



ORDINARY MEETING OF COUNCIL

MINUTES

22 AUGUST 2018

**ORDINARY COUNCIL
MEETING MINUTES
22 AUGUST 2018**

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**ORDINARY COUNCIL
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ATTENDANCE:

Councillors Present

- Cr Jason Cook (Deputy Mayor) (Chairperson)
- Cr Kathy McLean
- Cr Janice Holstein
- Cr Chris Wilson
- Cr Michael Hagan
- Cr Rick Vela

Officers Present

- Ian Church, Chief Executive Officer
- Dan McPherson, Executive Manager
Organisational Development & Planning
Services
- Graham Cray, Acting Executive Manager
Corporate & Community Services
- Angelo Casagrande, Executive Manager
Infrastructure Works & Services
- Rick Machin, Manager Marketing,
Communication & Engagement
- Erin Carkeet, Governance & Strategy Officer
- Corrin Bischoff, Coordinator Governance &
Strategy
- Stephen Hart, Coordinator Council Business
- Nicholas Cooper, Acting Manager Planning
Services
- Mark Westaway, Contract Senior Planner

Apologies

- Cr Tanya Milligan (Mayor)
- David Lewis, Executive Manager Corporate &
Community Services



<p>ORDINARY COUNCIL MEETING MINUTES 22 AUGUST 2018</p>

1.0 MEETING OPENED

The meeting commenced at 9:59am.

The Deputy Mayor, Cr Cook as the Chairperson opened the meeting and welcomed all present. Pastor Doug Beahan led the meeting in prayer, following a minute's silence for those persons recently deceased.

2.0 LEAVE OF ABSENCE

No Leave Of Absence.



3.1 Condolences/Get Well Wishes

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

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

Moved By: Cr Holstein Seconded By: Cr Hagan
Resolution Number: 16-20/1064

CARRIED
6/0

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

4.1 4.1 Declaration of Material Personal Interest on any Item of Business

Pursuant to section 175C of the *Local Government Act 2009*, a councillor or senior council officer who has a material personal interest in an issue to be considered at a meeting of a local government, or any of its committees must:

- (a) inform the meeting of the material personal interest in the matter, including the following particulars about the interest –
 - i. the name of the person or other entity who stands to gain a benefit, or suffer a loss, depending on the outcome of the consideration of the matter at the meeting
 - ii. how the person or other entity stands to gain the benefit or suffer the loss
 - iii. if the person or other entity who stands to gain the benefit or suffer the loss if the person or other entity is not the councillor or senior council officer—the nature of the relationship to the person or entity; 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 175E of the *Local Government Act 2009*, a councillor or senior council officer 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 personal interest in the matter, including the following particulars about the interests:

- a) the nature of the interests
- b) if the personal interests arise because of the relationship with, or receipt of a gift from, another person:
 - i. the name of the other person; and
 - ii. the nature of the relationship or value and date of receipt of the gift; and
 - iii. the nature of the other person's interests in the matter.
- c) how the councillor or senior council officer intends to handle the matter i.e. leave the meeting or proposes to stay in a meeting.

No declarations were made by Councillors or Senior Council Officers at this time.

5.0 MAYORAL MINUTE

No Mayoral Minute.



6.1 Confirmation of Ordinary Meeting Minutes 8 August 2018

Officer's Recommendation:

RESOLUTION

THAT the Minutes of the Ordinary Meeting of Lockyer Valley Regional Council held on Wednesday 8 August 2018 be taken as read and confirmed.

Moved By: Cr Hagan **Seconded By:** Cr Vela
Resolution Number: 16-20/1065

CARRIED

6/0



**ORDINARY COUNCIL
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**6.2 Receipt of the Minutes of the Audit and Risk Management
Committee Meeting held on 9 August 2018**

Date: 14 August 2018
Author: Madonna Brennan, Governance and Strategy Advisor
Responsible Officer: Ian Church, Chief Executive Officer

Officer's Recommendation:

THAT the Minutes of the Audit and Risk Management Committee Meeting held on 9 August 2018, as attached, be received and noted as minutes of that meeting.

RESOLUTION

THAT the Minutes of the Audit and Risk Management Committee Meeting held on 9 August 2018, as attached, be received and noted.

Moved By: Cr Wilson Seconded By: Cr McLean
Resolution Number: 16-20/1066

CARRIED
6/0



AUDIT & RISK MANAGEMENT COMMITTEE

MINUTES

9 AUGUST 2018



**AUDIT & RISK
MANAGEMENT COMMITTEE
MEETING MINUTES
9 AUGUST 2018**

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ATTENDANCE:

Councillor Members

- Cr Jason Cook
- Cr Chris Wilson

Independent External Members (Voting)

- Kerry Phillips (Chairperson)
- Alison D'Costa
- Mike McGovern

Attendees (non-voting)

- Ian Church, Chief Executive Officer
- Madonna Brennan, Governance and Strategy Advisor
- Corrin Bischoff, Coordinator Governance and Strategy
- David Lewis, Executive Manager, Corporate & Community Service
- Tony Brett, Manager Finance & Customer Service
- Joubert Breet, BDO (Internal Audit)
- Mitchell Witt, BDO (Internal Audit)
- Tim Kajewski, Accounting Services Coordinator
- Junaide Latif, William Buck (External Audit)
- Matthew Monaghan, William Buck (External Audit)
- Jenelle Macgregor, Queensland Audit Office
- Erin Carkeet, Governance and Strategy Officer (Secretariat)

The meeting commenced at 10:14am

1.0 MEETING OPENED

2.0 APOLOGIES

No apologies received.

3.0 DECLARATION OF ANY MATERIAL PERSONAL INTERESTS/CONFLICTS OF INTEREST BY MEMBERS

3.1 Declaration of Material Personal Interest on any Item of Business

Pursuant to section 175C of the *Local Government Act 2009*, a member who has a material personal interest in an issue to be considered at a meeting of a local government, or any of its committees must

- a) inform the meeting of the material personal interest in the matter, including the following particulars about the interest—
 - i. the name of the person or other entity who stands to gain a benefit, or suffer a loss, depending on the outcome of the consideration of the matter at the meeting
 - ii. how the person or other entity stands to gain the benefit or suffer the loss
 - iii. if the person or other entity who stands to gain the benefit or suffer the loss if the person or other entity is not the member —the nature of the relationship to the person or entity; and
- b) leave the place at which the meeting is being held, including any area set aside for the public, and stay away from the place while the matter is discussed and voted on.

3.2 Declaration of Conflict of Interest on any Item of Business

Pursuant to section 175E of the *Local Government Act 2009*, a member 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 personal interest in the matter, including the following particulars about the interests—

- a) the nature of the interests
- b) if the personal interests arise because of the relationship with, or receipt of a gift from, another person—
 - i. the name of the other person; and
 - ii. the nature of the relationship or value and date of receipt of the gift; and
 - iii. the nature of the other person's interests in the matter.
- c) how the member intends to handle the matter i.e. leave the meeting or proposes to stay in a meeting.

No declarations by members were made at this time.

4.0 CONFIRMATION OF MINUTES

RESOLUTION

That the Minutes of the Audit & Risk Management Committee of Lockyer Valley

Regional Council held on Thursday, 28 June 2018 be taken as read and confirmed.

Moved By: Cr Wilson

Seconded By: M McGovern

Resolution Number: ARMC/0080

CARRIED

UNCONFIRMED



5.0 BUSINESS ARISING FROM MINUTES

5.1 Business Arising from Minutes of Meeting 28 June 2018

Date: 01 August 2018
Author: Madonna Brennan, Governance and Strategy Advisor
Responsible Officer: Ian Church, Chief Executive Officer

Officer's Recommendation:

THAT the Audit and Risk Management Committee accept that matters arising from the Minutes of the Audit and Risk Management Committee held on 28 June 2018 be included in the following items for discussion in the Agenda:

- 6.2 - Internal Audit Update
- 6.3 - Committee Self Assessment, Review of Committee Charter and Code of Conduct

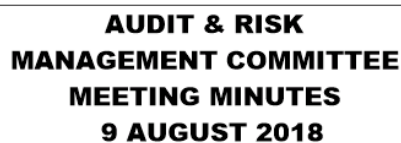
RESOLUTION

THAT the Audit and Risk Management Committee accept that matters arising from the Minutes of the Audit and Risk Management Committee held on 28 June 2018 be included in the following items for discussion in the Agenda:

- 6.2 - Internal Audit Update
- 6.3 - Committee Self Assessment, Review of Committee Charter and Code of Conduct

Moved By: Cr Cook **Seconded By:** Cr Wilson
Resolution Number: ARMC/0081

CARRIED



6.1 Draft 2017-2018 Financial Statements

Summary:

Section 211 (1)(b)(iii) of the *Regulation* then requires Council's Audit and Risk Management Committee to review a draft of the local government's financial statements for the preceding financial year before the statements are certified and given to the Auditor-General for auditing under Section 212. The draft 2017-2018 financial statements and sustainability statements are included for the Committee's review.

THAT the Audit and Risk Management Committee endorse Council's Draft 2017-2018 unaudited Financial Statements for presentation to the Auditor-General for auditing.

THAT the Audit and Risk Management Committee endorse Council's Draft 2017-2018 unaudited Financial Statements for presentation to the Auditor-General for auditing.

Moved By: A D'Costa **Seconded By:** Cr Cook
Resolution Number: ARMC/0082

CARRIED



**AUDIT & RISK
MANAGEMENT COMMITTEE
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6.2 Internal Audit Update

Date: 01 August 2018
Author: Madonna Brennan, Governance and Strategy Advisor
Responsible Officer: Ian Church, Chief Executive Officer

Summary:

This report is presented to the Audit and Risk Management Committee to provide an update on Internal Audit activity undertaken since the previous meeting held on 28 June 2018 and to finalise the annual review of the Internal Audit Charter.

Officer's Recommendation

THAT the Audit and Risk Management Committee receive and note the Internal Audit Update.
And further;
THAT the Audit and Risk Management Committee endorse the Internal Audit Charter with no changes to be presented to Council for adoption.

RESOLUTION

THAT the Audit and Risk Management Committee receive and note the Internal Audit Update.
And further;
THAT the Audit and Risk Management Committee endorse the Internal Audit Charter with no changes to be presented to Council for adoption.

Moved By: M McGovern Seconded By: A D'Costa
Resolution Number: ARMC/0083

CARRIED



**AUDIT & RISK
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6.3 Committee Self Assessment, Review of Committee Charter and Code of Conduct

Date: 01 August 2018
Author: Madonna Brennan, Governance and Strategy Advisor
Responsible Officer: Ian Church, Chief Executive Officer

Summary:

This report summarises the outcomes to the Audit and Risk Management Committee of the Committee Self-Assessment and the review of the Committee Charter and Code of Conduct.

Officer's Recommendation

THAT the Audit and Risk Management Committee receive and note the outcomes of the annual Committee Self-Assessment.
And further;
THAT the Audit and Risk Management Committee endorse the reviewed Audit and Risk Management Committee Charter and Code of Conduct.

RESOLUTION

THAT the Audit and Risk Management Committee receive and note the outcomes of the annual Committee Self-Assessment.
And further;
THAT the Audit and Risk Management Committee endorse the reviewed Audit and Risk Management Committee Charter and Code of Conduct.

Moved By: Cr Wilson Seconded By: Cr Cook
Resolution Number: ARMC/0084

CARRIED



6.4 Risk Management Update

Date: 01 August 2018
Author: Corrin Bischoff, Coordinator Governance and Strategy
Responsible Officer: Ian Church, Chief Executive Officer

Summary:

The purpose of this report is to provide the Audit and Risk Management Committee with an update on the development of Council's Risk Management

Officer's Recommendation

THAT the Audit and Risk Management Committee receive and note the risk management update.

RESOLUTION

THAT the Audit and Risk Management Committee receive and note the risk management update.

Moved By: A D'Costa **Seconded By:** Cr Cook
Resolution Number: ARMC/0085

CARRIED



**AUDIT & RISK
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6.5 External Audit Update

Date: 01 August 2018
Author: Tony Brett, Manager Finance & Customer Services
Responsible Officer: David Lewis, Executive Manager Corporate & Community Services

Summary:

This report provides a briefing to the Audit and Risk Management Committee on the status of the external audit activity and other key information including QAO insights publication and financial statement preparation requirements.

Officer's Recommendation

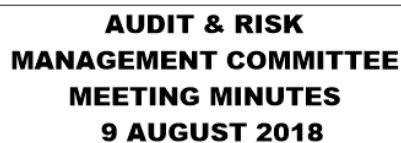
THAT the Audit and Risk Management Committee receive and note the External Audit Update prepared by William Buck on behalf of the Queensland Audit Office.

RESOLUTION

THAT the Audit and Risk Management Committee receive and note the External Audit Update prepared by William Buck on behalf of the Queensland Audit Office.

Moved By: M McGovern Seconded By: A D'Costa
Resolution Number: ARMC/0086

CARRIED



Date: 03 August 2018
Author: Madonna Brennan, Governance and Strategy Advisor
Responsible Officer: Ian Church, Chief Executive Officer

This report provides the Audit and Risk Management Committee with an update on the action undertaken to date on all recommendations identified in Council's Audit Register.

THAT the Audit and Risk Management Committee receive and note the progress update on Council's Audit Register.
And further:
THAT the Audit and Risk Management Committee accept that item numbers 17IACS1.1, 17IACS3.1, 17EAIR3.1.3 and 17EACRS3.1.9 on the Audit Register are completed and can be archived from the active Audit Register.

THAT the Audit and Risk Management Committee receive and note the progress update on Council's Audit Register.
And further:
THAT the Audit and Risk Management Committee accept that item numbers 17IACS1.1, 17IACS3.1, 17EAIR3.1.3 and 17EACRS3.1.9 on the Audit Register are completed and can be archived from the active Audit Register.

CARRIED



**AUDIT & RISK
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7.0 ITEMS FOR INFORMATION

Cr Cook acknowledged and thanked the Independent Community Member for his contributions to the Audit and Risk Management Committee for the past six years.

External Audit left the meeting.

**8.0 AUDIT AND RISK MANAGEMENT COMMITTEE MEMBERS ONLY SESSION WITH
INTERNAL AUDIT**

Council Advisors left the meeting for Committee Members to meet with Internal Audit.

9.0 MEETING CLOSED

There being no further business for discussion, the Chair declared the meeting closed at 11:50am.



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7.0 BUSINESS ARISING FROM MINUTES

No Business Arising from Minutes.

8.0 COMMITTEE REPORTS

No Receival of Committee Reports as Minutes.

9.0 DEPUTATIONS/PRESENTATIONS

No Deputations/Presentations.



10.1 Audit and Risk Management Committee

ORDINARY COUNCIL MEETING MINUTES 22 AUGUST 2018

and assistance to Council on its risk, internal control and compliance frameworks, and to ensure that Council meets its statutory requirements regarding external accountability responsibilities.

2. Background

To provide guidance and outline the role and responsibility of Council's internal audit function an Internal Audit Charter has been developed and was endorsed by the Audit and Risk Management Committee at its meeting held on Thursday 9 August 2018.

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

The Audit and Risk Management Committee Code of Conduct applies to all Committee Members and Advisors when exercising or purporting, at all times, to exercise their duties, responsibilities and functions under the Council's Audit and Risk Management Committee Charter.

The Code of Conduct is designed to assist in maintaining the reputation and integrity of the Committee and to provide a basis for fair dealings and reaching findings and making recommendations on matters before it.

3. Report

Internal Audit Charter

The current Internal Audit Charter was developed in accordance with the Queensland Audit Office guidelines and was endorsed by the Audit and Risk Management Committee at its meeting held on 9 August 2018. The Internal Audit Charter outlines the roles, responsibilities and authority of Council's internal audit functions. The Internal Audit Charter also guides the annual review of the performance of Council's Internal Auditor.

Audit and Risk Management Committee Charter and Code of Conduct

As identified in the Audit and Risk Management Charter, the Charter and Code of Conduct are required to be reviewed annually by the Committee to ensure that the documents are consistent with the Committee's authority, objectives and responsibilities. The Charter and the Code of Conduct were presented to the Committee at its meeting held on 28 June 2018 for review.

Minor amendments were made to the Audit and Risk Management Charter with the most amendment being made to the "Terms of Office" section for independent external members. The option for the independent external members to re-nominate by expression of interest for the Committee has been removed from the Charter. This will ensure new members are appointed at least every four years to the Committee providing new input at regular intervals.

As a result of a recommendation from the Crime and Corruption Commission's (CCC) report Operation Belcarra to strengthen the legislative requirements that regulate how a councillor must deal with a real or perceived conflict of interest or a material personal interest; significant amendments have been made to the Committee Code of Conduct to reflect these legislative changes to the *Local Government Act 2009* to manage the conflict of interest and material personal interest process for the Committee.

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4. Policy and Legal Implications

Section 105 of the *Local Government Act 2009* requires Council to establish an efficient and effective internal audit function and an audit committee. Section 207 and section 210 of the *Local Government Regulation 2012* determines the requirements of the internal audit function and the required framework of the Audit Committee.

The Internal Audit Charter and the Audit and Risk Management Committee Charter and have been developed in accordance with this legislative framework and as such it outlines the role, responsibilities, composition and operating guidelines of the Council's internal audit functions and the Audit and Risk Management Committee.

The Audit and Risk Management Committee Code of Conduct has been developed in accordance with section 175 of the *Local Government Act 2009* and should be read in conjunction with the Audit and Risk Management Committee Charter.

5. Financial and Resource Implications

This report does not have any budgetary implications. Budget implications related to Internal Audit and the Audit and Risk Management Committee will continue to be addressed through existing allocations.

6. Delegations/Authorisations

The Audit and Risk Management Committee is an advisory committee to Council and has no delegated authority to make decisions, however it can make recommendations to Council.

The Internal Audit Charter outlines the authority for the Internal Audit Provider, BDO Pty Ltd, whilst undertaking the role and requirements of the internal audit function.

7. Communication and Engagement

The matters arising from this report that require further communication will be addressed through existing communication channels.

8. Conclusion

That Council adopt the Internal Audit Charter, Audit and Risk Management Committee Charter and Code of Conduct as endorsed by the Audit and Risk Management Committee.

9. Action/s

1. Provide a copy of the adopted Internal Audit Charter to Council's internal audit provider.
2. Update the revised Audit and Risk Management Committee Charter and Code of Conduct to reflect the adoption by Council.
3. Distribute to the Committee Members and Advisors the adopted Audit and Risk Management Charter and Code of Conduct and post on Council's website.



ORDINARY COUNCIL MEETING MINUTES 22 AUGUST 2018

Attachments

- | | | |
|---------------------|---|---------|
| 1 ↓ | Internal Audit Charter | 3 Pages |
| 2 ↓ | Audit and Risk Management Charter | 9 Pages |
| 3 ↓ | Audit and Risk Management Committee Code of Conduct | 5 Pages |



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INTERNAL AUDIT CHARTER

MISSION AND SCOPE OF WORK

The mission of the internal audit function is to provide independent, objective assurance and consulting services designed to add value and improve the Lockyer Valley Regional Council's (LVRC) operations. Internal audit assists Council to ensure it is compliant with statutory requirements but also assists Council accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control and governance processes.

The scope of work of the internal audit function is to determine whether the governance, risk management and control process of the LVRC, as designed and represented by management, are adequate and functioning in a manner to provide a reasonable level of confidence:

- Significant key risks are appropriately identified and managed.
- Significant financial, managerial and operating information is accurate, reliable and timely.
- Employees' and Councillors' actions are in compliance with policies, standards, procedures, laws and regulations.
- Resources are acquired economically, used efficiently and protected adequately.
- Programs, plans and objectives are achieved.
- Quality and continuous improvement are fostered in the LVRC's control process
- Significant legislative or regulatory issues impacting LVRC are recognised and addressed properly.

Opportunities for improving management control, profitability and the image of the LVRC may be identified during audits. They will be communicated to the Chief Executive Officer and/or appropriate Executive Leadership Team member.

The internal audit function will apply and uphold the principles of integrity, objectivity, confidentiality and competence as required by Institute of Internal Auditors Code of Ethics/

ACCOUNTABILITY

The outsourced Internal Audit Provider, in the discharge of his/her duties, shall be accountable to the Audit and Risk Committee to:

- Develop prior to the beginning of each financial year a risk-based annual internal audit plan.



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- Report significant issues related to the processes for controlling the activities of the LVRC, including potential improvements to those processes and provide information concerning such issues through resolution.
- Provide information periodically on the status and results of the annual audit plan and the sufficiency of department resources.
- Coordinate with and provide oversight of other control and monitoring function such as risk management.

INDEPENDENCE AND OBJECTIVITY

To provide for the independence and objectivity of the internal audit function, the outsourced Internal Audit Provider will report to Council's Audit and Risk Management Committee in manner outlined in the above section on Accountability.

RESPONSIBILITY

The Chief Executive Officer will be the contract manager for the outsourced Internal Audit Provider and will be responsible for ensuring internal audits and other agreed activities are conducted in compliance with this Charter and the Terms of Engagement.

The outsourced Internal Audit Provider has responsibility to:

- Develop flexible annual and strategic audit plans using an appropriate risk-based methodology, including any risks or control concerns identified by management and submit the plans to the Audit and Risk Management Committee for review and approval.
- Coordinate implementation of the approved annual audit plan including, as appropriate, any special tasks or projects requested by the Chief Executive Officer on behalf of Council and the Audit and Risk Management Committee.
- Supply professional audit staff with sufficient knowledge, skills, experience and professional qualifications to meet the requirements of this Charter.
- Establish a quality assurance program to assure the operation of internal audit activities.
- Coordinate consulting services, as requested and approved, beyond internal auditing's assurance services, to assist the Chief Executive Officer on behalf of Council in meetings its objectives,
- As requested and approved, coordinate evaluation and assessment of significant changes to operations and control processes coincident with their development, implementation and/or expansion.
- Review and verify management responses to internal audit reports.
- Issue periodic reports to the Audit and Risk Management Committee and the Executive Leadership Team summarising results of audit activities.
- Inform the Audit and Risk Management Committee of emerging trends and successful practices in auditing and risk management.



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- As requested and approved, assist with the investigation of significant suspected fraudulent activities within the Council and notify the Chief Executive Officer and the Council of the results.

AUTHORITY

The outsourced Internal Audit Provider is authorised to:

- Have unrestricted access to all relevant functions, records, property and personnel with the law.
- Have full and free access to the Audit and Risk Management Committee
- Meet with the Chair of the Audit and Risk Management Committee without a Council representative present.
- Obtain the necessary assistance of LVRC personnel, as well as other specialised services from within or outside Council.

PERFORMANCE MEASURES AND REVIEW OF CHARTER

An annual self-review questionnaire will be completed by the outsourced Internal Audit Provider for discussion with the Audit and Risk Management Committee.

As part of a comprehensive audit and risk management function, the Chief Executive Officer will arrange for the Audit and Risk Management Committee to complete an annual independent review of the efficiency and effectiveness of the operations of the outsourced Internal Audit Provider.

This Charter will be reviewed on an annual basis, any substantive changes will be formally approved by Council on the recommendation of the Audit and Risk Management Committee.

 Chief Executive Officer

Dated

 Chair, Audit and Risk Management Committee

Dated

 Noted by Internal Auditor

Dated



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LOCKYER VALLEY REGIONAL COUNCIL

AUDIT AND RISK MANAGEMENT COMMITTEE CHARTER

1. THE CHARTER

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

2. AUTHORITY AND INDEPENDENCE

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

3. ROLE

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

4. DUTIES AND RESPONSIBILITIES

4.1 The committee's duties and responsibilities are to:

4.1.1 Financial Statements

- 4.1.1.1 Review significant accounting and reporting issues, including complex or unusual transactions and highly judgemental areas, and recent accounting,



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professional and regulatory pronouncements and legislative changes, and understand their effect on the financial statements.

4.1.1.2 Review with management and the external auditors the results of the audit, including any significant issues arising.

4.1.1.3 Review the financial statements, and consider whether they are complete, consistent with information known to the committee members, and reflect appropriate accounting policies and principles.

4.1.1.4 Ensure that assurance with respect to the accuracy and completeness of the financial statements is given by management.

4.1.2 Risk Management

4.1.2.1 Monitor the systems and processes to ensure that material risks to Council are appropriately identified, assessed, managed and monitored.

4.1.2.2 Monitor the process for review of Council's risk profile.

4.1.2.3 Monitor processes and practices of the Council that support effective business continuity.

4.1.3 Internal Control

4.1.3.1 Review, through management, internal and external audit functions, whether management's approach to maintaining an effective internal control framework (including policies, procedures and delegations) is sound and effective.

4.1.3.2 Consider how management identifies any required changes to the design or implementation of internal controls.

4.1.3.3 Review steps taken by management to embed a culture which is committed to ethical and lawful behaviour.

4.1.4 Internal Audit

4.1.4.1 Provide advice on the appointment or replacement of the Internal Auditor, and budget, staffing and skills of the internal audit function.

4.1.4.2 Review and approve the internal audit plan, its coverage, scope and progress, and any significant changes to it, including any difficulties or restrictions on scope of activities, or significant disagreements with management.

4.1.4.3 Review the findings and recommendations of internal audit and the response to them by management.

4.1.4.4 Review the implementation of internal audit recommendations accepted by management.

4.1.4.5 Ensure that there is no material overlap between the internal and external audit functions.



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- 4.1.4.6 The Chair and independent members will hold executive sessions with internal audit at least twice per year, if required.

4.1.5 External Audit

- 4.1.5.1 Consult with external audit on the function's proposed audit strategy, audit plan and audit fees for the year.
- 4.1.5.2 Review the findings and recommendations of external audit (including from performance audits) and the response to them by management.
- 4.1.5.3 Review responses provided by management to ensure they are in line with the agency's risk management framework.
- 4.1.5.4 Review the implementation of external audit recommendations accepted by management and where issues remain unresolved ensure that satisfactory progression is being made to mitigate the risk associated with audit's findings.
- 4.1.5.5 The Chair and independent members will hold executive sessions with external audit at least twice per year, if required.

4.1.6 Compliance

- 4.1.6.1 Determine whether management has considered legal and compliance risks as part of the Council's risk assessment and management arrangements.
- 4.1.6.2 Review the effectiveness of the system for monitoring the agency's compliance with relevant laws, regulations and government policies.
- 4.1.6.3 Review the findings of any examinations by regulatory agencies, and any auditor observations.

4.1.7 Reporting

- 4.1.7.1 Submit quarterly reports to the Council outlining relevant matters that have been considered by it as well as the committee's opinions, decisions and recommendations.
- 4.1.7.2 Circulate minutes of the committee meetings to the Council, committee members and invited guests as appropriate.
- 4.1.7.3 Prepare an annual report to the Council summarising the performance and achievements for the previous year. An interim program of the planned activities for the coming year is also to be provided.
- 4.1.7.4 Submit a summary of its activities that are required for inclusion in the Council's Annual Report.

5 MEMBERSHIP AND MEETINGS

5.1 Membership

- 5.1.1 The members of the Committee, taken collectively, will have a broad range of skills and experience relevant to the operations of the Council.



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- 5.1.2 At least one member of the Committee shall have accounting or related financial management experience, with understanding of accounting and auditing standards in a public sector environment.
- 5.1.3 Membership of the Committee is by virtue of the appointed position; no delegates of the members are permitted.
- 5.2 The Committee shall consist of:
 - 5.2.1 Councillor Members (voting)
 - 5.2.1.1 The Mayor (ex officio) - (non-voting)
 - 5.2.1.2 The Deputy Mayor
 - 5.2.1.3 The Councillor holding the Portfolio responsibility for Business Systems and Process; Corporate Plans and Performance; Finance; Information Communication and Technology.
 - 5.2.1.4 Proxy – Councillor nominated by Council to attend in the absence of a Councillor member.
 - 5.2.2 Independent External Members (voting)
 - 5.2.2.1 Three independent external members shall be appointed by the Council to serve on the committee.
 - 5.2.2.2 The three external members shall be selected as set out in Appendix A.
 - 5.2.3 Attendees (non - voting)
 - 5.2.3.1 CEO.
 - 5.2.3.2 Council advisors from the business areas of Finance and Governance and Strategy
 - 5.2.3.3 Internal Auditor (who may be the representative of the contracted provider where the service is outsourced).
 - 5.2.3.4 Representative of the External Auditor.
 - 5.2.4 Invitees (non - voting) for specific Agenda Items
 - 5.2.4.1 Other officers may attend by invitation as requested by the committee.
- 5.3 Term of Office
 - 5.3.1 The independent external members will be appointed for the term of two years, after which they will be eligible for extension or re-appointment for a further two years at the Council's discretion, following a review of their performance.
 - 5.3.2 The maximum number of terms an independent external member can be a member of the committee is two (2) terms.
- 5.4 Vacancy



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- 5.4.1 In the case of vacancy of an independent external member, the Council is to appoint another independent external member as soon as is practicably possible in accordance with the process set out in Appendix A.

5.5 Remuneration

- 5.5.1 The independent Chair and independent members of the Committee will be entitled to fees of \$1500 for the Chair and \$750 for the independent members for preparation and attendance at meetings with a review at least once during the term of each Council. This will cover all preparation time and meeting attendance as well as expenses for travel and reasonable out of pocket disbursements.

