



ORDINARY MEETING OF COUNCIL

AGENDA

8 MAY 2019



**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

TABLE OF CONTENTS

Item	Subject	Page No.
	Table of Contents	1
1.	Meeting Opened	3
2.	Leave of Absence	4
2.1	Leave of Absence	4
2.2	Leave of Absence	4
3.	Condolences/Get Well Wishes	5
3.1	Condolences/Get Well Wishes.....	5
4.	Declaration of any Material personal interests/conflicts of interest by councillors and senior council officers.....	6
5.	Mayoral Minute	6
6.	Confirmation of Minutes	7
6.1	Confirmation of Ordinary Meeting Minutes 24 April 2019	7
7.	Business Arising from Minutes.....	8
8.	Committee Reports	8
9.	Deputations/Presentations	8
10.	Executive Office Reports	9
10.1	Chief Executive Officer's Monthly Report - April 2019	9
10.2	Proposal to repeal Local Law No. 2 (Meetings) 2008 and Subordinate Local Law 1.07 (Operation of Cane Railways) 2011	17
10.3	Application for Permit to Occupy - Bore Site No. RN173815 on Ma Ma Lilydale Road, Ma Ma Creek.....	37
10.4	Application for Permit to Occupy - Part of Unconstructed Harm Road adjoining Forbe Road, Forest Hill.....	44
11.	Organisational Development and Planning Services Reports	48
11.1	Executive Manager Organisational Development and Planning Monthly Report - April 2019	48
11.2	Application for Preliminary Approval including Variation Request for Material Change of Use to vary the effect of the Laidley Planning Scheme 2003 and Development Permit for Reconfiguring a Lot for Subdivision (1 into 113 Lots) on L850 SP297470 at Evans Road, Kensington Grove - MC2017/055 & RL2017/0027	59
11.3	Negotiated Decision Request - Preliminary Approval Including Variation Request and Reconfiguring a Lot (4 Lots into 143 Residential Lots in 7 Stages.....	98
11.4	Application for a Minor Change to Approval for Material Change of Use for Caravan Park on Lot 1 and Lot 3 RP96795 and Lot 23 RP901411	



**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

(MCU2015/0028) at Warrego Highway, Helidon Spa - MC2018/0105	114
11.5 Adopted Infrastructure Charges Resolution (No.3) 2019	140
11.6 Development Incentives - Infrastructure Charges Policy	172
12. Corporate and Community Services Reports	187
12.1 Executive Manager Corporate and Community Services Monthly Report - April 2019	187
13. Infrastructure Works and Services Reports	202
13.1 Executive Manager Infrastructure Works and Services Monthly Report - April 2019	202
13.2 Niemeyer Road, Hatton Vale Upgrade	212
14. Items for information	215
14.1 External Grants Update	215
14.2 Customer Service Strategy Update	219
14.3 Queensland Urban Utilities Monthly Report - April 2019	246
14.4 2020 Local Government Quadrennial Election Cost Estimate	251
14.5 Councillor Portfolio Report - April 2019	255
15. Confidential Items	264
15.1 Approval of Queensland Urban Utilities Participation Agreement, Board Remuneration Policy, and Participation Return Policy	264
15.2 Infrastructure Agreement Maddison Ridge and Lockyer Valley Regional Council	265
15.3 Appeal - Maddison Ridge Pty Ltd v Lockyer Valley Regional Council - BD4340 of 2018	266
16. Meeting Closed	267



**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

1. MEETING OPENED



ORDINARY MEETING OF COUNCIL AGENDA 8 MAY 2019

2. LEAVE OF ABSENCE

2.1 Leave of Absence

Date: 03 May 2019
Author: Ian Church, Chief Executive Officer
Responsible Officer: Ian Church, Chief Executive Officer

Summary:

Councillor Janice Holstein will be on leave on 8 May 2019. As a result, Councillor Holstein will be absent from the Ordinary Meeting to be held on 8 May 2019 and will require a leave of absence.

Officer's Recommendation:

THAT Leave of Absence is granted to Councillor Janice Holstein for the Ordinary Meeting to be held on 8 May 2019.

Attachments

There are no attachments for this report.

2.2 Leave of Absence

Date: 02 May 2019
Author: Ian Church, Chief Executive Officer
Responsible Officer: Ian Church, Chief Executive Officer

Summary:

Councillor Kathy McLean, will be on leave for the period 18 May 2019 until 10 June 2019, inclusive. As a result, Cr McLean will be absent from the Ordinary Meeting to be held on 22 May 2019 and will require a leave of absence.

Officer's Recommendation:

THAT Leave of Absence is granted to Cr Kathy McLean for the Ordinary Meeting to be held on 22 May 2019.

Attachments

There are no attachments for this report.



**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

3. CONDOLENCES/GET WELL WISHES

3.1 Condolences/Get Well Wishes

Date: 02 May 2019

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

Responsible Officer: Ian Church, Chief Executive Officer

Summary:

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.

Attachments

There are no attachments for this report.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

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



**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

6. CONFIRMATION OF MINUTES

6.1 Confirmation of Ordinary Meeting Minutes 24 April 2019

Date: 02 May 2019
Author: Ian Church, Chief Executive Officer
Responsible Officer: Ian Church, Chief Executive Officer

Summary:

Officer's Recommendation:

THAT the Minutes of the Ordinary Meeting of Lockyer Valley Regional Council held on Wednesday 24 April 2019 be taken as read and confirmed.

Attachments

There are no attachments for this report.



**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

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



**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

10. EXECUTIVE OFFICE REPORTS

10.1 Chief Executive Officer's Monthly Report - April 2019

Date: 29 April 2019
Author: Ian Church, Chief Executive Officer
Responsible Officer: Ian Church, Chief Executive Officer

Summary:

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

Officer's Recommendation:

THAT Council receive and note the Chief Executive Officer's Monthly Report for April 2019.

Report

1. Introduction

This report is presented to ensure Council is well informed on the business being undertaken by the Executive Office of Council.

2. Background

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

3. Report

Governance and Strategy

Strategic Planning

Operational Plan 2019-20

The first draft of the 2019-20 Operational Plan has been developed and is under review by the Executive Leadership Team. The revised draft will be presented to Council for consideration as a part of the budget process in May 2019.

Integrity Functions

Complaints

The following table provides details of the complaints currently under consideration:

ORDINARY MEETING OF COUNCIL AGENDA 8 MAY 2019

Type of complaint	No. received year to date		Currently under investigation	Received during the month 2018-19	Completed in the month 2018-19
	2018-19	2017-18			
Staff	2	2	1	0	0
Administrative Action	8	9	1	0	1
Privacy	0	1	0	0	0
TOTAL	10	12	2	0	1

Audit and Risk Management

Internal Audit

The contract to provide Council's internal audit functions is due to expire on 30 June 2019. A procurement process is currently underway with the evaluation to be completed during May 2019.

Risk Management

Progress is continuing regarding the identification of Council's key risks in alignment with the Corporate Risk Categories to enable a complete Corporate Risk Register to be developed. Along with this process, work is also being undertaken on the identification of suitable treatment plans for the identified key risks. A draft Risk Management Framework has been developed and is with the Leadership Team for feedback.

Insurance Management

The following table provides details of the insurance claims managed for 2018/19:

Type of claim	Current	Claims received in period	Claims resolved in the period (settled/denied/notified)
Public liability	8	8	4
Professional Indemnity (above excess)	3	2	0
Professional Indemnity (below excess)	0	0	0
Council motor vehicle (above excess)	3	17	14
Council property	0	2	2
Third party property	3	25	22
TOTAL	17	54	42

Legislative Framework

The review of the Financial Delegations has been completed and approved by the CEO. This provides clarity for officers around their authority to spend Council funds.

Connected Council Progress Group (Whole of Organisation)

A draft list of the behaviours associated with each of Council's values has been developed by the Connected Council Progress Group members. These are currently being circulated to all staff and Councillors to consider and vote on to establish five key behaviours for each value.

ORDINARY MEETING OF COUNCIL AGENDA 8 MAY 2019

Marketing, Communications and Engagement (MCE)

Queensland Transport Museum (QTM) April Figures

2019

Ticket Sales	Merchandise Sales	Adults	Concessions	Children Under 15	Children Free
\$2084.00	\$169.20	167	114	41	30

2018

Ticket Sales	Merchandise Sales	Adults	Concessions	Children Under 15	Children Free
\$1564.00	\$1092.44	109	99	53	44

Percentage difference 2019 to 2018

Ticket Sales	Merchandise Sales	Adults	Concessions	Children Under 15	Children Free
33.2% increase	#See below	53.2% increase	15.1% increase	22.6% decrease	31.8% decrease

Please note the 2019 figure relates to the sale of QTM branded merchandise only while the 2018 comparative figure includes all souvenirs sold through the Visitor Information Centre. The comparative all-inclusive sales for 2019 is \$1723.42 which represents an increase of 57.7%.

As part of the overall strategy to increase patronage to the museum and to broaden the potential customer base, an aircraft now forms part of the ongoing permanent display. A Cessna 188 Ag Wagon has been transported from a property in Carpendale to the museum where it will act as a centrepiece display. The crop dusting aircraft is a fitting display given the rich agricultural history of the Lockyer Valley.

In keeping with the intention to turn over as many vehicles as possible every six months to keep the display stock fresh and exciting, several vehicles have been returned to the owners including the vintage bus which has been replaced with a vintage fire engine.

The QTM and Staging Post have been promoted in Ipswich and Toowoomba with a cinema advertising package. The package is due to end during May and after that it will be evaluated to determine whether value for money was obtained.

Events

Lockyer Valley Heritage Festival

The Lockyer Valley Heritage Festival is the first event to undergo transformation as part of the Lockyer Valley Events Strategy. As has been previously mentioned the event combines the Laidley Heritage Weekend and the Gatton Heavy Horse Field Days along with the Mulgowie Markets, to culminate in an event designed to increase overnight visitor expenditure. At the time of writing, the event is due to be held over the weekend of 4 and 5 May.

ORDINARY MEETING OF COUNCIL AGENDA 8 MAY 2019

A debriefing has been organised after the event to allow the MCE team to review feedback and gauge whether combining existing events was a success and whether it in fact lead to increased overnight stays.

As part of the adoption of the Events Strategy, a generic questionnaire will form part of each event for staff to be able to capture consistent data which will provide a stable and reliable platform for measuring the success of an event.

