,000)	(24,647,781)
Interest expense	(1,470,000)	(767,575)
Net cash inflow (outflow) from operating activities	11,530,000	5,301,938
<u>Cash flows from investing activities:</u>		
Capital grants, subsidies and contributions	3,030,000	3,035,828
Payments for property, plant and equipment	(20,650,000)	(8,562,128)
Net transfer (to) from cash investments	770,000	-
Proceeds from sale of property plant and equipment	240,000	50,000
Net cash inflow (outflow) from investing activities	(16,620,000)	(5,476,299)
<u>Cash flows from financing activities:</u>		
Repayment of borrowings	(2,360,000)	(776,969)
Net cash inflow (outflow) from financing activities	(2,360,000)	(776,969)
Net increase (decrease) in cash and cash equivalents held	(7,440,000)	(951,330)
Cash and cash equivalents at beginning of the financial year	27,240,000	27,240,768
Cash and cash equivalents at end of the financial year	19,800,000	26,289,438

LOCKYER VALLEY REGIONAL COUNCIL

CAPITAL WORKS BY GROUP

Row Labels	Values		
	2017/2018 Budget	2017/2018 Actuals	Sum of PercentSpent
Corporate & Community Services	5,521,000	1,613,268	29.22%
Executive Office	394,000	157,174	39.89%
Infrastructure Works & Services	14,175,932	6,354,541	44.83%
Organisational Development & Planning	864,000	396,230	45.86%
Grand Total	20,954,932	8,521,213	40.66%



LOCKYER VALLEY REGIONAL COUNCIL
CAPITAL WORK SUMMARY
31 January 2018

	2017-2018 Amended Budget	2017-2018 Expenditure	Committed	2017-2018 Expenditure (including Committed)	Remaining Budget (including Committed)
Corporate & Community Services					
Community Facilities Management	90,000	1,614	0	1,614	88,386
Disaster Management	262,000	176,040	37,370	213,410	48,590
Facilities	2,080,000	795,693	324,278	1,119,970	960,030
Information Management	290,000	51,523	0	51,523	238,477
Information Technology	1,230,000	324,661	158,858	483,520	746,480
Public Order & Safety	70,000	12,399	0	12,399	57,601
SES	47,000	6,529	0	6,529	40,471
Transfer Stations	1,205,000	179,196	135,608	314,804	890,196
Gatton Child Care Centre	22,300	22,299	0	22,299	1
Waste Collection	30,000	25,032	0	25,032	4,968
Gatton Library	12,000	0	0	0	12,000
Kensington Grove Community Childcare	17,700	15,409	0	15,409	2,291
Health and Regulatory Services	165,000	2,873	48,490	51,363	113,637
Corporate & Community Services Total	5,521,000	1,613,268	704,604	2,317,872	3,203,128
Executive Office					
Regional Development Management	204,000	111,547	42,763	154,310	49,690
Tourism Initiatives	65,000	7,326	0	7,326	57,674
Legal Services	20,000	628	0	628	19,372
Advocacy	105,000	37,673	59,240	96,913	8,087
Executive Office Total	394,000	157,174	102,003	259,176	134,824
Infrastructure Works & Services					
Capital Program Delivery	10,512,892	5,226,560	1,057,357	6,283,918	4,228,974
Depot	99,000	200	79,500	79,700	19,300
Fleet	2,318,000	891,727	1,073,301	1,965,028	352,972
Parks & Open Spaces	497,890	80,004	252,084	332,088	165,802
Cemetery	65,650	1,816	2,640	4,456	61,194
NDRRA Program - Infrastructure Recovery	682,500	154,233	111,191	265,424	417,076
Infrastructure Works & Services Total	14,175,932	6,354,541	2,576,074	8,930,615	5,245,317
Organisational Development & Planning					
Planning Scheme	744,000	359,502	22,630	382,132	361,868
Environmental Planning	25,000	0	0	0	25,000
Sport Recreation and Community Grants	50,000	12,127	0	12,127	37,873
Pest Management	45,000	24,601	0	24,601	20,399
Organisational Development & Planning Total	864,000	396,230	22,630	418,861	445,139
Grand Total	20,954,932	8,521,213	3,405,310	11,926,524	9,028,408

LOCKYER VALLEY REGIONAL COUNCIL
CAPITAL WORKS DETAIL
31 January 2018

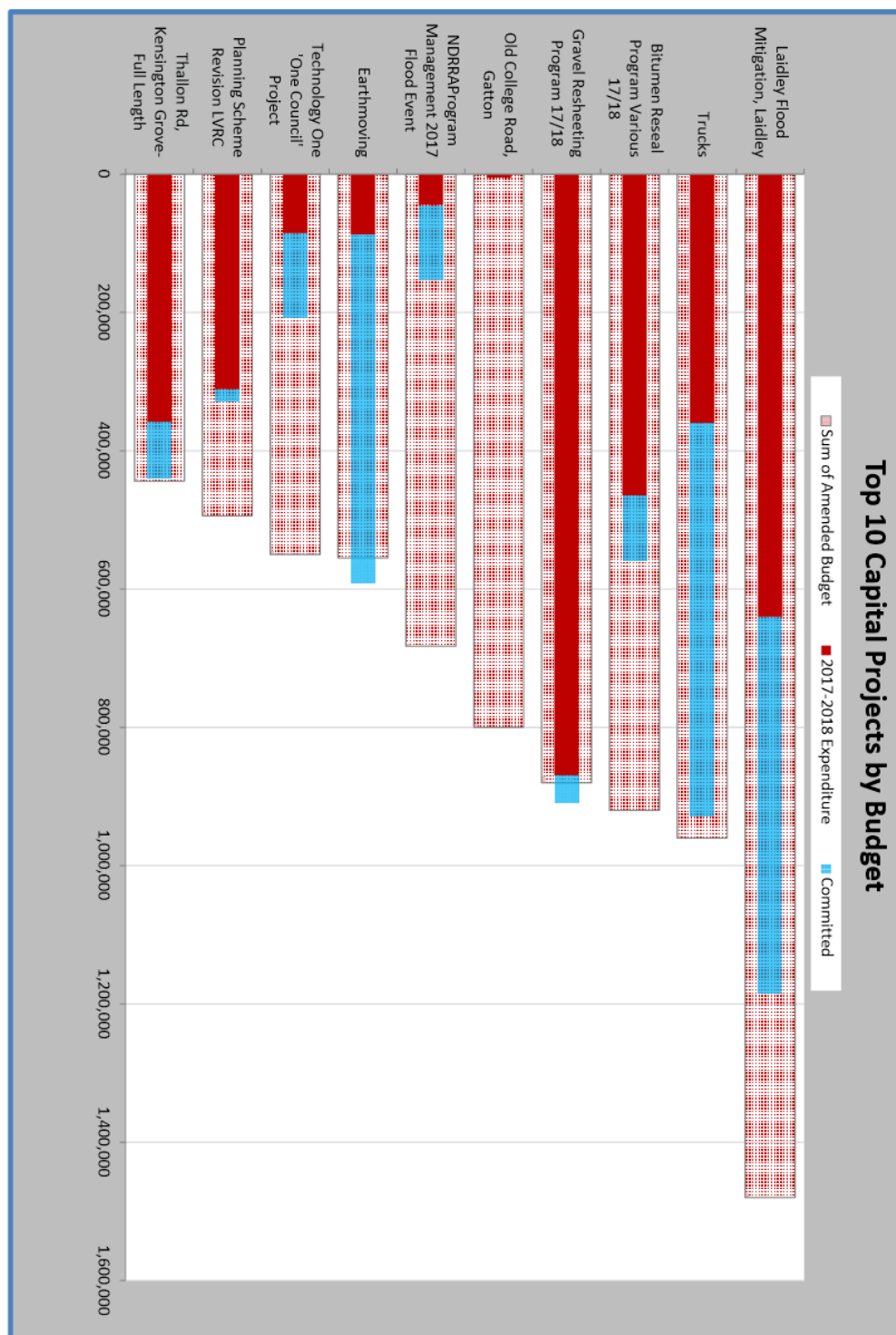
Row Labels	Amounts			2017-2018 Expenditure (including Committed)	Remaining Budget (including Committed)
	2017-2018 Budget	2017-2018 Expenditure	Committed		
Corporate & Community Services					
Community Facilities Management					
Gatton Shire Hall Stage Curtains	10,000	0	0	0	10,000
Laidley Swimming Pool refurbishment	80,000	1,614	0	1,614	78,386
Community Facilities Management Total	90,000	1,614	0	1,614	88,386
Disaster Management					
Flood Mapping and Modelling L'yer Catchm	80,000	58,020	29,150	87,170	-7,170
Floodway Manual Gauges	7,000	0	0	0	7,000
River Height Gauges Laidley & Thornton	90,000	84,670	4,510	89,180	820
Upgrade Cameras for Night Vision	35,000	0	0	0	35,000
Waterride Flood Intelligence	50,000	33,350	3,710	37,060	12,940
Disaster Management Total	262,000	176,040	37,370	213,410	48,590
Facilities					
Admin Building Fire Detection/Counter	200,000	66,610	16,100	82,710	117,290
Buildings & Facilities Asset Replacement	50,000	0	0	0	50,000
Das Neumann Haus Refurbish Ramp & Paint	5,000	3,187	0	3,187	1,813
Decommission Old Gatton Pool	5,000	2,261	0	2,261	2,739
Facilities Key Storage	6,000	0	0	0	6,000
Forest Hill Rec Res Upgrade Toilet Block	0	291	0	291	-291
Gatton Depot Elec Switchboard Upgrade	40,000	4,468	1,200	5,668	34,332
Gatton Depot Facilities Shed	30,000	17,353	14,127	31,481	-1,481
Gatton North St Toilets Interior Refurb	70,000	8,227	42,816	51,042	18,958
Gatton RV Park	75,000	83,772	0	83,772	-8,772
Gatton Show Grounds Internal Roadworks	50,000	522	0	522	49,478
Gatton Showgrounds Separate Metering	70,000	5,883	2,950	8,833	61,167
Gatton Squash Courts Refurbishment	45,000	0	0	0	45,000
Helidon Community Hall Painting & Repair	30,000	18,669	2,525	21,194	8,806
Helidon Tennis Club Exterior Painting	10,000	9,938	0	9,938	62
Indoor Sports Ctr LED Light & Cooling	119,000	67,176	0	67,176	51,824
Jessie's Cottage Repairs & Painting	10,000	7,287	0	7,287	2,713
Laidley Admin Building Refurbishment	80,000	12,514	28,677	41,191	38,809
Laidley DNH Toilet Block Repairs & Paint	10,000	0	0	0	10,000
Laidley Multipurpose Centre	0	75,750	0	75,750	-75,750
Laidley Pool Construct Disabled Toilet	40,000	39,846	595	40,441	-441
Laidley Pound Fencing Drainage & Repairs	5,000	561	2,570	3,131	1,869
Laidley Rec Res LED Lighting Replacement	202,000	219,698	0	219,698	-17,698
Laidley Recreation Reserve Toilet repair	10,000	0	0	0	10,000
Laidley Saleyards Undercover Walkway	20,000	453	0	453	19,547
LCC Replace Curtains & PA System	15,000	13,033	0	13,033	1,967
Lions Park Laidley Replace Toilet Block	110,000	9,894	118,160	128,054	-18,054
Lockyer Valley Cultural Centre Storage	10,000	6,247	0	6,247	3,753
LV Cultural Centre Tile Replacement	105,000	1,464	43,257	44,721	60,279
LVSAC Splash Pad	0	0	13,514	13,514	-13,514
Murphys Ck Comm Centre Painting & Repair	3,000	1,458	0	1,458	1,542
New Temporary Laidley Library	0	18,081	0	18,081	-18,081
Nielsen's Place shade shelters	50,000	0	0	0	50,000
Replace Ageing Furniture at Prem Halls	10,000	0	0	0	10,000
Replace Shade Shelters-Laidley Pool	15,000	14,637	0	14,637	363
Shire Hall Basement Exit/Fire Detection	85,000	7,515	18,290	25,805	59,195
Solar planning for buildings	180,000	60,303	14,847	75,150	104,850
Static Safety Lines Various Facilities	55,000	15,944	0	15,944	39,056
Vets Support Laidley Disabled Carpark	15,000	109	0	109	14,891
Withcott Toilet Block	245,000	2,541	4,650	7,191	237,809
Facilities Total	2,080,000	795,693	324,278	1,119,970	960,030
Information Management					
Physical Records Relocation Project Ldly	190,000	51,523	0	51,523	138,477
Records Digitisation	100,000	0	0	0	100,000
Information Management Total	290,000	51,523	0	51,523	238,477
Information Technology					
Council Chambers Audio Visual System	9,000	8,291	0	8,291	709
Data Centre Upgrades	25,000	40,119	0	40,119	-15,119
Gatton Library Audio Visual Equipment	16,000	0	0	0	16,000

