



REGIONAL COUNCIL

ORDINARY MEETING OF COUNCIL

AGENDA

24 APRIL 2019

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1. MEETING OPENED

2. LEAVE OF ABSENCE

No Leave Of Absence

3. CONDOLENCES/GET WELL WISHES

3.1 Condolences/Get Well Wishes

Date: 15 April 2019

Author: Kerri MacMahon, Executive Coordinator, Mayor and Deputy Mayor

Responsible Officer: Ian Church, Chief Executive Officer

Officer's Recommendation:

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

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

4.1 Declaration of Material Personal Interest on any Item of Business

Pursuant to section 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.

5. MAYORAL MINUTE

No Mayoral Minute

6. CONFIRMATION OF MINUTES

6.1 Confirmation of Ordinary Meeting Minutes 10 April 2019

Date: 15 April 2019
Author: Ian Church, Chief Executive Officer
Responsible Officer: Ian Church, Chief Executive Officer

Officer's Recommendation:

THAT the Minutes of the Ordinary Meeting of Lockyer Valley Regional Council held on Wednesday 10 April 2019 be taken as read and confirmed.

7. BUSINESS ARISING FROM MINUTES

No Business Arising from Minutes

8. COMMITTEE REPORTS

No Receival of Committee Reports as Minutes

9. DEPUTATIONS/PRESENTATIONS

No Deputations/Presentations

10. EXECUTIVE OFFICE REPORTS

10.1 Operational Plan 2018-19 Quarterly Performance Report, March 2019

Date: 16 April 2019

Author: Madonna Brennan, Governance and Strategy Advisor

Responsible Officer: Ian Church, Chief Executive Officer

Summary:

This report provides a summary of the performance against the 2018-19 Operational Plan for the period 1 January 2019 to 31 March 2019 (third quarter).

Officer's Recommendation:

THAT Council receive the third quarter performance update on the 2018-19 Operational Plan for the period 1 January 2019 to 31 March 2019 as attached to this report.

Report

1. Introduction

Council adopted its 2018-19 Operational Plan with its Annual Budget for the 2018-19 financial year on 5 June 2018 and has a statutory obligation to report on the progress of the Operational Plan on at least a quarterly basis. The Operational Plan captures key projects and priorities for the 2018-19 financial year to ensure Council delivers the outcomes and commitments of the Corporate Plan 2017-2022.

2. Background

The 2018-19 Operational Plan was prepared in response to achieving the outcomes of the Corporate Plan 2017-2022. The development process was undertaken in conjunction with the 2018-19 budget process in consultation with key Council staff responsible for the delivery of the strategies. This report outlines activities that have been completed or progressed during the financial year to date.

3. Report

Included with this report is the third quarter performance update, which reports on the achievements to 31 March 2019 on each of the strategies, identified in the 2018-19 Operational Plan. Each strategy has a key performance indicator, the progress of which is measured against budget, timing, scope and risk. A summary of performance to 31 March 2019 against each key Operational Plan theme is as follows:

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	Lockyer Community	Lockyer Bus, Farm & Live	Lockyer Nature	Lockyer Planned	Lockyer Leadership & Council
Total Initiatives for 2017/18	14	8	8	18	26
Timing of Delivery					
On Time	13	8	5	10	
Re-scheduling Expected	0	0	3	6	6
At Risk of Deferral	0	0	0	1	1
To Be Deferred	0	0	0	1	2
Completed	1	0	0	0	1
Scope of Works					
Benefits to be achieved	12	8	8	15	18
Benefits @ Risk	2	0	0	2	7
Benefits in Doubt	0	0	0	1	1
Risk Management					
No Concerns	13	5	6	11	14
Concerns being addressed	1	3	2	6	12
Significant Risk Experienced	0	0	0	1	0

A change in responsibility has occurred for delivering strategy numbers 1.4.1 and 1.4.2, these strategies are to deliver the initiatives of the sport and rec plan and the community grants program. The responsibility will now lie with the Executive Office and has occurred as a result of the transfer of the Sport, Recreation and Community Grant Officer Role to the Marketing, Communication and Engagement Team. This change will be reflected in reporting from the fourth quarter onwards.

4. Policy and Legal Implications

Section 174(3) of the *Local Government Regulation 2012* requires the Chief Executive Officer to present a written assessment of local government's progress towards implementing the annual Operational Plan at meetings of the local government. These reports are required to be made at regular intervals of not more than three months. This report presents the third quarterly performance report on the 2018-19 Operational Plan.

5. Financial and Resource Implications

The financial performance of each key Operational Plan Theme provides an indication on the progress of initiatives or of constraints in delivering outcomes for the 2018-19 Operational Plan.

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A summary of financial performance against key Operational Plan themes for the third quarter is set out in the following tables:

	Lockyer Community	Lockyer Bus, Farm & Live	Lockyer Nature	Lockyer Planned	Lockyer Leadership & Council
Total Initiatives for 2017/18	14	8	8	18	26
Within Operational Allocation	5	1	1	6	17
Budget on Track	8	7	5	9	7
Budget Underspent	0	0	2	0	2
Budget Overspent	1	0	0	3	0

Theme	Operating Revenue		Operating Expense		Capital Revenue		Capital Expense	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Lockyer Community	932,560	551,688	3,807,976	3,021,267	4,980	154,528	793,480	228,990
Lockyer Bus, Farm & Live	2,236,234	1,533,140	4,290,953	3,249,298			150,000	4,859
Lockyer Nature	621,969	486,546	1,749,170	873,336			95,000	54,994
Lockyer Planned	13,874,483	12,087,386	17,929,516	13,216,815	3,985,329	1,534,207	19,805,247	11,527,797
Lockyer Lead & Council	41,257,019	35,304,737	28,902,385	20,433,902	969,691	136,901	5,940,021	2,654,249
Total	58,922,265	49,963,498	56,680,000	40,794,618	4,960,000	1,825,636	26,783,748	14,470,890

6. Delegations/Authorisations

No delegations are required for this report and existing authorities are appropriate for the delivery of the 2018-19 Operational Plan outcomes

7. Communication and Engagement

The significant achievements of the 2018-19 Operational Plan are regularly reported through Corporate Communications and media channels. The third quarter performance report on the 2018-19 Operational Plan will be published on Council's website.

8. Conclusion

Quarterly reporting against the 2018-19 Operational Plan is a statutory requirement and informs Council and the community on the performance of Council against yearly programs and activities in line with the Corporate Plan 2017-2022.

9. Action/s

1. Publish on Council's website.
2. Publish on the Big Tin Can Hub.

Attachments

- 1 [!\[\]\(c33cb967c8fc4f5e27188a389b621c8e_img.jpg\)](#) 2018-19 Operational Plan Third Quarter Performance Report 18 Pages

Lockyer Community: Our healthy community welcomes the spirited diversity found within our region. Times of hardship highlight our resilience. Our high standards support our quality of life and vibrancy while providing a dynamic and safe place full of opportunity. We strive to build on who we are and all that our region has to offer by connecting business, the community and government.

1.1 A Community with fair and reasonable access to services

Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators			Third Quarter Progress Comments
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	
1.1.1	Work with a wide range of stakeholders and the community to increase accessibility to human and social services	Delivery development and engagement activities	Number of activities delivery and feedback provided	Monthly report	Executive Office	P1 - Political R1 - Regulation and Goodwill	2018/19	On Time	Within Operational Allocation	Benefits to be Achieved No Concerns	A number of workshops were held this quarter including Grant Writing. Officers worked with stakeholders to develop individual referrals covering issues including child protection, mental health and homelessness services. During the last quarter there has been an increase in referral services for homelessness. This is in part due to the OPS being more active in moving people on from areas within the region. The OPS has been successful in securing a number of community referrals which are now being delivered to over 400 email addresses.
1.1.2	Provision and use of child care services Implement agreed child care review outcomes	Enrolment numbers at child care centres Agreed review outcomes implemented	Centres operating at a minimum of 75% capacity 100% of agreed review outcomes implemented	Enrolment numbers at child care centres Review documentation	Corporate and Community Services	BC1 - Business Continuity and Systems FC1 - Financial and Economic	2018/19	On Time	Within Operational Allocation	Benefits to be Achieved Concerns being addressed	Enrolments for Galton Centre has increased by 10% this quarter to 70% and slowly rising. Kennington Grove enrolments remain static at 20%. Council Officers continue to work through the outcomes of the Child Care Review.

1.2 Council optimises the use of its open spaces and facilities by improving access to and the quality of the facilities for individuals and groups for cultural, recreational and community activities.

Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators				Third Quarter Progress Comments
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
1.2.1	Review Public Parks Strategy document to develop an investment plan for the region's parks and gardens	Prepare a fully costed investment plan	Investment Plan adopted by Council	Strategy document Council business papers	Infrastructure Works and Services	IA1 - Infrastructure and Assets	2018/19	On Time	Budget Overrun	Benefits to be Achieved	No Concerns	Public Parks Strategy on track with community consultation currently underway. Whilst this is occurring, work on draft strategy is being undertaken. Review of the current Park network has been completed. This consultancy engagement is above the budgeted amount, however will be covered by under spend in the other capital projects within the Business Unit.
1.2.2	Library services for the community are optimised by : - Providing activities for all ages - Collections that meet the needs of the community - Enhance use of self service - The implementation of the remaining agreed outcomes from the Library Review	Increase in use of library services Increase in use of self service Remaining review outcomes implemented	5% increase in annual visitors to library 5% increase in active library membership 15% increase in self service 100% of the remaining review outcomes implemented	Visitor counter, activity booking system & Sysplus, library management system	Corporate and Community Services	BC1 - Business Continuity and Systems R1 - Reputation and Goodwill	2018/19	On Time	Budget On Track	Benefits at Risk	No Concerns	For the 3rd quarter, self-service loans is at 83%, which is a sustainable increase and higher than we had expected. Staff continuing to encourage customers to continue with self-service. With access to unauthenticated WiFi, new library membership had decreased overall however active members has increased by 5% in the last quarter. Our self-service loaned of the library is at 83%. Due to the increase in library visitors by 5% is doubtful at this stage. Despite an increase in visitors this quarter, it is only by 1%. There could be several factors including less backpackers in the region due to the weather and having some larger events in the Cultural Centre. Eight of the review outcomes have now been completed or moved to an ongoing phase. The final two review outcomes have now been completed or moved to an ongoing phase. The final two review outcomes have now been completed or moved to an ongoing phase. The final two review outcomes have now been completed or moved to an ongoing phase. The final two review outcomes have now been completed or moved to an ongoing phase. The final two review outcomes have now been completed or moved to an ongoing phase. 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1.3 Enhanced wellbeing and safety of the community.												
Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators				Third Quarter Progress Comments
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
1.3.1	Monitor food safety compliance across the region	All food premise licences renewed and inspected and new food premise licences issued	100% of licences renewed and inspected and 100% compliance	Food licence records	Corporate and Community Services	LCL1 - Legal Compliance and Liability EC1 - Environmental and Community F2 - Financial and Economic	2018/19	Completed	Budget On Track	Benefits to be Achieved	No Concerns	170 food licence renewals issued in September with 100 % paid. 100% annual inspections completed. Additionally re-inspections have also been undertaken.
1.3.2	Maintain animal management practices and standards within the community - Undertake annual dog survey - Deliver a dog off leash area	Undertake animal management compliance activities in line with Council policy and laws (State and local) Complete annual survey Develop and construct a dog off leash area	Compliance with animal management policies and local laws Decrease in number of unregistered dogs Dog off leash area completed for use	Customer Requests Imposing of records Audit program	Corporate and Community Services	LCL1 - Legal Compliance and Liability EC1 - Environmental and Community F2 - Financial and Economic	2018/19	On Time	Within Operational Allocation	Benefits to be Achieved	No Concerns	Customer Requests being addressed in a timely manner. Currently 7771 dogs registered for 2018-2019 (102.5% of 2017 - 2018) Selective inspection program for dog registration (Council inspection 12/09/2018) recommended for 2019. Gordon Off leash dog park - Subordinate local law gazetted 2/2/2019. Off leash park completed with official opening set for 14/4/2019.
1.3.3	Provision of building and plumbing certification assessment and building and plumbing regulatory compliance	Undertake plumbing and building assessments and inspections in accordance with the statutory requirements	100% of applications approved and issued or better than Building and Plumbing statutory timeframes	Technique Building and plumbing records	Organisational Development and Planning	LCL1 - Legal Compliance and Liability	2018/19	On Time	Within Operational Allocation	Benefits to be Achieved	No Concerns	Plumbing and Building assessments continue to be undertaken. 44 of 102 Customer requests received by Plumbing and Building were complaints of non compliance, these complaints are managed by Risk and actioned accordingly.
1.3.4	Improve flood warning capability by expansion and improvement of flood modelling across the region	Deliver flood modelling which complies with existing legislation and is ready able to be introduced into existing software	Completion of flood modelling to enable more accurate predictions during inundation events	Council's "watermark" system	Corporate and Community Services	EC1 - Environmental and Community P1 - Political	2018/19	On Time	Budget On Track	Benefits to be Achieved	No Concerns	Watermark system has been augmented by adding new data. Staff have undertaken training.
1.3.5	Ensure flood warning and intelligence infrastructure is serviceable and maintained to ensure reliability through regular preventative routine maintenance	Duration to flood intelligence system, monitored and recorded Critical outages are reported to contractor within 24 hours	Infrastructure anomalies to be rectified as soon as practicable	Unscheduled maintenance activity monitored and recorded	Corporate and Community Services	IA1 - Infrastructure and Assets BC1 - Business Continuity & Systems	2018/19	On Time	Budget On Track	Benefits to be Achieved	No Concerns	Field based infrastructure is proving to be reliable. Issues and anomalies are rectified as per expectations. Infrastructure is undergoing continuous improvement.

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

Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators				Third Quarter Progress Comments
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
1.4.1	Implement the following initiatives of the Sport and Recreation Plan - Support local clubs and associations with their facilities by providing opportunities to enable them to obtain external funding - Support local clubs and association to identify suitable facilities that meet their needs - Assist sporting groups to implement recommendations from their site specific master plans	Deliver identified initiatives of the Sport and Recreation Plan	All identified initiatives delivered	Successful grant applications Facilities identified	Organisational Development and Planning Services	R1 - Reputation and Goodwill P1 - Political	2018/19	On Time	Budget On Track	Benefits to be Achieved	No Concerns	<ul style="list-style-type: none">Assistance provided through Sport, Recreation and Community Grants Officer in securing external grant funding through State and Federal Government for lighting projects at Chilli Park.Tender for the Female Facilities funded by the State Government has been advertised and the lighting upgrade of Chilli Park are to be installed and constructed commenced in the final quarter.Council is in the process of securing a permanent water supplier for Springbrook Park by installing a new bore at the ground.A site specific strategy/master plan for Chilli Park Sports Complex is almost complete.
1.4.2	Administer Council's Community Grants and Assistance Program	Deliver community grants program	Community grant budget 100% allocated	Budget Council business papers	Organisational Development and Planning Services	R1 - Reputation and Goodwill P1 - Political	2018/19	On Time	Budget On Track	Benefits to be Achieved	No Concerns	<ul style="list-style-type: none">Correct: Community Grants have closed 29 March 2019 with a record number of applications requesting \$98,000, for \$40,000 worth of funding grants to be assessed and a report to Council late April with recommendations.Numerous interagency meetings were held to address service gaps. The highlight being the establishment of an interagency workforce group including members of the ATO, CFS and both Federal and State Dept's to address ongoing concerns relating to the exploitation of the interagency workforce in QDO, in particular the budget valley.
1.4.3	Deliver community development activities in partnership with various organisations to improve connections and increase the range of support services for the community	Community development activities delivered including youth, multicultural etc.	Number of activities delivered and feedback received	Monthly report	Executive Office	R1 - Reputation and Goodwill P1 - Political	2018/19	On Time	Within Operational Allocation	Benefits to be Achieved	No Concerns	

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

Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators			Third Quarter Progress Comments	
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope		Risk
1.5.1	Deliver and support events and activities for the community	Community events and activities supported and delivered	32 events and activities delivered and feedback from participants received	Monthly report Post event evaluation	Executive Office	R1 - Reputation and Goodwill P1 - Political	2018/19	On Time	Budget On Track	Benefits to be Achieved	No Concerns	The Australia Day award and citizenship ceremony was the only Council event delivered this quarter with a 5% increase in attendees from 2018. 9 community events were supported by Council during this quarter. Progress was made on the development of the new strategy presented to the Council Workshop held on the 26 March 2019.

1.6 The community's preparedness for disasters is improved through community education, training and strong partnerships between Council and other agencies

Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Accountability	Key Risk Category	Timeframe	Progress Indicators			Third Quarter Progress Comments
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	
1.6.1	Participate in joint exercises and training Co-present at community events and hold joint meetings to discuss risk reduction strategies	Exercises and training sessions are assessed	At least one exercise conducted	Final assessment reports	Corporate and Community Services	LC1 - Legal Compliance and Liability P1 - Political	2018/19	On Time	Budget On Track	No Concerns	Disaster training annual program has been developed and is being delivered. Presentations delivered to community groups.

Lockyer Business, Farming and Livelihoods

2.2.2	Work with other stakeholders such as Council of Mayors South East QLD (COMSEQ), Local Government Association Queensland (LGAQL), Brisbane Marketing and Regional Development Australia (BRMDA) to advocate for improved economic outcomes for the region	Regular engagement of stakeholders Participation in and facilitation of forums	Participation in stakeholder meeting and working groups Opportunities leveraged	Stakeholder meeting minutes	Executive Office	R1 - Reputation and goodwill P1 - Political	2018/19	On Time	Budget On Track	Benefits to be Achieved	No Concerns	Further input was provided on the SEQ City deals proposition document that was launched during the quarter. Three levels of government agreed a statement of intent to proceed with the SEQ City deals. The City of Brisbane will be a small component of such a deal but will be seeking to leverage some regional outcomes for the Lockyer Valley. Further feedback was provided on the People Mass Movement Study and the Olympic Venues documents that fed into the release in February of the Olympics feasibility report which considered that such a bid was within the region's capabilities. The region also provided the COMSEQ Board meeting. Resident Rivers Conference. Economic Development Working Group and the Olympics taskforce. Work was also carried out on federal election advocacy priorities. Meeting with DODP officers, current projects & opportunities. Regional and community workshop - Brisbane Regional Tourism 2021. Visit to Brisbane Meeting with Brisbane Marketing x 2 Brisbane Marketing Deputation to Council
2.2.3	Provision of support to the region's business and industry groups - Lockyer Growers Group - Lockyer Chamber of Industry and Commerce - Lockyer Valley Tourism.	Participation in and facilitation of forums and events that will support the region's business and industry groups	12 forums and events supported and outcomes achieved	Monthly reporting	Executive Office	R1 - Reputation and goodwill P1 - Political	2018/19	On Time	Budget On Track	Benefits to be Achieved	No Concerns	Provided a Mayor's message for newsletter Lockyer Valley Water Users. Support to meeting in Moreton resource plan, reactivated QLD update in LCI re: changes to Moreton Water. Lockyer Chamber of Industry and Commerce CEO & Manager Planning spoke at LCI breakfast. 2 Lockyer Valley Tourism meetings attended. Business support for new attendees at Regional fixtours. Visitor Economy Futures Workshop Visitor Information Centre volunteer team of tourism operators in region. Meeting with LGAQL to discuss tourism staff to support Lockyer tourism and events.

Lockyer Business, Farming and Livelihoods

Lockyer Nature

Our natural assets are valued and protected to sustain our unique rural lifestyle.

3.1 Lockyer Valley's natural assets are managed, maintained and protected.

Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators				Third Quarter Progress Comments
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
3.1.1	Implement the following initiatives of the Lockyer Catchment Action Plan: - Lockyer Creek sediment stabilisation - Terribil catchment community resilience	Implementation of identified projects	100% of identified projects completed	Project plan Budget	Organisational Development and Planning Services	EC1 - Environmental and Community Assets PA2 - Infrastructure and Assets	2018/19	On Time	Budget Underpinned	Benefits to be Achieved	No Concerns	Lockyer Creek Sediment Stabilisation: Project on track for autumn planting. Community Tree Planting Day held Sunday 24 March 2019. 41 seedlings, 400 trees planted. Budget still on track. Due to perceived delay, but project remains within budget. Project 55% implemented. Terribil Catchment Community Resilience: Ongoing engagement with landholders, DITMA, DECWATER and DNRMR regarding resilience actions and on ground projects commenced. Implementation of resilience actions and resilience planning. Project 25% implemented. New Catchment Project Officer commenced February 2019.
3.1.2	Develop and implement strategic environmental management plans to ensure that the region's natural assets are valued and protected including: - Natural Resource Management Plan - Biosciency Plan - Project Management Plan - Integrated Land Management Plan	Plans developed Implementation of identified projects	100% of plans developed and implementation commenced	Plan Meeting business plan (project and Council) Budget	Organisational Development and Planning Services	EC1 - Environmental and Community Assets IA1 - Infrastructure and Assets	2019/20	Recommending Expected	Budget Underpinned	Benefits to be Achieved	No Concerns	Natural Resource Management Plan: Project plan prepared, including engagement strategy. Data collection commenced. Slight delay due to support for DRAFT Planning Scheme. Plan 20% developed. Biosciency Plan: Project on hold due to resource constraints in Post Management. Plan 25% developed. Budget is currently underpinned as consultants / contractors do not need to be engaged until later in the projects. Funds expected to be committed in fourth quarter.

3.2 Council's policies and plans support environmentally sustainable development.

Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators				Third Quarter Progress Comments
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
3.2.1	The Lockyer Valley Planning Scheme includes provisions that ensure development in the Lockyer Valley is environmentally sustainable.	Scheme provisions require development to demonstrate that it is environmentally sustainable.	Finalisation of planning scheme	Audit of content of new planning scheme	Organisational Development and Planning Services	EC1 - Environmental and Community Assets IA2 - Infrastructure and Assets	2018/19	On Time	Budget On Track	Benefits to be Achieved	No Concerns	Final Councilor workshops on flood hazard mapping and environmental significance overlay underway. The proposed Lockyer Valley Planning Scheme is currently under development and is expected to be adopted by Council during January and February 2019. The proposed planning scheme, which includes a range of provisions which seek to achieve environmentally sustainable development outcomes, was adopted by Council for State Interest Review on 27 March 2019.

3.3 Community and private landholders' stewardship of natural assets increases.												
Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators				Third Quarter Progress Comments
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
3.3.1	Adhere the following outcomes of the Land for Wildlife Program: - Increase identified habitat land in the Land for Wildlife Program in the region - The landholder assistance program - Education workshops and field days for members - Free native plant program	Complete annual grant subsidy Conduct education workshops and field days Complete the free native plant program	2.5% increase in land for wildlife identified habitat land in the region 100% funding dispersed to identified landholders in the region 3 environmental education programs conducted 100% of the free native plant program dispersed to identified landholders in the region	Habitat mapping Budget Participant feedback	Organisational Development and Planning Services	EC1 - Environmental and Community	2018/19	On Time	Budget On Track	Benefits to be Achieved	No Concerns	Land for Wildlife program is on track. - Four new properties have been assessed but are yet to complete sign up to the Land for Wildlife program. However there has been a 5.07% increase in identified land so far this financial year. - Community Environment Grants were open for second round of applications in March 2019. 50% of funding has been dispersed to date. - Planning has commenced for two workshops to be held in the fourth quarter. Second workshop provided in Pest Management. 1 of 3 programs completed. - The Free Native Plant Program was oversubscribed, with plants collected by participants in November 2018. 110% of program dispersed.
3.3.2	Deliver Council's environmental and pest management programs including: - Undertake the revegetation programs on Lockyer Creek and Tenhill Creek - Provide a herbicide subsidy program (including spray equipment) - Conduct pest animal baiting program - Community education programs on pest management - Undertake weed management on roads (local and main roads) and Council land	Revegetation program conducted on Lockyer and Tenhill Creeks Annual herbicide subsidy program conducted Annual pest animal baiting program conducted Community education programs on pest management conducted Weed management programs for roads and Council land conducted	80% of revegetation program on Lockyer and Tenhill Creeks completed 100% of herbicide subsidy program budget allocated 4 pest animal baiting programs conducted 4 community education programs conducted and feedback received 90% of weed management program completed	Budget Road Maintenance Performance Contract Technique	Organisational Development and Planning Services	EC1 - Environmental and Community	2018/19	On Time	Within Operational Allocation	Benefits to be Achieved	No Concerns	Nature environment and pest programs are on track. - Revegetation has commenced on Lockyer Creek as per scheduling (due to dry weather). 25% of revegetation program underway. - Wild dog, fox and pig baits were distributed in March 2019. 3 of 4 baiting programs completed. - Organic assistance and education provided for one-on-one support provided to landholders due to substantially increased wild dog activity, in lieu of workshops. 2 of 4 education programs completed. - Roadside weed spraying undertaken January through March 2019, particularly local roads. - Ongoing work with other units across Council to manage weed infestations on Council land. - Requests for herbicide subsidy and spray equipment loans decreased due to extremely dry weather. 60% of herbicide budget committed.

3.4 Locals and visitors experience our natural assets.												
Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators				Third Quarter Progress Comments
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
3.4.1	In collaboration with neighbouring regions identify and map recreational trails promoting the region's natural assets to locals and visitors	Connectivity of trails between regions	Connected trails between regions	Mapping information Meeting minutes	Executive Office	EC1 - Environmental and Community P1 - Political	2018/19	On Time	Within Budget Allocation	Benefits to be Achieved	No Concerns	Committee meeting attended by officers. Participation in 1 staff planning meeting for a joint funding proposal to engage consultants for the mountain bike and walking trail escapement strategy document
3.5 Council and the community actively reduce consumption of non-renewable resources.												
Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators				Third Quarter Progress Comments
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
3.5.1	Maintain waste and recycling service across the region Implement the adopted Waste Reduction and Recycling Plan (WRBP) Deliver the waste management capital works program (Waste transfer station for improved compliance)	Waste and recycling service delivered across the region Community Education Implement recommendations of WRBP Complete capital works program	Services delivered Schools and community groups WRBP actions strategically completed Delivery of capital works program	Contract meeting minutes Waste/recycling presentations WRBP Budget	Corporate and Community Service	LC1 - Legal Compliance and Liability EC1 - Environmental and Community FE2 - Financial and Economic	2018/19	Re-scheduling Expected	Budget On Track	Benefits to be Achieved	Concerns being addressed	Regional Councils meeting have been held on 18/1/2018, 18/2/2018, 18/3/2019 (Amulna) and 26/3/2018 (J. Richard) respectively. Additional there is generally day to day contact with both contractors to address daily issues. Familiarisation/education visits (Customer Services to Garton Waste Management Centre completed) Waste Reduction and Recycling Plan report released for community consultation (closing 22 April 2019). Full Cost Pricing Model for waste management services finalised. Capital works projects are in final stages of completion. Waste Levy ready projects (Wastebridge and fencing) procured.
3.6 Council and the community actively reduce consumption of non-renewable resources.												
Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators				Third Quarter Progress Comments
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
3.6.1	Develop and implement an energy reduction strategy for the Garton Showgrounds Implement phase 2 of Council's solar initiative program	Energy reduction strategy developed and implemented Phase 2 of the solar initiative program implemented	The energy reduction strategy developed and implemented Phase 2 of the solar initiative program 100% implemented	Budget Service Management plan	Corporate and Community Service	FE2 - Finance and Economic EC1 - Environmental and Community	2018/19	Re-scheduling Expected	Budget On Track	Benefits to be Achieved	Concerns being addressed	The Contract for roof top solar project at the Garton Showground is in the final stages of execution and work is scheduled for commencement on the 4th April 2019. Multiple Venues solar initiative project has not identified any major projects for completion other than supporting the Healden SL. Commonwealth grant funded project planned for Council Workshop in April.

Lockyer Planned:

We have unique, well connected communities. We have places and spaces that bring together people. Local services match the needs of the community. Our built infrastructure is designed and constructed to enable access for all.

4.1 Growth and development in the region is sustainably managed through the adoption and implementation of the Lockyer Valley Planning Scheme.

Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators			Third Quarter Progress Comments	
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope		Risk
4.1.1	Develop a new Lockyer Valley Planning Scheme for the region	Adoption of a new planning scheme for the Lockyer Valley region	Planning scheme adopted by council approved by the state	Planning scheme, council business papers project meeting minutes	Organisational Development and Planning Services	IA2 - Infrastructure and Assets	2018/19	On Time	Budget On Track	Benefits to be Achieved	No Concerns	Final Councilor workshops on flood hazard mapping and environmental significance overlay waterways occurred during January and February 2019. Draft feasible Alternatives Assessment report completed in March 2019. Proposed Lockyer Valley Regional Council Planning Scheme and supporting documents adopted by Council for State Interest Review on 27 March 2019.

4.2 Provision of fit-for-purpose infrastructure which meets the current and future needs of the region.

Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators				Third Quarter Progress Comments
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
4.2.1	Develop a strategic plan for the region's cemeteries	Strategic plan for cemeteries developed	Strategic Plan completed and adopted by Council	The strategic Plan Council business papers	Infrastructure Works and Services	IA1 - Infrastructure and Assets	2018/19	At Risk of Deferral	Budget On Track	Benefits at Risk	Concerns being addressed	Due to drought funding projects being successful prior to the 30 June 2019, the Cemeteries Strategic Plan works have been delayed. Delivery of the Cemeteries Strategic Plan still scheduled for completion by 30 June 2019 providing drought funding projects run to schedule and without issue.
4.2.2	Stormwater catchment modelling, planning and design for Ladyby sub-catchments	Project completed and report received	Project complete and reported to Council	Council business papers	Infrastructure Works and Services	IA1 - Infrastructure and Assets	2018/19	Rescheduling Expected	Budget On Track	Benefits at Risk	Concerns being addressed	Tenders closed for the Ladyby Stormwater Sub-catchment project on 28 March 2019 and the successful tenderer has been selected and a contract for delivery of final report from the successful consultant Report to be discussed with Council at a Workshop in late June 2019.
4.2.3	Strategic planning of the Plainland transport network - Conduct a transport planning study for Plainland and surrounds - Conduct a transport link study for Plainland and surrounds	Strategic Planning of the Plainland transport network completed Transport planning study for Plainland completed Transport link study for Plainland completed	Study finalised and approved by Council	Project documentation Council business papers	Infrastructure Works and Services	IA1 - Infrastructure and Assets	2018/19	Rescheduling Expected	Budget On Track	Benefits to be Achieved	Concerns being addressed	Strategic Planning of the Plainland transport network is progressing with the study expected to be completed in the 4th Quarter. Changes have been experienced in collecting traffic data for the traffic modelling. Draft report expected mid-May.
4.2.4	Deliver the capital expenditure program for Council facilities Develop and implement preventative maintenance programs for all Council facilities in line with its revised Service Management Plan (SMP)	Deliver the capital works program for Council facilities Preventative maintenance programs for Council facilities developed and implemented	90% of the program delivered 100% preventative maintenance programs developed and 50% implemented	Service Management plan Budget	Corporate and Community Services	IA1 - Infrastructure and Assets	2018/19	On Time	Within Operational Allocation	Benefits to be Achieved	No Concerns	The Capital Improvement Program (CIP) including the additional waste and drought funded projects is 'On Track' for completion by 30/06/19. The Asset Management Plan (AMP) has been completed and peer reviewed. The principal assets have been inspected and information regarding the planning of PM is proposed to be entered into Techline in April along with information regarding the planned maintenance for electrical service infrastructure. The capital planning program has been developed and a budget item has been added for the 2018/19/20 financial year. The AMP identified assets that have a Condition rating 4 or 5 that will be presented to Council Workshop for information Q4 of 2019 FY.

4.2.5	Deliver the Council-funded road maintenance program	Deliver annual road maintenance program	90% of total annual road maintenance program delivered on time, line and within 10% of budget	Council Budget reporting	Infrastructure Works and Services	IA1 - Infrastructure and Assets	2018/19	On Time	Budget Overrun	Benefits to be Achieved	Concerns being addressed	75% of the maintenance budget has been delivered on time. Budget currently tracking 4% over. Minor road works undertaken on a priority basis. Additional budget to be reviewed through the Budget Review process.
4.2.6	Deliver Council-funded road capital expenditure program	Deliver the Council-funded capital works program for roads	90% of projects delivered on time and within 10% of budget	Council budget reporting	Infrastructure Works and Services	IA1 - Infrastructure and Assets	2018/19	Rescheduling Expected	Budget On Track	Benefits to be Achieved	No Concerns	70% of the Capital works program has been delivered. Minor rescheduling is expected and will be reflected through the budget review process.
4.2.7	Deliver the externally-funded road projects in accordance with the funding agreement	Externally-funded road projects completed in accordance with funding agreement	100% of the projects delivered	Project documentation	Infrastructure Works and Services	IA1 - Infrastructure and Assets	2018/19	On Time	Budget On Track	Benefits to be Achieved	No Concerns	The Department of Transport and Main Roads (TMR) has awarded Council a number of additional work packages which are currently programmed for delivery, such as TMR NCDMA works.
4.2.8	Review and update the Service Management Plan (SMP) for roads and drainage	Service management plan reviewed and updated	100% of service management plan reviewed and updated	Service management plan and budget	Infrastructure Works and Services	IA1 - Infrastructure and Assets	2018/19	On Time	Within Operational Allocation	Benefits to be Achieved	No Concerns	Review of the Service Management Plan has been completed.
4.2.9	Develop a 5 year program of works for north gully that will include: - Kerbs replacement - Road pavement replacement	A 5 year program of works developed for north gully	100% of program completed and 20% of the program delivered	Program documentation	Infrastructure Works and Services	IA1 - Infrastructure and Assets	2018/19	Rescheduling Expected	Within Operational Allocation	Benefits to be Achieved	No Concerns	100% of the forward capital works program has been developed across the region for 5 years which includes consideration of Projects in North gully. There has been an increased focus in works undertaken during the current 2018/2019 Capital Budget within the North gully area. The North gully Capital Program generated is being further reviewed to assess potential impacts of the inland flood project.
4.2.10	Develop a 5 year program of works for Ladbroke that will include: - Kerbs replacement - Road pavement replacement	A 5 year program of works developed for Ladbroke	100% of program completed and 20% of the program delivered	Program documentation	Infrastructure Works and Services	IA1 - Infrastructure and Assets	2018/19	To be Delivered	Within Operational Allocation	Benefits to be Achieved	Significant but no concerns	100% of the forward capital works program has been developed across the region for 5 years which includes consideration of Projects in Ladbroke. The majority of Projects listed in the current 2018/2019 Capital Program have been funded. Budget at Projects are dependent on the Cooper Street drain works.
4.2.11	Develop a 5 year road signage replacement program for the Ladbroke Valley Region	Road signage replacement program developed	100% of program completed and 20% of program delivered	Program documentation	Infrastructure Works and Services	IA1 - Infrastructure and Assets	2018/19	On Time	Within Operational Allocation	Benefits to be Achieved	No Concerns	On-going data capturing of defective signs being undertaken. Road signage replacement program from the defect log.
4.2.12	Redevelopment of water bores located within the north-eastern and south-eastern areas of the Ladbroke Valley to increase maintenance works efficiency and assist in drought proofing the region	Water bores are refurbished and in use	100% of project is completed	Council's budget reporting	Corporate and Community Services	IA1 - Infrastructure and Assets	2018/19	Rescheduling Expected	Budget Overrun	Benefits to be Achieved	Concerns being addressed	The accountability for this activity was transferred from IM5 to IM6 in January 2019. R&F Asset and Facilities Coordinator 1 has identified the bore and undertaken an inspection to determine the quantum of the issues involved with the proper and effective management of bore facilities.
4.2.13	Develop the Ladbroke Valley Local Government Infrastructure Plan (LGIIP) to set out the desired standards of services for regions' future roads, stormwater and public open space and trunk infrastructure networks	Adoption of desired standard of service completed for Ladbroke Valley Local Government Infrastructure Plan (LGIIP)	Desired standards of service finalised and adopted by Council and progress made towards implementation of recommendations	LGIIP and Council business papers	Infrastructure Works and Services	IA1 - Infrastructure and Assets	2018/19	On Time	Budget On Track	Benefits to be Achieved	No Concerns	Council's resolution at its 12 December 2018 Ordinary Meeting allowed final documentation for Draft Ladbroke Valley Regional Council Local Government Infrastructure Plan (LGIIP) to be completed. Council's resolution at its 27 March 2019 meeting approved by Council at the 27 March 2019 means that the LGIP will be submitted for State Review concurrently with the State Interest Review of the proposed Ladbroke Valley Regional Council Planning Scheme.

Ladbroke Planned

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

Reference	Operational Plan Strategy for 2018/19	Performance Measurement				Responsibility	Key Risk Category	Timeframe	Progress Indicators			Third Quarter Progress Comments
		Key Performance Indicator	Target	Source of Validation Data	Timing				Budget	Scope	Risk	
4.3.1	Council's Development Assessment (DA) team undertakes assessment of development applications to manage community expectations and best practice that are reflected in the Lockyer Valley Planning Schemes	DA internal uniformity and standards of customer service	DA internal uniformity and standards of service are met	TeachOne and reporting	Organisational Development and Planning Services	FE2 - Financial and Economic LC1.1 - Legal Compliance and Liability IA1 - Infrastructure and Assets	2018/19	On Time	Budget Overrun	Benefits to be Achieved	No Concerns	Statutory development applications undertaken are being met in accordance with the Planning Act 2016. Budget is over spent due to the outsourcing of development engineering technical matters (development applications and form 19's) and the backfilling of planning positions with contractors.

4.4 Regional collaboration and targeted advocacy that drives external funding, for timely delivery of key infrastructure and enhanced community outcomes.

Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators			Third Quarter Progress Comments
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	
4.4.1	Toowoomba Second Range Crossing (TSRC) - minimisation of construction impacts on the Lockyer Valley Region Handover works received by council are of a suitable standard and condition	Ongoing representation and participation in the state governments' feedback on relevant issues to Department of Transport and Main Roads and the project constructor	Representation at relevant meetings Feedback on relevant issues to Department of Transport and Main Roads and the constructor	TSRC comment logs Council business papers Meeting with the constructor and Department of Transport and Main Roads	Infrastructure Works and Services	IA1 - Infrastructure and Assets	2018/19	On Time	Budget On Track	Benefits to be Achieved	No Concerns Continued representation of Council at all relevant meetings, noting due to the project nearing completion the number of meetings has reduced. Meetings for the handover of first batch of returned works to Council have occurred as well as site inspections. Ongoing meetings with the constructor and Department of Transport and Main Roads for finalisation of handover process for returned works are ongoing. Returned Works packages include Citrus Road and Six Mile Creek Road.

4.5 An integrated approach to the planning of all communities that strengthens local identity and lifestyle.

Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators			Third Quarter Progress Comments	
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope		Risk
4.5.1	The Lockyer Valley Planning Scheme includes provisions that ensure development in the Lockyer Valley strengthens local identity and lifestyle	Planning Scheme provisions require development to demonstrate that it identifies and lifestyle	A finalised Planning Scheme that addresses local identity and lifestyle	Planning Scheme Council business papers Project meeting minutes	Organisational Development and Planning Services	IA1 - Infrastructure and Assets	2018/19	On Time	Budget On Track	Benefits to be Achieved	No Concerns	The Proposed Lockyer Valley Regional Council Planning Scheme, which incorporates locally specific policy content that addresses the identity of the Lockyer Valley's diverse communities and lifestyle aspirations, was finalised during the third quarter of 2018. The proposed planning scheme and supporting documents were adopted by Council for State interest Review on 27 March 2019.
4.5.2	Review the role and determine the strategic outcomes of the Garton Revitalisation and Laidley Futures project committees	Conduct review and determine outcomes	Review completed and outcomes identified	Meeting minutes	Executive Office	IA1 - Infrastructure and Assets PI - Political	2018/19	Beneficially Exceeded	Within Allocation	Benefits to be Achieved	Concerns being addressed	No strategic projects currently identified. No meeting held this quarter. A meeting is planned to be organised to identify and re-align priorities.

Lockyer Leadership

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

Lockyer Council

A well-managed, transparent and accountable organisation that gives the community confidence, demonstrates financial sustainability, where customers are satisfied with our services and our employees are proud to work.

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

Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators				Third Quarter Progress Comments
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
5.1.1	Provision of quality financial services to internal and external customers including: - Management of Council's rating, general revenue and payable functions - Management and delivery of Council's statutory financial reporting obligations - Manage and provide advice on procurement processes in accordance with legislation and council policy.	Average level of satisfaction identified with services provided.	5 point scale where 1 is highly dissatisfied and 5 is highly satisfied. Score to be 3.5 or higher	Internal survey of staff.	Corporate and Community Services	FE2 - Financial and Economic	2018/19	On Time	Whole Operational Allocation	Benefits to be Achieved	No Concerns identified	Second rate fees was processed within the required timeframe. Budget review completed and adopted by Council. External audit field visit occurred in March in line with the agreed audit timetable with no audit issues identified. All other operational activities are on track.
5.1.2	Understand a customer's nature of Council's plans and intent to compare with Institute of Public Works Engineering Australia (IPWEA) benchmark hours	Completion of review	Review part and heat of the benchmark hours available for are reviewed and benchmarked	Technique Council business papers	Infrastructure Works and Services	FE1 - Financial and Economic	2018/19	On Time	Whole Operational Allocation	Benefits to be Achieved	No Concerns	Heavy plant collision data has been reviewed. Review of the data and comparison with the IPWEA Infrastructure Delivery Branch. Workshop presentation scheduled in May on potential plant changes.
5.1.3	Develop and implement a management strategy for all Council properties by: - Enabling a dedicated register of Council land and integrate it into Council's Techno and GIS systems - Develop a service management plan for land assets - Review and implement Finance 1 of the land rationalisation program	Management strategy for all Council properties developed and identified year one completed	The management strategy for all Council properties completed and approved by Council 100% of the identified year 1 outcomes completed	Techno Land asset service management plan	Executive Office	FE1 - Financial and Economic IA1 - Infrastructure and Assets	2017/22	Restructuring Expected	Budget Underperform	Benefits at Risk	Concerns being addressed	Working with internal stakeholders to resolve specific property management issues identified e.g. Management of multi-use facilities and sports grounds. This is ongoing. Some property disposal occurring in accordance with Council's contract obligations. Rationalisation and disposal of Council land and ongoing and subject to final review of Council and the project will be ongoing and will inform development of an asset management plan.
5.1.4	Business review of operations of the Staging Post Café and Function Centre to identify areas for growth and financial sustainability	Identify revenue growth and savings Complete a marketing strategy	5% improvement on bottom line Marketing strategy completed	Techno Marketing strategy documentation	Executive Office	FE1 - Financial and Economic	2018/19	On Time	Budget On Track	Benefits to be Achieved	Concerns being addressed	A verbal update has been provided to the Council's project team. Council's project team has been implemented with Xero to allow up to date profit and loss reporting. Progress is in line with budgeted loss and actions are taking place through internal process review and improvements.
5.1.5	Develop and implement a strategy for the management and ongoing development of Council's assets, including: - Review the Service Management Plan (SMP)	Strategy is developed and implemented Service Management Plan reviewed	Strategy completed and 20% implemented Service Management Plan review completed	Strategy documentation Service Management Plan	Corporate and Community Services	FE1 - Financial and Economic IA1 - Infrastructure and Assets	2018/19	On Time	Budget On Track	Benefits to be Achieved	Concerns being addressed	The Caravan Background Maintenance process commenced with the appointment of CPA to develop the document for presentation to Council. The Asset Management Plan (AMP) process has been drafted and peer reviewed awaiting approval identifying the opportunity to consolidate all building and facilities assets into a single property portfolio for the development of a Council wide asset strategy.