Community Engagement

- Hatton Vale-Kensington Grove Park – preparations are underway for Phase 2 Consultation using 50% designs which is likely to occur May-June 2019
- Waste Reduction & Recycling Plan engagement program delivered on behalf of Waste Team
- Regional Parks Strategy – liaison with consultants and project team
- Assist the Department of Transport and Main Roads (DTMR) with engagement planning for a road renaming and renumbering project as part of the Toowoomba Second Range Crossing
- Prepare Lake Apex Community Advisory Committee (LACAC) EOI process
- Prepare Natural Resource Management EOI consultation process
- Manage Friends of the Cemeteries Group EOI process
- Regional Skateparks Master Plan consultation
- Youth and Holiday Activities consultation

Community Development Projects

- Forest Hill Silos Art Project – preliminary scoping underway in partnership with a Forest Hill community representative
- Drought Funding Project Grant Management
- Gatton Dog Park Opening
- Partnered health project with West Moreton Health and Darling Downs West Moreton Primary Health Network, aimed at reducing obesity in young people

Youth Development Projects

- Held youth information and engagement stall at Youth Ninja Challenge adventure day
- Scooter Workshops were delivered in Gatton and Laidley during the school holidays drawing more than 110 participants.
- Planning is underway for a regional Skateboard Competition to be held 2-3 August, which is expected to attract a significant number of high calibre competitors

Other

Council's Community Development and Engagement Officer, provided a presentation to Logan City Council's Disaster Recovery Team based on their experience with coordinating recovery after the 2013 floods. The presentation was well received.

Regional Development

Lockyer Valley and Somerset Water Collaborative (LVSWC)

At the time of writing, the next meeting of the LVSWC is scheduled to be held on Thursday 2 May. As per the adopted terms of reference, a review of the groups outcomes will be completed, and consideration given to the future requirements of the Collaborative.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

A project update was provided on Tuesday 16 April to elected members from both Councils, State and Federal members and other members of the Collaborative. This focussed on the work completed to date by the Water Collaborative, State Agencies and Jacobs, as part of the Project Working Group tasked with completing the Strategic Business Case (SBC) under the Building Queensland Framework. The SBC is due to be finalised by 30 June 2019.

SEQ Water had applied for funding under the National Water Infrastructure Development Scheme to replace faulty water meters in the Lockyer and Somerset irrigation areas. Lockyer Valley and Somerset Regional Councils as well as the LVSWC provided letters of support for the project. The application was successful in the amount of \$2.5m, 50% of the total project estimated costs, and this was announced at the 16 April meeting by the Federal member.

Gatton West Industrial Zone

Council staff met with the newly appointed project team from the potential investors in the Gatton West Industrial Zone, on 9 April. All relevant information has been provided to the project team and we are now waiting for their review of that information to determine next steps. Staff emphasised Council's commitment to the project.

Inland Rail – Australian Rail Track Corporation (ARTC)

Technical Working Group meetings continued during April for both the Helidon to Calvert (H-C) sections and the Gowrie to Helidon (G-H) sections. These are at different stages of development, with H-C proceeding ahead of G-H. Staff provided input on behalf of the community regarding preferred alignments to mitigate the impacts on road networks in the Lockyer Valley, in line with previous discussions with Council. Hydrology impacts are a serious concern to communities and as a result staff are reviewing the models utilised by ARTC.

Officers also attended (as observers) Multi Criteria Analyses on two sections of the G-H project looking at the tunnel section and the approach to Helidon. Officers were also in attendance at community consultation drop in sessions at Gatton and Forest Hill. Council officers continue to meet with ARTC on a range of issues including flora and fauna and hydrology impacts.

Staff are currently negotiating a cost reimbursement agreement with ARTC which will reimburse Council for staff time spent attending meetings and reviewing engineering and other outputs from ARTC. Costs of employing specialist consultants where necessary to review outputs will also be reimbursed. The reimbursement agreement will be retrospective, recognising that this work has been continuing for some months.

Lockyer Valley Equine and Racing Collaborative (LVERC)

The Collaborative met on Tuesday 30 April to progress this project. The working group is well advanced in developing a scope of work to go to market for assistance in developing a concept plan for the proposed racing and equine precinct. Each member of the Collaborative will contribute funding to the cost of the consultancy.

Council of Mayors South East Queensland (COMSEQ)

The COMSEQ Board meeting was held on 26 April 2019. Input to agenda items was drafted for this meeting and for the Resilient Rivers Meeting that preceded the Board. A meeting of the Lockyer Valley and Toowoomba Escarpment Joint Working Group was held to discuss a range of matters including the fire trails network and the proposed Mountain Bike Trails Master Planning work. The COMSEQ Olympics Feasibility Taskforce also met during April to discuss the latest work on this project. Support was provided for a grant application by Citysmart

ORDINARY MEETING OF COUNCIL AGENDA 8 MAY 2019

(BCC) and other Councils for Queensland Reconstruction Authority funding for a project focused on raising householder flood/cyclone awareness and preparedness.

Advocacy

Further advocacy work focussed on the advocacy priorities for Council leading up to the federal election. The five key areas identified included:

- Additional water
- Warrego Highway Safety and Connectivity
- Flood mitigation and resilience
- ARTC Inland Rail Impacts
- Regional input to a SEQ City Deal

Local Business – Capacity Building Workshops




Monthly Digital workshops are delivered by Regional Development Australia to assist local businesses build capacity. The April workshop, hosted at the Laidley Business Incubator, provided tips on how to save time and money in digital marketing and was well attended. The May workshop will be delivered at the Cultural Centre in Gatton and will provide advice on how to make impactful videos within a budget. The June workshop will be held at the Laidley Business Incubator again and will focus on search engine optimisation. These workshops will continue to be held in our region until November 2019 based on the positive response from the business community. In addition, State Development will deliver a workshop on 7 May at the Incubator regarding the “Value Triangle – Price, Quality and Delivery”.

Shop Local During Queensland Week


Council has partnered with the Gatton Star to promote shop local during Queensland Week, from 1 – 9 June 2019. Local businesses will be encouraged to participate to highlight the benefits of shopping locally. Entry is by spending \$10 or more in a single transaction at a participating business and completing the entry form, with no cost to businesses to participate. This year the prize is a double pass to the Roll Cage at Ipswich SuperSprint (V8 Supercars) to be held on Sunday 28 July. One prize is for a participating business and one for a shopper.

Business Enquiries

The following table highlights areas of enquiry from prospective developers and business operators that have been dealt with by the Regional Development team. Should any Councillor wish to ascertain further detail please do not hesitate to contact the Manager Regional Development or me.

Industry Sector	Level of interest	Notes:
Accommodation and Food Services		Potential farm stay cabins & student unit development.
Tourism		Development of new tourism experiences for the Lockyer Valley from new and existing operators
Export opportunity		Sourcing local produce for overseas production

ORDINARY MEETING OF COUNCIL AGENDA 8 MAY 2019

Industry Sector	Level of interest	Notes:
Home Based Business		Enquiries about potential establishment of new home-based businesses

Regional Skills Investment Strategy (RSIS)

The first meeting of the Reference Group for the project is scheduled for 5 June 2019 and further information will be provided to Council after that meeting.

Social Media Insight - Tourism

The Visit Lockyer Valley Facebook monthly insight to 30 April had page likes at 1,950. Reach for the month (people who saw posts) was 15,727, (10,969 last month), post engagement (likes, comments, shares) was 2,579, (2,098), and video views totalled 147 (43). The strongest performing posts for the month included the Chevrolet Rally, Gatton Historical Village, Lockyer Valley Heritage Festival, Easter activities and Glen Rock State Forest.

2019 Veteran & Vintage Chevrolet Association of Australia (Qld) 50th Anniversary Rally

The event began on 27 April and continued over that weekend and during the subsequent week. An automobile display day was held at Lake Apex on 28 April with 90 Chevrolet Club vehicles joined by over 40 other vehicles, giving car enthusiasts an extraordinary motoring spectacle.

Several individual events have been enjoyed by participants, including the Ladies High Tea at the University of Queensland Gatton Campus, cheese tastings at Awassi, luncheons at The Barn and Scotty's Garage, wine tastings at Hilldale Estate Wines, lunch at the Mulgowie Pub, barefoot bowls at the Gatton Bowls Club, along with organised dinners at Sage on Hickey, the Function Centre and Cahill Park.

Organisers are very happy with the hospitality shown by the region and the assistance provided by Council.

EKKA

Council's preferred site has been confirmed and a deposit paid to secure the site. Reconfiguration of the LVRC Ekka stand is under-way and investigations are proceeding into new technology experiences that will enhance visitation to the stand.

Regional Flavours

Plans are progressing well for Regional Flavours 2019. Council is providing information and marketing collateral as directed by Brisbane Marketing. Eight stallholders are now locked in for the Picnic Patch – three of these are new stallholders. All invoices have been issued to stallholders.

The Regional Flavours competition prize (valued at \$2,054) has been secured. It includes a basket full of picnic specialties to enjoy for lunch at a mystery location, (value \$180); fly/drive from Lake Manchester to mystery location from Pterodactyl Helicopters, (value \$984); overnight accommodation at Porters Plainland B&B including a meal voucher, (value \$190); Awassi Cheesery pack delivered to hotel, (valued \$200); four-course dinner at Sage on Hickey with exclusively designed menu featuring Lockyer Valley produce, (value \$300); and Meet the Maker session at Schulte's Gourmet Market Plainland - food and wine on arrival, hands on



ORDINARY MEETING OF COUNCIL AGENDA 8 MAY 2019

sausage-making workshop, (value \$200). The competition will be live on the Regional Flavours website from 1 June.

Lockyer Valley Food Ambassador

The Lockyer Valley Food Ambassador contract has been renewed for a two-year period in accordance with Council's procurement process.

Lockyer Valley Tourism

The Tourism and Marketing Coordinator attended the networking evening for Lockyer Valley Tourism on 30 April and spoke on upcoming training opportunities for industry operators and upcoming trade shows.

Lockyer Valley Function and Events Centre & Staging Post Café

The first month of the 4th quarter trade was lower than average due to the number of public holidays and school holidays, which impacted the number of meetings/functions held at the Events Centre with only 21 functions were held during April. Sixteen quotes were submitted for consideration by clients for future functions. The Veteran Chevrolet Show and Shine Day held on 28 April as noted above had a very positive impact on café trade, which was double the average revenue for the day. Mother's Day breakfast is almost booked out and promotions have been established to increase the average spend for Mother's Day Lunch 2019.