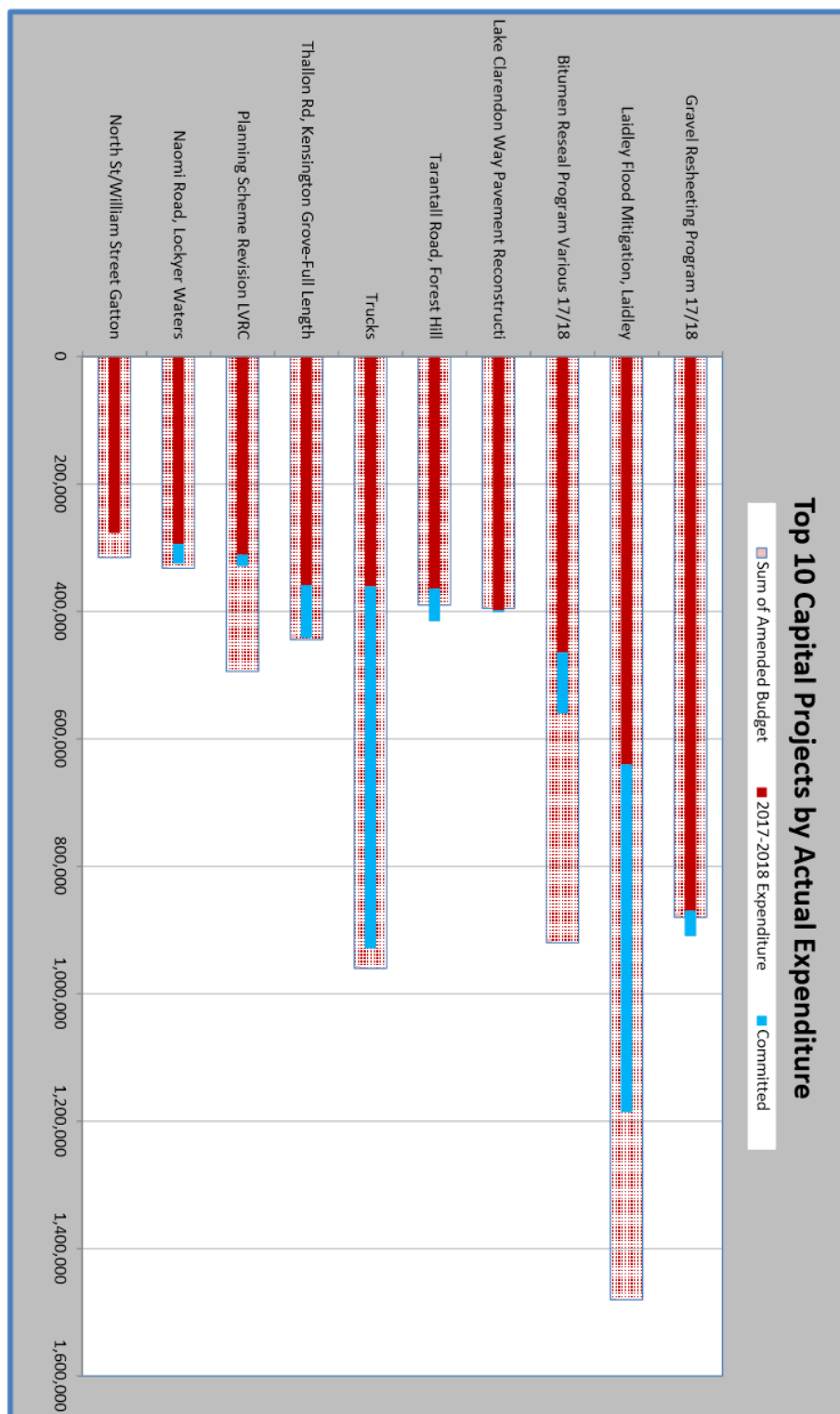
Row Labels	Amounts			2017-2018 Expenditure (including Committed)	Remaining Budget (including Committed)
	2017-2018 Budget	2017-2018 Expenditure	Committed		
GIS Enhancement	155,000	33,908	22,185	56,093	98,907
Implement BCP Functionality	100,000	0	0	0	100,000
Implementation of Live Pro System	30,000	0	0	0	30,000
Laidley Cultural Centre Access Control	15,000	0	0	0	15,000
LVCC Audio Visual	0	18,683	0	18,683	-18,683
Network Security	40,000	0	0	0	40,000
Network Upgrades & Replacements	20,000	2,000	0	2,000	18,000
Skype for Business	5,000	0	2,989	2,989	2,011
Technology One 'ECM Upgrade'	175,000	136,508	10,149	146,657	28,343
Technology One 'One Council' Project	550,000	85,153	123,536	208,689	341,311
Upgrade MS Office	50,000	0	0	0	50,000
Upgrade Windows Desktop Operating System	10,000	0	0	0	10,000
Website Upgrade	30,000	0	0	0	30,000
Information Technology Total	1,230,000	324,661	158,858	483,520	746,480
Public Order & Safety					
Depot CCTV	15,000	0	0	0	15,000
Gatton CCTV Project	10,000	0	0	0	10,000
Laidley Library CCTV	5,000	2,007	0	2,007	2,993
Mobile Body CCTV Cameras for Staff	25,000	6,134	0	6,134	18,866
Renewal of CCTV Equipment in Laidley	10,000	4,258	0	4,258	5,742
Unidentified CCTV Works	5,000	0	0	0	5,000
Public Order & Safety Total	70,000	12,399	0	12,399	57,601
SES					
SES Buildings Air-conditioning	15,000	5,438	0	5,438	9,562
SES Buildings Roller Door Auto Mechanism	10,000	0	0	0	10,000
SES Buildings Roof Ventilation	20,000	0	0	0	20,000
Technology & Communications Improvements	2,000	1,091	0	1,091	909
SES Total	47,000	6,529	0	6,529	40,471
Transfer Stations					
Bitumen Sealing at Transfer Stations	40,000	0	0	0	40,000
Bunded Sheds & Units Hazardous Material	95,000	48,774	0	48,774	46,226
Digital Camera Replacement for 3 sites	5,000	882	4,043	4,924	76
Driveway Entrance Repairs to Lock Waters	36,000	0	0	0	36,000
Electricity to Withcott Transfer Station	108,000	32,022	85,081	117,103	-9,103
Gatton and Laidley Sites Landscaping	10,000	0	8,680	8,680	1,320
Gatton Landfill EHP Compliance	297,000	0	0	0	297,000
Gatton L'Fill Capping Construct West End	326,000	0	0	0	326,000
Gatton L'Fill Capping Design Western End	90,000	7,620	5,772	13,392	76,608
Laidley Landfill Capping Works	0	44,883	31,952	76,835	-76,835
Laidley Transfer Station Improvement	0	0	80	80	-80
Lockrose Transfer Station Building & R/Wall	29,000	35,714	0	35,714	-6,714
New Landfill Cell (4) for Gatton Site	74,000	9,301	0	9,301	64,699
Superintendent Landfill Capping	30,000	0	0	0	30,000
Water Pump & Reticulation System Gatton	65,000	0	0	0	65,000
Transfer Stations Total	1,205,000	179,196	135,608	314,804	890,196
Gatton Child Care Centre					
Gatton CC Centre Replace Pavement	4,164	4,163	0	4,163	1
GCCC Recover Exist Brick with Plaster	18,136	18,136	0	18,136	-0
Gatton Child Care Centre Total	22,300	22,299	0	22,299	1
Waste Collection					
Laidley Levy/Garbage Truck Turnarounds	30,000	25,032	0	25,032	4,968
Waste Collection Total	30,000	25,032	0	25,032	4,968
Gatton Library					
Gatton Library New Furniture	12,000	0	0	0	12,000
Gatton Library Total	12,000	0	0	0	12,000
Kensington Grove Community Childcare					
KGCC Replacement of Vinyl Flooring	17,700	15,409	0	15,409	2,291
Kensington Grove Community Childcare Total	17,700	15,409	0	15,409	2,291
Health and Regulatory Services					
Dog Off Leash Area(s)	50,000	0	0	0	50,000
LVRCA Animal Management Facility	100,000	2,873	48,490	51,363	48,637
Security Fencing	5,000	0	0	0	5,000
Shade Shelters for Cattle Yards	10,000	0	0	0	10,000
Health and Regulatory Services Total	165,000	2,873	48,490	51,363	113,637
Corporate & Community Services Total	5,521,000	1,613,268	704,604	2,317,872	3,203,128

Row Labels	Amounts		Committed	2017-2018 Expenditure (including Committed)	Remaining Budget (including Committed)
	2017-2018 Budget	2017-2018 Expenditure			
Executive Office					
Regional Development Management					
GWIZ	0	261	1,625	1,886	-1,886
Lakeview Accommodation Precinct	40,000	41,570	1,750	43,320	-3,320
Pre-sale Activities Grantham West	105,000	69,566	600	70,166	34,834
Pre-sale activities Lakeview remain lots	20,000	0	0	0	20,000
Upgrade to Water Infrastructure Hawck St	39,000	150	38,788	38,938	62
Regional Development Management Total	204,000	111,547	42,763	154,310	49,690
Tourism Initiatives					
Entrance Statement Plainland	25,000	7,326	0	7,326	17,674
Pioneer Village Shed Upgrade	30,000	0	0	0	30,000
Pioneer Village Upgrades	10,000	0	0	0	10,000
Tourism Initiatives Total	65,000	7,326	0	7,326	57,674
Legal Services					
Land disposal costs	20,000	628	0	628	19,372
Legal Services Total	20,000	628	0	628	19,372
Advocacy					
Lockyer Valley Pre-Feasibility Study	105,000	37,673	59,240	96,913	8,087
Advocacy Total	105,000	37,673	59,240	96,913	8,087
Executive Office Total	394,000	157,174	102,003	259,176	134,824
Infrastructure Works & Services					
Capital Program Delivery					
Airforce Road, Helidon	300,000	2,273	0	2,273	297,727
Ambrose Street, Laidley	25,000	22,620	737	23,356	1,644
Australia II Drive, Kensington Grove	60,000	58,996	0	58,996	1,004
Bitumen Reseal Program - Various 16/17	170,000	148,406	0	148,406	21,595
Bitumen Reseal Program Various 17/18	920,000	464,301	95,885	560,186	359,814
Black Spot Project (funding not announce	-10,000	0	0	0	-10,000
Blanchview Road, Blanchview	30,000	0	0	0	30,000
Brightview Road, Glenore Grove	20,000	14,278	2,145	16,422	3,578
Church Street, Forest Hill	16,000	14,580	1,333	15,912	88
Crowley Vale Road, Crowley Vale	0	382	0	382	-382
Culvert Renewals - Various	286,000	0	0	0	286,000
Cycle Network Gatton	21,000	18,514	13,637	32,151	-11,151
East/Crescent Streets Gatton	145,000	152,401	0	152,401	-7,401
Fairway Drive	20,000	19,086	0	19,086	914
Feldhahn Street, Gatton	210,000	2,339	0	2,339	207,661
Flagstone Creek Road, Flagstone	60,000	0	0	0	60,000
Flagstone Creek State School	80,000	1,336	0	1,336	78,664
Gehrke Road Culvert Replacement	10,000	6,206	0	6,206	3,794
Gehrke Road, Regency Downs	0	415	0	415	-415
Gravel Resheeting Program - Various	55,000	55,163	0	55,163	-163
Gravel Resheeting Program 17/18	880,000	869,551	39,886	909,437	-29,437
Harm Dr/Lake Clarendon Rd Black Spot Pro	56,500	546	0	546	55,954
Hickey Street Kerb Ramps	15,000	10,368	0	10,368	4,632
Hickey Street, Gatton	150,000	27,357	22,262	49,619	100,381
Ingoldsby Road, Ingoldsby	350,000	248,836	127,826	376,662	-26,662
Jones Road, Withcott	90,000	92,374	227	92,601	-2,601
Kensington Grove Speed Review	10,000	0	0	0	10,000
Kerb and channel rehabilitation program	50,000	57,350	1,036	58,386	-8,386
Laidley Flood Mitigation, Laidley	1,480,000	639,924	545,720	1,185,645	294,355
Lake Clarendon Rd (LCS School), Lake Cla	5,000	4,434	0	4,434	566
Lake Clarendon Way	0	1,359	0	1,359	-1,359
Lake Clarendon Way Pavement Reconstructi	395,000	398,224	3,052	401,277	-6,277
Lake Clarendon Way/Main Greenswamp Rd	225,000	222,560	0	222,560	2,440
Liftin Bridge-Black Spot Project 17/18	41,500	8,495	0	8,495	33,005
Long Gully Rd (CH.0-1.4) Upgrade gravel	260,000	0	3,936	3,936	256,064
Mahon Bridge strengthening	70,000	17,526	0	17,526	52,474
Market Drive - Pavement Failures	60,000	0	0	0	60,000
Meadows Road, Withcott	5,000	0	0	0	5,000
Naomi Road, Lockyer Waters	332,000	293,981	30,980	324,961	7,039
North St/William Street Gatton	315,000	276,735	0	276,735	38,265
Old College Road, Gatton	800,000	4,860	0	4,860	795,140
Operational Works Application Fees	0	18,515	0	18,515	-18,515
Patrick Street, Laidley	26,000	25,350	850	26,201	-201
Queens Baton Relay	80,000	15,258	0	15,258	64,742
Railway St, Laidley - CH 125 - 365 - Her	60,000	0	0	0	60,000

Row Labels	Amounts		Committed	2017-2018 Expenditure (including Committed)	Remaining Budget (including Committed)
	2017-2018 Budget	2017-2018 Expenditure			
Railway Street Laidley	97,000	95,229	0	95,229	1,771
Road Closure Signs	30,000	0	0	0	30,000
Rons Road, Glenore Grove	15,000	0	0	0	15,000
Spencer Street Gatton	36,000	35,600	0	35,600	400
Spencer Street, Gatton	198,000	18,671	0	18,671	179,329
Spencer/William Street, Gatton	22,000	5,094	3,719	8,813	13,187
Steinkes bridge strengthening	40,000	0	0	0	40,000
Stormwater culvert replacements, Gatton	300,000	0	0	0	300,000
Strong Street, Gatton	220,000	34,116	8,452	42,568	177,432
Summerholm Road - Black Spot Project	66,000	5,577	0	5,577	60,423
Tallaringa Drive Adare Shoulder widening	115,000	91,033	13,685	104,718	10,282
Tarantall Road, Forest Hill	390,000	364,116	51,110	415,227	-25,227
Thallon Rd, Kensington Grove-Full Length	444,000	358,236	82,837	441,073	2,927
Wandin Road, Withcott - CH 170 -300	55,000	0	8,040	8,040	46,960
William Street and Lake Apex Drive PCNP	25,000	3,989	0	3,989	21,011
Woodlands Road	15,000	0	0	0	15,000
Woodlands Road 17/18	270,892	0	0	0	270,892
Capital Program Delivery Total	10,512,892	5,226,560	1,057,357	6,283,918	4,228,974
Depot					
Gatton Depot Sealing	24,000	0	0	0	24,000
New Emulsion Tank at Gatton Depot	75,000	200	79,500	79,700	-4,700
Depot Total	99,000	200	79,500	79,700	19,300
Fleet					
Capital Plant Purchases - 2016/2017	180,000	177,694	0	177,694	2,306
Earthmoving	555,000	87,000	504,967	591,967	-36,967
Light Commercial Vehicles	417,000	248,370	0	248,370	168,630
Mowers	27,000	18,186	0	18,186	8,814
New Trencher for Parks	6,000	0	0	0	6,000
Passenger Vehicles	135,000	0	0	0	135,000
SES Vehicles and Plant	23,000	0	0	0	23,000
Trailers	15,000	0	0	0	15,000
Trucks	960,000	360,476	568,334	928,810	31,190
Fleet Total	2,318,000	891,727	1,073,301	1,965,028	352,972
Parks & Open Spaces					
Dawson Phipps Park Garden Edging	1,500	1,400	0	1,400	100
Dawson Phipps Pk Renewal Shade Shelter	10,000	10,754	0	10,754	-754
Gatton CBD Revitalisation	15,000	5,997	6,856	12,853	2,148
Hatton Vale Park Concept and Design	20,000	0	0	0	20,000
Laidley CC Bichel Oval Earth Drain Const	14,000	0	0	0	14,000
Laidley Rec Res Renewal PA001460	8,680	0	0	0	8,680
Laidley Rec Res Renewal of PA001454	30,000	1,016	0	1,016	28,984
Laidley Rec Res Renewal PA001365	1,300	1,130	0	1,130	170
Lake Apex Park Gatton Shade Shelter	14,300	9,745	0	9,745	4,555
Lake Apex Pk Handrail & Steps BBQ Area	22,500	4,037	13,636	17,674	4,826
Lake Apex Pk Irrigation & Landscaping	15,000	3,536	0	3,536	11,464
Lake Apex Skate Bowl Carpark	50,000	0	0	0	50,000
Lake Clarendon Rec Res Renewal of BBQ	8,800	0	6,678	6,678	2,122
Littleton Park Renewal Playground Equip	4,400	0	3,458	3,458	942
M/Creek Cricket Grnd Renewal of Seating	5,000	5,782	0	5,782	-782
McNulty Park Laidley Refurbishment	40,000	11,464	0	11,464	28,536
Parks and Gardens Deficiencies Review	25,000	0	0	0	25,000
Removal of Poor Condition & Obsol Assets	9,500	2,460	0	2,460	7,040
Schultz Lookout Bin and Fencing Renewal	3,230	1,285	0	1,285	1,945
Springbrook Pk Renewal of PA000725	3,300	0	2,224	2,224	1,076
Wilks Park Renewal of Garden Edging	880	476	0	476	404
William Kemp Pk Replace Existing Bollard	15,000	12,497	0	12,497	2,503
Zabel Road Lockrose Dip Site Rehabilitat	180,500	8,425	219,232	227,657	-47,157
Parks & Open Spaces Total	497,890	80,004	252,084	332,088	165,802
Cemetery					
Forest Hill Cemetery Erect a Columbarium	18,650	0	2,640	2,640	16,010
Gatton Cemetery Garden Edging	14,000	0	0	0	14,000
Laidley Cemetery Concrete Strips	15,000	0	0	0	15,000
Laidley Cemetery Garden & Fence Removal	8,000	1,816	0	1,816	6,184
Master Plan for all LVRC Cemeteries	10,000	0	0	0	10,000
Cemetery Total	65,650	1,816	2,640	4,456	61,194