5.2 Excellence in customer service to our community.												
Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators			Third Quarter Progress Comments	
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope		Risk
5.2.1	Provision of quality customer service to internal and external customers, including: - Front counter services at the Garton and Lafferty Offices. - Community contact centre operations using 'live chat'. - Distribution of customer requests to other areas of the organisation. - Booking service for community facilities and ceremonies. - Implement deliverables of the Customer Service Strategy	(a) Phone wait time (b) Call abandonment (c) Contact resolution (d) Customer service strategy deliverables implemented	(a) 75% of calls answered within 25 seconds. (b) Less than 15% of calls abandoned (c) 80% of requests answered at first point of contact (d) Year one deliverables of the customer services strategy implemented	Statistics from telephone and Customer Request Management (CRM) system. Corporate and Community Services External survey results	R1 - Reputation and Goodwill	2018/19	On Time	Within Operational Allocation	Benefits to be Achieved	No Concerns	(a) calls answered within required timeframes (b) abandoned calls for the year to date is at 2.35% (c) enquiries answered at first point of contact for the year to date is 98.04% (d) Customer Service Strategy deliverables have been revised and are on track with the agreed timeframes.	
5.2.2	Implement the improvements identified in Council's Customer Service Strategy Plan and Connected Council Project including voice of the customer business reviews and the phone box initiatives	Improvements implemented	100% of identified improvements implemented by due date	Customer Service Strategic Plan	Corporate and Community Services	R1 - Reputation and Goodwill	2018/19	Exceeding Expected	Within Operational Allocation	Benefits to be Achieved	Concerns being addressed	To date, 60% of actions have been completed. Some action items have been reconfigured to better align with Connected Council program. Some items have been deferred. This has been done in anticipation of the temporary reduction in capacity due to the upgrade of the IT system. The upgrade has been completed and in some cases the delay in the Technology One upgrade that would have enabled improvements to occur. In deferring actions, consideration has been given to ensuring groups continue to sustain momentum and look in the benefits of actions already completed.
5.2.3	Implement Development Assessment Service Improvement Plan - a project to improve the customer service with more planning enquiries to be resolved at the first point of contact	Identified priorities of the improvement plan implemented Agreement with customer service developed	Current financial year priorities completed Agreement with customer service 100% completed	Service Improvement plan Agreement documentation	Organisational Development and Planning Services	R1 - Reputation and Goodwill	2019/20	On Time	Within Operational Allocation	Benefits to be Achieved	No Concerns	The Development Assessment Performance Improvement Plan (DAPIP) has been redeveloped and rescope and is now known as the Development and Planning Continuous Improvement Plan (DPCIP). The deliverables as outlined in the DAPIP have been reflected in the DAP, however the DAP identifies a number of further improvements that will be delivered by the Planning and Development Team.
5.3 Actively engage with the community to inform council decision making processes.												
Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators			Third Quarter Progress Comments	
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope		Risk
5.3.1	Provide well planned engagement advice and support in response to Council's needs	Respond to internal enquiries and issues of the community	Number of projects supported	Monthly reports	Executive Office	R2 - Finance and Economic R1 - Reputation and Goodwill	2018/19	On Time	Within Operational Allocation	Benefits to be Achieved	No Concerns	Assisted with a number of internal and external engagement projects this quarter including Regional Parks Strategy, Waste Reduction and Recycling Plan, Island Ball project and Friends of the Cemetery advisory group. Preparations are currently underway for the community consultation phase of the new Council logo. It has been agreed with the SHAC.

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

Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators				Third Quarter Progress Comments
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
5.4.1	Develop a corporate risk register for the organisation that is formulated from operational risk registers for each business unit	Corporate risk register complete	Register 100% complete and adopted by council	Risk Register Council business papers	Executive Office	FE2 - Financial and Economic	2018/19	On Time	Within Operational Allocation	Benefits to be Achieved	Concerns being addressed	Seven business unit operational risk registers have been conducted this quarter. The development of the corporate risk register is ongoing. Further key risks are being identified. The register is being developed and is required to better describe the risks identified. The completed Corporate Risk Register will be presented to the Audit and Risk Management Committee on 23 May 2019.
5.4.2	Implementation of business unit planning for all business units to capture forward planning and business as usual activities	% of Business Units with plans developed and implemented % of business unit plans that respond to the corporate plan strategies	100% of plans commenced 100% plans responding to corporate plan	Business plan reports	Executive Office	FE2 - Financial and Economic	2018/19	On Time	Within Operational Allocation	Benefits to be Achieved	No Concerns	100% of business unit plans have commenced and respond to the identified outcomes in the Corporate Plan. Of the 20 Business Unit Plans to be completed 15 (75%) have an initial draft completed and submitted to the relevant Executive for approval.
5.4.3	Review and responsive reporting to Council and the Executive Leadership Team including implementation of report writing training	Completion of review Implementation of recommendations Report authors trained	Review completed Agreed recommendations implemented 100% of report authors trained	Business documentation including briefing notes and attendance records	Executive Office	FE2 - Financial and Economic	2018/19	On Time	Within Operational Allocation	Benefits to be Achieved	No Concerns	A review of reporting requirement was undertaken with Councilors at the 13 March Workshop. Implementation of the outcomes of the review has commenced with a more rigorous review of workshop items. Other recommendations will be completed in the fourth quarter. Approximately 67% of report writers have attended training in 2018/19. Another session will be conducted in the fourth quarter.
5.4.4	Strategic review of Council's insurance function including: - Rationalisation of insured property - Consolidation of self-insured property - Establishment of standards for third party claims	Property Insurance policies reviewed and complete Insurance standards complete	100% Property Insurance schedule accurate and complete 100% Insurance standards complete	Council business papers Property Insurance schedule	Executive Office	FE2 - Financial and Economic	2018/19	At Risk of Deferral	Within Operational Allocation	Benefits to be Achieved	Concerns being addressed	Meetings have been held with Council's insurer to commence the development of the 2019/20 Corporate Plan. The review will commence in line with the development of the asset condition for 2019/20. It is expected that the development of standards for undertaking insurance processes will be deferred to 2019/20.

Lockyer Leadership and Council

5.7 Compliant with relevant legislation.												
Reference	Operational Plan Strategy for 2018/19	Key Performance Indicator	Target	Source of Validation Data	Responsibility	Key Risk Category	Timeframe	Progress Indicators				Third Quarter Progress Comments
								Timing	Budget	Scope	Risk	
5.7.1	Ensure that Council meets its obligations under the Queensland State Disaster Management Act 2003	Lockyer Valley Disaster Management Plan is assessed annually	Inspector General Emergency Management Assessment completed	Inspector General Emergency Management annual assessment report	Corporate and Community Services	LCCL - Legal Compliance and Liability	2018/19	On Time	Budget On Track	Benefits to be Achieved	No Concerns	Local Disaster Management Plan and its sub-plans are being reviewed and/or added to.
5.7.2	Ongoing delivery of Council's Local Laws Project including: - Repeal of irrelevant local laws - Review of priority local laws to reflect operational requirements	Irrelevant Local Laws Repealed Priority local laws identified and reviewed	100% of irrelevant local laws repealed 100 % of identified priority local laws reviewed	Local laws register Council business papers	Executive Office	LCCL - Legal Compliance and Liability	2019/20	To Be Delivered	Within Operational Allocation	Benefits to be Realised	Concerns being addressed	The Animal Management Subordinate Local Law amendment to include the construction of the dog off leash area in Garton was concluded this quarter. This amendment has resulted in a delay to the commencement of the scheduled review program. In addition, a new priority review has been identified i.e. regulation of camping and caravans. Thereafter of the priority local laws identified, the following will occur: - Meeting Local Law to be repealed (Q4) - Camp Railways (to be repealed Q4) - Temporary Homes (deferred to 2019-20) - Gates and Goffs (deferred to 2019-20) - Skerwood and Goffs (deferred to 2019-20) - Community and Environmental Management (deferred to 2019-20) - Animal Management (deferred to 2019-20) - Caravan and camping (commenced in quarter 3)
5.7.3	Ensure that Council meets its obligations under the Work Health and Safety Act 2011 by: - Developing an accurate reporting method for its Rectification Action Plans (RAPs) - Conducting an Internal Work Health & Safety (WHS) management system audit. - Conducting hazard inspections. - Completion of monthly action plans (MAAPs) and rectification action plans (RAPs)	Reporting method for RAPs developed WHS audit completed Monthly action plans (MAAPs), hazard inspections and rectification action plans (RAPs) completed	An accurate reporting method for RAPs developed and implemented MAAPs 100% completed 90% of hazard inspections completed RAPs 90% completed and implemented	SAFE Plan TechOne	Organisational Development and Planning Services	LCCL - Legal Compliance and Liability WHS1 - Workplace Health and Safety	2018/19	To Be Delivered	Budget On Track	Benefits to be Realised	Concerns being addressed	RAPs - Accurate reporting method developed and in place. 32 NCRs issued for the quarter with 18 closed and 14 outstanding. MAAPs completed as at the end of February was 88.33%. This will be discussed with ELI and the leadership team. 100% of construction site hazard inspections have been completed in this quarter. Work, Health and Safety Management System Audit to be re-scheduled until 2019-20. Preparatory work are progressing this includes Policy, Procedure development and review and education and training.

5.8 Deliver reliable internal support services.												
Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators				Third Quarter Progress Comments
		Key Performance Indicator	Description of Measure	Source of Validation Data				Timing	Budget	Scope	Risk	
5.8.1	Upgrade Council's Core Property and Billing System to Citywide on the CIA platform	Property & Billing functionality working on the CIA platform	80% of TechOne Property & Billing running in CIA	Business systems reporting	Corporate and Community Services	IA3 - Infrastructure and Assets	2018/19	Restructuring Expected	Budget Underpin	Benefits to be Achieved	Concerns being addressed	Technology One approached Council in March 2018 to encourage us to commit to move to their software as a Service (SaaS or Cloud) solution. Council's strategy has been to move to Technology One's cloud solution in 2021. However after successful negotiations the CEO has agreed a six year agreement that includes moving to Technology One's cloud solution in 2021. The negotiations have contributed to the delays of this project but we now have a solid action plan for this project and other Technology One projects over the next three years. Project planning and the schedule are now being reviewed and a formal project plan will be presented to the Executive Leadership team in late April, early May.
5.8.2	Develop the Information Services Business Unit Plan that will identify the strategic direction for Council's Information Services	Information Service Business Unit Plan Developed	Information Services Business Unit Plan developed to draft stage	Business unit plan	Corporate and Community Services	BC1 - Business Continuity and Systems IA3 - Infrastructure and Assets	2018/19	On Time	Within Operational Allocation	Benefits to be Achieved	No Concerns	Complete. The Business Unit Plan has been completed and approved by the Executive Manager Corporate & Community Services.
5.8.3	Implement the Information Management Policy and Procedure to improve the management of the organisations records	Information Management Policy and Procedure implemented within the organisation	60% of staff with network access viewed, acknowledged and understood policy and procedure	Electronic (email) acknowledgement of understanding	Corporate and Community Services	BC1 - Business Continuity and Systems IA3 - Infrastructure and Assets	2018/19	On Time	Within Operational Allocation	Benefits to be Achieved	No Concerns	Further changes have been made to the policy and procedure. These will be circulated for feedback from management and submitted for approval in late April, early May.
5.8.4	Understand all of Council's external and internal communication requirements Develop and implement an internal communications strategy to improve communications within the organisation	Delivery of internal communication requirement Internal communications strategy developed and implemented	Internal communications delivered - 1,120 emails - 52 watercooler External communications delivered - media deadlines met - 500+ media monitored and reported as required Internal communications strategy 100% completed and 50% implemented	Media releases, newsletters, social media monitored and reported as required Internal communication strategy	Executive Office	R1 - Reputation and Goodwill P1 - Political	2018/19	Restructuring Expected	Within Operational Allocation	Benefits to be Achieved	Concerns being addressed	All external communications are on track this quarter. Three editions of the Loop were generated. Our internal publication from the Watercooler has been cancelled and replaced with Next to Know. A survey of staff revealed it wasn't seen as a publication where important information was contained especially as the name suggests it was a gossip publication. Need to know is now distributed on a Monday and as the name suggests, contains information staff need to know for the week ahead. Through this channel the aim is to reduce the number of all staff emails being sent. The internal communications strategy may be moved back to commence at the start of the new financial year due to ongoing work demands.
5.8.5	Provision of legal and property services to the organisation	Meet the organisations needs on legal and property requirements	80% of legal and property requests responded to within agreed timeframes	Land register Council business papers	Executive Office	LC1 - Legal Compliance and Liability	2018/19	On Time	Budget On Track	Benefits to be Achieved	Concerns being addressed	Provision and facilitation of legal advice and property services are ongoing. Some delays experienced due to competing priorities and resource limitations - these are being managed with external assistance where possible.

10.2 Outstanding Agenda Action Items Review

Date: 15 April 2019
Author: Tyana Boon, Business Administration Trainee
Responsible Officer: Ian Church, Chief Executive Officer

Summary:

The purpose of this report is to provide Council with an update on the status of actions arising from resolutions at Ordinary and Special Council meetings for the current term of Council.

Officer's Recommendation:

THAT Council receive and note the Agenda Action Items Review report providing an analysis of the action items arising from Council agenda reports for the current term of Council.

Report

1. Introduction

This report provides Council with an update on the action items arising from resolutions at Ordinary and Special Council meetings from 1 May 2016 to 31 March 2019. Additional details on resolutions that have not been completed are highlighted within this report.

This report aligns with 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.*'

2. Background

In the current term of Council it was determined that an update on actions arising from Council meeting resolutions be reported to Council on a quarterly basis by exception.

3. Report

A total of 1,299 resolutions were recorded from the Ordinary and Special Council meetings from 1 May 2016 to 31 March 2019. Of these resolutions 149 were procedural motions, which did not require an action (e.g. moving into open and closed session and items for information). Of the remaining actions, 1275 have been completed, and 24 remain either ongoing or incomplete. The 24 ongoing/incomplete items are listed in the attachment to this report. All ongoing/incomplete items in the attachment contain notes outlining the status of each item and are updated on a regular basis.

ORDINARY MEETING OF
COUNCIL AGENDA
24 APRIL 2019

Below is an analysis of the actions from 1 May 2016 to 31 March 2019.

Group	Total Action Items	Ongoing/Incomplete Actions	Procedural Motions (no action required)
Executive Office	578	9	149
Organisational Development & Planning	197	2	
Corporate & Community Services	270	7	
Infrastructure Works & Services	105	6	
TOTAL	1150	24	

4. Policy and Legal Implications

There are no policy or legal implications which arise as a result of this report.

5. Financial and Resource Implications

Budget implications will continue to be addressed through existing allocations. Where additional resources are required to complete actions these will be reported to Council to ensure transparency in the completion of actions. Where significant, the matter will be addressed through the budget review process.

6. Delegations/Authorisations

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

7. Communication and Engagement

The following officers were consulted in the review of the actions:

- Chief Executive Officer
- Executive Manager Corporate & Community Services
- Executive Manager Infrastructure Works & Services
- Executive Manager Organisational Development & Planning

On a quarterly basis, Council will receive an updated report on the actions that are outstanding. Any actions that require further input from Council will be presented in the form of a separate agenda report.

8. Conclusion

This report enables Councillors to monitor, at a strategic level, the completion of actions, which have arisen as a result of resolutions of Council meetings.

9. Action/s

Outstanding action items are to be monitored and reported to Council on a quarterly basis.

Attachments

1 <u>□</u>	Exec Office	8 Pages
2 <u>□</u>	ODP	4 Pages
3 <u>□</u>	CCS	8 Pages
4 <u>□</u>	IWS	4 Pages



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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/04/45	12/04/2017	Proposal for the Interim Management of the Council Land at the Garton Race Course - Lot 1 on RP161623 & Lot 1 on SP228066	<p>RESOLUTION</p> <p>THAT with respect to the proposals in relation to access to and disposal of Council land described as Lot 1 on RP161623 and Lot 1 on SP228066, Council resolve to:</p> <p>(a) apply the exception from tendering set out in Section 236(1)(b)(ii) of the <i>Local Government Regulation 2012</i> to enable disposal of the land to the Lockyer Race Club Inc. for interim management pending a Council decision on the long term use and/or disposal of the land; and</p> <p>(b) delegate authority to the Chief Executive Officer to negotiate practical and legal access to, and agreement for the interim management by the Lockyer Race Club Inc. of, Lot 1 on RP161623 and Lot 1 on SP228066 on terms satisfactory to Council.</p> <p>Moved By: Cr McDonald Seconded By: Cr Hagan Resolution Number: 16-20/0445 CARRIED 7/0</p>	Natalier, Caitlan	<p>14/09/2017 11:57:00 AM - Susan Boland Docs being prepared. Racing EOI was unsuccessful. 22/11/2017 4:55:00 PM - Vickie Weiland No change. Have met with parties and arrangement in place. No issues - to be formalised 8/05/2018 9:26:00 AM - Susan Boland No further action taken since last update. 17/07/2018 1:31:00 PM - Erin Carkeet Advised by Manager Regional Development - Council have had a meeting with Racing Cld officials with regard to their interest in developing the land for the racing industry. It was agreed to investigate Council facilitating a workshop with key stake holders to gauge the level of interest from many stakeholders in PPP. a) No required at this point b) In place c) Management agreement will be with legal 3/10/2018 11:11:00 AM - Erin Carkeet Advised by EA to CEO that workshop is scheduled for 17/10/2018. 25/01/2019 11:11:21 AM - Erin Carkeet Draft easement documents prepared for review by Legal. ECM 3684206 refers</p>	

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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/0534	14/06/2017	LVRC-17-22 - Evaluation Report - Request for Tenders for the Grazing Lease of Various Lots at Grantham	<p>RESOLUTION</p> <p>THAT with respect to the Request for Tenders LVRC-17-22 seeking interest for the grazing lease of various lots on Tryhorn Street and Bowells Road, Grantham, Council resolve to endorse the recommendation of the Evaluation Panel to award the tender to Bickie Investments Pty Ltd as the Successful Tenderer.</p> <p>And further:</p> <p>THAT Council delegate authority to the Chief Executive Officer to enter into lease negotiations with Bickie Investments Pty Ltd on the basis of its alternative tender proposal.</p> <p>Moved By: Cr Hagan</p> <p>Seconded By: Cr McDonald</p> <p>Resolution Number: 16-20/0534</p> <p>CARRIED 6/0</p>	Nataller, Caitlan	<p>14/09/2017 12:25:00 PM - Susan Boland Advised by Coordinator Legal Services that lease being finalised with external solicitor 23/10/2017 1:05:00 PM - Vickie Weiland Manager Regional Development & Legal Services & Property coordinator have notified successful Tenderer and the formal process is still a work in progress.</p> <p>22/11/2017 4:58:00 PM - Vickie Weiland Awaiting lease documents from McCullough Robertson</p> <p>- Will involve land reconfiguration workshop</p> <p>- focus on getting water and power easements in place</p> <p>- final amendments to easements being made 8/05/2018 9:28:00 AM - Susan Boland amended lease & easement documents provided by McCullough Robertson, to be reviewed & finalised.</p> <p>17/07/2018 1:34:00 PM - Erin Carkeet Advised by Manager Regional Development - Lease is entering execution process and finalization</p> <p>31/02/2018 10:59:00 AM - Erin Carkeet Finalisation of lease is still ongoing. Manager Regional Development facilitating the process.</p> <p>25/01/2019 11:14:53 AM - Erin Carkeet</p>	

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<p>Meeting held with Lessee in December 2018. Final amendments to be drafted and some investigations with Planning & Department of Natural Resources to be undertaken. 17/04/2019 3:16:01 PM - Vickie Weiland Valuation provided in draft as per Louis Bickles' proposal for water storage solution. To be finalised and sent to Louis for comment before his proposal is formally considered by Council - likely in late May 2019.</p>			
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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/0950	16/05/2018	Laidley Pioneer Village	<p>RESOLUTION THAT with respect to the proposal for a lease of Laidley Pioneer Village Museum with the Laidley District Historical Society, Council resolve to: a) apply the exception contained in Section 236(1)(b)(ii) of the <i>Local Government Regulation 2012</i>; and b) authorise the Chief Executive Officer to negotiate a lease on terms satisfactory to Council.</p> <p>Moved By: Cr McLean Seconded By: Cr Cook Resolution Number: 16-20/0950</p> <p>CARRIED 6/0</p>	Machin, Rick	<p>17/07/2018 11:26:00 AM - Erin Carkeel Advised by Property Officer that lease has commenced being drafted. Is due for completion by the end of 2018. 4/10/2018 10:28:00 AM - Vickie Weiland Lease has been drafted and is with Legal Services & Property Coordinator for review. 23/01/2019 11:50:39 AM - Erin Carkeel Lease has been provided to Laidley Pioneer Village for execution and return. 17/04/2019 3:20:31 PM - Vickie Weiland</p>	



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Council's Solicitor met with Lessees to discuss lease terms on 21 March 2019. To be workshopped with Council at same time as another lease matter in May 2019.			
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[^] Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1078	31/08/2018	Proposal for the Acquisition and Development of the Garton West Industrial Zone	<p>RESOLUTION</p> <p>THAT with respect to the proposed disposal of the land at the Garton West Industrial Zone, described as Lot 8 on RP 189116, Lot 3 on SP 154274, Lot 4 RP 196089, Lot 5 on RP 196089, Lot 60 on CA3120, Lot 59 on CA 3120 and Lot 1 on RP 189115, Council authorise the Chief Executive Officer to:</p> <p>(a) Extend the term of the exclusivity period, under the terms of the Memorandum of Agreement dated 25 June 2018, for a period of up to 12 months to enable the provision of further detail and to conduct negotiations with respect to the concept;</p> <p>(b) Consult with relevant State agencies to investigate the proposal and to determine the most appropriate process to dispose of the subject land; and</p> <p>(c) Provide a further report to Council to determine the appropriate process for disposal of the land.</p> <p>Moved By: Cr Holstein</p> <p>Seconded By: Cr McLean</p> <p>Resolution Number: 16-20/1078</p> <p>CARRIED</p> <p>7/0</p>	Hamm, Jason	<p>4/10/2018 10:52:00 AM - Susan Boland</p> <p>(a) On 24/9/18 the CEO and Mayor met with Director General Department of State Development, Manufacturing, Infrastructure and Planning and Director General Department Local Government, Racing and Multicultural Affairs</p>	

[^] Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1177	12/12/2018	Proposed Acquisition of Part of Lot 851 SP297470 for Park Purposes	<p>RESOLUTION</p> <p>THAT with respect to the proposed development of a district park on part of Lot 851 on SP297470, Council resolve to endorse the steps undertaken by the Chief Executive Officer to date to investigate the proposed site and design concepts; Further.</p>	Natailler, Caitlan	25/01/2019 1:06:04 PM - Erin Carkeet	

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<p>THAT Council delegate authority to the Chief Executive Officer to exercise all powers necessary to:</p> <p>(a) facilitate the delivery of the proposed park land to Council either by negotiation of an Infrastructure Agreement with the landowner or under the <i>Acquisition of Land Act 1967</i> if necessary, including but not limited to, the issuing and execution of a Section 15 Agreement and a Notice of Intention to Resume to the landowner and any other relevant parties;</p> <p>(b) undertake a community engagement process to seek ideas and feedback from the local community to inform the detailed design of the park and the staging and delivery of the works; and</p> <p>(c) negotiate an Infrastructure Agreement with the landowner to facilitate delivery of the works on terms satisfactory to Council.</p> <p>Moved By: Cr Holstein Seconded By: Cr McLean Resolution Number: 16-20/1177 CARRIED 7/0</p>			
		<p>Section 15 Agreement guaranteeing process to acquire land by 30/06/2019 signed. ECM: 3702598</p> <p>Draft Infrastructure Agreement prepared and provided for Council to renew on 25/01/2019. ECM: 3706732</p> <p>Draft Heads of Agreement with development for signature. ECM: 3693037</p> <p>Community Engagement currently being undertaken by Marketing, Communications & Engagement team.</p> <p>Internal project plan & structure being developed by Infrastructure Works & Services team.</p> <p>17/04/2019 3:22:01 PM - Vickie Wieland</p> <p>Final amendments being made to Infrastructure Agreement for issue to developer.</p> <p>Taking of Land Notice to be published on 26 April 2019 at which time land acquisition will be effective - titles registration to follow.</p> <p>17/04/2019 3:23:33 PM - Vickie Wieland</p> <p>Moller Consulting Group engaged to prepare detailed design - site visit and inception meeting held on 15 April 2019</p>	

Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1214	16/01/2019	Inland Rail	RESOLUTION THAT Council receive and note the report and endorse the approach to raise Council's concerns over the inland Rail design directly with	Hart, Stephen		

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the Chief Executive Officer of Australian Rail Track Corporation (ARTC) Inland Rail, and with the Department of Infrastructure, Regional Development and Cities.

Moved By:

Cr Cook

Seconded By:

Cr Wilson

Resolution Number: 16-20/1214

CARRIED

7/0

Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1210	13/02/2019	Request for Variation of Proposed Lease Terms - Lease of Part of the Laidley Depot	<p>RESOLUTION</p> <p>THAT with respect to the request from Biosecurity Queensland for the use of additional land at the Laidley Depot and for Council to undertake maintenance works to facilitate their use of the land, and other matters, Council resolve to authorise the Chief Executive Officer to:</p> <ul style="list-style-type: none"> (a) investigate again whether the State has any interest in purchasing the former Laidley Depot site subject to the land being reconfigured to enable this, given their proposal to intensify their use of the land; or (b) negotiate lease terms satisfactory to Council to enable use of the additional area, subject to an increased lease rental being agreed in consideration of the inclusion of the additional land area and the costs Council will incur to undertake works to facilitate the requested use; and (c) negotiate what general maintenance and other works will be undertaken by Council to facilitate the proposed use by Biosecurity Queensland; and (d) arrange for the agreed maintenance and other works to be undertaken at a time convenient to Council and prior to use by Biosecurity Queensland. 	Nataller, Caillan	<p>17/04/2019 3:24:16 PM - Vickie Weiland</p> <p>Draft tender documents prepared subject to review by Council Solicitor.</p> <p>18/04/2019 8:32:41 AM - Susan Boland</p> <p>Advised by EA to CEO that conditional offer received from Housing Dept (on behalf of Biosecurity) - significant departure of terms - some concerns.</p> <p>Proposed works costings provided on 16.4.19 are substantial.</p> <p>Intend to workshop with Council in May 2019 before response given to Housing Dept</p> <p>Housing/Biosecurity have approval to use whole site on "as is" basis currently.</p>	
Moved By:		Cr Cook				

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<p>Seconded By: Cr Vela Resolution Number: 16-20/1238 CARRIED 7/0</p>			
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[^] Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1281	27/03/2019	Federal Election Advocacy Priorities	<p>RESOLUTION</p> <p>THA T the following list of priorities be adopted for advocacy purposes in the lead up to the 2019 Federal election in order to seek:</p> <ul style="list-style-type: none"> • Additional water for the region; • Increased safety and connectivity at Warrego Highway intersections; • Improved flood mitigation and resilience; • Reduced impacts from the Inland Rail project through a design recognising the Lockyer Valley Regional Council's five policy principles; • Positive outcomes for the Lockyer Valley through any South East Queensland City Deal. <p>Further: THA T Council support the Local Government Association of Queensland's call on the Federal Government to restore the level of Financial Assistance Grants for local governments to at least 1% of federal taxation revenue.</p> <p>Moved By: Cr Hagan Seconded By: Cr McLean Resolution Number: 16-20/1281 CARRIED 7/0</p>	Hart, Stephen		

[^] Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
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16-20/1282	27/03/2019	Request for Memorial Site - 1898 Gatton Murders	Vellacott, Tracy
RESOLUTION			
THAT Council authorise the Chief Executive Officer to liaise with a direct descendant of the Murphy Family, to determine if they are prepared to consider the request from the historian, for the erection of a plaque and cairn to mark the sites connected to the Gatton murders of 1898.			
Moved By: Cr Holstein			
Seconded By: Cr Hagan			
Resolution Number: 16-20/1282			
CARRIED			
7/0			



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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/03/73	8/02/2017	Grantham Quarry Operational Rehabilitations Project - Status Update	<p>RESOLUTION That Council receive and note the Grantham Quarry Operational Rehabilitations Project – Status Update Report.</p> <p>Further: THAT Council authorise the Chief Executive Officer to continue the assessment process for the Grantham Quarry rehabilitation works and undertake any additional requirements to inform and review the proposed Grantham Quarry Rehabilitation Works Plan which will be submitted to Council for consideration and approval at a future meeting.</p> <p>And Further: THAT Council consult on this matter with the authors of the "Big Flood Study" to promote best practice outcomes for the Lockyer Valley community.</p> <p style="text-align: right;">Moved By: Cr McDonald Seconded By: Cr Hagan Resolution Number: 16-20/03/73</p> <p style="text-align: center;">CARRIED 7/0</p>	McPherson, Dan	<p>18/04/2017 3:59:00 PM - Susan Boland Update on the Grantham Quarry Project and the "Big Flood"</p> <p>1 Council Officers are continuing to work with the Quarry owners toward finalization of the proposed rehabilitation plan.</p> <p>2 Council Officers have held discussions recently with Prof. Jacky Croke about the "Big Flood Study". With particular regard to the Grantham Quarry Project no undue concerns with the proposed project were raised. On the broader question of the application of the "Big Flood" for the implementation of the Catchment Action Plan, any project work on the Lockyer Creek likely require input from the "Big Flood" Study group.</p> <p>8/06/2017 8:31:00 AM - Vickie Wieland Council Officers are continuing to work with the Quarry owners toward finalization of the proposed rehabilitation plan.</p> <p>28/07/2017 11:59:00 AM - Cheryl Douyere Myles recommended refer to Planning</p> <p>28/07/2017 11:59:00 AM - Action reassigned to Dan McPherson by: Cheryl Douyere</p> <p>12/09/2017 2:57:00 PM - Teigan Dippei</p>	

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<p>The assessment is in finalisation stage, to go to Council for approval in the coming months. 10/10/2017 10:33:00 AM - Teigan Dippel Advised by Manager Planning & Environment the assessment is in finalisation stage and is to go to Council for approval in the coming months. 3/04/2018 11:38:00 AM - Teigan Dippel Advised by Manager Planning and Development, 3/4/18 - "Owners of the Grantham Quarry have undertaken works to remove stockpiles. A rehabilitation plan has not yet been submitted to Council for approval. 3/05/2018 11:48:00 AM - Susan Boland Advised by Manager Planning and Development, the owner of the property where the former Grantham Quarry is located undertook the rehabilitation works in early 2018. There are a number of matters that need to be addressed as part of the provided rehabilitation plans before this works can be accepted by Council. 3/10/2018 11:13:00 AM - Erin Carkeet</p>
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	<p>Advised by Manager Planning and Development "16-20/03/73</p> <ul style="list-style-type: none">- Grantham Quarry Operational Rehabilitation Project - Status Update- Part 1 of resolution - Completed- Part 2 of resolution - Council officers met with a representative of Zanows on 20 August 2018 where it was confirmed that rehabilitation works had been undertaken between October 2017 and March 2018. Councillors were briefed on the status of the rehabilitation works in conjunction with a visit to the quarry site on 28 August 2018. A request for Council approval of the rehabilitation works was received from Zanows on 30 August 2018. BMT and Douglas Partners were commissioned by Council in mid-September 2018 to review the material submitted with the request with the former addressing impacts of the works on flood behaviour and the latter addressing the geotechnical stability of the works undertaken. The outcome of these reviews will determine whether Council can approve the rehabilitation works as undertaken or whether further works will be required.- Part 3 of resolution - Completed, discussions with Professor Jacky Croke about the "Big Flood Study" were undertaken in April 2017." <p>9/01/2019 12:28:25 PM - Lauren Smith</p>
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The review by BMT and Douglas Partners is nearing finalisation with some collaboration needed on some matters.
18/04/2019 8:35:36 AM -
Susan Boland
Part 2 - to be considered at Council Meeting in May 2019.

[^] Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1227	16/01/2019	Placid Rise Estate	<p>RESOLUTION</p> <p>THAT Council delegate authority to the Chief Executive Officer to secure the easements for the works;</p> <p>Further: THAT Council authorise the Chief Executive Officer to approve the construction of the works;</p> <p>Further: THAT Council authorise the Chief Executive Officer to approve the two current applications for a Development Permit for Material Change of Use for new dwelling in flood investigation overlay, once the easements have been secured;</p> <p>And Further: THAT Council authorise the Chief Executive Officer to approve any future applications for a Development Permit for Material Change of Use for new dwelling in flood investigation overlay, once the easements have been secured.</p> <p style="text-align: right;">Moved By: Cr Hagan Seconded By: Cr Vela Resolution Number: 16-20/1227</p> <p style="text-align: center;">CARRIED 7/0</p>	Kajewski, Lyle	1/04/2019 3:13:09 PM - Lauren Smith In principle agreements including compensation amounts have been signed by all property owners that are required for the easement purpose. Geotechnical investigations and survey works and survey plans have been completed. Easement documents are currently being prepared for registration. Design of construction works and documentation currently being undertaken.	



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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/0338	18/01/2017	Community and Crisis Care Housing	<p>RESOLUTION</p> <p>THAT with respect to the future management of Council's community and crisis care housing assets, Council resolve to,</p> <p>a) confirm their intent to transition out of Community Housing and seek a meeting with the Department of Housing and Public Works representatives to discuss the transfer of the management of housing assets located at 11 North Street and 44 Cochrane Street Gaton back to that Department;</p> <p>b) authorise the Chief Executive Officer to negotiate satisfactory arrangements with The Uniting Church in Australia Property Trust (Q) to provide for the continued tenure of 27 Frome Street, Laidley until 30 June 2018;</p> <p>c) take no further action in relation to the arrangements for the use of 48 Cochrane Street, Gaton by The Uniting Church in Australia Property Trust (Q) pending a decision by Queensland Urban Utilities in relation to accepting trusteeship of the reserve; and</p> <p>d) investigate future options to demolish the building located at 369 Smithfield Road, Gaton.</p> <p>Moved By: Cr Hagan Seconded By: Cr McLean Resolution Number: 16-20/0338</p> <p style="text-align: center;">CARRIED 7/0</p>	Hope, Hiedi	<p>20/03/2017 3:14:00 PM - Susan Boland</p> <p>Communication received from Housing & Homelessness Services in relation to Anuha's request in line with the departments proposed procurement process for future management of the properties.</p> <p>2/03/2017 3:20:00 PM - Hiedi Hope</p> <p>ECM document 3089445 - Communications from Department of Housing & Public Works</p> <p>27/03/2017 10:34:00 AM - Hiedi Hope</p> <p>Currently waiting for the Department to supply procurement process for future management of the properties.</p> <p>9/05/2017 2:01:00 PM - Hiedi Hope</p> <p>Manager to follow up with department - as no reply has been received from the department</p> <p>14/09/2017 8:11:00 AM - Hiedi Hope</p>	



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Callian (Legal) will be contacting the relevant officer in DHPW and put them in direct contact with our DNRM contact (Julie Douglas) for a simple creative solution to move the land to the state. If this is unsuccessful then we will look to negotiate with DNRM to relinquish trusteeship of the two reserves with the expectation that DNRM will then issue leases to a registered community housing provider.

We don't have a timeframe on this at this point, however we will review the progress in the week commencing 2nd October to determine the two departments are engaging in positive communication to progress the issue.