New business has been established with the Weight Watchers Group holding a weekly workshop for an indefinite period.

The final stages of integrating accounting software, Xero, with Council's existing systems has been completed with initial reporting now available. It is planned to run Xero in parallel with the existing TechOne system until 30 June 2019. Separate financial reports for the Function and Events Centre and Staging Post will be available for Council next month.

Attachments



**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

10.2 Proposal to repeal Local Law No. 2 (Meetings) 2008 and Subordinate Local Law 1.07 (Operation of Cane Railways) 2011

Date: 09 April 2019
Author: Corrin Bischoff, Coordinator Governance and Strategy
Responsible Officer: Ian Church, Chief Executive Officer

Summary:

This report seeks that Council consider the proposal to make *Repealing Local Law No.1 (Miscellaneous Local and Subordinate Local Laws) 2019* which repeals *Local Law No.2 (Meetings) 2008* and *Subordinate Local Law 1.07 (Operation of Cane Railways) 2011*. These documents are no longer relevant to Council operations and therefore not required.

Officer's Recommendation:

THAT Council propose to make *Repealing Local Law No.1 (Miscellaneous Local and Subordinate Local Laws) 2019*;

Further;

THAT Council note that no possible anti-competitive provisions have been identified in the proposed local law.

Further;

THAT Council consult with the public for at least 21 days about the proposed repealing local law complying with the requirements of the public consultation process as outlined in the local law making process adopted by Council.

Further;

THAT Council consult the Department of Local Government, Racing and Multicultural Affairs to comply with the State interest check requirements outlined in the local law making process adopted by Council regarding *Local Law No. 2 (Meetings) 2008*.

And further;

THAT Council authorise the Chief Executive Officer to make any minor formatting amendments to the proposed local law if required prior to public consultation.

Report

1. Introduction

The purpose of this report is to enable the formal process to commence for the repeal of *Local Law No.2 (Meetings) 2008* and *Subordinate Local Law 1.07 (Operation of Cane Railways) 2011* which are no longer required by Council.

This report aligns to Council's Corporate Plan 2017-2022 outcomes:

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

2. Background

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

In 2008, Lockyer Valley Regional Council adopted *Local Law No.2 (Meetings) 2008* to provide for the orderly and proper conduct of its local government meetings. In accordance with this local law Council also adopted a Code of Meeting Practice to regulate the conduct of its meetings in 2012.

On 21 December 2011, Lockyer Valley Regional Council adopted a suite of model local laws and subordinate local laws developed by the State Government. This suite included *Subordinate Local Law 1.07 (Operation of Cane Railways) 2011*. This subordinate local law regulates the operation of cane railways in the local government area.

3. Report

Repealing Local Law No.1 (Miscellaneous Local and Subordinate Local Laws) 2019 (attached) proposes to repeal *Local Law No. 2 (Meetings) 2008* (attached) and *Subordinate Local Law 1.07 (Operation of Cane Railways) 2011* (attached) as both are no longer relevant to the operations of Council.

Local Law No.2 (Meetings) 2008

In 2008, Lockyer Valley Regional Council adopted *Local Law No.2 (Meetings) 2008* to provide for the orderly and proper conduct of its local government meetings. In accordance with this local law Council also adopted a Code of Meeting Practice to regulate the conduct of its meetings.

In 2018, the *Local Government Act 2009* was amended to include provisions for new model meeting procedures for council meetings developed by the Department of Local Government, Racing and Multicultural Affairs. Council adopted an updated Code of Meeting Practice based on the model provided by the Department which took effect from 3 December 2018 rendering *Local Law No.2 (Meetings) 2008* redundant.

Subordinate Local Law 1.07 (Operation of Cane Railways) 2011

On 21 December 2011, Lockyer Valley Regional Council adopted a suite model local laws and subordinate local laws developed by the State Government. This suite included *Subordinate Local Law 1.07 (Operation of Cane Railways) 2011*. This subordinate local law regulates the operation of cane railways in the local government area. As there are no cane railways operating in the Lockyer Valley Regional Council area nor are there likely to be this local law is not required.

At Step 1 of the local law making process, Council is obliged to propose, by resolution, to make the proposed repealing local law. The recommendation made in this report proposes to make *Repealing Local Law No.1 (Miscellaneous Local and Subordinate Local Laws) 2019* and delegate authority to the Chief Executive Officer to undertake the required public consultation process.

The recommendation also addresses step 3 of the local law making process which is the review of possible anti-competitive provisions pursuant to Section 15 of the *Local Government Regulation 2012*. No possible anti-competitive provisions in the proposed repealing local law have been identified.

The next relevant step to be taken (Step 4) is for public consultation to be undertaken.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

4. Policy and Legal Implications

The resolutions made in this report comply with the legislative requirements set out to facilitate:

- (a) the proposal for repealing the proposed local law and subordinate local law
- (b) the identification and review of possible anti-competitive provisions
- (c) State interest check requirements in relation to the local law
- (d) public consultation about the proposed repeal of the local law and subordinate local law.

While Council is required by law to undertake a public consultation process in respect of the proposed amending subordinate local law, the more onerous and time-consuming public interest testing review process can be avoided as the possible anti-competitive provisions that have been identified have been assessed as having no significant impacts.

During the public consultation process, Council is obliged to accept and consider all submissions properly made to Council about the proposed repealing local law. Having considered all submissions, Council will be obliged to decide whether to proceed with repealing of the local law and subordinate local law either as advertised, with amendments, or not at all.

As the repeal of Council's Meetings local law is proposed in this report Council is required to investigate State interest impacts of the repeal. Correspondence will be sent to Department of Local Government, Racing and Multicultural Affairs prior to repealing the local law.

5. Financial and Resource Implications

The only foreseeable cost to Council in proposing to make the proposed repealing local law is the cost to advertise the public consultation process in the Gatton Star newspaper. All other work to complete the local law making process will be undertaken by Council officers. If Council resolves to adopt the repealing local law in Step 6 of the process, Council will also incur gazettal fees.

The effect of the proposed repealing local law, if adopted, will be the removal of *Local Law No. 2 (Meetings) 2008* and *Subordinate Local Law 1.07 (Operation of Cane Railways) 2011*.

6. Delegations/Authorisations

Authority is sought from Council for the Chief Executive Officer to undertake the public consultation process and make any minor formatting amendments to the proposed repealing local law if required.

7. Communication and Engagement

Engagement with the following stakeholders has been undertaken regarding the proposed repeal of *Local Law No. 2 (Meetings) 2008* and *Subordinate Local Law 1.07 (Operation of Cane Railways) 2011*:

- Coordinator Legal and Property Services



ORDINARY MEETING OF COUNCIL AGENDA 8 MAY 2019

- Regional Senior Advisor, Department of Local Government, Racing and Multicultural Affairs

Notices advertising the public consultation period for the proposed repealing local law will be published in the Gatton Star newspaper, on Council's website and in Council's public offices in Gatton and Laidley. Copies of the proposed repealing local law and *Local Law No. 2 (Meetings) 2008* and *Subordinate Local Law 1.07 (Operation of Cane Railways) 2011* will be available for inspection on Council's website and in hard copy from Council's public offices in Gatton and Laidley.

8. Conclusion

The recommendations made in this report enable Council to meet the first steps of the process to repeal Council's *Local Law No. 2 (Meetings) 2008* and *Subordinate Local Law 1.07 (Operation of Cane Railways) 2011* which are no longer required.

9. Action/s

1. Send correspondence to the Department of Local Government, Racing and Multicultural Affairs to undertake a State interest check on the repeal of *Local Law No. 2 (Meetings) 2008*
2. Undertake public consultation in respect of the proposed repealing local law.
3. Accept and consider all properly made public submissions.
4. Draft further amendments if required.
5. Report to Council in line with Step 6 of the local law making process to determine how to proceed.

Attachments

- | | | |
|---------------------|--|----------|
| 1 ↓ | Repealing Local Law No.1 (Miscellaneous Local and Subordinate Local Laws) 2019 | 2 Pages |
| 2 ↓ | Local Law No. 2 (Meetings) 2008 | 11 Pages |
| 3 ↓ | Subordinate Local Law 1.07 (Operation of Cane Railways) 2011 | 3 Pages |

***Repealing Local Law No.1 (Miscellaneous Local and Subordinate
Local Laws) 2019***

Contents

1	Short title	2
2	Commencement	2
3	Local laws repealed	2
4	Expiration	2

Repealing Local Law No.1 (Miscellaneous Local and Subordinate Local Laws) 2019

1 Short title

This local law may be cited as *Repealing Local Law No.1 (Miscellaneous Local and Subordinate Local Laws) 2019*.

2 Commencement

This local law commences on the date notice of the making of the local law is published in the gazette.

3 Local laws repealed

This local law repeals:

- *Local Law No. 2 (Meetings) 2008*
- *Subordinate Local Law 1.07 (Operation of Cane Railways) 2011*

4 Expiration

This local law expires on the day after notice of the making of the local law is published in the gazette.

Model Local Law No. 2 (Meetings) 2008

Contents

Part 1	Preliminary	3
	1 Short title	3
	2 Object	3
	3 Definitions—the dictionary	3
Part 2	Meetings of the local government	3
	Division 1 Standing orders	3
	4 Standing orders	3
	Division 2 Time of meetings	3
	5 Times of ordinary meetings	3
	6 Special meetings	3
	Division 3 Agenda for meetings.....	4
	7 Agenda for meeting	4
	Division 4 Conduct of meetings.....	4
	8 Order of business.....	4
	9 Procedure at meetings	5
	10 Admission of non-members to debate etc.	5
Part 3	Meetings of local government committees	5
	Division 1 Time of meetings	5
	11 Times and places of ordinary meetings	5
	12 Special meetings	5
	Division 2 Notice of meetings	6
	13 Notice of meetings	6
	Division 3 Conduct of committee meetings	6
	14 Chairperson.....	6
	15 Procedure at meetings	6
Part 4	Maintenance of good order.....	6
	16 Acts of disorder by members of the local government or a committee	6
	17 Acts of disorder by non-members	7
Part 5	Record of meetings.....	7
	18 Minutes of meetings	7

	19 Audio and video recording of meetings	8
Part 6	Authorised persons	8
	20 Appointment	8
	21 Limitation on authorised person's powers	8
	22 Authorised person's appointment conditions	8
	23 Authorised person's identity card	9
	24 Production of identity card	9
	25 Offence	9
	26 Protection from liability	10
Part 7	Miscellaneous.....	10
	27 Defence of reasonable excuse.....	10
Schedule	Dictionary	11

Part 1 Preliminary

1 Short title

This model local law may be cited as *Local Law No. 2 (Meetings) 2008*.