Row Labels	Amounts		Committed	2017-2018 Expenditure (including Committed)	Remaining Budget (including Committed)
	2017-2018 Budget	2017-2018 Expenditure			
NDRRA Program - Infrastructure Recovery					
NDRRA Works 2017 - Submission 1	0	109,997	2,222	112,219	-112,219
NDRRAProgram Management 2017 Flood Event	682,500	44,237	108,969	153,206	529,294
NDRRA Program - Infrastructure Recovery Total	682,500	154,233	111,191	265,424	417,076
Infrastructure Works & Services Total	14,175,932	6,354,541	2,576,074	8,930,615	5,245,317
Organisational Development & Planning					
Planning Scheme					
LGIP Prepare Infrastructure Plan	200,000	48,868	4,443	53,311	146,689
Plainland Structure Planning	50,000	0	0	0	50,000
Planning Scheme Revision LVRC	494,000	310,634	18,187	328,821	165,179
Planning Scheme Total	744,000	359,502	22,630	382,132	361,868
Environmental Planning					
Lake Apex Water Quality Improvements	25,000	0	0	0	25,000
Environmental Planning Total	25,000	0	0	0	25,000
Sport Recreation and Community Grants					
Master Plans R'Hill, Springbrook & AFL	50,000	12,127	0	12,127	37,873
Sport Recreation and Community Grants Total	50,000	12,127	0	12,127	37,873
Pest Management					
Freezer and electricity supply/lighting	25,000	21,177	0	21,177	3,823
Loan Spray Equipment	20,000	0	0	0	20,000
Upgrade Animal Traps	0	3,425	0	3,425	-3,425
Pest Management Total	45,000	24,601	0	24,601	20,399
Organisational Development & Planning Total	864,000	396,230	22,630	418,861	445,139
Grand Total	20,954,932	8,521,213	3,405,310	11,926,524	9,028,408







**ORDINARY COUNCIL
MEETING MINUTES
14 FEBRUARY 2018**

FINANCE AND CUSTOMER SERVICES

Finance

- The second levy of the 2017/18 rates was issued on 31 January with the total amount levied being \$20.65M. The due date for payment is 2 March.
- The Mayor has agreed upon the draft parameters and timetable for the development of the 2018/19 Budget. The 2018/19 Budget is scheduled for adoption on 12 June 2018.
- The Finance Team has commenced preparations for the development of the 2018/19 budget by setting up the budget models and reviewing the parameters.
- A review of the actual to budget results at 31 December is underway with a report to be provided to Council at its Ordinary Meeting on 28 February.

Customer Services

This section of the report breaks down December 2017 and January 2018 activity within the Customer Services Branch by service type.

Service Requests

Details of October customer service requests and recent trends in relation to same for the Customer Services Unit, Corporate and Community Services Group and Council are detailed in the attachments to this report.

Councillor requests

There were 15 new Councillor Requests in December 2017 and 11 in January 2018, with 53 Councillor requests remaining open at 31 January 2018.

Telephones

1606 telephone calls attempted to connect with Council's telephone exchange in December 2017 with a further 2302 in January 2018. During the two months, Council's service level varied from 85.91% to 84.84%.

During the 2 month period Council's "call back" function went from 23 in December 2017 to 50 in January 2018. 31 live chats were also performed during December 2017 with a further 54 for January 2018.

QGAP

There were 422 and 527 QGAP transactions processed by Council during the months of December 2017 and January 2018 respectively.

COMMUNITY FACILITIES AND SERVICES

Facilities

Laidley Saleyards

- Complaints were received regarding the treatment of animals during horse sales at Council's Laidley Saleyards. The complaints were investigated by Biosecurity and findings were reported to Council at its Ordinary meeting on 17 January 2018. Following a meeting between the operators of the horse sales and Council and rectification actions by both parties, subsequent horse and cattle auctions have been undertaken without incident.
- In January 2018, a meeting was held between the Lockyer Indoor Equestrian Association and Council regarding the ongoing management of their lease and the need for an updated lease to reflect the current operating arrangements.

Solar Planning

- Tender documentation was released to the market on 30 January for the installation of a solar plant to the Lockyer Valley Cultural Centre. It is anticipated that this system will be operational by 30 June 2018.

North Street Toilets

- Public notice of refurbishment works advertised the Gatton Star in January.
- Temporary toilets have been established on the Old Imperial Hotel site.

Gatton Showgrounds Internal Roadworks and Energy Reduction

- IWS construction manager has confirmed that internal roadworks will start at the end of February.
- Investigative design proposals are currently being sourced from electrical engineering firm.

Helidon Community Hall

- Received the draft Species Management Plan (SMP) from Queensland Fauna Consultancy.
- The draft SMP submitted to the Environment Protection Agency (EPA).
- Awaiting notification of acceptance of the SMP from the EPA

Withcott Toilet Block

- No expressions of interest to relocate the CWA hall have been submitted.
- Quotes for demolition are now being sourced.
- The tender for the toilet and shade structures was released to the market on 31 January.

**ORDINARY COUNCIL
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Laidley Cultural Centre

- Quotes are now being sourced for the upgrade of the cooling lighting and PA systems and removal of basketball hoops.
- Project will be referred to Council for consideration as part of the 2018/19 budget.

Libraries

During January, 209 new members joined our service with 12,457 items being issued.

Childcare

As would be expected over the holiday season, average occupancy rates for the month of January 2017 were Gatton 61% and Kensington Grove 45%.

HEALTH, WASTE & REGULATORY SERVICES (January 2018)

Waste

Waste Collection

- 28 new collection services
- 36 damaged bins
- 7 stolen bins.

Operations

- 162.65 tonne of waste from our transfer stations was received at the Gatton Landfill
- Following the receipt of 52ml of rainfall, 24,280 litres of leachate was pumped from the Gatton Landfill
- Operational plans have been altered to suit tampering at Laidley and Lockrose; benefits will include cost reduction and contract service requirements
- Theft – waste facilities continue to be the target of battery theft, current operational movements and additional security measures are being reviewed.
- Waste Reduction and Recycling Review – a consultant has now been engaged
- Hydrogeology Study – evaluation of tenders has commenced
- Hazardous inspections completed for all waste sites.

Administration

- Bin Attributes were updated to include all bin numbers for every service address with single land IDs, additional manual updates will follow. This process will allow accurate bin tracking and bin app data
- Filming for the corporate communication careers video provided
- Phase 1 of the Domestic kerbside recycling stream assessment is complete. This will determine the composition and rate of contamination, portion of CRS (Container Refund Scheme) eligible containers and the comparison of current versus historical data.

Capital

- The Withcott Transfer Station is now running on stand-alone solar power with half of the solar arrays now complete, additional work is required with an expected handover in early February. An external hard drive has also been installed at the Withcott transfer Station for the monitoring of solar consumption.

ORDINARY COUNCIL MEETING MINUTES 14 FEBRUARY 2018

Environmental Health

Food

- Licences issued - Laidley Florist and Rustic Tea Room
- Design Approval issued - Laidley Florist and Rustic Tea Room
- Inspections completed- 22.

Public Health

- A warrant inspection was issued for a Grantham property
- Public Health Orders –issued at Plainland – Tyres and Tenthill - Accumulated materials
- Remedial Notice issued at Lake Clarendon – Tyres.

ENVIRONMENTAL PROTECTION

- 2 Direction Notices issued for noise at Regency Downs.

OTHER

- 3 packing sheds inspected.

Local Laws

16 dog attacks were reported to Council during the period 1 to 31 January 2018 with these being 4 attacks on a person:

- Customer at Laidley Heights reported her child had been attacked (nil injuries) by a dog while walking in the street. Alleged offending Dog and its owners have been identified. Warning Notice issued to dog owner, Complainant declined to pursue matter further.
Awaiting Re-inspection of Notice
- QPS advised that an officer had been attacked (minor injuries) by a dog whilst they were attending a property and investigating a police matter. Alleged offending Dog and its owners have been identified. **Ongoing Investigation**
- Customer at Laidley reported a dog had attacked (minor injury) while she was having a discussion with dog owner. Due to alleged assault claims by complainant against dog owner, matter is now being investigated by QPS Laidley. Dog attack has also been lodged by identified dog owner against this CRM complainant). Alleged offending Dog and its owners have been identified. Ongoing Investigation
- Customer at Kensington Grove reported he had been bitten (minor injuries) while assisting a neighbour in separating fighting dogs on the neighbours property. Alleged offending Dogs and their owners are yet to be identified. **Ongoing Investigation.**

Within the period there were also 2 Regulated Dog Compliance Notices, 13 Animal Warning Notices and 4 Infringement Notices issued.

These include:

Infringements	Period 1 – 30 Nov 2017	Period 1 – 31 December 2017	Period 1 – 31 January 2018
Registration	3	3	3
Wandering / Straying	7	1	1

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Fence/enclosure	3		
Non-Compliance with a Notice	1		
Illegal Littering / Dumping			
Warning Notices			
LLO	16		13

Dog Registration Survey (DRS)

During the period 1 - 31 January 2018 the following are the results of the DRS:

- 6 Warning Notices issued to animal owners by the DRS
- A total of 93 new dogs were identified as part of DRS
- The Dog Registration Survey commenced in the Churchable area on 29 January 2018. A number of properties have been identified to date that will require excess animal/kennel permit applications to be lodged.

INFORMATION SERVICES

Recent Service Provision Issues

Between 2 to 5 January, and the first two hours of 8 January 2018 a number of unplanned outages were experienced. Initial impact of the unknown issue at the time was occasional drop outs of CIA and printing. As the issue slowly got worse, despite the best efforts of the System Administration officer, the impact grew to include email and phone calls.

Third parties were called in to assist in fault finding and this went some way towards reducing the impact of the fault, which at that stage was still unknown. On the morning of 8 January, the issue was isolated to our fast network storage located at the Gatton Depot. A restart of this infrastructure appeared to initially resolve the issue with all services returning to normal at approximately 10am.

There was no indication of failure and due to this systems designed to failover, didn't. The issue was reported to the manufacturer and they commenced investigations. Communications during the issues were provided to all staff. A full reboot of the servers that attached to the storage was conducted that night of 8 January to stabilise the performance and reliability of the network. Minor issues were still experienced after this which were due to the ongoing issue with the fast storage.

On 18 January the issues started to escalate again and started to impact more services. On 19 January the issues impacted the phones and email again. Investigations indicated that a core switch located in the Gatton Administration building was not performing appropriately. In order for this switch to be power cycled all other infrastructure around it was required to be shut down. This work was carried out on Saturday 20 January. After the core switch was rebooted and updated firmware applied the switch resumed normal performance. Updated firmware was applied to any other switches that were not up to date to minimise the risk of further issues. Switches needed to be taken offline for firmware to be applied, and generally updated firmware is only applied for security reasons and/or due to issues being experienced. Once all infrastructure was brought back up the systems appeared to be working as expected.

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On 22 January some minor issues were again being experienced. This issue was isolated to one of the server hosts and services were returned to normal by moving all services off this host to an alternate host. The host was isolated and shutdown then returned to service and tested over a couple of days, with no issues found. Services were moved back onto the host and no further issues have been experienced.

Planned Outages

A planned outage at the Laidley Library and Customer Service Centre occurred on 31 January between 5:15pm and 6pm. This was to allow Telstra to relocate the link between Gatton and Laidley from Neilsen's Place back to the Library. This will allow the removal of IT equipment from Neilsen's Place.

CCTV

Replacement of CCTV PC installed at the Gatton Police Station.

Security

- Laidley Sports Centre security access still to be moved across into migrated system.
- Telstra is currently investigating issues with the phone line used to connect to systems via modem.
- Investigations underway on options to install a direct network link to the Emergency Shed to allow more reliable connectivity to the system.

DISASTER MANAGEMENT

Emergency Services Day 2018 Laidley.

An initial meeting has taken place with representatives from key agencies with the date set on 21 October. Disaster Management will manage the coordination of the event with stakeholders to manage their respective displays and interactions during the event.

The new fire trail at Old Grandchester Road, Laidley has now been serviced with LVRC signage in place.

SES

20 January - Support to QAS for a Medivac at Gatton Showgrounds.

Queens Baton Relay

Queen's Baton Relay event 29 March 2018 - Disaster Management has been working with QPS, QFES and QAS to finalise a Security and Emergency Plan for the event. A final draft version has now been produced.

BUSINESS IMPROVEMENT COORDINATOR

Connected Council (progress groups focused on business unit-specific customer service process improvement)

- Currently piloting a step-by-step approach with Waste. This will inform planning and scheduling for the overall program for the year.
- In parallel, the tools and approach are being developed and refined based on Waste's feedback.

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- The Business Improvement Coordinator is currently working with ICT to align the business process mapping work to ensure it will meet the needs of the Technology One Property and Rating upgrade (in order to avoid re-work).

Connected Council (whole-of-Council progress group focused on issues highlighted in the employee opinion survey)

- A call for participant expressions of interest will be made at the CEO roadshows, commencing 8 February.
- The first progress group is expected to be held in March 2018.

PhoneFox (mystery shopper calls)

- The next PhoneFox survey will start in late March 2018.