22/11/2017 4:47:00 PM - Vickie Weiland
Update: 1/11/17

Legal Services & Property Co-ordinator:

- spoke with DNR contact
 - DNR regions want to work with simple solution (done work)
 - DNR Brisbane - sticking point
 - DHPW having further high level meetings
 - Expect further update by 15/11/17 - may be possible to report to Council to progress on 22/11/17 depending on DHPW advice
 - State caretaker arrangements may have an impact
- 22/11/2017 4:50:00 PM - Vickie Weiland



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Update 17/11/17

DHPW starting to make progress meeting with DNR this week to progress further.
 8/03/2018 10:42:00 AM - Heidi
 Hope
 This item will now be presented at a workshop in April 2018 - due to waiting on information back from the State Government - advised by Caitlyn
 31/05/2018 8:18:00 AM - Susan Boland
 Meeting with State MP on 31 May 2018 to discuss progress.
 17/07/2018 10:47:00 AM - Erin Carkeet
 Mayor will liaise with other Mayors from nearby Councils in relation to seek collaboration to address the broader matter.
 2/08/2018 8:36:00 AM - Heidi
 Hope
 Council Information Report prepared for meeting 8/8/18
 28/09/2018 12:51:00 PM - Heidi
 Hope
 Request from Uniting Care to confirm Council's position moving forward. Phone message left with contact officer and Council's Legal Services to review ongoing arrangements.
 16/10/2018 2:33:00 PM - Susan Boland
 Item discussed to workshop 10/10/18. Meeting with department late October. Report will be provided to November Council Meeting.
 10/12/2018 4:00:00 PM - Heidi
 Hope

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Legal documents were expected from the Department of Housing & Public Works by 5/12/18 - Officers are following up these documents 4/04/2019 7:41:23 AM - Hiedi Hope Letter written to department - ECM 3744647			
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[^] Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1156	14/11/2018	Expression of Interest - Transportable Amenity Buildings	RESOLUTION THAT Council retain Ownership of the Transportable Amenity Buildings and associated ramps and landings, however approve the assignment for use of the assets through an Expression of Interest process to a Not For Profit community group. Moved By: Cr Holstein Seconded By: Cr Hagan Resolution Number: 16-20/1156 CARRIED 6/0	Magann, Gordon	12/12/2018 8:00:00 AM - Hiedi Hope EOI (Expression of Interest) have been received from Procurement. This will be developed in early 2019 for release to the community. 9/01/2019 10:01:27 AM - Hiedi Hope Expression of Interest (EOI) to be released 24 January 2019 27/03/2019 12:37:15 PM - Hiedi Hope The EOI has been evaluated and referred to LVRC delegate for approval (EM IWS)	

[^] Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1182	12/12/2018	Compliance Issues - Property at Lot 103 RP 141786	RESOLUTION THAT Council receive and note the tabled report for Lot 103 RP 141786 and endorse the actions taken by Council's Environmental Health Coordinator and Building Certifier/Regulatory Officer; Further THAT Council authorise the Chief Executive Officer to take all steps necessary to recover the outstanding enforcement costs from the property owners in accordance with Council's Debt Recovery Policy.	Driemel, Peter	17/12/2018 2:52:00 PM - Hiedi Hope Building & Plumbing Department have issued a Show Cause Notice Reinspection due 18/12/18 by Health Officer and Building Certifier 7/01/2019 2:49:59 PM - Hiedi Hope	

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<p>Moved By: Cr Wilson Seconded By: Cr Cook Resolution Number: 16-20/1182</p> <p>CARRIED 7/0</p>			
<p>Reinspections undertaken by officers in company of owners. A written response from the owners to the Show Cause Notice is due January 2019. Property owners are organising a new soil test. Clean up of the property is continuing. No evidence was found by officers of dumped effluent on the property. Owners reconfirmed that effluent is disposed of offsite. 1/04/2019 1:55:36 PM - Hiedi Hope Follow inspection being scheduled for April with Building. Officer to confirm date with Owners. 2/04/2019 9:51:00 AM - Hiedi Hope Site visit booked for Wednesday, 3 April 2019 11:30am</p>			

Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1185	12/12/2018	Expression of Interest – Waste Disposal and Resource Recovery Services - South East Queensland – West Waste Alliance Group	RESOLUTION THAT Council endorse the actions of the Chief Executive Officer to continue to participate in a regional waste alliance with other Councils in South East Queensland to enable a regional procurement process for waste management and resource recovery services. Further, THAT Council invite Expressions of Interest for the provision of waste disposal services, including the use of alternative waste disposal and recycling technologies, to service the needs of the Lockyer Valley Regional Council area, or as part of a joint government activity, joint government entity or joint local government with other Councils in South East Queensland in accordance with Section 228 2(b) of the Local Government Regulation 2012.	Driemel, Peter	7/01/2019 2:38:58 PM - Hiedi Hope Ipswich City Council supplied an example Tender Consideration Plan (TCP). This has been circulated to Legal and Procurement Departments for review and preparation of an appropriate draft. Once draft is prepared, a further Council report will be presented to Council for resolution. 1/04/2019 1:58:18 PM - Hiedi Hope	

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<p>Further: THAT Council resolve to prepare a tender consideration plan in accordance with Section 230 (1) and (2) of the <i>Local Government Regulation 2012</i>. And Further: THAT Council confirm the Manager Health, Waste and Regulatory Services as Council's representative for the South East Queensland – West Waste Alliance Group.</p> <p>Moved By: Cr Cook Seconded By: Cr Hagan Resolution Number: 16-20/185</p> <p>CARRIED 7/0</p>				<p>Presented to Council - 13/2/19 - Resolution 16-20/1227 Tender Consideration Plan - Waste Disposal and Resource Recovery Services - South East Queensland - West Waste Alliance Group 1/04/2019 2.02.25 PM - Hied/ Hope The Expression of Interest is being lead by Logan City Council and is being scrutinised by the Australian Competition and Consumer Commission (ACCC) Meeting scheduled for 2/4/19 at Logan City Waste Facility to discuss the progression of the Regional Expression of Interest in a methodical and staged manner.</p>
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[^] Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/192	12/12/2018	Telecommunications Providers Tender Evaluation (LVRC-18-05)	<p>RESOLUTION THAT Council enter into two (2) contracts for the supply of Telecommunications services with AusIT for the provision of Data Carriage and Fixed Voice services and Telstra for the provision of Mobile services; And Further; THAT Council authorise the Chief Executive Officer to negotiate minor variations and price variations as they arise through the negotiations.</p> <p>Moved By: Cr McLean Seconded By: Cr Vela Resolution Number: 16-20/192</p> <p>CARRIED 7/0</p>	Cray, Graham	<p>8/01/2019 10:55:09 AM - Hied/ Hope Notifications to the successful and unsuccessful tenders have been processed Planning meeting set with Aus-IT 5/2/19 to transfer from Telstra and implementation of the new data carriage services. 26/03/2019 10:58:10 AM - Hied/ Hope Draft contract for mobile services received and being reviewed prior to signing Commencement of moving some service to AusIT as matter urgency due to potential cut offs as part of the NBN rollout.</p>	

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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/12/18	13/02/2019	Waste Reduction and Recycling Plan	<p>RESOLUTION</p> <p>THAT Council resolve to:</p> <ol style="list-style-type: none"> 1) adopt the Draft Waste Reduction and Recycling Plan, appended as Attachment 1 to these Minutes; and 2) endorse public notification of the Draft Waste Reduction and Recycling Plan for community engagement purposes, for a period of twenty-eight (28) days, in accordance with the <i>Waste Reduction and Recycling Act 2011</i>. <p>Moved By: Cr Cook Seconded By: Cr Wilson Resolution Number: 16-20/1246</p> <p>CARRIED 7/0</p>	Brooks, Darryl	<p>18/02/2019 12:09:50 PM - Madonna Brennan</p> <p>Action reassigned to Brooks, Darryl by: Brennan, Madonna for the reason: Officer responsible for actioning.</p> <p>21/03/2019 2:27:46 PM - Hiedi Hope</p> <p>Community Engagement commenced Wednesday, 6/3/19</p> <p>Submissions have been extended 5:00pm Monday, 22/4/19</p> <p>12 written submissions have been received to date</p> <p>1/04/2019 2:09:31 PM - Hiedi Hope</p> <p>An on-site community meeting was held Otto Road Quarry on Wednesday, 20/3/19</p> <p>An additional 20 submissions have been received</p>	

Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/12/18	13/03/2019	Lockyer Valley Sports and Aquatic Centre, Gatton Lease Variation	<p>RESOLUTION</p> <p>THAT Council endorse a variation to the current Management Agreement for the Lockyer Valley Sports and Aquatic Centre, to extend the term of the Agreement by one (1) month with the revised expiry date being 31 July 2019.</p> <p>Moved By: Cr McLean Seconded By: Cr Wilson Resolution Number: 16-20/1271</p> <p>CARRIED 7/0</p>	Wicks, Kerry	<p>27/03/2019 1:09:30 PM - Hiedi Hope</p> <p>Variation agreement is due to be signed by current operators 28/03 which will expire 31 July 2019</p> <p>4/04/2019 11:02:57 AM - Kerry Wicks</p> <p>Variation Agreement signed by Operator 03/04/2019, pending CEO signature.</p>	

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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/0960	16/05/2018	Ashes Memorial Garden at the Laidley Cemetery	<p>RESOLUTION</p> <p>THAT Council endorse the planning, design and construction of an ashes memorial garden at the Laidley Cemetery.</p> <p>Moved By: Cr McLean Seconded By: Cr Cook Resolution Number: 16-20/0960</p> <p>CARRIED 6/0</p>	Sippel, Brendan	<p>21/06/2018 10:31:00 AM - Sara Rozynski Design of ashes memorial garden is in progress. 17/07/2018 11:52:00 AM - Sara Rozynski Design of garden is nearing completion. Site levelling works are soon to be undertaken. 14/08/2018 11:08:00 AM - Sara Rozynski Manager Parks Gardens and Cemeteries advised levelling of the site has occurred. The footings for the retaining wall have been completed and quotes are currently being sourced to build the retaining wall. 31/0/2018 8:13:00 AM - Sara Rozynski Retaining wall works to commence in October 2018. 28/11/2018 4:47:00 PM - Sara Rozynski The retaining wall has been fully constructed. Design of garden beds has commenced. 8/04/2019 2:55:55 PM - Sara Rozynski Manager Parks, Gardens and Cemeteries has advised the block gardens have been completed. Commencing work on entering plots into Council's mapping system. Further work to continue late April.</p>	
Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1137	24/10/2018	Friends of the Cemeteries Group Terms of Reference	RESOLUTION	Sippel, Brendan	28/11/2018 4:44:00 PM - Sara Rozynski	

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THAT Council adopt the Friends of the Cemeteries Group Terms of Reference as set out in Attachment 1 to these minutes and approve the appointment of Cr Holstein and Cr Wilson, as Councilor representatives on the Friends of the Cemeteries Group.

Moved By: Cr Holstein Seconded By: Cr Cook
Resolution Number: 16-20/1137

**CARRIED
7/0**

Manager Parks, Gardens and Cemeteries advised progress will commence on this in early 2019
8/04/2019 2:51:31 PM - Sara Rozynski
Manager Parks, Gardens and Cemeteries advised Expression of Interest currently being advertised. Applications close on 10/04/2019.

Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1222	16/01/2019	Niemeyer Road and Rusty's Service Station	<p>RESOLUTION</p> <p>THAT with respect to the required upgrading of Niemeyer Road associated with the redevelopment of Rusty's Service Station, Council resolve to approve:</p> <p><input type="checkbox"/> A Council and Department of Transport and Main Roads contribution of up to \$50,000 through the 2018/19 Transport Infrastructure Development Scheme (TIDS) funding.</p> <p><input type="checkbox"/> A 'Route Update Request' form to be submitted by Council officers to the National Heavy Vehicle Regulator for the approval of the first 100 metres of Niemeyer Road to become an approved route for heavy vehicles. This will be limited to either the final design standard of the road as submitted by the developer, or to a maximum of matching the existing approval on the Warrego Highway, being 30 metre A-Doubles.</p> <p>Moved By: Cr Holstein Seconded By: Cr Cook Resolution Number: 16-20/1222</p>	McKenzie, Seren	25/01/2019 9:24:28 AM - Sara Rozynski Angelo emailed Seren 24/01/2019 asking if she could follow up GenEng on the costings from the developer to undertake Council's component of the works. Seren to discuss further once received so this can be reviewed prior to formally responding.	

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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1291	27/03/2019	Restoration of access to Lot 202 CP817791 at Flagstone Creek Road, Upper Flagstone	<p>RESOLUTION</p> <p>THAT Council endorse the construction and funding of a four-metre-wide farm access track from Flagstone Creek Road to Lot 202 CP817791 and authorise the Chief Executive Officer to do all things necessary to prepare and lodge an easement and survey plan to secure the access with the Department of Natural Resources, Mines and Energy at Council's cost.</p> <p>And Further:</p> <p>THAT Council resolve that the works are considered ex gratia with any future maintenance works the responsibility of the benefited party under the easement.</p> <p style="text-align: right;">Moved By: Cr Holstein Seconded By: Cr Cook Resolution Number: 16-20/1291</p> <p style="text-align: center;">CARRIED 7/0</p>	McKenzie, Seren	8/04/2019 2:48:07 PM - Sara Rozynski Executive Manager IWS requested Acting Manager IPD to commence formalising the access track	

Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1292	27/03/2019	Revision of Lake Apex Community Advisory Committee Terms of Reference	<p>RESOLUTION</p> <p>THAT Council adopt the revised Terms of Reference for the Lake Apex Community Advisory Committee, as attached to these Minutes, with the inclusion of a representative from each of the Skate Park users and Dog Off-Leash area users.</p> <p style="text-align: right;">Moved By: Cr Cook Seconded By: Cr Vela Resolution Number: 16-20/1292</p> <p style="text-align: center;">CARRIED 7/0</p>	Sipeel, Brendan	8/04/2019 2:45:05 PM - Sara Rozynski Letter drafted by Manager Parks, Gardens and Cemeteries which is to be sent to current Lake Apex Advisory Committee members. Expression of interest to be advised to recruit new members as outlined in the new Terms of Reference.	

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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1293	27/03/2019	Asset Management Policy	<p>RESOLUTION</p> <p>THAT Council adopt the Asset Management Policy, as attached to these Minutes, in response to the recommendation made by Council's Queensland Audit Office appointed Auditors (William Buck) in the Interim Management Report of 26 April 2018.</p> <p>Moved By: Cr Hagan Seconded By: Cr Wilson Resolution Number: 16-20/1293</p> <p>CARRIED 7/0</p>	Keen, John	8/04/2019 2:42:08 PM - Sara Rozymski Manager Infrastructure Support Services advised Governance staff are to list the policy on Council's website and update the policy register.	

10.3 Amendment to Resolution - Lease - Helidon Community Shed Association Incorporated - 6 Plant Street, Helidon

Date: 15 April 2019
Author: Julie Millard, Property Officer
Responsible Officer: Ian Church, Chief Executive Officer

Summary:

The purpose of this report is to consider a request by the Helidon Community Shed Association Incorporated for Council to pay the survey plan fees for the Trustee Lease over part of Lot 19 on CP903641 situated at 6 Plant Street, Helidon.

Officer's Recommendation:

THAT with respect to the future use of part of Lot 19 on CP 903641, Council resolve to:

- a) apply the exception contained in Section 236(1)(b)(ii) of the Local Government Regulation 2012 in order for a Trustee Lease to be entered into with the Helidon Community Shed Association Incorporated on the following conditions:**
 - (i) The Trustee Lease will be for a term of 20 years;**
 - (ii) Council will be responsible for the Survey Plan costs capped at \$2,650.00 plus GST;**
 - (iii) The Helidon Community Shed Association Incorporated will be responsible for all costs incurred in preparation and registration of the Trustee Lease including additional Survey Plan costs;**
 - (iv) The Helidon Community Shed Association Incorporated will be responsible for all outgoings, including but not limited to insurance and utility expenses incurred in respect of the leased premises; and**
- b) delegate authority to the Chief Executive Officer to negotiate a Trustee Lease on terms satisfactory to Council.**

Report

1. Introduction

The purpose of this report is to respond to a request by the Helidon Community Shed Association ("Club") for Council to pay the survey plan fees for the Trustee Lease over part of Lot 19 on CP903641 situated at 6 Plant Street, Helidon ("the Land").

2. Background

At Council's Ordinary Meeting on 8 March 2017, with respect to the future use of part of Lot 19 on CP 903641 Council resolved the following:

- a) apply the exception contained in section 236(1)(b)(ii) of the Local Government Regulation 2012 in order for a Trustee Lease to be entered into with the Helidon Community Shed Association Incorporated on the following conditions:-

ORDINARY MEETING OF
COUNCIL AGENDA
24 APRIL 2019

- i. The Lease will be for a term of 20 Years;
 - ii. The Helidon Community Shed Association Incorporated will be responsible for all costs incurred in preparation and registration of the Trustee Lease, including survey costs if any;
 - iii. The Helidon Community Shed Association Incorporated will be responsible for all outgoings, including but not limited to insurance and utility expenses, incurred in respect of the leased premises; and
- b) delegate authority to the Chief Executive Officer to negotiate a Trustee Lease on terms satisfactory to Council.

Please find **attached** to this report a copy of the council report considered at Council's Ordinary Meeting on 8 March 2017.

3. Report

Various meetings were held with the club to discuss the proposed lease and the club was advised of the costs they would be responsible for including Survey Plan fees anywhere up to \$3,000.00.

The Trustee Lease was forwarded to the club for signature and the club was advised that council had attempted to prepare the Survey Plan in house however if the Survey Plan was not accepted by the Department of Natural Resources, Mines and Energy the club would be responsible for the Survey Plan with the fee being approximately \$2,000.00 to \$4,000.00.

Council's Property Officer attempted to register the Trustee Lease however was requisitioned by the Department of Natural Resources, Mines and Energy due to the Survey Plan not complying with their standards.

Council's Property Officer attempted to contact the club by email and phone to advise that a Survey Plan was required to be obtained by a licensed surveyor and had requested quotes from 3 licensed surveyors.

After obtaining three quotes from local surveyors for the Survey Plan, Anywhere Surveys was the lowest quote of \$2,650.00 plus GST and were instructed to proceed to prepare the Survey Plan. The club was emailed advising that council was going to instruct Anywhere Surveys.

A request was subsequently received from the club that council cover the fees. The request was referred to the Chief Executive Officer and this report now seeks confirmation by way of resolution that it is Councils intention to pay the survey fees, or otherwise as the case may be.

Should the recommendation provided above be resolved, it will supersede the 8 March 2017 resolution by endorsing that Council will cover the costs of the Survey Plan Fee to the total of \$2,650.00 plus GST.

4. Policy and Legal Implications

Section 236(i)(b)(ii) of the *Local Government Regulation 2012* states that a Local Government may dispose of a valuable non-current asset other than by tender or auction if the valuable non-current asset is to a community organisation.

A Trustee Lease may be offered for a term up to 20 years but cannot contain any renewal options.

The club will be bound by the standard trustee lease terms, including obligations to pay for lease registration and insurance costs.

5. Financial and Resource Implications

Should the recommendation be endorsed Council will be responsible for the payment of Survey Plan fees to the value of \$2,650.00 plus GST.

In line with other trustee leases offered by Council to community organisations, it is proposed that the rental sought will be \$127.00 excluding GST per annum, which is equivalent to the rental sought for State leases to small community organisations. This rental would be indexed annually to CPI.

6. Delegations/Authorisations

The Chief Executive Officer, through the Legal Services and Property Team shall be authorised to do all things necessary to negotiate a lease with the club on the terms and conditions recommended in this report.

7. Communication and Engagement

The Chief Executive Officer through the Legal Services and Property Team will be responsible for communicating with all relevant parties to finalise a Trustee Lease over the Land.

8. Conclusion

The recommendation made in this report will enable a Trustee Lease to be entered into with the club over the land in compliance with legislative requirements.

9. Action/s

1. Advise the club of Council's resolution in response to their request;
2. Finalise a Trustee Lease with the club;
3. Register the Trustee Lease and the Survey Plan with the Department of Natural Resources, Mines and Energy.

Attachments

- 1 [□](#) Report Helidon Comm Shed - 2017 4 Pages



**ORDINARY MEETING OF
COUNCIL AGENDA
8 MARCH 2017**

10.4 Lease - Helidon Community Shed Association Incorporated - 6
Plant Street, Helidon

Date: 01 March 2017
Author: Julie Millard, Property Officer
Responsible Officer: Ian Church, Chief Executive Officer

Summary:

The purpose of this Report is to consider a request by the Helidon Community Shed Association Incorporated to enter into a Trustee Lease over part of Lot 19 on CP 903641 situated at 6 Plant Street, Helidon for the purpose of a Girls Shed. If this request is granted, the application of statutory exception from tendering in Section 236(1)(b)(ii) of the *Local Government Regulation 2012* must be applied by resolution before a lease can be granted.

Officer's Recommendation:

THAT with respect to the future use of part of Lot 19 on CP 903641, Council resolve to:-

- a) apply the exception contained in Section 236(1)(b)(ii) of the Local Government Regulation 2012 in order for a Trustee Lease to entered into with the Helidon Community Shed Association Incorporated on the following conditions:-
 - (i) The lease will be for a term of 20 years;
 - (ii) The Helidon Community Shed Association Incorporated will be responsible for all costs incurred in preparation and registration of the Trustee Lease, including survey costs if any;
 - (iii) The Helidon Community Shed Association Incorporated will be responsible for all outgoings, including but not limited to insurance and utility expenses, incurred in respect of the leased premises; and
- b) delegate authority to the Chief Executive Officer to negotiate a Trustee Lease on terms satisfactory to Council.

Report

1. Introduction

The purpose of this Report is to respond to a request by the Helidon Community Shed Association ("Club") to enter into a Trustee Lease over part of Lot 19 on CP 903641 situated at 6 Plant Street, Helidon ("the Land") for the purpose of a Girls Shed and discharge Council's statutory obligations before formal tenure is offered.

2. Background

In approximately 2011 the Club, with the help of the then Lockyer Valley Regional Council Mayor and Energex, erected a shed for the purpose of running a Girls Shed on the Land. This would be a meeting place for the Club where community and leisure activities could be undertaken. During the 2011 floods the Club received extensive donations and the Girls Club actively received and distributed donated items to assist the community.

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**ORDINARY MEETING OF
COUNCIL AGENDA
8 MARCH 2017**

It has recently come to Council's attention that the Club has been operating for the past 5 years without the correct building and planning permits and a trustee lease over the Land. Until recently they had also been operating an Opp Shop from the premises.

On Tuesday, 24 January 2017 Council's Manager of Plumbing and Building Services met with the Club regarding the required permits and Council regulations. It was agreed between Council and the Club that they would cease all use of the premises until the appropriate permits and tenure could be arranged.

The Club was also advised that they would not be able to operate a shop from the premises due to onerous building and planning requirements and the land being reserve land in which the Department of Natural Resources and Mines would be unlikely to approve a commercial operation without stringent requirements being met.

After discussions with the Club, the Club have agreed that they would like to use their Shed for a "Girls Shed" for the following activities:-

1. Helping the next generation to learn the crafts that they learnt from their Grandmothers, mothers and at school which will include sewing, knitting, crochet, embroidery, beading etc. as well as all ages learning new craft;
2. Giving other members of the community a place to call in for a chat or get together;
3. Cultivating the interest in the history of the area and help others with their genealogy and family history;
4. Helping with computer skills and technology; and
5. To be available and to help in any future disaster for a place for the rescue services to congregate and for the community to offer their support.

3. Report

The site that is currently used by the Club is shown on the **attached** Aerial Plan and contains approximately 391m². The Land is a Reserve for Recreation in which Council is Trustee and the Land is zoned as Open Space.

As the Club is a community organisation and will not be operating for the purpose of obtaining a profit, it is recommended that Council apply the exception contained in Section 236(1)(b)(ii) of the *Local Government Regulation 2012* in order to offer the Club a Trustee Lease over the Land.

4. Policy and Legal Implications

Section 236(1)(b)(ii) of the *Local Government Regulation 2012* states that a Local Government may dispose of a valuable non-current asset other than by tender or auction if the valuable non-current asset is a community organisation.

A Trustee Lease may be offered for a term up to 20 years, but cannot contain any renewal options.

The Department of Natural Resources and Mines have advised that the purpose is consistent with the Recreation Reserve therefore Council is not required to obtain or have Ministerial approval under the Land Act 1994.

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**ORDINARY MEETING OF
COUNCIL AGENDA
8 MARCH 2017**

As the purpose is consistent with the Recreation Reserve a Land Management Plan is also not required. This empowers Council to be the day to day manager of the reserve and to make decisions on the consistent use of the trust land.

The Club will be bound by the standard trustee lease terms, including obligations to pay for lease registration, survey costs (if any) and insurance costs. Community grants and other funding can be sought by the Club to assist with these expenses.

5. Financial and Resource Implications

In line with other trustee leases offered by Council to community organisations, it is proposed that the rental sought will be \$119.00 excluding GST, which is equivalent to the rental sought for State leases to small community organisations. This rental would be indexed annually to CPI.

6. Delegations/Authorisations

The Chief Executive Officer, through the Legal Services Team, shall be authorised to do all things necessary to negotiate a lease with the Club on the terms and conditions recommended in this Report.

7. Communication and Engagement

The Chief Executive Office, through the Legal Services Team, will be responsible for communicating with all relevant parties to finalise a Trustee Lease over the Land.

8. Conclusion

The Recommendation made in this Report will enable a Trustee Lease to be entered into with the Club over the Land in compliance with legislative requirements.

9. Action/s

1. Advise the Club of Council's resolution in response to their request.
2. Negotiate and finalise a Trustee Lease with the Club.
3. Register the Trustee Lease with the Department of Natural Resources and Mines.

Attachments

[1View](#) Aerial Map 1 Page



10.4 Event Strategy

Date: 15 April 2019
Author: Rick Machin, Manager Marketing, Communications & Engagement
Responsible Officer: Ian Church, Chief Executive Officer

Summary:

The purpose of this Report is to provide Council with the rationale behind the establishment of the *Lockyer Valley Events Strategy* which aims to ensure Council delivers events which are sustainable, which complement the *Tourism Destination Plan 2018/2023* and which help drive tourism into the region.

Officer's Recommendation:

THAT Council adopt the Events Strategy as attached to this report;

And further;

THAT Council undertake a review of all current events to ensure they align with the criteria outlined in the Strategy and that no future events be supported by Council in cases where criterion are not met.

Report

1. Introduction

A review of events has shown that as an organisation, Council assists with approximately 50 events a year, including either directly hosting or being a major stakeholder in 22 events which is neither sustainable in either the short or long term.

The overall vision of the strategy is for the Lockyer Valley to be known for its thriving events seeded from one of the most fertile farming areas in the world and to help grow overnight accommodation which feeds directly into growing the local economy.

An application was put forward for funding through the Federal Building Better Regions program, with Council securing a grant for the full cost of developing the Strategy.

2. Background

For an event to not only be successful but to remain successful, it must always be growing and developing to meet the needs of the community. There needs to be a concerted effort to both ask patrons what elements they liked and disliked and what they would like added to any event held in the Lockyer Valley.

The point of the Events Strategy is to provide a strategic approach for the development and promotion of events in the region.

The strategy has been developed to align with local, regional and state strategies to provide long-term competitive advantage and a coordinated approach to local events and to provide a collaborative approach with events, tourism and regional partners.

In putting the strategy together, a number of consultative workshops were held with stakeholders including Councillors, local event organisers, internal staff and the general community.

3. Report

There is certainly a lot to be gained from the introduction of the Events Strategy.

Through the Strategy Council will be in a better position to be able to promote the Lockyer Valley as a tourism destination and have processes in place to be able to measure success.

The Strategy suggests the adoption of 7 key event criterion including:

1. Destination Profile: enhances the profile and appeal of the Lockyer Valley.
2. Economic Impact: generates economic activity in the Lockyer Valley.
3. Overnight Visitation: attracts external visitation specifically generating overnight visitor expenditure.
4. Sustainability: demonstrates financial and environmental sustainability.
5. Social and Community: drives social and community outcomes including community pride and cohesion.
6. Regional Dispersal: Demonstrates regional equity and dispersal.
7. Shoulder Season: is staged in a shoulder/low season and does not conflict with other event dates.

From those event criterion, a hallmark or major event must meet a minimum of six, destination events five, regional events three and community events two, in order to receive support from Council.

Through the ongoing implementation of the Events Strategy, Council intends to turn day trippers into overnight stays. This is a concerted effort to boost spend in the region which benefits local business operators.

The danger of Council doing nothing in the event space is that some events, in particular smaller community led events, will no longer be viable. Part of the purpose of the strategy is to grow the presence of events within the region and to encourage ongoing succession planning to ensure each event is sustainable moving forward.

4. Policy and Legal Implications

At this early stage policy changes and legal implications have not been identified. Should changes be required, they will be implemented in line with our corporate requirements including reporting any such changes to Council.

5. Financial and Resource Implications

At this stage there are no real financial implications for the Event Strategy. Funding will be sought for the development and growth of a major hallmark event.

6. Delegations/Authorisations

There are no foreseen changes to delegations or authorisations.

7. Communication and Engagement

Communication and engagement will be delivered in stages in line with the staggered implementation of the Strategy. Extensive engagement was sought from both key internal and external stakeholders in the preparation and development of the strategy.

8. Conclusion

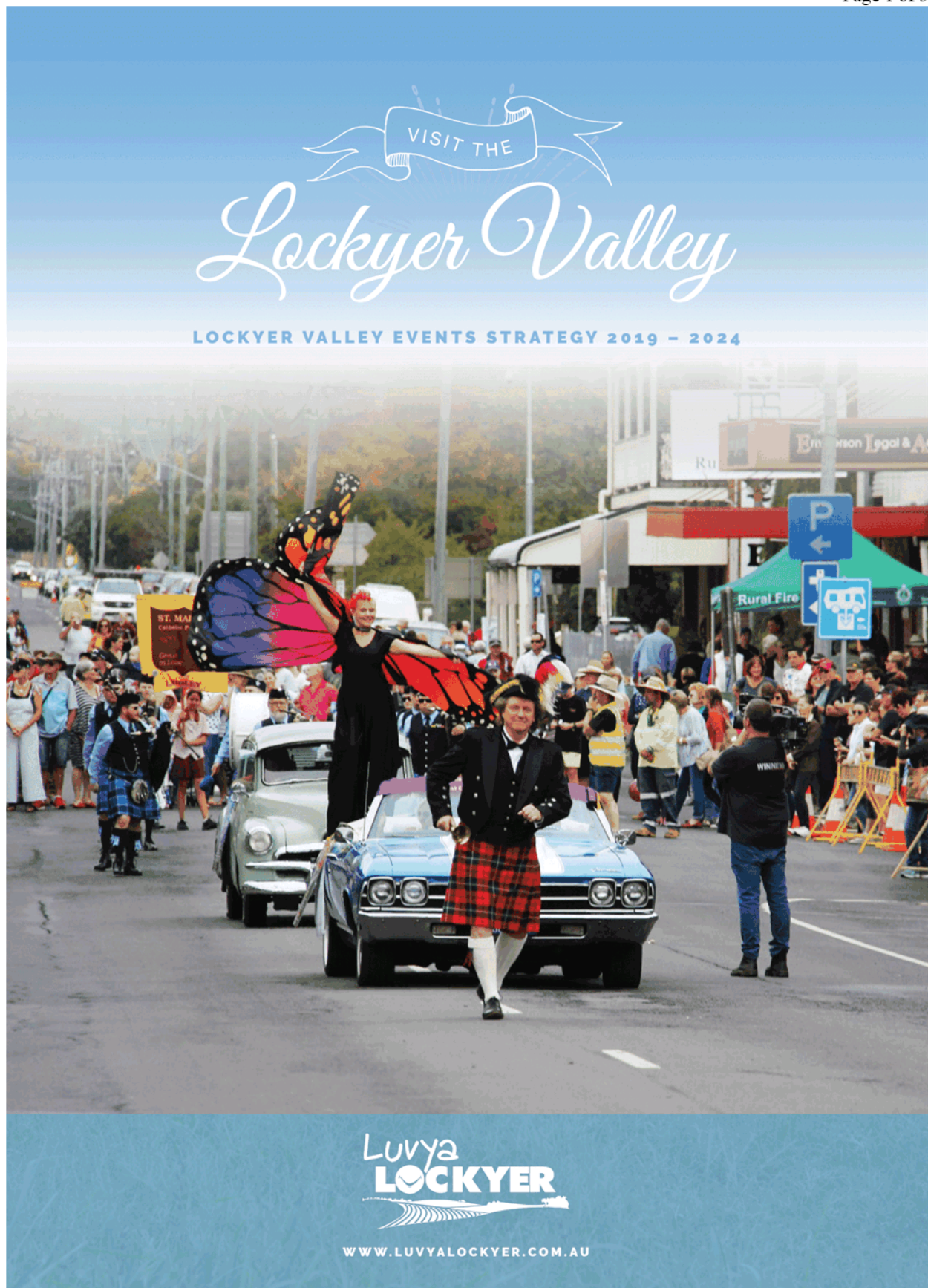
That the recommendation be adopted in order for Council to grow and develop both current and future Lockyer Valley events so as to better promote the region as a tourism destination.

9. Action/s

Evaluate the elements within the Events Strategy and through the Marketing, Communication and Events team in collaboration with Regional Development, look at which elements can be implemented first and foremost and put together a strategic approach to implementing the Events Strategy in its entirety.

Attachments

- 1 [□](#) Events Strategy 52 Pages



PURPOSE

The purpose of this strategy is to provide a strategic approach for the development and promotion of major events in the Lockyer Valley. The long-term objectives are to increase the profile and position of Lockyer Valley as an event destination, develop greater synergies between events and the wider tourism industry, create a higher return on investment and deliver social benefits for the community.

Increasing the destination profile as a regional events hub will sit alongside the development of distinct destination experiences for visitors to the Lockyer Valley region, ultimately converting day-trippers into overnight stays. Increasing visitation, length of stay and overnight visitor expenditure (OVE) will stimulate the local economy and visitor dispersal throughout Lockyer Valley.

The Lockyer Valley is within a 70-minute drive of the key source target markets, Brisbane, Ipswich, Toowoomba and the Gold Coast. With a population of 40,229 people with projections to grow by 2.4% per annum to 57,443 by 2031¹, now is the perfect opportunity for the development of an events portfolio to meet the needs of the growing population and maximise the opportunity presented by continued growth projections for South East Queensland.

The strategy will provide a cohesive framework that will align with the Lockyer Valley Tourism Destination Plan 2018-2023 and Lockyer Valley Economic Development Plan 2018-2023, and the objectives of the Community Plan — Our Valley Our Vision 2017-2027, the Lockyer Valley Regional Council Corporate Plan 2017-22 and the Lockyer Valley Regional Council Operational Plan 2017-2018.

The strategy is aligned with the Brisbane Visitor Economy Strategy 2020 and Tourism and Events Queensland Events Strategy 2025 to develop a long-term competitive advantage with a coordinated approach.



Lockyer Valley Regional Council — 2 — Events Strategy 2019 — 2024

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Luvya LOCKYER EXECUTIVE SUMMARY

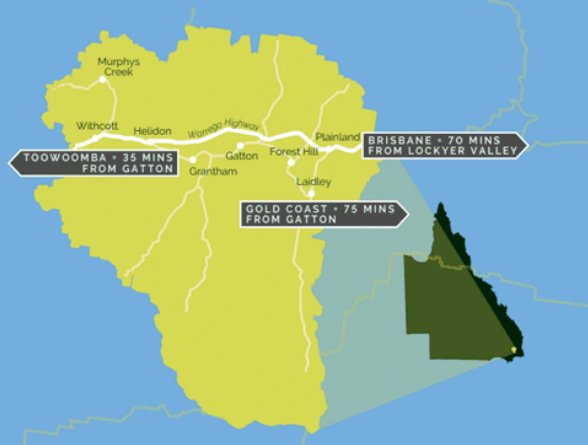
VISION

To be known for our thriving events, seeded from our position as one of the world's most fertile farming areas.

IN FIVE YEARS...

The Lockyer Valley will be home to a nationally recognised Hallmark event, with the region known as an event friendly destination and featured in the Queensland events calendar. It will become famous for its cutting-edge country, and horticulture themed events attracting overnight visitation.

GOALS



COMPETITIVE ADVANTAGES



FRESH PRODUCE
'AUSTRALIA'S SALAD BOWL'



COUNTRY LANDSCAPE + ATMOSPHERE



EQUESTRIAN EVENTS

FOCUS ON EVENTS THAT...



STRATEGIC APPROACH

Develop Hallmark event/s that build national profiling and attract overnight visitor expenditure.

The attraction of new leisure and events.

Enable existing events to grow event organiser capacity and better reflect the Lockyer Valley's competitive advantages.

CRITICAL SUCCESS STRATEGIES

1 DEVELOP DISTINCTIVE LOCKYER VALLEY EVENT EXPERIENCE

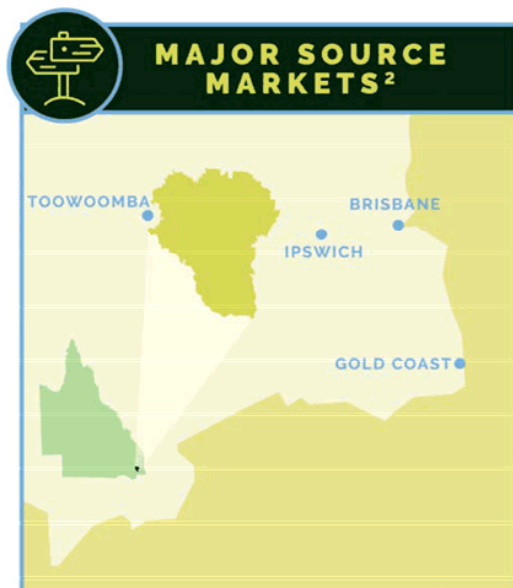
2 HALLMARK AND MAJOR EVENTS IN A YEAR-ROUND CALENDAR

3 SPONSORSHIP

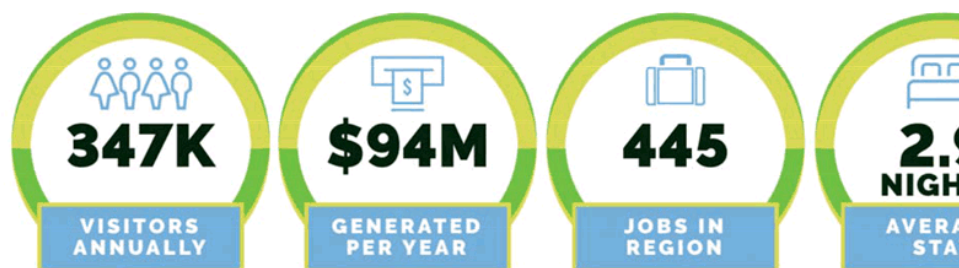
4 BRANDING AND DIGITAL MEDIA

5 PACKAGING AND COLLABORATION

6 RESOURCING AND GOVERNANCE



LOCKYER VALLEY ATTRACTS
249,840
DAY-TRIPPERS² PER YEAR

LOCKYER VALLEY VISITOR ECONOMY²

Lockyer Valley Regional Council — 4 — Events Strategy 2019 — 2024

TYPE OF EVENTS IN LOCKYER VALLEY



MAJOR VENUES	POPULAR EVENT MONTHS				SPORTING FACILITIES
LOCKYER VALLEY CULTURAL CENTRE	JAN	FEB	MAR	APR	2 INTERNATIONAL STANDARDS
LAIDLEY CULTURAL CENTRE	MAY	JUN	JUL	AUG	1 NATIONAL STANDARDS
GATTON SHIRE HALL	SEP	OCT	NOV	DEC	2 STATE STANDARDS
GATTON SHOWGROUNDS					
MULTIPLE COMMUNITY FUNCTION VENUES					

² Lockyer Valley Tourism Destination Plan 2018 - 2023.

³ Lockyer Valley Visitor Information Report 2018



Lockyer Valley Regional Council — 6 — Events Strategy 2019 — 2024

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Lockyer Valley Regional Council

Events Strategy 2019 – 2024

LOCKYER VALLEY

Lockyer Valley is nestled at the foot of the Great Dividing Range, in South East Queensland (SEQ), 70km west of Brisbane, and bordering Toowoomba to the east.

The Lockyer Valley is one of the most fertile farming areas in the world, and affectionately referred to as "Australia's salad bowl". The Local Government Area (LGA) covers 2,200km² and is primarily agricultural farmland, producing the most diverse commercial range of vegetables and fruit of any area in Australia, and comprises 12-14% of the Queensland agricultural economy⁵.

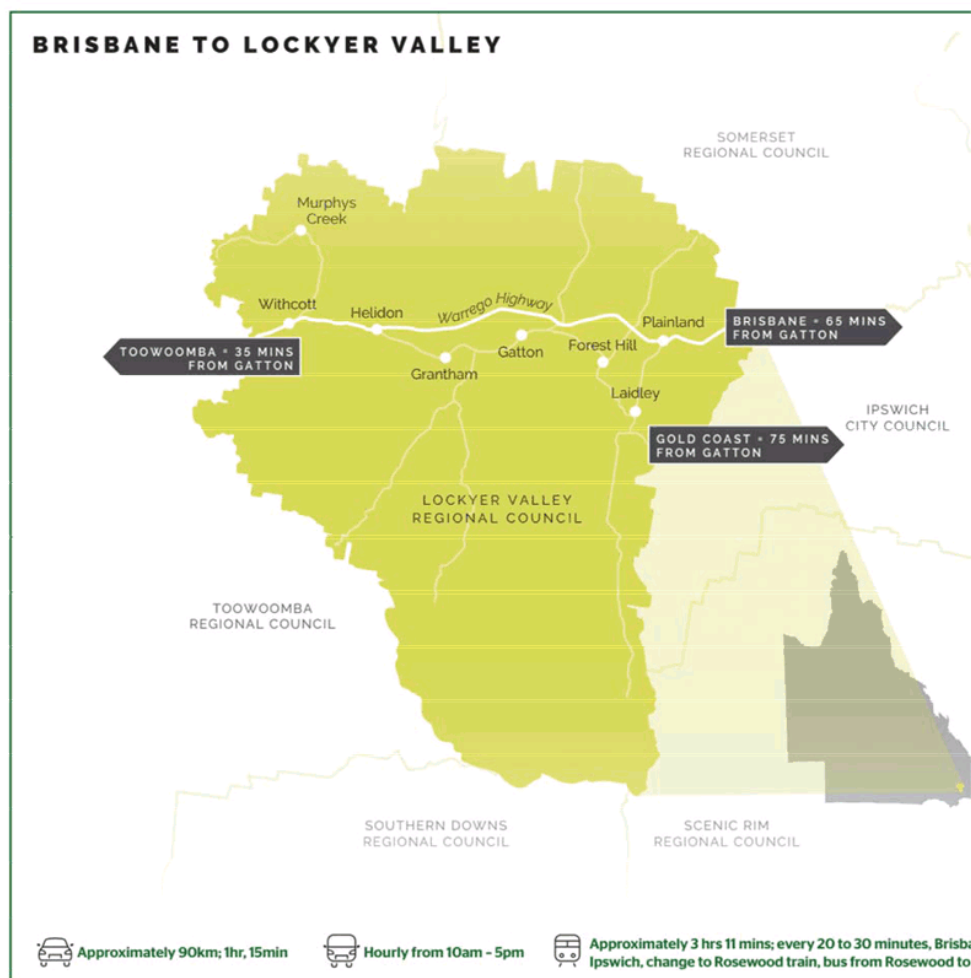
The Lockyer Valley is a blend of town and country with a laid-back atmosphere, making it the ideal short-break escape destination. Visitors can interact with the locals, experience local produce at our restaurants, visit art galleries and historic villages, or go back to roots of nature in our spectacular national parks.

There are several main towns and hubs across the of which border the Warrego Highway. While the la is Gatton, located in the centre of the Region, other include Laidley, Withcott, Plainland, Hatton Vale, He Hill, Grantham and Murphys Creek.

Lockyer Valley is a vibrant and diverse community potential to host major events including sporting e performances, festivals, expos and meetings.

The region has a diverse calendar of events through year, showcasing the culture and history of the reg

By fostering a collaborative partnership between e organisers, tourism operators, local businesses and community, it will enrich Lockyer Valley's offering f and promote community cohesion and pride.



5 Lockyer - Our Valley, Our Vision Community Plan 2017 - 2027

Lockyer Valley Regional Council — 8 — Events Strategy 2019 — 2024

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STRATEGIC CONTEXT

The Lockyer Valley Events Strategy has been developed to align with local, regional and state strategies to provide a long-term competitive advantage and a coordinated approach.

It directly delivers on the objectives outlined in the following plans:

- **Lockyer Valley Tourism Destination Plan 2018-2023:** supports event diversification through a balanced event portfolio, the development of a hallmark event and event organiser capacity building and collaboration with the tourism industry.

- **Lockyer Valley Economic Development Plan 2018 – 2023:** to develop and promote a signature food event, to gain a higher profile for the Lockyer Valley and to increase brand recognition for the Lockyer Valley as one of Australia's primary producers of vegetables and fresh food.

- **Lockyer — Our Valley, Our Vision Community Plan 2017–2027:** strategic objectives to encourage the development of community spirit, and the development of festivals and events to bring people together.