5.6 Chair

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

5.7 Code of Conduct

- 5.7.1 All members and advisors of the Committee are to abide by the Audit and Risk Management Committee Code of Conduct, except as required by professional standards, regulation or law.

5.8 Quorum

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

5.9 Proceedings

5.9.1 Meetings

- 5.9.1.1 The Committee shall meet at least four times per year (or more often as decided by the Chair).
- 5.9.1.2 A forward meeting plan, including meeting dates and agenda items, will be agreed by the Committee each year. The forward meeting plan will cover all Committee responsibilities as detailed in this Audit and Risk Management Committee Charter.

5.9.2 Decision Making

- 5.9.2.1 The Committee will endeavour to make decisions by consensus, but if voting becomes necessary then the details of the vote are to be recorded in the minutes.
- 5.9.2.2 Each member of the Committee shall be entitled to one vote only. In the case of an equality of votes on any issue the Chair shall have the casting vote.



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- 5.9.2.3 Between meetings the Chair may circulate to members by email specific proposals for adoption by the Committee.
- 5.9.2.4 Any decision taken by the Committee by email is to be noted and minuted at the next meeting.

5.9.3 Business Papers and Minutes

- 5.9.3.1 Secretariat support will be provided to the Committee by the Governance and Strategy Team.
- 5.9.3.2 The Secretariat will ensure the agenda for each meeting and supporting papers are circulated in accordance with Council's Code of Meeting Practice, at a minimum of 2 days prior to the meeting, and ensure minutes of the meetings are prepared and maintained.
- 5.9.3.3 Minutes shall be approved by the Chair and circulated to each member within three weeks of the meeting being held.

5.9.4 Induction

- 5.9.4.1 New members will receive relevant information and briefings on their appointment to assist them to meet their Committee responsibilities.

6 RELATIONSHIPS

6.1 Other Executive Management Committees

- 6.1.1 The committee shall liaise with other Committees of Council as required to ensure:
- 6.1.2 That its statutory and operational responsibilities are met.
- 6.1.3 That there is no material overlap between the functions and duties of the groups.
- 6.1.4 Frank and meaningful interchange of information.

7 EVALUATION OF COMMITTEE ACTIVITIES

- 7.1 The committee will undertake an annual self-assessment of its performance for the previous twelve months each year.
- 7.2 The committee will provide a report of the annual review outcomes to the Council.
- 7.3 The Chair will provide each individual member with feedback on that person's contribution to the committee's activities at least once during each member's term of office.



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REVIEW OF THE CHARTER

7.4 The charter will be reviewed annually by the committee to ensure it remains consistent with the committee's authority, objectives and responsibilities.

7.5 All amendments to the charter will be discussed and approved the Council.

8 APPROVAL OF THE CHARTER

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

Version No: 6.0

Last Reviewed: June 2017

Endorsed Audit and Risk Management Committee (Resolution No) :ARMC/0084

Approved by Council (Resolution No):

Date:

Review Date: June 2019

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APPENDIX A – SELECTION OF INDEPENDENT MEMBERS

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

- A.1 The Council shall seek nominations from persons interested in being appointed to the available position. All nominees who satisfy the conditions of this charter shall be eligible for appointment.
- A.2 The eligible persons will be interviewed by a Panel comprising the Mayor or delegate, the Independent Chair of the Committee (except where the candidate is seeking position of Chair of the Committee), Councillor responsible for Business Systems and Process; Corporate Plans and Performance; Finance; Information Communication and Technology and the Council's Chief Executive Officer who shall make recommendations to the Council.
- A.3 Following receipt of recommendations from the Panel, the Council may appoint the independent external member by resolution.
- A.4 In the event that no nominations are received, the Committee will make a recommendation to Council regarding appropriate interim arrangements as circumstances prevail.
- A.4 Independent Members will be drawn from the following:

Independent Community Member

This member may not be a current or previous Councillor or staff member of the Council or its predecessor local government entities. They must be generally of good character and free of any current or past criminal convictions. They must reside in the area of the Council. They need not hold any particular professional qualifications but should be sufficiently experienced in business or organizational management so as to be able to participate fully in the business and functions of the committee. They must be able and willing to subscribe to any Code of Conduct of the committee that may be established from time to time.

An Independent Professional Member

This member may not be a current or previous Councillor or staff member of the Council or its predecessor local government entities. They must be generally of good character and free of any current or past criminal convictions. They need not reside in the area of the Council. They must hold duly recognised professional qualifications in Accounting, Finance, Business or Risk Management and should be sufficiently experienced in business or organizational management so as to be able to participate fully in the business and functions of the Committee. They must be able and willing to subscribe to any Code of Conduct of the committee that may be established from time to time.

Independent Chairperson

This member may not be a current or previous Councillor or staff member of the Council or its predecessor local government entities. They must be generally of good character and free of any current or past criminal convictions. They need not reside in the area of the Council. They must hold duly recognised professional qualifications in Accounting, Finance,



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Business or Risk Management and should be sufficiently experienced in business or organizational management so as to be able to lead the business and functions of the Committee.

This member (Chair) shall also promote effective communications between the Audit and Risk Management Committee and Council, Chief Executive Officer (CEO), other senior management and the external auditors. The Chair shall ensure the Audit and Risk Management meetings are run smoothly and that the views of all members are heard, and that the agenda and meeting papers properly reflect proceedings. They must be able and willing to subscribe to any Code of Conduct of the committee that may be established from time to time.

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Lockyer Valley Regional Council
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LOCKYER VALLEY REGIONAL COUNCIL AUDIT AND RISK MANAGEMENT COMMITTEE CODE OF CONDUCT

1. Charter

The Charter of the Lockyer Valley Regional Council's Audit and Risk Management Committee outlines the functions, responsibilities and operating procedures of the committee.

2. Code of Conduct

The Committee seeks the highest ethical standards in delivering services to the Council and to the Lockyer Valley community.

The Code of Conduct is designed to assist in maintaining the reputation and integrity of the Committee and to provide a basis for fair dealings and reaching findings and making recommendations on matters before it.

All members and advisors of the Committee are to abide by the Audit and Risk Management Committee Code of Conduct, except as required by professional standards, regulation or law.

This Code is to be read in conjunction with the Audit and Risk Management Committee Charter.

3. Responsibilities

Committee members must:

- act in accordance with the requirements of the law, the Charter and this Code;
- act in an appropriate way toward the public, staff of the Council and other members of the Committee and at all times act in the best interests of the Lockyer Valley community.

4. Confidentiality

Committee members must not approach or liaise with Lockyer Valley Regional Council employees, other than those that have a formal role within the Audit and Risk Management Committee to obtain information and clarify matters relating to their duties, responsibilities and functions and matters before them as members of the Committee.

Committee members must not discuss any issue or recommendation that is either before the Committee or will come before the Committee at some future time, with any person who is not a Committee member or advisor to the Committee.



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5. Conflict of Interest

In accordance with the *Local Government Act 2009*, a conflict of interest is a conflict between a Committee member's personal interests and the public interest that might lead to a decision that is contrary to the public interest. Conflicts of interest by Committee members will be managed in accordance with the requirements outlined in Division 5A of the *Local Government Act 2009*.

A Committee member does not have a conflict of interest in a matter if the member's interest is no greater than that of other persons in the local government area or merely because of:

- an engagement with a community group, sporting club or similar organisation undertaken by the Committee member in the member's capacity as a member; or
- membership of a political party; or
- membership of a community group, sporting club or similar organisation if the member is not an office holder for the group, club or organisation; or
- the Committee member's religious beliefs; or
- the Committee member having been a student of a particular school or the member's involvement with a school as a parent of a student at the school.

A Committee member who is nominated by the local government to be a member of a board of a corporation or other association does not have a personal interest in matters relating to the corporation or association merely because of the nomination or appointment as a member.

If the matter to be discussed at the meeting of the local government or any of its committees, and the matter is not an ordinary business matter, and a member has a real conflict of interest or perceived conflict of interest, the member must inform the committee meeting about the member's personal interest (real or perceived conflict of interest) in the matter.

When informing of a personal interest in a matter, the committee member must clearly identify the nature of the personal interest and, if the personal interest arises because of a relationship with, or receipt of a gift from another person:

- the name of the other person
- the nature of their relationship or value and date of receipt of the gift
- the nature of the other person's interests in the matter.
- The committee member who has informed the meeting of a personal interest may decide to leave the meeting room. If the member does not leave the meeting, other committee members must decide whether the member has a real or perceived conflict of interest in the matter and whether the member must leave the meeting or may stay and participate in the meeting.

6. Material Personal Interest

A Committee member has a material personal interest in a matter if any of the following stand to gain a benefit, or suffer a loss (either directly or indirectly) depending on the outcome of consideration of the matter (refer to section 175B of the *Local Government Act 2009*):

- the committee member
- a spouse, parent, child or sibling of the committee member
- a person who is in a partnership with the committee member



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- an employer of the committee member
- an entity of which the committee member is a member
- another entity prescribed under regulation.

If a matter to be discussed at a meeting of the local government or any of its committees, and the matter is not an ordinary business matter, and the Committee member has a material personal interest, the Committee member with a material personal interest must tell the meeting about their interest and leave the meeting while the matter is discussed and a decision is made. When informing of a material personal interest, the member must clearly identify:

- the name of the person or entity who stands to gain a benefit, or suffer a loss, depending on the outcome of the consideration of the matter
- how the person or entity stands to gain the benefit or suffer the loss
- the nature of the committee member's relationship to the person or entity (if not the committee member).

7. Other Business or Employment

Public perception of bias/conflict of interest requires that Committee members not engage in any of the following while they are members of Committee:

- making representations to the Committee on behalf of others
- deriving income (other than remuneration for being a Committee member) through contracts with Council.

Any other work conducted within Lockyer Valley Region shall be the subject of a declaration of interest in accordance with this section 6 and 7 of this Code.

8. Gifts & Benefits

Committee members must not receive, accept, demand, solicit, request or accept a gift or benefit in connection with their duties on the Committee. Facilities, transportation, equipment, meals etc. provided by Council as part of Committee meetings shall not be considered as gifts under this section.

9. Resources

Committee members must use resources provided by the council in an effective and efficient manner; and not use such resources for private purposes.

10. Use of Information / Confidentiality

Committee members must:

- not use information obtained in the course of carrying out their duties for anything other than for exercising their functions, powers and duties for the Committee
- keep all information obtained or provided confidential



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- determine what information and material is to be retained by the Committee and how it is to be treated for the purposes of retention.

11. Public Comment

Members of the Committee are not authorised to speak publicly to the media or address the public on behalf of the Committee.

No Committee member may make any comment to the media or to the public in relation to any matter before the Committee or any recommendation of the Committee.

12. Treatment and Respect of Other Members and Public

Committee members must:

- act fairly and honestly towards other members of the committee;
- show respect for the opinions of other members of the committee.

13. Findings and Recommendations

Committee members shall at all times when considering audit and risk management issues:

- act in accordance with the law
- act in accordance with the Charter
- act reasonably, justly and in a non-discriminatory manner
- deal with all matters before the Committee in a consistent manner
- only take relevant information into account; and
- act reasonably and in good faith and not for an improper purpose, ulterior purpose or on irrelevant grounds.

14. Breach of Code

Where any complaint alleging misconduct by a Committee member is made, the complaint is to be made in writing to the Council's Chief Executive Officer and must identify the part of this Code or the Charter alleged to have been breached, including the reasons in support of the alleged breach, and be signed by the complainant.

Upon receipt of a written complaint alleging misconduct, the Chief Executive Officer shall take such action as appropriate consistent with the Council's complaints management policy.

15. Corrupt and Unlawful Conduct

Committee members must not engage in corrupt or unlawful conduct and must report any actual or potential corrupt or unlawful conduct to the Chief Executive Officer of the Council in accordance with the procedures set out in this Code.

All deliberations relating to an investigation shall be conducted in strict confidence.



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16. Sanctions for Breach of Code of Conduct

Having regard to the nature of the findings after an investigation, action including but not limited to the following may be taken by the Chief Executive officer:

- counselling of the member
- recommending to the Chair of the Committee that the member be excluded from the Committee during the discussion or determination of a particular matter
- recommending to Council the removal of the member from the Committee
- report the matter to another competent authority.

17. Review of Code

This Code is to be reviewed annually by the Committee.

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**ORDINARY COUNCIL
MEETING MINUTES
22 AUGUST 2018**

To assist Councillors in undertaking their role, attendance at relevant training courses, conferences and workshops is supported by Council within budgetary constraints.

In accordance with the Expenses Reimbursement & Provision of Facilities for Councillors Policy and Guideline the approval of Council is required for attendance by Councillors at any training or conference in Australia and for attendance by a Councillor at any event as a delegate or representative of Council.

3. Report

Councillor Kathy McLean is seeking approval to attend the 18th International Cities, Town Centres and Communities (ICTC) Annual Conference being held in Fremantle, Western Australia from 14-16 November 2017. Councillor McLean's portfolio is Planning and Building Services; Planning Scheme; Townships and Villages, Cultural Heritage and Streetscape; Regional Planning.

The ICTC 2018 conference theme is Progressive Cities; Innovative + Authentic + Connected. As per the attached Conference Program, some of topics for discussion at the Conference include:

- Reinventing your town centre
- Reinvigorating rural and regional towns
- Sustainable destinations & successful tourism
- Community revitalisation
- Place planning

Councillor McLean will not be attending the Local Government Association of Queensland (LGAQ) Conference in October 2018.

The Non Member Full Registration (Early Bird) cost is \$1200 plus travel and accommodation expenses.

4. Policy and Legal Implications

In accordance with the Expenses Reimbursement & Provision of Facilities for Councillors Policy and Guideline the approval of Council is required for attendance by Councillors at any training or conference in Australia. This report complies with the requirements of the policy and guideline.

5. Financial and Resource Implications

The Non Member Full Registration (Early Bird) cost is \$1200 plus travel and accommodation expenses. There is an approved budget allocation for the attendance of Councillors at conferences for 2018/19.

6. Delegations/Authorisations

No further delegations are required to manage the issues raised in this report.

7. Communication and Engagement

**ORDINARY COUNCIL
MEETING MINUTES
22 AUGUST 2018**

The matters arising from this report that require further communication and engagement will be addressed through existing channels.

8. Conclusion

Councillors McLean's request to attend the 18th International Cities, Town Centres and Communities (ICTC) Annual conference aligns with her portfolio. The adoption of the recommendation will ensure Council complies with the Expenses Reimbursement and Provision of Facilities for Councillors Policy and Guideline and will enable an early bird registration to be completed for Council's delegate to this Conference.

9. Action/s

1. Registers Council's approved delegate for the 18th International Cities, Town Centres and Communities (ICTC) Annual Conference.

Attachments

- 1 [!\[\]\(661ad2fdbe8fa1392f2b194cfa45d124_img.jpg\)](#) 18th International Cities, Town Centres and Communities 2018 Program 4 Pages

Program

Wednesday 14 November 2018

Morning Workshops & Field Trips/Tours

9am - 10.30am Workshop: Sustainable Destinations & Successful Tourism Presenter Keynote: Ed McMahon, Urban Land Institute & National Main Street Centre America	8am-11am Masterclass: Reinventing your town centre: Understanding the impacts and opportunities of technology on town centres - automated vehicles, online retail and last mile delivery Presenter: Keynote Brian Haratis, Executive Chairman, MacroPlan Dinasi & Author, Autopolis The Diverse Mobility Revolution	8.45am - 10.45am Local Recreation & Sports Hub Cycle/Walking Tour Includes: \$1.6M Esplanade Youth Plaza and South Beach Sports Hub multipurpose facility	8.45am - 10.50am Tourism - Behind the Scenes Fremantle Walking Bus Tour Includes: a look behind the scenes of top tourism operators Fremantle Markets, Fremantle Prison and Maritime Museum	Tour 1: 9am - 11am Autonomous Vehicle & Virtual Reality Emergency Tour 2: 10am - 12noon Autonomous Vehicle & Virtual Reality Emergency
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Mid-Morning Field Trips/Tours & Afternoon Special Interest Group Sessions

11.00am - 4.45pm Fremantle Rejuvenation Field Trip Includes: Kings Square City Centre Redevelopment, One Planet and Heritage Housing, Capricorn Strip, White Gum Valley and Town Hall Restoration	11.00am - 5.00pm Scarborough/Perth Revitalisation Field Trip Includes: Claremont on the Park Redevelopment, Elizabeth Quay, Yagan Square, Scarborough Beach & Precinct Redevelopment	3.30pm - 5.00pm Special Interest Group Session: IoT & Sensor Cities Moderated by: Adam Dennis, Manager Economic Development & Projects, City of Mandurah	3.30pm - 5.00pm Special Interest Group Session: Reinvigorating Rural and Regional Towns Moderated by: Prof. John Cole, Executive Director, Institute for Resilient Regions, University of Southern Qld	Tour 3: 11am - 1pm Autonomous Vehicle & Virtual Reality Emergency Tour 3 Tour 4: 12 - 2pm Autonomous Vehicle & Virtual Reality Emergency
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5.30pm - 7.00pm **Networking Function: Bathurst Beach House, Fremantle - Australia's first licensed beach**

Thursday 15 November 2018

7.30am	Registration			
8.30am - 10.40am	Session 1 Conference Opening & Keynote Presentations			
	Mayor Brad Pettitt, City of Fremantle Carlo Ratti, Director, MIT Senseable City Lab & Founding Partner, Carlo Ratti Associati, Italy The cities of tomorrow - sensors, networks, people and future urban life Ed McMahon, Chair Sustainable Development, Urban Land Institute & Chairman of the Board, National Main Street Center, Washington, USA The new formula for community revitalisation			
10.40am - 11.10am	Refreshment Break & Exhibition			
11.10am - 12.30pm	Session 2A Guest Speakers		Session 2B Guest Speakers	
	John Carey, Parliamentary Secretary to Premier, Western Australia Government Taking the risk: why town teams are the answer for local government main street renewal Frank Marra, CEO, LandCorp Growing the perfect mix		Peter Newman AO, Professor of Sustainability, Curtin University WA The rise and rise of the 'local' renewable city Pat Walker, Executive General Manager Advocacy and Members, RAC Integrated mobility and creating a connected city	



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18th International Cities, Town Centres & Communities Conference

12:30pm - 1:30pm	Lunch & Exhibition					Tour starts during lunch at 1pm Fremantle Arts & Culture Hub Tour 1.00pm-4.00pm The tour: Fibronaci Centre is an incubation space for artists and makers – hear how the centre operates and how it promotes diversity in arts. Slackwood boutique concept store full of community events, markets, hands-on workshops and café – hear about how they're leading the way in transforming an industrial area into a lively residential arts and cultural hub. Fremantle Arts Centre – one of Australia's leading multidisciplinary art organisations in heritage building. Kidoogo Art House – beach-side heritage building with exhibition space and courtyard that hosts musicians, poets and authors for live performances – hear from the owner about how she's worked with council to leverage arts as a means to revitalise the Bathers Beach area.
1.30pm - 3.00pm	Session 3A Smart Cities \ Emerging Technologies	Session 3B Transformational Cities: Case Studies	Session 3C Engagement & Building Pride: Case Studies	Session 3D Visitor Attraction/Night Time Economies/Co-working	Session 3E Interactive Workshops	
	The 'Hyper' Data Centre – The 'Heart' of a 'Smart City' Jon Pzay, Group Design Partner & Rudi Valla, Managing Partner, DEM	Urban Renewal - Kings Square Fremantle Matthew McNeilly, Managing Director, Sirona Capital & Brad Pettit, Mayor, City of Fremantle	What We Thought Would Kill Us - The Good, Bad and Ugly Marianne Fuller, CEO, Committee for Perth	Centres that combine people and places to make money Sean Stephens, Managing Partner, Essential Economics	1.30pm-2.15pm Creating an enabling local business environment Simon White, Managing Director, Publicious	
	The Consequences of Smartness: Trade-offs associated with digitisation of the urban environment Ryan Falconer, Cities Leader Western Australia, ARUP	Transformational Moves - From Aspiration to Pavement Russell Kingdom, Director Kings Square Project, Manager City Design & Projects, City of Fremantle	How to win friends and influence place – integrating the planning and place process Zanda Cameron, Principal, Roberts Day & Elise Maketic, Manager, Strategic Planning, City of South Perth	Did Meets New: the changing face of Uptown - How an Augmented Reality (AR) app and a unique co-working space concept is changing the face of a city fringe business district in Auckland Gary Holmes, General Manager, Uptown Business Association & Belinda Hope, Events Manager, ARVR Garage	2.15pm-3.00pm Emergency Planning for your organisation Valerie Hussain, Emergency Services Preparedness Facilitator, Australian Red Cross Emergency Services	
	Tribus - A disruptive tool to empower and build vibrant communities Dean Landy, Architect, Urban Designer, ClarkeHopkinsClarke	The Fremantle Alternative - big thinking about small housing Paul Garbett, Director Planning and Strategic Projects & Rachel Pemberton, Councillor, City of Fremantle	A vision for Hobart: Articulating community sense of place through storytelling and deliberative democracy Tim Short, Associate Director City Economy, Tourism and Events & Marisa McArthur, Project and Research Officer, City of Hobart	Bondi Junction's Evening & Entertainment Strategy George Bramis, Executive Manager Shaping Waverley, Waverley Council		
3.00pm - 3.30pm	Refreshment Break & Exhibition					
3.30pm - 5.00pm	Session 4 Keynote & Panel Session					
	Brian Haraldis, Executive Chairman, MacroPlan Dimasi (invited) Reinventing your town centre – understanding the impacts and opportunities of technology on town centres					
	Progressive Cities Panel Session Panelists: Kate Jones, PlaceStrategic Seattle, US; Ed McMahon, National Main Street Center America & Urban Land Institute, US; Wulf Daseking, University of Freiburg, Germany; Brad Pettit, Mayor, City of Fremantle and other guest panelists					
5.45pm - 7.15pm	Evening Economy & Community Safety Walking Tour, Fremantle (Subject to maximum numbers of 40)					



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Friday 16 November 2018

8:45am - 10:35am Session 6 Keynote Presentations

Kate Jones, Owner, PlaceStrategic, Seattle, USA (Former Seattle Deputy Mayor & CEO Downtown Seattle)
Seattle's Incredible Growth and Prosperity: Looking Behind the Curtain at the Challenges and Opportunities for Transportation, Housing, Social Equity and the Environment

Professor Wulf Daseking, City Sociology, University of Freiburg, Germany (Former Head of Urban Planning, City of Freiburg)
Creating a liveable and sustainable city for tomorrow

10:35am - 11:05am Refreshment Break & Exhibition

11:05am - 12:35pm	Session 7A	Session 7B	Session 7C	Session 7D	Session 7E
	Digital Engagement & Measurement	Community Led Places & Housing	Main Streets/Food & Beverage	Place & Planning	Town Revitalisation: Case Studies
	Place engagement in the digital realm Charla Chatzopoulos, Principal - Place, Element	Can temporary activation shape a city? Martin Kozinsky, Planner - Urban Regeneration, Christchurch City Council	Mainstreets need management David West, Principal Consultant, Premier Retail Marketing	Integrating Heritage Incentives into a Place-Based Approach Noel Robertson, Principal Heritage and Strategy, City of Perth	Devonport Tasmania - A new direction Grant Hirst, Director, Providence Place Devonport
	Using Data to Enhance Community Consultation and Engagement Michael Chappell, CEO, Culture Counts	Accelerating community in new neighbourhoods through community-led placemaking Valin Mopphet, CEO, CoDesign Studio	Transform – The 5 Step Process To Drive Successful F&B Tender Outcomes Case Study: The Royal Botanic Gardens and Domain Trust Suzee Brain, Director, Brain & Poulier & Bocco Serji, Manager, Business Development - Commercial Services, The Royal Botanic Gardens and Centennial Parklands	Build it and They will come... Build it bigger and more will come but how safe will they be? Encouraging innovative and creative design ideas into your multi storey cities and town centres Valerie Hussain, Emergency Preparedness Community Presenter and Facilitator, Australian Red Cross Emergency Services	A future for Cossack Townsite heritage precinct Flavia Kiperman, Associate - Heritage, Element WA
	How the City of Perth is using indicators at the Activity Centre & Neighbourhood level to inform urban interventions Erica Barranger, Director Planning and Development, City of Perth & Nalaya Boujenko, Strategic Consultant/Director, Interimethod	Community led development - A funding model for perpetually affordable housing for owner occupiers Eugenie Stockmann, Founder, Green Fabric & Jenni Matilla, CEO, Matilla Advisory		Planning, Design and Management of dog parks as off-leash areas Lesley Humphreys, Director, LMH consulting / Paws4Play	Reinventing a Regional City – Lessons and Challenges in a journey through Master Planning to Implementation Martin Darcy, Service Manager - Business and Innovation, Queanbeyan-Palerang Regional Council

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18th International Cities, Town Centres & Communities Conference

12.35pm - 1.30pm	Lunch & Exhibition				Walking tour starts during lunch at 1.10pm
1.30pm - 3.00pm	Session 8A Creative Parking & Transport	Session 8B Place Making \ City Innovation Showcase	Session 8C Leadership, Investment & Place	Session 8D Innovative Urban Design in Place	1.10pm-3.10pm Walk across to the \$1.6M award-winning Esplanade Youth Plaza and then cycle down to the South Beach Sports Hub facility.
	Parking strategies to provide more space for people and places Jon Pzay, Group Design Partner, DEM (Aust)	Placemaking through Partnership David Eustace, Senior Urban Planner, Brisbane City Council	City Leadership for Today Katherine O'Regan, Executive Director, Cities Leadership Institute & Double Bay + District Business Chamber	Embedding Placemaking into Urban Design Stefanie Matosevic, Urban & Place Planner & Bryony Simcox, Urban Designer & Place Planner, Roberts Day	
	Art in transport infrastructure: Why it matters and how to get it Mark McClelland, Creative Director, Cultural Capital	15 Principles of Designing Great Civic Spaces ... in 15 Minutes Peter Clemittis, Principal, Roberts Day	Place — buzzword, paradigm shift or pathway? Jenny Franke, Executive Manager Community Life, Campbelltown City Council	Urban Design, Memories and the Orlatory Dimension Nick Booth, Urban Designer, nld, space	This session will explore how the growing interest in biking, walking, car sharing and other transportation trends that are reshaping communities around the world and how developers and city officials can leverage these trends to give their communities a competitive advantage.
	Integrating Movement and Place: Street design needs to support street revitalisation Natalya Bouleiko, Director, Intermetrod	City Innovation Showcase Developing the City of Canning using Advanced 3D Modelling Rob Thomas, Manager Western Australia and Northern Territory, Aerometrex	Local Government and creative industries — Exploring the relationship, value and measurement of impact as a motivator for local government investment Sue Savage, Community and Cultural Development Manager, Wollongong City Council	Nature Infill: What Local Government Can Do For Biophilic Urbanism Jana Soderlund, Curtin University & Director Design by Nature & Arbor Carbon	
3.00pm - 3.30pm	Refreshment Break & Exhibition				
3.30pm - 4.50pm	Session 9 Keynote Presentations & Closing Professor John Cole OAM, Executive Director, Institute for Resilient Regions, University of Southern Queensland Living the dream: strategies for resilient regions in tomorrow's world				
5.00pm	Close of Educational Sessions				



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**ORDINARY COUNCIL
MEETING MINUTES
22 AUGUST 2018**

10.3

LGAQ Annual Conference Motions 2018

Date: 16 August 2018
Author: Stephen Hart, Coordinator Council Business
Responsible Officer: Ian Church, Chief Executive Officer

Summary:

The Local Government Association of Queensland (LGAQ) Annual Conference will be held from 29 to 31 October 2018. This is the primary Local Government Conference for Queensland Councils and is attended by Lockyer Valley Regional Council as a Member Council. The purpose of this report is to finalise proposed motions for the LGAQ Annual Conference.

Officer's Recommendation:

THAT the following motions be endorsed for submission to the LGAQ Annual Conference:

Motion 1: Recognising there is a variety of approaches to the provision of community housing by local governments, that the LGAQ calls on the State Government to follow through on their proposal to transfer the responsibility for community housing back to the State where local governments no longer consider it efficient to manage this responsibility within their region.

Motion 2: That LGAQ calls on the State government to recognise their overarching responsibility for biosecurity, appropriately resource Biosecurity Queensland, other State agencies and local governments, and act on the serious and emerging threats of restricted matter and exotic pests.

Motion 3: That LGAQ calls on the State Government to recognise the concerns caused by rabbit infestations beyond the existing Darling Downs-Moreton Rabbit Board precept areas, and investigate whether benefits would accrue to the wider area through expansion of the precept areas. In addition, the LGAQ calls on the State Government to provide a contribution to the Darling Downs-Moreton Rabbit Board matching the funds raised by way of precept, to enable the compliance activities of the Board to be more effective.

Motion 4: That LGAQ calls on the State Government, when conducting strategic infrastructure planning, to more effectively engage with local government and local communities to ensure that infrastructure needs are identified at an early stage to appropriately inform state/regional infrastructure planning, programming and delivery.