Voice of the Customer (in-depth customer survey)

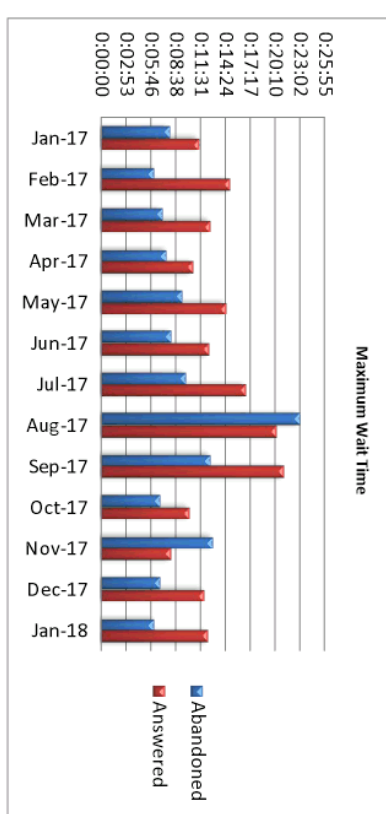
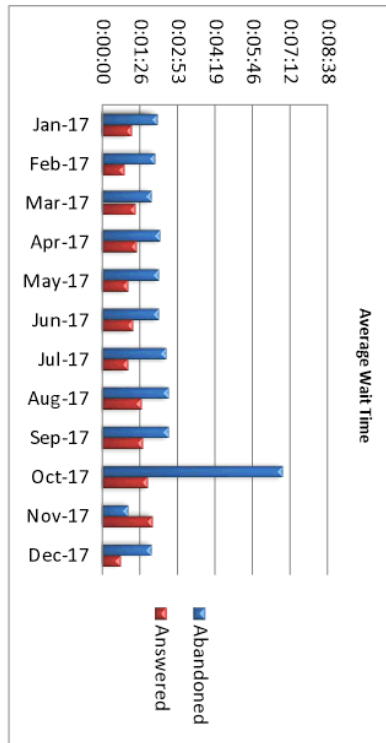
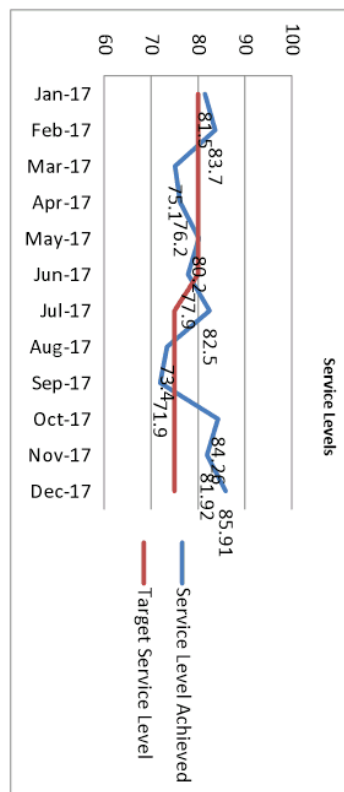
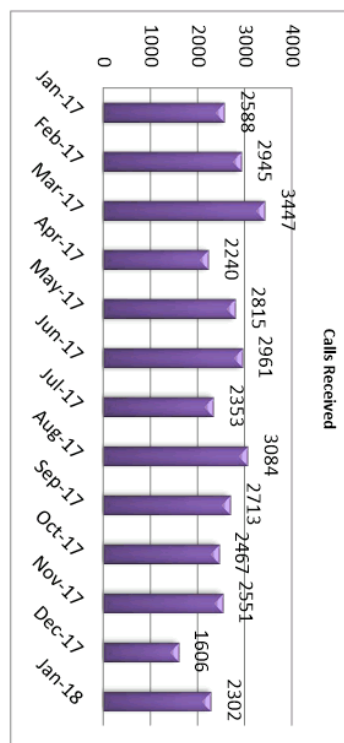
- The schedule up until May has been agreed.
- ICT survey is currently underway and results are expected at the end of February.
- ICT will be followed by Building and Plumbing, Infrastructure Delivery and Infrastructure Planning and Design.

Attachments

1 [View](#) Customer Service Statistics Monthly Report - January 2018 5 Pages

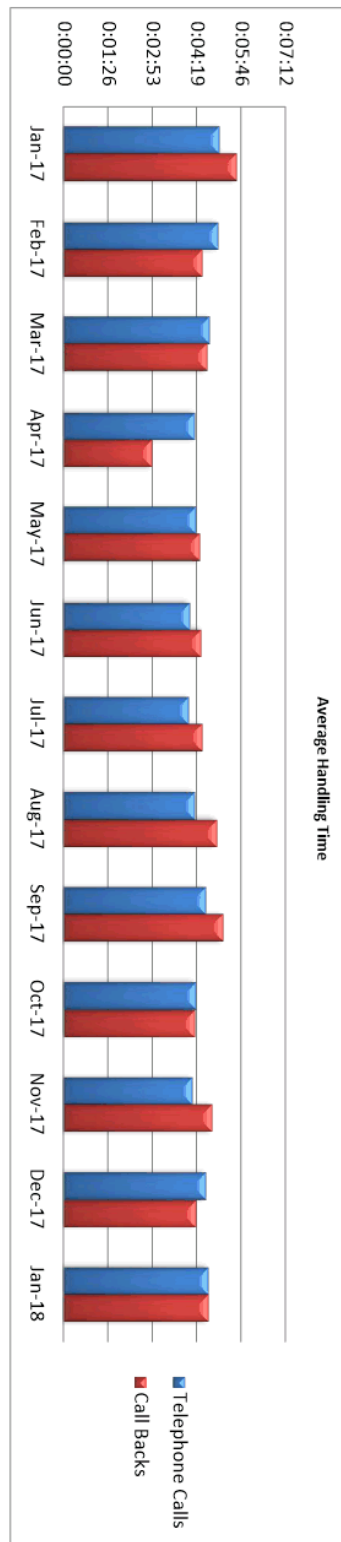
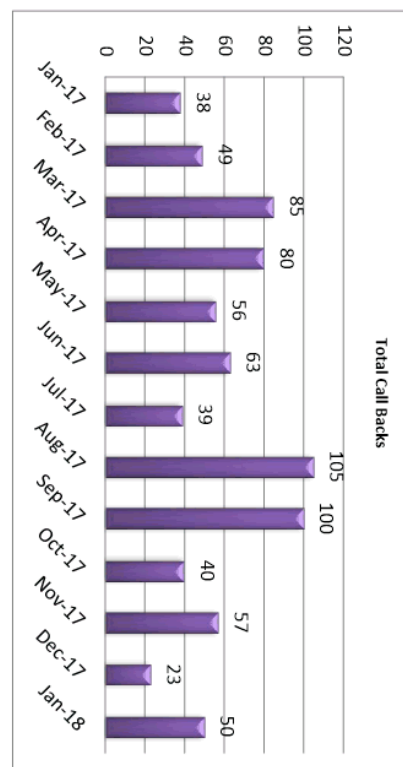
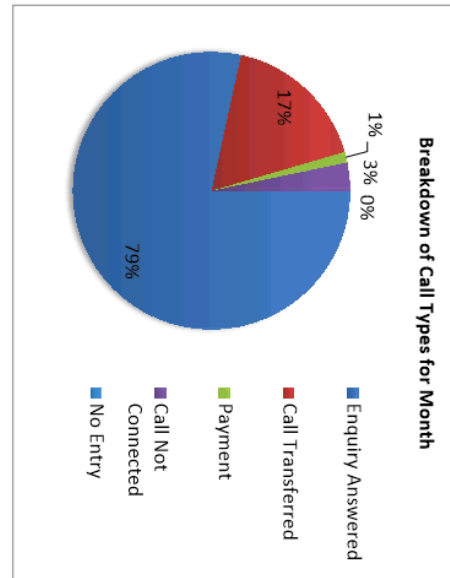
Lockyer Valley Regional Council – Customer Service Monthly Statistics –January 2018

Telephone

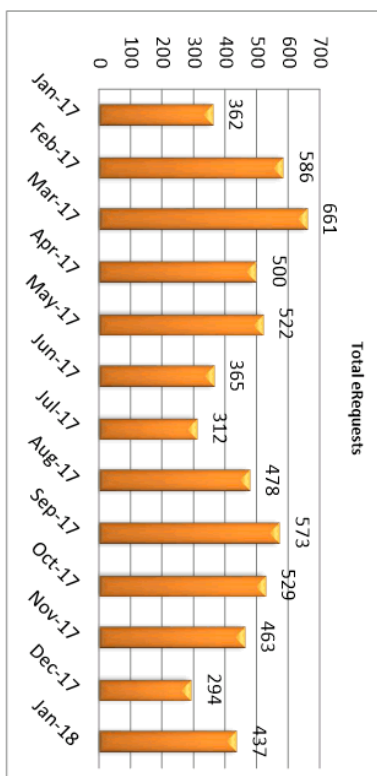
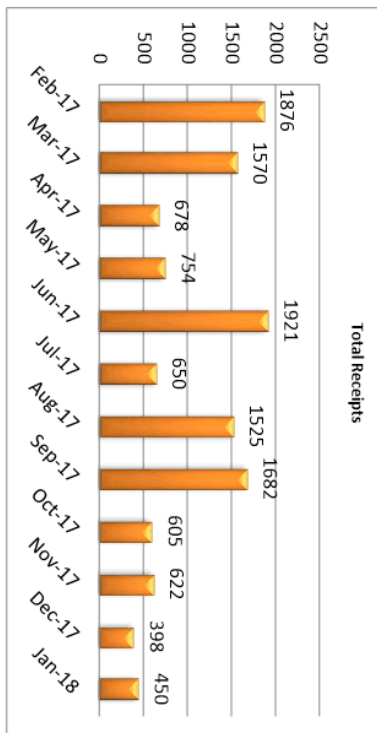
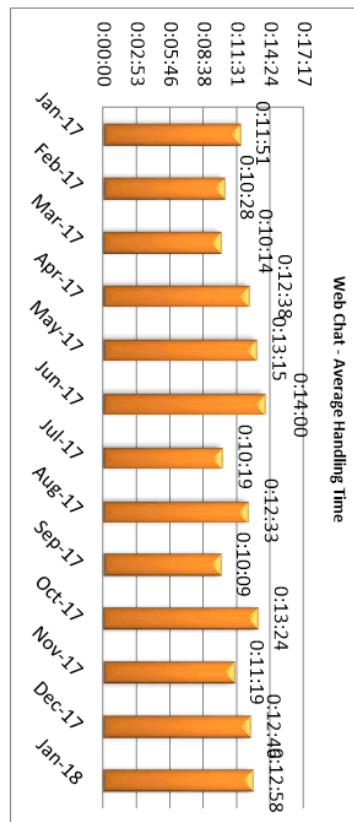
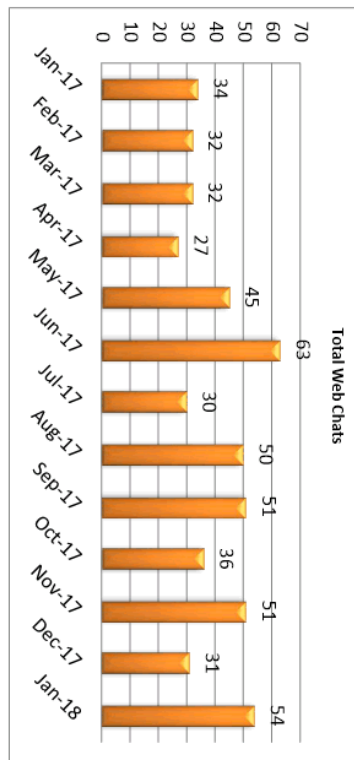


QGAP Performance Report

Total time taken for all transactions	82.01hrs
Total number of transactions	527
Total average time for all transactions	9.34 mins



Live Chat, eRequests & Receipts

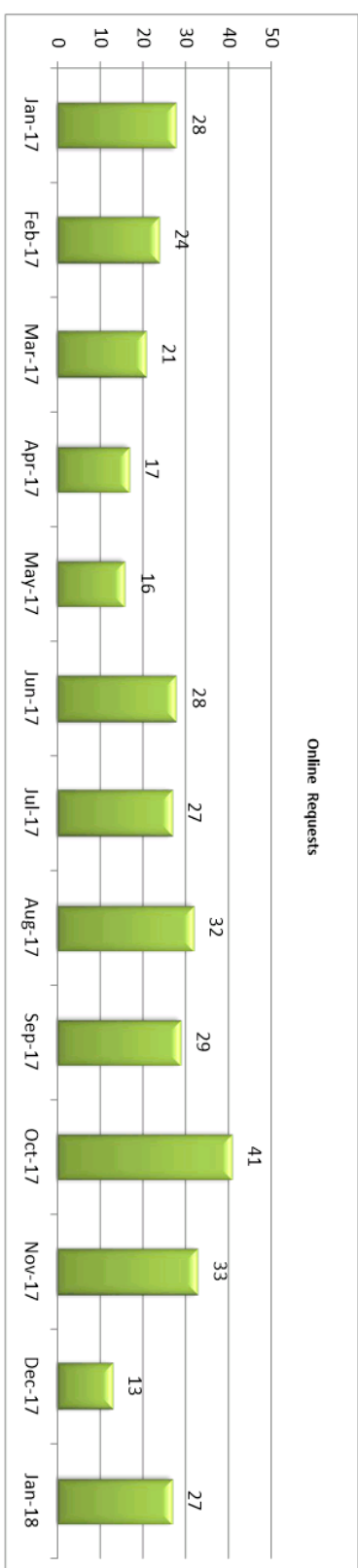


Councillor Requests

Total Taken in December: 11

Total Requests Still Open: 53

Online Requests



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13.0 INFRASTRUCTURE WORKS AND SERVICES REPORTS

13.1 Executive Manager Infrastructure Works and Services Monthly Report - December 2017 and January 2018

Date: 01 February 2018

Author: Sara Rozynski, Personal Assistant to the Executive Manager
Infrastructure Works and Services

Responsible Officer: Myles Fairbairn, Executive Manager Infrastructure Works & Services

Summary:

This report is to update Council on the emerging matters arising in regards to the Infrastructure Works and Services Group for December 2017 and January 2018.

Officer's Recommendation:

THAT Council receive and note the Executive Manager Infrastructure Works and Services Monthly report for December 2017 and January 2018.

RESOLUTION

THAT Council receive and note the Executive Manager Infrastructure Works and Services Monthly report for December 2017 and January 2018.

Moved By: Cr Holstein

Seconded By: Cr Cook

Resolution Number: 16-20/0802

CARRIED

6/0

Report

1. Introduction

This report is to provide an update to Council on activities and issues for the Infrastructure Works and Services during December 2017 and January 2018

2. Background

Activities undertaken and issues arising are described in the body of this report.

3. Report

ROADS SAFETY BLACK SPOT PROGRAMME

In June 2017 Lockyer Valley Regional Council was awarded funding for 3 projects through the Federal Government's Black Spot road safety programme for 2017-18.

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Project	Australian Government Funding	Status	Comments
Summerholm Road, SUMMERHOLM Review and install signage	\$66,000	In design	Signs and lines installation commenced.
Harm Drive / Lake Clarendon Road intersection upgrade, CROWLEY VALE Change of route priority	\$56,500	In design	Some design concerns which may result in the project not proceeding.
Litfin Bridge, GATTON Improve signage and delineation on approaches to bridge and replace damaged guardrail	\$41,500	Detailed design stage	Design amendments required to improve the sight distance through bridge.
Total for 2017-18	\$164,000		

Lockyer Valley Regional Council has recently undertaken an analysis of road crashes on Council-controlled roads within our region. The results make for stark reading. Over the four year analysis period (2012-2016) there were 221 incidents involving injury or death, resulting in a total of 300 casualties. In dollar terms, our analysis has determined that road crashes on our roads costs the community in the order of \$20 million per annum, which is an extremely high figure for a community of 40,000 residents.

In the highly agricultural area of Lockyer Valley we are heavily reliant on international farm workers, and we have lost several to road death in recent years. For our largely rural community, however, the issue is much broader. Unfortunately, per capita road deaths in regional and remote Australia are 4.7 times that of major Australian cities, which is an extreme penalty for rural Australia to bear.