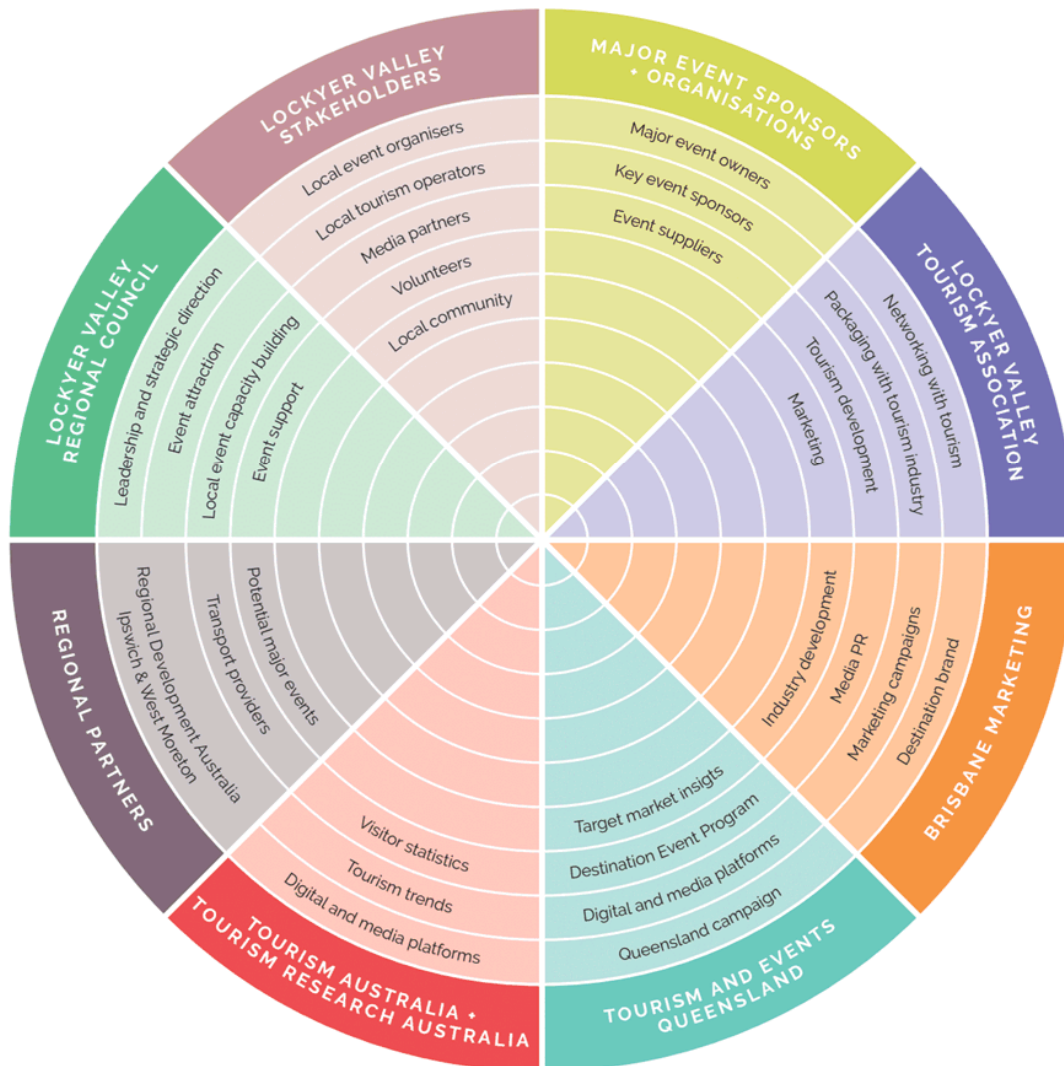
- **Lockyer Valley Corporate Plan 2017:** vision of delivering sustainable services to enhance the liveability of our community while embracing our economic, cultural and natural diversity of the region, and the commitment to develop a range of activities, events and programs that engage the community.

Regionally and state-wide, the strategy aligns with Brisbane Marketing plans, including the Brisbane Visitor Economy Strategy 2020 and Tourism and Events Queensland Events Strategy 2025.



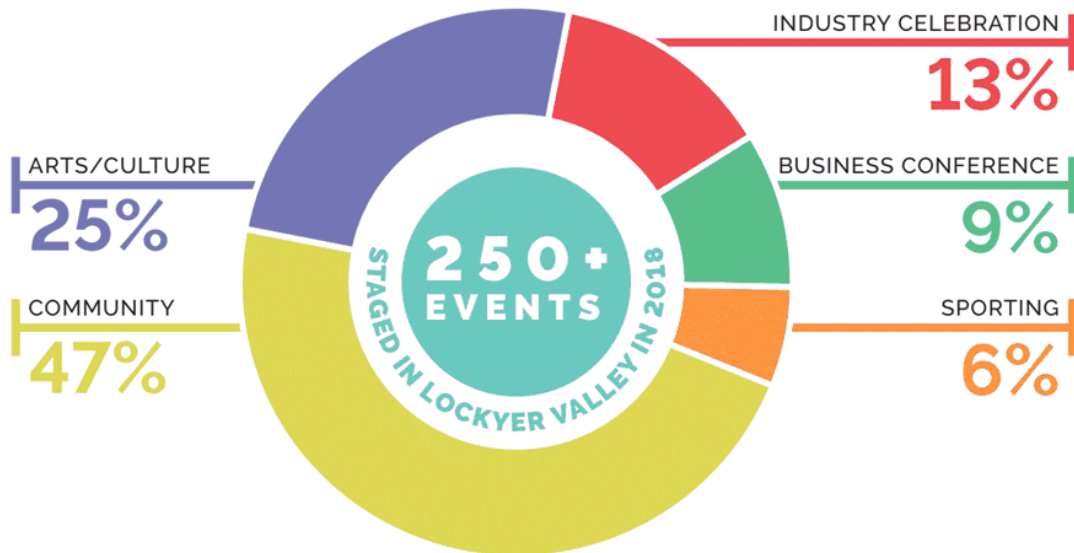
PARTNERSHIPS AND COLLABORATION

The objective of the strategy is to provide a cohesive framework for the development of events to create a long-term, distinctive competitive advantage for the Lockyer Valley. This will be achieved through a collaborative approach with events, tourism and regional partners.



LOCKYER VALLEY EVENTS PROFILE

Total events staged in the Lockyer Valley in 2018. Nearly half are community events, followed by arts + culture



4 Lockyer Valley Events Calendar





POPULAR EVENT MONTHS

JAN	FEB	MAR	APR	MAY	JUN
JUL	AUG	SEP	OCT	NOV	DEC



MAJOR VENUES

LOCKYER VALLEY CULTURAL CENTRE
LAIDLEY CULTURAL CENTRE
GATTON SHIRE HALL
GATTON SHOWGROUNDS
MULTIPLE COMMUNITY FUNCTION VENUES



22+ COMMUNITY EVENTS

Directly supported by Council with facilitation, equipment & permit services

12	8	2
DELIVERED BY COUNCIL	SUPPORTED BY COUNCIL	SPONSORED BY COUNCIL

Lockyer Valley Regional Council — 12 — Events Strategy 2019 — 2024

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LOCKYER VALLEY VISITOR PROFILE

Events contribute to the visitor economy, including the services of accommodation, transport, tours and attractions, with intermediaries and indirect industries such as retail and food production.



2017 VISITORS²

347K

VISITORS

26%

DOMESTIC OVERNIGHT

72%

DAY TRIPPERS

2%

INTERNATIONAL OVERNIGHT



HOW LONG THEY STAY²

DOMESTIC
OVERNIGHT

2.9 NIGHTS

INTERNATIONAL
OVERNIGHT*

61.6 NIGHTS

*represents international working holiday makers.



WHY THEY VISIT²

46% HOLIDAY

37% VFR

8% BUSINESS

3% EDUCATION

1% EMPLOYMENT

5% OTHER



WHAT THEY SPEND²

\$57M (\$633 P/TRIP)

DOMESTIC
OVERNIGHT

\$24M (\$97 P/TRIP)

DAY TRIPPERS

\$12.5M (\$1.8K P/TRIP)

INTERNATIONAL
OVERNIGHT

\$94M

TOTAL SPEND



2018 VISITOR INFORMATION ENQUIRIES²

13,285

TOTAL VIC VISITORS & ENQUIRIES

456

TOTAL INTERNATIONAL VIC VISITORS



ACCOMMODATION²

PLACES TO STAY

33

TOTAL BEDS

1,014

Motels/Bed & Breakfast/Caravan & Camping/Farm Stay/Hotel

MAJOR SOURCE MARKETS²

TOOWOOMBA

IPSWICH

BRISBANE

**SOUTHERN
QUEENSLAND**

Note: Lockyer Valley tourism statistics are combined with Brisbane and not itemised to enable current visitor statistics to be available.

The 2017 figures illustrated were identified in the Lockyer Valley Tourism Destination Plan 2017.

² Lockyer Valley Tourism Destination Plan 2018 - 2023.



Lockyer Valley Regional Council

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Events Strategy 2019 — 2024

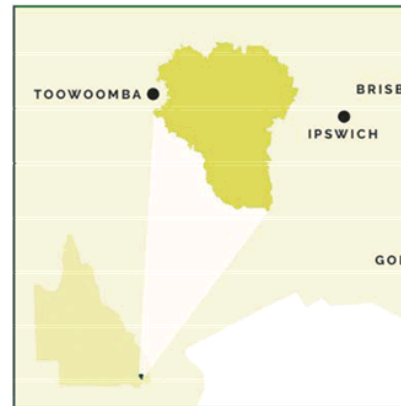
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TARGET MARKETS

GEOGRAPHIC PROFILE

Lockyer Valley is within a 70-minute drive from Brisbane, Ipswich and Toowoomba, the perfect short-drive destination.

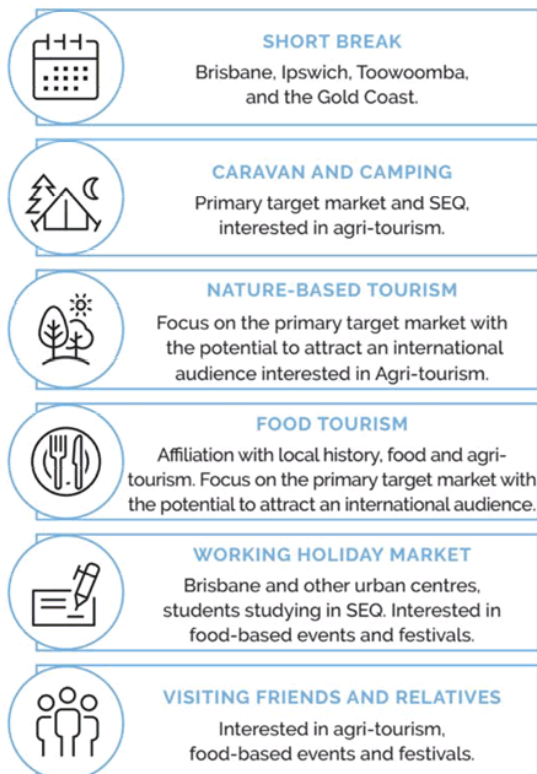


Most visitors to Lockyer Valley are:



MARKET SEGMENTATION

PRIMARY MARKETS



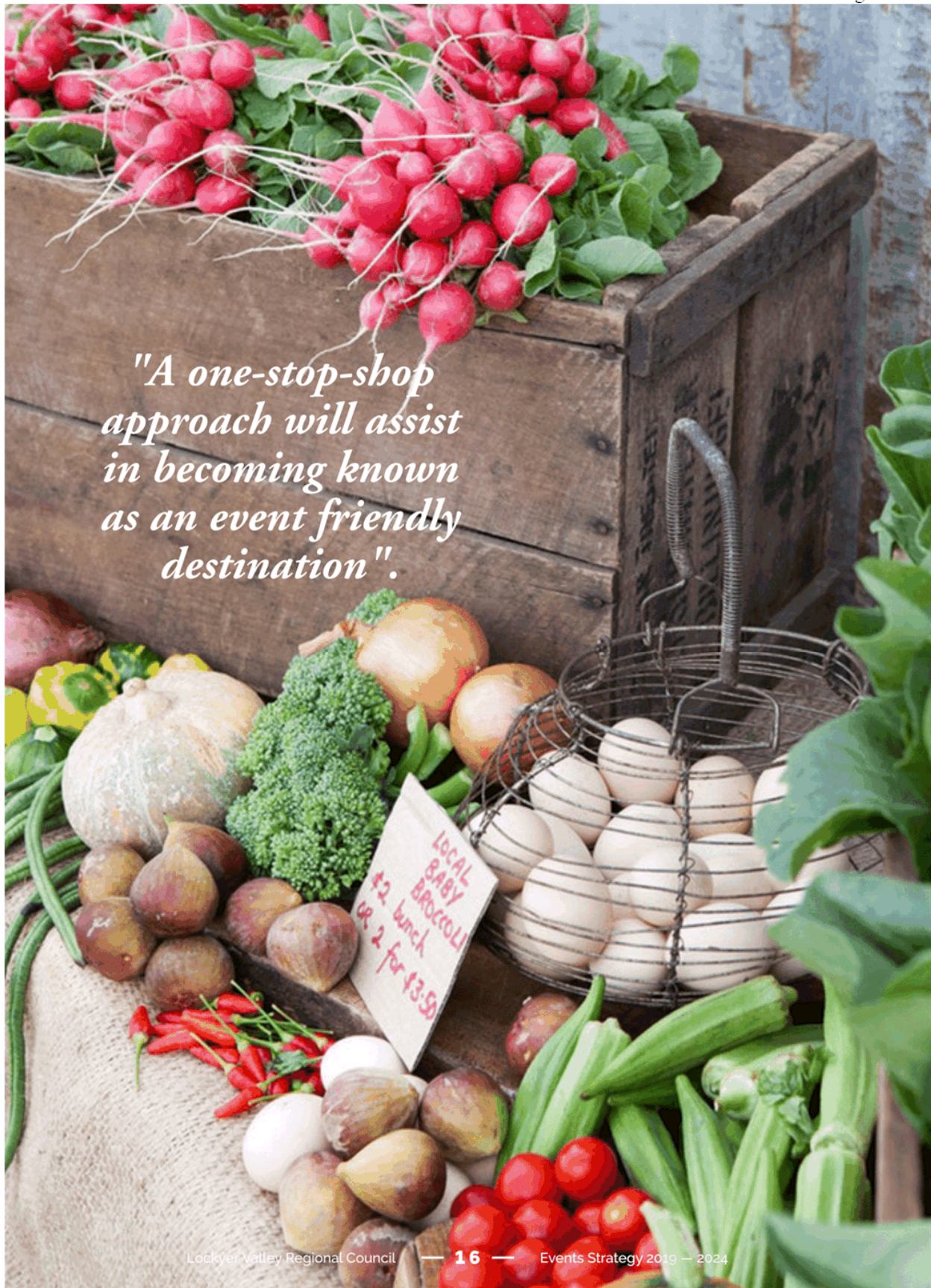
HIGH VALUE TRAVELLERS

To increase the economic impact from events ROI for council, it is recommended to further develop events and develop event experiences to appeal to domestic travellers who will generate a greater overnight visitor expenditure (OVE).

Tourism and Events Queensland has identified visitors as High Value Travellers (HVT's) who are domestic leisure travel, spend more than the traveller on leisure trips, and are aligned to experiences offered in Queensland.

These intrastate and interstate markets could have good potential for the Lockyer Valley events to develop experiences aligned with their holiday needs. Of note are those markets 18-49 travelling without children, specifically seeking food and experiences, and 50+ market travelling without children seeking history and heritage.

Travelling with children	1.4 million interstate
18-49 travelling without children	1.3 million interstate
50+ travelling without children	1.5 million interstate



Lockyer Valley Regional Council — 16 — Events Strategy 2019 — 2024

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BENCHMARKING

Rural councils with a similar population and distance from a capital city were selected to benchmark their structure, objectives, resourcing and processes in their events unit. The audit included; Latrobe City Council (VIC), Mildura Rural City Council (VIC) and Western Downs Regional Council (QLD).

EVENT OBJECTIVES

The objectives of working with events for each council included:

- Increase visitation to the region.
- Increase the length of stay.
- Increase economic benefit.
- Support local event organisers.
- Attract events to the region.
- Provide seed funding and sponsorship.

COUNCIL'S ROLE IN EVENTS

The councils' roles in events included the delivery of events, mainly civic and some being major/hallmark events and to support event organisers in the delivery of events.

EVENT STRUCTURE

The structure of the events unit varied with each council. Latrobe City Council has a combined tourism and events unit with six staff dedicated to events. Staffing numbers ranged from two to nine staff.

ONE-STOP-SHOP

Latrobe City Council is the only council benchmarked with a one-stop-shop approach to assist event organisers. Some of the other councils are in the process of adopting a one-stop-shop process to streamline the application and approval processes for event organisers.

EVENT ATTRACTION AND SPONSORSHIP

- The councils actively attract events with significant attraction budgets and dedicated human resources.
- Economic Benefit Calculators are used to assess applications.
- Assessment criteria aligned to council objectives, and the potential for increase visitation, length of stay and overnight visitor expenditure for economic benefit.
- Event acquittals are required to receive ongoing funding the following year.

EVENT TOURISM

- Hosting successful events and being known as an event destination is an impetus for repeat visitation.
- The demonstrated economic benefits of events are often the catalyst to attract funding to build and invest in infrastructure.
- Over time the perception of the benchmarked regions has shifted, and they are now known as event friendly destinations.

INDUSTRY TRAINING

The councils provide training and networking opportunities for tourism and events through mentoring, workshops and boot camps. Industry training has been integral in uniting the tourism and events industry to collaborate, develop packages to increase visitation and the economic benefit in the region.

KEY LEARNINGS

- A one-stop-shop approach provides a central point of contact to assist in streamlining the application process and supporting events and organisers.
- Sponsorship assessment is against council objectives.
- Acquittals are essential to receive ongoing funding and to provide the Council with economic benefit data.

OPPORTUNITIES AND CHALLENGES

The development of this strategy has involved extensive consultation with Lockyer Valley events and tourism industry through workshops, face-to-face meetings and an online industry survey.

The objective of the consultation was to create a shared vision and to identify opportunities, challenges and key themes. Details of the consultation process and people who provided their time, input and advice into the development of the strategy are detailed on page 48.

The findings from the consultation are summarised as follows:

CHALLENGES

- Lack of Lockyer food tasting/local food at events.
- Marketing and PR.
- Event competition from other regions with more resources.
- Limited purpose-built venues.
- Limited accommodation capacity.
- Limited online marketing and social media presence for non-council events.
- Keeping resource database up to date.
- Attracting outside funding.
- Obtaining sponsorship and funding.
- Attracting skilled staff and volunteers.
- Corporate culture – disconnect between council departments with a common goal to be “event friendly”.
- Moving out of comfort zone with changing trends.
- Events often clash and compete for the same audience.
- Traffic management: (Queensland Transport and Main Roads).
- Government red tape and systems.
- Limited local public transport.
- Perceived limited return on investment.
- Succession planning.
- Lack of volunteers.

Throughout the consultation and Event Strategy Survey, the key themes identified:

- Farming and agriculture as a strength and opportunity to develop events around Agri-tourism.
- Lockyer Valley needs a Hallmark Event.
- Event organisers and tourism operators can collaborate and package through networking opportunities.
- An event portal with supplier lists is highly desirable.
- Opportunities exist to promote events and the region through social media – with training.

OPPORTUNITIES

- Development of a Lockyer Valley Hallmark Event.
- Agri-tourism.
- Lockyer Harvest Experience at all events: Pop-up tasting (local produce) booths at events in and out of region.
- Promotion of local produce.
- Rural tourism experiences based on the farming industry.
- Reinvigorate events to meet changing consumer needs.
- Race Days – can be extended over a weekend.
- Leverage off neighbouring large scale events.
- Activation of green spaces.
- Increase positive share in social media.
- Branding, marketing and promotion.
- Combining events with a similar target market to grow the event.
- Development of an online event portal.
- Packaging events, conferences, accommodation and tourism attractions/experiences with ticketing.
- Linking tourism and event website to on-sell each other.
- Tourism operators to put a tile on their website to promote events.
- Networking opportunities for event and tourism operators.
- Development of Cyber/Digital Buddy System.
- Build capacity of event organisers.
- Building venue capacity.
- Environmental sustainability.



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COMPETITIVE ADVANTAGE

To create a dynamic and innovative event landscape for the Lockyer Valley, distinct events that build on the region's unique selling points is highly recommended.

FRESH PRODUCE

The Lockyer Valley is one of the most fertile farming areas in the world and referred to as "Australia's salad bowl". The region is primarily agricultural farmland producing the most diverse commercial range of vegetables and fruit of any area in Australia and comprises 12-14% of the Queensland agricultural economy.

Agriculture is the largest industry and employer in the Lockyer Valley, creating a unique blend of town and country with a laid-back atmosphere within 100km of a capital city.

This unique selling point offers a distinct competitive advantage for Lockyer Valley events into the future. To build and develop Lockyer Valley fresh food related experiences at events, and ultimately a Hallmark Event/s around the industry, produce and landscape.

Events evolving around the strong winter harvest and music and food experiences in distinct Lockyer locations, such as Sounds in the Paddock, Dine in the Paddock

and pop-up Tastes of the Lockyer experience at existing events and national/international food symposiums could provide potential economic impacts and strong brand profiling for the Lockyer Valley.

COUNTRY MUSIC

With its country atmosphere and the history of country music as its doorstep, with Ipswich as the Country Music Capital of Queensland and the success of CMC Rocks, combined with the strategic focus for Tourism and Events Queensland to further position Queensland as a Country Music destination, this genre of music could provide a strategic opportunity for the Lockyer Valley.

The challenge will be to ensure the Lockyer Valley can attract or stage a country music event that is distinctly different from anywhere else.

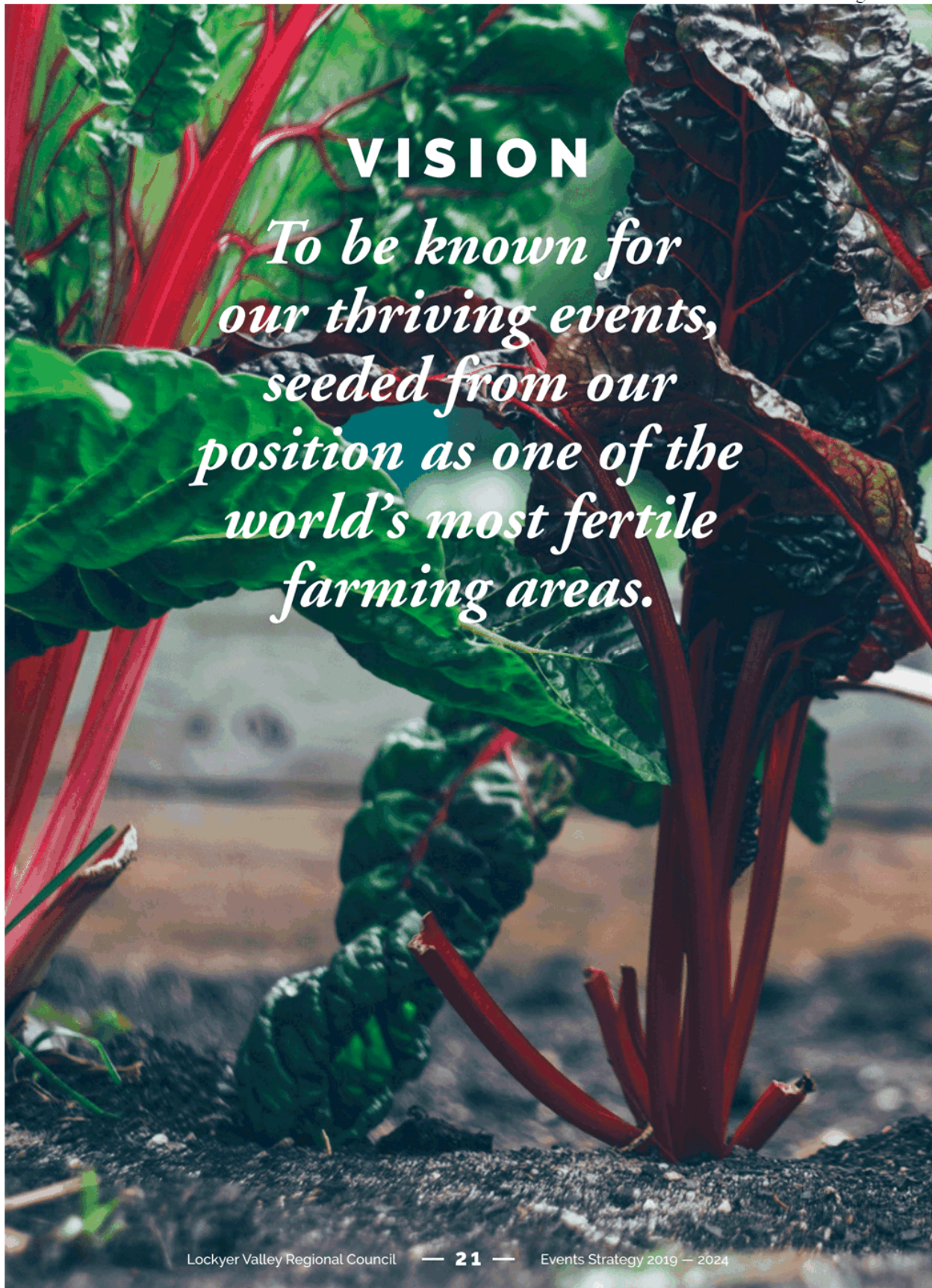
EQUESTRIAN EVENTS

Equestrian related events could further position the Lockyer Valley's unique selling points, as a central location within other equestrian strong regions of the Scenic Rim and Darling Downs, and further building on the international standard equestrian facilities.



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LOCKYER VALLEY EVENTS INTO THE FUTURE

VISION

TO BE KNOWN
FOR OUR THRIVING
EVENTS, SEEDED
FROM OUR
POSITION AS ONE
OF THE WORLD'S
MOST FERTILE
FARMING AREAS.

GOALS

ECONOMIC BENEFIT	Long-term positive economic impacts, including economic diversification, employment creation and investment attraction.
DESTINATION PROFILE	Build positive profile awareness for the Lockyer Valley through events that attract outside visitation.
SOCIAL BENEFIT + REGIONAL DISPERSAL	Grow civic pride and community connectivity and participation in events staged throughout the region.

IN 5 YEARS

The Lockyer Valley will be home to a nationally recognised Hallmark event, with the region known as an event friendly destination and featured in the Queensland events calendar. It will become famous for its cutting-edge country, and horticulture themed events attracting overnight visitation.

STRATEGIC APPROACH

The strategic approach for the region is to develop a Hallmark event/s that builds national profiling for the Lockyer Valley brand and attracts overnight visitor expenditure.

The attraction of new events, both leisure and business, that are brand and strategically aligned.

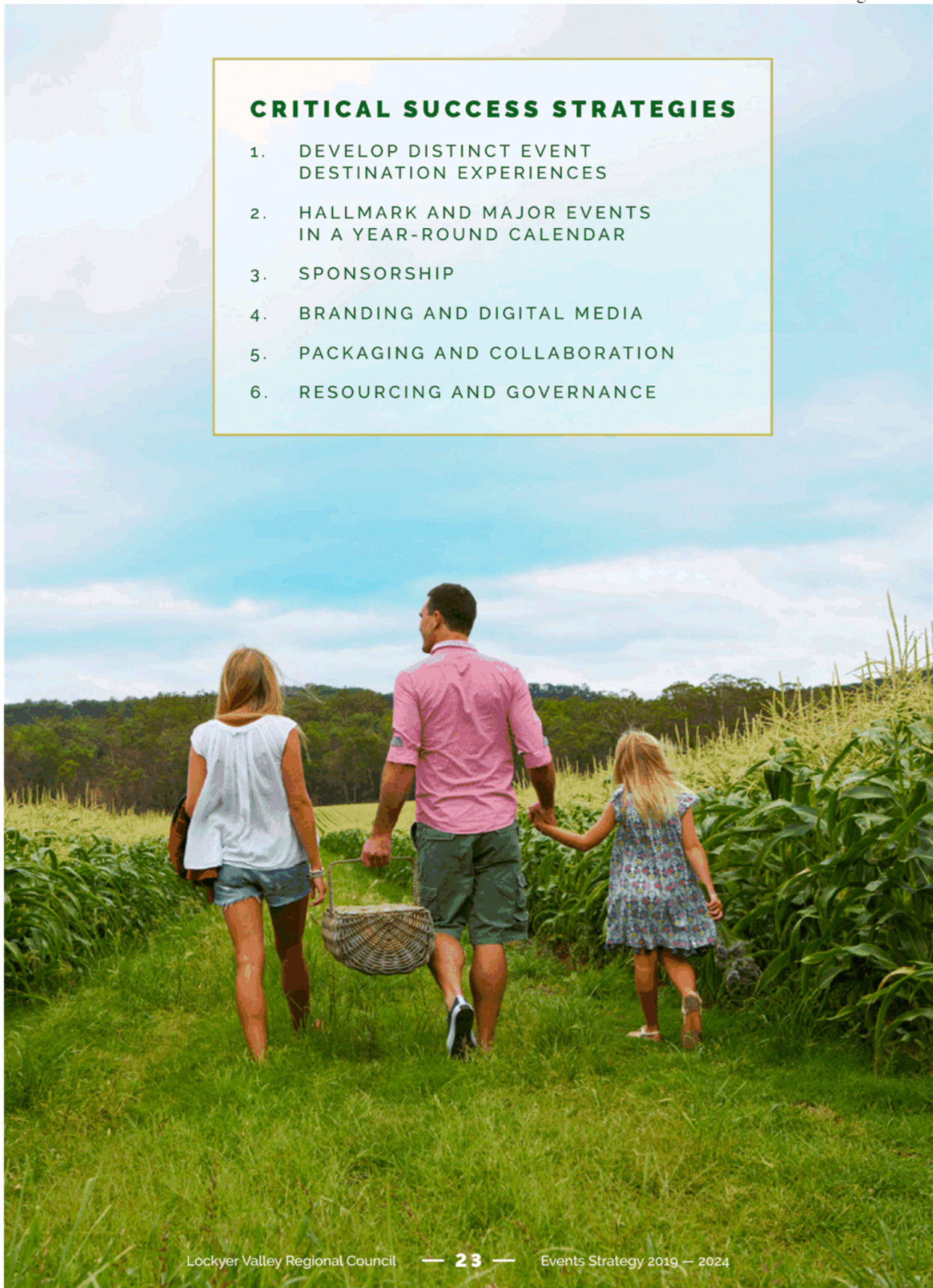
The focus for existing and recurring events is to facilitate and enable events of all sizes to better reflect the Lockyer Valley's competitive advantage and grow the capacity of event organisers in the Lockyer Valley.

OBJECTIVES

INCREASE DESTINATION PROFILE	Develop a reputation as an event friendly destination.
	Leveraging the brand to build on the Lockyer Valley's competitive positioning.
	Increase media coverage.
	Attract events and related infrastructure development.
INCREASE VISITATION	Develop a hallmark event and signature event experiences to increase visitation.
	Build the capacity of event organisers.
	Grow visitor markets.
	Leverage a year-round calendar of events as a catalyst for ongoing visitor economy growth.
	Increase repeat visitation.
CREATE OVERNIGHT VISITOR EXPENDITURE (OVE)	Convert day-trippers into overnight stays.
	Increase visitor expenditure.
	Maximise ROI.
	Package event and tourism experience value-adds to increase visitor spend.
ENCOURAGE COMMUNITY CONNECTIVITY	Encourage community support and pride.
	Community participation in events.

CRITICAL SUCCESS STRATEGIES

1. DEVELOP DISTINCT EVENT DESTINATION EXPERIENCES
2. HALLMARK AND MAJOR EVENTS IN A YEAR-ROUND CALENDAR
3. SPONSORSHIP
4. BRANDING AND DIGITAL MEDIA
5. PACKAGING AND COLLABORATION
6. RESOURCING AND GOVERNANCE



1 DEVELOP DISTINCT LOCKYER VALLEY EVENT EXPERIENCES

Emotionally engaging with event attendees through storytelling will create a transformative event and profile the destination. People remember experiences and events that emotionally connect them with authentic people, places and cultures while building on the reputation of the Lockyer Valley as an event friendly destination.

Incorporating Storytelling into the promotion of events has the potential to enhance the visitor experience, bring people together to explore and experience the region, increase word of mouth, boost visitation, and attract media publicity.

Creating significant and competitive destination event experiences that are distinctly Lockyer Valley will be crucial for the long-term success of Lockyer Valley's event economy.

The following event destination opportunities were identified through the consultation process and should be considered as significant, long-term projects.

TASTE LOCKYER - SIGNATURE POP-UP FOOD TASTING

Known as "Australia's Salad Bowl", the Lockyer Valley is one of two regions in Queensland to provide year-round produce and the home of one of only 11 sheep cheese dairy farms in Australia. To broaden the Lockyer Valley brand and build on the reputation of the local farming produce, develop the Taste Lockyer - signature Lockyer Valley pop-up food experiences (e.g. fresh farm produce, sheep's cheese, specialised meats – similar to the Lockyer Valley experience at Regional Flavours).

Taste Lockyer pop-up food tasting experience could be incorporated into existing events throughout the Lockyer Valley to meet consumer demands for food and paddock to plate experiences and create a "dwell" space with shade, seats, chairs/picnic blankets where visitors could relax and spend longer at an event.

Taste Lockyer pop-up food tasting experiences could be featured at surrounding regions and Brisbane events to showcase the local produce offerings from Lockyer Valley.

The initiative would need to be carefully curated to ensure consistency of quality and an innovative experience, so it's not just another pop-up food vans experience that is already readily available in the market place.


The initiative would:

- Build the region's event destination awareness.
- Profile the region's brand profile as a food producing destination and attract agri-tourism for the region.
- Enable events to better reflect the Lockyer Valley's competitive advantage.
- Provide local operators with an opportunity to collaborate and package produce.
- Attract visitors to the region.
- Long-term development of new target markets.



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*“People see something
that works and are
quick to want to do
the same, but that’s
exactly how a novelty
becomes unoriginal.”*

Yudit Svirskey
ZKIPSTER

2 HALLMARK AND MAJOR EVENTS IN A YEAR-ROUND CALENDAR

Hallmark and major events will play a pivotal role in positioning the Lockyer Valley's brand profile and increasing overnight visitor expenditure. They have the potential to be a catalyst for repeat visitation, infrastructure development and community connectedness.

A prevalent theme throughout all consultation, including in-region workshops and an online survey revealed a strong desire for larger and higher quality events with a hallmark event that would establish a brand name for the Lockyer Valley.

Leadership by council will be instrumental in facilitating and attracting hallmark and major events that deliver on the strategy's event vision, goals and objectives.

Over time, it is recommended to shift the focus to support events that specifically deliver on the strategy's objectives of enhancing the destination profile and economic benefit for the region.

A collaborative approach by council (and within council departments) and key stakeholders to understand the infrastructure and resourcing necessary to facilitate the development of hallmark events, attracting major events and growing event organiser capacity will be essential for the growth of events that support the strategy's objectives.



CASE STUDY: WINTON WAY OUT WEST FEST

Winton is a small town in Queensland's Outback (1,356km from Brisbane), with a population of under 1,000 people. In 2015, the iconic Waltzing Matilda Centre, a popular tourist attraction was burnt to the ground in a devastating electrical fire. A new state of the art centre was built and reopened in 2018. To stimulate visitation around the opening of the new building, the Winton Way Out West Fest was created.

The Winton Way Out West Fest was modelled on the success of CMC Rocks in Ipswich. Organisers from Winton attended CMC Rocks and contracted the CMC organisers to develop a music festival in Winton and engaged professional event organisers and a specialist in logistics and marketing to stage and promote the event.

Packages were developed to include camping and a tent city (Winton has limited accommodation capacity) and tours. Over 23,000 people attended the four-day event, generating over \$1.8m economic benefit for the region.

Winton Way Out West Fest created a new, younger demographic target market for Winton.



HALLMARK EVENTS

Hallmark events can increase the destination profile and develop a genuine competitive advantage, where over time, the event becomes synonymous with the destination. Such events can create a genuine competitive advantage for the destination and community (e.g. Toowoomba Carnival of Flowers, Tamworth Country Music Festival).

The Lockyer Valley should aim to secure or develop a hallmark event based on its unique selling points. The development of a hallmark event has the potential to create a long-term legacy for the destination and the Lockyer Valley community.

HARVEST

The development of a hallmark event that capitalises on the Lockyer Valley's competitive advantage as one of the ten most fertile farming areas in the world with a country landscape and atmosphere less than 70 minutes from a capital city is highly recommended.

The event would need to be like no other, so it couldn't be easily copied or replicated with the propensity to grow long-term to a hallmark, iconic event for the Lockyer Valley.

Such an iconic event with an harvest themed program of experiences and signature events could transform the landscape and farming assets into a significant iconic event experience for the region to attract outside visitation.

The event program would deliver unique experiences to generate significant media profiling, increase overnight visitation and provide industry collaboration with packaging opportunities.



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RACE DAY AND EQUESTRIAN EVENTS

Equestrian events provide opportunities for growth to increase visitation and enhance the profile of the Lockyer Valley.

With established events such as the Clydesdale and Heavy Horse Field Days to the Lockyer Equestrian Group Brenda Whitman Classic which doubled attendance and overnight visitation, attracting competitors from Queensland and NSW. The Gatton Showgrounds meets international standards for Equestrian events.

Race Day events could increase visitation by extending their program of events with Taste Lockyer experiences, evening concerts, accommodation/glamping and champagne breakfasts.

“Encouraging events to include sunrise, sunset and/or evening experiences within their programming will assist in converting day-trippers to overnight stays.”

REINVIGORATING EVENTS

Events need to constantly change and evolve with the current trends of attendees expecting to see something they haven't seen before, with more meaningful and immersive experiences where they actively participate in the event. Event reinvigoration can be encouraged by:

- Council continuing to service and facilitate community events through the development of distinctly Lockyer experiences within event programs.
- Providing opportunities to increase community event organiser capacity through a pathway of growth and industry training.
- Staging of events, including business events, meetings and conferences in iconic and distinctly Lockyer Valley locations should be encouraged.



Lockyer Valley Regional Council — 29 — Events Strategy 2019 — 2024

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MERGING EVENTS

Some current event dates clash, with some competing for similar target markets.

Merging complimentary events with similar target markets could reinvigorate the event and lead to growth, overnight visitation and increased economic benefit.

DIVERSE YEAR-ROUND CALENDAR OF EVENTS

To maximise the return on investment from events, a diverse calendar of events in consideration to timing, type of event and location should be sought to achieve a balanced event portfolio.

Encouraging events to be staged in shoulder and off-season could also assist in creating greater year-round visitation and economic impacts from events.

Summer was cited as a particularly low season for the Lockyer Valley. Developing and attracting events which can be held in-doors, such as symposiums, business meetings and niche conferences could greatly assist in attracting more visitation during summer and shoulder periods.

Events staged during school holidays should include a program of activities for children to attract self-drive families.

EVENT PORTAL

An action identified in the Lockyer Valley Tourism Destination Plan is the development of an Event Portal. An Event Portal was cited as highly desirable by both tourism and event industry operators throughout the consultation.

The portal could include a 'clash/opportunity calendar', events toolkit with information such as application forms, information about holding events in Lockyer Valley, permit applications, acquittal documentation, risk management, list of suppliers and resource information such as 'how to'.

It could also include a Lockyer Valley brand creative toolkit, conferencing information, such as unique event locations, settings and venues, venue capacities and destination images/footage, packages, event suppliers and support networks.

The portal could also act as a central, "one stop shop" for event organisers to seek government approvals with links to relevant departments.

VOLUNTEER PARTICIPATION

Volunteer participation can be increased by:

- Providing youth with an opportunity to upskill by volunteering at events - training, networking and intern opportunities.
- Creating a central database of volunteers.
- Establish a relationship with the Halls of Residence at the University of Queensland Gatton campus as a link to potential university student volunteers.



Lockyer Valley Regional Council — 31 — Events Strategy 2019 — 2024

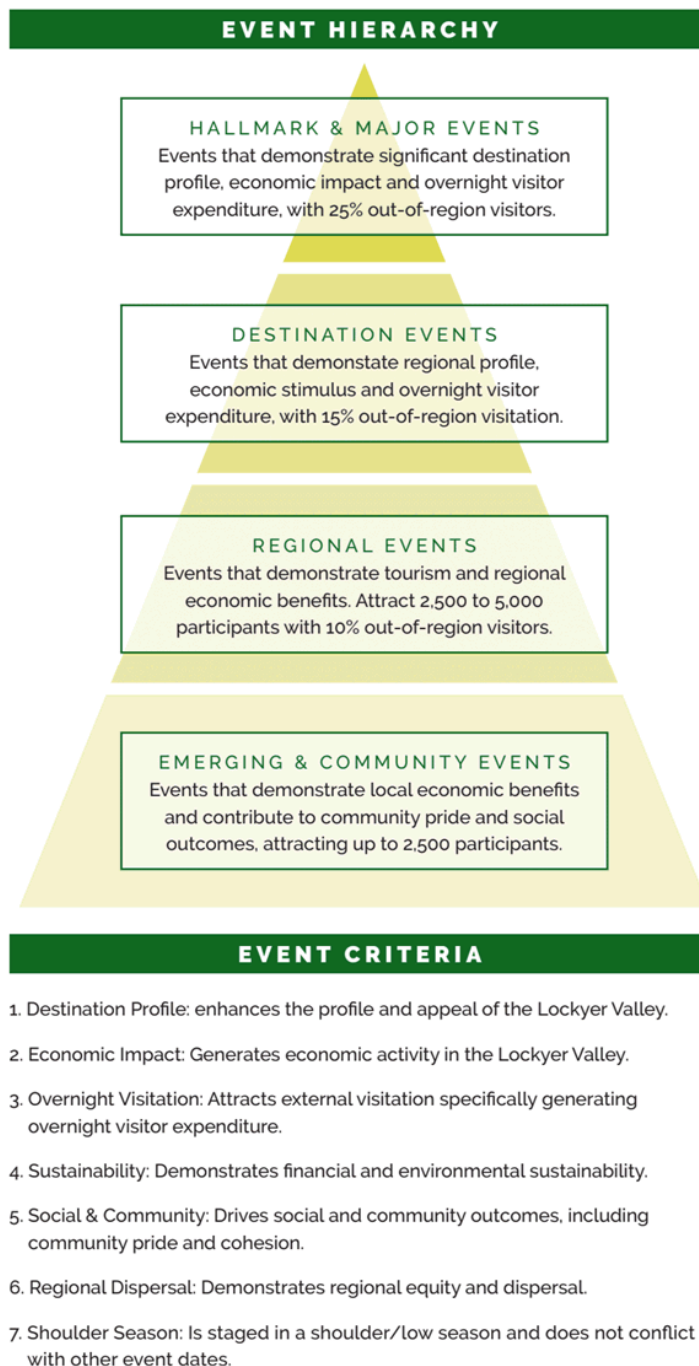
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3 SPONSORSHIP

To enable council to create a greater return on investment for their support and sponsorship, the following hierarchy of events has been developed.

The strategic focus is to identify and support events that contribute to council's objectives and funding priorities. These criteria are also aligned with Tourism & Events Queensland event funding programs.