Motion 5: That the LGAQ calls on the State Government to address concerns over litter on the state controlled road network through an integrated approach of public education, an effective compliance regime and appropriate litter collection and management.



2. Background

The intent of proposing motions is to influence changes in government policy and legislation and to address matters that are common to local government in general.

In 2017, a number of motions were successfully raised at the Conference by Lockyer Valley Regional Council and received support. These included motions relating to a national framework for flying foxes and the need for improved collection of agricultural data by the Australian Bureau of Statistics.

The background to the 2018 Motions proposed in this report has been raised with Councillors. Subsequently, further research has been undertaken to provide policy support for the motions and to refine the wording for formal council consideration.

3. Report

The following motions have been proposed and discussed with Councillors. If additional motions are suggested, research and analysis will be required before the LGAQ closing date of 24 August 2018.

LGAQ have asked that Councils bear in mind that policy development and the associated motions need to be:

- Specific
- Measurable
- Achievable
- Realistic , and
- Timely

Community Housing Responsibility

In 2014, the State Government proposed changes to the framework for local government and community housing. In particular the State sought the transfer of ownership of community housing from Lockyer Valley Regional Council to the State.

Council is supportive of this approach as community housing is not considered core business for our Council. However, a number of attempts by Council to progress this transition have brought into question the level of commitment from the State to action the changeover.

It is recognised that there is a diversity of approaches to community housing from Brisbane to regional and remote local government. Some local governments do wish to be involved in this function.

Accordingly, it is considered that the State should follow through on its commitment to transfer this responsibility for those local government areas where Councils consider it appropriate.

The following motion is recommended:

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Motion 1: Recognising that there is a variety of approaches to the provision of community housing by local governments, the LGAQ calls on the State Government to follow through on their proposal to transfer the responsibility for community housing back to the State where local governments no longer consider it efficient to manage this responsibility within their region.

Biosecurity Approach / Responsibilities

Concerns have been expressed about the approach being taken by the State Government with respect to Biosecurity matters. A coordinated approach is required with State government appropriately resourcing Biosecurity Queensland as well as the full range of state agencies. Local governments need to focus on local issues. The State needs to appropriately resource Departments and State agencies that are responsible and accountable for regional/state biosecurity issues.

This includes agencies managing state owned land and for State projects, including the Toowoomba Second Range Crossing, where the risk of spreading restricted matter and exotic pests such as fire ants is high. Clearly any cost shifting from State to local government is unacceptable.

The following motion is recommended:

Motion 2: LGAQ calls on the State government to recognise their overarching responsibility for biosecurity, appropriately resource Biosecurity Queensland, other State agencies and local governments, and act on the serious and emerging threats of restricted matter and exotic pests.

Rabbit Fence and Compliance

Council remains concerned about the spread of rabbit infestation in Queensland despite the efforts of the Darling Downs - Moreton Rabbit Board. That Board maintains 555 km of rabbit proof fencing on an alignment between Mt Gipps near Rathdowney and Goombi (near Miles). The rabbit fence creates a barrier to protect the North and East of the state from rabbit infestation.

The Board is wholly funded from Local Authority precepts that are set and collected by the State from eight member Councils who have been identified as benefiting from the fence and the compliance activities undertaken by the Board.

Funding for the Board is presently limited to the eight member Councils. The Board needs additional resourcing and the authority to undertake compliance activities in a wider area including in local government areas beyond those Councils currently paying the precepts. It is considered inequitable that these local governments fund the entirety of the costs when benefits can be attributed to a wider area. On that basis it is considered that the State should provide additional funding and all benefited areas should assist with funding.

The following motion is recommended:

Motion 3: That LGAQ calls on the State Government to recognise the concerns of caused by rabbit infestations beyond the existing Darling Downs-Moreton Rabbit Board precept areas, and investigate whether benefits would accrue to the wider area through

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expansion of the precept areas. In addition, the LGAQ calls on the State Government to provide a contribution to the Darling Downs-Moreton Rabbit Board matching the funds raised by way of precept, to enable the compliance activities of the Board to be more effective.

Approach to Strategic Planning of Infrastructure

Concern has been expressed over the effectiveness of the State Government's strategic planning of infrastructure. Lockyer Valley Regional Council is supportive of regional planning initiatives including ShapingSEQ. It is also noted that the Queensland State Infrastructure Plan seeks to plan for the State's future infrastructure needs. However, there seems to be a difficulty in translating the high level planning to the infrastructure that is actually required at the local level.

The long term planning of water infrastructure is an example where the belated response to the last drought resulted in costly and underutilised infrastructure. The onset of drought this year will again test the effectiveness of this planning. However, the concern relates to more than water infrastructure. There are examples in the Lockyer Valley of a clear need for additional education and health infrastructure. The need for a hospital at Plainland and the need for additional classrooms at schools such as Hattonvale are examples of this concern. While Lockyer Valley Regional Council has been advocating for this infrastructure, it appears that the state level planning is only belatedly recognising this need.

More rigour is required in the approach taken to ensure a better integrated and timely response is provided. There needs to be more engagement with local government and communities to translate high level strategic planning to State infrastructure budgets and the operational needs of local communities.

The following motion is recommended:

Motion 4: That LGAQ calls on the State Government, when conducting strategic infrastructure planning, to more effectively engage with local government and local communities to ensure that infrastructure needs are identified at an early stage to appropriately inform state/regional infrastructure planning, programming and delivery.

Litter on State Controlled Roads

It has been noted that there are significant levels of litter on the State Controlled Road corridors that traverse our regions. Unfortunately these State managed corridors often provide the entrance statements to the Lockyer Valley and this litter has a negative impact on the perception of the region by visitors.

While local governments have the responsibility for local roads, the State government through the department of Transport and Main Roads is responsible for the management of the state controlled network. Local governments do not have the responsibility, nor the resourcing, to collect this litter and maintain this network of state controlled roads.

Ideally this maintenance function would be integrated with a public education program and a compliance regime to deal with those who litter. Such an approach would aid in the prevention of littering in the first instance.

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The following motion is recommended:

Motion 5: That the LGAQ calls on the State Government to address concerns over litter on the state controlled road network through an integrated approach of public education, an effective compliance regime and appropriate litter collection and management.

4. Policy and Legal Implications

The motions included with this report are broadly consistent with existing policy positions of Council. There are no direct legal implications associated with the report. LGAQ require that Motions be supported by a Council resolution.

5. Financial and Resource Implications

There are limited financial and resource implications directly related to the submission of motions. Council's annual subscription to the LGAQ provides for policy advice and support in progressing matters to motions or through advocacy to government.

6. Delegations/Authorisations

It is proposed that the Chief Executive Officer be authorised to finalise the motions to ensure their application is consistent with the conference requirements.

7. Communication and Engagement

Council will advise the final motions to the LGAQ in writing in the required format. This will be worded to ensure the clear, correct and consistent wording of the motions so that misinterpretation is avoided during debate.

8. Conclusion

That the Council agrees to the motions being included on the LGAQ 2018 Annual Conference agenda.

9. Action/s

Finalise and submit the motions for the 2018 LGAQ Annual Conference by the due date of 24 August 2018.



development of these policies complies with the statutory requirements and good governance principles of the *Local Government Act 2009*. This report responds to Council's Corporate Plan 2017 – 2022 outcome 5.4: Commit to open and accountable governance to ensure community confidence and trust in council and our democratic values and 5.7: Compliance with legislation.

2. Background

The current Policy Framework for Lockyer Valley Regional Council was adopted in 2012. Council is required under the *Local Government Act 2009* to adopt specific policies, procedures and guidelines for the good governance of the organisation.

3. Report

Four of Council's policies have been reviewed in line with the policy review schedule. In addition, the Complaints of Corrupt Conduct by Chief Executive Officer Policy has been drafted. The following provides a summary of each policy and the amendments made as a result of the review:

Risk Management Policy

The Risk Management Policy has been reviewed in line with the updated international standard ISO31000:2018. This standard outlines a number of principles for inclusion in the Risk Management Policy including:

- role of top management and oversight bodies in risk management
- the organisation's ongoing commitment to risk management
- improvement of risk management processes
- communication and integration of risk management across the organisation.

The updated policy has been endorsed by the Audit and Risk Management Committee.

Fraud and Corruption Control Policy

The Fraud and Corruption Policy articulates Council's expectations and actions in relation to the management of fraud and corruption within the organisation. The policy has had minor amendments made to clarify Council's zero tolerance for fraud and corruption.

The updated policy has been endorsed by the Audit and Risk Management Committee.

Complaints Management Policy

This policy has been reviewed in line with a full review of Council's Complaints Management System as recommended by the Office of the Queensland Ombudsman. This policy establishes a clear process for the handling and resolving of Administrative Action Complaints and Privacy Complaints made against Council, including the conduct of its staff. Additions to the policy include information regarding the receipt of anonymous complaints and the types of matters that may not be investigated.

Information, Communication & Technology Policy

This policy is to ensure Council's Information, Communication & Technology resources are protected from abuse, exploitation, and unauthorised access and sets parameters for using, changing and connecting to Council's computer systems. No significant changes have been made to this policy as a part of this review.

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Complaints of Corrupt Conduct by Chief Executive Officer

In accordance with section 48A *Crime and Corruption Act 2001* Council is required to adopt a policy to set out how it will deal with a complaint that involves or may involve corrupt conduct of its Chief Executive Officer (CEO). This policy seeks to promote:

- public confidence in the way suspected corrupt conduct of the CEO is dealt with
- accountability, integrity and transparency in the way the Council deals with a complaint that is suspected to involve, or may involve, corrupt conduct of the CEO.

The draft policy has been reviewed by the Crime and Corruption Commission to ensure it meets the requirements of the legislation.

4. Policy and Legal Implications

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

5. Financial and Resource Implications

The content of the policies outlined in this report do not alter current budgetary requirements.

6. Delegations/Authorisations

No further delegations are required to manage the issues raised in this report. The Chief Executive Officer will manage requirements in line with existing delegations.

7. Communication and Engagement

The following stakeholders were engaged in the review and drafting of the policies addressed in this report:

- Audit and Risk Management Committee
- Executive Leadership Team
- Crime and Corruption Commission
- Office of the Queensland Ombudsman

The adopted policies will be provided to relevant stakeholders including Councillors, employees, the public (via Council's website) and oversight bodies.

8. Conclusion

The five policies outlined in this report have been developed and reviewed in line with relevant legislation and Council practice and therefore are recommended for adoption by Council.

9. Action/s

The approved policies will be updated in Council's policy register and published as appropriate on Council's website.



<p>ORDINARY COUNCIL MEETING MINUTES 22 AUGUST 2018</p>

Attachments

1	<u>↓</u>	Risk Management Policy	3 Pages
2	<u>↓</u>	Fraud and Corruption Control Policy	2 Pages
3	<u>↓</u>	Complaints Management Policy	2 Pages
4	<u>↓</u>	Information, Communication & Technology Policy	1 Page
5	<u>↓</u>	Complaints of Corruption Conduct by the Chief Executive Officer	3 Pages



Policy document

Strategic-Governance SG 08

Risk Management

Head of Power

Local Government Regulation 2012

International Standard ISO 31000:2018 Risk Management – Principles and Guidelines

Key Supporting Council Document

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

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

Definitions

Risk is defined as “an uncertain event that will have an impact on the organisation’s objectives and operations”. It is measured in terms of a combination of the consequences of an event and the likelihood of it occurring.

Risk appetite is the amount of risk exposure, or potential adverse impact from an event, that Council is willing to accept in pursuit of its objectives.

Risk Management is the process of identifying and managing (or controlling) risk to an acceptable level.

Policy Objective

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

Policy Statement

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

All of Council’s work areas are accountable for implementing Council’s Risk Management Framework which provides an effective process for the identification, analysis and management of both negative and positive impacts on physical, social and economic capital. This Framework supports sustainability and safeguards Council’s assets, infrastructure, people, finances and reputation.

Risk management is embedded in Council’s practices and processes through integration in a number of Council documents including the annual Operational Plan and Business Unit Plans. Council is committed to providing the necessary available resources to assist those accountable and responsible for managing risk in the organisation.

Group: Executive Office
Unit: Governance & Strategy
Approved: Ordinary Meeting (Resolution 2016-20/XXXX)
Date Approved
ECM:

Effective Date: XX/07/2018
Version:2.0 Last Updated:21/6/2018
Review Date:31/07/2020
Superseded: Risk Management Policy ECM 1221138

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Policy document

Strategic-Governance SG 08

Management accepts responsibility for managing risk for the organisation. Council and its Audit and Risk Management Committee accept responsibility for overseeing risk management in the organisation. This includes appropriate communication of corporate risks and their management to the organisation and its stakeholders.

To enable a more streamlined and simplified approach to risk management, Council has adopted the following 12 key risk focus categories and associated ratings that each risk imposes on Council.

Risk Code	Key Risk Issue	Risk Rating
FE1	Financial sustainability	Medium
FE2	Decision making governance, due diligence, accountability and sustainability	High
IA1	Planning, managing and maintaining assets for the future	Medium
IA2	Delivering major projects (time, cost, scope and quality)	Medium
IA3	Information and technology strategy	High
BC1	Provision of Core services not and into the future	Medium
EC1	Environmental health and protection	Medium
LCL1	Compliance management	Medium
P1	Intergovernmental relationships/relationships with other key stakeholders	Medium
S1	Strategic workforce planning and management	High
WHS1	Health and safety	Medium

Once risks are identified, the adequacy of controls must be considered within the context of Council's risk appetite at the time. Once the risk appetite threshold have been breached, risk management controls and actions are required to bring the exposure level back within the accepted range.

Lockyer Valley Regional Council has a level of risk appetite that it tolerates as detailed in the below table:

	Very Low Appetite	Low Appetite	Moderate Appetite	High Appetite	Very High Appetite
Approach to Risk	Council accepts as little risk as possible	Council takes a cautious approach towards taking risk	Council takes a balanced approach to taking risk	Council takes a higher level of risk for increased benefit	Council takes and aggressive approach towards risk as it is considered core to the strategy and purpose

Group: Executive Office
Unit: Governance & Strategy
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Review Date:31/07/2020
Superseded: Risk Management Policy ECM 1221138

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Policy document

Strategic-Governance SG 08

Council's risk management performance is measured periodically through progress against the risk management plan. The risk management policy and framework are reviewed periodically and updated in response to an event; change in circumstances and /or to address identified areas of improvement.

Related Documents

Corporate Risk Register
Risk Appetite Statement
Business Continuity Policy
Business Continuity Plan
Internal Audit Policy
Fraud & Corruption Control Plan
Fraud Risk Register

Group: Executive Office
Unit: Governance & Strategy
Approved: Ordinary Meeting (Resolution 2016-20/XXXX)
Date Approved
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Version:2.0 Last Updated:21/6/2018
Review Date:31/07/2020
Superseded: Risk Management Policy ECM 1221138

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Policy document

Strategic-Governance SG 22

Fraud and Corruption Control

Head of Power

Local Government Act 2009 and Local Government Regulation 2012

Key Supporting Council Document

Corporate Plan 2017 – 2022: 5.4 Commit to open and accountable governance to ensure community confidence and trust in council and our democratic values.

Definitions

Fraud – is dishonest activity causing actual or potential financial loss to any person or entity including theft of moneys or other property by employees or persons external to the entity and where deception is used at the time, immediately before or immediately following the activity.

Corruption - is dishonest activity in which a director, executive, manager, employee or contractor of an entity acts contrary to the interests of the entity and abuses his/her position of trust in order to achieve some personal gain or advantage for him or herself or for another person or entity.

Policy Objective

To articulate Lockyer Valley Regional Council's expectations and actions in relation to the management of fraud and corruption within the organisation.

Policy Statement

Lockyer Valley Regional Council has zero tolerance for corruption and fraud and is committed to acting in the best interest of the community and upholding the principles of honesty, integrity and transparency. It is totally unacceptable for any councillor, employee or affiliate to engage in, or participate in corruption or fraud.

Council is committed to:

- taking a risk management approach to the prevention, identification and management of fraud and corruption
- reducing or removing the potential for fraudulent or corrupt conduct on the part of its employees, contractors, clients and suppliers
- detecting fraudulent or corrupt conduct through the systematic processes articulated in Fraud & Corruption Control Plan (the Plan)

Group: Executive Office
Unit: Governance & Strategy
Approved: Ordinary Meeting (Resolution Number 2016-20/XXXX)
Date Approved: XX/07/2018

ECM:

Effective Date: XX/08/2018
Version: 1.0 Last Updated: 13/06/2018
Review Date: 01/09/2020

Superseded/Revoked: Fraud and Corruption Policy SG 22 ECM: 2648876

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Policy document

Strategic-Governance SG 22

- investigating or otherwise formally enquiring into all instances of suspected fraudulent or corrupt conduct exposed as a result of our detection processes, or as a result of receiving an allegation of fraudulent or corrupt activities
- managing, disciplining or facilitating the prosecution of those responsible for incidents of fraud and corruption as appropriate
- minimising the risk of fraud and corruption; and
- ensuring the continuing organisational integrity and transparency of its operations.

Council officers have a responsibility and an obligation to report suspected or known incidents of fraud or corruption.

Council will take action against anyone who takes reprisal action against a Council officer who reports suspected or known incidents, consistent with Council's Public Interest Disclosure Policy and Procedure.

Council recognises that fraud and corruption prevention and control are integral components of good governance and risk management.

Related Documents

Fraud and Corruption Control Plan
Councillor Code of Conduct
Employee Code of Conduct
Risk Management Policy
Public Interest Disclosure Policy
Public Interest Disclosure Procedure

Group: Executive Office
Unit: Governance & Strategy
Approved: Ordinary Meeting (Resolution Number 2016-20/XXXX)
Date Approved: XX/07/2018
ECM:

Effective Date: XX/08/2018
Version: 1.0 Last Updated: 13/06/2018
Review Date: 01/09/2020

Superseded/Revoked: Fraud and Corruption Policy SG 22 ECM:
2648876

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Policy document

Strategic/Governance SG 14

Complaints Management

Head of Power

Local Government Act 2009; Local Government Regulation 2012; Information Privacy Act 2009

Key Supporting Council Document

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

- 5.2 Excellence in customer service to our community
- 5.4 Commit to open and accountable governance to ensure community confidence and trust in council and our democratic values.
- 5.7 Compliant with relevant legislation.

Definitions

Administrative Action Complaint - administrative method of handling and resolving complaints made by affected persons about:

- a decision, or a failure to make a decision, including a failure to provide a written statement of reasons for a decision;
- an act, or failure to do an act;
- the formulation of a proposal or intention; and/or
- the making of a recommendation.

Privacy Complaint – a complaint made by an individual about an act or practice of a relevant entity in relation to the individual's personal information that is a breach of the relevant entity's obligation to comply with the privacy principles or an approval under section 157 (*Information Privacy Act 2009*).

Policy Objective

This policy has been established to provide a clear process for the handling and resolving of Administrative Action Complaints and Privacy Complaints made against Council, including the conduct of its staff.

Policy Statement

Council acknowledges the right of the public to complain when dissatisfied with a decision made by Council or how Council has dealt with personal information. Council recognises that it should be open and accountable for the decisions it makes.

While Council endeavours to resolve issues before they become complaints, there are instances where this may not be possible. Council is committed to ensuring all Administrative Action and Privacy complaints are dealt with in a confidential, efficient, effective, fair, transparent and economical manner.

A complainant is entitled to:

Group: Executive Office
Unit: Governance & Strategy
Approved: Ordinary Meeting (Resolution Number XXXX/16-20)
Date Approved: XX/XX/2018

Effective Date: XX/XX/2018
Version: 1.0 Last Updated: 15/08/2018
Review Date: 01/09/2020
Superseded/Revoked: Meetings Policy SG -14 Complaints Management Updated 12/01/2015 (Resolution Number 3880)

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Policy document

Strategic/Governance SG 14

- an acknowledgement of council's receipt of the complaint (unless made anonymously)
- a prompt response to the complaint
- be kept informed of the progress and outcome of the complaint
- confidentiality of personal details (insofar as this is possible within the law)
- a thorough and objective investigation or review of a complaint.

Council has a staged administrative action complaints management process to allow for an efficient and effective resolution of complaints. The process allows for:

- Preliminary investigation by a staff member
- Internal review by the Complaints Officer or delegate
- External review by the appropriate external authority (i.e. Office of the Queensland Ombudsman)

Anonymous complaints are accepted by Council. These complaints are assessed to determine what action is appropriate, however the anonymity of the complaint may impact its assessment. Therefore when the complaint cannot be actioned without further information the complaint will not be processed.

Council's complaints management process will facilitate the use of the information obtained from the process to improve overall service delivery. Reporting will be provided to management on complaint trends and monitor the effectiveness of Council's complaint management process.

Council can refuse to investigate a complaint if:

- the complaint is considered to be trivial, frivolous, vexatious or lacks substance
- the complainant does not have sufficient direct interest in the administrative action the subject of the complaint
- it is made using rude, aggressive, abusive or threatening language, or where the complainant is physically harassing a Council officer(s)
- the complainant is pursuing the complaint through an alternative review process, or it has already been reviewed through an alternate review process.

Complaints in relation to Councillors are handled through a different process which is outlined in the *Local Government Act 2009*.

Related Documents

Complaints Management System Procedure
Information Privacy Policy
Fraud and Corruption Control Policy
Public Interest Disclosure Policy

Group: Executive Office
Unit: Governance & Strategy
Approved: Ordinary Meeting (Resolution Number XXXX/16-20)
Date Approved: XX/XX/2018

Effective Date: XX/XX/2018
Version: 1.0 Last Updated: 15/08/2018
Review Date: 01/09/2020
Superseded/Revoked: Meetings Policy SG -14 Complaints Management Updated 12/01/2015 (Resolution Number 3880)

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Policy document

Organisational O-IS-02

Information, Communication Technology

Head of Power

Local Government Act 2009

Definitions

Users – staff, contractors or any other persons or services that access Council's computer systems, communications systems and networks.

Policy Objective

This policy is to ensure Council's Information, Communication & Technology resources are protected from abuse, exploitation, and unauthorised access and sets parameters for using, changing and connecting to Council's computer systems.

Policy Statement

Inappropriate and/or unauthorised use of Council's computer systems, communications systems and networks will expose the Lockyer Valley Regional Council to increased cyber security risk and a wide range of legal issues. Therefore all users of Council's computer systems must adhere to the Information, Communication Technology (ICT) Standards and Procedures that have been designed to protect the users, stakeholders and the Lockyer Valley Regional Council from illegal or damaging actions by individuals either knowingly or unknowingly.

Exceptions

The ICT Standards and Procedures are produced and maintained by a third party and aimed at best practice. Therefore the Manager Information Services will maintain an exceptions register for the ICT Standards and Procedures. Any active registered exceptions will need to be considered in the interpretation or excluded from this policy. Exceptions on the Exceptions Register can be added and made inactive at any time by the Manager Information Services.

Updates to the ICT Standards and Procedures

In order to ensure the ICT Standards and Procedures are kept up to date and relevant with changing technologies they may be updated at any point in time by written approval from the Manager Information Services.

Related Documents

ICT Standards and Procedures (Located on Intranet)

ICT Standards and Procedures Exceptions Register (ECM Doc Set ID: 2421876)

Group: Corporate & Community Services
Unit: Information Services
Approved: Chief Executive Officer
Date Approved: 04/12/2014
ECM: 3617732

Effective Date: 04/12/2014
Version: 2.0 Last Updated: 08/08/2018
Review Date: 1/08/2021
Superseded/Revoked: Version 1.0 (2429717)

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Policy document

Statutory S10

Complaints of Corrupt Conduct by Chief Executive Officer

Head of PowerSection 48A *Crime and Corruption Act 2001***Key Supporting Council Document**

Corporate Plan 2017-2022: 5.7 Compliance with legislation

DefinitionsComplaint - includes information or matter (as per section 48A(4) of *Crime and Corruption Act 2001*)Corrupt conduct – (as per section 15 of *Crime and Corruption Act 2001*) means conduct of a person, regardless of whether the person holds or held an appointment, that—

- adversely affects, or could adversely affect, directly or indirectly, the performance of functions or the exercise of powers of—a unit of public administration; or a person holding an appointment; and
- results, or could result, directly or indirectly, in the performance of functions or the exercise of powers mentioned above in a way that is not honest or is not impartial; or involves a breach of the trust placed in a person holding an appointment, either knowingly or recklessly; or involves a misuse of information or material acquired in or in connection with the performance of functions or the exercise of powers of a person holding an appointment; and
- is engaged in for the purpose of providing a benefit to the person or another person or causing a detriment to another person; and
- would, if proved, be a criminal offence; or a disciplinary breach providing reasonable grounds for terminating the person's services, if the person is or were the holder of an appointment.

Nominated person – for the purpose of this policy, the nominated person is the Executive Manager Corporate and Community Services.

Policy Objective

The purpose of this policy is to set out how Lockyer Valley Regional Council will deal with a complaint that involves or may involve corrupt conduct of its Chief Executive Officer (CEO). This policy seeks to promote:

- public confidence in the way suspected corrupt conduct of the CEO is dealt with; and
- accountability, integrity and transparency in the way the Council deals with a complaint that is suspected to involve, or may involve, corrupt conduct of the CEO.

Group: Executive Office
Unit: Governance & Strategy
Approved: Ordinary Council Meeting (Resolution Number 2016-20/XXXX)
Date Approved: 22/08/2018
ECM: 3615587

Effective Date: 22/08/2018
Version: 1.1 Last Updated: 2/08/2018
Review Date: 31/08/2020
Superseded/Revoked: NA

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Policy document

Statutory S10

Policy Statement

This policy applies where there are grounds to suspect that a complaint may involve corrupt conduct of Chief Executive Officer of Council. The policy applies to all persons who hold an appointment in, or are employees of Council.

In accordance with section 48A(2) and (3) of the *Crime and Corruption Act 2001*, Council nominates the Executive Manager Corporate & Community Services as the nominated person to notify the Crime and Corruption Commission (CCC) of the complaint and to deal with the complaint under the *Crime and Corruption Act 2001*.

If a complaint may involve an allegation of corrupt conduct of the CEO, the complaint may be reported to the nominated person. If the nominated person reasonably suspects the complaint may involve corrupt conduct of the CEO, they are to:

- notify the CCC of the complaint; and
- deal with the complaint, subject to the CCC's monitoring role, when —
 - directions issued under section 40 apply to the complaint, if any, or
 - the CCC refers the complaint to the nominated person to deal with (section 46).

If the CEO reasonably suspects that the complaint may involve corrupt conduct on their part, the CEO must:

- report the complaint to the nominated person as soon as practicable and may also notify the CCC, and
- take no further action to deal with the complaint unless requested to do so by the nominated person in consultation with the Mayor.

Where there is a nominated person, and if directions issued under section 40 apply to the complaint:

- the nominated person is to deal with the complaint, and
- the CEO is to take no further action to deal with the complaint unless requested to do so by the nominated person in consultation with the Mayor.

If the nominated person has responsibility to deal with the complaint (sections 40 and 46):

- the Council will ensure sufficient resources are available to the nominated person to enable them to deal with the complaint appropriately
- the nominated person is to ensure that consultations, if any, for the purpose of securing resources sufficient to deal with the complaint appropriately are confidential and are not disclosed, other than to the CCC, without:
 - authorisation under a law of the Commonwealth or the State, or
 - the consent of the nominated person responsible for dealing with the complaint
- the nominated person must, at all times, use their best endeavours to act independently, impartially and fairly having regard to the:
 - purposes of the *Crime and Corruption Act 2001*
 - the importance of promoting public confidence in the way suspected corrupt conduct in the Council is dealt with; and
 - the Council's statutory, policy and procedural framework.

Group: Executive Office
Unit: Governance & Strategy
Approved: Ordinary Council Meeting (Resolution Number 2016-20/XXXX)
Date Approved: 22/08/2018
ECM: 3615587

Effective Date: 22/08/2018
Version: 1.1 Last Updated: 2/08/2018
Review Date: 31/08/2020
Superseded/Revoked: NA

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Policy document

Statutory S10

If the nominated person has responsibility to deal with the complaint, they:

- are delegated the same authority, functions and powers as the CEO to direct and control staff of the Council as if the nominated person is the CEO of the Council for the purpose of dealing with the complaint only
- are delegated the same authority, functions and powers as the CEO to enter into contracts on behalf of the Council for the purpose of dealing with the complaint
- do not have any authority, function or power that cannot under the law of the Commonwealth or the State be delegated by either the Mayor or the CEO, to the nominated person.

The CEO is to keep the CCC and the nominated person informed of:

- the contact details for the CEO and the nominated person
- any proposed changes to this policy.

Related Documents

NA

Group: Executive Office
Unit: Governance & Strategy
Approved: Ordinary Council Meeting (Resolution Number 2016-20/XXXX)
Date Approved: 22/08/2018
ECM: 3615587

Effective Date: 22/08/2018
Version: 1.1 Last Updated: 2/08/2018
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Superseded/Revoked: NA

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1. Introduction

The International River Foundation (IRF) is developing an International Resilient Rivers Blueprint (Blueprint). The IRF has invited Council of Mayors South East Queensland (CoM(SEQ)) to participate in the development of the Blueprint, either as a Founding Partner at a cost of \$60,000 plus officer time (Option 1), or as a Signatory at no direct cost but officer time to develop a case study (Option 2).