For the 2017-18 financial year, Lockyer Valley Regional Council was awarded a total of \$164,000 for three projects through the Australian Government's road safety Black Spot programme, which is far too little. The amount of funding allocated by the Australian Government to Queensland Councils in 2017-18 (just over \$12 million) is far too inadequate to make a substantial mark on improving road safety on local government roads in regional areas, noting that \$1.7 million of that funding was allocated to Brisbane City Council alone. Furthermore, only 18 out of a possible 77 Queensland local governments were allocated funds (appreciating that many rural councils may not have applied for funding due to their respective resource constraints).

Whilst the total number of traffic incidents on our Council-controlled roads resulting in injury has dropped from 50 to 40 over a decade (during the period 2007-2016), there remains a persistently high number of casualties each year (62 in 2012 and still 60 in 2016). To help combat this issue, Lockyer Valley Regional Council has written to the State and Commonwealth Governments seeking an improved road safety funding model.

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TRANSPORT INFRASTRUCTURE DEVELOPMENT SCHEME (TIDS)

The Transport Infrastructure Development Scheme (TIDS) is administered by the Scenic Valleys Regional Roads and Transport Group. TIDS is funded on a 50:50 basis (as a maximum) by the Department of Transport and Main Roads, ostensibly to provide funding for local government road and transport-related initiatives that support state government objectives.

The following table provides an update on the TIDS program for 2017-18:

Project Description	Total Project Costs	% of project completed to date	Status / Comments
Flagstone Creek Road – bridge/culvert safety improvements and signage improvements	\$60,000	10%	Signage review undertaken for identified section of the road, with recommendations for a number of improvements.
Airforce Road – widening of culvert and approaches	\$300,000	5%	Project deferred due to potential conflict with Inland Rail project.
Seventeen Mile Road - rehabilitation	\$300,000	0%	Project replaces Airforce Road culverts. Scoping stage.
Flagstone Creek State School – parking improvements	\$80,000	5%	Survey complete, initial concept complete, comments received back from school and TMR.
Lake Clarendon Way – pavement rehabilitation	\$360,000	100%	Project completed
Woodlands Road – geometry improvements	\$270,892	5%	Scoping progressing. Survey of corner near Manteuffel Road intersection.
Blanchview Road – new culvert	\$30,000	5%	Concept design phase
Long Gully Road – upgrade gravel road to a sealed standard (approx.. 3km)	\$260,000	5%	Design cross section complete, works determining extent of culvert widening required.
Spencer Street footpath – replace pavers near Maitland Street	\$20,000	100%	Project complete
Spencer Street footpath – replace pavers East Street to Wilsons Lane	\$30,000	100%	Project complete
Total TIDS funding programme	\$1,410,892		

FUNDING APPLICATIONS

An update on funding applications is provided below:

- *Building Better Regions* (Australian Govt), submitted December 2017. Awaiting decision.

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- Amos Road upgrade, Withcott. This would upgrade the eastern road access into Jubilee Park.
- Replacement of Mahon Bridge, Carpendale
- 2018-19 *Cycle Network Local Government Grants Program*. Two applications were submitted 20 December 2017. Awaiting funding decision
 - Construction of Spencer Street upgrade of shared pathway, Gatton
 - Construction of Lake Apex Drive on-road cycle facility and off-road facility along part of William Street, Gatton.
- 2017-18 *Cycle Network Local Government Grants Program*.
 - Concept design for Lake Apex Drive and William Street cycle facility (combination of on-road and off-road), Gatton. Construction not funded as yet.
- Laidley Flood Mitigation Project (*Community Resilience Fund* (State Government, DILGP)).
 - Construction contract awarded to Sedl Contractors.
 - Construction ongoing, delayed significantly by wet weather. Channel widening and levee earthworks complete, with landscaping and flood gates to be completed by mid-February.
- Department of Infrastructure, Local Government and Planning 2016-17 Grants and Subsidies Programs
 - Stormwater Catchment Modelling, Planning and Design for Gatton Sub-catchments.
 - 60% DILGP subsidy of \$150,000 approved to complement \$100,000 from LVRC
 - Project complete, funding paid.
- Safer Communities Fund – Round 2 (Department of Industry, Innovation and Science – Australian Government) submitted 14 November 2017. Total application of \$296,863. Awaiting funding decision.
 - Railway Street lighting improvements, Gatton \$105,000
 - Centenary Park lighting improvements, Gatton \$83,000
 - Laidley Recreation Reserve bollard installation, Laidley \$103,883
 - Das Neumann Haus – park CCTV installation, Laidley \$4,980

PARKS, GARDENS AND CEMETERIES (PGC) UNIT

The Parks, Gardens and Cemeteries Unit has undertaken the following activities during December 2017 and January 2018:

Capital Works

Strategy / Activity / Project / Program	Update	Next step
Laidley Recreation Reserve bollards	Quotes have been received for renewal of bollards	Bollards have arrived, works to be executed soon

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Strategy / Activity / Project / Program	Update	Next step
Littleton Park swing, Gatton	Swing has been ordered	Swing scheduled to be installed in February
Forest Hill Columbarium Wall	Contract awarded to Wagners. Quotes been sourced for footing design works	Draft footing design has been completed
William Street roundabout landscaping, Gatton	Watering of plants	Landscape project completed
Rehabilitation of former livestock dip site at Lockrose	Works commenced on 17/01/2018. Approx. 400 cubic metres removed; backfilling has commenced	Excavate further sections, and then import material as required
Dawson Phipps Park Garden edging, Gatton	Contractors to complete new kerbing at end Nov 2017	Kerbing has been completed
Wilks Park garden edging, Gatton	Contractors to complete new kerbing at end Nov 2017	Kerbing has been completed
Gatton cemetery garden edging	Contractors to complete new kerbing at end Nov 2017	Kerbing has been completed

Maintenance Works

- Mowing
 - Mowing of parks and streets in Gatton, Laidley, Forest Hill, Helidon, Withcott, Murphys Creek, Kensington Grove and Hatton Vale.
 - Mowing of Laidley, Gatton, Forest Hill, Murphys Creek and Caffey cemeteries
 - Mowing of sport fields across the region
- Playgrounds
 - Repairs continuing from recent playground safety audit
 - Spraying of weeds around playground softfall areas in Gatton
 - Vandalism repairs to bird hide area at Lake Apex Park, Gatton
 - Shade sail repair Grantham estate park
 - Vandalism repairs to musical equipment Centenary Park, Gatton
- Furniture maintenance
 - Painting of seats in Railway Street, Gatton
 - Painting of shelters, seats and tables at Lake Apex Park
 - New bollard are work installed at Lake Apex Park
- Landscaping
 - Installation of new *Galcon* irrigation unit in main street of Gatton
 - Installation of plants Jean Biggs Park, Withcott
 - Spraying of weeds in parks in Gatton, Murphys Creek and Springbrook Park
 - Irrigation works at Gatton cemetery
 - Irrigation works at Lake Apex Park

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- Event assistance
 - Laidley Christmas Carnival preparation was carried out in December
 - Mayoral Christmas Carols preparation
 - Event sign change over
 - Formal preparation at Lockyer Valley Cultural Centre
 - Australia Day preparation Lake Apex, Gatton Historical Village and Laidley Pioneer Village
- Funerals – 4 held during January 2018
- General maintenance and business
 - Resolution of customer requests across the region
 - Rubbish run continuing across the region
 - Cemetery backfilling of graves that have sunk after recent rain

ROADS AND DRAINAGE UNIT

The Roads and Drainage Unit has undertaken the following activities during December 2017 and January 2018:

Capital Works

Strategy / Activity / Project / Program	Update	Next step
Naomi Road, Lockyer Waters	Road reconstruction and seal	Works in progress
Ingoldsby Road, Caffey	Road reconstruction and seal (various sections)	Works in progress
Litfin Bridge, Gatton	Minor safety improvement works	Works in progress
Jones Road, Withcott	Footpath reconstruction	Works in progress
TMR prior reseals (preparatory works)	Pavement repairs on Gatton-Clifton Road	Works in progress
NDRRA Program	Reinstatement works being done on Cole Gully Road	Works in progress
Lake Apex stairway upgrade	Concept design submitted to LACAC	Works commenced 29/01/2018
Bitumen reseal programme	Works to Clark's Lane, Gatton and Falconer Street, Gatton commenced	Works in progress
Thallon Road, Hatton Vale	Asphalt works at intersections	Works completed
Long Gully Road upgrade	Scoping and drainage works	Works in progress

Maintenance Works

- Gravel road grading works being done at:
 - Helidon
 - Ingoldsby

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-
- Iredale
 - Laidley
 - Laidley Creek West
 - Lockyer
 - Mulgowie
 - Murphys Creek

 - Roadside spraying
 - Caffey
 - Gatton
 - Ingoldsby
 - Lower Tenthill
 - Regency Downs
 - Ropeley

 - Road pavement repairs
 - Glenore Grove
 - Helidon

 - Vegetation control and slashing
 - Adare
 - Gatton
 - Hatton Vale
 - Helidon
 - Laidley
 - Lockyer
 - Murphys Creek
 - Plainland
 - Postmans Ridge
 - Regency Downs
 - Summerholm
 - Upper Lockyer

 - Drainage works
 - Brightview
 - Glenore Grove
 - Hatton Vale
 - Kensington Grove
 - Plainland

 - Road patching works
 - Adare
 - Gatton
 - Hatton Vale
 - Helidon Spa
 - Lockrose
 - Lockyer Waters
 - Summerholm

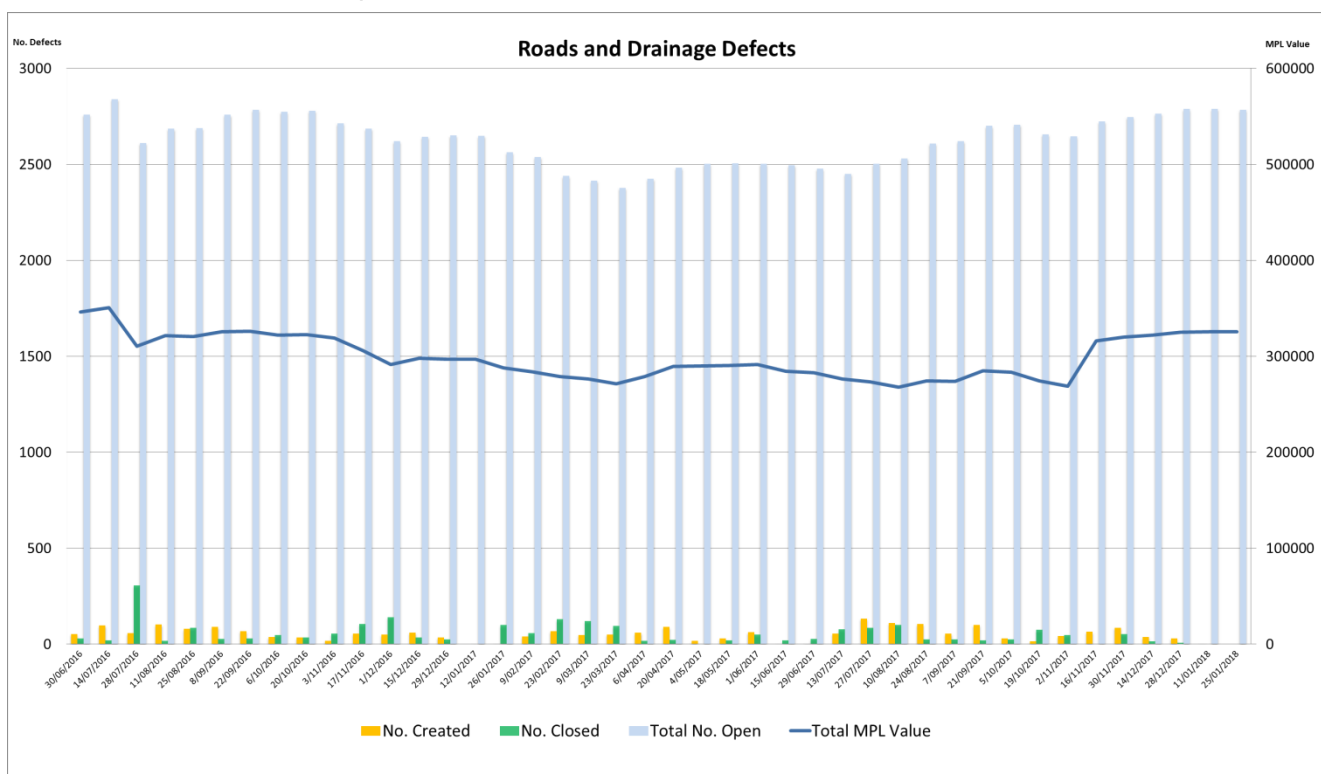
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- Upper Tenthill
- Winwill
- Withcott

- Traffic signs and linemarking work
 - Forest Hill
 - Laidley
 - Winwill
 - Forest Hill
 - Gatton
 - Ma Ma Creek

Road and Drainage Defects

The graph below shows a maintenance priority level (MPL) is at around 320,000. There has been no activity on closing defects during the month of January 2018 due to the extended Christmas shutdown period.



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PLANNING AND DESIGN UNIT

In addition to the Black Spot and TIDS projects lists previously, the Planning and Design Unit has undertaken the following work:

Strategy / Activity / Project / Program	Update	Next step
Toowoomba Second Range Crossing	Ongoing meeting with various teams from Nexus. Monitoring impact on local roads and community. IFC sent to Council for Postmans Ridge Road. B-Double routes approved for Roches/Little Oakey/Gittins/McNamaras route for asphalt batching plant.	Council officers continuing to attend site to review progress of new Postmans Ridge Road, due for completion in February.
Buaraba St outfall	Outfall works on hold and monitoring levels monthly. Also monitoring internal drain for further movement. Considering alternative design for outfall which doesn't involve removing gabions and is easier to construct. Original design sourced, which is in line with alternative proposed design.	Latest survey results show some movement over time, detailed analysis of results to be undertaken.
Footpath projects on TMR roads	Lake Apex Drive – planning and design of cycle route improvements. Agreement signed.	85% meeting held late January, with final concepts progressing.
Gatton Revitalisation	Footpath colour trial – Brick'n Pave CBD street lighting design – GHD Treescape rubber bases trial complete	Detailed design of CBD street lighting project with Council for review.
Stormwater Catchment Modelling, Planning and Design for Gatton Sub-catchments	Project complete	Report to be brought to Councillor workshop.
Laidley Flood Mitigation	Works nearing completion – expected to be completed in 2018	Landscaping works and Kirston Street crossing works remaining.