HIERARCHY OF EVENT	REQUIREMENTS	POTENTIAL SUPPORT
HALLMARK & MAJOR EVENTS	<p>Meets a minimum of SIX key assessment criteria.</p> <p>Completed compliance capacity building workshops.</p> <p>Provides reporting/governance checks, including risk management.</p> <p>Post Event Report including visitor survey total visitation, visitation from outside the region, estimated visitor spend and media coverage attained.</p> <p>Acquittal to be supplied for ongoing sponsorship.</p> <p>Use economic benefit calculator to determine sponsorship amount.</p> <p>Economic Impact Study for events attracting over 10,000 people.</p>	<p>Sponsorship – cash and in-kind – 3-year agreement.</p> <p>Multi-year sponsorship on a sliding scale to encourage sustainability – e.g. 1st year \$50,000, 2nd year 60%, 3rd year 30%.</p> <p>Where possible, waiving of council fees.</p> <p>Networking opportunities.</p> <p>Listing in events portal and calendar.</p>
DESTINATION EVENTS	<p>Meets FIVE key assessment criteria.</p> <p>Completed compliance capacity building workshops.</p> <p>Delivers significant economic impact and destination profiling.</p> <p>Provides reporting/governance checks.</p> <p>Post Event Report including visitor survey, total visitation, visitation from outside the region, estimated visitor spend and media coverage attained.</p>	<p>Sponsorship – cash and in-kind.</p> <p>Multi-year sponsorship on a sliding scale to encourage sustainability – e.g. 1st year \$10,000, 2nd year 60%, 3rd year 30%.</p> <p>Where possible, waiving of council fees.</p> <p>Listing in events portal and calendar.</p>
REGIONAL EVENTS	<p>Meets THREE key assessment criteria.</p> <p>Completed compliance capacity building workshops.</p> <p>Provides reporting/governance checks, including risk management.</p> <p>Post Event Report including visitor survey, total visitation, visitor origin, estimated visitor spend and media coverage attained.</p> <p>Acquittal to be supplied for ongoing sponsorship.</p>	<p>Sponsorship – in-kind/cash</p> <p>Where possible, waiving of council fees.</p> <p>Networking opportunities.</p> <p>Listing in events portal and calendar.</p> <p>Training Opportunities.</p>
EMERGING & COMMUNITY EVENTS	<p>Meets TWO key assessment criteria.</p> <p>Aligns with event vision and objectives.</p> <p>Eligibility through community grants program.</p>	<p>Sponsorship – in-kind.</p> <p>Use of council event hire kit</p> <p>Networking & Training opportunities.</p> <p>Listing in events portal and calendar.</p>

SPONSORSHIP

EVENT FUNDING	MULTI-YEAR FUNDING	INCUBATOR FUND	POST EVENT REPORTING
<p>Eligibility</p> <p>Applications for an annual partnership agreement are available for events that have been running for three years or more.</p>	<p>Eligibility</p> <p>Applications for a three-year partnership agreement are available for events that have acquitted funding for two or more consecutive years.</p> <p>Paid annually to encourage long-term planning.</p>	<p>Eligibility</p> <p>Seed funding for events in their first and second year.</p> <p>The event must align with the first four criteria.</p>	<p>Ongoing Funding Eligibility</p> <p>Destination and Hallmark and Major Events must undertake a standardised visitor survey, with substantiated attendance records to successfully acquit their funding. With funding paid upon delivery of:</p> <ul style="list-style-type: none"> ■ 30% on confirmation of signed contract/ partnership agreement ■ 60% on submission of preliminary program and marketing strategy. ■ 10% on completion of Post-Event Report





4 BRANDING AND DIGITAL MEDIA

Consistent Lockyer messaging and tailored promotion of the unique selling points will contribute brand awareness and a positive destination profile.

The opportunity exists for Lockyer Valley to increase its share of voice in the media through positive messaging of signature events and hero experiences.

Developing a buddy system to assist event organisers with social media will enhance and increase the destination profile reach.

DESTINATION BRANDING OPPORTUNITIES FROM EVENTS

Events provide strong destination branding opportunities including:

- Integrating Lockyer Valley destination images into event marketing and linking the visitor website and social media channels to event/festival websites.
- Subject to privacy laws, developing a database of visitors from the event online ticketing systems to provide targeted visitor insights.
- Integrating events into tourism marketing.
- Maximising Lockyer Valley exposure at events, e.g. signage placement, provision of destination images and footage to event organisers for social media and television broadcasts, PR stunts on location (e.g. famous personalities dining in the Lockyer Valley or participating in farm tours) incorporating Luvya Lockyer branding on signage and merchandise.

DIGITAL DISTRIBUTION

Lockyer Valley event organisers need to increase their digital distribution on tourism booking engines and websites such as TripAdvisor and the Australian Tourism Data Warehouse (ATDW).

Increasing content and compelling images and footage through social media platforms and Media PR units with Brisbane Marketing, Tourism and Events Queensland (TEQ) and Tourism Australia is essential.

WEBSITE LINKS, NEWSLETTERS AND FESTIVAL PROGRAMS

- Opportunities exist for events to link the website with 'What's On' calendars, tourism websites, social media networks to on-sell industry partners.
- School newsletters provide links to events from Toowoomba to Brisbane.
- Opportunities for the tourism industry to cross-promote and advertise in Festival Programs.

DIGITAL AND SOCIAL ASSETS

Creation of a digital events brand toolkit, which can be accessed by the wider events industry through an events portal is recommended. To reinforce consistent messaging, the digital toolkit could include brand templates, media releases, hero images and digital footage.

CYBERBUDDY

Some event organisations in the region do not have the experience to use social media as a marketing tool to promote the event and the destination. The development of a network of Cyber Buddies where operators experienced in using social media can assist less experienced event organisers.

5 PACKAGING AND COLLABORATION

Attracting visitors and increasing length of stay and spend can be achieved through value-adds and the packaging of Lockyer events and tourism experiences.

Packages can create a higher conversion rate; making it easier for visitors to purchase with one click or one phone call.

VALUE-ADD PACKAGING

Developing new and tailored experiences within events, such as distinct Lockyer Valley behind the scenes and VIP experiences can increase profit margins for events to make them more sustainable.

TOURISM AND EVENT PACKAGING

Converting event day-trippers with event passes packaged with accommodation and experiences through an online event ticketing system can increase visitor length of stay and the economic benefit for the region.

Packaging should include the wider visitor economy, e.g. attractions, tours, dining, beauty therapy and retail.

Experiences at dawn and dusk times, such as breakfast with a farmer, could further convert event day-trippers into overnight stays.

TRAINING

Event training and workshops will build on the capacity and capability of event organisers to facilitate event sustainability.

Collaboration through training workshops and networking functions for the event and tourism industry would assist in uniting the industries and provide operators with an opportunity to increase capacity by packaging events with accommodation, transport, attractions, tours and dining experiences.

When asked "would you participate in training" in the Event Organiser Survey, 68% of respondents expressed interest in learning about 'event management', followed by marketing and promotion. 63% of respondents are interesting in networking, and a further 57% would be interesting in social media training.

The Event Organiser Survey identified 83% of respondents would be interested in participating in a 'buddy system'.



6 RESOURCING AND GOVERNANCE

To enable the growth of events and the visitor economy in Lockyer Valley, critical success factors will include building a corporate culture of collaboration, adequate resourcing and good governance.

A corporate culture that creates a positive customer service focus to ensure a one-stop-shop approach to become known as an event friendly council, with a genuine desire to support events will be essential to the success of implementing the strategy.

In findings from local government event benchmarking and following the trend of the merging of state tourism and event bodies in Queensland (Tourism and Events Queensland), New South Wales (Destination NSW) and Victoria (Visit Victoria) in recent years, it is recommended to create greater alignment between tourism and events and across all departments within council.

EVENT PROJECT TEAM

Development of a small, strategic team to implement the strategy, cross-departmental lead by Events and including Tourism and Economic Development to ensure economic outcomes to maximise Council's ROI.

EVENTS UNIT

The existing Event team is currently under-resourced. To facilitate the growth of events in the Lockyer Valley, and adequately resource for succession planning, the following resources are recommended:

- 2IC position (previous event and community experience) be created to work under the Event and Marketing Officer.
- Twelve-month Cadetship.

The events unit will act as a one-stop shop, and support community events. Civic events should be delivered by the Community unit.

TOURISM AND ECONOMIC DEVELOPMENT

The economic and tourism team's strategic focus in events could be in attracting and bidding for major events, the hallmark event facilitation and legal contracting of major event organisers. They could further add value through tourism, business networks and strategy.

ROLE OF COUNCIL IN EVENTS

EVENTS UNIT

Enabler: Develop and refine relevant and accessible processes for the approval, regulation and facilitation of events.

Sponsor: Strategically invest in events, via cash funding, along with stipulated value-in-kind. Explore funding options and revenue streams; and engage governing bodies, event operators and potential commercial partners.

Champion: Provide significant support in advocating and accommodating a vibrant events platform, including community, private and public sector engagement.

TOURISM AND ECONOMIC DEVELOPMENT

Broker: Proactively create, attract and secure major and niche events.

Promoter: Drive and/or support communication and marketing/PR strategies for events, including leveraging opportunities for local businesses.

ONE-STOP-SHOP

A centralised events unit is critical to the success of achieving and sustaining the Event Strategy objectives. A one-stop-shop approach fostering positive customer service focus will promote Lockyer Valley as an event friendly council and alleviate the disconnect customers experience internally. The single point of contact will streamline the application process for event organisers and remove the confusion and duplication of working with multiple departments.

An event portal in the Council website is recommended to hold information in one place to streamline the application, sponsorship and research process for external event operators.

MEASURING SUCCESS

The overall monitoring of the event strategy is aligned with the objectives and measured by the following:

OBJECTIVE	MEASURED BY
INCREASED DESTINATION PROFILE	Develop a hallmark event.
	Develop a reputation as an event friendly destination.
	Media monitoring using advertising value equivalent (AVE).
	Increased presence of Lockyer Valley events online/social media.
	Use of destination images, branding and messages in Lockyer Valley event marketing.
	New and/or upgraded events and related infrastructure development.
INCREASE VISITATION	Monitoring event attendance trends annually.
	Economic impact assessments of events including visitor origins and length of stay.
	Number of events staged in off-peak and shoulder seasons.
	Leverage, a year-round calendar of events as a catalyst for ongoing visitor economy growth.
	Increase repeat visitation.
CREATE OVERNIGHT VISITOR EXPENDITURE (OVE)	Number of overnight visitors. Conversion of day-trippers into overnight stays.
	Increase in visitor expenditure.
	Number of packaged event and tourism experience value-adds to increase visitor spend.
ENCOURAGE COMMUNITY CONNECTIVITY	Community support, participation and/or involvement in events, measured by community group participation and local resident attendance.
	Dispersal – measure by events staged throughout the Lockyer Valley region.

ACTION PLAN

The following Action Plan outlines the priority implementation of the Lockyer Valley Regional Council Events Strategy 2019 - 2024. It is intended as a working document that is regularly reviewed and updated.

TIMEFRAMES

SHORT-TERM	2019 - 2021.
MID-TERM	2021 - 2023.
LONG-TERM	2023 - 2024.

ABBREVIATIONS

LVRC:	Lockyer Valley Regional Council.
LVTA:	Lockyer Valley Tourism Association.
TEQ:	Tourism and Events Queensland.
BM:	Brisbane Marketing.



1 DEVELOP DISTINCT LOCKYER VALLEY EVENT EXPERIENCES

STRATEGY	TASKS	POTENTIAL STAKEHOLDERS	TIMEFRAME	KPI'S
DEVELOPMENT OF TASTE LOCKYER — POP-UP FOOD EXPERIENCE	Investigate best structure and feasibility to deliver Taste Lockyer food experience (e.g. such as the at Regional Flavours) at existing Lockyer events and at external events (e.g. Toowoomba Carnival of Flowers)	LVRC Local produce growers and makers	Short-term	Concept and structure to deliver Taste Lockyer pop-up food experience.
FACILITATE STRONGER LOCKYER VALLEY FOOD EXPERIENCES AT EVENTS	Identify local produce growers and makers to participate in Taste Lockyer Provide Lockyer food growers and makers to event organisers	LVRC Local produce growers and makers Event organisers	Short-term	Use and presence of Lockyer Valley food experiences at events.
FOOD EXPERIENCE PACKAGES AT EVENTS	Develop food experience packages for events and to promote at Taste Lockyer pop-up food experiences	LVRC Food, tourism & event stakeholders	Short to mid-term	Development of food and event packages.

2 HALLMARK AND MAJOR EVENTS IN A YEAR-ROUND CALENDAR

STRATEGY	TASKS	POTENTIAL STAKEHOLDERS	TIMEFRAME	KPI'S
HALLMARK EVENT DEVELOPMENT	Develop HARVEST Concept	LVRC Stakeholders	Short-term	Concept developed
	Develop HARVEST Strategic Plan	LVRC Stakeholders	Short-term	Development of strategic plan
	Engage Event Specialist	LVRC Event Specialist	Short-term	Event Specialist appointed
DESTINATION + MAJOR EVENT DEVELOPMENT	Increase event attraction budget inline with regional Queensland cities	LVRC	Short to mid-term	Event attraction budget
	Attract and support events that meet/or show potential to grow destination + major event status	LVRC	Mid to long-term	Number of major events attracted Economic impact
FOOD EXPERIENCE PACKAGES AT EVENTS	Identification of events with growth potential	LVRC Stakeholders	Mid to long-term	Increased visitation
	Development of packages.	Stakeholders Event organisers	Mid to long-term	Packages developed Economic impact
REINVIGORATING EVENTS TO INCREASE VISITATION	Facilitate community events through the development of distinctly Lockyer experiences within event programs	LVRC Event Organisers	Short to mid-term	Development of Lockyer experiences
	Keep event coordinators abreast of latest consumer and event trends through training opportunities to promote event growth	LVRC Stakeholders Event organisers	Ongoing	Growth of events Number of training participants
MERGING EVENTS TO BALANCE EVENT PORTFOLIO	Identify complimentary events with similar target markets to merge	LVRC Event Organisers	Short to mid-term	Balanced event portfolio Sustainable events
DEVELOPMENT OF A DIVERSE YEAR-ROUND CALENDAR	Encourage attraction of events in shoulder periods	LVRC Stakeholders	Mid to long-term	Year-round calendar of events
	Develop and attract symposiums/conferences	LVRC Stakeholders	Mid to long-term	Increased mid-week events.
DEVELOPMENT OF ONLINE EVENT PORTAL	Develop on-line event portal	LVRC	Short-term	Event portal live Usage
INCREASED VOLUNTEER PARTICIPATION	Encourage volunteer participation in events through training opportunities, development of volunteer data base and intern opportunities	Event organisers Stakeholders Tourism & Event Industry	Short to mid-term	Increased volunteers
	Develop volunteer database	LVRC Event organisers	Short to mid-term	Event volunteer database

3 SPONSORSHIP

STRATEGY	TASKS	POTENTIAL STAKEHOLDERS	TIMEFRAME	KPI'S
EVENT SPONSORSHIP ASSESSMENT CRITERIA ACQUITTAL REPORTING	Confirm event assessment criteria policy	LVRC	Short-term	Adoption of event assessment criteria policy
	Develop acquittal reporting system to capture attendance, visitor origin, marketing using logo, visitor expenditure	LVRC	Short-term	Development of acquittal reporting policy
	Implement assessment criteria to assess all sponsorship applications from 1 July 2019	LVRC	Short-term	Increased visitation Increased external visitor expenditure
	Implement Acquittal reporting policy for ongoing funding opportunities	LVRC	On-going	Assessment of Council's ROI

4 BRANDING AND DIGITAL MEDIA

STRATEGY	TASKS	POTENTIAL STAKEHOLDERS	TIMEFRAME	KPI'S
INTEGRATION OF LOCKYER BRAND & DESTINATION MARKETING.	Integration of Lockyer branding in event marketing by distribution of brand toolkit and collateral on Event Portal	LVRC Event Organisers	Short to mid-term	Incorporation of Lockyer Valley branding by event organisers
	Participate/leverage Brisbane Marketing and TEQ campaigns	LVRC Event Organisers BM TEQ	Short to mid-term	Participation in regional campaigns
EVENT CONTENT COLLATERAL	Engage professional services to capture hero images and footage at events for marketing distribution	LVRC Event Organisers	Short to mid-term	Event stills and moving footage library
INCREASED DIGITAL DISTRIBUTION	Facilitate and encourage Lockyer Valley event listings on ATDW, Trip Advisor Content and image sharing with tourism partners	Event Organisers Tourism Operators LVRC	Ongoing	Increased number of Lockyer Valley events on ATDW
COLLABORATION AND DIGITAL PROMOTION – WEBSITE LINKS, NEWSLETTERS AND FESTIVAL PROGRAM	Facilitate networking opportunities for tourism and event operators to collaborate and cross-promote	LVRC LVTA Event Organisers Tourism Operators	Short to mid-term	Development of networking opportunities
	Registration of events in What's On Calendars, ATDW listings	Event Organisers	Short to mid-term	No. of events on calendar and ATDW
	Cross promote tourism operators in event programs.	Event Organisers Tourism Operators	Mid-term	Increased cross-promotion in event programs
DIGITAL + SOCIAL ASSETS	Create digital event brand toolkit as part of online Events Portal	LVRC	Short to mid-term	Digital brand tool-kit completed Adoption by events and operators
CYBER BUDDY	Development of Cyber Buddy System to share knowledge with industry colleagues Potential digital mentoring program for event operators	LVRC Event Operators	Mid to long-term	Cyber Buddy System developed
SIGNAGE	Increase Lockyer Valley brand signage at events Investigate event signage opportunities between Brisbane and Lockyer	LVRC Event Operators	Mid to long-term	Increased signage and event awareness

5 PACKAGING AND COLLABORATION

STRATEGY	TASKS	POTENTIAL STAKEHOLDERS	TIMEFRAME	KPI'S
VALUE-ADD PACKAGING	Encourage and facilitate value-add packaging within events	Event Organisers Tourism Operators	Mid to long-term	Packaging expert engaged New packages available
TOURISM & EVENT PACKAGING	Development of tourism and event packaging with experiences and events	LVRC Event Organisers Tourism Operators	Mid to long-term	Increased number of tourism and events packages available online
TRAINING	Grow industry capacity through event and tourism packaging workshops and networking opportunities.	LVRC LVTA Event Organisers Tourism Operators	Short to long-term	Attendance at workshops and networking opportunities

6 RESOURCING AND GOVERNANCE

STRATEGY	TASKS	POTENTIAL STAKEHOLDERS	TIMEFRAME	KPI'S
CREATION OF STRATEGIC PROJECT TEAM	Develop cross-department strategic event project team to oversee strategy implementation.	LVRC	Short-term	Strategic Project Team created
EVENTS UNIT RESOURCES	Increase resourcing in the Events Unit (2IC and Cadetship)	LVRC	Short to mid-term	Increased resourcing
TOURISM AND ECONOMIC DEVELOPMENT ROLE	Role to include Major Events with a Major Events Selection Framework	LVRC	Short to mid-term	Major Events Selection Framework
	Allocation of event attraction budget.	LVRC	Short to mid-term	Attraction of Major Events.
ROLE OF COUNCIL IN EVENTS	Confirm Council's role in events	LVRC	Short-term	Clear role
ONE-STOP-SHOP	Continue to streamline application processes for event operators, building the one-stop-shop approach.	LVRC	Short to mid-term	One-stop-shop adopted
				Streamlined processes online

ACTION PLAN TIMELINE

ACTION	2019-21	2021-23	2023-24
1. DEVELOPING DISTINCT DESTINATION EXPERIENCES			
Taste Lockyer Pop-Up Food Experience			
Facilitate stronger Lockyer food experiences at events			
Food and event packages			
2. HALLMARK & MAJOR EVENTS IN A YEAR-ROUND CALENDAR			
Hallmark Event Development			
Destination and Major Event Development + Event Attraction			
Race Day + Equestrian Events			
Reinvigorating + merging events			
Diverse year round event calendar			
Online events portal			
3. SPONSORSHIP			
Event sponsorship assessment criteria			
Acquittal reporting			
4. BRANDING AND DIGITAL MEDIA			
Integration of Lockyer Brand + destination into event marketing			
Event content collateral			
Increased digital distribution			
Collaboration + digital promotion			
Digital + social assets with brand toolkit on events portal			
Cyber buddy & digital mentoring			
Signage at events and from Brisbane			
5. PACKAGING AND COLLABORATION			
Value-add packaging			
Tourism & Event Packaging			
Training			
6. RESOURCING AND GOVERNANCE			
Strategic Event Project Team			
Events Unit Resources			
Tourism & Economic Development			
Role of Council in events			
One-stop-shop approach			

PROCESS AND CONSULTATION

The strategy development process included:

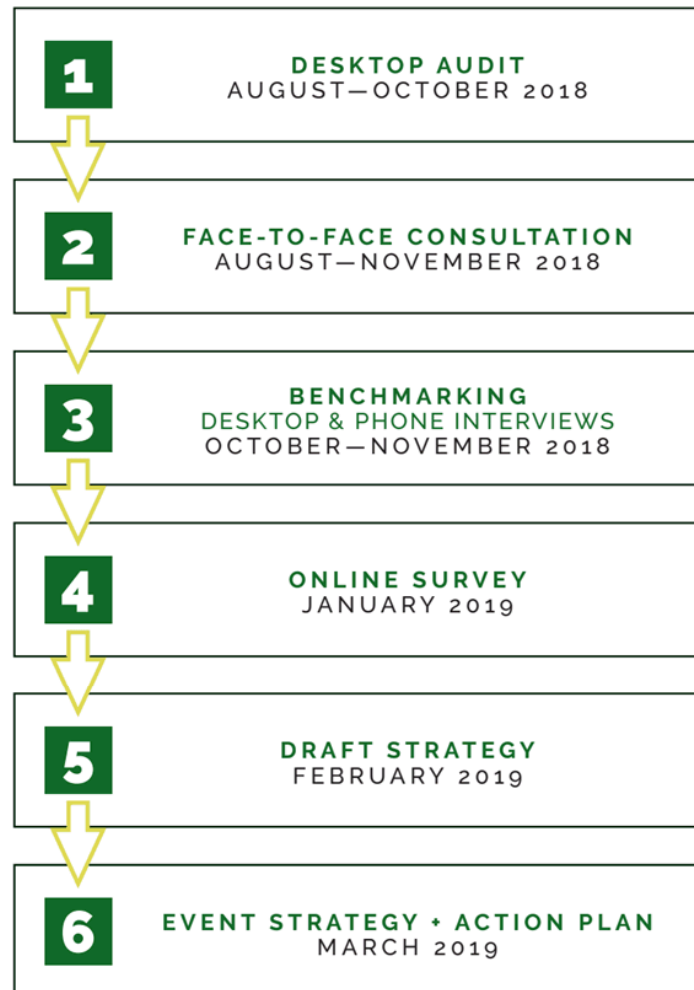
Desktop auditing of existing research and strategies.

Face-to-face consultation and workshops in region with Event organisers, Council staff, Councillors, Tourism Association, and the community.

Benchmarking was conducted with Mildura Rural City Council, Latrobe City Council and Western Downs Regional Council.

Mystery shopping was undertaken as first-time visitors in Lockyer Valley as an event organiser to potentially bring an event to the region.

An online survey was sent to over ninety event, tourism and strategic partners to participate with twenty-four respondents.



A SPECIAL THANK YOU

ORGANISATION	NAME	POSITION
	Janice Joyce	
Branell Homestead	Kathy Brady	
Clysdale & Heavy Horse Field Days	Ken Bowden	
Das Newmann Haus	Nonna	
Das Newmann Haus	Sue Williams	
Fordsdale Horse Riding	Sue Renfree	
Gatton and District Historical Society	Barry Hoffmann	
Gatton COTA Seniors Centre	Daphne Grosskopf	
Gatton COTA Seniors Centre	Margee Ellis	
Gatton Lapidary Club	Leon Steinhardt	
Gatton Lapidary Club	Christine Walker	
Gatton Post Office	Tattaya McKinnon	
Gatton Seniors Week	Elaine Horrocks	
Hatton Vale State School and P&C	Ashley Lawless	
Hatton Vale State School and P&C	Cathryn Zischke	
Hatton Vale State School and P&C	Larissa Hays	
Helidon Farm, Paddock to Plate & B&B	Peter Hill	
Hullabaloo Bazaar	Annette Clutterbuck	
Inntents	Maree Rosier	
Ipswich & District Vintage Machinery Club	Neil Brandt	
Lockyer Equestrian Group	Sharyn Ross	
Lockyer Lightning Multisport Club	Brett Loughman	
Lockyer Regional Council	Annette Steinhardt	Business Support Officer
Lockyer Regional Council	Brendan Sippel	PG & C
Lockyer Regional Council	Brett Qualischefski	PG & C
Lockyer Regional Council	Clare Marsh	Infrastructure & Works
Lockyer Regional Council	Colleen Daniels	Event & Marketing Officer
Lockyer Regional Council	Cr Tanya Milligan	Mayor
Lockyer Regional Council	Cr Chris Wilson	Elected Councillor
Lockyer Regional Council	Cr Janice Holstein	Elected Councillor
Lockyer Regional Council	Cr Jason Cook	Elected Councillor
Lockyer Regional Council	Cr Kathy McLean	Elected Councillor
Lockyer Regional Council	Cr Michael Hagen	Elected Councillor
Lockyer Regional Council	Cr Rick Vela	Elected Councillor

ORGANISATION	NAME	POSITION
Lockyer Regional Council	Elizabeth Jones	Community Development: MC & E
Lockyer Regional Council	Helen McGraw	Regional Development
Lockyer Regional Council	Ian Church	CEO
Lockyer Regional Council	Jason Harm	Regional Development
Lockyer Regional Council	Jason Whiting	PG & C
Lockyer Regional Council	Julieanne Backmann	Libraries
Lockyer Regional Council	Kerrie Wicks	Facilities
Lockyer Regional Council	Kimberley Morgan	Health
Lockyer Regional Council	Neil Williamson	Community Engagement
Lockyer Regional Council	Rebecca Granzien	Facilities
Lockyer Regional Council	Rick Machin	Manager for Marketing, Communication & Engagement
Lockyer Regional Council	Seren McKenzie	Infrastructure & Works
Lockyer Regional Council	Sue Banff	Libraries
Lockyer Regional Council	Tracey Vellacott	Regional Development
Lockyer Regional Council	Trent Nibbs	Sport & Rec
LV Community Activity Shed	Maurice Hennessy	
LV Community Activity Shed	Pauline Hennessy	
Ma Ma Creek Community Centre	Linelle Brandt	
Motorcycle and Car	Donald Denver	
Porters Plainland Hotel & B&B	Mel Porter	
Relay for Life	Barbara Martin	
Relay for Life	Jenny Ryan	
Ripcord Skydiving	John Friswell	
Rooms Motel	Robert Paul	
Rotary Nomads	Lorelle St Clair	
Rotary Nomads	Marlene Charles	
Scotty's Garage & The Bard	Sarah	
Small Business Owner	Tammy Caldwell	
Spirit of the Valley Events	Idell Wadley	
Starlite Dancers	Shandell Reisenleiter	
Stockton Rise BnB, Das Newmann Haus	Patti Pocock	
The Barn Recording Studio	Steve Robin	
UQ Sport	Jesse Godwin	
UQ Sport	Sarah Bundy	

REFERENCE MATERIALS

Lockyer – Our Valley, Our Vision Community Plan 2017 - 2027.

Lockyer Valley Regional Council Corporate Plan 2017 – 2022.

Lockyer Valley Economic Development Plan 2018 – 2023.

Lockyer Valley Tourism Destination Plan 2018 – 2023.

Lockyer Valley Event Strategy Survey 2019.

TEQ Events Strategy 2025, Executive Summary.

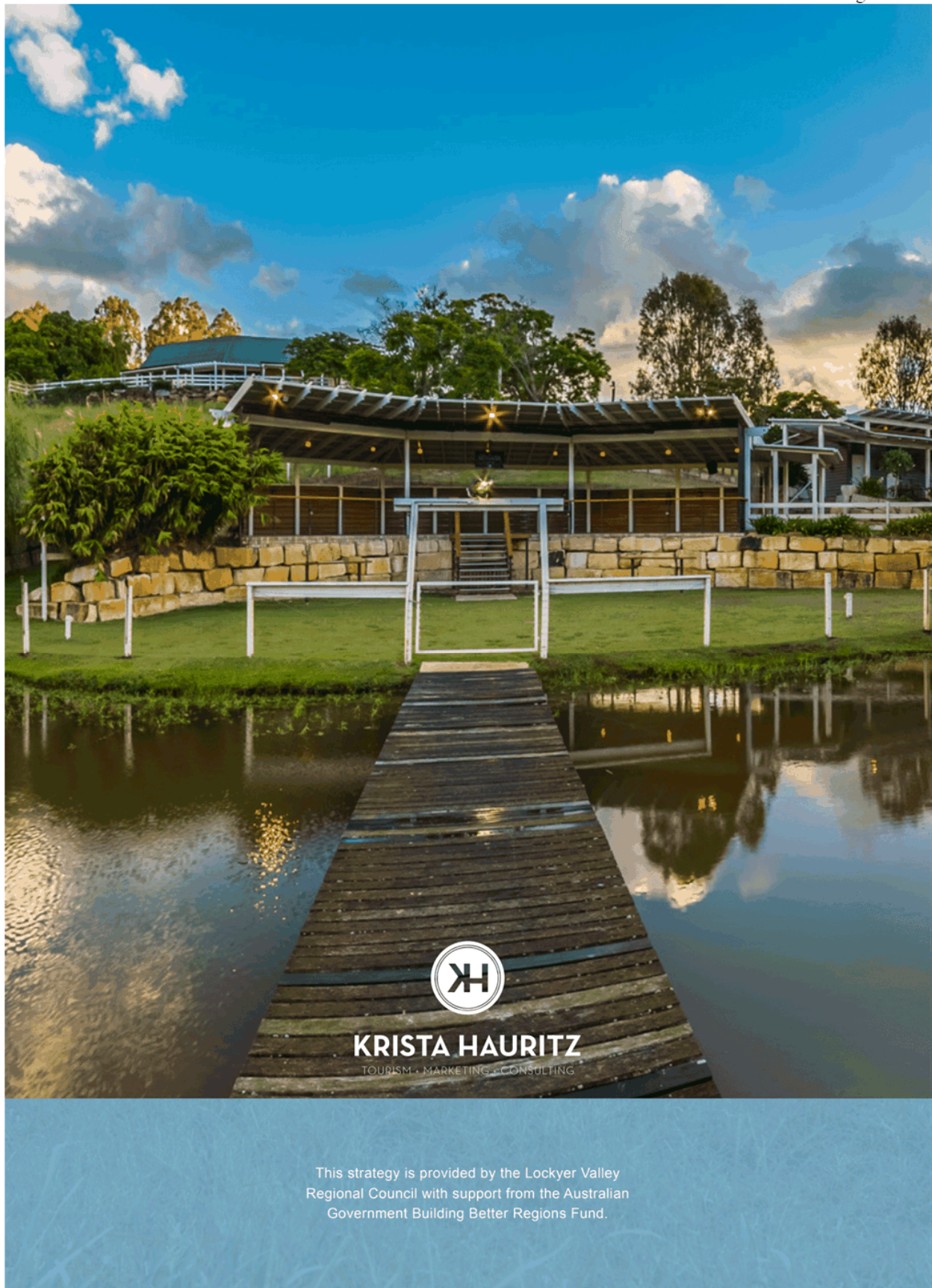
TEQ Marketing Strategy 2025, Executive Summary.



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10.5 Event Schedule Amendments

Date: 16 April 2019
Author: Rick Machin, Manager Marketing, Communications & Engagement
Responsible Officer: Ian Church, Chief Executive Officer

Summary:

Each year, Council delivers 12 events, partners with community groups to deliver 15 events, sponsors one event (seed funding) and supports up to 22 events with event equipment. This year, the Event Strategy considered the way we do business with event delivery and with a focus on sustainable events that attract visitors and build strong communities.

The following report presents the recommended events schedule in line with the recently developed Lockyer Valley Events Strategy.

Officer's Recommendation:

THAT Council endorse the amendments made to the following events on Council's event schedule:

- Council Race Day
- Gatton Motorfest
- Helidon Heritage Fair
- Emu Gully Air and Land Spectacular
- Country Challenge on Campus Fun Run
- Lockyer Valley Garden Competition
- Laidley Spring Festival
- Gatton Campdraft
- Gatton Christmas Carnival
- Hatton Vale Christmas Concert and Markets

Report

1. Introduction

The current schedule of events planned and delivered by Council, partnered by Council and supported by Council for the period May to December 2019 is put forward for approval. There are proposed changes to the schedule of events based on changes to legislation and capacity and directional changes of some community groups.

2. Background

A schedule of events delivered, partnered or supported by Council is usually approved for the January to December period, however with the work done on the establishment of the Event Strategy, it seemed prudent to wait until May to bring the schedule to Council.

3. Report

The attached event schedule shows the list of events that are:

- a) Planned and delivered by Council;
- b) Partnered by Council (budget allocation); and
- c) Heavily supported by Council.

It is also recommended that in line with the Event Strategy, Council moves to an acquittal process for those events given a monetary donation each year. This includes the Gatton Heavy Horse Field Days and Helidon Heritage Fair.

Detailed explanations for any events with a recommend change, improvement or amendment are below for consideration.

Events recommended for change or removal:

Council Race Day – this event came under scrutiny after the legislative changes surrounding conflict of interest for Councillors and Council officers. It is recommended that Council's role changes from event organiser, to event sponsor. This removes any associated risk under the current delivery format. A meeting is planned with the Lockyer Valley Turf Club to negotiate this change. Support will be given to the club as required during the transition. The race meeting calendar has been locked in until June 2020 and the only weekend race meet dates are that of the Laidley and Gatton Cup in March and May 2020 respectively.

It is recommended that Council officers work with the Lockyer Valley Turf Club to sponsor one or both race meets to a maximum of \$5,000. The sponsorship would include opportunities for the community to attend the race days, promote Council in a positive way and support the Turf Club.

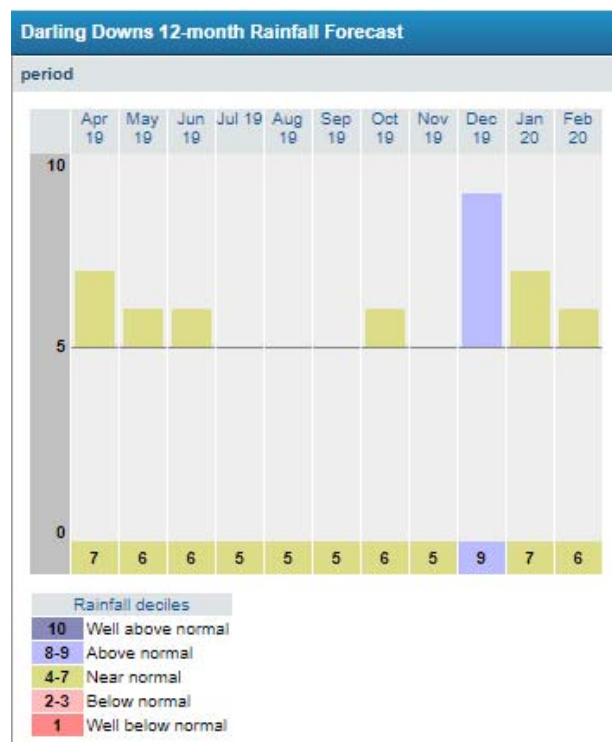
Gatton Motorfest – Due to reduced attendance and financial loss, Downs Motorsport Club Inc has advised verbally that this event will not be delivered in 2020 in its current format. This represents a saving to Council in event support and road maintenance.

Helidon Heritage Fair – Due to the cessation of the Helidon Progress Association, this event will not be held in the immediate future. Financial support has been removed from the budget.

Emu Gully Air and Land Spectacular – This event has not taken place in the original format since 2015. Financial and event support was provided in 2018 for the 100th anniversary of Remembrance Day. There are no plans for the event to be delivered at this stage therefore it was removed from the budget.

Country Challenge on Campus Fun Run – This event no longer achieves the desired outcomes of Council. The partnership with this event was designed to bring the local community and the university community together and bridge the gap as well as strengthening the relationship between UQ Gatton Campus and Council. With the resignation of UQ's Marketing Coordinator, further plans to partner with events are on hold. There are no plans for the event to be delivered at this stage therefore it was removed from the budget. There is opportunity to work with UQ Gatton to engage students as volunteers at events – this will be progressed this year.

Lockyer Valley Garden Competition – It is recommended that the Garden Competition be suspended for 2019. On 17 May 2018, the Lockyer Valley local government area was drought declared by the Department of Agriculture and Fisheries. With only minimal rain received since this time, the low levels of the underground water table and no heavy rainfall predicted until December, it is recommended that Council not proceed with the competition this year.



Events that will be amended/improved:

Laidley Spring Festival – A Tourism and Events Queensland grant application has been submitted to market the Festival to external visitors to the region. New elements, should funding be successful, include an outdoor movie on the Friday night at a unique location in the region, the inclusion of the Mulga Bullride in the program, a boutique wine bar and craft beer tent plus higher-level entertainment on Saturday at the free family fun day. The Festival program will also be bigger and better this year with more region wide inclusions such as Parkrun, providing visitors with a diverse range of experiences during the festival.

Gatton Campdraft – The annual Campdraft will not be going ahead in 2019 as cattle are still recovering from the prolonged drought. The Association has requested that the Council allocated budget be used to branch into two new events to meet participant and audience expectations and reduce impact on livestock during drought conditions.

Gatton Christmas Carnival – The event name will be changed to the Lockyer Valley Christmas Carnival. As it is the regional Christmas event delivered by Council, the name change reflects Council's regional approach to leadership, accountability and sustainability. The event will grow with additional market stalls, entertainment and improved logistics.

Hatton Vale Christmas Concert and Markets – This event will receive Council support, in line with Forest Hill Festivities, the Laidley Christmas Street Festival and the Mayoral Christmas Carols.

4. Policy and Legal Implications

There are no new policies or legal implications required to implement recommended changes to events. The Event Strategy, once adopted, will be the basis moving forward.

5. Financial and Resource Implications

The recommended event schedule to December 2019 can be implemented with existing resources. It should be noted however that delivery of this schedule does require overtime from Council officers.

6. Delegations/Authorisations

There are no delegation implications associated with this report. The Chief Executive Officer will manage any future requirements in line with existing delegations.

7. Communication and Engagement

Meetings will be held with all community groups that are impacted by recommended changes in this report with some conversations having already taken place as noted in this Report.

8. Conclusion

The recommended amendments to Council's event schedule up to December 2019 is one that Council has the resources to deliver, meets community needs and expectations and has the drive to bring increased visitor numbers to the region.

As communities and regions evolve, needs and expectations change, and this revised event schedule has taken this into account.

9. Action/s

1. That the endorsed amendments are made to the event schedule.
2. Meetings held with all community groups that are impacted as a result of the amendments.

Attachments

- 1 [□](#) Event Schedule Review 2 Pages

2019 EVENT SCHEDULE REVIEW

Event name	Event date	Recommendation
EVENTS DELIVERED BY COUNCIL		
Australia Day Awards and Citizenship Ceremony	26 January	Remain as is – Event and Marketing Officer role
Lockyer Valley Heritage Festival	4 – 5 May	New festival – Event and Marketing Officer role. Planning is on track for the 2019 event.
Lockyer Multicultural Festival	26 May	Remain as is – Community Development Officer role This event is organised by Council but includes a close partnership with Spirit of the Valley Events Inc.
Seniors Week	17 - 25 August	Remain as is – Event and Marketing Officer role. Council continues to deliver overarching planning and marketing for the week of events, with the two luncheons and the Bus Tour being the focus. Community groups contribute to the program by delivering events.
Lockyer Valley Garden Competition	Aug-Sept	Propose to 'rest' for 2019 – Project Officer role. Recommended Council suspend the competition this year due to the drought in the region.
Laidley Spring Festival	12 - 14 September	Event is being expanded – Event and Marketing Officer role. Involve local businesses in the planning meetings. New elements to be organised.
Council Race Day	TBC	Partner with Regional Development for this event, separate sponsorship and event planning and delivery, sharing the workload.
Lockyer Valley Business, Training and Apprenticeship Awards Gala Dinner	19 October	Remain as is – Event and Marketing Officer role working closely with Regional Development
Spirit of the Lockyer Christmas Lights and Decorations Competition	Nov-December	Remain as is – Event and Marketing Officer role
Gatton Christmas Carnival	20 December	Rebrand to Lockyer Valley Christmas Carnival
EVENTS FINANCIALLY SUPPORTED/PARTNERED BY COUNCIL		
Australia Day event support	26 January	Remain as is – Event and Marketing Officer role
Gatton Motorfest – Drifting and Burnout event	23-24 March	The Downs Motorsport Club Inc has advised that this event will not be going ahead in 2020.

Anzac Day services across the region	25 April	Remain as is, partnering with regional RSL Sub Branches
Gatton Heavy Horse Field Days	4-5 May	Included in the Lockyer Valley Heritage Festival
Helidon Heritage Fair	4-5 May	Community group is no longer able to deliver this event. Budget allocation to be removed.
Chrome and Clutter Retro Festival	28-30 June	Remain as is – Event and Marketing Officer role. Event is now a three-day festival, commencing with the Drive-In movie on Friday night.
Emu Gully Air and Land Spectacular	July	Budget for event to be removed
HCVAQ Truck and Tractor Show	28-29 September	Remain as is – Event and Marketing Officer role in partnership with the HCVAQ.
Lights on the Hill Memorial Convoy Weekend	5-6 October	Remain as is – Event and Marketing Officer role in partnership with the Lights on the Hill Memorial Inc. Focus on the tourism opportunities and partnership options.
Country Challenge on Campus Fun Run	October	Recommended that this event no longer takes place. Look at other opportunities for Council to partner in the event space.
Hatton Vale Christmas Concert & Markets	29 November	Newly supported event, aligning with support given to other Christmas events in the region.
Laidley Christmas Carnival	29 November	Remain as is – Event and Marketing Officer role in partnership with Lockyer Chamber of Commerce & Industry.
Mayoral Christmas Carols	30 November	Remain as is – Event and Marketing Officer role in partnership with Lockyer Valley Ministers Association
Forest Hill Christmas Festivities	13 December	Remain as is – Event and Marketing Officer role in partnership with Forest Hill Festivities.
EVENTS SPONSORED BY COUNCIL – SEED FUNDING ARRANGEMENT, REDUCING OVER 5 YEARS		
Colours of the Lockyer Arts & Culture Festival	August	Seed funding provided, 2018 - \$5,500; 2019 - \$5,000 for initial establishment years, with reductions over the next three years as the event becomes self-sufficient.