2 Object

The object of this local law is to provide for the orderly and proper conduct of local government meetings.

3 Definitions—the dictionary

The dictionary in the schedule defines particular words used in this local law.

Part 2 Meetings of the local government

Division 1 Standing orders

4 Standing orders

The local government may, by resolution, make standing orders to regulate the conduct of meetings of the local government or committees.

Division 2 Time of meetings

5 Times of ordinary meetings

- (1) The local government may, by resolution, fix dates and times for its ordinary meetings.¹
- (2) If there is no resolution fixing the date and time for an ordinary meeting, the CEO must fix the date and time for the meeting.
- (3) Before the CEO fixes the date and time for an ordinary meeting, the CEO must, if practicable, consult with the mayor about the proposed date and time for the meeting.

6 Special meetings

- (1) The CEO must call a special meeting of the local government if—
 - (a) the special meeting is required by a resolution of the local government; or

¹ The local government for a city or town must meet at least once in each month and for a shire at least once in each period of 3 months (See section 444(2) of the Act). A post election meeting must be held within 14 days after the conclusion of the quadrennial elections and each fresh election of the local government's Councillors (See section 442 of the Act).

- (b) a written request for the special meeting is lodged with the CEO under subsection (2).
- (2) A written request for a special meeting of the local government must—
 - (a) be signed by the mayor or 3 or more councillors; and
 - (b) specify the object of the special meeting; and
 - (c) propose a day and time for the holding of the special meeting.
- (3) The CEO calls a special meeting by giving written notice of the date and the time of the meeting, and the business to be conducted at the meeting, to each councillor.²

Division 3 Agenda for meetings

7 Agenda for meeting

- (1) The CEO must ensure that each statutory notice of meeting includes an agenda listing the items to be discussed at the meeting.
- (2) The agenda must include—
 - (a) items required under the Act or a local law to be included on the agenda; and
 - (b) items required under the standing orders to be included on the agenda; and
 - (c) items that are by resolution of the local government to be included on the agenda; and
 - (d) items whose inclusion on the agenda is requested by a councillor.
- (3) A councillor who wants an item of business included on the agenda for a particular meeting must give written notice of the nature of the business to the CEO at least 2 days before the notice of meeting is given.

Division 4 Conduct of meetings

8 Order of business

- (1) The local government must proceed with its business at a meeting in the order indicated on the agenda for the meeting.
- (2) However, the local government may, by resolution, alter the order in which it proceeds with the business for a particular meeting.

² The notice must be given, if practicable, at least 2 days before the day of the meeting (See section 450(1) of the Act). The only business that may be conducted at a special meeting is the business specified in the notice of meeting (See section 450(3) of the Act).

9 Procedure at meetings

- (1) The procedure for dealing with business must be in accordance with the standing orders or, in the absence of a standing order governing a particular matter, as decided by the chairperson of the meeting.
- (2) However, the local government may, by resolution—
 - (a) suspend a standing order; or
 - (b) overrule a decision on a procedural question made by the chairperson.

10 Admission of non-members to debate etc.

- (1) The local government may allow a non-member to participate in the discussion of a particular item of business before the local government on conditions decided by the local government.
- (2) The local government may, as a mark of distinction, admit a non-member to a part of the local government chamber normally reserved for councillors during the conduct of local government business.

Part 3 Meetings of local government committees

Division 1 Time of meetings

11 Times and places of ordinary meetings

- (1) A committee may, by resolution, fix dates, times and places for its meetings.³
- (2) If there is no resolution fixing the date, time and place for a committee meeting, the CEO may fix the date, time and place for the meeting.
- (3) Before the CEO fixes the date, time and place for a committee meeting, the CEO must, if practicable, consult with the chairperson of the committee.

12 Special meetings

- (1) The CEO must call a special meeting of a committee if—
 - (a) the special meeting is required by a resolution of the local government; or
 - (b) a written request for the special meeting is lodged with the CEO under subsection (2).
- (2) A written request for a special meeting of a committee must—
 - (a) be signed by the chairperson or 3 or more members of the committee; and
 - (b) specify the object of the special meeting; and
 - (c) propose a day, time and place for the holding of the special meeting.

³ See section 457(1) of the Act.

Division 2 Notice of meetings

13 Notice of meetings

- (1) The CEO must give written notice of a committee meeting setting out the date, time and place of the meeting, and the business to be conducted at the meeting, to each member of the committee.
- (2) The notice must be given, if practicable, at least 2 days before the day of the meeting.

Division 3 Conduct of committee meetings

14 Chairperson

The chairperson of a committee must preside at a meeting of a local government committee.⁴

15 Procedure at meetings

- (1) The procedure of a committee for dealing with business must be in accordance with—
 - (a) procedural directions given to the committee by resolution of the local government; or
 - (b) if there is no procedural direction governing a particular matter, the chairperson's decision.
- (2) However, a committee may, by resolution, overrule a decision on a procedural question made by the chairperson.

Part 4 Maintenance of good order

16 Acts of disorder by members of the local government or a committee

- (1) A member of the local government or a committee commits an act of disorder at a meeting of the local government or the committee if the member—
 - (a) obstructs or interrupts the proper conduct of the meeting; or
 - (b) uses indecent or offensive language; or
 - (c) makes a statement reflecting adversely on the reputation of the local government or the committee; or
 - (d) makes an intemperate statement reflecting adversely on the character or motives of a member or officer of the local government or a committee; or

⁴ If the chairperson is not present at a meeting, the members present may appoint a chairperson for the meeting (See section 456(2) of the Act).

- (e) refuses or wilfully fails to comply with a direction given by the chairperson of the meeting.
- (2) If a member of the local government or a committee has, in the chairperson's opinion, committed an act of disorder, the chairperson may direct the member to make a retraction or apology.
- (3) If the member does not comply immediately with a direction under subsection (2), the chairperson may immediately move a motion (a *suspension motion*) that the member be suspended for the remainder of the meeting or a lesser time fixed by the chairperson.
- (4) If the chairperson moves a suspension motion—
 - (a) the motion must be put to the vote immediately without discussion; and
 - (b) if the motion is passed, the member must immediately leave the meeting place and must remain away for the period of the suspension.
- (5) If a member contravenes subsection (4)(b), an authorised person may, at the request of the chairperson, exercise reasonable force to remove the member, and to keep the member away, from the meeting place.

17 Acts of disorder by non-members

- (1) A person who is not a member of the local government or a committee must not interrupt or obstruct the proper conduct of a meeting of the local government or a local government committee.
Maximum penalty—20 penalty units.
- (2) If a person (other than a member) interrupts or obstructs the proper conduct of a meeting of the local government or a local government committee, the chairperson may ask the person to withdraw from the meeting place.
- (3) A person asked to withdraw from a meeting place under subsection (2) must immediately withdraw from the place and remain away until the end of the meeting or for a lesser period fixed by the chairperson.
Maximum penalty—20 penalty units.
- (4) If a person contravenes subsection (3), an authorised person may, at the request of the chairperson, exercise reasonable force to remove the person, and keep the person away, from the meeting place.

Part 5 Record of meetings

18 Minutes of meetings

- (1) Minutes of a meeting of the local government or a committee must include—
 - (a) a copy of any report adopted by the meeting; and
 - (b) a copy of any other documentary material necessary for a proper understanding of the proceedings of the meeting.

- (2) The material to be included in the minutes under this section is in addition to the material required under section 461(2) of the Act.

19 Audio and video recording of meetings

- (1) The local government may direct that an audio or video recording of a meeting of the local government or a local government committee be made for the purpose of verifying the accuracy of the minutes of the meeting.
- (2) An audio or video recording made under this section—
 - (a) may only be used for the purpose of verifying the accuracy of the minutes of the meeting; and
 - (b) after being used for that purpose, must be destroyed or dealt with as directed by the local government.

Part 6 Authorised persons

20 Appointment

- (1) A local government may appoint any of the following persons as authorised persons for this local law—
 - (a) employees of the local government;
 - (b) other persons who are eligible for appointment as authorised persons under Chapter 15, part 5 of the Act⁵.
- (2) An appointment of a person as an authorised person under this part must state the provisions for which the person is appointed as an authorised person.
- (3) A local government may appoint a person as an authorised person under this part only if—
 - (a) the local government considers the person has the necessary expertise or experience for the appointment; or
 - (b) the person has satisfactorily finished training approved by the local government for the appointment.

21 Limitation on authorised person's powers

An authorised person's powers may be limited in the person's instrument of appointment.

22 Authorised person's appointment conditions

- (1) An authorised person holds office on the conditions stated in the instrument of appointment.

⁵ Chapter 15, part 5 (Enforcement of Local Government Acts).

- (2) An authorised person—
 - (a) if the instrument provides for a term of appointment—ceases holding office at the end of the term; and
 - (b) may resign by signed notice of resignation given to the local government; and
 - (c) if the conditions of appointment provide—ceases holding office as an authorised person on ceasing to hold another office stated in the appointment conditions (the *main office*).
- (3) However, an authorised person may not resign from the office of authorised person (the *secondary office*) under subsection (2)(b) if a term of the authorised person's employment to the main office requires the authorised person to hold the secondary office.

23 Authorised person's identity card

- (1) A local government must give each authorised person an identity card.
- (2) The identity card must—
 - (a) contain a recent photograph of the authorised person; and
 - (b) be signed by the authorised person; and
 - (c) identify the person as an authorised person for the local government; and
 - (d) include an expiry date.
- (3) A person who ceases to be an authorised person must return the person's identity card to the local government within 21 days after the person ceases to be an authorised person.
Maximum penalty—10 penalty units.
- (4) This section does not prevent the giving of a single identity card to a person for this part and for other purposes.