INFRASTRUCTURE SUPPORT UNIT

Asset Management Unit activities:

- Working with Program Manager for the NDRRA works on scope definition and control
- Submission for Infrastructure Resilience (Betterment) funding lodged, with another being drafted
- Full waste asset audit completed and relevant systems updated
- Undertaking review of Transport and Parks Service Management Plans (SMPs). Development of Cemetery and Drainage SMPs underway, and assisting in the development/improvement of Waste and ICT SMPs
- Finalisation of floodway asset condition inspection program to reduce risk of data inaccuracies in light of potential wet weather event over summer

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- Capital Works asset processing for capitalisation readiness by Finance unit in February
- Supporting Environment and Pest business unit with IT support, training and use of Mobility
- Long term capital renewal programming underway

Plant and Fleet Unit activities:

Fleet Capital 2017-18 deliveries:

- FL000599 – Isuzu 80-190 Crew Cab Tipper, Parks and Gardens (Contract LVRC 17-57)
- FL000600 – Isuzu 80-190 Crew Cab Trayback, Concreter (Contract LVRC 17-58)
- FL000595 – Isuzu 80-190 Single Cab with Russ Equipment Mini Garbage Compactor body, Parks and Gardens (Contract LVRC 17-51) Delivery is booked in for 28/01/2018

Fleet Disposals:

- FL000020 – 2009 Toyota Hilux 4x2 Single Cab Utility. Sold \$8,600 Inc GST gross.
- FL000022 – 2010 Hyundai iLoad Van. Sold \$10,500 Inc GST gross.
- FL000080 – 2011 Nissan Navara ST 4x4 Dual Cab Utility. Sold \$12,750 Inc GST gross.
- FL000046 – 2009 Holden Colorado Dual Cab Utility. Sold \$12,500 Inc GST gross.
- FL000051 – 2010 Holden Colorado Space Cab Utility. Sold \$10,300 Inc GST gross.

FL000548 – Isuzu 80-190 Crew Cab job truck received damage to its electrical system due to a lightning strike while parked at the depot over the Christmas closedown period. Repairs are to be undertaken through the insurance claim.

EXECUTIVE MANAGER ACTIVITIES

During the month of December 2017 and January 2018, the Executive Manager attended:

- Council Workshops, Council meetings and Councillor Tours
- Executive Leadership Team (ELT) meetings
- Leadership Forum
- ELT and Staff meetings – various locations
- Enterprise Bargaining Agreement meetings
- IWS Management Team meeting
- Queen's Baton Relay meetings
- IWS Portfolio meeting with Cr Holstein
- Workplace / IWS site visits at:
 - Ingoldsby Road, Caffey
 - Biggs Road, Withcott
 - Lakes Drive, Laidley Heights
 - Lawlers Road, Grantham
- National Heavy Vehicle Regulator Portal - Road Manager Essentials training
- Queensland Urban Drainage Manual workshop
- DTMR Pavement workshop in Downs South West Region
- Scenic Valleys RRTG Technical Committee meeting

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- 2018-19 budget discussions with IWS Managers

The Executive Manager's office has also supported the Gatton Revitalisation Project Committee meeting, Lake Apex Community Advisory Committee meeting and the Lockyer Valley Traffic Safety Working Group meeting.

2017-18 Operational Plan second quarter performance reporting has been conducted.

CUSTOMER SERVICE REQUESTS – MONTHLY MONITORING

The tables below provide a summary of customer service request activity for December 2017 and January 2018.

January 2018 customer request table

Customer Requests For Executive Group - Infrastructure Works & Services Month Ending :January 2018

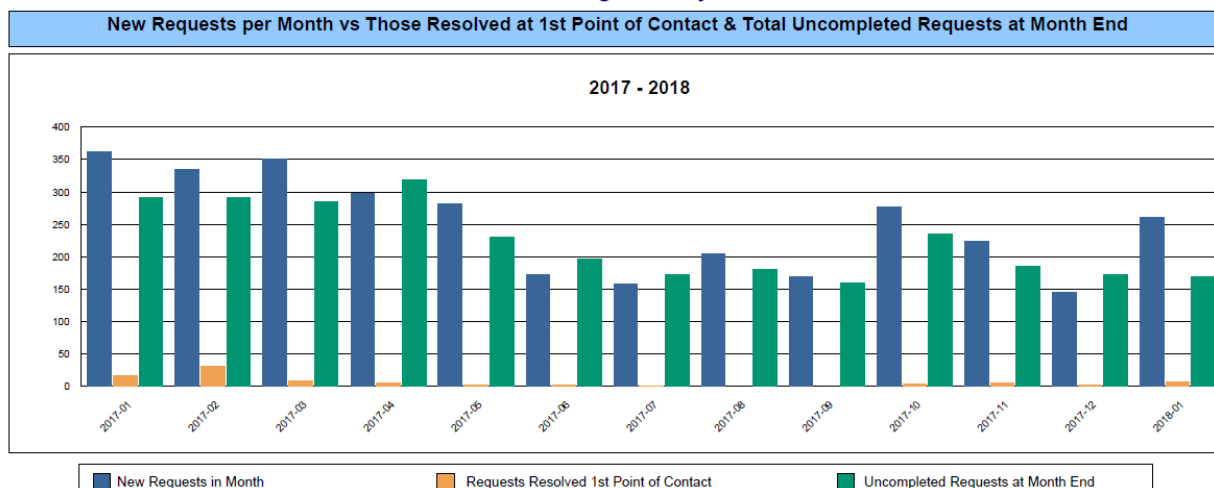






Figure 1: Aerial photograph of Unnamed Road 4

2. Background

It is understood that the person living in the old farmhouse at the end of Unnamed Road 4 has resided there for approximately 12 years, during which time the road has been visited by Council approximately 4 times for maintenance purposes. The road was most recently graded in August 2017 and before that in 2016. The timing of the 2 previous maintenance treatments is unknown. The resident claims to have undertaken an amount of maintenance on the road himself using hand tools in between Council's visits.

The resident is dissatisfied with Council's level of service regarding maintenance of this road.

3. Report

Unnamed Road 4 is accessed via a gate (previously padlocked until September 2016) off Back Mt Sylvia Road. There is also a second (now unlocked) gate towards the house part-way up the road.



Figure 2: Photo of entrance to Unnamed Road No. 4 from 2015 (off Back Mt Sylvia Road)

The resident living in the house at the end of the Unnamed Road 4 is seeking for the road to be upgraded to allow 'all weather' access. An improved level of service would provide the resident with surety about fulfilling medical appointments, but also ensure that an ambulance or fire engine could readily access the house at the end of the road if required.

Sections of Unnamed Road 4 are off alignment, i.e., the road deviates out of the area gazetted for road purposes and onto private property. Due to the historic presence of the lock on the gate, the road has generally not been available to the travelling public and was therefore maintained on an intermittent fashion by Council. The road effectively functions as a private driveway to a single dwelling.

The road is next scheduled for maintenance towards the end of this calendar year when a road grading crew is in the area to maintain other nearby gravel roads.

4. Policy and Legal Implications

A duty of care arises where Council constructs, maintains or repairs a road. Because Council has done maintenance on Unnamed Road 4, Council will have a common law duty to continue to maintain the road.

Since the August 2017 grading there have been several visits by different staff to inspect the road, and it has been deemed to be in an adequate condition for the traffic volumes involved and its historic maintenance treatments and asset condition.

5. Financial and Resource Implications

A typical periodic maintenance visit to Unnamed Road 4 (in its current form) costs in the order of \$1,200 to \$1,500 if done at the same time as other gravel roads in the area.

If Unnamed Road 4 were upgraded from a track formulated from simply the surrounding material to a gravel road standard using imported material, there would be an initial capital cost and then an ongoing increase in maintenance costs into the future. Should the current resident vacate the house and it not be relet, Council would likely cease all maintenance on the road.

6. Delegations/Authorisations

The Chief Executive Officer be authorised to send correspondence to the resident on Unnamed Road 4 advising them of Council's resolved position on this matter.

7. Communication and Engagement

Several telephone conversations and exchanges of correspondence have been had between Council staff and the resident living in the house at the western end of Unnamed Road 4. The resident is quite dissatisfied with Council's standard of maintenance on Unnamed Road 4, particularly the last maintenance visit in 2017.

Adjacent landholders have not been consulted in the preparation of this report.

8. Conclusion

The Recommendation made in this report will provide confirmation to the resident of Council's position with regard to maintenance of this road and the appropriate level of service that should be provided.

9. Action/s

1. Send correspondence to the resident advising them of Council's resolved position.



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Report

1. Introduction

As per the policy statement in Councils 2017/2018 Investment Policy, a quarterly report is required to be submitted, updating Council on the performance of its investment portfolio.

2. Background

As at 31 December 2018, Council had a total investment holding of \$26.93 million.

3. Report

Council's 2017/2018 Investment Policy sets out Council's investment guidelines including the time horizon, maximum exposure, credit risk guidelines and performance benchmarks of its investments.

The two following tables show the investment institution, credit rating and product type of our investment portfolio at 31 December 2017.

Table 1			
Institution	Amount \$	Percentage Holding	Credit Rating
QTC	10,433,914	38.74%	AA
CBA	1,000,000	3.71%	AA-
NAB	2,000,000	7.43%	AA-
Suncorp-Metway	2,000,000	7.43%	A+
AMP Bank	3,500,000	12.99%	A
Bank of Qld	2,000,000	7.43%	BBB+
Bendigo Bank	1,000,000	3.71%	BBB+
Rural Bank	500,000	1.86%	BBB+
Credit Union Australia	500,000	1.86%	BBB
IMB Bank	500,000	1.86%	BBB
ME Bank	1,500,000	5.56%	BBB
MyState Bank	1,500,000	5.56%	BBB

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Auswide Bank	500,000	1.86%	BBB-
Total	26,933,914	100.00%	

Table 2		
Product Type	Amount \$	Percentage Holding
Cash Fund - QTC	10,433,914	38.74%
Term Deposit	16,500,000	61.26%
Total	\$26,933,914	100.00%

The following tables display the performance of Council's investments, identified by investment type and days invested, against the Bank Bill Swap Rate (BBSW) and the Bloomberg AUSBOND Index (AUSBOND).

The tables compare the rate of return on Council's investments at 31 December 2017, against the benchmarks indicated above (BBSW and AUSBOND).

Overall, the investments continued to perform well in comparison with these benchmarks although there has been a decrease in the interest rates for term deposits with new investments now well below the 3.0% mark.

Table 3			
Cash Fund Performance Against RBA Cash Rate & UBS Bank Bill Index	QTC	RBA Cash Rate	AUSBOND Index
Cash Fund Performance	2.53%	1.50%	1.71%

Table 4			
Term Deposit Performance Against BBSW Index & AUSBOND Index	Av Return on Deposits	BBSW Index	AUSBOND Index
Term Deposits	2.61%	1.71%	1.71%

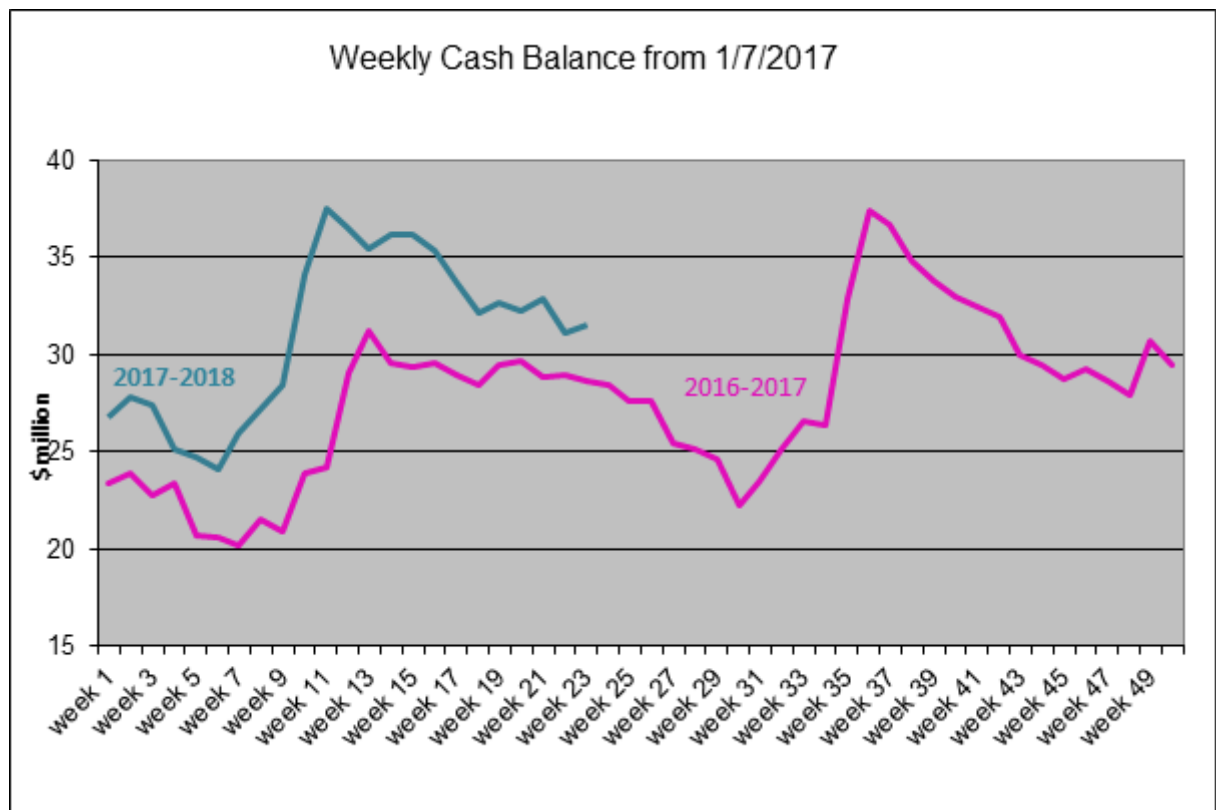
Interest rates have continued to fall to well below 3.00% for rates of less than twelve months. The QTC cash fund rate is now slightly lower than most term deposit rates making term deposits a more attractive investment option. The best regular rates on offer at present are around the 2.45% to 2.60% mark for investment periods from three to twelve months.

As reflected in Table 5 below, interest revenue has exceeded the target for the year to date. This has mainly been achieved by the number of term deposits with some maintaining slightly higher than expected interest rates.

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TABLE 5			
Interest Income vs Budget	Actual YTD	Original YTD Budget	% Annual YTD Budget
Interest Income on investments	\$387,733	\$359,219	108.00%

During the second quarter, cash at bank has decreased as the discount for the Rates Levy has ended. Only minimum cash remains in Council's general funds each day with any excess funds being invested as Term Deposits or transferred to the QTC Cash Fund. The graph below shows a comparison over time of Council's cash balances.



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The following table shows that Council's investments at 31 December 2017 complied with its 2017/2018 Investment Policy.

TABLE 6			
Investment Policy Credit Risk Compliance	Current Exposure	Allowable Exposure	Difference
Cash Funds			
QTC Cash Funds	38.74%	100%	61.26%
Term Deposits			
AAA to A+	18.56%	80%	61.44%
A to BBB+	25.99%	40%	14.01%
BBB to BBB	16.71%	25%	8.29%

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14.2 Council's Disaster Management Unit Activity

Date: 31 January 2018
Author: Peter Hillcoat, Manager Disaster Coordination
Responsible Officer: David Lewis, Executive Manager Corporate & Community Services

Summary:

This report will provide Council with information on some of the main areas of recent and future activity for Council's Disaster Management Unit, highlighting the following:

- Disaster Management Focus for 2018
- Relationship building – a critical factor in Disaster Management
- Plans for the management of Spontaneous Volunteers
- Pilot project – Laidley Business Continuity
- Emergency Services Day 2018
- State Emergency Service
- Weather Outlook and Dam Levels.