At the CoM(SEQ) Board Meeting on Friday 20 July 2018, the proposition was discussed between the Mayors, but no consensus was reached regarding participation as a Founding Partner (Option 1) or Signatory (Option 2). It was determined that each Council should make a decision regarding participation in the development of the Blueprint, and CoM(SEQ) will proceed based on a majority decision.

This matter was considered by Council at its Ordinary Meeting of 25 July 2018 (Resolution Number: 16-20/1035) where it was resolved to endorse the Council of Mayors South East Queensland's participation as a Signatory to the International Resilient Rivers Blueprint (Option 2).

The purpose of this report is to present the additional financial contribution information provided by CoM(SEQ) in addition to the previously presented overview of the proposition from IRF, including benefits, disadvantages and potential risks of the each proposal for consideration by Council.

2. Background

The Chief Executive Officer of the IRF presented an overview of the proposed Blueprint at the Resilient Rivers Taskforce meeting on Friday 20 July 2018. At the subsequent CoM(SEQ) Board Meeting on Friday 20 July 2018, the proposition was discussed between the Mayors, but no consensus was reached regarding participation as a Founding Partner (Option 1) or Signatory (Option 2). It was determined that each Council make a decision regarding participation in the development of the Blueprint, and CoM(SEQ) will proceed based on a majority decision.

Council informed CoM(SEQ) of its decision from Ordinary Meeting of 25 July 2018 (Resolution Number: 16-20/1035) where it was resolved to endorse the Council of Mayors South East Queensland's participation as a Signatory to the International Resilient Rivers Blueprint (Option 2).

On 30 July 2018, Council received an email from CoM(SEQ) outlining a proposed financial contribution structure to fund Option 1.

3. Report

As outlined in the report provided to the 25 July 2018 meeting, the approximate cost of developing the International Resilient Rivers Blueprint is estimated to be \$300,000, based on development of other blueprints. There are two options for participating in the development of the Blueprint:

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- Option 1: Founding Partner (\$60,000 + 0.2 FTE). The IRF has invited CoM(SEQ) to become a founding partner. This will provide a place on the Steering Committee and active involvement in the development of the Blueprint. It requires a staff secondment of 0.2 FTE for specific expertise. CoM(SEQ)'s Resilient Rivers Initiative will be showcased globally.
- Option 2: Signatory (\$0). There is no direct cost associated with becoming a signatory. CoM(SEQ) will have the opportunity to provide in-kind support via development of a case study.

The following table outlines a proposed fee per Council to fund Option 1 based on a population formula:

PROPOSED Council of Mayors (SEQ) 2018-2019					
Project Fee					
10 SEQ Councils					
Shareholder Membership	Population	Percent	Project fee	\$0 base	Total project fee
Brisbane	1,184,215	41.3766%	24,825.95	0.00	24,825.95
Ipswich	200,123	6.9923%	4,195.39	0.00	4,195.39
Lockyer	39,486	1.3796%	827.79	0.00	827.79
Logan	313,785	10.9637%	6,578.21	0.00	6,578.21
Moreton Bay	438,313	15.3147%	9,188.82	0.00	9,188.82
Redland	151,987	5.3104%	3,186.26	0.00	3,186.26
Scenic Rim	40,975	1.4317%	859.00	0.00	859.00
Somerset	25,173	0.8795%	527.73	0.00	527.73
Sunshine Coast	303,389	10.6004%	6,360.27	0.00	6,360.27
Toowoomba	164,595	5.7510%	3,450.58	0.00	3,450.58
TOTAL	2,862,041	100.0000%	60,000.00	0.00	60,000.00

As provided in the 25 July 2018 agenda report below is an assessment of the benefits and costs of Option 1 - Founding Partner.

Advantages:

- Participating in the development of the Blueprint will provide an opportunity to showcase the CoM(SEQ) Resilient Rivers Initiative internationally.

Disadvantages:

- CoM(SEQ) does not currently have budget to cover the \$60,000 fee to become a Founding Partner. The funds would need to be raised per Council as per the above proposal, or taken from the Resilient Rivers Initiative Catchment Investment Program (RRI CIP), which would take funds away from on-ground projects.
- Similarly, the cost of the 0.2 FTE, plus any associated costs such as travel, would need to be covered.
- Contribution as a founding partner may take focus and/or resources away from CoM(SEQ)'s RRI. RRI has excellent momentum right now, both in ongoing development of Catchment Action Plans (CAPs) and on-ground works.
- CoM(SEQ) would be one of potentially five Founding Partners. Depending on the other Founding Partners and their interests, there is a risk that the Blueprint may not align well

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with the RRI. This has the potential to disrupt the existing RRI processes, which are currently achieving positive outcomes.

- Further, if the final Blueprint is not acceptable to CoM(SEQ), CoM(SEQ) will have been publicly linked to the Blueprint.
- The Blueprint is intended for use around the world. There is great diversity in river systems around the world, and the communities and cultures which use these rivers systems have widely varying perceptions and management regimes, and use waterways in very different ways. It may not be possible to develop a Blueprint which can be used in any river system around the world, or be acceptable to a majority of communities and cultures.
- The CEO of IRF stated in her presentation that one of the biggest costs in developing a Blueprint is the cost of travelling around the world to promote the Blueprint.

Further points to note:

- The Resilient Rivers Taskforce was established in early 2014 to lead the High Level Agreement between the key local governments, state government and non-government groups with an interest in water and catchment management in South East Queensland. Therefore other signatories to the High Level Agreement should be involved in the decision to become a Founding Partner (i.e. SEQWater, Queensland Urban Utilities, Unity Water, Healthy Land and Water, Queensland Government).
- International recognition should not be considered more important than focussing on delivering on-ground outcomes.
- Other Founding Partners are yet to be sourced. IRF is aiming to source Founding Partners from other parts of the world. CoM(SEQ) should know who the other Founding Partners will be before agreeing to sign up as a Founding Partner.
- CoM(SEQ)'s RRI was established for a specific purpose, with four clear goals. The Blueprint will, from necessity, have a far broader range of interest, in order to capture other issues and risks in rivers systems around the world.
- The Blueprint may provide potential future governance benefits (i.e. established, agreed and recognised framework to work within), however CoM(SEQ) does not need to be a Founding Partner to use the Blueprint.

Similarly, the Blueprint may help with attracting funding contributions from state and /or federal governments for on-ground works in future, or assist with the SEQ City Deal, however CoM(SEQ) does not need to be a Founding Partner to use the Blueprint.

It is recommended that Option 1 is supported provided each of the matters raised as disadvantages is addressed and the project does not detract from the current on ground initiatives being undertaken by Council.

4. Policy and Legal Implications

Option 1: Founding Partner. This option may result in an amended Lockyer Catchment Action Plan (to align with the Blueprint) if the Resilient Rivers Initiative processes are updated as a consequence of the Blueprint.

Option 2: Signatory. There may be more flexibility with regards to use or implementation of the Blueprint if CoM(SEQ) is only a signatory.

5. Financial and Resource Implications

Option 1: Founding Partner (\$60,000 + 0.2 FTE). CoM(SEQ) does not currently have budget to cover the \$60,000 fee to become a Founding Partner. The funds would need to be raised, or taken from the Resilient Rivers Initiative Catchment Investment Program (RRI CIP), which would take funds away from on-ground projects. As per the proposed financial contribution table provided by CoM(SEQ), Council will need to provide \$827.79.

Option 2: Signatory (\$0). The only potential resource implication for this option is Officer time to develop a case study.

6. Delegations/Authorisations

No new or altered delegations or authorisations are required in relation to the matters raised in this report.

7. Communication and Engagement

Option 1: Founding Partner. A communication and engagement plan would need to be developed and implemented, to ensure the community is informed and to minimise potential confusion between the Resilient Rivers Initiative and the International Resilient Rivers Blueprint.

Option 2: Signatory. A case study from the Lockyer Valley, if developed, could be used to further promote the Resilient Rivers Initiative.

8. Conclusion

On balance of the benefits, disadvantages and potential risks and the financial contribution proposed it is recommended that CoM(SEQ) participate as a Founding Partner (Option 1) on the basis that each of the matters raised as disadvantages is addressed and the project does not detract from the current on ground initiatives being undertaken by Council.

9. Action/s

Notify Council of Mayors South East Queensland of Council's decision.



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11.0 ORGANISATIONAL DEVELOPMENT AND PLANNING SERVICES REPORTS

11.1 Amendment of Laidley Shire Planning Scheme

Date: 14 August 2018
Author: Trevor Boheim, Manager Planning and Environment
Responsible Officer: Dan McPherson, Executive Manager Organisational Development & Planning Services

Summary:

The purpose of this report is to progress the Proposed Planning Scheme Amendment No.2 to the Laidley Shire Planning Scheme. This amendment, when brought into effect, will change the level of assessment for Intensive Animal Husbandry in the Rural Landscape zone in the area of the former Laidley Shire from code assessable to impact assessable.

Officer's Recommendation:

THAT Council in accordance with Step 7.5(a) of *Statutory guideline 01/16 – Making and amending local planning instruments* resolve to proceed with the Proposed Planning Scheme Amendment No.2 with no changes;

And further;

THAT Council in accordance with Step 7.6 of *Statutory guideline 01/16 – Making and amending local planning instruments* to write to the Planning Minister seeking approval to adopt the proposed planning scheme amendment.

RESOLUTION

THAT Council, in accordance with Step 7.5(a) of *Statutory Guideline 01/16 – Making and Amending Local Planning Instruments*, resolve to proceed with the Proposed Planning Scheme Amendment No.2 with no changes;

And further;

THAT Council, in accordance with Step 7.6 of *Statutory Guideline 01/16 – Making and Amending Local Planning Instruments*, write to the Minister for State Development, Manufacturing, Infrastructure and Planning seeking approval to adopt the proposed planning scheme amendment.

Moved By: Cr McLean

Seconded By: Cr Hagan

Resolution Number: 16-20/1072

CARRIED

6/0

Report

1. Introduction

The report recommends that Council progress the Proposed Planning Scheme Amendment No. 2 to the Laidley Planning Scheme. The proposed planning scheme amendment seeks to make an application for material change of use for Intensive Animal Husbandry impact assessable in the Rural Landscape area. To proceed with the Proposed Planning Scheme Amendment No. 2, Council must write to the Planning Minister seeking approval to adopt the proposed planning scheme amendment.

2. Background

Currently, the development of Intensive Animal Husbandry is impact assessable in all zones of the Gatton Shire Planning Scheme, and all areas of the Laidley Shire Planning Scheme, with the exception of the Rural Landscape area where it is code assessable.

Following concerns raised by the community regarding a recently approved poultry farm on land located within the Rural Landscape area at Spring Creek, Council determined that a proposed amendment to the Laidley Shire Planning Scheme is the most appropriate method to alter the level of assessment for this type of development.

Subsequently, at its Ordinary Meeting of 8 March 2017, Council resolved to make an amendment to the Laidley Shire Planning Scheme and to write to the Planning Minister advising of Council's decision to make the amendment. On 12 June 2017 the Planning Minister responded and advised that Council may proceed with public notification of the proposed planning scheme amendment. The proposed planning scheme amendment was publically notified between 8 June 2018 and 20 July 2018. No submissions were received.

3. Report

Since the adoption of the current Laidley Shire Planning Scheme in 2003, the development of Intensive Animal Husbandry, within the Rural Landscape area has been code assessable. This level of assessment is inconsistent with all other areas in the Laidley Shire Planning Scheme, and all zones within the Gatton Shire Planning Scheme. To address the inconsistency, Council at its Ordinary Meeting of 8 March 2017 resolved to make an amendment to the Laidley Shire Planning Scheme.

This report seeks to progress the amendment to the Laidley Shire Planning Scheme in accordance with the processes set out in the *Statutory Guideline 01/16 – Making and amending local planning instruments*.

The *Statutory Guideline 01/16 – Making and amending local planning instruments* prescribes the steps necessary to amend a local planning instrument, namely the planning scheme. Following public notification of the amendment, which occurred between 8 June 2018 and 20 July 2018, Council must consider the outcome of public consultation, including recommending changes, if any, before the amendment is sent to the Minister for final State Interest review. Upon receipt of the Minister's agreement the proposed amendment will then be able to be adopted and will come into effect.

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As there were no submissions received during the public notification period of 8 June 2018 to 20 July 2018, it is recommended that in line with Step 7.5 (a) of the *Statutory Guideline 01/16 – Making and amending local planning instrument*, Council proceed with the Proposed Planning Scheme Amendment No. 2, with no changes. As prescribed in Step 7.6 of the *Statutory Guideline 01/16 – Making and amending local planning instrument*, Council must write to the Planning Minister to seek approval to adopt the proposed planning scheme amendment.

4. Policy and Legal Implications

The change in the level of assessment from code to impact assessment for Intensive Animal Husbandry on land in the Rural Landscape area could result in legal implications. If Council approved a development permit for Intensive Animal Husbandry, the approval could be subject to an appeal by any persons who lodge a property made submission against the application.

The amendment seeks to introduce a consistent level of assessment for the development of Intensive Animal Husbandry in both the Laidley Shire Planning Scheme and Gatton Shire Planning Scheme, therefore the implications are considered minimal.

5. Financial and Resource Implications

The change in the level of assessment from code to impact assessment for Intensive Animal Husbandry on land in the Rural Landscape area could result in resource and financial implications. If Council approved a development permit for Intensive Animal Husbandry, the approval could be subject to an appeal by any persons who lodge a property made submission against the application.

The amendment seeks to introduce a consistent level of assessment for the development of Intensive Animal Husbandry in both the Laidley Shire Planning Scheme and Gatton Shire Planning Scheme, therefore the implications are considered minimal.

6. Delegations/Authorisations

Currently, code assessable applications and impact assessable applications which have received no submissions, for Intensive Animal Husbandry on land in the Rural Landscape area are approved or refused by the Manager Planning & Development. Altering the level of assessment from code to impact assessment will require Council to approve or refuse the application for Intensive Animal Husbandry on land in the Rural Landscape area, where submissions against the application have been received.

7. Communication and Engagement

The Proposed Planning Scheme Amendment No.2 was publicly notified between 8 June 2018 and 20 July 2018, with no submissions received.

8. Conclusion

To ensure a consistent approach in the assessment of Intensive Animal Husbandry across the Lockyer Valley, it is considered prudent to change the level of assessment for Intensive Animal Husbandry from Code to Impact Assessable in the Rural Landscape area in the former Laidley Shire area.

9. Action/s

1. Council write to the Planning Minister to seek approval to adopt the proposed planning scheme amendment.

Attachments

- 1 [↓](#) Planning Scheme Amendment No. 2 4 Pages

LOCKYER VALLEY REGIONAL COUNCIL

Planning Scheme Amendment No. 2

Laidley Shire Council Planning Scheme

An amendment to the Laidley Shire Planning Scheme to change the level of assessment for Intensive Animal Husbandry from code to impact assessable in the Rural Landscape area.

Planning Scheme Amendment No. 2

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Planning Scheme Amendment No. 2

Part 1 Preliminary**Clause 1 Short title**

This amendment may be cited as Laidley Shire Council Planning Scheme – Amendment No. 2

Clause 2 Adoption

Lockyer Valley Regional Council adopted this planning scheme amendment on the [INSERT DATE]

Clause 3 Commencement

This amendment took effect on the [INSERT DATE]

Part 2 Amendment of the Planning Scheme

Clause 4 Amendment of the Planning Scheme

The Laidley Shire Council Planning Scheme is amended in the manner set out in this part.

Clause 5 Amendment of Part 4 Areas – Division 5 Assessment Tables

Part 4, Division 5 – Section 4.9 - Table 9 – Assessment Categories and Applicable Codes for the Rural Landscape Area – Making a Material Change of Use (Including Associated Works)

(1) *Delete* – the row for **Intensive Animal Husbandry**;

Intensive Animal Husbandry	Code Assessable	Building Dimensions Code On-Site Effluent Disposal Code Rural Areas Code Rural Uses Vehicle Access and Parking Code
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Part 3 Explanatory Statement

Changes to Part 4 Areas – Division 5 Assessment Tables

The proposed amendment to the level of assessment will ensure Intensive Animal Husbandry is impact assessable across all areas of the Laidley Shire Planning Scheme and will ensure a consistent level of assessment applies across the whole of the Lockyer Valley. This amendment is proposed in response to community concerns that there is no ability for formal submissions to be made and considered in applications for Intensive Animal Husbandry in the Rural Landscape Area.



Application for Development Permit for Material Change of Use for Multiple Dwelling (91 x 3 Bedroom Units) on L1011 SP291399 at Warrego Highway, Plainland - MC2017/0043

Date: 16 August 2018
Author: Mark Westaway, Contract - Senior Planner
Responsible Officer: Dan McPherson, Executive Manager Organisational Development & Planning Services

The purpose of this report is to consider an application (MC2017/0043) for a Material Change of Use for Multiple Dwelling (91 x 3 Bedroom Units) on L1011 SP291399 at Warrego Highway, Plainland.

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

THAT the application for a Development Permit for Material Change of Use for Multiple Dwellings (91 x 3 bedroom units) on Lot 1011 SP291399 at Warrego Highway, Plainland be refused subject to the following grounds:

- 1. The proposed development does not comply with the relevant Assessment Benchmarks that direct development for this site. The proposed development is in conflict with the documents listed below and cannot be conditioned to comply (Section 60 *Planning Act 2016*).**
- 2. The proposed development is not in accordance with the Gehrke Road Preliminary Approval or Gehrke Road Structure Plan. The proposed development therefore does not comply with Conditions 1(a) and 3(a) of the conditions of approval for the Gehrke Road Preliminary Approval.**
- 3. The proposed development involves the replacement of approximately 3.12ha of land within the Business Area Precinct with residential development, therefore detracting from the availability of commercial land. The proposed development therefore does not comply with Condition 1(a) of the conditions of approval for the Gehrke Road Preliminary Approval, Gehrke Road Structure Plan, Overall Outcomes (a) and (b) of the Gehrke Road Preliminary Approval Area, Overall Outcomes (a), (b), (d), (f) and (o) of the Business Area Precinct of the Gehrke Road Preliminary Approval Area Code, and Desired Environmental Outcome (f) of the Laidley Shire Council Planning Scheme 2003.**
- 4. The proposed development does not orient to, provide an interface with, or address the Warrego Highway. The proposed development therefore does**

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not comply with Overall Outcome (d) of the Business Area Precinct of the Gehrke Road Preliminary Approval Area Code and Specific Outcome SO4 of the Business Area Precinct.

5. The proposed development does not provide for safe, efficient and integrated access to the wider road network. The proposed development therefore does not comply with Overall Outcome (g) of the Business Area Precinct of the Gehrke Road Preliminary Approval Area Code and Overall Outcome (e) of the Residential Area Precinct, Specific Outcome SO5 of the Gehrke Road Preliminary Approval Area Code, Specific Outcome SO9 of the Residential Uses Code.
6. The proposed development does not demonstrate satisfactory stormwater quantity management to ensure 'non worsening' to surrounding and/or downstream properties and/or infrastructure, and does not demonstrate stormwater quantity and quality management can be accommodated on site, and discharges to a lawful point of discharge. The proposed development therefore does not comply with the Condition 3(a) of the Conditions of approval for the Gehrke Road Preliminary Approval, Overall Outcome (c) of the Business Area Precinct of the Gehrke Road Preliminary Approval Code, Specific Outcome SO7 of the Gehrke Road Preliminary Approval Code, and Specific Outcomes SO3 and SO8 of the Residential Uses Code of the Laidley Shire Council Planning Scheme 2003.

RESOLUTION

THAT Council resolve to withdraw this report from the agenda, following a request by the applicant to stop the decision period in accordance with section 32 of the *Development Assessment Rules*.

Moved By: Cr Holstein

Seconded By: Cr Wilson

Resolution Number: 16-20/1073

CARRIED

6/0

Report

1. Introduction

The applicant seeks a Development Permit for Material Change of Use of premise for a Multiple Dwelling (91 units) at 4364 Warrego Highway, Plainland. An application for a Multiple Dwelling within the Business Area Precinct of the Gehrke Road Area Preliminary Approval requires impact assessment against the Preliminary Approval Document provisions, including the Laidley Planning Scheme.

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2. Background

Preliminary Approval

The site is subject to a previously approved Preliminary Approval, issued by the Planning and Environment Court as part of Court Order 1202 of 2012 on 31 August 2012, and described as the Gehrke Road Area Preliminary Approval.

The conditions of approval and Preliminary Approval Document associated with Court Order 1202 of 2012 are applicable to this assessment.

As shown in Figure 1 below, the Preliminary Approval Document divided the Preliminary Approval Area into two precincts, being a Residential Area Precinct and a Business Area Precinct. The Preliminary Approval layout shows an indicative circulation through the Residential Area Precinct, and no connection between the Residential Area Precinct and Business Area Precinct except at Access Road 2 (being Burdekin Street).



Figure 1 – Approved 2011 Preliminary Approval Layout for Plainland Crossing

Figure 2 shows the indicative staging of the residential component of Plainland Crossing. Subsequent to the approval, the order of staging has changed, in that Stages 6-8 have preceded Stages 4 and 5, and the layout has changed in that Hastings Avenue has become a loop road rather than a through road. The lot layout shows no linkage between the Residential Area Precinct and the Business Area Precinct. The lot layout does not address development staging, or the timing of infrastructure (roads, drainage, water/sewerage reticulation, etc.) required to facilitate development staging.

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Figure 2 – Approved 2011 Preliminary Approval Layout for Plainland Crossing

Other approvals – after the Preliminary Approval

On 15 April 2015, CAP2014/0034 (see Figure 3) approved 17 additional commercial lots in 2 stages adjacent to the Warrego Highway within the Business Area Precinct. This plan showed Endeavour Drive immediately south of the residential lots, and a right angle bend immediately to the west of the proposed lots. This application incorporates most of the proposed Multiple Dwelling site. The approved layout shows no linkage between the Residential Area Precinct and the Business Area Precinct. The lot layout does not address development staging, or the timing of infrastructure (roads, drainage, water/sewerage reticulation, etc.) required to facilitate development staging.

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Figure 3 – 2015 approval for RAL over part of site, including subject site

On 21 November 2016, CAP2016/0031 (see Figure 4) approved a change to the layout with the main alteration involving the realignment of Endeavour Way to move the northern road southwards. This resulted in commercial lots rather than a road reserve backing onto the residential lots at 16-38 Hastings Avenue, and removed the second industrial street in proximity to the Warrego Highway. The approved layout shows no linkage between the Residential Area Precinct and the Business Area Precinct.



Figure 4 – 2016 approval for RAL over part of site, including subject site

Current Application

An Information Request was issued on 4 December 2017 requesting additional information for a number of items including providing justifications for inconsistencies with the Gerhke Road Preliminary Approval Code, provision of buffers to the business precinct and lower density residential areas, car parking arrangements, pedestrian linkages to the west, consistency with the infrastructure agreement, provision of a plan of subdivision and inclusion of an RAL component to the application, stormwater quality and quantity reports including hydraulic assessment and stormwater quality and quantity mitigation, provision of a Traffic Impact Assessment and consideration of these matters in light of likely residential development of land to the north of the estate.

The applicant responded on 23 February 2018. A review of the information provided required further clarification from the applicant relating to the inconsistency of the residential development with the Business Area Precinct, stormwater quality and quantity, and traffic arrangements.

Officers have had subsequent meetings with the applicant and his consultants on 27 March 2018 and 12 April 2018 relating to these items. The applicant has also addressed a Council workshop on 1 May 2018, and met with Councillors on-site on 10 July 2018. Two other workshops have been held with Council staff and Councillors on 11 April 2018 and 24 July 2018. Ongoing informal discussions have also occurred.

The applicant agreed to an extension to the Decision Period until 30 August 2018.

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Other related applications

A separate generally in accordance application has been lodged with Council. The application proposes to provide the proposed Multiple Dwelling site with direct access to a residential cul-de-sac and ultimately to Barcoo Drive by removing a proposed residential lot.

The application was lodged with Council on 10 November 2017.

A separate minor change application is proposed that creates an additional lot between the end of Endeavour Way and the proposed Multiple Dwelling site. This results in the loss of opportunity for direct street access to Endeavour Way.

3. Report

1. Proposed Development

The proposed development is for a Development Permit for Material Change of Use for a Multiple Dwelling consisting of 91 units on the subject land. The units are a mixture of one and two storey three-bedroom units.

The units are provided in 34 blocks of 2, 3 and 4 semi-detached units comprising 22x2 unit blocks, 1x3 unit blocks and 11x4 unit blocks.

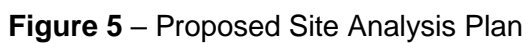
The development has been submitted as one stage. No internal staging has been proposed as a part of the development.

The site has an area of 10.778 hectares. The development is proposed over 3.1275 hectares of the site. While the development site has direct frontage to the Warrego Highway, no access is proposed to the Warrego Highway.

The internal layout of the development includes sealed internal driveways varying in width between 5.5m and 7.5m. Each of the units is provided with two carparking spaces in a variety of forms, including single garages with a tandem space, or a single garage and separate car parking space in front of the building. 23 visitor carparks have also been proposed on site, distributed through the site.

The development is proposed with two accesses. One entrance will be located at the eastern end of the site with direct access to Barcoo Drive. The other entrance will be to a cul-de-sac that has access to Barcoo Drive. Barcoo Drive and the cul-de-sac have not been constructed at this time. The development is reliant on the development of Stages 4 and 5 of the Plainland Crossing estate. Alternatively, easements for road, drainage and services would need to be dedicated over the future road reserve corridor in favour of Council and the development land owners/users to facilitate the timely delivery of necessary infrastructure for the development. As access to the development is reliant on this infrastructure being constructed, and as all development approvals are stand-alone approvals (ie. should not rely on others to provide necessary infrastructure), the access for the development needs to be addressed as part of this application.

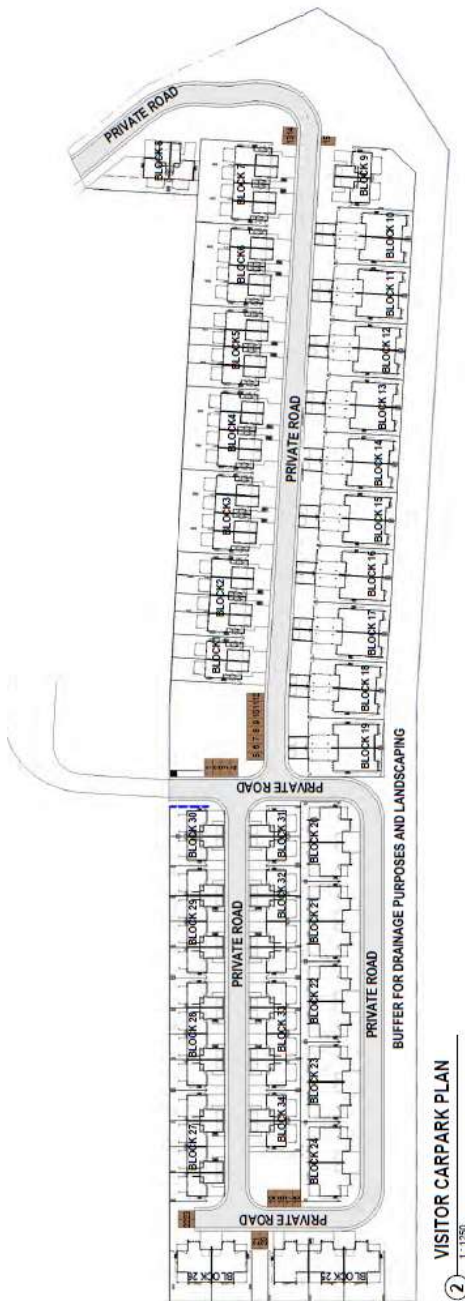
The development is proposed to be connected to electricity and telecommunication services and the adjacent reticulated water and sewerage services provided by Queensland Urban Utilities.



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OPEN SPACE / VISITOR CARPARK DIAGRAM
 PROJECT NO: 1402077
 DATE: 14/08/2017
 DRAWN BY: AM
 SCALE: As Indicated @ A3
 REGION: P2
 AUTHORITY: Lockyer Valley Regional Council



PLAINLAND CROSSING
 4354 WARREGO HWY, PLAINLAND

CLIENT:
 ENDEAVOUR DEVELOPMENT
 MANAGEMENT

Lockyer Valley Regional Council
 3000 Warrego Highway
 Warrego Highway
 Warrego Highway
 Warrego Highway

aq architects
 architecture / masterplanning / interiors
 100/100 Warrego Highway
 Warrego Highway
 Warrego Highway

Figure 7 –Proposed Parking and Open Space Plan

Subject Land

The subject site is irregular in shape, and is part of Lot 1011 SP291399 that comprises a single title and has a total area of 10.78 hectares. Lot 1011 is accessed by Barcoo Drive and Gascoyne Street to the west, and ultimately by Edgerton Drive to the east.

The site contains no easements, although a flow path traverses the site via a culvert under the Warrego Highway and northwards through the site.