24 Production of identity card

- (1) An authorised person may exercise a power in relation to someone else (the *other person*) only if the authorised person—
 - (a) first produces his or her identity card for the other person's inspection; or
 - (b) has the identity card displayed so it is clearly visible to the other person.
- (2) However, if for any reason it is not practicable to comply with subsection (1), the authorised person must produce the identity card for the other person's inspection at the first reasonable opportunity.

25 Offence

A person must not pretend to be an authorised person.
Maximum penalty—50 penalty units.

26 Protection from liability

- (1) This section applies to—
 - (a) an authorised person; and
 - (b) a person acting under the direction of an authorised person.
- (2) The person does not incur civil liability for an act done or omission made honestly and without negligence under this local law.
- (3) A liability that would, apart from this section, attach to the person attaches instead to the local government.

Part 7 Miscellaneous

27 Defence of reasonable excuse

If a person is charged with an offence involving a contravention of a provision of this local law, it is a defence to prove that the person had a reasonable and lawful excuse for the contravention.

Schedule Dictionary

section 3

authorised person means a person authorised by the local government to exercise the powers of an authorised person under this local law.

CEO means the local government's Chief Executive Officer.

chairperson of the local government or a committee means the person presiding at a meeting of the local government or committee.

ordinary meeting of the local government means—

- (a) a post election meeting; or
- (b) a periodic meeting the local government is required to hold under section 444 of the Act;

post election meeting means the meeting required under section 442 of the Act.

standing orders means procedural rules governing the conduct of proceedings in meetings of the local government and its committees.

statutory notice of meeting means a notice of meeting to be given under section 450 of the Act (Notice of meetings).

the Act means the *Local Government Act 1993*.

Subordinate Local Law No. 1.7 (Operation of Cane Railways) 2011

Contents

Part 1	Preliminary.....	1
	1 Short title	1
	2 Purpose and how it is to be achieved	1
	3 Authorising local law	1
Part 2	Approval for prescribed activity	1
	4 Matters regarding the prescribed activity—Authorising local law, s 6(3)	1
Schedule 1	Operation of cane railways.....	2

Part 1 Preliminary

1 Short title

This subordinate local law may be cited as *Subordinate Local Law No. 1.7 (Operation of Cane Railways) 2011*.

2 Purpose and how it is to be achieved

- (1) The purpose of this subordinate local law is to supplement *Local Law No. 1 (Administration) 2011* which provides for a legal and procedural framework for the administration, implementation and enforcement of the local government's local laws, subordinate local laws and other regulatory powers, and for miscellaneous administrative matters.
- (2) The purpose is to be achieved by providing for—
 - (a) various matters regarding the granting of approvals for prescribed activities; and
 - (b) further specification of the definitions relevant to various prescribed activities.
- (3) In particular, the purpose of this subordinate local law is to supplement the legal and procedural framework for the prescribed activity named in schedule 1, section 1.

3 Authorising local law

The making of the provisions in this subordinate local law is authorised by *Local Law No. 1 (Administration) 2011* (the **authorising local law**).

Part 2 Approval for prescribed activity

4 Matters regarding the prescribed activity—Authorising local law, s 6(3)

- (1) Schedule 1—
 - (a) names a prescribed activity in section 1; and
 - (b) prescribes the matters specified in this section for the prescribed activity.
- (2) For section 6(3) of the authorising local law, it is declared that section 6(2) of the authorising local law does not apply to the particular activity stated in section 2 of schedule 1.



Schedule 1 Operation of cane railways

Section 4

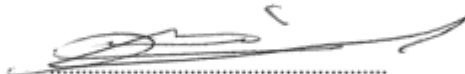
1. Prescribed activity

Operation of cane railways.

2. Activities that do not require an approval under the authorising local law

Operation of cane railways.

This and the preceding 1 page bearing my initials is a certified copy of *Subordinate Local Law No. 1.7 (Operation of Cane Railways) 2011* made in accordance with the provisions of the *Local Government Act 2009* by Lockyer Valley Regional Council by resolution dated the 21st day of December 2011.



Chief Executive Officer

162489_1



**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

10.3 Application for Permit to Occupy - Bore Site No. RN173815 on Ma Ma Lilydale Road, Ma Ma Creek

Date: 01 May 2019
Author: Julie Millard, Property Officer
Responsible Officer: Ian Church, Chief Executive Officer

Summary:

The purpose of this Report is to consider whether Council has any objection to the proposed Application for a Permit to Occupy a bore site situated on Ma Ma Lilydale Road, Ma Ma Creek and if not, complete and return the Statement in relation to an application under the *Land Act 1994* over State land – Part C to the Applicants.

Officer's Recommendation:

THAT Council authorise the Chief Executive Officer to write to the Department of Natural Resources, Mines and Energy advising that Council has no objection to the proposed Application for Permit to Occupy Bore Site No. RN173815 and enclose the completed and signed Part C Statement in relation to an application under the *Land Act 1994* over State land.

Report

1. Introduction

The purpose of this Report is to consider whether Council has any objection to the proposed Application for a Permit to Occupy bore site No. RN173815 situated on Ma Ma Lilydale Road, Ma Ma Creek and if not, complete and return the Statement in relation to an application under the Land Act 1994 over State land – Part C to the Applicants.

2. Background

On the 20 November 2018, Council received a copy of the proposed Application for a Permit to Occupy from the Applicant advising of his intention to make an application to the Department of Natural Resources, Mines and Energy (DNRME) for a Permit to Occupy part of the unconstructed road reserve adjoining Lot 1 on RP 32732 and Ma Ma Lilydale Road, Ma Ma Creek for grazing purposes only.

At Council's Ordinary Meeting on 12 December 2018 Council considered the request for a Permit to Occupy for grazing purposes over part of the unconstructed road reserve adjoining Lot 1 on RP 32732 and Ma Ma Lilydale Road, Ma Ma Creek where Council resolved that they have no objection to the proposed Application.

The Department of Natural Resources, Mines and Energy (DNRME) wrote to Council on 18 April 2019 advising that the Applicant had provided the Part C completed by Council to them

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

however the Applicant had indicated on the Application documents that he wishes to apply for a Permit to Occupy for grazing and a bore site and the Part C executed by Council was only for grazing purposes.

DNRME have now requested that Council confirm that they have no objection to the proposed Permit to Occupy a bore site situated on Ma Ma Lilydale Road, Ma Ma Creek, with an area of about 25m², which will be used in conjunction with recent property purchased by the Applicant described as Lot 3 on CP CH312323 situated at Ma Ma Lilydale Road, Ma Ma Creek.

DNRME have advised that the Applicant still wishes to apply for the Permit to Occupy for grazing purposes previously considered by Council.

3. Report

An aerial plan indicating the location of the proposed Permit to Occupy, Lot 1 on RP 32732 and Lot 3 on CP CH312323 is attached to this Report. SmartMap 9342-42144 showing Bore RN173815 is also attached to this Report.

The Applicant has a ½ interest share as tenants in common of Lot 3 on CP CH312323. If the Application for a Permit to Occupy the bore is successful, the bore will be used in conjunction with Lot 3 on CP CH312323.

The Executive Manager of Infrastructure Works and Services and Manager of Planning and Development have advised that they have no objection to the proposed Application.

Permits to Occupy are the appropriate short-term tenure when occupation of State-controlled land is required. A Permit to Occupy may be issued over unallocated State land, a reserve or a road although this tenure cannot be sold, sub-let or mortgaged. It does not create an interest in land or provide for exclusive occupation.

Generally, before a Permit to Occupy is granted for a bore site, the applicant needs to demonstrate that it is not possible to locate the bore on their own land. If proposed to be located on a road, consideration will only be given to the issue of a Permit to Occupy if road use is not affected and public safety is not compromised. As the bore is an existing bore used by the previous owners, it is implied that these issues have been considered and resolved.

There is no requirement for the road to be closed for a Permit to Occupy to be issued over the road. However, a Permit to Occupy may be cancelled at short notice (generally 3 months) with no compensation. The permit allows the land to be used for minor uses and is not appropriate where native title needs to be resolved.

4. Policy and Legal Implications

No Council Policy implications have been identified.

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

5. Financial and Resource Implications

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

No financial or resource implication for Council have been identified.

6. Delegations/Authorisations

The Chief Executive Officer, through the Legal Services and Property team, should be authorised to advise the Applicant and DNRME of Council's resolution in respect of the proposed Application.

7. Communication and Engagement

Council's Infrastructure Works and Services Unit and Development and Planning Services Unit have been consulted in the preparation of this Report and their comments are included in the body of this Report.