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RESOLUTION

This document is for Council's information only.

Report

1. Introduction

Council's Disaster Management Unit (DM) is responsible for ensuring that Council meets its obligations under the Queensland Disaster Management Act 2003 (The Act). These legislative obligations are far-reaching and involve a wide range of activities which ensure the Lockyer Valley community is backed by strong plans and arrangements so that when a disaster strikes, the response will be appropriate and effective.

2. Background

There are many facets involved in Disaster Management, all of which are undertaken by Council's DM Unit every year. Section 80 of The Act states that;

- (1) The functions of a local government under this Act are as follows—*
- (a) to ensure it has a disaster response capability;*
 - (b) to approve its local disaster management plan prepared under part 3;*
 - (c) to ensure information about an event or a disaster in its area is promptly given to the district disaster coordinator for the disaster district in which its area is situated;*
 - (d) to perform other functions given to the local government under this Act.*

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The DM Unit is responsible for, as a minimum, ensuring that these obligations are met by advising on and influencing Council operations and supporting the Local Disaster Management Group.

3. Report

This report covers recent key activities and looks ahead to provide information on some of the main areas of planned activity for 2018.

Disaster Management Focus for 2018

The main focus for the Disaster Management Unit for 2018 will be on examining our existing field-based and internal infrastructure and systems, policies and plans, training programs, exercise formats and other elements with the aim of ensuring that all is as good as it can be. The aim is to make sure that all of these elements are in the best shape they can be, and improved upon where necessary.

This is not to say that there are other aspects of our work that will not receive the same high levels of attention that they currently do.

Some other areas which will be managed include;

- Local Disaster Management Plan review and upgrade
- Improvement of the flood modelling system
- Preparation and delivery of an annual exercise
- Planning for Emergency Services Day
- Planning and facilitation of Local Disaster Management Group (LDMG) meetings
- Management of the State Emergency Service
- Maintenance of field-based equipment
- Development and delivery of disaster management training
- Relationship management – engage with state agencies and NGO's
- Engage with community groups
- Monitor, report on and respond to weather and other events
- Maintain the LDCC in a state of readiness
- Delivery of projects
- Fire Trail maintenance.

Relationship building – a critical factor in Disaster Management

“Effective and meaningful stakeholder engagement is pivotal to building trust and maintaining the required networks and legitimate relationships to achieve excellence and enable confidence in Queensland’s emergency management arrangements”.

Queensland Inspector General Emergency Management

The above quote from the Office of the Inspector General Emergency Management Queensland sums up the importance of having strong working relationships with a wide range of stakeholders in the Disaster Management arena.

Council’s DM Unit takes relationships with all of our colleagues from State agencies, non-government organisations, not-for-profit organisations, community members and groups, as

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well as our colleagues within Council very seriously. We make sure that we maintain regular contact with these people in a variety of ways, including;

- Meetings and forums
- Conferences and workshops
- Training programs and exercises
- Cooperative multi-agency presentations and;
- Community forums

It is vitally important that these relationships are formed and maintained in “peace time” as it is far too late to try to form a meaningful working relationship in the middle of a disaster event.

Council’s Disaster Management unit makes a point of attending as many of our partner agencies’ meetings, forums, training courses and exercises as we can. This not only increases the time spent with them, but it also displays a level of good faith – this is where the critical factor of trust is formed. Being able to trust partner agencies during a disaster event is vitally important to good disaster response and recovery operations.

Plans for the management of Spontaneous Volunteers

At times of disaster, the community will offer their assistance. Managing these offers and this type of spontaneous volunteer can be challenging. In the past whilst these activities have produced outstanding results for the community, they have at times unfortunately caused additional stress and hurt to the people they are trying to assist and challenges for organisations managing their activities.

In recognition of the difficulties faced by local agencies in managing spontaneous volunteers, Volunteering Queensland (VQ) has developed the “Building local capability to manage spontaneous disaster volunteer project”.

The project will work closely with local government and local disaster management groups to assist them identify which agencies and groups in their community are best placed to take on future roles in managing spontaneous volunteers.

VQ will assist with the development of agreements, training and tools to support these local arrangements building local capability to manage spontaneous disaster volunteers.

The DM Unit has recently attended a workshop held by VQ where contact was made with the senior members of the organisation. Further meetings are planned and it is envisaged that arrangements will be put in place so that VQ will play a critical role behind the scenes by assisting Council in the management of spontaneous volunteers. There will also be arrangements with other organisations that specialise with the “on the ground” management of volunteers by providing unit leaders to manage the groups. This type of arrangement has other benefits such as insurance coverage for volunteers, situation reports from the field and participation in training and exercises.

During declared disaster events, entities managing spontaneous volunteers will operate under instruction from the LDMG through the Local Disaster Coordination Centre (LDCC). Costs incurred by Council for the management of spontaneous volunteers during a declared disaster event can then be recouped through the Natural Disaster Relief and Recovery Arrangements (NDRRA).

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Pilot project – Laidley Business Continuity

Community recovery from natural disasters relies heavily on local businesses getting back to normal operations as soon as possible following the disaster event. Business normality enables local employment to recommence, goods and services to be available to the local community, and enables the human-social recovery to progress.

The success of this project will see a more resilient business community through awareness of responsibility and an enhanced understanding of the benefits of effective Business Continuity Planning (BCP).

Phoenix Resilience, a consultancy engaged through DM and funded through the Queensland “Get Ready” campaign, commenced working with the Laidley business community in November 2017. The initial work has involved speaking with the business owners on a one-on-one basis to ascertain an overview of what their understanding might be of the Queensland Disaster Management Arrangements, what their main concerns are, and if they understand what role Council plays in disaster response and recovery activities.

It is envisaged that the final phase of the project will involve a forum hosted by Council and will include senior representatives from various agencies, such as Queensland Police Service, the State Emergency Service, and Queensland Fire and Emergency Services. This forum will provide answers to questions, dispel any misunderstanding of disaster management arrangements, and provide the participants with some knowledge and tools to enable them to create and maintain an effective Business Continuity Plan.

If this project proves a success, the model may be rolled out to other parts of the Lockyer Valley business community.

Emergency Services Day 2018

The Get Ready Lockyer Emergency Services Day was last held at Ferrari Park, Whites Road, Laidley in October of 2016.

The event was a huge success with around 2,000 people attending throughout the course of the day with many organisations represented including:

- Lockyer Valley Regional Council
- QFES – Urban, Rural & SES
- QPS
- QAS
- Westpac Surf Lifesaver Helicopter
- Red Cross
- GIVIT
- SEQWater
- TMR
- Soldier On
- St John – First Aid

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Photos from Emergency Services Day 2016



Emergency Services Day will be held again this year on Sunday, 21 October in Laidley. Consideration was given to holding the event in other areas of the Lockyer Valley; however Laidley was chosen due to its event-friendly facilities, ease of access and the large numbers of attendees at the 2016 event.

The purpose of the event is to encourage and assist Lockyer Valley residents in becoming more resilient to the hazards faced by the region by providing information and tools so residents can learn how to prepare for and respond to, an emergency or disaster situation.

During the event, there will be opportunities to broaden residents' knowledge by showcasing skills, services, equipment and vehicles from emergency and support agencies as well as providing community members with practical information and tips. This will be supported by interactive displays.

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A central area will also be provided for agencies to conduct scheduled demonstrations.

The aim of the day is for all emergency response and support agencies to come together to promote connectedness, disaster resilience and preparedness in the community as well as building strong networks and strengthening relationships. The day will showcase services, equipment and vehicles from both emergency and relevant support agencies as well as providing community members with practical information and tips. Agencies will also have the opportunity to undertake recruitment activities.

Initial planning will begin in the coming weeks and will involve a working committee made up of senior representatives from the various agencies.

An advertising campaign will be rolled out at an appropriate time to reach as many residents of the Lockyer Valley as possible.

State Emergency Service

The Disaster Management Unit is responsible for managing the State Emergency Service (SES) infrastructure, and through the Local Controller, ensuring that the Lockyer Valley SES maintains a state of readiness so that disaster events and emergencies can be effectively responded to.

The Lockyer Valley SES consists of three groups located at;

- Gatton
- Forest Hill and,
- Laidley.

The membership numbers of the Lockyer Valley SES as at 22 January 2018 are outlined in the following table.

Membership:	<u>Active</u>	<u>Probationary</u>	<u>Applicant</u>	<u>Leave of Absence</u>
LV Unit Exec	2	-	-	-
Forest Hill Group	12	0	0	1
Gatton Group	16	0	0	4
Laidley Group	9	2	0	0

Each group is led by a Group Leader who in turn reports to the Local Controller. The Local Controller meets regularly with DM staff so that any issues can be raised and dealt with promptly. The DM Unit also is in regular contact with the SES Area Controller and Area Manager, both being based in Toowoomba.

All communications between Council and the SES come via the DM Unit. This arrangement ensures that other areas of council are not being unduly approached by SES members on a variety of subject matter which could lead to unnecessary time and effort being spent on issues which could be otherwise resolved.

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Likewise, outgoing communications from Council to the SES is via the DM Unit. This ensures that enquiries are dealt with promptly by being directed to the right people within the SES.

Some areas managed through the DM Unit for the SES include:

- Facilities management (buildings and some contents)
- Vehicles and plant (fleet management)
- Requests for improvement (facilities and equipment)
- Projects
- Funding requests
- Support for events and special occasions
- Recruitment and performance management of the Local Controller
- Direct contact during disaster events through the LDCC.

Weather Outlook

National Outlook

A wetter than average February to April is likely for most of WA except the southwest. Smaller patches in the tropical north and the far southeast of the country are also likely to have a wetter three months.

February is likely to be wetter than average for western and southern Australia, extending into southern Queensland. Chances are highest for western WA, which has a greater than 75% chance of being wetter than average.

Weak La Niña conditions are present in the tropical Pacific Ocean. Models suggest this event will end by mid-autumn.

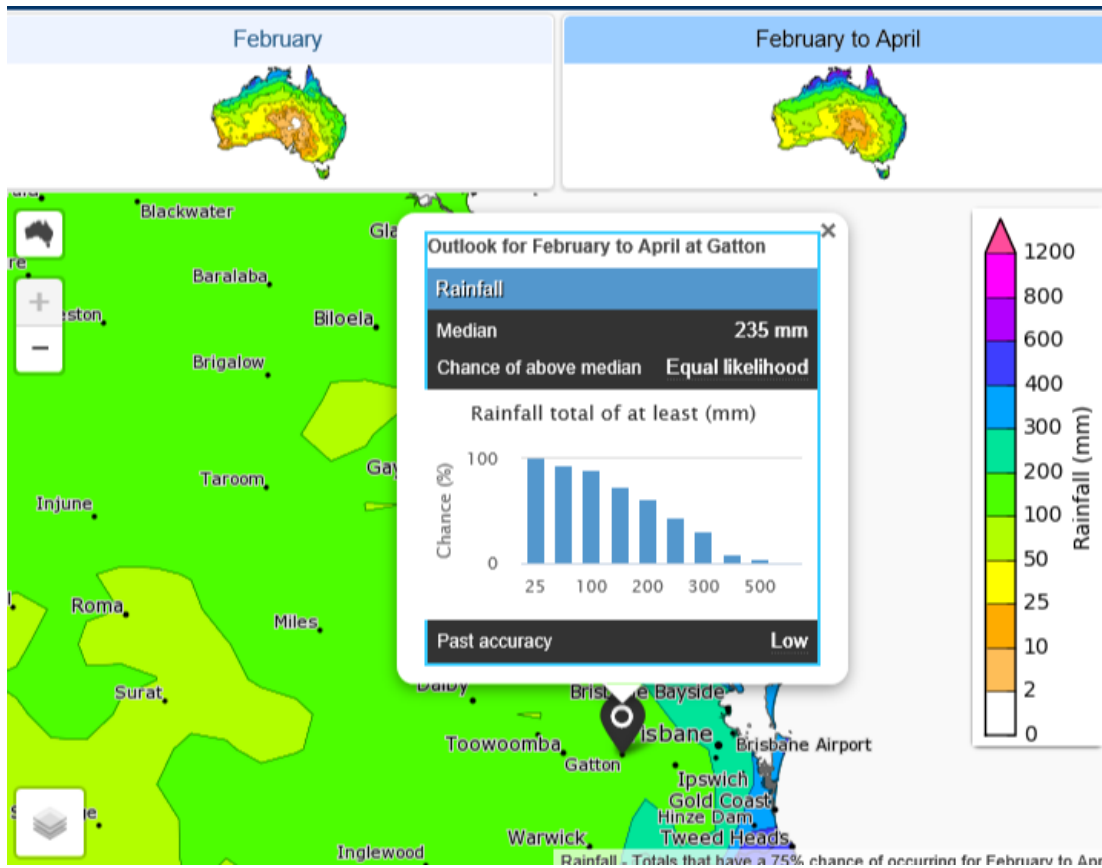
The Lockyer Valley Region - period February to April

Rainfall

The average rainfall for the period is likely to be 235mm. The chance of above average rainfall sits at 50 percent.