The southern part of Lot 1011, being the subject of this application, is contained within the Business Area Precinct of the Gehrke Road Preliminary Approval Plan, while the balance of Lot 1011 is contained within the Residential Area Precinct of the Gehrke Road Precinct.



Figure 8 - Aerial photo of subject site

The site slopes generally to the north. There is approximately generally up to 4 metres of fall from the southern boundary of the site to the northern boundary of the proposed unit development site, and an overall difference in elevation of approximately 10 metres between the highest and lowest points of the site.

4. Assessment

Legislative Requirements

Assessment of the development is required under the *Planning Act 2016*. As such, the application must be assessed against each of the following statutory planning instruments to the extent they are relevant to the development:

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

According to Table 3.1.3 of the Gehrke Road Area Preliminary Approval Code, Multiple Dwelling is a Code Assessable use if located within a mixed use development; or Impact Assessable otherwise. The application was lodged as an Impact Assessable application, therefore confirming the application is not part of a mixed use development.

It is noted that the applicant submitted the application on 10 November 2017 and it was 'properly made' on 10 November 2017. Assessment of this application against the relevant planning instruments is provided in the following sections.

Referral Agencies

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

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

The Department is a referral agency for Infrastructure – state transport infrastructure, and State transport corridors and future State transport corridors. The Department responded by letter dated 2 January 2018 stating that the proposed development will not adversely impact on matters of state-interest, being the Warrego Highway and the proposed development can be conditioned to comply with all applicable performance outcomes of the State code 1 and State code 6 of the State Development Assessment Provisions version 2.1.

State Planning Regulatory Provisions

South East Queensland Regional Plan 2009-2031 (SEQRP)

The subject site is located within the Urban Footprint of the SEQRP and is consistent with the overarching intent of this Plan as the proposed use is for urban purposes as defined under the Regional Plan.

State Planning Policy 2017 (SPP)

The State Planning Policy 2017 is yet to be incorporated within Council's planning scheme. While there are some elements that align with the SPP there are others to be considered. The SPP interactive mapping system identifies the subject site as being located within:

- Water resource catchment
- Flood hazard area * - Level 1 – Local Government flood mapping area

State Interest – Water Quality

The site is mapped within a water resource catchment. The assessment benchmarks for Water Quality state:

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- (1) *Development is located, designed, constructed and operated to avoid or minimise adverse impacts on environmental values arising from:*
 - (a) *altered stormwater quality and hydrology*
 - (b) *waste water*
 - (c) *the creation or expansion of non-tidal artificial waterways*
 - (d) *the release and mobilisation of nutrients and sediments.*
- (2) *Development achieves the applicable stormwater management design objectives outlined in tables A and B (appendix 2)*
- (3) *Development in a water supply buffer area avoids adverse impacts on drinking water supply environmental values.*

The trigger for assessment against the State Planning Policy for Water Quality is identified below:

- (1) *a material change of use for an urban purpose that involves premises 2500 metres² or greater in size and;*
 - (a) *will result in six or more dwellings; or*
 - (b) *will result in an impervious area greater than 25 per cent of the net developable area*

‘An urban purpose under the regulation is defined as –

urban purpose *means a purpose for which land is used in cities or towns—*

- a. including residential, industrial, sporting, recreation and commercial purposes; but*
- b. not including rural residential, environmental, conservation, rural, natural or wilderness area purposes.*

The regulation provides a definition for residential development, being –

- a. means the use of premises for a residential purpose, including, for example, a relocatable home park or retirement facility; but*
- b. does not include*
 - (i) a community residence; or*
 - (ii) a detention facility; or*
 - (iii) a residential care facility; or*
 - (iv) a supervised accommodation service; or*
 - (v) tourist accommodation; or*
 - (vi) accommodation for employees, including rural workers’ accommodation.*

Given the above, the proposed development is considered to be residential in purpose, and as a result is considered to fall within the definition of an urban purpose under the regulation’.

The applicant provided a stormwater management plan as a part of the application which has been assessed as a part of the proposal but is not considered to satisfactorily address Council’s requirements.

State Interest – Natural Hazards, Risk and Resilience

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The site is also mapped under the Flood Hazard Area – local government flood mapping area. The SPP assessment benchmarks apply to any development application for a material change of use within flood prone areas as defined by the SPP mapping.

The relevant assessment benchmarks for this application are as follows:

Bushfire, flood, landslide, storm tide inundation, and erosion prone areas outside the coastal management district:

(3) Development other than that assessed against (1) above [coastal management districts], avoids natural hazard areas, or where it is not possible to avoid the natural hazard area, development mitigates the risks to people and property to an acceptable or tolerable level.

All natural hazard areas:

(4) Development supports and does not hinder disaster management response or recovery capacity and capabilities.

(5) Development directly, indirectly and cumulatively avoids an increase in the severity of the natural hazard and the potential for damage on the site or to other properties.

(6) Risks to public safety and the environment from the location of hazardous materials and the release of these materials as a result of a natural hazard are avoided.

(7) The natural processes and the protective function of landforms and the vegetation that can mitigate risks associated with the natural hazard are maintained or enhanced.

The site is mapped within the flood hazard area as per the SPP mapping, however the part of Lot 1011 that is subject to this development is not included in Council's *Temporary Local Planning Instrument 01/2017 - Flood Regulation* therefore no further assessment regarding flooding is considered necessary.

Gehrke Road Preliminary Approval

The application requires assessment against the Gehrke Road Preliminary Approval Area Code.

Gehrke Road Preliminary Approval Area Code

The subject site is located within the Rural Residential zone of the *Laidley Shire Planning Scheme 2003*, however the site is subject to a Preliminary Approval that overrides the planning scheme. Development proposed within the Gehrke Road Preliminary Approval Area is therefore subject to the Gehrke Road Preliminary Approval Code.

Conditions of Approval

Condition 1(a) of the approval states:

"Subsequent Development is to be in accordance with the Gehrke Road Area Preliminary Approval Code (prepared by LandPartners Limited) or as amended by conditions contained herein."

Condition 3(a) of the approval states:

"The subject land shall be developed generally in accordance with the following Plans unless otherwise varied by the requirements outlined in the Preliminary Approval document or Conditions of Approval:

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Gehrke Road Area Preliminary Approval Code, prepared by LandPartners Limited Dated 12 October 2011;
Gehrke Road – Structure Plan, drawing number BRSS3620.000-026 (Rev J) Overall Layout Plan, prepared by LandPartners Limited;
Maddison Ridge, Plainland Stormwater Quality Management Plan (final) prepared by Designflow, dated February, 2011;
Maddison Ridge Detention Requirements, in support of the overall stormwater management strategy, prepared by Water Technology, dated 21 February, 2011;
Revised Traffic Impact Assessment, prepared by ARUP, dated March 2011; ...
Floorspace Analysis – Potential for Bulk Goods/Commercial Uses prepared by Duane Location IQ dated December, 2009; ...”

The proposed development is located within the Business Area Precinct, but is only designed for residential purposes. No commercial uses are proposed on-site as a part of this development. As a result the development does not comprise a mixed use development. The development does not present to the Warrego Highway and any potential interface will be obscured by a proposed 3.5m high acoustic barrier.

Council has previously approved other changes to the layout of the development as shown in Figures 2 to 4 above, and also with respect to the internal road network adjacent to Hastings Avenue; however a fundamental change to the development such as the replacement of 3ha of commercial land with multiple dwellings is not considered to comply with Condition 1(a) or Condition 3(a) of the Gehrke Road Preliminary Approval Code or the Overall Outcomes of the Business Area Precinct.

Gehrke Road Preliminary Approval Area Overall Outcomes

The overall outcomes for the Gehrke Road Preliminary Approval Area include the following:

- (a) An integrated residential and employment development is to be established within the Gehrke Road Preliminary Approval Area;*
- (b) Commercial development, bulk retail and service trade activities are incorporated to provide employment opportunities for the wider community; ...*

The development involves the construction of 91 multiple dwellings, in a development that has no commercial component. Council has previously approved other changes to the layout of the Plainland Crossing estate as shown in Figures 2 to 4 above, and also with respect to the internal residential road network adjacent to Hastings Avenue; however a fundamental change to the Plainland Crossing estate such as the replacement of 3ha of commercial land with multiple dwellings is not considered to be generally in accordance with the Overall Outcomes of the Business Area Precinct.

The provision of commercial land across the LVRC area has been addressed in more detail below within the discussion of overall outcome (d) of the Business Area Precinct Overall Outcomes.

It is therefore considered the development does not achieve the intent of Overall Outcomes (a) or (b), in that the development does not accommodate a range of commercial and retail facilities and service trade uses and reduces the amount of land available for these uses.

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It is considered the development is not consistent with the Gehrke Road Structure Plan and Gehrke Road Preliminary Approval Code.

Business Area Precinct Overall Outcomes

The overall outcomes for the Business Area Precinct of the Gehrke Road Preliminary Approval Area Code include the following:

- (a) A range of commercial use and facilities (including but not limited to showroom and bulky retail land uses) and service trade uses are included within the Business Area Precinct serving the local and sub-regional needs of the community;*
- (b) Service Industrial development is consistent with the overall outcomes of the Precinct. All other definitions of Industry are inconsistent with the overall outcomes of the Precinct.*
- (d) Buildings are designed to provide an appropriate interface with and are oriented toward the Warrego Highway;*
- (f) Land uses contribute to the overall future development of the area and does not prejudice the achievement of an integrated centre;*
- (g) Safe and convenient access for vehicles, pedestrians, and cyclists is maintained and enhanced;*
- (o) Residential uses are appropriate in the precinct where they are located above the ground floor and can provide a satisfactory level of residential amenity.*

The overall outcomes for the Residential Area Precinct of the Gehrke Road Preliminary Approval Area Code include the following:

- (e) The safe and efficient movement of pedestrians, cyclists and vehicle is not adversely affected.*

The development involves the construction of 91 multiple dwellings, in a development that has no commercial component. Council has previously approved other changes to the layout of the development as shown in Figures 2 to 4 above, and also with respect to the internal residential road network adjacent to Hastings Avenue; however a fundamental change to the development such as the replacement of 3ha of commercial land with multiple dwellings is not considered to be generally in accordance with the Overall Outcomes of the Business Area Precinct.

It is therefore considered the development does not achieve the intent of Overall Outcomes (a) or (b), in that the development does not accommodate a range of commercial and retail facilities and service trade uses and reduces the amount of land available for these uses.

It is considered the development is not consistent with the Gehrke Road Structure Plan and Gehrke Road Preliminary Approval Code and does not achieve the intents of the overall outcomes for the Business Area Precinct of the Preliminary Approval.

With respect to overall outcome (d), the applicant has advised the multiple dwelling site is generally not visible from the Warrego Highway. Site visits demonstrate that vehicles travelling along the Warrego Highway are visible from the western end of Edgerton Drive, and from the southern edge of the existing vacant residential lots that back onto the subject site. At this time, these sightlines are partly obscured by existing vegetation adjacent to the southern boundary of the site and the high point of the site, adjacent to the highway. It is anticipated the visibility of the site from the Highway would be improved considerably as a part

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of the commercial development of the site, including vegetation removal, excavation and filling of the site, and construction of buildings generally up to 8m in height along with ancillary signage (see Appendix 1).

The proposed development does not present nor orient to the Warrego Highway and any potential interface will be obscured by a proposed 3.5m high acoustic barrier, approximately 360m long. It is considered the development does not achieve the intent of Overall Outcome (d), in that the development does not involve buildings or development that addresses the Warrego Highway.

Economic Development

Applicant advice

The applicant's economic consultant has provided reports that emphasise the commercial benefits of the site in 2009, 2012 and 2016, and has provided a subsequent letter dated 27 April 2018 that subsequently downplays the commercial benefits of the land and supports the proposed multiple dwelling development based on the low percentage of semi-detached dwellings available in the LVRC area.

The applicant submitted a Floorspace Analysis prepared by Duane Location IQ in December 2009 as part of their Preliminary Approval application. A subsequent Market Potential Assessment dated July 2012 and an updated analysis dated March 2016 have been prepared for the developer.

The analysis indicates there is a current lack of suitable commercial stock in the area, resulting in a significant flow of escape expenditure to Ipswich and Toowoomba.

Duane Location IQ	2009 report	2012 report	2016 report
Plainland trade area 2016	35,910 (2009)	39,350 (2011)	42,410
Plainland trade area 2026	47,310 (2021)	52,850 (2026)	51,010
Total retail exp (incl future estimates 2021/2026 (and indicative rate of growth)	\$363.5M (2009) \$541.4M (2021) 3.4%	\$411.6M (2012) \$781.9M (2026) 4.7%	\$503M (2016) \$841.4M (2026) 5.3%

The following points are pertinent with respect to the respective reports:

- Duane Location IQ was estimating a \$60M (7%) increase in estimated 2026 expenditure in their 2016 report above and beyond their estimates in their 2012 report.
- Duane Location IQ had listed an \$87M increase in expenditure in the trade area between their 2012 report and their 2016 report.
- Duane Location IQ indicates the current (2016) expenditure in the trade area is only \$38M short of the estimated 2021 expenditure from their 2009 report.
- In their 2012 and 2016 reports, Duane Location IQ indicated that expenditure in the trade area is growing at a faster level than the rates they promoted as a part of their original 2009 report that supported the Preliminary Approval.

Duane Location IQ has stated in their April 2018 letter, *"it is noted that since 2012, limited commercial floorspace has been developed in the Gehrke Road precinct with the only notable addition being a McDonald's restaurant at the intersection of Gehrke Road and Laidley*

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Plainland Road. While this is correct, a review of Nearmap imagery demonstrates the following activity in this area:

- 2012 - Court Order for Gehrke Road Preliminary Approval issued 31 August 2012;
- 2014 - Commencement of the residential component of Plainland Crossing;
- 2016 - Construction of Echidna Place (a commercial street) and the subdivision on the south side of the Highway that contains the McDonalds restaurant;
- End of 2016 - Completion of the first section of Endeavour Way (a commercial street) between Gehrke Road and Burdekin Street; and
- 2017 - Construction of Endeavour Way east of the Burdekin Street intersection.

Council has also received and approved applications over 4 Endeavour Way (Mixed Commercial Centre – approved 20/10/17) and 21 Endeavour Way (Bridgestone – approved 1/6/17). Aldi purchased the site at 2 Endeavour Way in 2017.

Based upon the above timeline, it is considered unrealistic for Location IQ to express concerns about the lack of commercial activity since 2012 when two of the main developers of this area had not commenced construction of the commercial subdivisions that would enable additional commercial development within the Business Area Precinct (and other parts of Plainland) until 2016. Since 2016, expansion of the commercial areas of Plainland has commenced and commercial activity is occurring.

Strategic Planning advice

Council's Strategic Planning unit has provided the following comments with respect to the future planning for the broader commercial strategy for the Lockyer Valley Regional Council area.

"The LGIP for the Gatton and Laidley planning schemes, prepared in 2018 identifies that in 2016 there was approximately 146,517m² of retail and commercial floorspace in the Lockyer Valley, approximately one third of the land zoned for that purpose under the schemes. The LGIP estimates that by 2036, around 222,000m² retail and commercial floorspace will be required, which would amount to around 71ha, if the same floorspace to zoning ratio is used.

The current Gatton and Laidley schemes identify just 47.67ha in the Business and Commercial zones – the two zones where almost all (but not completely all) retail and commercial floorspace would be expected to be accommodated. The current planning schemes do not therefore include sufficient retail and commercial zoned land to meet demand projected under the LGIP.

The preliminary approval for Plainland, however, effectively rezoned the Plainland centre. This added approximately 50ha of retail and commercial zoned land. On initial consideration, around this amount of zoned land might appear to be adequate to meet future growth needs.

However there are several factors that indicate it may not meet future commercial demand:

- *Work currently underway on the new Lockyer Valley Regional Council Planning Scheme indicates approximately 3,000ha more land proposed for residential, rural residential and future residential than under the current schemes. This includes substantial new areas around Plainland itself that are proposed to be included in urban residential zonings (areas currently zoned for rural residential purposes in the Laidley planning scheme).*

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- *A new LGIP being prepared for the new scheme is not yet available, but is expected to include significantly larger projected retail and commercial floorspace demand than under the current schemes.*
- *The new draft LVRC planning scheme identifies approximately 150ha of land in a 'centre' zone (where retail and commercial growth would be anticipated to be located). However, 67ha of that will be in smaller centres (Local centre and Townships) and around 82ha would be in the Principal Centre (Gatton) and the two Major Centres at Laidley and Plainland. The Major and Principal Centres are expected to be the main locations for future retail and commercial growth across the Lockyer.*
- *Of the approximately 50ha of land currently zoned at Plainland, around half is already committed. The remaining 25ha is known to include some significantly constrained areas (e.g. drainage swales along the western edge of the centre). The market has consumed available land at Plainland in the relatively short time since the preliminary approval created the zone. The popularity of Plainland may be due in part to the problems associated with assembling larger parcels of land in the fragmented land ownership lot patterns of Laidley and Gatton and to some degree, the problems the Laidley and Gatton centres experience in terms of natural hazards, flood hazard in particular. Plainland, by contrast offers relatively large lots, with few serious natural hazard constraints and ideal highway access.*
- *While future planning for Plainland is not yet finalised, it is currently evident that Plainland is a key strategic retail and commercial location and that future projected demand for floorspace will focus on and further add to demand for retail and commercial land at this centre.*
- *Future detailed planning for Plainland is required and this is intended to be one of the strategic planning projects to be undertaken by Council once work on the new planning scheme has been completed. In the interim, it is recommended that existing retail and commercial zoned land is retained, as a precautionary measure.*

Unless there is overwhelming evidence that it is not required to meet growth over the next 10-15 years, retaining currently zoned land is usually a prudent step given the difficulties councils experience when seeking to identify and rezone new land for employment purposes. For these reasons, the loss of this land to residential purposes is not currently supported on strategic planning grounds."

Further to the comments from Council's Strategic Planning branch above, there are very few locations in the Lockyer Valley Regional Council area with direct visual exposure to a highway, in which commercial development can be located within an appropriately zoned site with suitable access, therefore making this land more important to be retained for commercial purposes.

There are however numerous locations in Plainland (and other centres) in which multiple dwelling developments and other residential developments can be effectively located. Multiple dwellings are not dependent upon exposure to passing traffic and are detrimentally impacted by large amounts of traffic and associated impacts, unless suitable noise attenuation and building design is suitably addressed.

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As discussed in the comments about the LGIP above, Council has a surplus of land zoned for residential purposes that can accommodate this type of development without the need to replace commercial land with additional residential land.

It is therefore considered that the development does not achieve the intent of Overall Outcomes (d), (f) and (o) of the Business Area Precinct.

Road networks

With respect to overall outcome (g), a Technical Note by ARUP was submitted in support of the application. This technical note presented that the proposed development will have less traffic than the equivalent area of business uses, and that this additional traffic will have no impact on Barcoo Drive. It is noted that Barcoo Drive was referred to in the early stages of development as 'Edgerton Drive', which had pavement design approval for 1×10^6 equivalent standard axles (ESAs) consistent with a collector street classification. In accordance with the Lockyer Valley Regional Council's Road Hierarchy Table (adopted via Resolution No. 1653), this design ESA is suitable for a traffic catchment of up to 3,000 vehicles per day (or 300 dwellings). The proposed development, in conjunction with the Gehrke Road Preliminary Approval Area as well as the proposed Mountain View Drive Preliminary Approval Area will result in approximately 500 dwellings, far exceeding the capacity of Barcoo Drive. It is reasonably anticipated that the longevity of Barcoo Drive pavement could be compromised by the increased traffic.

Additionally, the impact of the development traffic on the intersection of Barcoo Drive and Gehrke Road has not been addressed. This matter is raised because engineering principles typically require intersections of sub-arterial roads (Gehrke Road) and collector streets and above (Barcoo Drive) to be controlled by either a roundabout or a traffic signal to ensure the long term safety and efficiency of an intersection that is catering for daily traffic counts exceeding 10,000 vehicles per day.

Finally, the development access relies on roadworks (Barcoo Drive) that are external to the development site. It is anticipated that easements for roads, drainage and services be dedicated along the full extent of the Barcoo Drive extension to ensure that this development is independent of the overall 'Plainland Crossing' development – in the event that the development is on-sold to a third party – and to ensure that access and lawful point of stormwater discharge is obtained for the development.

With respect to the broader road network, SLR Consulting Engineers Pty Ltd (SLR) have been engaged to undertake an independent review and provide recommendations on managing the traffic and connectivity (pedestrians, cyclists and vehicles) of the overall Gehrke Road Preliminary Approval Area as well as the proposed Mountain View Drive Preliminary Approval Area. This review has been initiated due to Council's need to ensure the road network in this area will function safely and efficiently in conjunction with the ongoing development of the Plainland area. While this review has not been finalised, it is recognised the proposed Multiple Dwelling development will direct additional traffic onto Barcoo Drive. The assessing engineering officer has advised that the existing intersection is likely to require upgrading to accommodate traffic from this development, and the broader development area. The development should not be considered in isolation from these Preliminary Approval Areas to ensure a safe and efficient road network is achieved, and to ensure that the development is appropriately integrated into the greater road network. This assessment by SLR will, if

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necessary, include details of any augmentation/upgrades to the Barcoo Drive/Gehrke Road intersection as well as necessary phasing updates to the existing traffic signals at the Endeavour Way/Gehrke Road intersection.

It is therefore considered that the development does not achieve the intent of Overall Outcome (g) of the Business Area Precinct or Overall Outcome (e) of the Residential Area Precinct.

Gehrke Road Preliminary Approval Areas Code – Specific Outcomes and Probable Solutions

The development has been assessed against the Preliminary Approvals Area Code.

According to Specific Outcome SO1 of the Code, *“Land uses located within the Business Area Precinct are designed to minimise any conflict between the Business Area Precinct and the Residential Area Precinct.”* This is reiterated by SO4 which states: *“Buildings are designed to provide an appropriate interface with and are oriented away from the Residential Area Precinct.”* This is consistent with Overall Outcome (d) of the Business Area Precinct. This is further reflected by AS1 of the Code, Development within the Business Area Precinct is meant to be oriented toward the Warrego Highway. It is therefore considered the development does not demonstrate compliance with SO4 of the Business Area Precinct.

The Preliminary Approval provided an indicative design of development that comprised commercial development located between the Warrego Highway and the Residential Area Precinct land to the north of the subject site. These buildings were designed to orient to the Warrego Highway and face the internal street that was proposed to run parallel to the Highway. The buildings would also function as an acoustic barrier and buffer to the residential land. The proposed development does not achieve this.

Safe, efficient and integrated access is not considered to have been addressed in accordance with overall outcome (c) *“An integrated and permeable pedestrian and road network will allow connectivity within the Gehrke Road Preliminary Approval area to the wider community”* or Specific Outcome SO5 *“Safe access is provided to allow connection to the wider South East Queensland Region”*. This has been addressed in more detail in the assessment against Overall Outcome (g) in the Road Networks above.

Stormwater management (quality and quantity) has not been addressed, and therefore Specific Outcome SO7 *“Development is supported by appropriate infrastructure, including adequate water supply, sewage system, stormwater, telephone service and electricity service”* has not been demonstrated. This has been addressed in more detail below in the assessment of the Residential Uses Code.

It is therefore considered that the development does not achieve the intent of Overall Outcome (c) of the Business Area Precinct and Specific Outcome SO7 of the Gehrke Road Preliminary Approval Code.

The intent of the development of the Business Area Precinct was that commercial buildings would be located between the Warrego Highway and the Residential Area Precinct. These buildings would be designed to present to the highway while providing a visual and acoustic buffer between the residential properties and the highway. The proposed Multiple Dwelling development does not orient to the Highway and an acoustic fence approximately 360m long and 3.5m high is proposed adjacent to the Highway as a mitigation measure.

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The highway frontage of the proposed development comprises approximately 40% of the total frontage of the Plainland Crossing development to the Warrego Highway and the Warrego Highway on-ramp. The highway frontage of the proposed development comprises approximately 55% of the Plainland Crossing frontage where the site has direct frontage to the highway only, excluding the on-ramp.

With respect to conflicts between the Business Areas Precinct and the Residential Areas Precinct, the proposed multiple dwelling development has been designed to have a 3m difference in height between the western boundary of the proposed development and the commercial land to the west, and a 2m high acoustic fence above. While this outcome provides a boundary between the subject land and the adjoining commercial land to the west, this is a 'manufactured solution' that is not consistent with the commercial subdivision approved over the site. A consequence of this design option is that this also prevents an opportunity to provide a pedestrian linkage from the site to Endeavour Way.

Laidley Planning Scheme 2003

Desired Environmental Outcomes (DEO's)

Environment

- a. *The areas of high scenic amenity, remnant vegetation, wetlands, fauna habitats and wildlife corridors and regionally significant open space in the Shire are protected.*
- b. *Places, areas or sites identified as being susceptible to land degradation, including contamination, erosion, salinity and landslip, are protected and further degradation is minimised.*
- c. *Ecological sustainability is achieved by maintaining and improving biodiversity, water and air quality.*
- d. *Places of historical and indigenous cultural heritage and social significance are protected, maintained and enhanced.*

The development complies with the Environmental DEO's in that the scale and nature of the proposed development is such that it is unlikely to generate any adverse effect on sensitive receiving environments. Subject to using best practice construction methods, the development would be unlikely to adversely impact on the surrounding environment while under construction, and the residential nature of the development indicates it would be unlikely to generate any ongoing air quality issues. Waste can be effectively and sustainably managed from the development site area. The subject land does not contain any areas identified as being susceptible to land degradation, such as erosion, landslip or contamination.

Economic

- e. *Good Quality Agricultural Land is protected as a major economic resource for the region.*
- f. *Industry, business and employment opportunities are improved and appropriately located to service the community and sub-region, and encourage economic activity within the local area.*
- g. *Rural business opportunities are improved to protect and value-add to the existing rural based economy.*

The development complies with the economic DEOs 'e' and 'g' in that it does not impact upon Good Quality Agricultural Land or rural business opportunities.

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The development does not comply with Desired Environmental Outcome 'f' in that the multiple dwelling results in the loss of approximately 3 hectares of Business Area Precinct land, therefore resulting in a reduction in future industry, business and employment opportunities over the site that would service the broader Lockyer Valley area. The land fronting Warrego Highway has been specifically included in the Business Area Precinct due to its visibility to the highway.

As previously discussed in the Economic section in the Gehrke Road Preliminary Approval Area Code, the development does not comply with Desired Environmental Outcome 'f' in that the multiple dwelling results in the loss of approximately 3 hectares of Business Area Precinct land, and results in an ongoing shortfall of commercial land as identified by the LGIP.

Community Well-Being & Lifestyle

- h. A convenient access to roads and services is achieved through well located land uses and the efficient use and timely provision of infrastructure such as water, sewerage and roads, walkways and cycling facilities.*
- i. Rural residential and urban residential development occurs in distinct localities that provide a sense of community, amenity, services, and a safe, affordable living environment, whilst maintaining the rural amenity of the Shire.*
- j. Laidley township's role and identity as the main business and community centre of the Shire is consolidated.*
- k. The adverse effects from natural and other hazards, including flooding and bushfires are minimised.*
- l. An adequate and interconnected network of public places, facilities and lands are available throughout the Shire allows for safe and convenient pedestrian and cycle movement and cultural, recreational and social interaction for Shire residents and visitors.*

The development generally complies with the Community Well-Being and Lifestyle DEO's. It is recognised that the Business Area Precinct at Plainland will potentially impact on the long term business and community centre role and identity of Laidley, referred to as DEO 'j', however this was addressed and resolved as a part of the Preliminary Approval process.

Codes – Laidley Planning Scheme

The codes contained in the *Laidley Shire Planning Scheme 2003* that are relevant to assessment of the application are as follows:

- Temporary Local Planning Instrument 01/2018 – Flood Regulation
- Business Area Code
- Residential Uses Code
- Building Dimensions Code
- Modified Residential Uses Code
- Vehicle Access and Parking Code

Temporary Local Planning Instrument 01/2018 – Flood Regulation

Parts of the subject site trigger the *Temporary Local Planning Instrument 01/2017 – Flood Regulation* for Investigation Area. However, the location of the development site is located outside of the area identified as Investigation Area under the TLPI therefore no further

assessment has been undertaken. This has not excluded assessment of stormwater through the site, as an area to the south of the Warrego Highway drains northwards through this site via a culvert under the Warrego Highway.