8. Conclusion

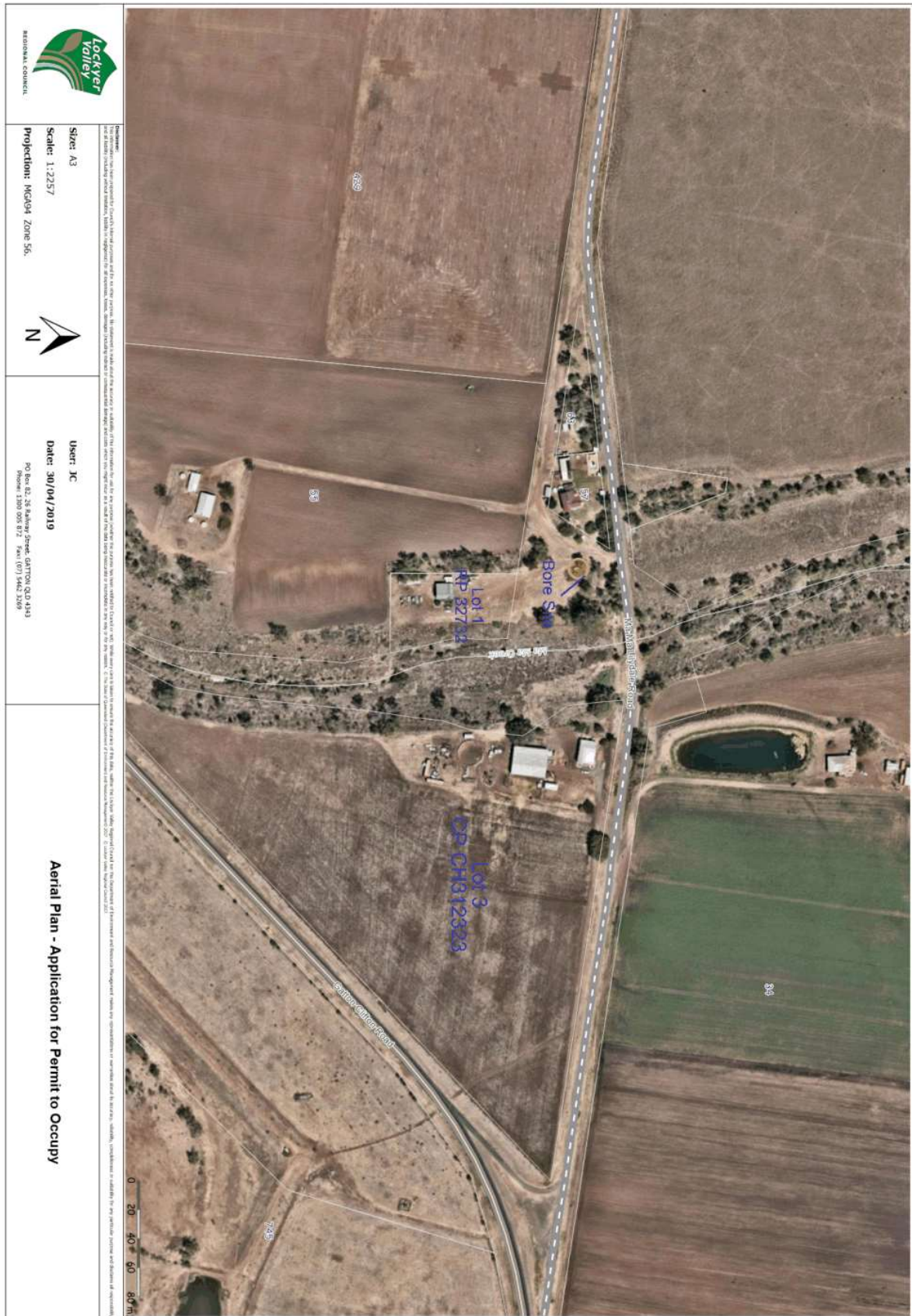
The recommendation made in this Report will enable the Applicants to progress the Application with DNRME.

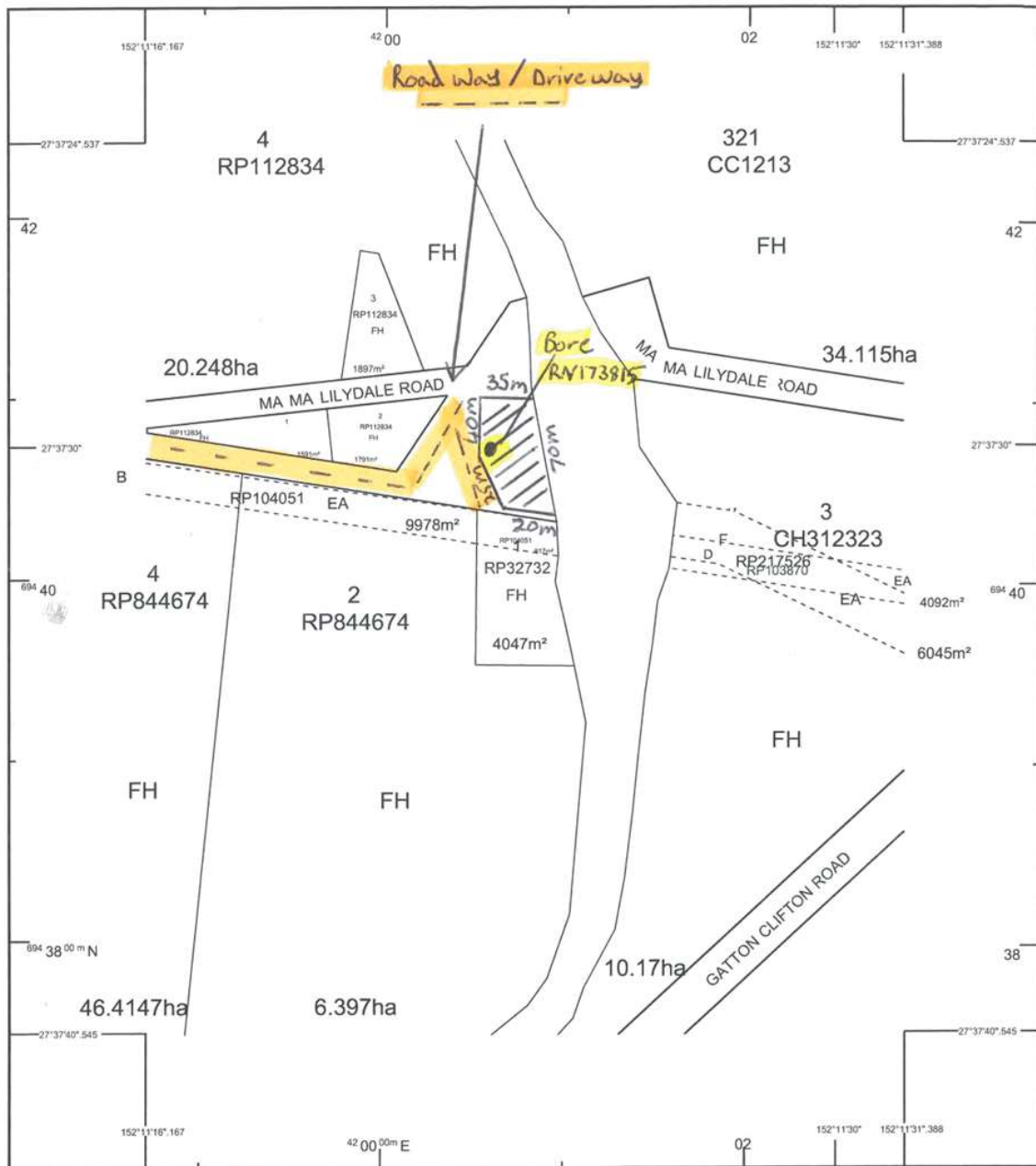
9. Action/s

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

Attachments

- 1 [↓](#) Aerial Map 1 Page
- 2 [↓](#) Smartmap 3 Pages





STANDARD MAP NUMBER
9342-42144

HORIZONTAL DATUM: GDA84 ZONE 56 SCALE 1 : 3000



SUBJECT PARCEL DESCRIPTION

DCDB:
Lot/Plan 1/RP32732
Area/Volume 4047m²
Tenure FREEHOLD
Local Government LOCKYER VALLEY REGIONAL
Locality MA MA CREEK
Segment/Parcel 33946/109

CLIENT SERVICE STANDARDS

PRINTED (dd/mm/yyyy) 16/04/2018

DCDB 13/04/2018

Users of the information recorded in this document (the Information) accept all responsibility and risk associated with the use of the Information and should seek independent professional advice in relation to dealings with property.

Despite Department of Natural Resources and Mines (DNRM)'s best efforts, DNRM makes no representations or warranties in relation to the Information, and, to the extent permitted by law, exclude or limit all warranties relating to correctness, accuracy, reliability, completeness or currency and all liability for any direct, indirect and consequential costs, losses, damages and expenses incurred in any way (including but not limited to that arising from negligence) in connection with any use of or reliance on the Information.

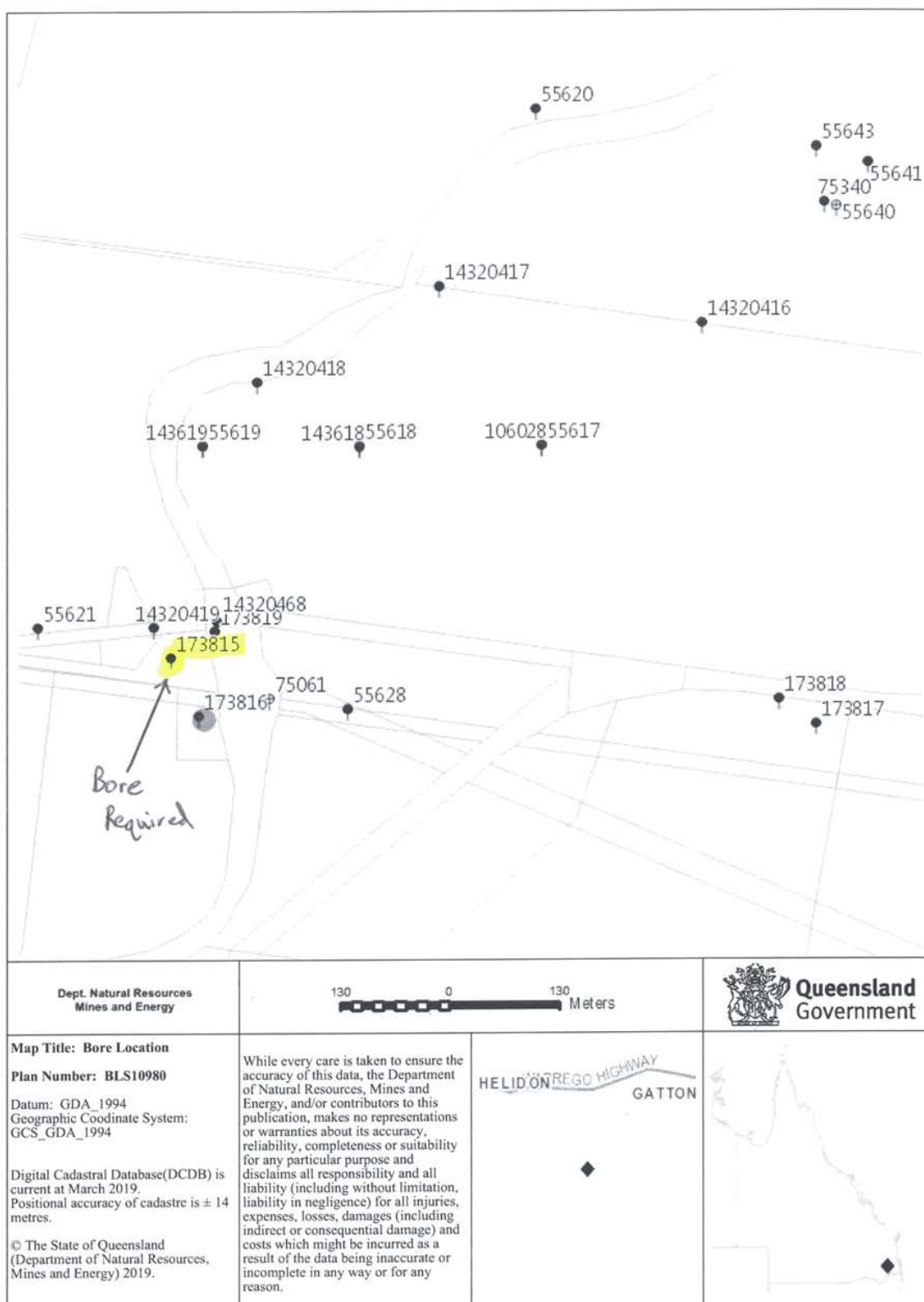
For further information on SmartMap products visit <http://dnrm.qld.gov.au/property/mapping/blnmap>