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Average Rainfall

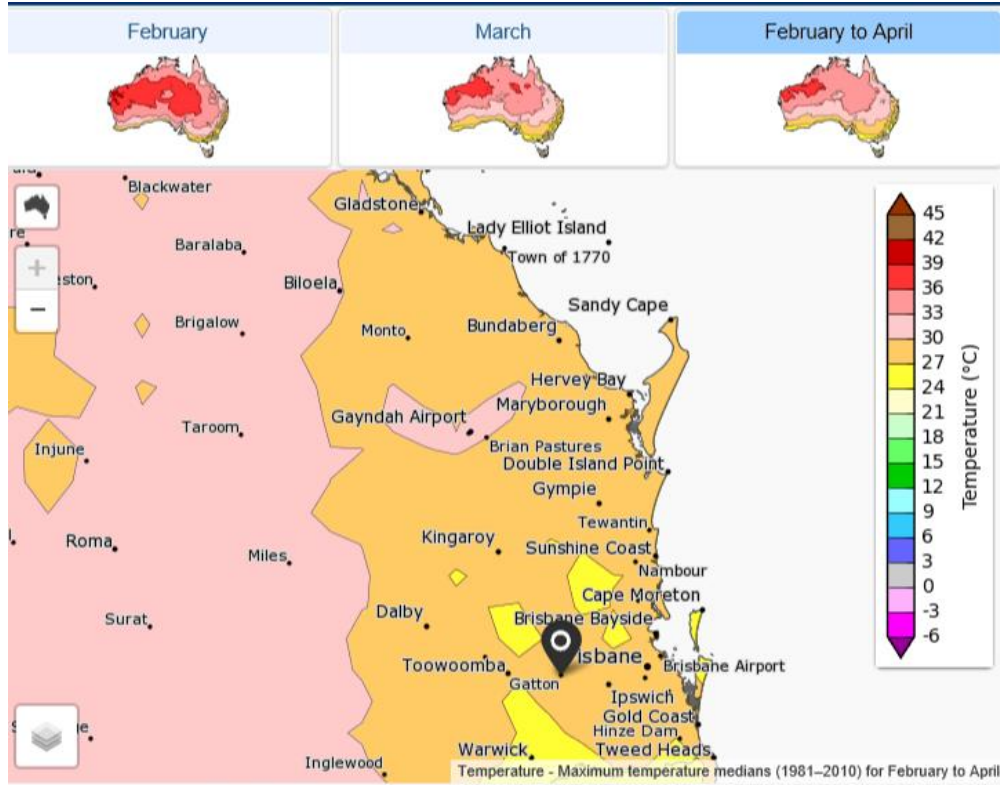


Temperatures

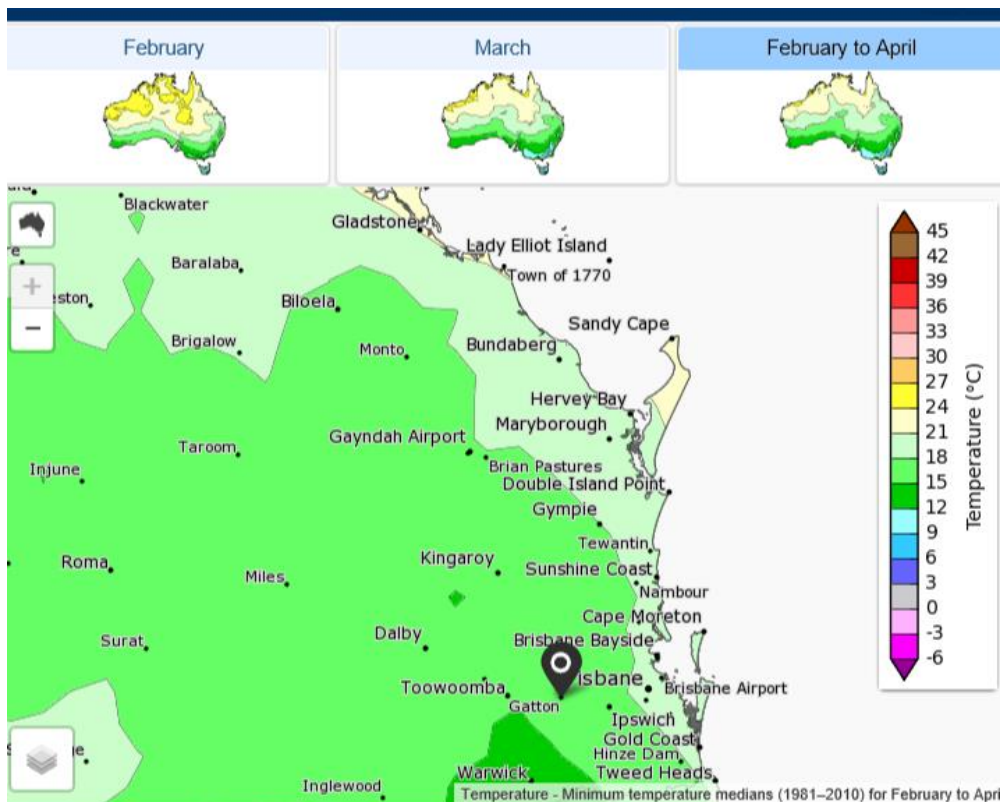
The average maximum temperature for the period is likely to be 28.5 degrees, with the average minimum at 16.5 degrees.

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Median Maximum temperatures



Median Minimum temperatures



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Dam Levels

30 Jan 2018				
Storage	Full Supply Capacity (ML)*	Current Capacity (ML)	% Full	Latest Observation
Atkinson Dam	30,401	3,721	12.2	30/01/2018 11:19AM
Baroon Pocket Dam	61,000	47,411	77.7	30/01/2018 09:03AM
Bill Gunn Dam	6,947	381	5.5	30/01/2018 10:49AM
Borumba Dam	46,000	45,572	99.1	30/01/2018 10:44AM
Cedar Pocket Dam	735	730	99.4	30/01/2018 11:09AM
Cooloolabin Dam**	8,183	6,550	80.0	30/01/2018 08:36AM
Enoggera Dam	4,567	4,550	99.6	30/01/2018 08:56AM
Ewen Maddock Dam	16,587	15,731	94.8	30/01/2018 11:09AM
Gold Creek Dam	801	796	99.5	30/01/2018 10:56AM
Hinze Dam**	310,730	309,252	99.5	30/01/2018 08:27AM
Lake Clarendon Dam	24,276	833	3.4	30/01/2018 10:17AM
Lake Macdonald	8,018	7,580	94.5	30/01/2018 08:44AM
Lake Manchester Dam	26,217	25,951	99.0	30/01/2018 08:29AM
Leslie Harrison Dam**	13,206	11,450	86.7	30/01/2018 08:29AM
Little Nerang Dam	6,705	5,962	88.9	30/01/2018 09:53AM
Maroon Dam	44,319	43,043	97.1	30/01/2018 10:10AM
Moogerah Dam	83,765	75,160	89.7	30/01/2018 09:31AM
Nindoolinbah Dam**	270	212	78.7	30/01/2018 09:35AM
North Pine Dam	214,302	157,372	73.4	30/01/2018 06:00AM
Poona Dam	655	650	99.3	30/01/2018 09:17AM
Sideling Creek Dam**	8,590	7,621	88.7	30/01/2018 06:28AM
Somerset Dam	379,849	291,025	76.6	30/01/2018 08:38AM
Wappa Dam	4,694	4,677	99.6	30/01/2018 06:22AM
Wivenhoe Dam	1,165,238	810,413	69.5	30/01/2018 08:45AM
Wyaralong Dam	102,883	99,931	97.1	30/01/2018 06:00AM

Local Dams

- Atkinson Dam: 12.2%
- Bill Gunn Dam (Lake Dyer): 5.5%
- Lake Clarendon Dam: 3.4%

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14.3 Responsible Pet Ownership

Date: 06 February 2018
Author: Darryl Simpson, Local Laws Coordinator
Responsible Officer: David Lewis, Executive Manager Corporate & Community Services

Summary:

The purpose of the report is to inform Council on the activities undertaken by Council to promote responsible pet ownership within the Lockyer Valley region.

Officers will continue to assist in the promotion of responsible pet ownership within the community using various approaches to improve the levels of responsibility exhibited from pet owners in the region.

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RESOLUTION

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Report

1. Introduction

Council is an elected body that is responsible for the good rule and local government of a part of Queensland. Thus Council is charged with the enforcement of selective State Laws including the Animal Management (Cats and Dogs) Act 2008. The purposes of the Act include:

- (a) Provide for the identification of cats and dogs; and
- (b) Provide for the registration of dogs; and
- (c) Provide for the effective management of regulated dogs; and
- (d) Promote the responsible ownership of cats and dogs; and
- (e) Promote the responsible breeding of dogs; and
- (f) Providing for compliance with this Act to be monitored and enforced

Council continues to meet its legislative requirements to promote and ensure compliance with the Act by enforcing the requirements of Council's Certified Local Law No.1 (Administration) 2008 and Local Law No.2 (Animal Management) 2008 and their relating Subordinate Laws.

Under the Animal Management (Cats and Dogs) Act 2008, Council is also able to conduct authorised selective inspection programs for the keeping of such things as un-registered dogs.

2. Background

From 1 July 2016 to present, Council has received in excess of 6200 animal related complaints with more than 1800 related to roaming animals alone.

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Table 1 – The Big 5 Animal Related Complaints

Request Type	1 July 2016 – 6 Feb 2018
Roaming Animals	1847
Nuisance Animals	516
Registration matters	403
Dog Attacks	306
Excess Animals	213

All of “The Big 5” Animal Related Complaints can be linked back to a number of simple requirements of the animal owner not being met.

The simple requirements include;

- a) Ensuring that animals are adequately confined to the bounds of the owners property at all times by means of adequate fencing or enclosures;
- b) Ensuring that animals do not cause the community a nuisance by such things as the emissions of noise (barking dogs) or odour (faeces and other animal related waste); and
- c) Ensuring that animals are adequately identifiable at times including, registration of dogs and microchipping for both dogs and cats.

Table 2 – Numbers of Animals Impounded 2015 - 2017

Animal Type	2015/16	2016/17	2017/18
Dogs	333	304	162
Cats	183	107	69
Other	68	30	16

Referring to the above Table 2 Numbers of Animals Impounded, a decrease in the numbers of impounded animals can be seen from 2015/16 to present. It is suggested this decrease is due to a combination of Councils active promotion of responsible animal ownership and the efforts of the Local Laws Team in their day to day interactions with the animal owning members of our community.

Therefore the promotion of Responsible Pet Ownership in the region is seen as a vital link in the mechanism to reduce the effects of animal ownership in the region while still promoting the keeping of animals in the community.

3. Report

For a number of years, Council has been promoting Responsible Pet Ownership to a varied audience and via a variety of ways.

These include:

Membership of the Australian Veterinary Association Pets and People Education Program (AVA PetPEP);

As a member of AVA PetPEP, Council Local Laws Officers attend up to 6 schools and/or early childhood centres each year. During the sessions Officers provide presentations to children up to a Year 6 level on responsible animal ownership and safety around dogs that are

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unknown to them. These presentations include information on why their animals; need good fencing to keep them confined to their properties, why they need to keep their gates closed, what to do when approached by a dog they do not know at home / in the street or at school and how to keep their friends safe around dogs. Since involvement in the program, Councils officers have presented to more than 2000 children on this topic. Schools that been involved in the program include:

- Gatton State School
- Lockrose State School
- Hatton Vale State School
- Mt Whitestone State School
- Murphys Creek State School
- Glenore Grove State School
- OLGC
- Peace
- Ropeley State School
- Forest Hill State School
- Helidon State School
- Laidley Kindergarten
- C & K Hattonvale Community Kindergarten
- Gatton Kindergarten.

The De-sexing of Cats and Dogs Programs

Until the 2017/2018 financial year, Council provided a basic level of support to encourage pet owners to desex their cats and dogs. The support offered to the community included a voucher of \$20 per cat and \$30 per dog and a cheaper rate of registration for dogs.

Cats

2017/2018 saw the linking of Lockyer Valley Regional Council with the Australian Animal Welfare League National Desexing Network (AWLNDN). This process has replaced the previously offered \$20 cat desexing voucher with a program that targets the lower socio-economic cat owner (i.e. pensioner, low income earners). It offers the targeted community with an opportunity that (if approved as meeting a number of strict criteria) is able to pay a reduced fee of approximately \$45.00 to have their cat de-sexed. To date, this program has resulted in (according to figures provided by the AWLNDN) approximately 1000 kittens being prevented from being born in Lockyer Valley communities in the last 6 months.

Dogs

Council is still utilising the \$30 De-sexing Voucher Program by allowing the owner of a registered dog in the Lockyer Valley region to request a voucher. The voucher assists the community in offsetting the cost of the expense of having their dogs desexed. This voucher has been accepted at a number of veterinary clinics across South East Queensland. In the 2019/2020 year, Council will be investigating the opportunity of being one of the first councils in the country to have dogs included in its agreement with the AWLNDN program.

RSPCA Operation Wanted

For the last 2 years, Council has provided financial support to the QLD RSPCA Operation Wanted Campaign which promotes the desexing of cats and dogs in Queensland by subsidising the costs of having animals desexed by veterinarians in the local areas. The

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support provided by Council assists the RSPCA in the advertising of the campaign across the state. The campaign in 2017 resulted in more than 310 pets being desexed in the Lockyer Valley by local veterinarians.

Selective Inspection Programs

Since November 2016, Council has endorsed the implementation of the Selective Inspection Programs in relation to matters of Outstanding Dog Registrations and Un-registered Dogs.

These programs have been undertaken by contractors on behalf of Council and have resulted in overall dog registrations increasing from 5212 on the 7 November 2016 to 7026 on the 5 February 2018 which represents an increase of 34.8% or 1814 in dog registrations in 15 months. Prior to these programs operating, dog registration numbers were increasing at a rate of approximately 150 to 200 dogs a year. It is anticipated that at the cessation of the current program in April 2018, that there will be approximately 7500 dogs registered with the region.

Additionally, the identification of a number of these un-registered dogs has also resulted in the identification of a number of properties where the owners were keeping excess numbers of dogs without appropriate Council approvals. The types of properties that are likely to have excessive numbers of animals include greyhound kennels, show dog kennels, suspected puppy for sale breeders and suspected animal hoarders.

Reviewing of Current Practices / Methodologies of Council

Officers are preparing to conduct a review of Councils Local Law No.2 (Animal Management) 2008 and its Subordinate Local Law No.2 (Animal Management) 2008 to ensure it is providing a best practice / common sense approach to the enforcing of laws relating to the keeping of animals within the region. The laws need to ensure that they not only are fair and workable for animal owners but also provide a means to ensure that the community is not unfairly affected by someone keeping an animal on their property.

Officers have recently reviewed the method of investigation and taking reasonable and relevant actions in relation to such matters as Noise Nuisances caused by animals (i.e. barking dog complaints). This review is to ensure that the processes implemented by Council Officers include the investigation of the issue and the completion of relevant actions in an expedient manner while at the same time ensuring that the concept of "natural justice" for the animal owner and the complainant is met at all times.

Community Engagement

For a number of years, the Local Laws Team has provided input, information and assistance at the Council stand at the local agricultural shows. This allows the officers to provide customers with an opportunity to ask questions and seek advice.

Officers also stop and speak to animal owners who are identified as breaching a requirement of the Councils Local Law No.2 (Animal Management) 2008 and its Subordinate Local Law (i.e. walking a dog in a public place and not having it on a lead). They will inform the animal owner of the requirements of the Local Law, the reasons as to why they must comply with the Local Law and the ramifications should they not comply i.e. on the spot infringement. The animal owner is then given a verbal warning on the matter, offered a free LVRC logo slip lead with no further actions taken unless a future breach is identified.

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Recently the Local Laws Coordinator was invited to speak at a meeting of the Lockyer Valley Obedience Club by its Club President on Council's current Selective Inspection Program and its implications for Club members (dog registration/excess animal permit requirements); approval has been provided by the CEO for this to occur in the near future.

Regional and State Group Involvement

Council is an active member of the South East Queensland Regional Animal Management Group (SEQRAMG) which consists of members representing all South East Queensland Councils and a number of Councils from Western, Central and North Queensland.

SEQRAMG meets every quarter and discusses issues that arise from the keeping of animals throughout Queensland and identifies best practice in dealing with such matters.

SEQRAMG was a representative participant to the State Government in the process that led to the creation of the Animal Management (Cats and Dogs) Act 2008, including changes to the legislation relating to the keeping of regulated dogs and more recently the Dog Breeder Legislation.

Council was also represented on the Queensland Bio-Security Compliance Working Group that was created to identify the processes needed to ensure compliance with the requirements of the then incoming Dog Breeder Legislation components of the Animal Management (Cats and Dogs) Act 2008.

Councils Local Laws Team also interact on a regular basis with officers from other Councils in relation to such matters as cross boundary issues including cattle from one region straying in another and regulated dogs moving from one region to another.

15.0 CONFIDENTIAL ITEMS

No Confidential Items

16.0 MEETING CLOSED

There being no further business, the meeting concluded at 12.18 pm.