ORDINARY MEETING OF
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10.6 Community Grants Program Round Two Assessment

Date: 16 April 2019
Author: Trent Nibbs, Sports, Recreation & Community Grants Officer
Responsible Officer: Ian Church, Chief Executive Officer

Summary:

Applications for round two of Council's Community Grants Program were called for on 1 March 2019 and closed on 29 March 2019. In total twenty-eight (28) applications were received, requesting a total of \$97,183.75.

Officer's Recommendation:

THAT Council approve funding for Round 2 2018/19 under Category 1 of the Community Grants Program be allocated to the following applicants totalling \$41,998.95:

Forest Hill Cricket Club	Synthetic Wicket Replacement	\$2000
Gatton Jubilee Golf Club	Water Connect to Maintenance Shed	\$2000
Gatton Kindergarten Association	Upgrade Tables and Chairs	\$2500
Gatton State School P & C	STEM Makerspace Equipment	\$2300
Gatton Table Tennis Association	Notice Board	\$2500
Gatton Tennis Association	Repairs to Tennis Courts	\$2500
Helidon Cricket Association	Canteen Upgrade	\$2500
Laidley Bowls Club	First Aid Equipment	\$2200
Laidley State High School P & C	Build an Undercover Lunch Area	\$2500
Lockyer Equestrian Group	Dressage Championships Promotion	\$1650
Lockyer Race Club	Portable Shade Structures	\$2000
Lockyer Valley Camera Club	Photography Exhibition	\$2300
Lockyer Veteran Cricket Association	Construction of Boundary Fence	\$2500
Papua New Guinea Lockyer Valley Community	Office Equipment	\$1548.95
Peace Lutheran Church Gatton	Refurbishment of Church Hall	\$2500

ORDINARY MEETING OF
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Peace Lutheran Outside School Hour Care	Sun Safety	\$2500
Stockyard Creek Community Hall	Play area and Floor Coverings	\$3000
The Scout Association of Australia Qld Branch Inc - Glenore Grove	Upgrade equipment	\$3000

Report

1. Introduction

For the 2018/19 financial year, Council allocated \$80,000 for the Community Grants Program which is to be spent over two rounds. For round one Council received a total twenty-six (26) applications, requesting a total of \$88,024.37 in funding. For round two Council received a total of twenty-eight (28) application requesting \$97,183.75 for a total of \$41,998.95 worth of funding.

This report outlines the evaluation process undertaken by Council and makes a recommendation for distributing the available funding to eligible organisations.

2. Background

The Community Grants Assistance Policy and Procedure was approved by Council on 13th December 2017. This policy assists in the management and the distribution of public funds to ensure a fair and equitable process is created which is consistent across the organisation in accordance with legislation and policies. Category 1 – Community Grants Program is available twice a year with a budget of \$40,000 per round in the 2018/19 financial year to community organisations who undertake projects which benefit the wider community. Last financial year the Laidley Bowls Club were successful for funding of \$2,000 however they have asked to not receive that funding due to a change of committee and direction for the club, this means that there is an increase of \$2,000 for this particular round.

3. Report

As per the Community Grants Assistance Policy and Procedure, Council is required to approve the allocation of funding under Category 1- Community Grants Program.

In round two of the 2018/19 Community Grants Program, twenty-eight applications for funding were received. These applications were assessed by Cr Milligan, the Coordinator Governance & Strategy, and the Sport, Recreation and Community Grants Officer against the assessment criteria, funding requirements and the community group's own capacity to finance their project.

Of the twenty-eight applications received, eighteen applicants are recommended to receive part or all of their requested funding.

The applicants recommended to received funding are:

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Organisation	Project Description	Amount Requested	Total Project Cost	Amount Proposed
Forest Hill Cricket Club	Synthetic Wicket Replacement	\$3,895.00	\$4,395.00	2000
Gatton Jubilee Golf Club	Water Connect to Maintenance Shed	\$4,000.00	\$4,500.00	2000
Gatton Kindergarten Association	Upgrade Tables and Chairs	\$3,431.56	\$5,171.54	2500
Gatton State School P & C	STEM Makerspace Equipment	\$2,300.00	\$4,300.00	2300
Gatton Table Tennis Association	Notice Board	\$4,000.00	\$5,879.00	2500
Gatton Tennis Association	Repairs to Tennis Courts	\$4,000.00	\$8,426.00	2500
Helidon Cricket Association	Canteen Upgrade	\$3,900.00	\$4,700.00	2500
Laidley Bowls Club	First Aid Equipment	\$2,200.00	\$2,232.59	2200
Laidley State High School P & C	Build an Undercover Lunch Area	\$4,000.00	\$6,846.00	2500
Lockyer Equestrian Group	Dressage Championships Promotion	\$1,688.00	\$4,518.00	1650
Lockyer Race Club	Portable Shade Structures	\$3,988.80	\$3,988.80	2000
Lockyer Valley Camera Club	Photography Exhibition	\$2,300.00	\$4,350.00	2300
Lockyer Veteran Cricket Association	Construction of Boundary Fence	\$3,854.95	\$4,354.95	2500
Papua New Guinea Lockyer Valley Community	Office Equipment	\$1,548.95	\$1,748.95	1548.95
Peace Lutheran Church Gatton	Refurbishment of Church Hall	\$4,000.00	\$8,080.00	2500
Peace Lutheran Outside School Hour Care	Sun Safety	\$4,000.00	\$7,975.00	2500
Stockyard Creek Community Hall	Play area and Floor Coverings	\$4,000.00	\$11,100.00	3000
The Scout Association of Australia Qld Branch Inc - Glenore Grove	Upgrade equipment	\$4,000.00	\$4,985.56	3000
TOTAL		\$61,107.26	\$97,551.39	\$41,998.95

During the assessment of the applications the Sport, Recreation and Community Grants Officer, declared a conflict of interest in regard to the assessment of the Gatton Kindergarten, Association, Gatton Soccer Club and Lake Clarendon Primary P&C applications and did not provide any comment, feedback or assessment of their applications.

The following applications did not meet the criteria or funding conditions and have not been recommended to receive funds in round two:

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- **Gatton Rugby League Football Club** is seeking funding to purchase canteen equipment. This project has not been supported as funding for this round was oversubscribed, and in accordance with the Grants and Assistance Procedure a lower priority will be given to applicant funded in the last 12 months. This group were funded in round one of the 2017/18 financial year.
- **Gatton Soccer Club** is seeking funding to replace spectator seating. This project has not been supported as they were funded in round one, and under the funding guidelines a group can only be successful once per financial year.
- **Hatton Vale Community Uniting Church** is seeking funding to additional seating. This project has not been supported as funding for this round was oversubscribed, and in accordance with the Grants and Assistance Procedure a lower priority will be given to applicant funded in the last 12 months. This group were funded in round two of the 2017/18 financial year.
- **Laidley Community Centre** is seeking funding to establish an art gallery. This project has not been supported as funding for this round was oversubscribed, and in accordance with the Grants and Assistance Procedure a lower priority will be given to applicant funded in the last 12 months. This group were funded in round two of the 2017/18 financial year.
- **Lake Clarendon Primary P & C** is seeking funding to purchase chickens and chicken coup. This project has not been supported as funding for this round was oversubscribed, and in accordance with the Grants and Assistance Procedure a lower priority will be given to applicant funded in the last 12 months. This group were funded in round two of the 2017/18 financial year.
- **Mount Sylvia State School P & C** is seeking funding to assist with the Up the Creek Festival. This project has not been supported as funding for this round was oversubscribed, and in accordance with the Grants and Assistance Procedure a lower priority will be given to applicant funded in the last 12 months. This group were funded in round two of the 2017/18 financial year.
- **Return and Services League of Australia, Laidley Branch** is seeking funding for safety improvements. This project has not been supported as they were funded in round one, and under the funding guidelines a group can only be successful once per financial year.
- **Ropehill and District Branch Little Athletics Centre** is seeking funding to purchase a finishing stand. This project has not been supported as funding for this round was oversubscribed, and in accordance with the Grants and Assistance Procedure a lower priority will be given to applicant funded in the last 12 months. This group were funded in round one of the 2017/18 financial year.
- **Spirit of the Valley Events** is seeking funding to purchase equipment for events. This project has not been supported as funding for this round was oversubscribed, and in accordance with the Grants and Assistance Procedure a lower priority will be given to applicant funded in the last 12 months. This group were funded in round two of the 2017/18 financial year.

Uniting Church of Australia Laidley is seeking funding to reupholster seating. This project has not been supported as funding for this round was oversubscribed, and in accordance with the Grants and Assistance Procedure a lower priority will be given to applicant funded in the last 12 months. This group were funded in round two of the 2017/18 financial year.

4. Policy and Legal Implications

The applications received under 2018/19 Round 2 of the Community Grants Program have been assessed in accordance with the Community Grants Assistance Policy and Procedure.

According to the *Guidelines for local government administration of community grants* (October 2009), "It should be noted that while there is no right of appeal against a decision to approve or refuse to grant, decisions in relation to grants are still subject to the *Judicial Review Act*".

All appeals are otherwise treated in accordance with Council's Complaints Management Process.

To ensure total transparency in the assessment process, the *Guidelines for local government administration of community grants* (October 2009), stress the importance that there be a separation of responsibilities so that the person making the decision is different from the person assessing the applications.

5. Financial and Resource Implications

Community Grants Program – Category 1 is allocated a budget of \$80,000 with 2 rounds of \$40,000 each.

The recommendations for provision of financial assistance for round two are \$41,998.95 this is within budget for round one of the Community Grants Program, as the Laidley Bowls Club have requested to hand back the \$2,000 from last financial year.

6. Delegations/Authorisations

There are no delegation implications associated with this report. The Chief Executive Officer will manage any future requirements in line with existing delegations.

7. Communication and Engagement

The Community Grant Program Round 2 2018, announcement will be published in the Gatton Star, the Lockyer Valley Regional Council's website and Council's facebook page.

All applicants (successful or not), will be advised in writing of the outcome of their application. All successful applicants are required to submit an acquittal within two months of completion of their project. Failing to submit an acquittal will prevent them from being successful with future applications to Council.

8. Conclusion

For round two of the Community Grants Program 2018/19, twenty-eight applications were received and evaluated against the criteria. Eighteen (18) applicants are recommended to receive funding as outlines in this report.

9. Action/s

Notify all applicants of the outcome of their application.

11. ORGANISATIONAL DEVELOPMENT AND PLANNING SERVICES REPORTS

11.1 Minor Change to Approval for Material Change of Use for Education Establishment and Child Care Facility (DA2012/0087/MCU0484) on Lot 4 RP208154 at 3 - 5 Faith Avenue, Plainland

Date: 01 April 2019
Author: Tanya O'Brien, Planning Officer
Responsible Officer: Dan McPherson, Executive Manager Organisational Development & Planning Services

Summary:

The purpose of this report is to seek Council's approval of the application for a minor change to the development approval MCU0484 (DA2012/0087) at 3 – 5 Faith Avenue, Plainland

Officer's Recommendation:

THAT Council approve in relation to Application No. MC2019/0014, the Application to Change the Development Permit for Material Change of Use for Education Establishment and Child Care Facility over land at 3 – 5 Faith Avenue, Plainland being Lot 4 RP208154 in accordance with the following:

A. Amend Condition 1 to read as follows:

1. The proposed development is to be generally in accordance with Indicative Masterplan, Drawing Nos. 3305PL08 – SD01 & SD02 Issue F prepared by Fulton Trotter Architects and dated March 2019 and Development Parameters Map, Drawing No. 3305PL08 – SD03, Issue D prepared by Fulton Trotter Architects and dated March 2019

Report

1. Introduction

The application seeks a minor change to development approval MCU0484 (DA2012/0087) on Lot 4 RP208154 at 3 – 5 Faith Avenue, Plainland. The application was lodged on 25 February 2019 and properly made on 21 March 2019.

The applicant has lodged a minor change to amend the approved plans. This minor change application has been made under section 78 of the *Planning Act 2016*.

2. Background

A Development Permit for Material Change of Use for Education Establishment and Child Care Facility was approved subject to conditions on 25 June 2014. The applicant negotiated

conditions with Council and a Negotiated Decision Notice was issued on 25 November 2014. The approval identifies a master plan for the school which includes a Child Care Facility.

3. Report

Subject Site and Approval

The land subject to the development approval comprises Lot 4 RP208154 at 3 – 5 Faith Avenue, Plainland as identified below.



Figure 1 – Aerial image of the subject site

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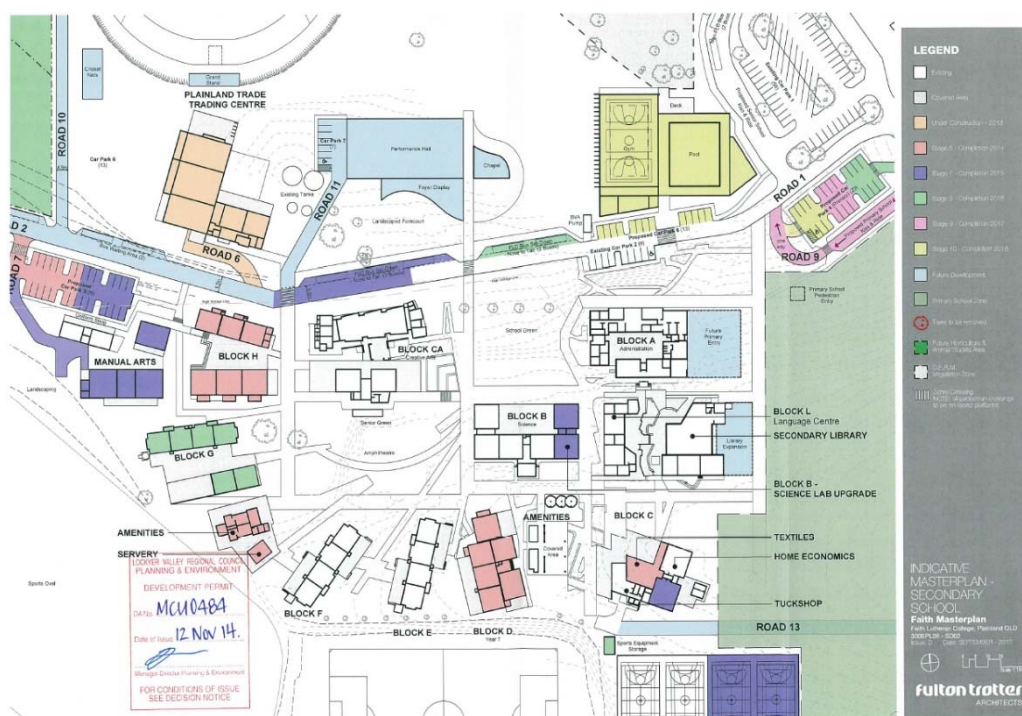


Figure 2 – Negotiated Decision Notice approval plan

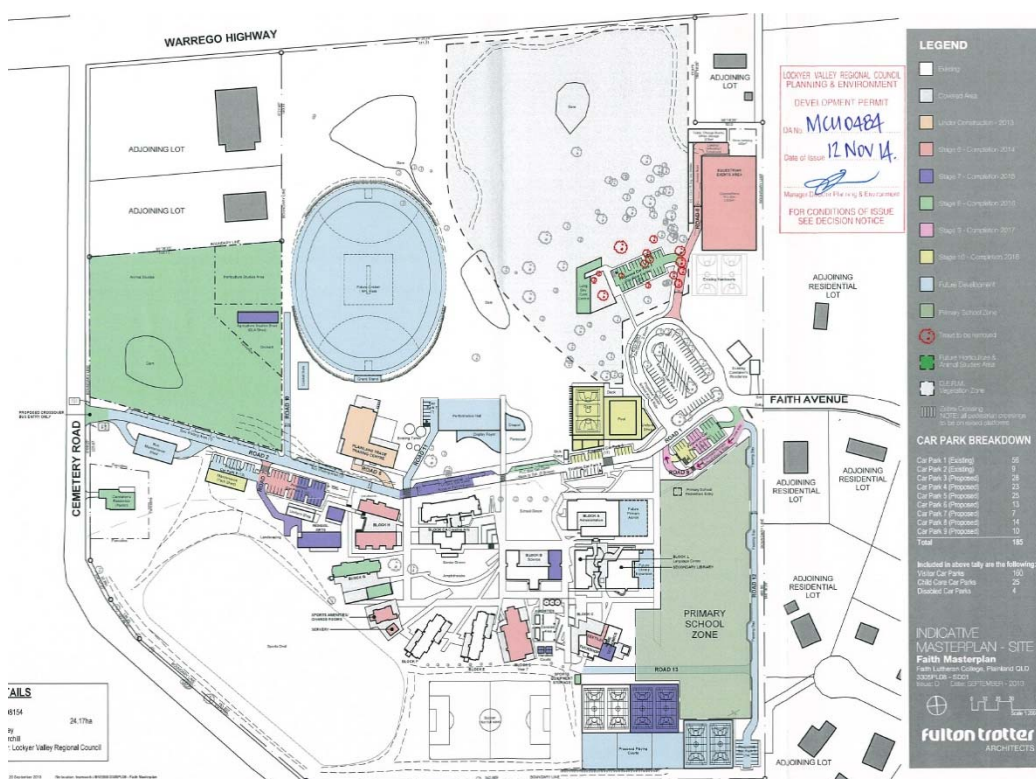
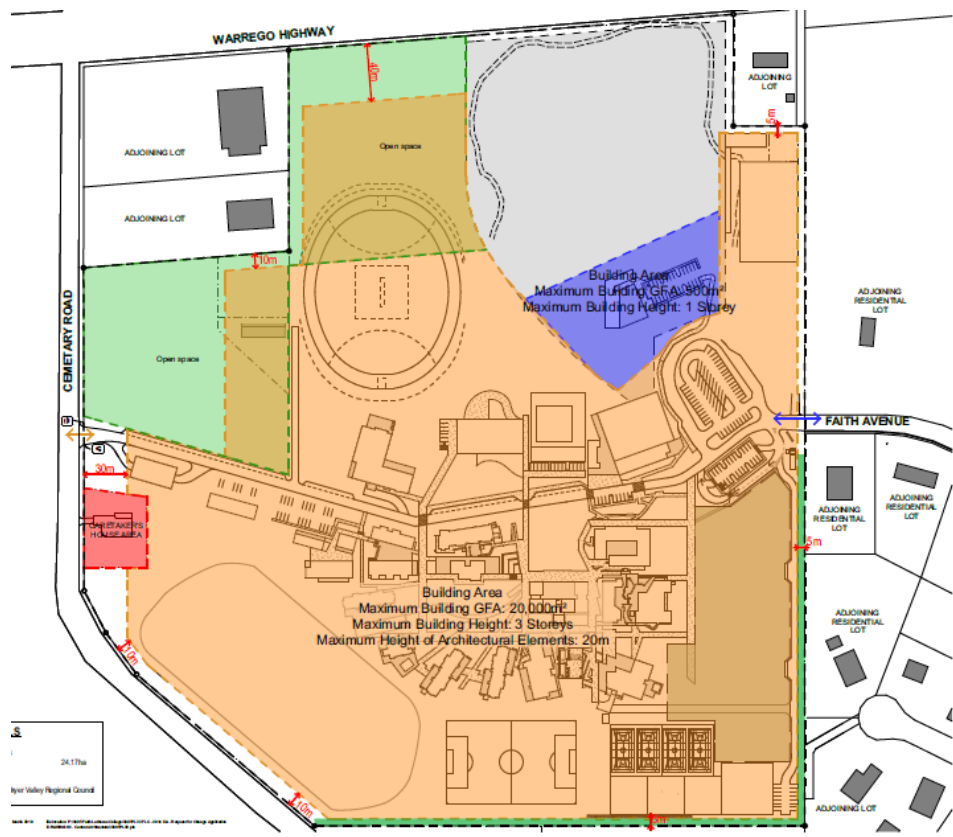
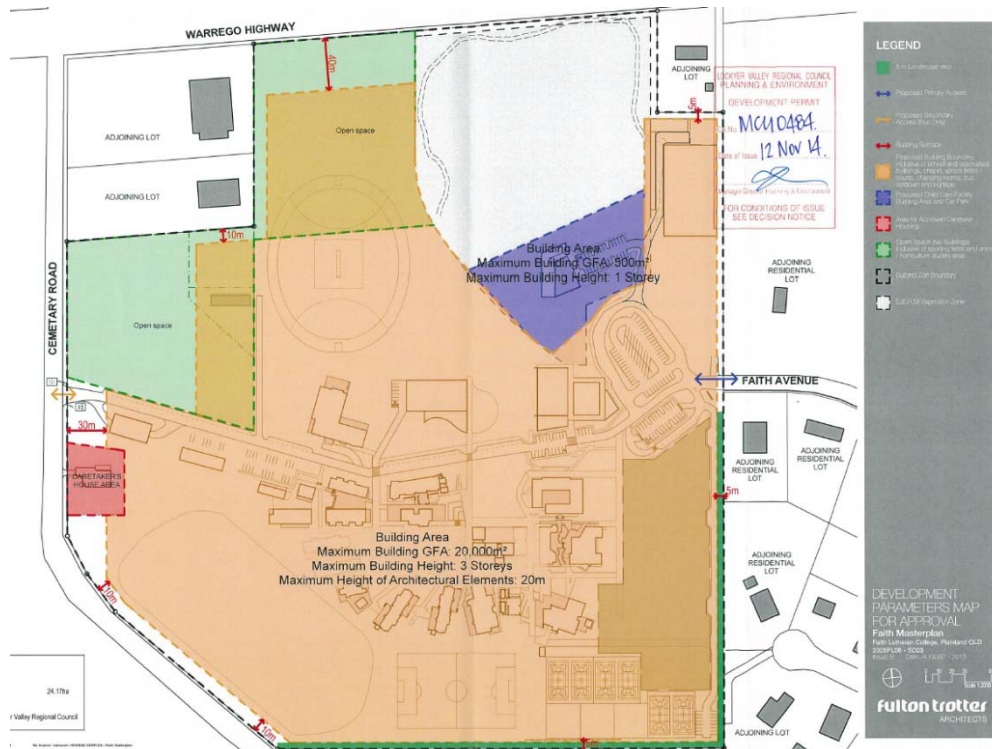


Figure 3 – Negotiated Decision Notice approval plan

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ORDINARY MEETING OF COUNCIL AGENDA 24 APRIL 2019

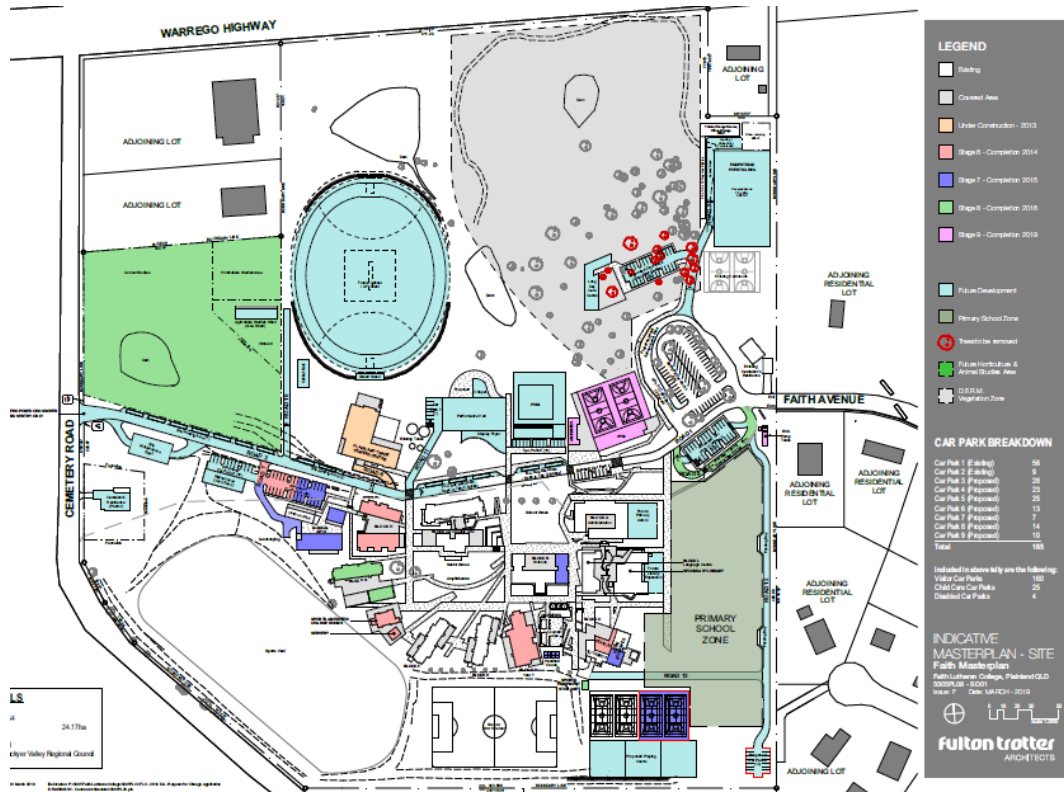


Figure 6 – Proposed Indicative Masterplan – Site

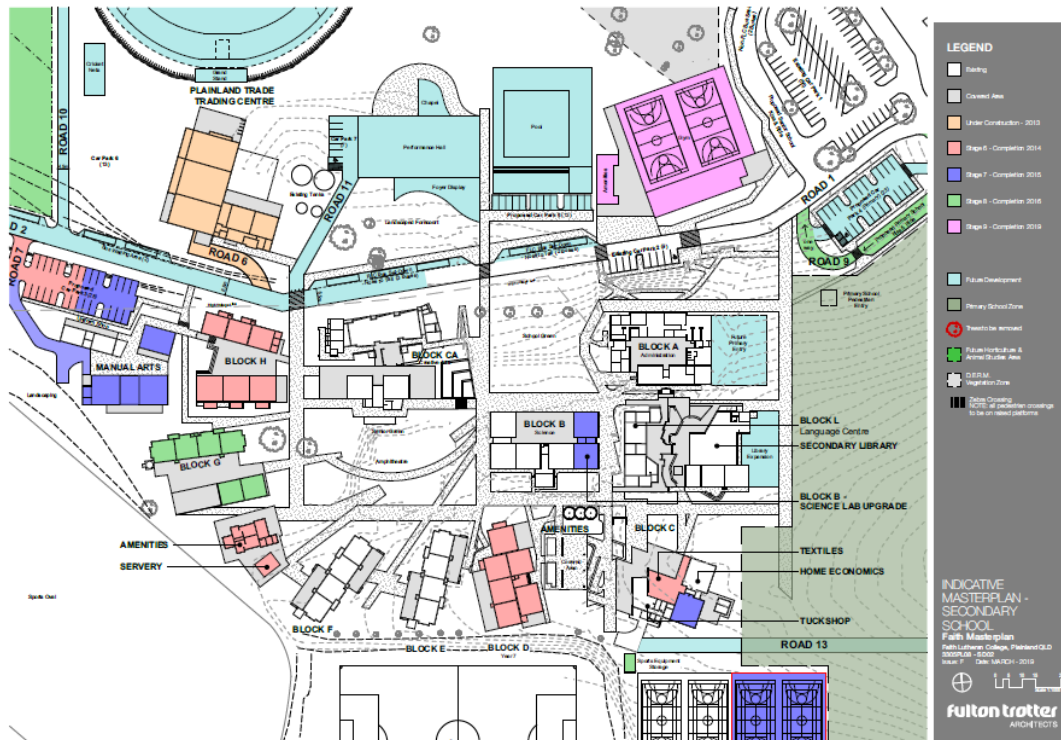


Figure 7 – Proposed Indicative Masterplan – Secondary School

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The applicant has made an application for a minor change to a development approval under section 78 and section 81 of the *Planning Act 2016* (the Act). A request to make a minor change to a development approval can only be made in certain circumstances where that change meets the definition of a 'minor change' in the Act.

The proposed change to the development approval requested by the applicant is determined to constitute a minor change on the grounds that:

- The change would not result in a substantially different development as the proposed change involves alterations to the locations of buildings, car parks or orientation of buildings on the subject site.
- The change would not result in the inclusion of prohibited development.
- The change would not require the application to be referred to any additional referral agencies.
- The application was required to undergo public notification and received a properly made submission. The proposed change does not change the original level of assessment and does not change how the development is intended to function as an Education Establishment.

On this basis, the application is considered to be a minor change to a development approval.

Assessment

The application seeks to amend Condition 1 in relation to approved plans. The original application was assessed against the *Laidley Shire Planning Scheme 2003* which remains in force today. The only additional consideration in terms of compliance with the current planning provisions relates to the *Temporary Local Planning Instrument Flood Regulation*. It is noted that the property was not previously identified on the Areas of Natural and Environmental Significance Flood Inundation Areas Map F as containing an overland flow path.

The *Temporary Local Planning Instrument Flood Regulation* identifies the property as containing overland flow paths. The proposed Gym will be located at the start of an overland flow path however the development will be designed to minimise the risk from the adverse effects of flood inundation to the greatest extent practicable and is designed to respond to the hazard level applicable to the site in accordance with the TLPI due to its location on the site with the current contour heights. In addition, condition 19 of the approval identifies "overland flow paths must be suitably designed to cater for the water from a storm event of 1% AEP. In the case where the piped system is carrying part of the flow, the overland flow paths must be designed to cater for that volume which is represented by the difference between the predicted volume from the storm event with a 1% AEP and the capacity of the pipe system, noting the requirements of QUDM".

An assessment in relation to the submitted change request is provided below.

Condition 1

Condition 1 reads as follows:

"The proposed development is to be generally in accordance with Indicative Masterplan, Drawing Nos. 3305PL08 – SD01 & SD02 Issue D prepared by Fulton

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Trotter Architects and dated September 2013 and Development Parameters Map, Drawing No. 3305PL08 – SD03, Issue B prepared by Fulton Trotter Architects and dated August 2013”.

Applicant’s Request

The applicant has sought to amend Condition 20 for the following reason:

*This proposal seeks a change, in the form of a Minor Change, to the current approval for Stage 9. The location of the proposed changes are shown in the approved plans (**Attachment A- 20 September 2013**), and the proposed plans (**Attachment B- 29 January 2019**). The change involves the reconfiguration and repositioning of elements listed in the previous section, resulting in a GFA of 2582m². It is noted that changes to GFA are minor and will result in a total GFA of 11,076m² which is within the approved total area of 20,000m².*

The change to the development will not increase the number of student enrolments or staff beyond the existing approval. Furthermore, the proposed change does not create, nor result in a substantially different development as it does not significantly alter the nature or intensity of the existing approval, or its visual appearance or school functionality.

*The details of the proposed extensions are included in **Table 1** on the following page.*

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Table 1. Approved Plans and Proposed Changes

Approved Plan	Proposed Changes as identified by the applicant
Sports Hall	
Gym comprises of 1 sports court and is located with the pool and uniform shop just north of Road 1.	Gym comprising of two (2) courts. The proposed sports hall is in the same location as the original design, except it continues further to the east. This is where the plans originally proposed the pool which has since been re-located to the western side of the sports hall.
Amenities	
The original plan does not specifically identify the amenities block associated with the gym.	The proposed amenities block is connected to the gym by a covered area leading to the associated amenities to the west.
BVA, Pumps and Tanks	
BVA, pumps and tanks located on the western side of the gym.	BVA, pumps and tanks proposed to be relocated to eastern boundary of the site adjoining proposed carpark 4.
Carparks 4, 6 & 9	
The carparks included within future stages of the development provide 45 car spaces total.	The total number of car parking spaces remain the same, providing 45 spaces in total. The layout of carparks 4 and 9 remain the same however, due to the proposed relocated of the pool carpark 6 has been reconfigured but still provides the same number of car spaces.
Chapel & Forecourt	
Located adjacent to eastern end of Performance Hall with an undercover area connecting the two buildings.	Directly adjoins the northern edge of the Performance Hall with the forecourt surrounding.
Pool	
Located between Gym and Uniform Shop.	Located between Performance Hall and gym. The proposed location is further west than the original location.
Crossover	
Appears the same.	
Caretaker's residence	
Appears the same.	
Tech Shed	
Appears the same.	
Agriculture Studies Shed	
Appears the same.	
Bus set down area	
Appears the same.	
Primary School 'Kiss & Ride'	
Appears the same	
Long Day Care Centre & Car Park 5 (25 spaces)	
Appears the same.	
Equestrian events area	
Appears the same.	
Equestrian access road	

Assessment of Request
Agree.

The proposed Development Parameters Map (Drawing No. 3305PL08 – SD03 Issue D dated March 2019) will maintain a maximum building gross floor area of 20,000m², maximum building height of three (3) storeys and a maximum height of architectural elements of 20m. In addition, the maximum building area for the child care facility is 500m² with a maximum height of one (1) storey, which remains the same. The proposed setback distances from all proposed boundaries are also to remain the same.

The proposed Indicative Masterplan – Site (Drawing No. 3305PL08 – SD01 Issue F dated March 2019) identifies changes to the location of the proposed Gym, Amenities, Pool, Performance Hall, Chapel, BVA Pump Station, carpark and court facilities. The changes to the buildings either relate to either the relocation on site or the orientation of the building. However, the approved uses of the buildings will not change, nor will the number of buildings. In addition, the total number of carparking numbers remains the same, the change is only to the layout for car park 6.

The proposed Indicative Masterplan – Secondary School (Drawing No. 3305PL08- SD02 Issue F dated March 2019) is an enlargement of the Indicative Masterplan – Site plan referred to above. These proposed changes to the approved plan do not result in any inconsistencies and still allow for the development to function as intended.

It is considered on that basis that condition 1 is able to be amended to reflect the proposal plans as follows.

“The proposed development is to be generally in accordance with Indicative Masterplan, Drawing Nos. 3305PL08 – SD01 & SD02 Issue F prepared by Fulton Trotter Architects and dated March 2019 and Development Parameters Map, Drawing No. 3305PL08 – SD03, Issue D prepared by Fulton Trotter Architects and dated March 2019”.

4. Policy and Legal Implications

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

5. Financial and Resource Implications

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

6. Delegations/Authorisations

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

7. Communication and Engagement

Council's decision on the change application will be given to the applicant and the State Assessment and Referral Agency in accordance with section 83 of the *Planning Act 2016*.

8. Conclusion

The changes to the structures and carparks relate to either the location on site or the orientation of the building. The proposed uses for the buildings to be relocated will remain the same. In addition, the overall carparking numbers for the development will continue to be consistent as well. Therefore, the proposed changes to the approved plan do not result in any inconsistencies and still allow for the development to function as intended.

9. Action/s

1. Communicate Council's decision to the applicant in accordance with the requirements of the *Planning Act 2016*.

Attachments

- 1 [□](#) Proposal Plans 3 Pages





12. CORPORATE AND COMMUNITY SERVICES REPORTS

12.1 Summary of Council Actual Financial Performance vs. Budget – 31 March 2019

Date: 09 April 2019

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 March 2019.

Officer's Recommendation:

THAT Council receive and note the Summary of Council Actual Financial Performance versus Budget to 31 March 2019.

Report

1. Introduction

In accordance with Section 204 of the *Local Government Regulation 2012*, a financial report summarising the progress of Council's actual performance against budgeted performance is to be provided to Council.

2. Background

Monthly reporting of Council's financial performance is a legislative requirement and reinforces sound financial management practices throughout the organisation.

3. Report

The following report provides a summary of Council's financial performance against budget to 31 March 2019.

Operating Revenue - Target \$50.38 million Actual \$49.96 million or 99.17%

At 31 March 2019, overall operating revenue was on target for the budgeted amount. Other Revenue remains above target due to the recovery of insurance claims and higher than expected revenue from Queensland Urban Utilities. Interest revenues also remain slightly higher than the budgeted amount and the State Trainee Grant has also been received making grants slightly higher than expected.

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Overall rates and charges are on budget with a variance of 0.57% in anticipation of growth in assessments over the last quarter of the year. The take up of discount has been greater than expected for both six-monthly levies with more property owners paying on time.

The unfavourable variances in fees and charges for Building and Plumbing and Development Applications is now \$0.28 million and would appear to be indicative of a general downturn in the sector for the year to date. An adjustment was included in the second budget review to reduce the budget to account for the lower fee revenue; however, further adjustments may be required.

Operating Expenditure - Target \$41.66 million Actual \$40.79 million or 97.91%

At 31 March 2019, overall operating expenditure for the year to date was slightly under target. Following the adjustment to the budget to account for the change in focus for IWS crews to operational maintenance, employee costs remain slightly over target with minor variances across all cost centres, with the timing of day labour capital works also contributing to the over expenditure.

Materials and services are under budget in a number of areas with an overall variance of 7.81%. Much of this variance can be attributed to additional grant funded projects which have not yet started and the timing of recoverable works expenditures. Further monitoring and review will be required to ensure that projects are completed on time; further budget adjustments may also be necessary.

Actual depreciation, based on the final asset values as at 30 June, is less than budget due to the timing of write-offs and additions.

Capital Revenue - Target \$3.00 million Actual \$1.89 million or 63.00%

Overall capital grants and subsidies revenue is under 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. The year to date variance is not of concern.

The negative revenue amount of \$4.39 million shown against capital expenses relates to accounting adjustments associated with Council's asset capitalisation processes. This will be further reviewed to potentially move it to an offset account in the balance sheet.

Capital Expenditure – Target \$26.78 million Actual \$14.47 million or 54.03%

To 31 March 2019, Council has expended \$14.47 million on its capital works program with a further \$3.61 million in committed costs for works currently in progress. With commitments included, the works program was 67.51% spent at 31 March 2019. A further review of capital works is being undertaken to identify projects that will not be completed this financial year.

The main expenditures are \$10.47 million within Infrastructure, Works and Services and \$2.98 million within Corporate and Community Services.

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 March, Council had \$39.59 million in current assets compared to \$11.32 million in current liabilities with a ratio of 3.5:1. This means that for every dollar of current liability, there is \$3.50 in assets to cover it.

Statement of Cash Flows

The Statement of Cash Flows provides information on the amount of cash coming in and going out.

As at 31 March, there has been a net cash inflow of \$3.68 million with \$16.99 million received from operating activities with a net cash outflow of \$12.28 million being spent on capital works and a further net outflow of \$1.03 million for debt repayments.

The Statement of Cash Flows is important as it shows the real movement in Council's cash balances, as opposed to the accounting movements shown in the Statement of Income and Expenditure. To maintain adequate working capital, it is estimated that Council needs around \$11.00 million cash at any one time, at 31 March, Council's cash balance was \$29.63 million.

4. Policy and Legal Implications

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

5. Financial and Resource Implications

Monitoring of budgets and actuals remains 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.

At present, the overall financial result is in line with the forecast; however, key items of risk moving forward include the reduced amount of fees and charges from Plumbing and Building and Development Assessment and the allocation of resources between operational and capital works.

6. Delegations/Authorisations

No further delegations are required to manage the issues raised in this report. The Executive Manager Corporate and Community Service will manage the requirements in line with existing delegations.

7. Communication and Engagement

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

8. Conclusion

At 31 March, revenues are on target and expenditures are slightly under target.