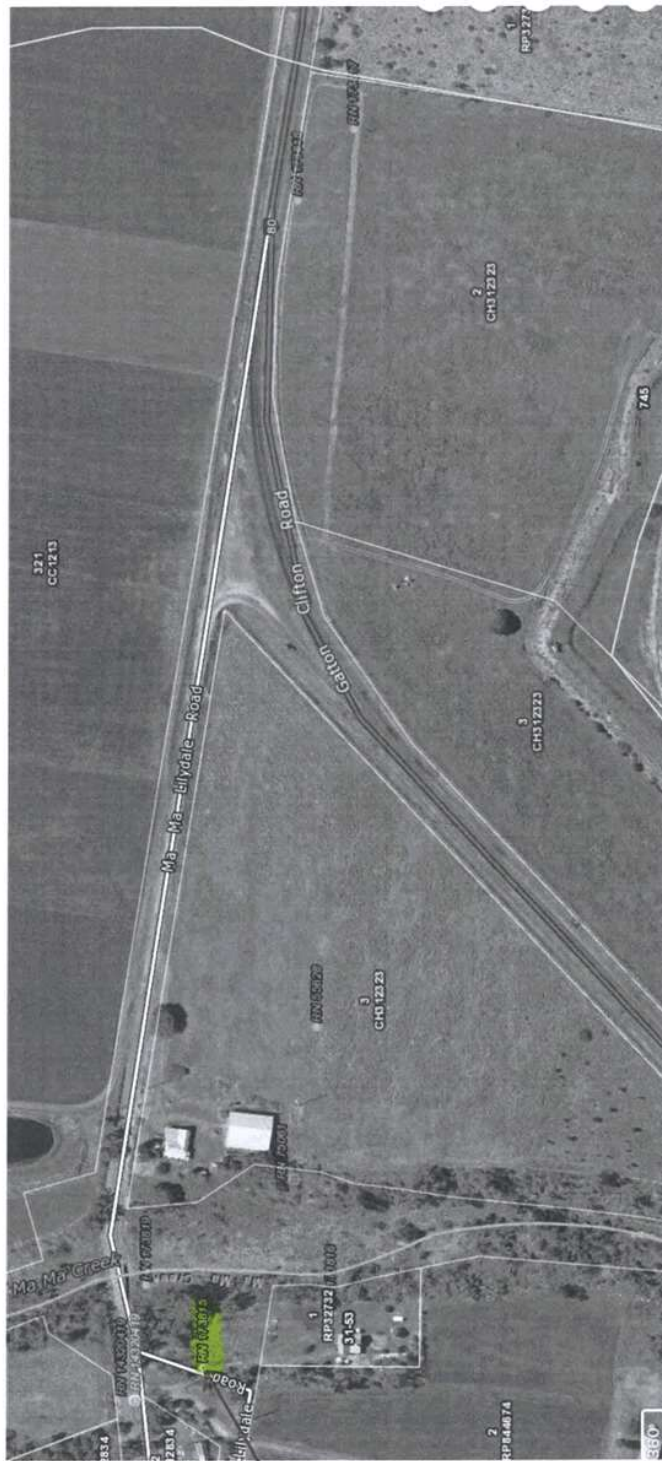
SmartMap

An External Product of
SmartMap Information Services
Based upon an extraction from the
Digital Cadastral Data Base



(c) The State of Queensland,
(Department of Natural
Resources and Mines) 2018.





Bore
Required

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

10.4 Application for Permit to Occupy - Part of Unconstructed Harm Road adjoining Forbe Road, Forest Hill

Date: 01 May 2019
Author: Julie Millard, Property Officer
Responsible Officer: Ian Church, Chief Executive Officer

Summary:

The purpose of this Report is to consider whether Council has any objection to the proposed Application for Permit to Occupy over part of unconstructed Harm Road separating Lot 37 on RP 7798 and Lot 39 on RP 7798 for the purpose of maintaining the area and if not, complete and return the Statement in relation to an application under the *Land Act 1994* over State Land – Part C to the Applicants.

Officer's Recommendation:

THAT Council write to the Applicants advising that Council has no objection to the proposed Application for a Permit to Occupy over part of unconstructed Harm Road separating Lot 37 on RP 7798 and Lot 39 on RP 7798 for the purpose of maintaining the area and enclose with Council's advice the completed and signed Part C Statement in Relation to an Application under the *Land Act 1994* over State land.

Report

1. Introduction

The purpose of this Report is to consider whether Council has any objection to the proposed Application for a Permit to Occupy over part of unconstructed Harm Road separating Lot 37 on RP 7798 and Lot 39 on RP 7798 for the purpose of maintaining the area and if not, complete and return the Statement in relation to an application under the *Land Act 1994* over State Land – Part C to the Applicants.

2. Background

On the 24 April 2019 Council received email correspondence from the Applicants advising their intention to make an application for a Permit to Occupy part of unconstructed Harm Road separating Lot 37 on RP 7798 and Lot 39 on RP 7798 for the purpose of maintaining the area.

The Applicants have advised that they would like a Permit to Occupy to allow them to clean and maintain the road reserve and stop dumping and misuse of the area. They have advised that dealing with the noxious weeds will improve their own agricultural land and the neighbours land adjoining the unconstructed road reserve.

They have advised that the road reserve is inaccessible, overgrown and weed infested with Mother of Millions, Harissia Cactus and Lantana and dumped rubbish, mainly metal.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

The Applicants have advised that Council's Pest Management Team have met the Applicants on site to assess the noxious weed issue and subsequently issued them with an Authority to Purchase Herbicide Subsidy Voucher.

The Applicants have also advised that they have contacted the Department of Natural Resources, Mines and Energy who advised that if the application is successful they can construct a gate on the proposed permit area however they are not allowed to lock the gate.

3. Report

An aerial map showing the location of the proposed Permit to Occupy is attached to this Report. The proposed permit would cover an area of unconstructed road reserve of approximately 1 hectare.

The Applicants are the owners of Lot 38 on RP 7798 and Lot 40 on RP 7798 (see aerial map attached).

The properties adjoining the proposed permit to occupy area are vacant and both properties have access from Forbe Road.

If the Permit to Occupy is successful, the area will still be able to be used by the public where required as a Permit to Occupy does not allow exclusive possession of the land and the reason for occupation must be able to co-exist with the purpose of the land.

The Coordinator of Environment and Pest has advised that there is valuable habitat along the unformed road and that any work undertaken will need to be in a manner which protects the native vegetation.

The Executive Manager of Infrastructure Works and Services and Manager of Planning and Development have advised that they have no objection to the proposed Application.

Permits to Occupy are the appropriate short-term tenure when occupation of State-controlled land is required. A Permit to Occupy may be issued over unallocated State land, a reserve or a road although this tenure cannot be sold, sub-let or mortgaged. It does not create an interest in land or provide for exclusive occupation.

There is no requirement for the road to be closed in order for a Permit to Occupy to be issued over a road. A Permit to Occupy may be cancelled at short notice (generally 3 months) with no compensation. The permit allows the land to be used for minor uses and is not appropriate where native title needs to be resolved.

4. Policy and Legal Implications

No Council Policy implications have been identified.

If successful, the Applicant will be required to pay an annual occupation fee to the Department of Natural Resources, Mines and Energy. The Applicants will also be required to obtain public liability insurance in respect of the Permit to Occupy area as it is located within a public road, and the public still have the right of access to the land.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

5. Financial and Resource Implications

No financial or resource implications for Council have been identified.

6. Delegations/Authorisations

The Chief Executive Officer, through Legal Services, should be authorised to advise the Applicants of Council's resolution in respect of the proposed application.

7. Communication and Engagement

Council's Infrastructure Works and Services Unit and Development and Planning Services Unit have been consulted in the preparation of this Report and their comments are included in the body of this Report.

8. Conclusion

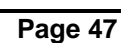
The Recommendation made in this Report will enable the Applicants to submit an application for a Permit to Occupy over part of unconstructed Harm Road to the Department of Natural Resources, Mines and Energy.

9. Action/s

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

Attachments

- 1 [↓](#) Aerial Map 1 Page



**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

11. ORGANISATIONAL DEVELOPMENT AND PLANNING SERVICES REPORTS

11.1 Executive Manager Organisational Development and Planning Monthly Report - April 2019

Date: 01 May 2019

Author: Dan McPherson, Executive Manager Organisational Development & Planning Services

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

Summary:

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

Officer's Recommendation:

THAT Council receive and note the Executive Manager Organisational Development and Planning Monthly Report for April 2019.

Report

1. Introduction

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

2. Background

The previous reports provide the background information to date and only progress is being reported during April 2019.

3. Report

ORGANISATIONAL DEVELOPMENT

Workforce

Council's established FTE number for April 2019 is 318.7590.

Learning & Development

Training held since the last report:

- Corporate Induction (Code of Conduct / Work Health & Safety / Drug & Alcohol Training inclusive)

Work Health & Safety

Refer to the attached statistics indicating any injuries, asset incidents and environmental incidents for the month of April 2019. WHS will report on Lost Time Injury (LTI) quarterly.

PLANNING & DEVELOPMENT

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

Development Assessment

Refer to the attached table and graphs indicating all development applications, decisions and requests as at 30 April 2019.

Regional and Strategic Planning

Strategic Planning are currently preparing the relevant material to support Public Notification of the Lockyer Valley Planning Scheme. The team are also continuing ongoing liaison with the Department of State Development, Manufacturing, Infrastructure and Planning in relation to the functionality of the Lockyer Valley Planning Scheme as part of the Department State Interest Review Period.