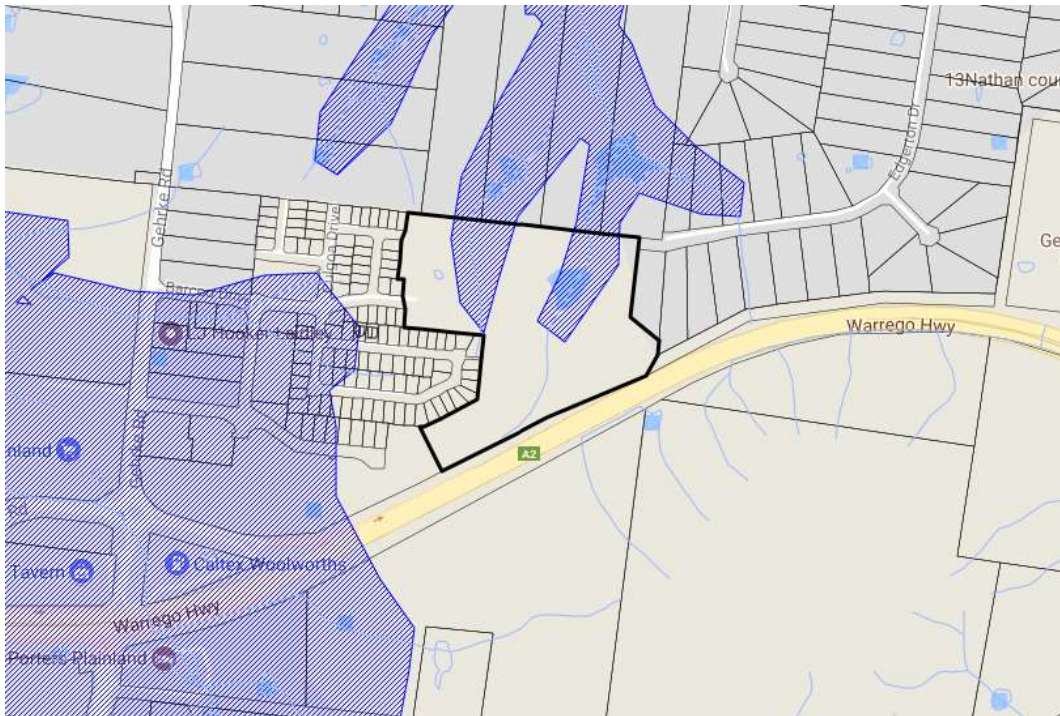


Figure 9 - Temporary Local Planning Instrument 01/2017 – Flood Regulation

Residential Uses Code

The development includes 91 three bedroom units. Based on the building layouts, with an open kitchen, living and dining area and three bedrooms, each unit has been calculated as having four habitable rooms, which would result in a site population of 4 persons per unit. This translates to a total of 364 persons, which based on a 3.1275ha site has a site density of 116 persons per hectare which is less than the 200 persons per hectare allowed for within the Residential Area Precinct.

Stormwater

Specific Outcome SO3 of the Residential Uses Code requires development to not interfere with the passage or storage of stormwater, or the natural functioning waterway. Figure 10 below is from the applicant's information response. The green dashed line represents the existing overland flow path; the magenta arrows indicate the redirected overland flow paths resulting from works proposed to deliver the proposed development. Whilst an engineered design could be provided to manage the stormwater overland flows, this engineered solution may not be cost effective, and may have an undesirable outcome (scour and/or erosion) downstream within the detention basin that the Preliminary Approval Document requires to be dedicated as parkland.

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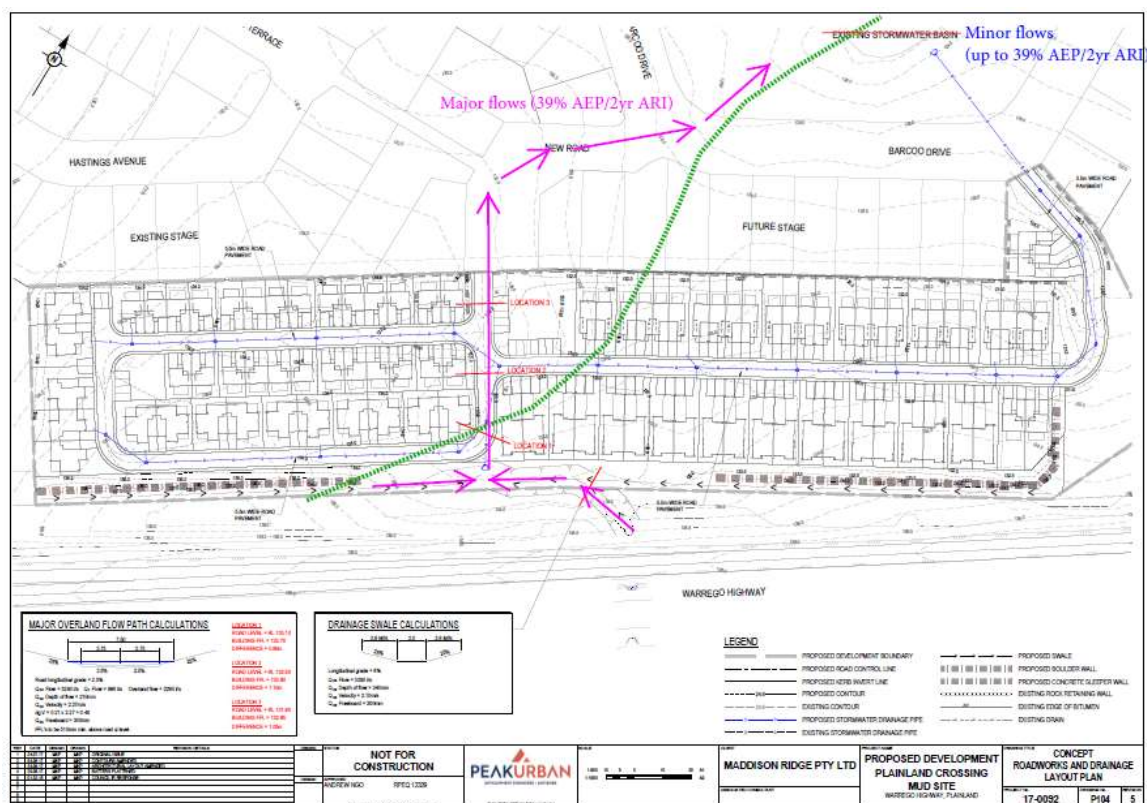


Figure 10 – Proposed Stormwater Drainage Strategy

The proposal to take the runoff overland via the western access driveway (all flows greater than the 39% AEP up to and including the 1% AEP) may result in accessibility issues to the western part of the development in heavier rainfall events. A solution to pipe the major flows underground would likely not be supported due to implications to either the development or the Warrego Highway should such a system become blocked by debris, landscaping, etc.

If not managed effectively, the development's stormwater discharge (both minor and major) could result in ongoing and long term maintenance issues of a future Council owned asset. It should also be noted that the development relies on a stormwater and road network external to the development site. This external infrastructure did not form part of the application, and is required to form part of the application. This will involve dedication of land for road purposes and land for drainage reserve for design and construction.

Specific Outcome SO8 of the Residential Uses Code requires the development to not detrimentally impact upon adjoining properties or infrastructure resulting from stormwater runoff. On-site stormwater quantity management has not been provided and therefore compliance with this condition has not been demonstrated. It is acknowledged that an engineering solution is available, although noted that it could impact on either the development footprint (development yield), communal open space, or could be cost prohibitive (underground tanks with pump out system with back-up generator).

It is therefore considered the development does not achieve the intent of Specific Outcomes SO3 and SO8 of the Residential Uses Code.

Specific Outcome SO9 of the Residential Uses Code requires the development to provide safe and efficient movement of pedestrians, cyclists and motor vehicles. This has not been satisfactorily addressed.

Building Dimensions Code

The proposed buildings have a maximum height of less than 8m above natural ground level which complies with the code.

Landscaping Code

A conceptual landscaping plan has been provided which identifies a landscaped buffer for drainage purposes and landscaping between the development site and the Warrego Highway. Additional landscaping is located adjacent to the northeastern corner of the site, at the main access near the middle of the site, and toward the southwestern corner of the site. Each of the units has private open space, and this is provided as an informal buffer to the land in the Residential Area Precinct to the north. Further indicative imagery has been provided showing trees, shrubs and ground covers, as well as screen fencing to the private space of units.

Details relating to the planting schedule and maintenance have not been provided and assessed to be in accordance with Council's Planning Scheme Policy No.11 therefore the landscaping plans provided would not form part of any approved plans for the development.

The applicant indicates the provision of 7,406m² of open common area, however this includes a number of very narrow strips adjacent to internal roads. The development has three main areas of communal open space: the first toward the western end of the site, the second area adjacent to the central entrance to the site, and the third to the east of and outside of the acoustic fence; however the final amount of open space provided in the second area may be affected by the potential requirement for on-site stormwater treatment.

Each of the units is provided with general waste and recycling bins. Where the units are provided in blocks of two units, the bins are proposed to be stored at the side of the buildings. 47 of the 91 units are proposed in blocks of 3 and 4 units. In these cases, the 23 'central' units in these blocks do not have a means of storing the bins behind or beside the units. As indicated with arrows on the image below, bin storage areas are proposed in the front yard directly in front of the front door, however this has not been shown on the elevations.

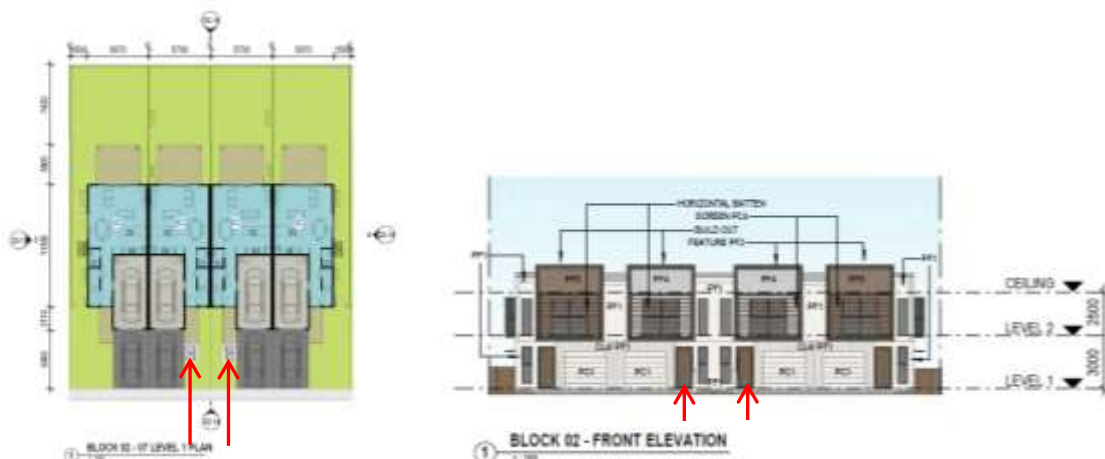


Figure 11 – Proposed bin locations for typical 4 unit blocks (with bin locations arrowed)

Vehicle Access and Parking Code

Acceptable Solution 5.2 of the Code states:

“Motor vehicle parking spaces are provided in accordance with the requirements set out in Table 9.”

Table 9 of the Laidley Planning Scheme, sets out the following parking rate for Multiple Dwellings:

“1 covered space for each unit plus 1 additional space for every 4 units or part thereof.”

The parking rates in the planning scheme do not differentiate between the parking requirements for a 1 bedroom studio apartment and a 3 bedroom unit.

The development proposes 2 parking spaces per unit, plus an additional 23 visitor spaces distributed through the site. The development complies with the parking rates required in Table 9.

The majority of units propose a single covered space with a second space either behind the garage or in front of the front face of the habitable section of the building.

It is recognised alternative modes of traffic such as public transport are currently unavailable in Plainland. The development complies with the parking rates in the Laidley Planning Scheme, however the internal streetscape of the development will be dominated by car parking and garages due to the development comprising 91 x 3 bedroom units.

With respect to the external road network, the development results in additional traffic being directed through the residential area precinct. The current approval over the subject site, being for 17 commercial lots, directs traffic to Endeavour Way, and ultimately to Gehrke Road via a signalised intersection. The proposed multiple development directs the 91 units to Barcoo Drive and ultimately to Gehrke Road via an unsignalised intersection with a single left turn/right turn lane. As previously indicated, the preliminary assessment indicates that Barcoo Drive and the Barcoo Drive/Gehrke Road intersection may be deficient in their current form for the development approved by the Gehrke Road Preliminary Approval Document. The increase of the estimated 910 vehicles per day generated by this development could have a detrimental impact on the safety and integrity of the roads and intersection. A percentage of the unit traffic may use Burdekin Street in order to utilise the signalised intersection at Endeavour Way and Gehrke Road.

It is recognised that additional traffic is proposed to be directed to the Barcoo Drive and Gehrke Road intersection by another development that includes a proposed variation request and 144 residential lots (MC2018/0014 & RL2018/0010) to the north of the proposed multiple dwelling development, and ultimately by additional residential infill development east of Gehrke Road and south of Mountain View Drive. These other developments however are not subject to assessment as a part of this development.

Public Notification

The application was subject to public notification from 7 March 2018 to 29 March 2018 being a total of 15 business days. There were two properly made submissions and one not properly

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made submission which were received during the notification period. The concerns raised within the submission are provided below.

ISSUES	COMMENTS
The scale and design of the proposed development of 91 multiple dwelling units is not compatible with the intent of a rural residential area. Any form of multiple unit development will cause a deterioration in this now rural area. Is a development consisting of multiple dwelling units allowed for under the current rural residential zoning?	The site is subject to a Preliminary Approval that overrides the Rural Residential zoning of the land. The site will ultimately not function as a rural or rural residential area in that the Plainland Crossing development is progressing in stages, generally developing from west to east. Multiple dwellings are subject to Impact assessment under the Gehrke Road Area Preliminary Approval Document.
The current size and configuration of the lot (Lot 1011 on SP291399) is much larger than that required for the extent of the current proposed development along the Warrego Highway. How can we be assured that the whole of this current lot will not then become multiple dwelling unit developments	The multiple dwelling development has been proposed as part of a larger estate. The land to the north of the proposed multiple dwelling site is designed to accommodate residential lots, roads and other associated infrastructure. Any application to develop Multiple dwellings on other parts of Lot 1011 would also be subject to an Impact Assessable material change of use application where more than 2 units are proposed.
The current master plan from the website still shows single lots, presumably for detached residential dwellings along the northern boundary of the proposed development area. We have doubts that these lots will be sold for single residential use should this development proceed. The development does not fit the objectives of the current master plan which should be to protect and enhance the natural environment and to provide an excellent living environment.	Any application to develop Multiple dwellings on other parts of Lot 1011 would also be subject to a material change of use application.
There is only one road providing access to these units. We have concerns the capacity of this road won't cope with the extra traffic that will be generated by both the construction of and then occupancy of these proposed units. There is already an existing child care centre down this road where cars will be parked either dropping off or	Preliminary assessment indicates that Barcoo Drive as a collector street is adequate for traffic from the Gehrke Road Residential Precinct (184 residential lots) and the proposed 91 multiple dwelling unit development. However, it is anticipated that traffic from the Gehrke Road Business Precinct would utilise Barcoo Drive for access. Additionally, the adjacent Mountain View Drive Preliminary Approval Area is proposed to be accessed via Barcoo Drive

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<p>collecting children. There is no public transport servicing this particular area so occupants will have no option but to drive to and from. This current proposal allows for 2 cars per unit so this then puts 2 x 91 extra cars along Barcoo Drive. This extra traffic will then generated the associated extra noise, once again detracting from the quiet rural area setting and relaxed lifestyle.</p>	<p>only. It is considered that Barcoo Drive is inadequate for catering to the traffic from the overall development of the Gehrke Road and proposed Mountain View Road Preliminary Approval Areas. It is considered that the Barcoo Drive/Gehrke Road intersection in its current form may be inadequate to serve the broader area, however this would be exacerbated by provision of an additional 91 units that are likely to predominantly access this intersection. It is noted that land adjacent to this intersection is under separate private ownership, so it is likely that the solution to overcome this issue is to provide more connections to the external road network (ie. to Mountain View Drive). This will be confirmed by the assessment currently underway by SLR.</p> <p>With respect to the child care centre, the access to the child care centre is via Burdekin Street. The child care centre has 22 parking spaces, which based on the parking requirements of <i>"1 space for every employee and 1 space for every 10 childcare places"</i> would enable 13 employees and 84 children on site. It is therefore considered that there is sufficient parking on that site to not create an issue with parking or vehicle manoeuvring on Barcoo Drive.</p> <p>The proposed multiple dwelling site adjoins the Warrego Highway and future residential stages of the Plainland Crossing Estate. As a result, it is considered the submitter description of the site area as a quiet rural area is not accurate.</p>
<p>The initial Plainland Crossing development designated this portion of the overall site as 'Commercial'. Employment opportunities within these types of uses provided future security for the Plainland area and greater Lockyer Valley. The proposed development does not support an appropriate mix of industry, business and local, ongoing employment opportunities. By removing the commercial land uses, the opportunity to service the</p>	<p>The Lockyer Valley Regional Council area has few sites with the site-specific commercial opportunities of this site. Council's recently adopted LGIP indicates a general shortfall in the supply of commercial land in the LVRC area and a surplus of residential land. It is therefore considered there is no merit in replacing commercial land with additional residential land.</p> <p>The Preliminary Approval for this site issued by the Planning and Environment Court in August 2012. A Market Potential Assessment was prepared by Duane Location IQ supporting the</p>

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<p>community and sub-region or encourage economic activity within the local area is lost.</p>	<p>applicant's economic case for the commercial use of this land, and updates to that document were provided in 2012 and 2016. A further letter from Location IQ dated 27 April 2018 was provided that indicates the change of this land from commercial usage to residential usage does not impact on the provision of commercial land in the area.</p> <p>The potential loss of commercial land with highway frontage and exposure, and ready access to a highway interchange, in favour of a multiple dwelling development that requires acoustic fences to minimise noise from the highway is not supported.</p>
<p>The Plainland area significantly lacks social hubs that do not centre around alcohol distribution or food retailing. Without more emphasis on the priorities of families and young people to interact on a social level in an appropriate setting, risks on the social welfare of the occupants of the proposed development are evident. In addition, the Plainland area cannot provide the necessary level of public schooling to accommodate the existing density and is further compounded. Where affordability is the main driver of the development, the options of Laidley SS, Laidley SHS and Glenore Grove SS would all require significant expansions to cope with the increased student load. Further, access to public schools require additional public transport and with the local education options being 'fee for service' further exacerbates levels of crisis where affordability is concerned.</p>	<p>The Plainland area currently has a shortage of community facilities. Based on the existing zoning, it is likely that these facilities will be located within the 'centre' zone or Business Area Precinct rather than a residential zone or Residential Area Precinct. Without residential and commercial growth it is unlikely that community facilities, including schools, will be provided.</p> <p>The provision of public education facilities, including expansion of existing schools, is subject to state government action.</p> <p>The introduction of private schooling is subject to the decisions of private education providers, noting that Faith Lutheran College is located to the south of the Warrego Highway, approximately 1200 metres southwest of the site.</p> <p>This issue has been noted.</p>
<p>The Gehrke Road Area Preliminary Approval requires developments to face the Warrego Highway yet the residential proposal 'turns its back to the highway' thus exacerbating the traffic corridor and in-permeability [sic] of the development and greater Plainland</p>	<p>The applicant's report regarding the Preliminary Approval for the Plainland Crossing estate emphasised the benefit of commercial land with highway frontage and exposure, and ready access to a highway interchange. The substitution of a residential use that requires acoustic fences to minimise noise from the highway is not supported. It is considered the</p>

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as a whole.	development is not consistent with the relevant overall outcome of the Preliminary Approval.
The area for development provides a significant buffer to traffic noise caused by the Warrego Highway and therefore suggests that the retail/commercial development is a more appropriate solution to protect and preserve the liveability of the existing dwellings within the Plainland Crossing subdivision.	The applicant's Floorspace Analysis report regarding the Preliminary Approval for the Plainland Crossing estate emphasised the benefit of commercial land with highway frontage and exposure, and ready access to a highway interchange. The substitution of a residential use that requires acoustic fences to minimise noise from the highway is not supported.
The density and scale of the development is more commensurate with developments that are within a walkable or commutable distance to places of social connection and/or environmental significance, i.e. coastal and urban areas. The type of development is common in coastal areas providing 'affordability' for those living who wish to live on the Gold/Sunshine Coast. The context of Plainland and that of the greater Lockyer Valley is rural living whereby sightlines, rural amenity, space and environment are enjoyed and celebrated.	The submitters comments with respect to the scale of development are recognised in that the application involves the development of a large number of unit dwellings in an area that has not had many multiple dwelling developments, nor have there been many multiple dwelling applications lodged in the Lockyer Valley Regional Council area. The proposed unit yield approximately doubles the number of units that have been approved in the LVRC area over previous years.
The proposed development is not adequately walkable to existing and proposed development with the route from the proposed residential development to the 'town centre' being 650m or more. Human nature demonstrates that a more direct route is preferable and residents are likely to take risks to avoid travelling extra distances. Further, this type of disjointed development further typifies the notion that Plainland is the 'land of the great un-resolve'. The area includes a number of incomplete developments.	<p>The proposed development has changed its focus, with access proposed via Barcoo Drive instead of Endeavour Way. Ideally, a higher density residential development should be located close to its community hub or retail centre, in order to provide a walkable environment. The proposed development is over 500m in a straight line (and longer via streets) from the entrance of the development to Burdekin Street.</p> <p>The incomplete nature of a number of developments described as the 'land of the great un-resolve' is a reflection of the current embryonic nature of Plainland.</p> <p>Commercial centres take time to mature, whereas a residential estate tends to comprise stages in which the lots are built upon within a short timeframe. The first section of Endeavour Way, being the main connection to</p>

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	the Business Area Precinct from Gehrke Road was completed less than 2 years ago. Some retailers or businesses require a number of complementary activities or a population threshold to be triggered before their business can function profitably, and as a result there can be a lag in business or service provision until the community matures. It is likely from reviews of other commercial centres that a number of commercial lots will remain vacant over time, but that infilling of the commercial component of this area will occur gradually over a number of years.
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Further Approvals Required

If approved, the proposed development would be subject to further permits including:

- Operational Works (Roads, Carparking, Earthworks and Drainage)
- Plumbing and Drainage
- Building Works
- Building Approval – Retaining Walls (where greater than 1m height)

Adopted Infrastructure Charges Resolution No.1/2015

The proposed use is for Multiple Dwellings. Development of this site would typically be subject to infrastructure charges. Development of this site is subject to an Infrastructure Agreement between Council and the developer.

5. Policy and Legal Implications

After Council has made a decision on an application an applicant or member of the community, who has made a properly made submission on the application, may appeal against the Council decision. If the applicant decides to appeal the decision by Council, legal representation may be required.

6. Finance and Resource Implications

Following a decision made by Council on an application, an applicant or member of the community, who has made a properly made submission on the application, may appeal against the Council decision. If the applicant decides to appeal the decision, Council may need to engage external technical experts (storm water, traffic and economic).

7. Delegations/Authorisations

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

8. Communication and Engagement

Meetings between Council officers, the applicant and his consultant in relation to a number of items have been held in the course of the assessment of this application. The applicant has also discussed the application with Councillors at a recent Councillor Workshop held 1 May 2018, and met Councillors onsite on 10 July 2018. The information provided during these meetings was considered in the assessment of this application.

Further, Council's decision on the Material Change of Use application will be provided to the applicant and persons who lodged a properly made submission in accordance with the *Planning Act 2016*.

9. Conclusion

The proposed development is recommended for refusal subject to grounds provided in the Officer's Recommendations.

The development results in the loss of approximately 3.12 hectares of land designated for business purposes. Council's most recent LGIP indicates there is a shortfall of required commercial land and a surplus of residential land in the Lockyer Valley Regional Council area. Additional to this, the development does not achieve a number of the intents of the Gehrke Road Preliminary Approval Area Overall Outcomes, the Business Area Precinct Overall Outcomes, Specific Outcomes of the Business Area Precinct of the Gehrke Road Preliminary Approval Area Code, and Desired Environmental Outcomes of the Laidley Shire Council Planning Scheme, and Specific Outcomes of the Residential Uses Code.

The applicant has not demonstrated the need for the multiple dwelling development on this site.

10. Action/s

1. Advise the applicant of Council's decision
2. Advise the persons who lodged a properly made submission of Council's decision



Date: 14 August 2018
Author: Trent Nibbs, Sports, Recreation & Community Grants Officer
Responsible Officer: Dan McPherson, Executive Manager Organisational Development & Planning Services

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From this meeting it was discussed that there may be an option, at the discretion of Council, to add Ingoldsby Recreation Club to the approved list of groups that receive the annual contribution under the Public Halls Assistance as stated in the Community Grants and Assistance Procedure.

The criteria to be on the approved list of public halls are:

- not to be Council controlled
- to be made available at all times, for Council
- public functions and to members of the community
- not have direct access to funds generated from licensed premises or gaming machines.

In late July 2018, all Councillors and the Sports, Recreation and Community Grants Officer attended a site visit to the Ingoldsby Recreation Club to develop a better understanding of the facility and seek further information from the club directly.

3. Report

Currently the Ingoldsby Recreation Club is holding on average one function a month where 40-60 people attend, which is on par or more than some of the small halls in the Lockyer Valley that are receiving the Public Halls Assistance fund.

Please see the below break down of the Group's annual outgoings;

Payments	Amounts
DERM Lease	\$2,400.00
Insurance	\$2620.00
Power	\$1083.00
Rates	\$897.00
Total	\$7000.00

Currently, eligible organisations under Category 7: Public Halls Assistance of the Community Grants and Assistance Procedure receive \$1,700 per annum. Approval to include Ingoldsby Recreation Club as an eligible organisation will require additional funding to be provided by Council. For Ingoldsby Recreation Club, the additional \$1,700 annually will assist the Club to continue their involvement in the community creating positive social inclusion.

Council's Sports, Recreation and Community Grants Officer will continue to work with Ingoldsby Recreation Club to attract external funding to support the activities they undertaken and improve their facility.

4. Policy and Legal Implications

The proposal to include Ingoldsby Recreation Club is in accordance with the criteria for Category 7 – Public Halls Assistance under the Community Grants and Assistance Procedure.

5. Financial and Resource Implications

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An additional \$1,700 will need to be allocated to the Community Grants and Assistance fund on approval of the recommendation in this report.

6. Delegations/Authorisations

No additional delegations are required by this report.

7. Communication and Engagement

This outcome of this matter will be communicated to the Ingoldsby Recreation Club.

8. Conclusion

To add the Ingoldsby Recreation Club to the approved list under the Public Halls Assistance as outlined in the Community Grants and Assistance Procedure to assist the club's continuation.

9. Action/s

Notify Ingoldsby Recreation Club of Councils decision and if successful add the facility to the Grants and Assistance Procedure under the Public Halls Assistance category.



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12.0 CORPORATE AND COMMUNITY SERVICES REPORTS

12.1 Summary of Council Actual Financial Performance vs. Budget – 31 July 2018

Date: 14 August 2018
Author: Tony Brett, Manager Finance & Customer Services
Responsible Officer: David Lewis, Executive Manager Corporate & Community Services

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 July 2018.

Officer's Recommendation:

THAT Council resolve to receive and note the Summary of Council Actual Financial Performance versus Budget to 31 July 2018;

AND FURTHER:

THAT under Section 130(7) and (8) of the *Local Government Regulation 2012*, Council changes the discount date and the due date for payment for the current rating period to 10 September 2018.

RESOLUTION

THAT Council resolve to receive and note the Summary of Council Actual Financial Performance versus Budget to 31 July 2018;

And further

THAT under Section 130(7) and (8) of the *Local Government Regulation 2012*, Council change the discount date and the due date for payment for the current rating period to 10 September 2018.

Moved By: Cr Wilson

Seconded By: Cr Vela

Resolution Number: 16-20/1075

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.

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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 July 2018.

Operating Revenue - Target \$0.82 million Actual \$0.79 million or 96.34%

At 31 July 2018, overall operating revenue is on target for the budgeted amount with the variances most likely related to the timing of the cash flows and are not of a concern at this time of the year. Adjustments to the budget for timing issues will commence from August.

Operating Expenditure - Target \$4.73 million Actual \$4.64 million or 98.10%

At 31 July 2018, overall operating expenditure for the year to date is on target.

As with revenue, at this time of the year the variances are most likely timing differences in the phasing of budgeted expenditure. These phasings will be adjusted from August as spending patterns become clearer.

Capital Revenue - Target \$0.30 million Actual \$0.34 million or 113.33%

Overall capital grants and subsidies revenue are on budget for the year to date. 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.

Capital Expenditure – Target \$20.11 million Actual \$1.44 million or 7.18%

To 31 July 2018, Council has expended \$1.44 million on its capital works program with a further \$2.63 million in committed costs for works currently in progress.

The main expenditures are \$0.97 million within Infrastructure, Works and Services and \$0.40 million within Corporate and Community Services. Final schedules for the completion of the 2018/19 works program are still being developed; as such, most of the capital expenditure to 31 July relates to projects in progress at the end of June 2018. Once the program has been finalised, the budget will be cash flowed accordingly.

Upon completion of the 2017/18 audit process, a report will be presented to Council to amend the 2018/19 Budget to include requested carry-forward balances for capital work in progress at 30 June. This will increase the capital budget for the year.

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 July, Council had \$28.85 million in current assets compared to \$11.12 million in current liabilities with a ratio of 2.59:1. This means that for every dollar of current liability, there is \$2.59 in assets to cover it.

ORDINARY COUNCIL MEETING MINUTES 22 AUGUST 2018

The opening balances for the year will change as the 2018 audit is finalised at the end of September.