9. Action/s

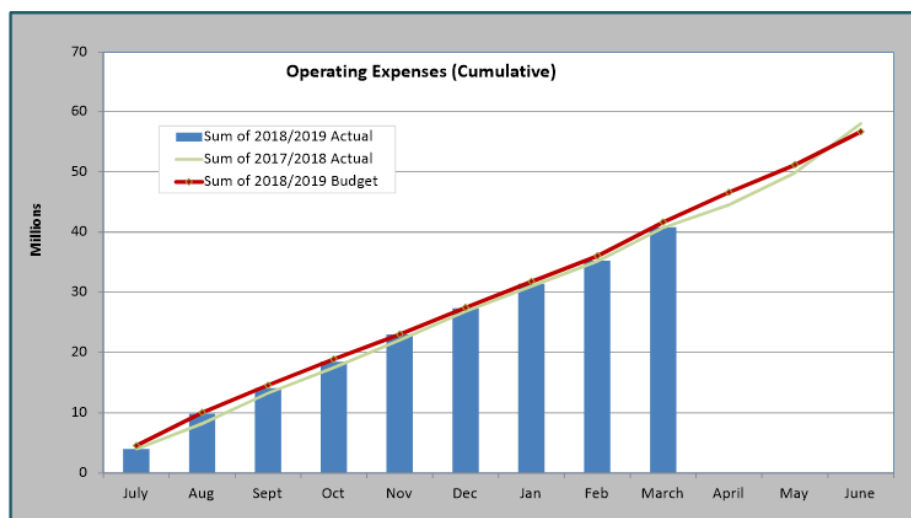
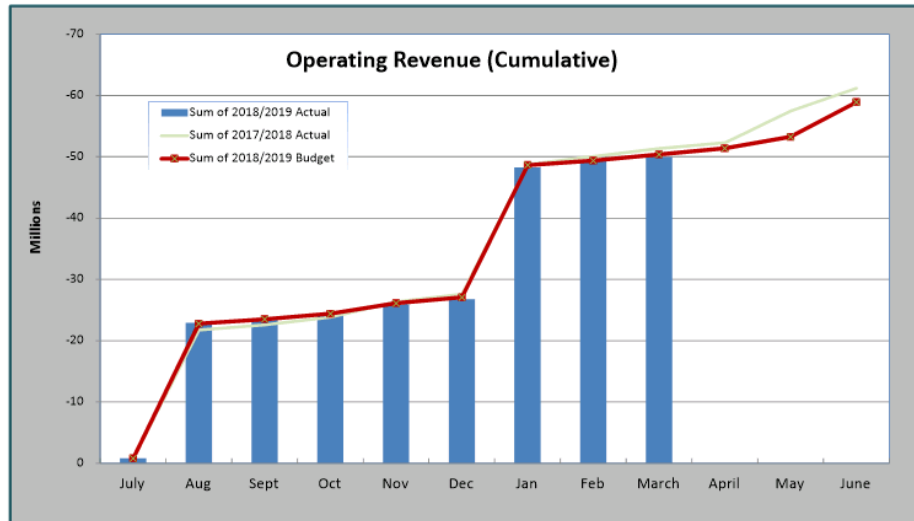
1. Nil

Attachments

- 1 [!\[\]\(511a36c244659513b679df9c639945de_img.jpg\)](#) Council Monthly Financial Report March 2019 19 Pages

LOCKYER VALLEY REGIONAL COUNCIL

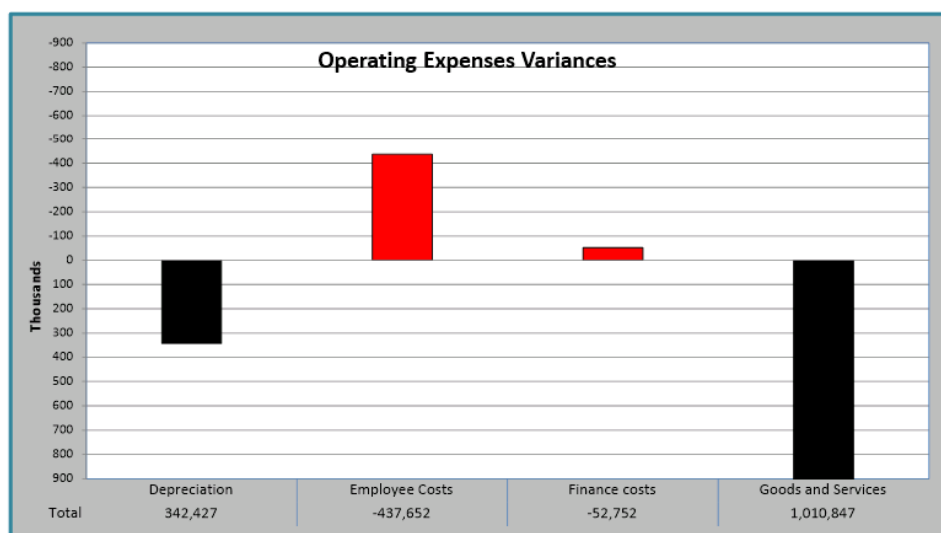
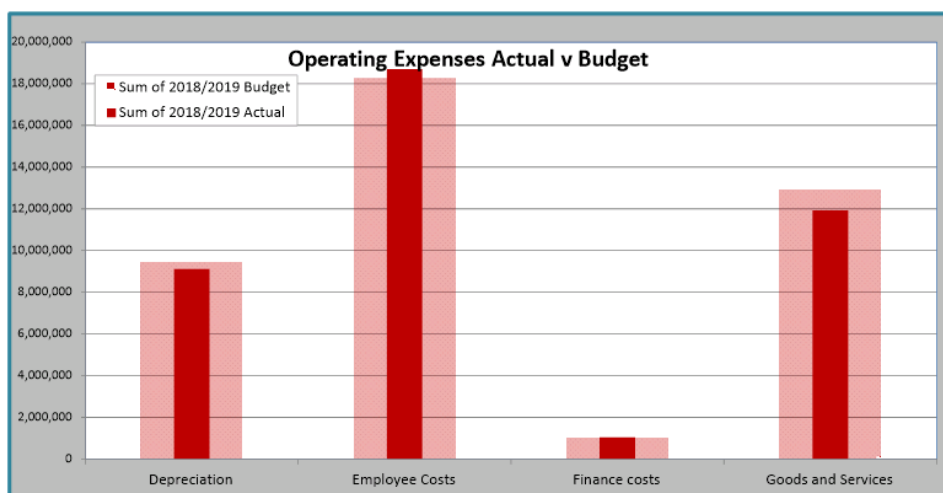
Total Council Operating Revenue and Expenses
For the Period Ended 31 March, 2019



LOCKYER VALLEY REGIONAL COUNCIL

Operating Expenses

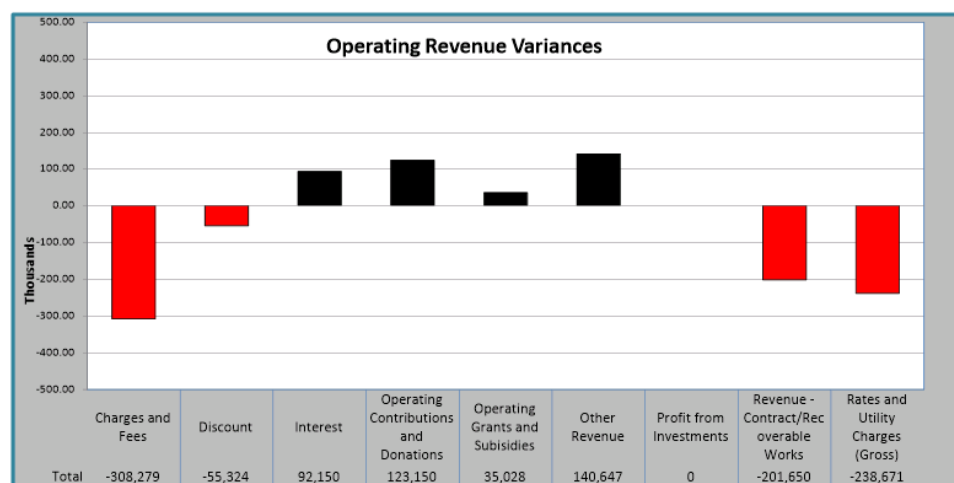
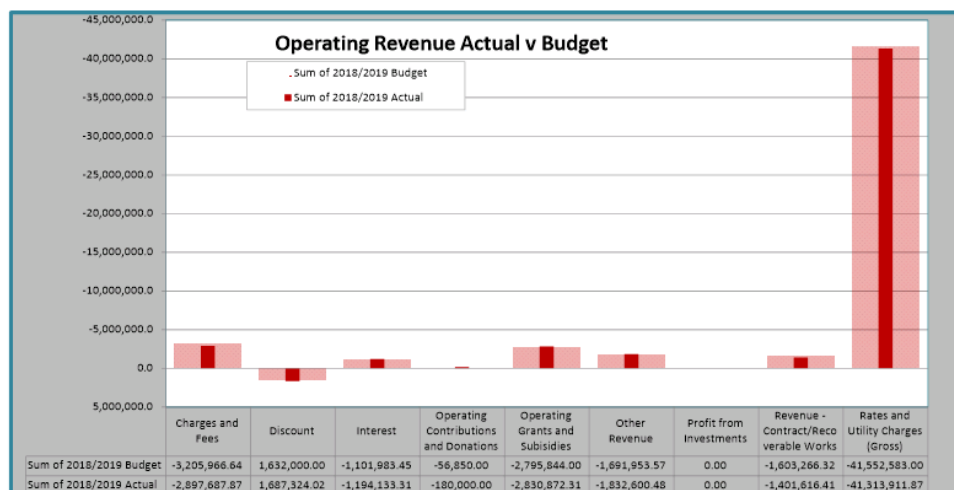
For the Period Ended 31 March, 2019



LOCKYER VALLEY REGIONAL COUNCIL

Operating Revenue

For the Period Ended 31 March, 2019



Lockyer Valley Regional Council (Whole Council)
Statement of Comprehensive Income
For Period Ending March 2019

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
Operating Revenue:					
Rates and Utility Charges (Gross)	41,551,983	41,313,912	41,552,583	238,671	0.57
Discount	(1,632,000)	(1,687,324)	(1,632,000)	55,324	(3.39)
Charges and Fees	4,639,400	2,897,688	3,205,967	308,279	9.62
Interest	1,548,200	1,194,133	1,101,983	(92,150)	(8.36)
Operating Grants and Subsidies	5,926,383	2,830,872	2,795,844	(35,028)	(1.25)
Operating Contributions and Donations	60,600	180,000	56,850	(123,150)	(216.62)
Revenue - Contract/Recoverable Works	2,231,099	1,401,616	1,603,266	201,650	12.58
Other Revenue	2,246,600	1,832,600	1,691,954	(140,647)	(8.31)
Profit from Investments	2,350,000	-	-	-	0.00
Total Operating Revenue	58,922,265	49,963,498	50,376,447	412,949	0.82
Operating Expenses:					
Employee Costs	24,460,000	18,707,529	18,269,877	(437,652)	(2.40)
Goods and Services	18,290,000	11,929,263	12,940,110	1,010,847	7.81
Finance costs	1,320,000	1,042,752	990,000	(52,752)	(5.33)
Depreciation	12,610,000	9,115,073	9,457,500	342,427	3.62
Total Operating Expenses	56,680,000	40,794,617	41,657,488	862,870	2.07
Operating Surplus/(Deficit)	2,242,265	9,168,881	8,718,959	(449,922)	(5.16)
Capital Revenue:					
Capital Grants, Subsidies and Contributions	4,960,000	1,890,811	2,996,369	1,105,558	36.90
Profit (Loss) on Disposal of Non Current Assets	-	(65,174)	-	65,174	0.00
Capital Expenses	233,000	(4,390,946)	-	4,390,946	0.00
Total Capital Revenue	5,193,000	(2,565,309)	2,996,369	5,561,678	185.61
Operating Surplus/(Deficit) After Capital Items	7,435,265	6,603,572	11,715,328	5,111,757	43.63

Lockyer Valley Regional Council (Executive Office)
Statement of Comprehensive Income
For Period Ending March 2019

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<u>Operating Revenue:</u>					
Operating Grants and Subsidies	63,960	63,885	53,160	(10,725)	(20.18)
Operating Contributions and Donations	-	-	-	-	0.00
Revenue - Contract/Recoverable Works	1,049,634	784,212	790,226	6,014	0.76
Other Revenue	511,600	439,538	442,620	3,082	0.70
Total Operating Revenue	1,625,194	1,287,634	1,286,005	(1,629)	(0.13)
<u>Operating Expenses:</u>					
Employee Costs	4,641,977	3,754,478	3,562,535	(191,944)	(5.39)
Goods and Services	3,569,673	2,591,799	2,777,870	186,071	6.70
Finance costs	900	3,740	675	(3,065)	(454.03)
Depreciation	24,000	9,999	18,000	8,001	44.45
Total Operating Expenses	8,236,550	6,360,017	6,359,080	(937)	(0.01)
Operating Surplus/(Deficit)	(6,611,356)	(5,072,382)	(5,073,074)	(692)	0.01
<u>Capital Revenue:</u>					
Capital Expenses	-	-	-	-	0.00
Total Capital Revenue	-	-	-	-	0.00
Operating Surplus/(Deficit) After Capital Items	(6,611,356)	(5,072,382)	(5,073,074)	(692)	0.01

Lockyer Valley Regional Council (Organisational Development and Planning)
Statement of Comprehensive Income
For Period Ending March 2019

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
Operating Revenue:					
Rates and Utility Charges (Gross)	310,480	305,006	310,480	5,474	1.76
Charges and Fees	2,347,000	1,522,626	1,807,500	284,874	15.76
Interest	-	1,425	-	(1,425)	0.00
Operating Grants and Subsidies	425,489	119,773	96,750	(23,023)	(23.80)
Operating Contributions and Donations	15,000	180,000	11,250	(168,750)	(1,500.00)
Other Revenue	-	280	-	(280)	0.00
Total Operating Revenue	3,097,969	2,129,110	2,225,980	96,870	4.35
Operating Expenses:					
Employee Costs	4,606,078	3,268,427	3,473,942	205,515	5.92
Goods and Services	1,879,389	991,732	1,229,685	237,953	19.35
Finance costs	-	524	-	(524)	0.00
Total Operating Expenses	6,485,467	4,260,684	4,703,627	442,944	9.42
Operating Surplus/(Deficit)	(3,387,498)	(2,131,573)	(2,477,647)	(346,074)	13.97
Capital Revenue:					
Capital Grants, Subsidies and Contributions	874,340	232,500	571,255	338,755	59.30
Total Capital Revenue	874,340	232,500	571,255	338,755	59.30
Operating Surplus/(Deficit) After Capital Items	(2,513,158)	(1,899,073)	(1,906,393)	(7,319)	0.38

Lockyer Valley Regional Council (Corporate and Community Services)

Statement of Comprehensive Income

For Period Ending March 2019

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<u>Operating Revenue:</u>					
Rates and Utility Charges (Gross)	40,329,898	40,096,906	40,330,498	233,592	0.58
Discount	(1,632,000)	(1,687,324)	(1,632,000)	55,324	(3.39)
Charges and Fees	2,271,400	1,329,105	1,382,717	53,611	3.88
Interest	1,548,200	1,192,679	1,101,983	(90,696)	(8.23)
Operating Grants and Subsidies	3,955,819	1,958,344	1,949,819	(8,525)	(0.44)
Operating Contributions and Donations	45,600	-	45,600	45,600	100.00
Revenue - Contract/Recoverable Works	150,000	1,943	112,500	110,557	98.27
Other Revenue	1,502,400	1,186,667	1,071,884	(114,784)	(10.71)
Profit from Investments	2,350,000	-	-	-	0.00
Total Operating Revenue	50,521,317	44,078,321	44,363,001	284,680	0.64
<u>Operating Expenses:</u>					
Employee Costs	8,454,755	6,182,342	6,088,246	(94,096)	(1.55)
Goods and Services	10,561,063	6,993,561	7,323,506	329,945	4.51
Finance costs	924,100	736,631	693,075	(43,556)	(6.28)
Depreciation	11,443,000	8,263,028	8,582,250	319,222	3.72
Total Operating Expenses	31,382,917	22,175,562	22,687,077	511,515	2.25
Operating Surplus/(Deficit)	19,138,400	21,902,758	21,675,923	(226,835)	(1.05)
<u>Capital Revenue:</u>					
Capital Grants, Subsidies and Contributions	884,341	352,405	467,081	114,676	24.55
Profit (Loss) on Disposal of Non Current Assets	-	(44,121)	-	44,121	0.00
Capital Expenses	-	(38,778)	-	38,778	0.00
Total Capital Revenue	884,341	269,506	467,081	197,575	42.30
Operating Surplus/(Deficit) After Capital Items	20,022,741	22,172,264	22,143,004	(29,261)	(0.13)

Lockyer Valley Regional Council (Infrastructure, Works and Services)
Statement of Comprehensive Income
For Period Ending March 2019

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<u>Operating Revenue:</u>					
Rates and Utility Charges (Gross)	911,605	912,000	911,605	(395)	(0.04)
Charges and Fees	21,000	45,957	15,750	(30,207)	(191.79)
Interest	-	29	-	(29)	0.00
Operating Grants and Subsidies	1,481,115	688,871	696,115	7,244	1.04
Revenue - Contract/Recoverable Works	1,031,465	615,462	700,541	85,079	12.14
Other Revenue	232,600	206,115	177,450	(28,665)	(16.15)
Total Operating Revenue	3,677,785	2,468,433	2,501,461	33,028	1.32
<u>Operating Expenses:</u>					
Employee Costs	6,757,191	5,502,282	5,145,155	(357,127)	(6.94)
Goods and Services	2,279,875	1,352,170	1,609,048	256,878	15.96
Finance costs	395,000	301,857	296,250	(5,607)	(1.89)
Depreciation	1,143,000	842,046	857,250	15,204	1.77
Total Operating Expenses	10,575,066	7,998,355	7,907,703	(90,652)	(1.15)
Operating Surplus/(Deficit)	(6,897,281)	(5,529,922)	(5,406,242)	123,680	(2.29)
<u>Capital Revenue:</u>					
Capital Grants, Subsidies and Contributions	3,201,319	1,305,906	1,958,033	652,128	33.31
Profit (Loss) on Disposal of Non Current Assets	-	(21,052)	-	21,052	0.00
Capital Expenses	233,000	(4,352,169)	-	4,352,169	0.00
Total Capital Revenue	3,434,319	(3,067,315)	1,958,033	5,025,349	256.65
Operating Surplus/(Deficit) After Capital Items	(3,462,962)	(8,597,237)	(3,448,209)	5,149,029	(149.32)

LOCKYER VALLEY REGIONAL COUNCIL
STATEMENT OF FINANCIAL POSITION
As at 31 March, 2019

	2018-2019 Full Year Budget	2018-2019 YTD Actual
<u>Current Assets</u>		
Cash assets and cash equivalents	16,880,000	17,926,704
Cash investments	-	11,700,000
Trade and other receivables	3,530,000	7,130,880
Inventories	2,860,000	429,380
Non-current assets classified as held for sale	-	2,400,116
Total Current Assets	23,260,000	39,587,080
<u>Non Current Assets</u>		
Trade and other receivables	14,740,000	14,745,256
Equity investments	31,780,000	29,491,422
Investment properties	1,850,000	1,850,000
Property, plant and equipment	588,570,000	577,625,103
Intangible assets	6,550,000	5,100,106
Total Non Current Assets	643,490,000	628,811,887
TOTAL ASSETS	666,750,000	668,398,967
<u>Current Liabilities</u>		
Trade and other payables	3,950,000	6,019,137
Provisions	5,130,000	4,936,911
Borrowings	1,540,000	362,662
Total Current Liabilities	10,620,000	11,318,710
<u>Non Current Liabilities</u>		
Provisions	28,980,000	28,970,605
Borrowings	23,310,000	24,939,884
Total Non Current Liabilities	52,290,000	53,910,489
TOTAL LIABILITIES	62,910,000	65,229,199
NET COMMUNITY ASSETS	603,840,000	603,169,768
<u>Community Equity</u>		
Retained surplus (deficiency)	388,550,000	380,110,925
Asset revaluation surplus	213,040,000	213,218,187
Reserves	-	3,237,085
Current Surplus/(Deficit)	2,250,000	6,603,572
TOTAL COMMUNITY EQUITY	603,840,000	603,169,768

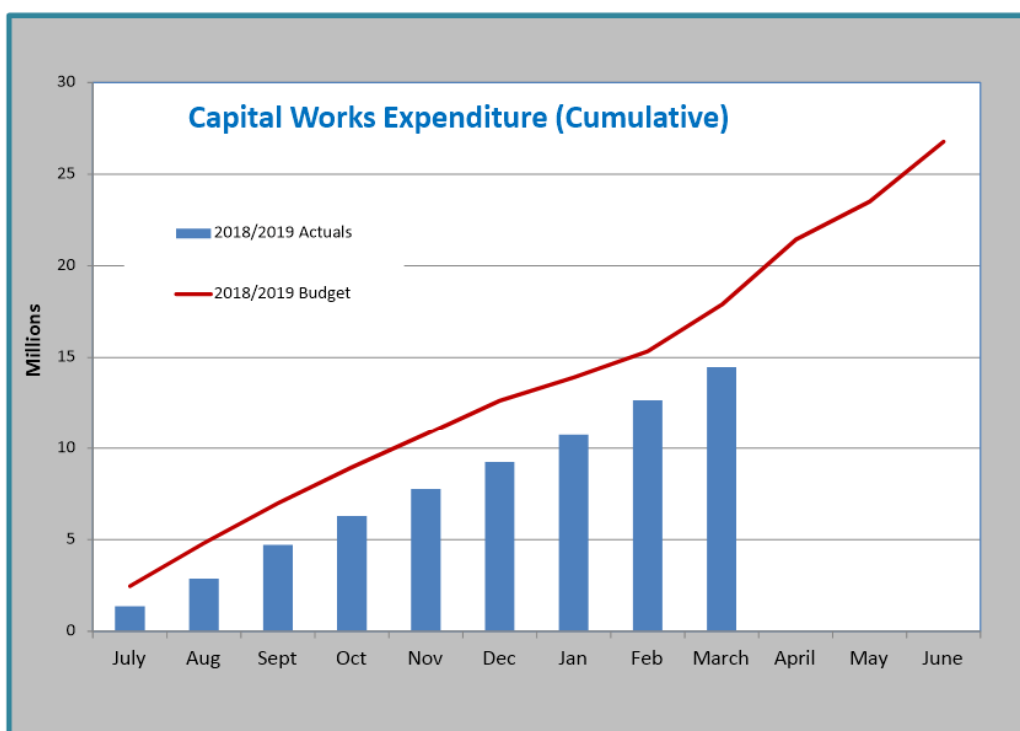
LOCKYER VALLEY REGIONAL COUNCIL
Statement of Cash Flows
For the period ended 31 March, 2019

	2018-2019 Full Year Budget	2018-2019 YTD Actuals
<u>Cash flows from operating activities:</u>		
<u>Receipts</u>		
Receipts from customers	57,240,000	48,188,508
Interest received	1,550,000	1,194,133
<u>Payments</u>		
Payments to suppliers and employees	(45,410,000)	(31,435,623)
Interest expense	(1,220,000)	(953,514)
Net cash inflow (outflow) from operating activities	12,170,000	16,993,504
<u>Cash flows from investing activities:</u>		
Capital grants, subsidies and contributions	4,770,000	1,890,811
Payments for property, plant and equipment	(26,610,000)	(14,224,055)
Net transfer (to) from cash investments	840,000	-
Proceeds from sale of property plant and equipment	1,240,000	50,000
Net cash inflow (outflow) from investing activities	(19,760,000)	(12,283,245)
<u>Cash flows from financing activities:</u>		
Repayment of borrowings	(1,480,000)	(1,026,956)
Proceeds from borrowings	-	-
Net cash inflow (outflow) from financing activities	(1,480,000)	(1,026,956)
Net increase (decrease) in cash and cash equivalents held	(9,060,000)	3,683,304
Cash and cash equivalents at beginning of the financial year	25,940,000	25,943,401
Cash and cash equivalents at end of the financial year	16,880,000	29,626,704

LOCKYER VALLEY REGIONAL COUNCIL

CAPITAL WORKS BY GROUP

Row Labels	Values		
	2018/2019 Budget	2018/2019 Actuals	Sum of PercentSpent
Corporate & Community Services	6,725,527	2,979,015	44.29%
Executive Office	470,000	87,221	18.56%
Infrastructure Works & Services	17,731,221	10,471,895	59.06%
Organisational Development & Planning	1,857,000	932,759	50.23%
Grand Total	26,783,748	14,470,890	54.03%



**LOCKYER VALLEY REGIONAL COUNCIL
CAPITAL WORK SUMMARY
February, 2019**

	2018-2019 Amended Budget	2018-2019 Expenditure	Committed	2018-2019 Expenditure (including Committed)	Remaining Budget (including Committed)
Corporate & Community Services					
Disaster Management	176,000	69,506	27,133	96,640	79,360
Facilities	3,040,021	1,576,495	694,960	2,271,455	768,566
Information Management	125,000	57,945	0	57,945	67,055
Information Technology	1,780,000	511,586	138,939	650,525	1,129,475
Public Order & Safety	66,980	65,741	0	65,741	1,239
SES	44,000	35,073	3,092	38,165	5,835
Transfer Stations	1,259,026	529,122	516,578	1,045,700	213,327
Gatton Child Care Centre	65,000	4,508	0	4,508	60,492
Waste Collection	10,000	0	0	0	10,000
Kensington Grove Community Childcare	25,000	351	0	351	24,649
Health and Regulatory Services	134,500	128,688	32	128,720	5,780
Corporate & Community Services Total	6,725,527	2,979,015	1,380,735	4,359,749	2,365,778
Executive Office					
Regional Development Management	75,000	87,221	13,589	100,810	-25,810
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	470,000	87,221	13,589	100,810	369,190
Infrastructure Works & Services					
Capital Program Delivery	11,694,912	7,049,363	951,519	8,000,882	3,694,030
Depot	80,000	76,914	623	77,537	2,463
Fleet	3,328,000	2,035,117	594,916	2,630,033	697,967
Parks & Open Spaces	957,959	364,401	174,817	539,218	418,741
Cemetery	360,350	66,467	19,251	85,718	274,632
NDRRA Program - Infrastructure Recovery	1,310,000	879,632	134,991	1,014,623	295,377
Infrastructure Works & Services Total	17,731,221	10,471,895	1,876,117	12,348,011	5,383,210
Organisational Development & Planning					
Planning Scheme	1,170,000	843,205	336,269	1,179,473	-9,473
Environmental Planning	25,000	0	0	0	25,000
Sport Recreation and Community Grants	592,000	34,561	870	35,431	556,569
Pest Management	70,000	54,994	0	54,994	15,006
Organisational Development & Planning Total	1,857,000	932,759	337,139	1,269,898	587,102
Grand Total	26,783,748	14,470,890	3,607,579	18,078,469	8,705,279

LOCKYER VALLEY REGIONAL COUNCIL
CAPITAL WORKS DETAIL
February, 2019

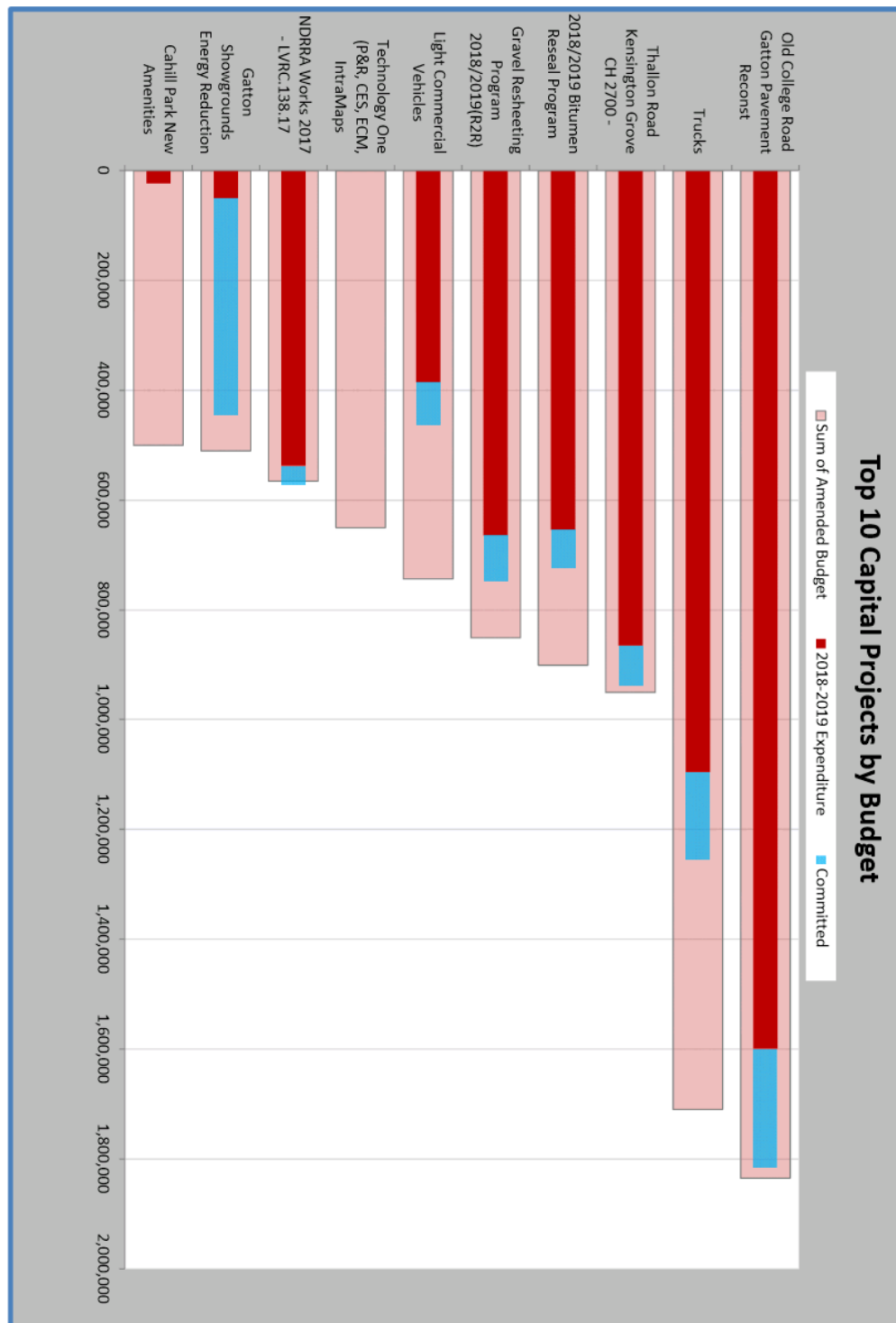
Row Labels	Amounts				
	2018-2019 Budget	2018-2019 Expenditure	Committed	2018-2019 Expenditure (including Committed)	Remaining Budget (including Committed)
Corporate & Community Services					
Disaster Management					
Alert Forecaster Gauge Mulgowie	40,000	0	0	0	40,000
Flood Camera System Upgrade	70,000	60,336	0	60,336	9,664
Flood Intelligence System	10,000	0	13,636	13,636	-3,636
Flood Mapping and Modelling L'yer Catchm	22,000	6,437	11,787	18,224	3,776
Flooded Road Hot Spot Sensors	30,000	733	0	733	29,267
Wateride Flood Intelligence	4,000	2,000	1,710	3,710	290
Disaster Management Total	176,000	69,506	27,133	96,640	79,360
Facilities					
Admin Building Fire Detection/Counter	31,000	32,410	0	32,410	-1,410
Blenheim Public Toilets Structural Wall	25,000	10,949	0	10,949	14,051
Buildings & Facilities Asset Replacement	165,000	0	0	0	165,000
Cahill Park Lighting - Netball Courts	0	1,594	0	1,594	-1,594
Cochrane Street Units Drainage issues	20,000	24,994	0	24,994	-4,994
Construction of New Fence 75 Philips Rd	0	63,436	28,100	91,536	-91,536
Das Neumann Haus Kitchen upgrade	2,420	2,418	0	2,418	2
Donga 6 Facilities Staff Relocation	20,000	88,794	982	89,776	-69,776
Gatton Cemetery Outdoor Chapel	72,521	8,892	0	8,892	63,629
Gatton Depot Meeting Room	80,000	1,381	0	1,381	78,619
Gatton Depot W'Shop Building Alterations	155,000	23,372	117,413	140,785	14,215
Gatton Shire Hall Masterplan Works	100,000	10,092	810	10,902	89,098
Gatton Show Grounds Internal Roadworks	70,000	95,204	14	95,219	-25,219
Gatton Showgrounds	25,000	11,611	4,546	16,157	8,843
Gatton Showgrounds Energy Reduction	510,000	50,461	395,089	445,550	64,450
Gatton Showgrounds Separate Metering	80,000	8,467	75,587	84,055	-4,055
Gatton Showgrounds Yellow Toilets Replac	17,000	31,661	0	31,661	-14,661
Gatton Squash Courts Refurbishment	0	36,981	7,250	44,231	-44,231
GSH Refurbishment PWD Amenities	100,000	17,649	0	17,649	82,351
Gymnastics Shed Cooling Sys LVISC	55,000	59,802	0	59,802	-4,802
Helidon Community Hall Solar Power Initi	40,000	3,800	0	3,800	36,200
Indoor Sports Ctr LED Light & Cooling	106,000	101,783	0	101,783	4,217
Jessie's Cottage Repairs & Painting	0	2,241	0	2,241	-2,241
Laidley Admin Building Refurbishment	0	406	217	623	-623
Laidley Pioneer Village Upgrades	50,000	16,562	0	16,562	33,438
Laidley Pool Construct Disabled Toilet	0	-600	0	-600	600
Laidley Pound Fencing Drainage & Repairs	13,000	13,011	0	13,011	-11
Laidley Swimming Pool refurbishment	125,000	57,514	0	57,514	67,486
LCC Refurbish Ramp and Balustrading	30,000	8,822	4,000	12,822	17,178
LCC Install air handling system	100,000	78,366	0	78,366	21,634
LCC Refurb Drought Comm Programme Fund	53,500	18,021	31,938	49,960	3,540
LCC Replace Curtains & PA System	21,750	21,750	0	21,750	0
Lions Park Laidley Replace Toilet Block	65,000	63,042	6,178	69,220	-4,220
LRR Changeroom Refurbishment	66,000	69,340	300	69,640	-3,640
LV Cultural Centre Tile Replacement	42,900	42,748	142	42,891	9
LVEC Structural Remediation & Other Work	50,000	49,720	0	49,720	280
LVSA Roof Repairs, Water Proof G'Stand	25,000	10,681	745	11,426	13,574
Multiple Venues Solar Initiatives	230,000	11,509	0	11,509	218,491
Murphys Creek Community Centre Upgrades	9,000	14,943	0	14,943	-5,943
Office Accommodation Review	10,000	0	0	0	10,000
Replace Ageing Furniture at Prem Halls	0	-113	0	-113	113
Shire Hall Basement Exit/Fire Detection	44,000	975	282	1,257	42,743
Static Safety Lines Various Facilities	30,000	4,700	0	4,700	25,300
Vets Support Laidley Disabled Carpark	30,000	19,763	0	19,763	10,237
Withcott Sport Centre Sewerage	20,000	30,548	0	30,548	-10,548
Withcott Toilet Block& Sewer Plant	200,000	211,621	0	211,621	-11,621
Workshop & Store Electrical Switchboard	142,000	127,998	21,365	149,363	-7,363
Facilities Total	3,040,021	1,576,495	694,960	2,271,455	768,566
Information Management					
Records Relocation and Sentencing	125,000	57,945	0	57,945	67,055
Information Management Total	125,000	57,945	0	57,945	67,055
Information Technology					
Council Chambers Audio Visual System	1,000	0	0	0	1,000
Cyber Security	100,000	5,085	0	5,085	94,915
Data Centre Upgrades	53,000	14,250	0	14,250	38,750
Digital Signatures	50,000	64,453	0	64,453	-14,453
GIS Enhancement	102,000	37,441	20,945	58,385	43,615

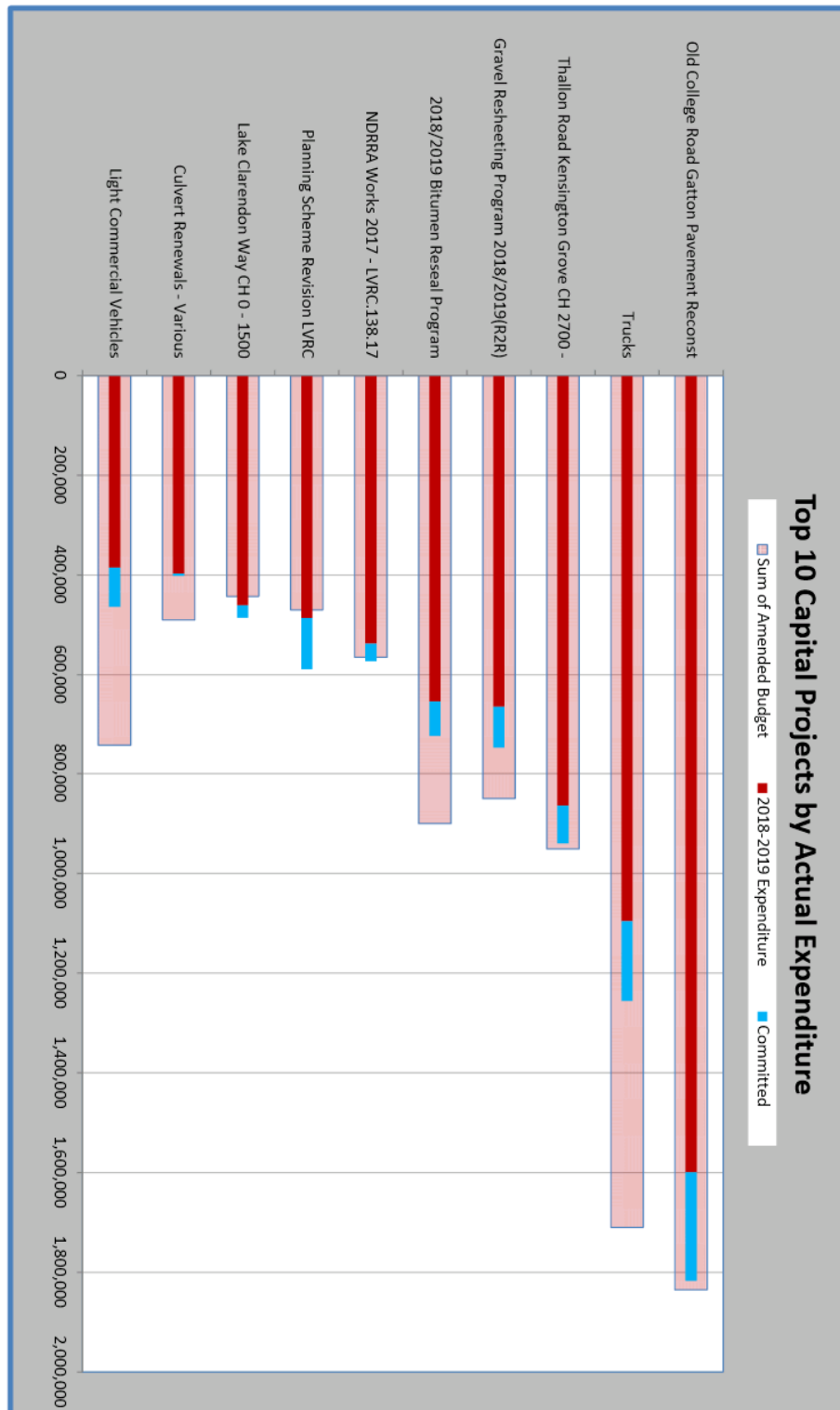
Row Labels	Amounts		Committed	2018-2019 Expenditure (including Committed)	Remaining Budget (including Committed)
	2018-2019 Budget	2018-2019 Expenditure			
Implementation of Live Pro System	9,000	0	1,526	1,526	7,474
LVCC Audio Visual	30,000	0	0	0	30,000
LVCC Point of Sale	20,000	15,441	85	15,526	4,474
Network Cabinets & Cabling	20,000	0	0	0	20,000
Network Perimeter Security (Firewalls)	75,000	0	0	0	75,000
Network Security	14,000	0	0	0	14,000
Network Upgrades & Replacements	0	2,447	0	2,447	-2,447
Printers/Scanners Renewal	60,000	0	0	0	60,000
Skype for Business	25,000	10,001	0	10,001	14,999
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 'ECM Upgrade'	9,000	8,200	0	8,200	800
Technology One 'One Council' Project	250,000	303,906	116,384	420,289	-170,289
Upgrade MS Office	95,000	41,265	0	41,265	53,735
Upgrade Technology One P&R System to CiA	0	3,235	0	3,235	-3,235
Upgrade Windows Desktop Operating System	0	2,636	0	2,636	-2,636
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	4,000	3,229	0	3,229	771
Information Technology Total	1,780,000	511,586	138,939	650,525	1,129,475
Public Order & Safety					
Das Neumann Haus CCTV	4,980	4,527	0	4,527	453
Gatton CCTV Project	23,000	22,539	0	22,539	461
Laidley CCTV Project	10,000	11,106	0	11,106	-1,106
Mobile Body CCTV Cameras for Staff	29,000	27,004	0	27,004	1,996
Renewal of CCTV Equipment in Laidley	0	564	0	564	-564
Public Order & Safety Total	66,980	65,741	0	65,741	1,239
SES					
Gatton SES Driveway Improvement	10,000	8,939	0	8,939	1,061
Laidley SES Floor Coverings	14,000	13,273	0	13,273	727
SES Buildings Roller Door Auto Mechanism	10,000	8,332	0	8,332	1,668
SES Buildings Roof Ventilation	10,000	4,530	3,092	7,622	2,378
SES Total	44,000	35,073	3,092	38,165	5,835
Transfer Stations					
Bitumen Sealing at Transfer Stations	10,000	42,810	0	42,810	-32,810
Driveway Entrance Repairs to Lock Waters	2,000	1,083	684	1,767	233
Gatton and Laidley Sites Landscaping	20,000	0	0	0	20,000
Gatton and Laidley Telemetry	59,000	47,323	14,297	61,619	-2,619
Gatton Landfill EHP Compliance	185,000	173,497	17,549	191,046	-6,046
Gatton Waste Facility Security & Softwar	144,537	7,284	77,009	84,293	60,244
Gatton Weighbridge Platform/Ramp	25,000	8,286	23,167	31,452	-6,452
Improved Waste Transfer Station-Roof	100,000	36,097	39,973	76,070	23,930
Laidley Landfill Capping Works	7,000	0	6,177	6,177	823
Ldley Facility WBridge, Fencing & Securi	426,489	25,304	295,784	321,088	105,401
Oil buildings Upgrade and Maintenance	20,000	0	0	0	20,000
Transfer Stations Landscaping	20,000	0	0	0	20,000
Waste Disposal Sites Survey and Fencing	35,000	24,075	17,235	41,310	-6,310
Waste management Signage Review	10,000	4,237	0	4,237	5,763
Water Pump & Reticulation System Gatton	100,000	82,461	0	82,461	17,539
Transfer Stations Total	1,259,026	529,122	516,578	1,045,700	213,327
Gatton Child Care Centre					
GCCC Landscaping	10,000	0	0	0	10,000
GCCC Signage, Gazebo, L'Scaping & Tanks	45,000	0	0	0	45,000
GCCC Update Children's Equipment	5,000	4,508	0	4,508	492
Replace External glass doors, Screens	5,000	0	0	0	5,000
Gatton Child Care Centre Total	65,000	4,508	0	4,508	60,492
Waste Collection					
Laidley Levy/Garbage Truck Turnarounds	10,000	0	0	0	10,000
Waste Collection Total	10,000	0	0	0	10,000
Kensington Grove Community Childcare					
KGCC Refurbish,Paint Interior & Exterior	15,000	0	0	0	15,000
KGCC Signage and Refurbishment	5,000	351	0	351	4,649
KGCC Update Furniture & Outdoor Equipmen	5,000	0	0	0	5,000
Kensington Grove Community Childcare Total	25,000	351	0	351	24,649
Health and Regulatory Services					
Dog Off Leash Areas, LRR & Gatton	72,000	71,334	32	71,366	634
LVRC Animal Management Facility	30,000	31,652	0	31,652	-1,652
Security fencing for dog runs	7,500	6,673	0	6,673	827
Shade Shelters for Cattle Yards	10,000	13,515	0	13,515	-3,515
Upgrade Gate	15,000	5,515	0	5,515	9,485
Health and Regulatory Services Total	134,500	128,688	32	128,720	5,780
Corporate & Community Services Total	6,725,527	2,979,015	1,380,735	4,359,749	2,365,778