Statement of Cash Flows

The Statement of Cash Flows provides information on the amount of cash coming in and going out. As at 31 July, there has been a net cash outflow of \$4.63 million with \$3.69 million expended on operating activities and a net cash outflow of \$0.95 million being spent on capital works.

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 July, Council's cash balance was \$21.31 million.

Other Financial Matters

The rate notices for the first levy of the 2018/2019 financial year were issued on 8 August with a due date of 7 September. Payments received on 8 and 9 September will not automatically qualify for the discount and will need to be reviewed individually to assess the payment history of the property owner, and the reason why the rates were not paid by the due date. The majority of payments received in this time are payments through BPay and Australia Post which while lodged at the bank prior to the due date have not yet cleared, and payments made by cheque which have been delayed in the post.

In order to potentially save on administrative costs in dealing with these payments, it is recommended that Council for the first rates levy of the 2018/2019 financial year amend the discount date and due date to 10 September 2018. This will allow the rating system to automatically apply the discount to payments received over the weekend and into Council's bank on the Monday. The amended date will apply to all property owners.

4. Policy and Legal Implications

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

Section 130 of the *Local Government Regulation 2012* deals with the discount for prompt payment of rates and charges. While the original discount date was set as part of the budget adoption resolutions, under section 130(7) the Council may by resolution change the discount period to end on a later day. If Council does this, then under section 130(8) the Council must also, by resolution, change the due date for payment to a later day that is no earlier than the new discount day.

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 2018/2019 Budget, with any variations or anomalies to be investigated and action taken as appropriate.

**ORDINARY COUNCIL
MEETING MINUTES
22 AUGUST 2018**

It is anticipated that 2017/2018 carry-over works will be presented to Council in September with a formal budget review to be prepared at the end of the September quarter to take into consideration any significant variances and to reset Council's long term financial forecast to reflect the 2018 actual result. This report will be presented to Council in October 2018.

6. Delegations/Authorisations

Extensions to the discount date and due date for rates cannot be delegated.

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 July, both revenues and expenditures are on target. Any variations are a result of timing differences and at this stage of the financial year are not of concern.

The amounts shown in the report relating to the Statement of Financial Position are subject to change as end of year processes are finalised and the 2018 audit completed.

9. Action/s

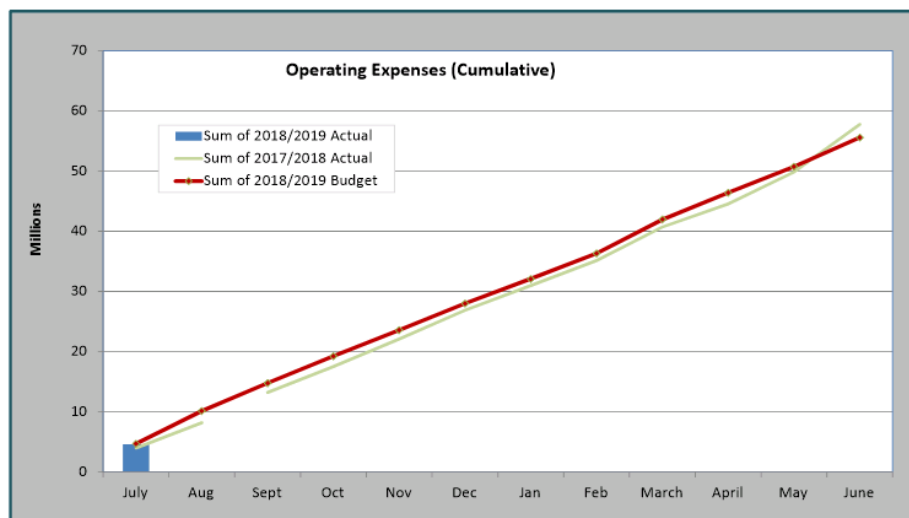
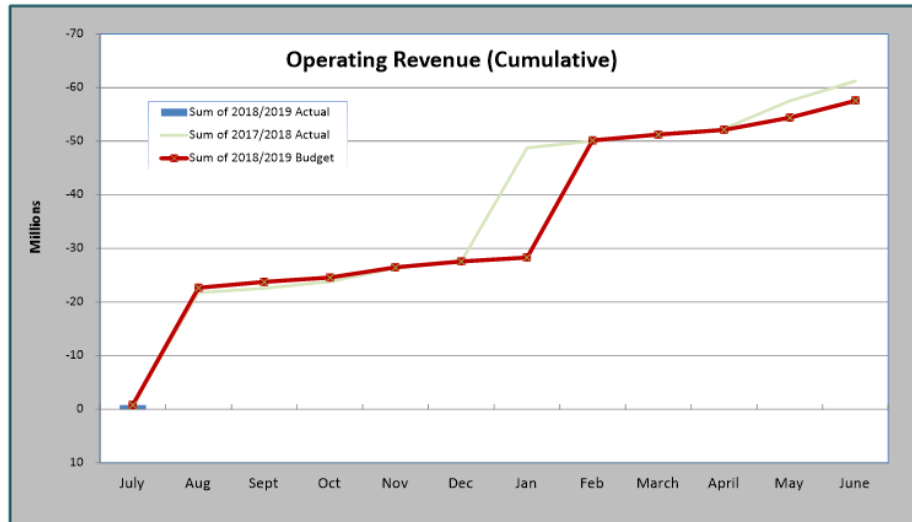
1. Update the rates due date as per the resolution.

Attachments

- 1 [↓](#) Monthly Financial Report July 2018 19 Pages

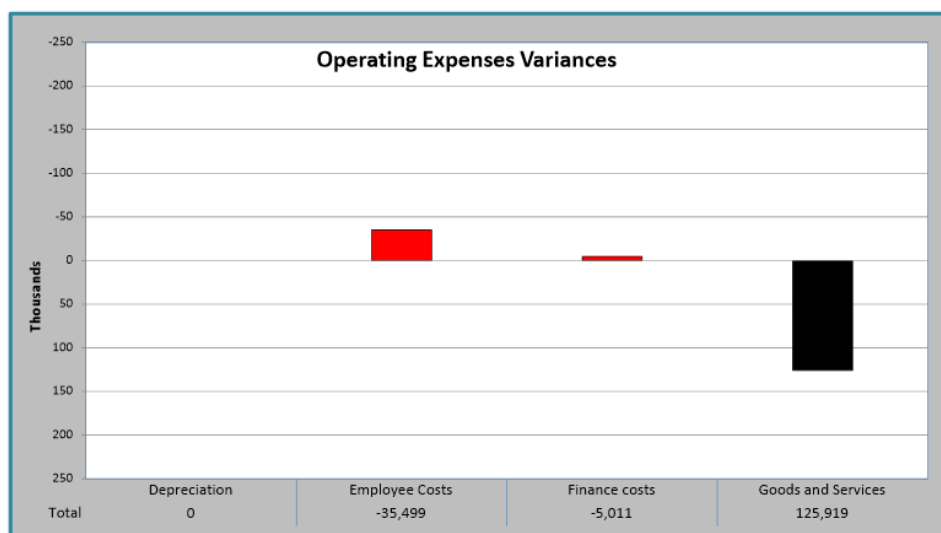
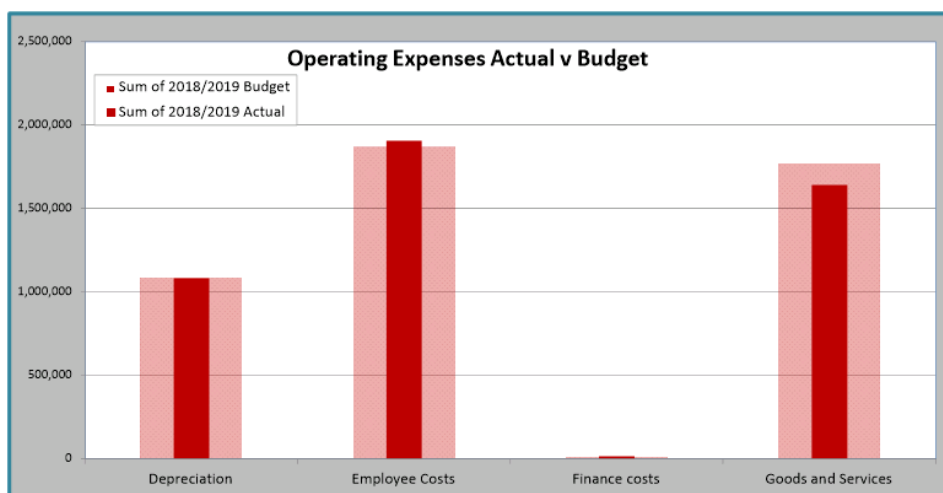
LOCKYER VALLEY REGIONAL COUNCIL

Total Council Operating Revenue and Expenses
For the Period Ended 31 July 2018



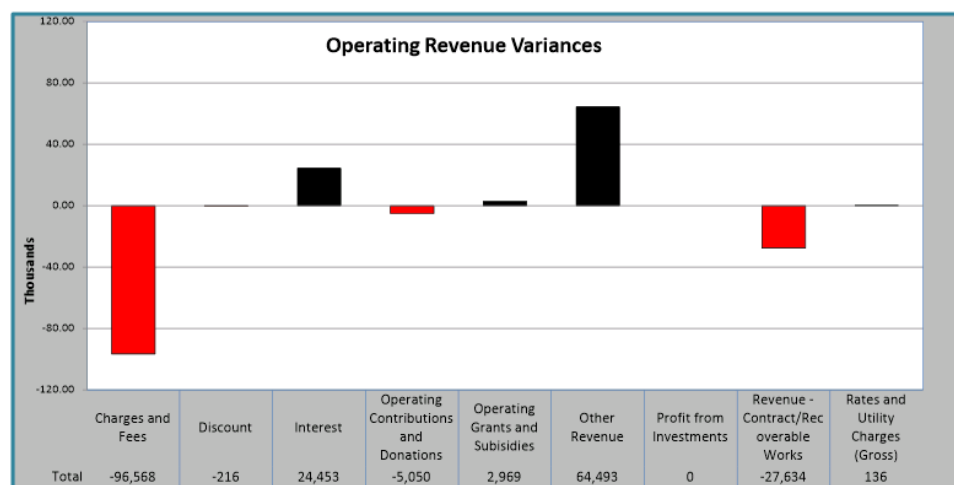
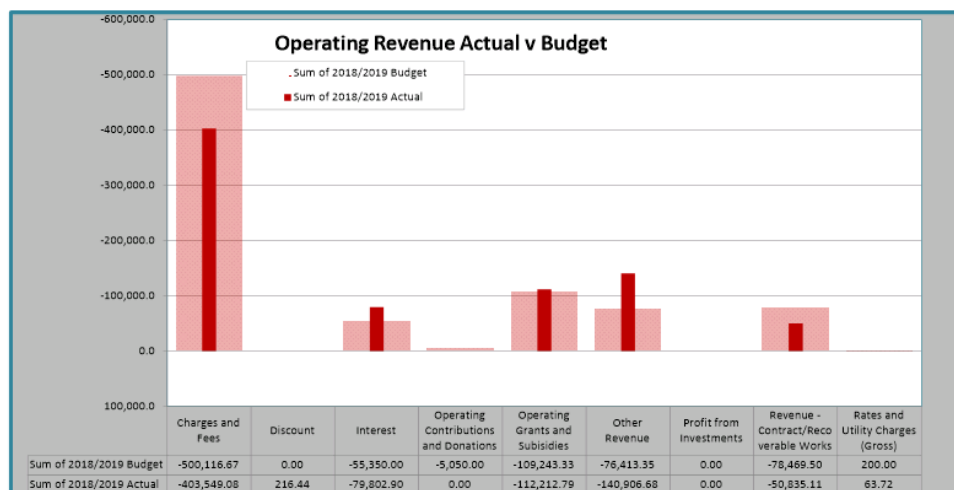
LOCKYER VALLEY REGIONAL COUNCIL

Operating Expenses
For the Period Ended 31 July 2018



LOCKYER VALLEY REGIONAL COUNCIL

Operating Revenue
For the Period Ended 31 July 2018



Lockyer Valley Regional Council (Whole Council)
Statement of Comprehensive Income
For Period Ending July 2018

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
Operating Revenue:					
Rates and Utility Charges (Gross)	41,551,983	(64)	(200)	(136)	68.14
Discount	(1,632,000)	(216)	-	216	-
Charges and Fees	4,839,400	403,549	500,117	96,568	19.31
Interest	1,374,200	79,803	55,350	(24,453)	(44.18)
Operating Grants and Subsidies	5,507,094	112,213	109,243	(2,969)	(2.72)
Operating Contributions and Donations	60,600	-	5,050	5,050	100.00
Revenue - Contract/Recoverable Works	1,899,634	50,835	78,470	27,634	35.22
Other Revenue	1,961,600	140,907	76,413	(64,493)	(84.40)
Profit from Investments	2,000,000	-	-	-	-
Total Operating Revenue	57,562,511	787,026	824,443	37,416	4.54
Operating Expenses:					
Employee Costs	24,171,354	1,906,153	1,870,654	(35,499)	(1.90)
Goods and Services	17,125,948	1,640,957	1,766,876	125,919	7.13
Finance costs	1,311,400	13,461	8,450	(5,011)	(59.30)
Depreciation	13,000,000	1,083,333	1,083,333	-	-
Total Operating Expenses	55,608,702	4,643,904	4,729,313	85,409	1.81
Operating Surplus/(Deficit)	1,953,809	(3,856,878)	(3,904,870)	(47,992)	1.23
Capital Revenue:					
Capital Grants, Subsidies and Contributions	3,283,191	345,051	304,417	(40,635)	(13.35)
Capital Expenses	233,000	-	-	-	-
Total Capital Revenue	3,516,191	345,051	304,417	(40,635)	(13.35)
Operating Surplus/(Deficit) After Capital Items	5,470,000	(3,511,827)	(3,600,454)	(88,627)	2.46

Lockyer Valley Regional Council (Executive Office)
Statement of Comprehensive Income
For Period Ending July 2018

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<u>Operating Revenue:</u>					
Operating Grants and Subsidies	53,160	53,085	53,160	75	0.14
Revenue - Contract/Recoverable Works	1,049,634	44,321	78,470	34,148	43.52
Other Revenue	356,600	40,546	15,463	(25,083)	(162.21)
Total Operating Revenue	1,459,394	137,953	147,093	9,140	6.21
<u>Operating Expenses:</u>					
Employee Costs	4,641,977	398,939	358,930	(40,008)	(11.15)
Goods and Services	3,665,873	1,034,393	1,112,527	78,133	7.02
Finance costs	900	802	75	(727)	(969.08)
Depreciation	24,000	2,000	2,000	-	-
Total Operating Expenses	8,332,750	1,436,134	1,473,532	37,398	2.54
Operating Surplus/(Deficit)	(6,873,356)	(1,298,181)	(1,326,439)	(28,258)	2.13
<u>Capital Revenue:</u>					
Capital Expenses	-	-	-	-	-
Total Capital Revenue	-	-	-	-	-
Operating Surplus/(Deficit) After Capital Items	(6,873,356)	(1,298,181)	(1,326,439)	(28,258)	2.13

Lockyer Valley Regional Council (Organisational Development and Planning)
Statement of Comprehensive Income
For Period Ending July 2018

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
Operating Revenue:					
Rates and Utility Charges (Gross)	310,480	(1)	-	1	-
Charges and Fees	2,597,000	140,979	230,083	89,104	38.73
Interest	-	110	-	(110)	-
Operating Grants and Subsidies	24,000	-	2,000	2,000	100.00
Operating Contributions and Donations	15,000	-	1,250	1,250	100.00
Other Revenue	-	200	-	(200)	-
Total Operating Revenue	2,946,480	141,288	233,333	92,045	39.45
Operating Expenses:					
Employee Costs	4,621,078	347,852	343,690	(4,162)	(1.21)
Goods and Services	1,330,100	(13,782)	110,054	123,836	112.52
Finance costs	-	85	-	(85)	-
Total Operating Expenses	5,951,178	334,155	453,744	119,588	26.36
Operating Surplus/(Deficit)	(3,004,698)	(192,867)	(220,410)	(27,544)	12.50
Capital Revenue:					
Capital Grants, Subsidies and Contributions	222,000	-	-	-	-
Total Capital Revenue	222,000	-	-	-	-
Operating Surplus/(Deficit) After Capital Items	(2,782,698)	(192,867)	(220,410)	(27,544)	12.50

Lockyer Valley Regional Council (Corporate and Community Services)
Statement of Comprehensive Income
For Period Ending July 2018

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<u>Operating Revenue:</u>					
Rates and Utility Charges (Gross)	40,329,898	(63)	(200)	(137)	68.42
Discount	(1,632,000)	(216)	-	216	-
Charges and Fees	2,221,400	260,254	268,283	8,030	2.99
Interest	1,374,200	79,686	55,350	(24,336)	(43.97)
Operating Grants and Subsidies	3,948,819	59,128	54,083	(5,044)	(9.33)
Operating Contributions and Donations	45,600	-	3,800	3,800	100.00
Revenue - Contract/Recoverable Works	150,000	18	-	(18)	-
Other Revenue	1,372,400	82,311	36,700	(45,611)	(124.28)
Profit from Investments	2,000,000	-	-	-	-
Total Operating Revenue	49,810,317	481,116	418,017	(63,099)	(15.09)
<u>Operating Expenses:</u>					
Employee Costs	8,718,212	636,781	702,424	65,643	9.35
Goods and Services	10,417,460	519,883	483,002	(36,881)	(7.64)
Finance costs	915,500	12,574	8,375	(4,199)	(50.13)
Depreciation	11,833,000	986,083	986,083	-	-
Total Operating Expenses	31,884,172	2,155,321	2,179,885	24,563	1.13
Operating Surplus/(Deficit)	17,926,145	(1,674,205)	(1,761,868)	(87,663)	4.98
<u>Capital Revenue:</u>					
Capital Grants, Subsidies and Contributions	312,980	-	-	-	-
Total Capital Revenue	312,980	-	-	-	-
Operating Surplus/(Deficit) After Capital Items	18,239,125	(1,674,205)	(1,761,868)	(87,663)	4.98

Lockyer Valley Regional Council (Infrastructure, Works and Services)
Statement of Comprehensive Income
For Period Ending July 2018

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<u>Operating Revenue:</u>					
Rates and Utility Charges (Gross)	911,605	-	-	-	-
Charges and Fees	21,000	2,316	1,750	(566)	(32.35)
Interest	-	8	-	(8)	-
Operating Grants and Subsidies	1,481,115	-	-	-	-
Revenue - Contract/Recoverable Works	700,000	6,496	-	(6,496)	-
Other Revenue	232,600	17,850	24,250	6,400	26.39
Total Operating Revenue	3,346,320	26,669	26,000	(669)	(2.57)
<u>Operating Expenses:</u>					
Employee Costs	6,190,088	522,581	465,610	(56,971)	(12.24)
Goods and Services	1,712,515	100,463	61,293	(39,170)	(63.91)
Finance costs	395,000	-	-	-	-
Depreciation	1,143,000	95,250	95,250	-	-
Total Operating Expenses	9,440,603	718,294	622,153	(96,141)	(15.45)
Operating Surplus/(Deficit)	(6,094,283)	(691,625)	(596,153)	95,472	(16.01)
<u>Capital Revenue:</u>					
Capital Grants, Subsidies and Contributions	2,748,211	345,051	304,417	(40,635)	(13.35)
Capital Expenses	233,000	-	-	-	-
Total Capital Revenue	2,981,211	345,051	304,417	(40,635)	(13.35)
Operating Surplus/(Deficit) After Capital Items	(3,113,072)	(346,573)	(291,736)	54,837	(18.80)

LOCKYER VALLEY REGIONAL COUNCIL
STATEMENT OF FINANCIAL POSITION
As at 31 July, 2018

	2018-2019 Full Year Budget	2018-2019 YTD Actual
<u>Current Assets</u>		
Cash assets and cash equivalents	14,880,000	6,109,241
Cash investments	-	15,200,000
Trade and other receivables	3,470,000	4,623,191
Inventories	3,400,000	429,618
Non-current assets classified as held for sale	-	2,485,312
Total Current Assets	21,750,000	28,847,362
<u>Non Current Assets</u>		
Trade and other receivables	14,740,000	14,745,256
Equity investments	31,940,000	30,273,434
Investment properties	1,850,000	1,850,000
Property, plant and equipment	624,680,000	567,387,511
Intangible assets	6,250,000	5,212,918
Total Non Current Assets	679,450,000	619,469,119
TOTAL ASSETS	701,200,000	648,316,481
<u>Current Liabilities</u>		
Trade and other payables	3,730,000	4,795,462
Provisions	4,860,000	4,936,911
Borrowings	1,540,000	1,389,618
Total Current Liabilities	10,140,000	11,121,990
<u>Non Current Liabilities</u>		
Provisions	28,650,000	28,970,605
Borrowings	23,190,000	24,939,884
Total Non Current Liabilities	51,840,000	53,910,489
TOTAL LIABILITIES	61,980,000	65,032,479
NET COMMUNITY ASSETS	639,220,000	583,284,001
<u>Community Equity</u>		
Retained surplus (deficiency)	382,200,000	374,515,017
Asset revaluation surplus	254,960,000	209,037,783
Reserves	-	3,243,028
Current Surplus/(Deficit)	2,060,000	(3,511,827)
TOTAL COMMUNITY EQUITY	639,220,000	583,284,001

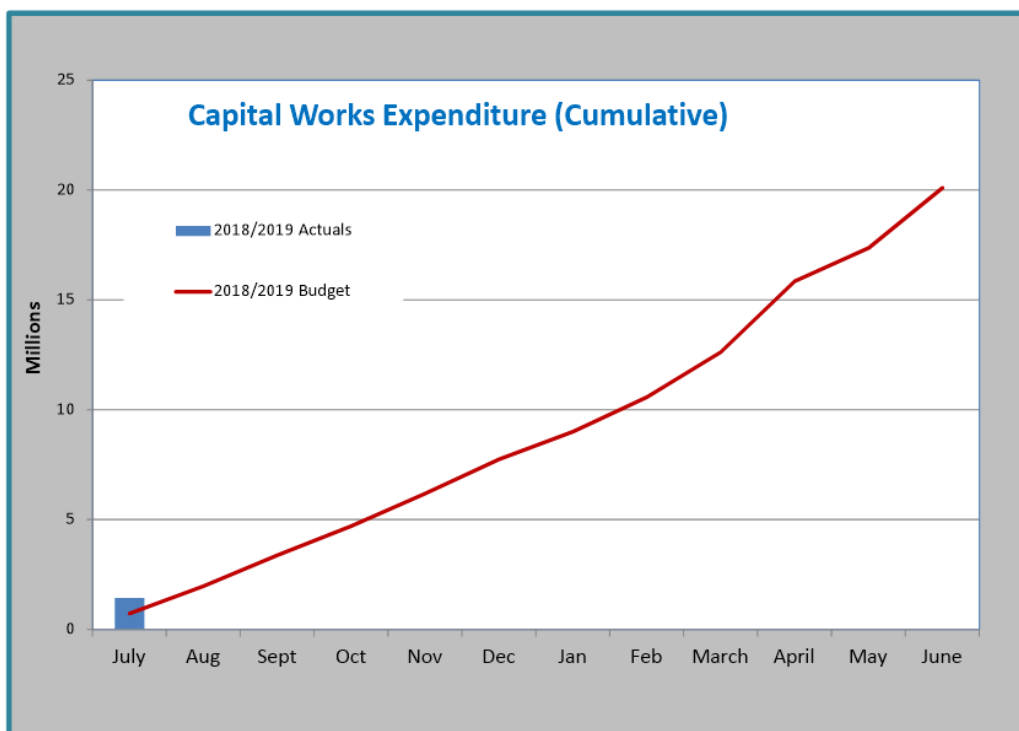
LOCKYER VALLEY REGIONAL COUNCIL
Statement of Cash Flows
For the period ended 31 July, 2018

	2018-2019 Full Year Budget	2018-2019 YTD Actuals
<u>Cash flows from operating activities:</u>		
<u>Receipts</u>		
Receipts from customers	54,260,000	1,772,791
Dividend received	-	-
Interest received	1,370,000	79,803
<u>Payments</u>		
Payments to suppliers and employees	(41,410,000)	(5,540,403)
Interest expense	(1,210,000)	-
Net cash inflow (outflow) from operating activities	13,000,000	(3,687,809)
<u>Cash flows from investing activities:</u>		
Capital grants, subsidies and contributions	3,100,000	345,051
Payments for property, plant and equipment	(20,080,000)	(1,443,252)
Payments for investment property	-	-
Net transfer (to) from cash investments	840,000	-
Proceeds from sale of property plant and equipment	1,240,000	151,850
Net cash inflow (outflow) from investing activities	(14,910,000)	(946,350)
<u>Cash flows from financing activities:</u>		
Repayment of borrowings	(1,480,000)	-
Proceeds from borrowings	-	-
Net cash inflow (outflow) from financing activities	(1,480,000)	-
Net increase (decrease) in cash and cash equivalents held	(3,390,000)	(4,634,159)
Cash and cash equivalents at beginning of the financial year	18,270,000	25,943,401
Cash and cash equivalents at end of the financial year	14,880,000	21,309,241

LOCKYER VALLEY REGIONAL COUNCIL

CAPITAL WORKS BY GROUP

Row Labels	Values		
	2018/2019 Budget	2018/2019 Actuals	Sum of PercentSpent
Corporate & Community Services	4,388,480	402,737	9.18%
Executive Office	435,000	2,963	0.68%
Infrastructure Works & Services	14,132,731	968,024	6.85%
Organisational Development & Planning	1,155,000	69,528	6.02%
Grand Total	20,111,211	1,443,252	7.18%



LOCKYER VALLEY REGIONAL COUNCIL
CAPITAL WORK SUMMARY
31st July, 2018

	2018-2019 Amended Budget	2018-2019 Expenditure	Committed	2018-2019 Expenditure (including Committed)	Remaining Budget (including Committed)
Corporate & Community Services					
Community Facilities Management	85,000	1,866	24,404	26,270	58,730
Disaster Management	150,000	0	53,654	53,654	96,347
Facilities	1,825,000	250,764	421,735	672,499	1,152,501
Information Management	100,000	0	0	0	100,000
Information Technology	1,388,000	15,931	152,309	168,240	1,219,760
Public Order & Safety	14,980	49,544	16,197	65,741	-50,761
SES	29,000	10,958	3,092	14,050	14,950
Transfer Stations	554,000	65,604	266,458	332,062	221,938
Gatton Child Care Centre	65,000	0	0	0	65,000
Waste Collection	30,000	0	0	0	30,000
Gatton Library	20,000	0	0	0	20,000
Kensington Grove Community Childcare	25,000	0	0	0	25,000
Health and Regulatory Services	102,500	8,071	0	8,071	94,429
Corporate & Community Services Total	4,388,480	402,737	937,849	1,340,586	3,047,894
Executive Office					
Regional Development Management	40,000	2,963	12,029	14,992	25,008
Staging Post Café	20,000	0	0	0	20,000
Tourism Initiatives	40,000	0	0	0	40,000
Legal Services	335,000	0	0	0	335,000
Executive Office Total	435,000	2,963	12,029	14,992	420,008
Infrastructure Works & Services					
Capital Program Delivery	10,523,422	855,965	817,932	1,673,897	8,849,525
Depot	30,000	0	0	0	30,000
Fleet	2,653,000	37,972	481,725	519,697	2,133,303
Parks & Open Spaces	614,459	49,781	77,082	126,863	487,596
Cemetery	311,850	11,108	38,600	49,708	262,142
NDRRA Program - Infrastructure Recovery	0	13,198	149,252	162,449	-162,449
Infrastructure Works & Services Total	14,132,731	968,024	1,564,590	2,532,615	11,600,116
Organisational Development & Planning					
Planning Scheme	1,085,000	61,202	74,401	135,603	949,397
Sport Recreation and Community Grants	70,000	6,743	0	6,743	63,257
Pest Management	0	1,582	40,917	42,499	-42,499
Organisational Development & Planning Total	1,155,000	69,528	115,318	184,845	970,155
Grand Total	20,111,211	1,443,252	2,629,786	4,073,037	16,038,174

LOCKYER VALLEY REGIONAL COUNCIL
CAPITAL WORKS DETAIL
31st July, 2018

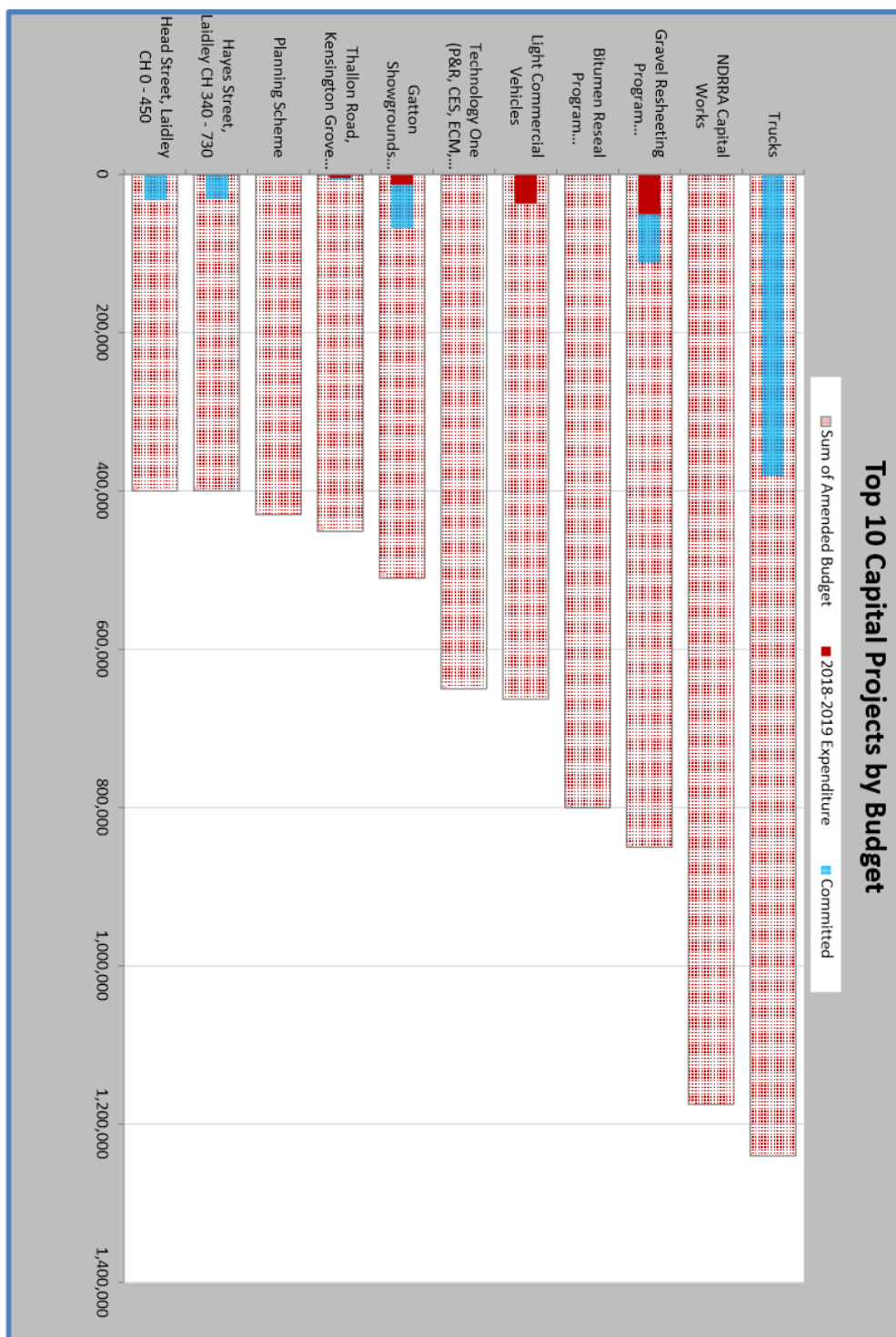
Row Labels	Amounts			2018-2019 Expenditure (including Committed)	Remaining Budget (including Committed)
	2018-2019 Budget	2018-2019 Expenditure	Committed		
Corporate & Community Services					
Community Facilities Management					
Implementation Sport & Recreation Report	50,000	0	0	0	50,000
Laidley Swimming Pool refurbishment	35,000	1,866	24,404	26,270	8,730
Community Facilities Management Total	85,000	1,866	24,404	26,270	58,730
Disaster Management					
Alert Forecaster Gauge Mulgowie	40,000	0	0	0	40,000
Flood Camera System Upgrade	70,000	0	28,468	28,468	41,532
Flood Intelligence System	10,000	0	0	0	10,000
Flood Mapping and Modelling L'yer Catchm	0	0	21,476	21,476	-21,476
Flooded Road Hot Spot Sensors	30,000	0	0	0	30,000
Waterride Flood Intelligence	0	0	3,710	3,710	-3,710
Disaster Management Total	150,000	0	53,654	53,654	96,347
Facilities					
Admin Building Fire Detection/Counter	0	24,407	0	24,407	-24,407
Blenheim Public Toilets	25,000	0	2,550	2,550	22,450
Buildings & Facilities Asset Replacement	221,000	0	0	0	221,000
Cochrane Street Units	20,000	0	0	0	20,000
Das Neumann Haus Kitchen upgrade	0	0	2,418	2,418	-2,418
Gatton Aquatic Centre Complex	25,000	0	5,200	5,200	19,800
Gatton Depot	65,000	0	5,000	5,000	60,000
Gatton North St Toilets Interior Refurb	0	266	5,701	5,967	-5,967
Gatton Shire Hall	100,000	0	0	0	100,000
Gatton Show Grounds Internal Roadworks	70,000	7,293	0	7,293	62,707
Gatton Showgrounds	25,000	0	22,727	22,727	2,273
Gatton Showgrounds Energy Reduction	510,000	12,871	55,253	68,124	441,876
Gatton Showgrounds Separate Metering	0	1,400	3,300	4,700	-4,700
Gatton Showgrounds Yellow Toilets Replac	0	7,466	0	7,466	-7,466
Helidon Community Hall Painting & Repair	0	0	3,300	3,300	-3,300
Indoor Sports Ctr LED Light & Cooling	0	82,693	19,091	101,783	-101,783
Laidley Admin Building Refurbishment	0	406	217	623	-623
Laidley Community Centre	30,000	0	0	0	30,000
Laidley Pioneer Village Upgrades	50,000	0	0	0	50,000
Laidley Pound Fencing Drainage & Repairs	0	4,375	8,636	13,011	-13,011
LCC Install air handling system	100,000	0	67,866	67,866	32,134
LCC Replace Curtains & PA System	0	21,750	0	21,750	-21,750
Lions Park Laidley Replace Toilet Block	0	49,095	11,945	61,040	-61,040
Lockyer Valley Equestrian Centre	50,000	0	0	0	50,000
Lockyer Valley Indoor Sports Centre	55,000	0	0	0	55,000
LV Cultural Centre Tile Replacement	0	141	40,309	40,450	-40,450
Multiple Venues - Solar Initiatives	250,000	10,155	0	10,155	239,845
Murphys Ck Comm Centre Painting & Repair	9,000	0	0	0	9,000
Office Accommodation Review	30,000	0	0	0	30,000
Shire Hall Basement Exit/Fire Detection	0	975	282	1,257	-1,257
Static Safety Lines Various Facilities	30,000	0	0	0	30,000
Vets Support Laidley Disabled Carpark	0	0	1,200	1,200	-1,200
Withcott Sport Centre Sewerage	20,000	0	0	0	20,000
Withcott Toilet Block	0	27,471	165,540	193,011	-193,011
Workshop & Store Electrical Switchboard	140,000	0	1,200	1,200	138,800
Facilities Total	1,825,000	250,764	421,735	672,499	1,152,501
Information Management					
Records Relocation	100,000	0	0	0	100,000
Information Management Total	100,000	0	0	0	100,000
Information Technology					
Cyber Security	100,000	0	0	0	100,000
Data Centre Upgrades	50,000	0	0	0	50,000
Digital Signatures	50,000	0	0	0	50,000
GIS Enhancement	50,000	7,840	20,945	28,785	21,215
Implement BCP Functionality	50,000	0	0	0	50,000
Implementation of Live Pro System	0	0	1,526	1,526	-1,526
LVCC Audio Visual	30,000	0	0	0	30,000
LVCC Point of Sale	20,000	0	13,455	13,455	6,545

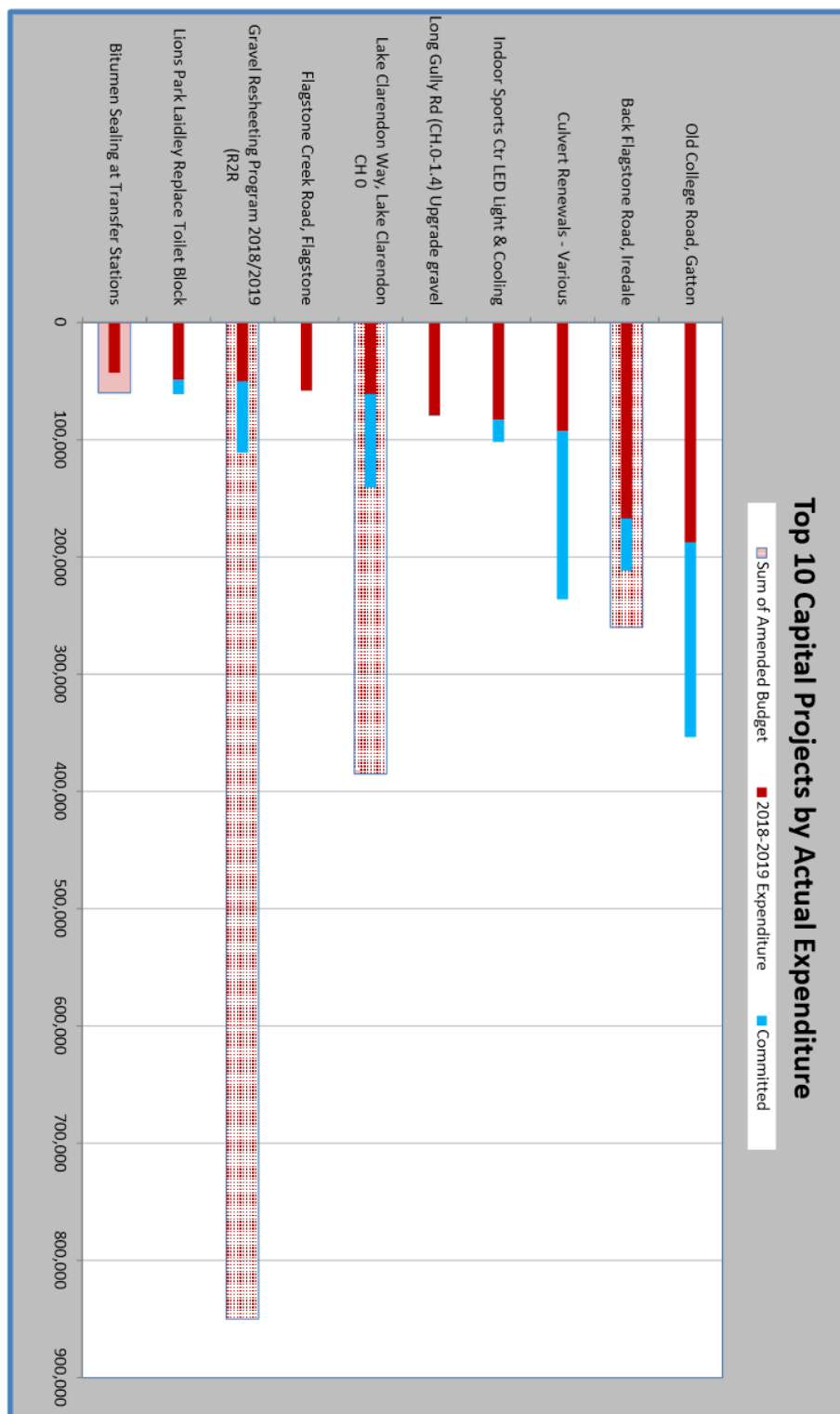
Row Labels	Amounts		Committed	2018-2019 Expenditure (including Committed)	Remaining Budget (including Committed)
	2018-2019 Budget	2018-2019 Expenditure			
Network Cabinets & Cabling	20,000	0	0	0	20,000
Network Perimeter Security (Firewalls)	75,000	0	0	0	75,000
Network Upgrades & Replacements	0	2,447	0	2,447	-2,447
Printers/Scanners Renewal	60,000	0	0	0	60,000
Skype for Business	20,000	0	0	0	20,000
Switches Renewal	63,000	0	0	0	63,000
Technology One (P&R, CES, ECM, IntraMaps	650,000	0	0	0	650,000
Technology One 'One Council' Project	0	2,414	116,384	118,798	-118,798
Upgrade MS Office	50,000	0	0	0	50,000
UPS Renewal	25,000	0	0	0	25,000
Website Upgrade	50,000	0	0	0	50,000
Wireless Access Points	25,000	0	0	0	25,000
Wireless Network Secured	0	3,229	0	3,229	-3,229
Information Technology Total	1,388,000	15,931	152,309	168,240	1,219,760
Public Order & Safety					
Das Neumann Haus CCTV	4,980	0	4,527	4,527	453
Gatton CCTV Project	0	22,539	0	22,539	-22,539
Laidley CCTV Project	0	0	11,106	11,106	-11,106
Mobile Body CCTV Cameras for Staff	0	27,004	0	27,004	-27,004
Renewal of CCTV Equipment in Laidley	0	0	564	564	-564
Unidentified CCTV Works	10,000	0	0	0	10,000
Public Order & Safety Total	14,980	49,544	16,197	65,741	-50,761
SES					
Gatton SES Driveway Improvement	10,000	0	0	0	10,000
Laidley SES Floor Coverings	14,000	0	0	0	14,000
SES Buildings Roller Door Auto Mechanism	0	7,865	0	7,865	-7,865
SES Buildings Roof Ventilation	5,000	3,092	3,092	6,185	-1,185
SES Total	29,000	10,958	3,092	14,050	14,950
Transfer Stations					
Bitumen Sealing at Transfer Stations	60,000	42,810	0	42,810	17,190
Digital Camera Replacement for 3 sites	30,000	0	0	0	30,000
Driveway Entrance Repairs to Lock Waters	0	1,083	684	1,767	-1,767
Gatton - Weighbridge Platform/ramp	25,000	0	5,715	5,715	19,285
Gatton and Laidley - Telemetry	50,000	0	0	0	50,000
Gatton and Laidley Sites Landscaping	15,000	0	4,180	4,180	10,820
Gatton Landfill EHP Compliance	0	18,003	146,254	164,256	-164,256
Gatton Plant shed	10,000	0	0	0	10,000
Gatton Site Sedimentation Dam	9,000	0	0	0	9,000
Laidley Landfill Capping Works	0	0	6,177	6,177	-6,177
Laidley Waste Facility - Shed	75,000	0	2,373	2,373	72,627
Oil buildings	10,000	0	0	0	10,000
Pest (weeds & fireants) washdown provisi	70,000	0	0	0	70,000
Transfer Station Capping	0	3,709	0	3,709	-3,709
Transfer Stations Landscaping	20,000	0	0	0	20,000
Waste Disposal Sites Survey and Fencing	35,000	0	0	0	35,000
Waste management signage review & replac	15,000	0	0	0	15,000
Waste Transfer Station for improved comp	130,000	0	5,075	5,075	124,925
Water Pump & Reticulation System Gatton	0	0	96,000	96,000	-96,000
Transfer Stations Total	554,000	65,604	266,458	332,062	221,938
Gatton Child Care Centre					
Gatton Child Care Centre	45,000	0	0	0	45,000
Landscaping	10,000	0	0	0	10,000
Replace all internal & child proof gates	5,000	0	0	0	5,000
Update Children's equipment	5,000	0	0	0	5,000
Gatton Child Care Centre Total	65,000	0	0	0	65,000
Waste Collection					
Laidley Levy/Garbage Truck Turnarounds	30,000	0	0	0	30,000
Waste Collection Total	30,000	0	0	0	30,000
Gatton Library					
Gatton Library Redevelopment	20,000	0	0	0	20,000
Gatton Library Total	20,000	0	0	0	20,000
Kensington Grove Community Childcare					
Kensington Grove Child Care	5,000	0	0	0	5,000
Refurbish and Paint interior & exterior	15,000	0	0	0	15,000
Update childrens furniture & outdoor equi	5,000	0	0	0	5,000
Kensington Grove Community Childcare Total	25,000	0	0	0	25,000
Health and Regulatory Services					
Dog Off Leash Area(s)	50,000	4,644	0	4,644	45,356
LVRAC Animal Management Facility	20,000	3,426	0	3,426	16,574

Row Labels	Amounts		Committed	2018-2019 Expenditure (including Committed)	Remaining Budget (including Committed)
	2018-2019 Budget	2018-2019 Expenditure			
Security fencing for dog runs	7,500	0	0	0	7,500
Shade Shelters for Cattle Yards	10,000	0	0	0	10,000
Upgrade Gate	15,000	0	0	0	15,000
Health and Regulatory Services Total	102,500	8,071	0	8,071	94,429
Corporate & Community Services Total	4,388,480	402,737	937,849	1,340,586	3,047,894
Executive Office					
Regional Development Management					
Entry Statements	40,000	0	0	0	40,000
Lockyer Legends	0	0	11,324	11,324	-11,324
Pre-sale Activities Grantham West	0	363	705	1,068	-1,068
Upgrade to Water Infrastructure Hawck St	0	2,600	0	2,600	-2,600
Regional Development Management Total	40,000	2,963	12,029	14,992	25,008
Staging Post Café					
Roadside Signage for whole of complex	20,000	0	0	0	20,000
Staging Post Café Total	20,000	0	0	0	20,000
Tourism Initiatives					
Event Promotion Stands and Props	40,000	0	0	0	40,000
Tourism Initiatives Total	40,000	0	0	0	40,000
Legal Services					
Property Management & Disposal Strategy	335,000	0	0	0	335,000
Legal Services Total	335,000	0	0	0	335,000
Executive Office Total	435,000	2,963	12,029	14,992	420,008
Infrastructure Works & Services					
Capital Program Delivery					
Airforce Road culvert and approaches (TI	313,530	0	0	0	313,530
Back Flagstone Road, Iredale	260,000	167,190	44,357	211,547	48,453
Bitumen Reseal Program 2018/2019 - Vari	800,000	0	0	0	800,000
Bitumen Reseal Program Various 17/18	0	0	1,263	1,263	-1,263
Black Spot Project (funding not announce	150,000	0	0	0	150,000
Blanchview Road Signage, Blanchview	20,000	0	0	0	20,000
Blanchview Road, Blanchview	0	3,998	2,507	6,505	-6,505
Blanchview Road/Nuttals Road, Blanchview	67,300	0	0	0	67,300
Blanchview Road/O'Neils Road, Withcott	82,000	0	0	0	82,000
Bridge - minor remedial works	90,000	0	0	0	90,000
Centenary Park, Gatton	83,000	0	0	0	83,000
Cooper Street, Laidley	120,000	0	0	0	120,000
Culvert Renewals - Various	0	92,687	143,346	236,033	-236,033
Dolleys Road Upgrade	240,000	0	0	0	240,000
Dolleys Road, Blanchview	27,500	0	0	0	27,500
Drainage works - Tew Ct and Rogers Drive	50,000	0	0	0	50,000
Drainage works - White Gums Road, Hatton	80,000	0	0	0	80,000
Edward Street, Laidley CH 0 - 270	290,000	325	29,727	30,053	259,947
Flagstone Creek Road, Flagstone	0	57,983	0	57,983	-57,983
Flagstone Creek State School	0	1,991	2,853	4,844	-4,844
Forestry Road Bridge	130,000	0	0	0	130,000
Gaul Street, Gatton CH 0 - 300	350,000	557	37,475	38,033	311,967
Gehrke Hill Road, Summerholm CH 100 - 10	350,000	0	0	0	350,000
Gehrke Road/Rons Road, Glenore Grove	167,000	1,477	0	1,477	165,523
Golf Links Drive, Gatton, signs and line	17,500	0	0	0	17,500
Gravel Resheeting Program 2018/2019 (R2R	850,000	50,327	60,637	110,965	739,035
Guardrail Renewals 2018/2019	45,000	0	0	0	45,000
Hannant Road, Kensington Grove	100,000	0	33,770	33,770	66,230
Harm Dr/Lake Clarendon Rd Black Spot Pro	0	14,673	0	14,673	-14,673
Hayes Street, Laidley CH 340 - 730	400,000	312	30,641	30,953	369,047
Head Street, Laidley CH 0 - 450	400,000	0	32,001	32,001	367,999
Hickey Street, Gatton	390,000	7,744	0	7,744	382,256
Jordan Street, Gatton CH 0 - 150	210,000	3,454	7,708	11,162	198,838
Kerb and Channel Rehabilitation Program	290,000	31,079	890	31,969	258,031
Laidley Flood Mitigation, Laidley	0	5,648	14,995	20,643	-20,643
Laidley State High School, Laidley	100,000	0	273	273	99,727
Lake Clarendon Way (TIDS)	150,000	0	0	0	150,000
Lake Clarendon Way, Lake Clarendon CH 0	385,000	61,047	79,631	140,677	244,323
Lake Clarendon Way/Lake Clarendon Road	24,000	2,462	0	2,462	21,538
Liftin Bridge-Black Spot Project 17/18	0	0	7,198	7,198	-7,198
Lockyer Valley District School, Gatton	100,000	0	0	0	100,000
Long Gully Rd (CH 0-1.4) Upgrade gravel	0	79,298	346	79,644	-79,644

Row Labels	Amounts		Committed	2018-2019 Expenditure (including Committed)	Remaining Budget (including Committed)
	2018-2019 Budget	2018-2019 Expenditure			
Mountain Road, Summerholm	150,000	0	0	0	150,000
Mountain View Drive, Hatton Vale	14,500	0	0	0	14,500
NDRRA Capital Works	1,175,000	0	0	0	1,175,000
Old College Road, Gatton	0	187,595	166,073	353,668	-353,668
Old Toowoomba Road, Placid Hills	19,000	0	0	0	19,000
O'Neil's Road, Withcott	0	14,534	18,941	33,474	-33,474
Peters Street, Gatton	240,000	1,453	38,306	39,759	200,241
Princess Street road pavement, Gatton	250,000	1,398	31,979	33,377	216,623
Railway crossings safety improvements	30,000	0	0	0	30,000
Railway Street Gatton town lighting	105,000	0	0	0	105,000
Rockmount Rd/Sawpit Gully Rd/Stockyard	18,500	0	0	0	18,500
Rockmount Road/Walkers Road, Rockmount	67,500	0	0	0	67,500
Seventeen Mile Rd (Ch. 0.0-0.9)	0	26,711	0	26,711	-26,711
Spencer Street Shared Pathway Upgrade -	198,000	0	0	0	198,000
Spencer/William Street, Gatton	0	23,366	5,100	28,466	-28,466
Stevens Road, upgrade and bitumen seal o	150,000	0	0	0	150,000
Stormwater improvements, Gatton	250,000	0	0	0	250,000
Summerholm Road, Summerholm	100,000	0	10,400	10,400	89,600
Thallon Road, Kensington Grove CH 2700 -	450,892	4,148	3,682	7,830	443,062
Urban stormwater drain inlet protection	40,000	0	0	0	40,000
Vehicle Activated Signs Road Safety PJ	0	10,113	13,834	23,946	-23,946
Wandin Road, Withcott - CH 170 -300	0	3,578	0	3,578	-3,578
William St footpaths, Gatton	20,000	0	0	0	20,000
William Street/Smith Street, Gatton	20,000	0	0	0	20,000
Woodlands Rd/ Pitt Rd/Forest Hill Blenhe	35,000	0	0	0	35,000
Woodlands Road, Woodlands	58,200	816	0	816	57,384
Capital Program Delivery Total	10,523,422	855,965	817,932	1,673,897	8,849,525
Depot					
Gatton Depot Quarry Bays	20,000	0	0	0	20,000
Loose Tools & Equipment	10,000	0	0	0	10,000
Depot Total	30,000	0	0	0	30,000
Fleet					
Crane Mechanism in Workshop	15,000	0	0	0	15,000
Earthmoving	250,000	0	0	0	250,000
Light Commercial Vehicles	663,000	36,970	0	36,970	626,030
Mowers	164,000	1,002	1,178	2,180	161,820
Passenger Vehicles	296,000	0	99,156	99,156	196,844
Trailers	25,000	0	0	0	25,000
Trucks	1,240,000	0	381,391	381,391	858,609
Fleet Total	2,653,000	37,972	481,725	519,697	2,133,303
Parks & Open Spaces					
6 Elizabeth Street, Withcott	10,000	0	0	0	10,000
Centenary Park	4,050	0	0	0	4,050
Centenary Park Lighting	83,000	0	0	0	83,000
Forest Hill Place	10,000	0	0	0	10,000
Fred Gillam Park Play Equipment	7,000	2,369	0	2,369	4,631
Gatton Revitalisation - various	49,500	0	0	0	49,500
Hatton Vale Park Concept and Design	60,000	5,000	0	5,000	55,000
Jean Biggs Park, Withcott	21,000	13,255	0	13,255	7,745
Laidley CC Bichel Oval Earth Drain Const	0	6,525	0	6,525	-6,525
Laidley Recreation Reserve bollard repla	49,000	9,103	0	9,103	39,897
Lake Apex - upgrade of steps	27,500	0	0	0	27,500
Lake Apex fingerboard signage	8,800	0	0	0	8,800
Lake Apex Pk Irrigation & Landscaping	0	3,606	0	3,606	-3,606
Lake Apex Shelter, Gatton	19,800	0	0	0	19,800
Lake Apex Skate Bowl Carpark	0	3,893	0	3,893	-3,893
Lake Apex Storage Shed	4,950	0	990	990	3,960
Lake Apex Tree Planting	4,400	0	0	0	4,400
Lions Park irrigation renewal, Laidley	16,500	0	0	0	16,500
Lions Park, Laidley - install bollards	62,390	0	0	0	62,390
M/Creek Cricket Grnd Renewal of Seating	8,500	6,030	381	6,411	2,089
Murphys Creek Cricket Ground fence	30,000	0	6,160	6,160	23,840
Park Structure Assessment	16,500	0	0	0	16,500
Plainland roundabout landscaping upgrade	75,000	0	0	0	75,000
Ropehill Community Centre	0	0	54,481	54,481	-54,481
Rotary Park BBQ Shelter	4,400	0	3,865	3,865	535
Rotary Park BBQ, Gatton	10,169	0	4,443	4,443	5,726

Row Labels	Amounts		Committed	2018-2019 Expenditure (including Committed)	Remaining Budget (including Committed)
	2018-2019 Budget	2018-2019 Expenditure			
Springbrook Park bollard installation	32,000	0	0	0	32,000
Zabel Road Lockrose Dip Site Rehabilitat	0	0	6,761	6,761	-6,761
Parks & Open Spaces Total	614,459	49,781	77,082	126,863	487,596
Cemetery					
Gatton Cemetery Expansion Works	275,000	0	38,600	38,600	236,400
Gatton Cemetery Seating	7,700	4,604	0	4,604	3,096
Laidley Cemetery Garden & Fence Removal	0	4,233	0	4,233	-4,233
Laidley Columbarium	29,150	2,271	0	2,271	26,879
Cemetery Total	311,850	11,108	38,600	49,708	262,142
NDRRA Program - Infrastructure Recovery					
NDRRA Works 2017 - East Haldon Bettermen	0	0	575	575	-575
NDRRA Works 2017 - Submission 1	0	748	3,772	4,521	-4,521
NDRRA Works 2017 - Submission 4	0	10,000	57,707	67,707	-67,707
NDRRAProgram Management 2017 Flood Event	0	2,450	87,197	89,647	-89,647
NDRRA Program - Infrastructure Recovery Total	0	13,198	149,252	162,449	-162,449
Infrastructure Works & Services Total	14,132,731	968,024	1,564,590	2,532,615	11,600,116
Organisational Development & Planning					
Planning Scheme					
Cooper St Mitigation	100,000	0	0	0	100,000
Engineering (not included in expert repo)	60,000	0	0	0	60,000
Flood investigations	75,000	0	0	0	75,000
Flood modelling - DM & planning	45,000	0	0	0	45,000
Flood Modelling - DM & planning - LTPS	50,000	0	0	0	50,000
Flood Modelling - DM & planning - thorn	50,000	0	0	0	50,000
LGIP Prepare Infrastructure Plan	50,000	18,583	40,062	58,645	-8,645
Master Planning - future urban - gatton	75,000	0	0	0	75,000
Plainland Stucture Planning	50,000	0	0	0	50,000
Planning Scheme	430,000	0	0	0	430,000
Planning Scheme Revision LVRC	0	42,619	34,339	76,958	-76,958
Scheme feedback/BRFS Phase 4 - local flo	100,000	0	0	0	100,000
Planning Scheme Total	1,085,000	61,202	74,401	135,603	949,397
Sport Recreation and Community Grants					
Master Plans R'Hill, Springbrook & AFL	0	6,743	0	6,743	-6,743
Purchase of new wide area mower	70,000	0	0	0	70,000
Sport Recreation and Community Grants Total	70,000	6,743	0	6,743	63,257
Pest Management					
Spray Unit Collection Shed	0	1,581	40,917	42,498	-42,498
Upgrade Animal Traps	0	1	0	1	-1
Pest Management Total	0	1,582	40,917	42,499	-42,499
Organisational Development & Planning Total	1,155,000	69,528	115,318	184,845	970,155
Grand Total	20,111,211	1,443,252	2,629,786	4,073,037	16,038,174







<p>ORDINARY COUNCIL MEETING MINUTES 22 AUGUST 2018</p>

13.0 INFRASTRUCTURE WORKS AND SERVICES REPORTS

No Infrastructure Works & Services Reports.

14.0 ITEMS FOR INFORMATION

No Information Items.

15.0 CONFIDENTIAL ITEMS

No Confidential Items.

16.0 MEETING CLOSED

There being no further business, the meeting closed at 10:24am