Row Labels	Amounts				
	2018-2019 Budget	2018-2019 Expenditure	Committed	2018-2019 Expenditure (including Committed)	Remaining Budget (including Committed)
Executive Office					
Regional Development Management					
Entry Statements	40,000	10,290	0	10,290	29,710
GWIZ	0	55,252	13,589	68,841	-68,841
Lockyer Legends	20,000	18,921	0	18,921	1,079
Pre-sale Activities Grantham West	10,000	158	0	158	9,842
Upgrade to Water Infrastructure Hawck St	5,000	2,600	0	2,600	2,400
Regional Development Management Total	75,000	87,221	13,589	100,810	-25,810
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	470,000	87,221	13,589	100,810	369,190
Infrastructure Works & Services					
Capital Program Delivery					
2018/2019 Bitumen Reseal Program	900,000	653,654	70,734	724,389	175,611
2018/2019 Black Spot Projects	150,000	0	0	0	150,000
2018/2019 Kerb & Channel Rehabilitation	129,774	53,345	557	53,903	75,871
Airforce Road, Helidon Wheel Path Failur	45,000	33,825	9,189	43,014	1,986
Allan Street, Gatton Footpaths	115,600	563	3,800	4,363	111,237
Back Flagstone Road, Iredale	280,000	283,946	0	283,946	-3,946
Bitumen Reseal Program Various 17/18	6,000	6,482	0	6,482	-482
Blanchview Road Signage, Blanchview	20,000	12,703	2,727	15,431	4,569
Blanchview Road, Blanchview	7,000	3,480	0	3,480	3,520
Blanchview Road/Nuttals Road, Blanchview	67,300	8,496	492	8,988	58,312
Bridge Minor Remedial Works	90,000	18,528	29,057	47,585	42,415
Cooper Street Laidley	80,000	0	0	0	80,000
Culvert Renewals - Various	490,000	397,094	4,802	401,896	88,104
Cycle Network Gatton	342,000	7,629	0	7,629	334,371
Depot Traffic Management	20,000	19,411	1,817	21,228	-1,228
Dolleys Road Blanchview	27,500	4,868	0	4,868	22,632
Dolleys Road Upgrade	240,000	3,532	6,435	9,968	230,032
Drainage Works White Gums Road, H'Vale	80,000	0	0	0	80,000
Drainage Works Tew Ct and Rogers Drive	50,000	12,371	0	12,371	37,629
Edward Street Laidley CH 0 - 270	90,000	35,432	10,083	45,516	44,484
Fairway Drive Kensington Grove Footpaths	141,390	902	4,500	5,402	135,988
Feldhahn St Gatton Pavement Reconstruct	51,000	38,330	193	38,522	12,478
Flagstone Creek Road Flagstone	58,000	57,983	0	57,983	17
Flagstone Creek State School	6,000	1,252	0	1,252	4,748
Forestry Road Bridge	130,000	2,728	0	2,728	127,272
Gatton Long Distance Coach Project	42,256	72	0	72	42,184
Gaul Street Gatton CH 0 - 300	60,000	42,113	0	42,113	17,887
Gehrke Hill Road, Summerholm CH 100 - 10	350,000	7,802	4,344	12,146	337,854
Gehrke Road/Rons Road, Glenore Grove	167,000	6,347	134,934	141,281	25,719
Golf Links Drive Gatton Signs and lines	17,500	0	0	0	17,500
Gravel Resheeting Program 2018/2019(R2R)	850,000	664,017	84,000	748,018	101,982
Guardrail Renewals 2018/2019	80,000	78,679	0	78,679	1,321
Hannant Road Kensington Grove	100,000	95,001	0	95,001	4,999
Harm Dr/Lake Clarendon Rd Black Spot Pro	25,000	35,838	0	35,838	-10,838
Head Street Laidley CH 0 - 450	50,000	24,874	12,243	37,117	12,883
Hickey Street Gatton	38,000	7,744	0	7,744	30,256
Jordan Street, Gatton CH 0 - 150	270,000	302,318	75,963	378,281	-108,281
Laidley Flood Mitigation	35,000	19,034	12,214	31,248	3,752
Lake Clarendon Way (TIDS)	330,000	0	0	0	330,000
Lake Clarendon Way CH 0 - 1500	443,000	460,607	24,910	485,517	-42,517
Lake Clarendon Way/Lake Clarendon Road	24,000	12,647	7,273	19,920	4,080
Lockyer Valley District School, Gatton	100,000	0	0	0	100,000
Long Gully Rd (CH.0-1.4) Upgrade gravel	90,000	43,822	0	43,822	46,178
Meadows Road Withcott	0	-4,450	0	-4,450	4,450
Mountain Road, Summerholm	150,000	114,891	6,257	121,148	28,852
Mountain View Drive Hatton Vale	14,500	1,441	17,168	18,609	-4,109
Old Toowoomba Road, Placid Hills	19,000	8,265	0	8,265	10,735
Pavement Reconstruction Peters St Gatton	240,000	197,930	2,730	200,660	39,340
Princess Street Road Pavement Gatton	250,000	340,289	7,424	347,713	-97,713
Railway Street Gatton town lighting	153,000	10,914	0	10,914	142,086
Robinsons Road, Laidley	150,000	1,665	820	2,485	147,515
Rockmount Rd/Sawpit Gully Rd/Stockyard	18,500	12,408	0	12,408	6,092
Rockmount Road/Walkers Road, Rockmount	67,500	3,613	2,636	6,249	61,251

Row Labels	Amounts		Committed	2018-2019 Expenditure (including Committed)	Remaining Budget (including Committed)
	2018-2019 Budget	2018-2019 Expenditure			
Seventeen Mile Rd (Ch. 0.0-0.9)	27,000	27,015	0	27,015	-15
Signs and Lines Projects	94,000	25,333	0	25,333	68,667
Spencer/William Street Gatton	30,000	27,780	1,009	28,789	1,211
Stevens Road Upgrade & Bitumen Seal	150,000	2,840	3,168	6,008	143,992
Stormwater Improvements Gatton	100,000	0	0	0	100,000
Stormwater Outlet Protection	40,000	12,864	0	12,864	27,136
Summerholm Road Summerholm	100,000	69,719	47,406	117,125	-17,125
Thallon Road Kensington Grove CH 2700 -	950,892	864,088	75,995	940,083	10,809
Urban stormwater drain inlet protection	40,000	0	0	0	40,000
Vehicle Activated Signs Road Safety PJ	25,000	25,664	0	25,664	-664
Wandin Road Withcott - CH 170 -300	5,000	-36	0	-36	5,036
William St Footpaths Gatton	20,000	14,537	2,797	17,334	2,666
William Street and Lake Apex Drive PCNP	0	-3,989	0	-3,989	3,989
William Street/Smith Street, Gatton	20,000	22,433	12,141	34,574	-14,574
Woodlands Rd/ Pitt Rd/Forest Hill Blenhe	35,000	21,354	0	21,354	13,646
Woodlands Road Woodlands	58,200	949	0	949	57,251
Capital Program Delivery Total	11,694,912	7,049,363	951,519	8,000,882	3,694,030
Depot					
Gatton Depot Quarry Bays	70,000	76,914	623	77,537	-7,537
Loose Tools & Equipment	10,000	0	0	0	10,000
Depot Total	80,000	76,914	623	77,537	2,463
Fleet					
Crane Mechanism in Workshop	35,000	35,270	0	35,270	-270
Earthmoving	230,000	191,489	148,244	339,733	-109,733
Light Commercial Vehicles	743,000	385,186	78,506	463,692	279,308
Mowers	199,000	102,727	208,461	311,188	-112,188
Passenger Vehicles	386,000	224,403	0	224,403	161,597
Trailers	25,000	0	0	0	25,000
Trucks	1,710,000	1,096,042	159,705	1,255,747	454,253
Fleet Total	3,328,000	2,035,117	594,916	2,630,033	697,967
Parks & Open Spaces					
Centenary Park Lighting	83,000	251	0	251	82,749
Das Neumann Haus Museum Park Sprinklers	12,100	0	14,545	14,545	-2,445
Dawson Phipps Carpark	32,000	0	0	0	32,000
Dismantling Playground Equipment	5,000	0	0	0	5,000
Forest Hill PI Refurbish Shade Shelter	8,000	7,114	0	7,114	886
Forest Hill Recreation Reserve Refurbish	10,000	0	4,130	4,130	5,870
Fred Gillam Park Play Equipment	3,000	2,749	0	2,749	251
Gatton Revitalisation Various	49,500	0	0	0	49,500
Hatton Vale Park Concept and Design	60,000	5,578	0	5,578	54,422
Jean Biggs Park Withcott	13,500	13,255	0	13,255	245
Jean Biggs Park, Sprinkler System	29,700	169	26,818	26,987	2,713
Koffal Park Improvements Drought Grant	55,000	3,664	39,173	42,836	12,164
Laidley CC Bichel Oval Earth Drain Const	10,000	9,485	0	9,485	515
Laidley Rec Res Renewal PA001460	0	708	0	708	-708
Laidley Rec Res Renewal of PA001454	0	73	0	73	-73
Lake Apex fingerboard signage	8,800	8	0	8	8,792
Lake Apex Pk Irrigation & Landscaping	5,000	3,606	0	3,606	1,394
Lake Apex Shelter Gatton	19,800	0	0	0	19,800
Lake Apex Skate Bowl Carpark	15,000	10,778	4,500	15,278	-278
Lake Apex Skate Park Access Crossing	13,000	0	0	0	13,000
Lake Apex Storage Shed	4,950	4,221	0	4,221	729
Lake Apex Tree Planting	4,400	0	0	0	4,400
Lake Apex Upgrade of Steps	34,050	36,878	449	37,326	-3,276
Lions Park Irrigation Renewal Laidley	16,500	0	0	0	16,500
Lions Park Laidley Install bollards	62,390	59,815	596	60,411	1,979
Lions Pk Laidley Refurb Timber Shelters	33,500	4,679	16,281	20,960	12,540
Lions Pk, Park, Grantham Refurb P/Ground	4,400	0	1,900	1,900	2,500
LRR Bollard Replacement	44,000	44,404	0	44,404	-404
M/Creek Cricket Gnd Renewal of Seating	12,500	10,646	0	10,646	1,854
McGovern Park Shelter Replacement	15,400	2,339	10,581	12,921	2,479
Murphys Creek Cricket Ground fence	40,000	40,681	0	40,681	-681
Murphys Creek Grounds Playground Edging	4,400	2,915	0	2,915	1,485
Parks and Gardens Deficiencies Review	33,000	16,000	9,600	25,600	7,400
Plainland roundabout landscaping upgrade	55,000	0	0	0	55,000
Ropehill Comm Ctre Replace Damaged Asset	55,000	54,503	0	54,503	497
Rotary Park BBQ Shelter	5,400	5,223	0	5,223	177
Rotary Park BBQ, Gatton	7,169	7,061	0	7,061	108
Rotary Park, Gatton Shelter Replacement	17,500	2,339	10,581	12,921	4,579
Springbrook Park Sprinkler System	50,000	5,048	35,280	40,328	9,672
William Kemp Park BBQ Shelter	4,000	3,072	0	3,072	928
Zabel Road Lockrose Dip Site Rehabilitat	22,000	7,141	383	7,524	14,476
Parks & Open Spaces Total	957,959	364,401	174,817	539,218	418,741

Row Labels	Amounts				
	2018-2019 Budget	2018-2019 Expenditure	Committed	2018-2019 Expenditure (including Committed)	Remaining Budget (including Committed)
Cemetery					
Gatton Cemetery Expansion Works	275,000	17,563	16,800	34,363	240,637
Gatton Cemetery Seating	5,100	5,091	0	5,091	9
Laidley Cemetery Garden & Fence Removal	5,000	4,233	0	4,233	768
Laidley Columbarium	75,250	39,581	2,451	42,032	33,218
Cemetery Total	360,350	66,467	19,251	85,718	274,632
NDRRA Program - Infrastructure Recovery					
NDRRA Program Management 2017 FloodEvent	135,000	26,437	70,074	96,511	38,489
NDRRA Works 2017 - LVRC.138.17	565,000	537,411	35,292	572,703	-7,703
NDRRA Works 2017 - LVRC.139.17	172,000	84,527	0	84,527	87,473
NDRRA Works 2017 - LVRC.141.17	124,000	65,227	0	65,227	58,773
NDRRA Works 2017 - LVRC.143.18	153,000	56,132	672	56,804	96,196
NDRRA Works 2017- LVRC.142.17	161,000	109,897	28,953	138,851	22,149
NDRRA Program - Infrastructure Recovery Total	1,310,000	879,632	134,991	1,014,623	295,377
Infrastructure Works & Services Total	17,731,221	10,471,895	1,876,117	12,348,011	5,383,210
Organisational Development & Planning					
Planning Scheme					
Cooper St Mitigation	50,000	12,862	7,728	20,590	29,410
Engineering (not inc in expert report)	60,000	0	0	0	60,000
Flood investigations	45,000	11,213	3,178	14,390	30,610
Flood Modelling DM & Planning LTPS	45,000	28,343	144,330	172,673	-127,673
Flood Modelling DM & Planning Thornton	120,000	0	25,000	25,000	95,000
LGIP Prepare Infrastructure Plan	95,000	173,927	8,529	182,456	-87,456
Master Planning Future Urban Gatton	45,000	0	0	0	45,000
NDRP Lockyer Creek hydrology project (2	75,000	0	0	0	75,000
O'Neil's Road Withcott	0	122,038	35,073	157,111	-157,111
Plainland Stucture Planning	50,000	0	0	0	50,000
Planning Scheme Revision LVRC	470,000	486,072	102,591	588,664	-118,664
Scheme Feedback/BRFS Phase 4 Local Risk	115,000	8,750	9,840	18,590	96,410
Planning Scheme Total	1,170,000	843,205	336,269	1,179,473	-9,473
Environmental Planning					
Lake Apex Water Quality Improvements	25,000	0	0	0	25,000
Environmental Planning Total	25,000	0	0	0	25,000
Sport Recreation and Community Grants					
Cahill Park New Amenities	500,000	23,395	870	24,265	475,735
Implementation Sport & Recreation Report	50,000	1,673	0	1,673	48,327
LRR Purchase of New Wide Area Mower	35,000	0	0	0	35,000
Master Plans R'Hill, Springbrook & AFL	7,000	6,743	0	6,743	257
Withcott Sports Complex Entrance	0	2,750	0	2,750	-2,750
Sport Recreation and Community Grants Total	592,000	34,561	870	35,431	556,569
Pest Management					
Spray Unit Collection Shed	70,000	53,515	0	53,515	16,485
Upgrade Animal Traps	0	1,479	0	1,479	-1,479
Pest Management Total	70,000	54,994	0	54,994	15,006
Organisational Development & Planning Total	1,857,000	932,759	337,139	1,269,898	587,102
Grand Total	26,783,748	14,470,890	3,607,579	18,078,469	8,705,279





13. INFRASTRUCTURE WORKS AND SERVICES REPORTS

13.1 Request for Maintenance to Road Reserve off Mount Sylvia Road, Mount Sylvia

Date: 03 April 2019

Author: Baldeep Sehmi, Manager Infrastructure Delivery

Responsible Officer: Angelo Casagrande, Executive Manager Infrastructure Works & Services

Summary:

The purpose of this Council Report is to provide an overview of a request to extend the maintenance limits on the road reserve off Mount Sylvia Road for access to lot 132 CH312362.

Officer's Recommendation:

THAT the request to extend the maintenance limits on the road reserve off Mount Sylvia Road for access to lot 132 CH312362 is not approved.

Report

1. Introduction

Council has received a request from the property owners of lot 132 CH 312362 to provide road maintenance from Mount Sylvia Road to their property. Council currently does not maintain this section of the road reserve.

2. Background

Figure 1 below shows the road extension request in blue. The blue section of the road reserve also serves access to lot 4 RP 3260 and other surrounding farms however the farms can also be accessed via alternative formalised entries.



Figure 1 - Requested maintenance section of road reserve off Mount Sylvia Road highlighted in blue

3. Report

Council has previously undertaken minimal works on this section of the road reserve many years ago on a “One Off” basis. The property owner of lot 132 CH 31262 (outlined in red in the above map) would like the road reserve maintained in order to access their property. A bin service has been provided to this property since 2013 and has always had a collection point at Mount Sylvia Road, Mount Sylvia.

Councillor Hagan and the Executive Manager Infrastructure Works & Services met with the property owner on 1 February 2019 to discuss their request maintenance grade the road reserve on a routine basis with the inclusion of gravel when required.

The Council Provision of Transport Network Policy relates to this request in regard to the following details:

1. Council is not required to construct a road solely on the basis of there being a road reserve leading to a property. The owner is entitled to legal access to their property within the road reserve; however, Council has no obligation to form a road to provide this access
2. Capital Works are those works that create, renew, or upgrade transport assets. Council uses a prioritisation system to determine programming of transport-related Capital Works. This system is based on a number of factors including renewal and upgrade projects identified in the respective Service Management Plans, and new projects identified in Council’s Local Government Infrastructure Plan. A ten-year collation of transport projects is produced for planning purposes and integrated with the Long Term Financial Plan.

Factors influencing the prioritisation process include the condition of the asset, legislative requirements, safety improvements, community benefit, environmental impacts and financial cost.

4. Policy and Legal Implications

The Council Provision of Transport Network Policy relates to this request:

As outlined above this request does not entirely meet the criteria in order for Council to grant the request.

5. Financial and Resource Implications

An estimate to upgrade the road reserve to a gravel standard would cost approximately \$30,000-\$40,000. If the bin service is allowed to the property entrance, then an all-weather turnaround will also need to be constructed.

6. Delegations/Authorisations

The Executive Manager Infrastructure Works and Services will work within current delegations.

7. Communication and Engagement

Councillor Hagan and the Executive Manager Infrastructure Works and Services met with the property owner on 1 February 2019 to discuss their request maintenance grade the road reserve on a routine basis with the inclusion of gravel when required.

8. Conclusion

The request to maintain the road reserve which leads to lot 132 CH 312362 does not meet the criteria outlined in the Provision of Transport Network Policy therefore Council should not endorse this request.

9. Action/s

Correspondence to be provided to the property owners of lot 132 CH 312362 advising of Council's resolution.

13.2 Request for Maintenance to Unmaintained Section of Jims Road West, Blenheim

Date: 03 April 2019
Author: Baldeep Sehmi, Manager Infrastructure Delivery
Responsible Officer: Angelo Casagrande, Executive Manager Infrastructure Works & Services

Summary:

The purpose of this Council report is to provide an overview of a request received from the property owners to extend the maintenance limits on Jims Road West to lot 80 CC484.

Officer's Recommendation:

THAT the request to extend the maintenance limits on Jims Road West, Blenheim to Lot 80 CC484 is not approved.

Report

1. Introduction

Council has received a request from the property owners of lot 80 CC 484 to provide on-going road maintenance from the currently Council maintained section of Jims Road West to the property boundary of Lot 80 CC 484. Council currently does not maintain this section of the road reserve.

2. Background

Council has received a request from the property owners of lot 80 CC484 to provide on-going maintenance from approximately Ch.1435 metres to Ch.1809 metres to the section of Jims Road West as shown in figure one below in blue. Council currently maintains Jims Road West to the section highlighted in red.



Figure 1: Requested maintenance section of Jims Road West highlighted in blue

The blue section of the road only serves as an access to the property boundary of lot 80 CC484. The property owner has advised that there is a secondary access from the North Western side of their property through private land.

3. Report

Council has previously maintained this section of the road back in 2015 as once off ex-gratia to assist with the sale of the property. Email advice was provided to the property owner about this in 2015 and recently.

This section of the road is narrow and very steep. Photos of the current road condition are shown below in figures 2 and 3.



Figure 2



Figure 3

Due to the steepness of the road, Council used asphalt to carry out the ex-gratia maintenance back in 2015. There is no safe turning point for plant up the hill.

The road requires significant amount of maintenance and the scope of works required to repair the road to an average condition are:

1. Rock excavation of the batters to widen the road through the cutting
2. Excavate through rock to construct basic table drains
3. Cart and lay asphalt to rectify the pavement defects

Approximate cost to carry out the above works would be around \$60,000-\$80,000. Future maintenance obligations will be similar after each very heavy rainfall due to scouring associated with the steepness of the road.

4. Policy and Legal Implications

The Council Provision of Transport Network Policy relates to this request in regard to the following details:

1. Council is not required to construct a road solely on the basis of there being a road reserve leading to a property. The owner is entitled to legal access to their property within the road reserve; however, Council has no obligation to form a road to provide this access
2. Capital Works are those works that create, renew, or upgrade transport assets. Council uses a prioritisation system to determine programming of transport-related Capital Works. This system is based on a number of factors including renewal and upgrade projects identified in the respective Service Management Plans, and new

projects identified in Council's Local Government Infrastructure Plan. A ten-year collation of transport projects is produced for planning purposes and integrated with the Long Term Financial Plan.

Factors influencing the prioritisation process include the condition of the asset, legislative requirements, safety improvements, community benefit, environmental impacts and financial cost.

5. Financial and Resource Implications

As detailed above, the cost to carry out the above works would be around \$60,000-\$80,000. Future maintenance obligations will be similar after each very heavy rainfall due to scouring associated with the steepness of the road.

6. Delegations/Authorisations

The Executive Manager Infrastructure Works and Services will work within their current delegations.

7. Communication and Engagement

The Executive Manager Infrastructure Works and Services and Manager Infrastructure Delivery met with the property owner on 1 February 2019 to discuss their request.

8. Conclusion

The request to maintain Jims Road West from chainage 1435 metres to 1809 metres, does not meet the criteria outlined in the Provision of Transport Network Policy therefore Council should not endorse the request to upgrade the additional section of Jims Road West, Blenheim.

9. Action/s

Correspondence to be provided to the property owners of Lot 80 CC 484 advising of Council's resolution.

13.3 Niemeyer Road, Hatton Vale Upgrade

Date: 15 April 2019
Author: Angelo Casagrande, Executive Manager Infrastructure Works & Services
Responsible Officer: Angelo Casagrande, Executive Manager Infrastructure Works & Services

Summary:

The first 100 metres of Niemeyer Road, Hatton Vale requires upgrading due to the refurbishment of Rusty's Service Station situated on the corner of Warrego Highway and Niemeyer Road.

It was resolved at the ordinary council meeting on 16 January 2019 under resolution 16-20/1222 that Council and Department of Transport and Main Roads would co-contribute a combined \$50,000 of funding through the 2018/19 Transport Infrastructure Development Scheme towards the Niemeyer Road upgrading works. The owner of Rusty's Service Station has now made representation to Council seeking further funding contribution towards the Niemeyer Road upgrading works.

Officer's Recommendation:

THAT with respect to the upgrading of Niemeyer Road that is associated with the refurbishment of Rusty's Service Station, Council does not approve the request for additional funding.

Report

1. Introduction

Lockyer Valley Regional Council (LVRC) has received additional representation from the owner of Rusty's Service Station seeking further funding assistance to upgrade Niemeyer Road, Hatton Vale.

2. Background

An application for the refurbishment of the existing Rusty's Service Station was received by LVRC on 7 April 2017. The proposed refurbishment works through the assessment process triggered a referral requirement to the State Assessment Referral Agency (SARA) through the Department of Infrastructure, Local Government and Planning due to an overlay fronting the property associated with the Warrego Highway. This referral resulted in the third-party advice recommending removal of the existing egress to the Warrego Highway along with the removal and relocation of the existing egress at the intersection of the Warrego Highway and Niemeyer Road due to safety concerns.

The owner of Rusty's Service Station has been working with Council's Planning and Development Team to finalise upgrading plans for Niemeyer Road in line with the conditions of

the Decision Notice with the view of ensuring a satisfactory outcome is achieved for functional vehicular access to the Service Station site and safety of road users.

On 16 January 2019 Council resolved at the Ordinary Council meeting under resolution 16-20/1222 to co-contribute \$50,000 (\$25,000 LVRC and \$25,000 DTMR) through the 2018/19 Transport Infrastructure Development Scheme (TIDS) funding program. This funding will assist with strengthening the existing road pavement on Niemeyer Road in conjunction with widening and drainage works required to be undertaken by the owner associated with the site refurbishment.

3. Report

Following further pricing of the roadworks required on Niemeyer Road by the owner the expected costs have far exceeded initial estimates. The owner has made representation to LVRC on 20 March 2019 for further funding assistance towards these works beyond the current \$50,000 TIDS commitment.

The total cost of the pavement strengthening, widening and drainage works is estimated by Council to be in the vicinity of \$460,000 (Excl. GST).

The owner of Rusty's Service Station is seeking agreement in principle from both LVRC and DTMR to fund a third share of these expenses by each organisation. LVRC officers have written to DTMR on 3 April 2019 requesting consideration for additional funding, however DTMR have advised they are not prepared to provide further funding towards upgrading Niemeyer Road.

4. Policy and Legal Implications

Accepting the officer recommendation to refuse the request for additional funding associated with the upgrading of Niemeyer's Road does not compromise policy position by Council.

5. Financial and Resource Implications

As detailed above the estimated total cost of the upgrade works to Niemeyer Road will cost in the order of \$460,000 (excl. GST). LVRC and DTMR have previously approved a \$25,000 funding contribution from each organisation toward the upgrade works under the 2018/2019 TIDS Program.

No further funding has been allocated in the current 2018/2019 Capital Program.

6. Delegations/Authorisations

The Executive Manager Infrastructure Works and Services will work within their current delegations.

7. Communication and Engagement

Correspondence on the matter has been entered into with the Department of Transport and Main Roads with a formal reply dated 5 April 2019 received declining further contribution of funding towards the Niemeyer Road upgrading works.

8. Conclusion

Given DTMR are not prepared to provide further funding toward the upgrading of Niemeyer Road and LVRC have not budgeted for these further works, the owner will need to fund the additional funding request.

9. Action/s

The owner of Rusty's Service Station be advised of Council's decision.

13.4 Review of Mahon Bridge Load Carrying Capacity

Date: 15 April 2019
Author: John Keen, Manager Infrastructure Support Services
Responsible Officer: Angelo Casagrande, Executive Manager Infrastructure Works & Services

Summary:

Lockyer Valley Regional Council commissioned a structural engineering consultancy to review the load capacity of Mahon Bridge, Carpendale Road in March 2019.

Officer's Recommendation:

THAT Council endorse the gross load limit of 42.5 tonnes applied to Mahon Bridge.

Report

1. Introduction

Mahon Bridge is a two-lane concrete bridge located on Carpendale Road and spans Flagstone Creek. The bridge has been the subject of multiple inspections and load rating assessments by GHD Pty Ltd and other engineering consultants, which have concluded that due to the original design and construction defects, a load limit needed to be applied. A further review was undertaken by GHD Pty Ltd in March 2019 to look at the viability of changing the bridge to a one lane traffic arrangement and the impact this would have on the load carrying capacity of the bridge.

2. Background

Mahon Bridge was built in 2009 to replace a timber bridge; it is a concrete bridge of modular design. During scheduled bridge inspections in 2013 problems were initially identified with regard to the construction methodologies, which have led to defects being identified that may either have an effect on the bridge's load carrying capacity or its durability over the longer term. Concerns were subsequently raised by several engineering consultants about the original bridge design's ability to conform to the requirements of SM1600 vehicle loads.

3. Report

Due to the ongoing impact of the load restriction on Mahon Bridge to the local farming, commercial enterprises and residents that are located along the Carpendale and Grantham Scrub Roads it was decided to do a further review of the bridge with the aim to improve the level of service provided by the bridge. GHD Pty Ltd were engaged to do an assessment of the effects that restricting the traffic flow across the bridge to a single lane operation would have. The assessment found that if the traffic could be positioned so that the loads were equally

borne by the two central bridge deck units and that the column to headstock connections at Pier 1, Column 1 and 2 were repaired that the bridge could safely handle a T44 loading capacity. The change to the traffic configuration and the repairs to the column to headstock connections were undertaken in April 2019, and the gross load limit lifted to 42.5 tonnes on Tuesday 9 April 2019.

4. Policy and Legal Implications

Having regard to the Civil Liability Act 2003 (Qld), Council has a duty of care to exercise reasonable management actions with regard to the safety of users crossing Mahon Bridge. The current review of the bridge has confirmed that with the reparations made that a load limit of 42.5 tonnes is appropriate and responsible.

5. Financial and Resource Implications

The financial implications for Council will be in the ongoing increased inspection regime for the bridge whilst it remains in service. The performance of the bridge over the longer term will dictate if further expenditure is required to maintain the service provided by the bridge. What is currently known is that the bridge will perform satisfactorily in the medium to longer term with the controls that have been put in place.

6. Delegations/Authorisations

Authorise the Chief Executive Officer to take all necessary actions to enact the resolution of Council on this matter.

7. Communication and Engagement

Council has undertaken community engagement to advise of the change to the load limit on the bridge. This consultation was through direct contact with commercial enterprises along the route and a letterbox drop to residents, undertaken on 9 April 2019.

8. Conclusion

Mahon Bridge will need to be managed appropriately for the remainder of its useful life. With the required controls in place and the continuation of the formal inspection regime Mahon Bridge will remain in place and perform satisfactorily. It is unlikely that this bridge without significant investment will ever be able to have the load limit lifted above 42.5 tonnes.

There is an alternative route available for loads more than the current load limit of 42.5 tonnes via Grantham.

9. Action/s

1. Action Council's resolution as appropriate.

14. ITEMS FOR INFORMATION

14.1 Investment Report - March Quarter 2019

Date: 15 April 2019

Author: Tony Brett, Manager Finance & Customer Services

Responsible Officer: David Lewis, Executive Manager Corporate & Community Services

Summary:

As outlined in Council's 2018/2019 Investment Policy, a quarterly report is required to be submitted to Council on the performance of its investment portfolio.

The investment of surplus funds has been made in accordance with the requirements of the *Statutory Bodies Financial Arrangements Act 1982* as well as Council's Investment Policy. As at 31 March 2019, Council had a total investment holding of \$29.63 million.

Overall our investments continued to perform well in comparison with targeted benchmarks with current Council's investments exceeding these benchmarks. The interest revenue has exceeded the target for the year to date but will need to be monitored as the balance of the cash at bank decreases towards the end of the financial year.

This document is for Council's information only.

Report

1. Introduction

As required by Council's 2018/2019 Investment Policy, a quarterly report is to be submitted updating Council on the performance of its investment portfolio.

2. Background

As at 31 March 2019, Council had a total investment holding of \$29.63 million.

3. Report

Council's 2018/2019 Investment Policy sets out Council's investment guidelines including the time horizon, maximum exposure, credit risk guidelines and performance benchmarks of its investments.

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The following two tables show the investment institution, credit rating and product type of our investment portfolio at 31 March 2019:

Table 1			
Institution	Amount \$	Percentage Holding	Credit Rating
QTC	17,926,704	60.50%	AA
NAB	500,000	1.69%	AA-
Suncorp-Metway	3,000,000	10.13%	A+
AMP Bank	4,200,000	14.18%	A-
Bank of Queensland	1,000,000	3.38%	BBB+
ME Bank	1,500,000	5.05%	BBB
Defence Bank	1,000,000	3.38%	BBB
Auswide Bank	500,000	1.69%	BBB-
Total	29,626,704	100.00%	

Table 2		
Product Type	Amount \$	Percentage Holding
Cash Fund - QTC	17,926,704	60.50%
Term Deposit	11,700,000	39.50%
Total	29,626,704	100.00%

The following tables display the performance of Council's investments, identified by investment type and days invested, against the Bank Bill Swap Rate (BBSW) and the Bloomberg AUSBOND Index (AUSBOND).

The tables compare the rate of return on Council's investments at 31 March 2019, against the benchmarks indicated above (BBSW and AUSBOND).

Overall, the investments continued to perform well in comparison with these benchmarks although there has been a decrease in the interest rates for term deposits with new investments now below the 3.00% mark.

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Table 3			
Cash Fund Performance Against RBA Cash Rate & UBS Bank Bill Index	QTC	RBA Cash Rate	AUSBOND Index
Cash Fund Performance	2.70%	1.50%	2.02%

Table 4			
Term Deposit Performance Against BBSW Index & AUSBOND Index	Av Return on Deposits	BBSW Index	AUSBOND Index
Term Deposits	2.76%	1.7965%	2.02%

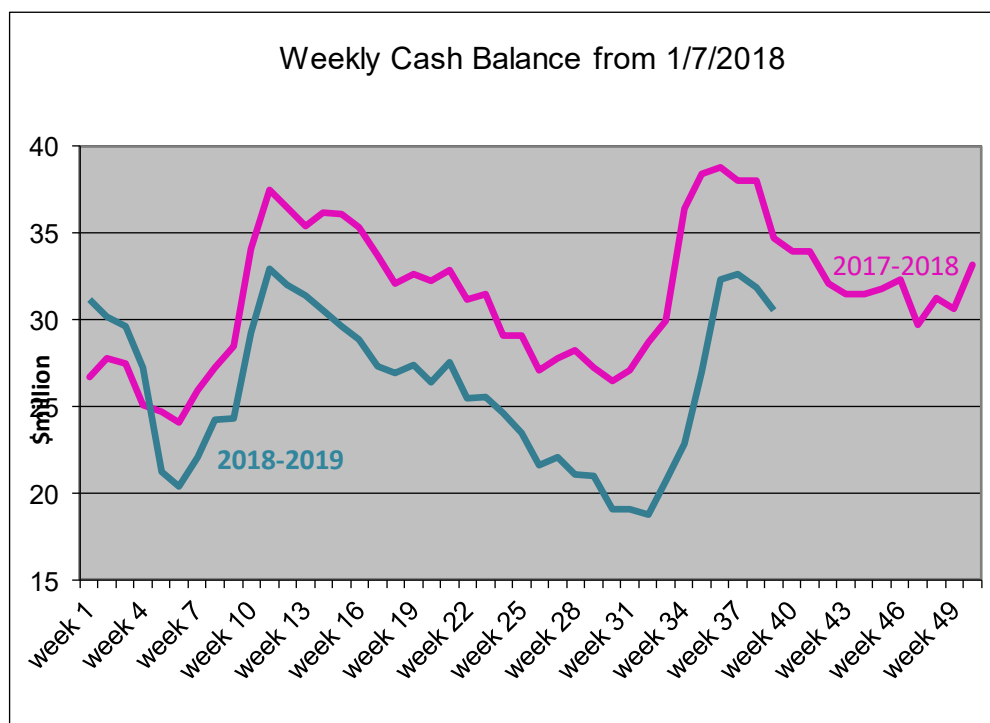
Interest rates have continued to remain below 3.00% for rates of less than twelve months. The QTC cash fund rate is now better than most term deposit rates making QTC a more attractive investment option. The best regular rates on offer at present are around 2.50% and 2.70% for investment periods from three to twelve months.

Table 5			
Interest Income vs Budget	Actual YTD	Original YTD Budget	% Annual YTD Budget
Interest Income on investments	\$519,122	\$460,500	112%

As reflected in table 5, interest revenue has exceeded the target for the year to date. This has mainly been achieved through term deposits with some maintaining slightly higher than expected interest rates.

During the third quarter, cash at bank increased as the Rates Levy was issued. Only minimum cash remains in Council's general funds each day with any excess being invested as Term Deposits or transferred to the QTC Cash Fund. The following graph shows a comparison over time of Council's weekly cash balances.

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The following table shows that Council's total investments at 31 March 2019 is in overall compliance with the 2018/2019 Investment Policy. Last quarter it was identified that the investment holdings with AMP had exceeded the policy limit due to the reduction in total cash following the pre-Christmas creditor payment run. This was rectified with the redemption of an investment on 14 January 2019.

TABLE 6			
Investment Policy Credit Risk Compliance	Current Exposure	Allowable Exposure	Difference
Cash Funds			
QTC Cash Funds	60.50%	100%	39.60%
Term Deposits			
AAA to A+	11.82%	80%	68.18%
A to BBB+	17.57%	40%	22.43%
BBB to BBB	10.14%	25%	14.86%

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14.2 Quarterly Procurement Report - March 2019

Date: 16 April 2019
Author: Tony Brett, Manager Finance & Customer Services
Responsible Officer: David Lewis, Executive Manager Corporate & Community Services

Summary:

This report provides Council with information on major procurement activities for the January to March 2019 quarter.

This document is for Council's information only.

Report

1. Introduction

This report provides Council on procurement activities for the January to March 2019 quarter.

2. Background

The internal audit report on Contract Management recommended that a quarterly report be presented to Council on procurement activities including information on current and future procurement activities, awarded tenders and a summary of payments made.

3. Report

Tenders issued during the quarter:

Tender Reference	Description of Goods or Services	Issued Date	Closing Date	Status
LVRC-19-00	Renewal - Pre-Qualified Arrangement - Supply of Trade Services	21.03.19	24.04.19	Issued
LVRC-19-01	Renewal - Pre-Qualified Arrangement - Supply and Delivery of Quarry Products	21.03.19	24.04.19	Issued
LVRC-19-02	Renewal - Pre-Qualified Arrangement - Supply of Plant Hire Equipment	21.03.19	24.04.19	Issued
LVRC-19-03	Review - Preferred Supplier Arrangement - Marketing, Engagement, Events and Tourism Panel	21.03.19	24.04.19	Issued
LVRC-19-04	Review - Preferred Supplier Arrangement - Industrial Relations Legal Services	21.03.19	24.04.19	Issued
LVRC-19-05	Preferred Supplier Arrangement - Supply of Safety Boots for Council Employees	21.03.19	24.04.19	Issued

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Tender Reference	Description of Goods or Services	Issued Date	Closing Date	Status
LVRC-19-06	Pre-Qualified Arrangement - Traffic Management Services	17.01.19	07.02.19	Awarded – Lockyer Valley Traffic Management, Civforce Traffic Management, Aaction Traffic Control, Acquired Awareness Traffic Management, Traffic Management People, Schramm Group
LVRC-19-07	Gatton Shire Hall Stage Lighting & Audio - Works	27.03.19	17.04.19	Issued
LVRC-19-08	Expression of Interest Not-for-Profit - Authorised use of Transportable Amenity Buildings	25.01.19	21.02.19	Evaluation
LVRC-19-12	115kW-160kW VHP CCF Class 15 Four-wheel Drive Motor Grader	06.02.19	28.03.19	Evaluation
LVRC-19-14	Class 12.5 Self Propelled Smooth Drum Vibratory Roller	6.02.19	27.02.19	Awarded – Hastings Deering \$404,937.00
LVRC-19-21	Gatton Cemetery Outdoor Chapel - Construction	1.03.19	28.03.19	Issued
LVRC-19-22	Laidley Stormwater Asset Modelling	8.03.19	28.03.19	Evaluation
LVRC-19-26	Cahill Park Amenities	15.03.19	11.04.19	Evaluation
LVRC-19-27	Cahill Park Sports Lighting	15.03.19	11.04.19	Evaluation
LVRC-19-32	Sports and Aquatic Centres Management Rights	26.03.19	30.04.19	Issued

Tenders planned for release during the next quarter:

Tender Reference	Purpose	Method of Issue	Expected Timeframe
LVRC-19-24	Pre- Qualified panel for the Supply of Wet Concrete	Tender	June 19
LVRC-19-13	Chassis mounted water tank	Tender	July 19
LVRC-18-76	Demountable Building	Tender	July 19

Contracts over \$200,000 awarded in the past twelve calendar months:

Awarded Contractor	Date Awarded	Value Including GST	Project Title
Simplicity Constructions	10.04.2018	\$227,450.30	LVRC18-00 Design & Construct Withcott Toilet & Rest Facility
Ecosure Pty Ltd	6.06.2018	\$589,364.54	LVRC-18-20 Implementation of Rehabilitation Plan for Balaam Hills - 2017-2027
Black Truck Sales	22.08.2018	\$293,958.00	LVRC-18-33 6 X 4 Rigid Truck and Tri-Axle Dog trailer both fitted with 9cubic M Tipping Body

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Awarded Contractor	Date Awarded	Value Including GST	Project Title
Wirtgen Australia	30.08.2018	\$210,786.50	LVRC-18-34 Pneumatic Multi Tyre Roller
Black Truck Sales	22.08.2018	\$259,718.00	LVRC-18-35 Rigid Truck Fitted with Chassis Mounted Fibreglass Water Tank
Bucher Municipal	16.08.2018	\$392,322.10	LVRC-18-36 Rigid Truck Mounted Road Sweeper
KC Farm Equipment	19.12.2018	\$229,279.62	LVRC-18-73 Two (2) Wide Area Mowers
JARU Services	31.01.2019	\$381,865.42	LVRC-18-27 Strategic Revegetation of Lockyer Creek – Smithfield Road to Cahill Park
AUSTEK Asphalt Services	19.11.2018	\$222,695.00	LVRC-18-57 Asphalt Overlay Works – Old College Road
AUS IT	19.12.2018	\$376,019.60	LVRC-18-05 Telecommunications - Fixed and Carriage Services
Telstra	19.12.2018	\$285,390.00	LVRC-18-05 Telecommunications – Mobile Services
ERM Business Energy	05.12.2018	\$432,432.79	LVRC-18-38 Gatton Showgrounds Energy Reduction

Payments to local suppliers during the quarter:

Month	Number of Payments	Amount Paid
January	78	\$672,191
February	78	\$335,951
March	93	\$670,329
Grand Total	249	\$1,678,471

Accounts payable statistics for the quarter:

	Jan		Feb		Mar	
	No of Trans	Amount	No of Trans	Amount	No of Trans	Amount
Invoices Paid						
0 - 500	242	\$44,402	276	\$56,995	299	\$60,745
500.01 - 10,000	308	\$755,466	421	\$974,997	469	\$995,411
10,000.01 - 15,000	11	\$123,004	10	\$124,862	19	\$228,774
15,000.01 - 200,0000	29	\$879,791	31	\$1,337,921	39	\$1,470,052
> 200,000	2	\$645,256	2	\$412,806	1	\$207,778
Invoice Total	592	\$2,447,917	740	\$2,907,581	827	\$2,962,760

15. CONFIDENTIAL ITEMS

15.1 Transfer of Sundry Debtor Accounts to Rates Assessments

Date: 15 April 2019

Author: Tony Brett, Manager Finance & Customer Services

Responsible Officer: David Lewis, Executive Manager Corporate & Community Services

That the above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 275 (1) (h) of the Local Government Regulation, 2012, as the matter involves other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

Summary:

The purpose of this report is to recommend to Council that it resolve to transfer a number of outstanding sundry debtor accounts to the respective property rate assessments.

16. MEETING CLOSED