ENVIRONMENTAL PLANNING

Drought Communities Extension Grant – Creek Reserve Weed Management Program

During April, expression of interest (EOI) letters were sent to 950 landholders who are on or adjacent to creek reserves (as defined by the Land Act 1994 and DCDB data) across the Lockyer Valley to participate in the Creek Reserve Weed Management Program.

The EOI has attracted 54 applications covering approximately 30km of creek reserve. A large number of applicants are interested in growing the opportunity to upskill and create ongoing work in weed identification and treatment. All applicants are excited by the opportunity to participate in the program.

Successful applicants will be engaged by council to undertake weed control in the creek reserves on or adjacent to their properties. Payments for weed control are based on the lineal meterage of creek reserve, density of weed burden and opportunity for natural vegetation recruitment.

This approach to expenditure of the Drought Communities Extension Grant is providing work opportunities for local landholders and is supporting local businesses which supply the chemicals and other items required for weed control. The program is also providing environmental and catchment benefits by reducing the weed burden in our waterways.

Officers in the Environment and Pest Unit have commenced site visits to all eligible landholders, and applicants are engaged to undertake training for an Agricultural Chemicals Distribution licence in Gatton from 7 May. Weed works will commence on ground from 13 May with ongoing site visits by Environment and Pest Unit Officers through until the end of the program in June.

Community Environmental Grants

Three community environmental grant applications have been assessed by a panel (comprising an Elected Member, Executive Manager and two Officers) and a report with recommendations will be prepared for council in May.

Natural Resource Management Plan

Project plans and community engagement plans are drafted and under review prior to being circulated to council in May. Meetings with community engagement and potential workshop facilitators have been held. A draft project timeline and proposed workshop dates have been outlined.



ORDINARY MEETING OF COUNCIL AGENDA 8 MAY 2019

Resilient Rivers Initiative

Lockyer Creek Sediment Stabilisation:

Planting is continuing at both sites and will be ongoing until long stem plants are installed in June. Soil moisture conditions are right, which is supporting plant establishment and growth.

Tenthill Catchment Community Resilience:

Draft data on revegetation options for Blackfellow and Black Duck Creeks has been received and is being reviewed by Officers. This information will help to prioritise revegetation works within the Tenthill catchment. Ongoing consultation is being undertaken regarding crossing maintenance works.

ARTC

Council is waiting for draft EIS information to be provided by ARTC for review. Members of Environment and Pest have accepted an invitation from ARTC to a community flora and fauna workshop on 8 May to discuss findings from the Helidon to Calvert (H2C) ecological impact assessments.

Invasive Weed Management

Intermittent spring rain has resulted in significant weed growth across the region, and a corresponding increase in community requests for Property Pest Management Plans, weed identification, herbicide subsidies and loan spray equipment. Both Pest and Environment Officers have been attending properties and assisting customers to keep up with our requests. Officers have also undertaken surveying and/or spraying of both main and local roads ahead of roadside slashing activities.

Current key weed species include: Giant Rat's Tail Grass, Harrisia Cactus and Parthenium.

Pest Animal Management

Wild dog activity continues to be a problem across the Lockyer Valley. Officers have been providing advice and assistance on surveillance and trapping, and requests for loan traps remain high. As a result of this support to the community, a number of wild dogs, foxes and feral cats have been captured. Officers are also preparing for the next round of wild dog, fox and pig bait distribution, which will take place on 22 and 23 May.

Flying Fox Roost Management

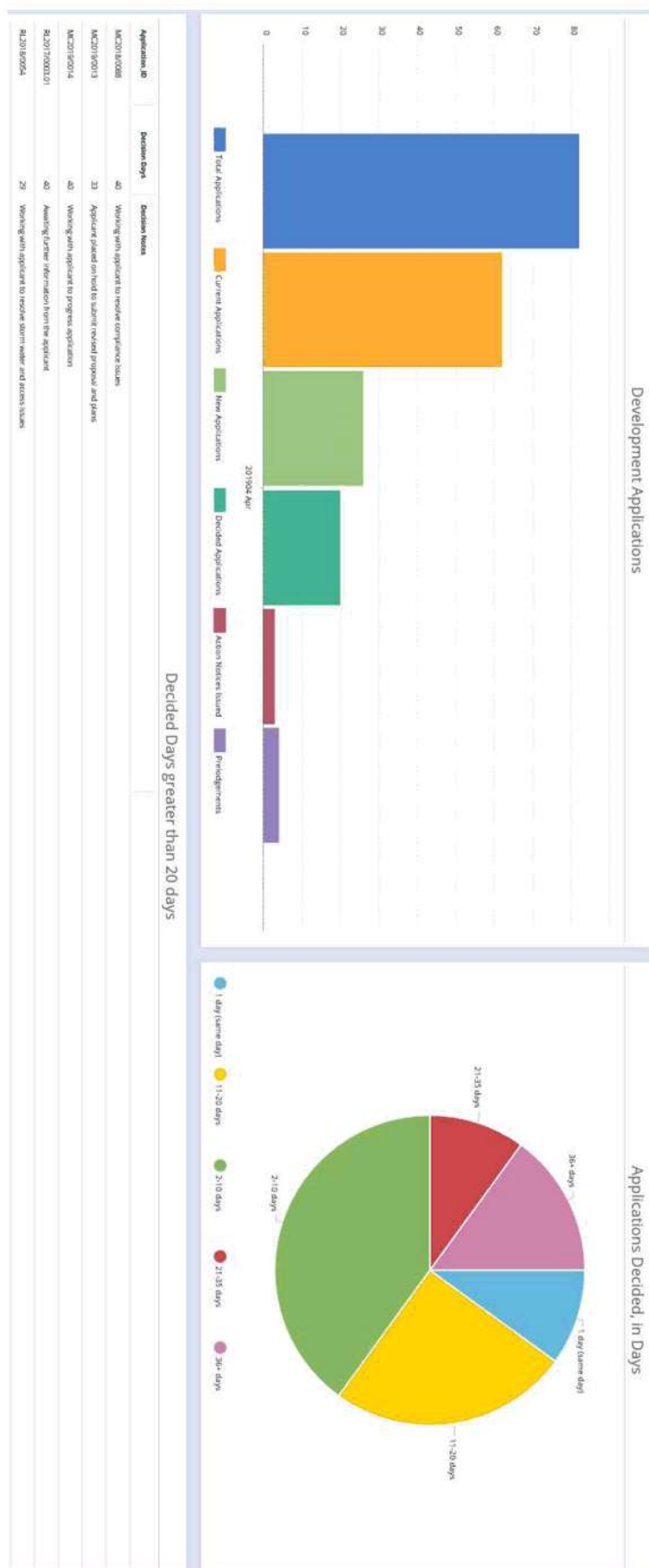
Ongoing monitoring of Gatton and Laidley roosts is being undertaken. Numbers are fluctuating but there have been no significant increases and impacts on adjacent properties have decreased. Planning is underway to remove weedy undergrowth near several properties to reduce the possibility of flying foxes roosting in these areas.

PLUMBING AND BUILDING SERVICES

Refer to the attached table and graphs indicating statistics for the month of April 2019.

Attachments

1	Development Applications Statistics - April 2019	1 Page
2	Development Applications Monthly Summary - April 2019	2 Pages
3	Plumbing and Building Statistics - April 2019	4 Pages
4	Work Health and Safety Statistics - April 2019	1 Page



Application No.	Application Details	Assessment Level	Location	Applicant	Notes
Current Development Applications - as at 30 April 2019					
RECENT TO EXPIRE PERIOD OF DEVELOPMENT APPROVAL					
CA2018/0018	Request to Extend Period of Approval (04/04/2018)	Code	Douglas McInnes Drive, LADLEY QLD 4341	Wagman Pty Ltd	Operational Works
RC2018/0022	Extension to Currency Period (R010931/0A6559)	Change/in	Woodlands Road, GATTON QLD 4343	Northgroup Consulting	Preliminary Approval - Reconfiguring Sequence Master Plan (See 3 & 4 for 356 lots) and Subdivision (3 lots into 204 lots) plus 3 balance lots
RC2018/0025	Extension to Currency Period (R010089/0A5550)	Change/in	Carl Links Drive, GATTON QLD 4343	Leah Holdings Pty Ltd	Preliminary Approval Overriding Scheme (S.3.1.5)
RECENT TO CHANGE DEVELOPMENT APPROVAL					
RC2017/0014	Change of use plan for Development Approval	Change/in	Ladley Flatland Road, LADLEY NORTH QLD 4341	Nichols Constructors Pty Ltd	Boundary Re-alignment
RC2017/0024	Change Condition of Development Approval	Change/in	Warrego Highway, PLAINLAND QLD 4341	Madison Ridge Pty Ltd	Amend approval report and road network to facilitate the proposed \$1 Multiple
RC2018/0035	Change Condition of Development Approval	Change/in	1048 Warrego Highway, GATTON QLD 4342	James, Kevin & Brian Casella	Amend application (DPA5745) Subdivision (1 lot into 48 lots)
RC2018/0105	Change Condition of Development Approval (DPA6571)	Change/in	7028 Warrego Highway, HELDON SPA QLD 4344	McNeilson Pty Ltd	(WRCU015/0028 - Caravan Park)
RC2019/0008	Minor Change to Development for Reconfiguring a Lot for Subdivision (1 lot into 40 lots), for Stages 1 to 4 (R01014/0007)	Change/in	Woodside Drive, GATTON QLD 4343	Annual Nos (Woodchester Estate) Pty Ltd	Vol 1 Lot into 100 lots plus park
COMBINED APPLICATIONS					
CA2015/0001	Preliminary Approval for Material Change of Use for Dwelling Houses and Reconfiguration of a Lot (1 lot into 21 lots and new road)	Code	20 Gellie Road, PLAINLAND QLD 4341	Donald & Sharon Bridgman	
CA2017/0003	Spot & Revegetation and Clearing of Vegetation	Impact	Off-Score Boulevard, MULSONIE QLD 4341	Lundgrens Limited	Tenure-style residential development in Plainland Crossing estate - currently on hold
NATURAL CHANGE OF USE APPLICATIONS					
MC2017/0055	Preliminary Approval Including Variation Request	Impact	Eurus Road, KENSINGTON GROVE QLD 4341	GM Properties Pty Ltd	Mountain bike trails
MC2018/0023	Extension to Currency Period (EPA 16, 55 and 60)	Impact	613 Southern Mills Road, HELDON QLD 4344	Seabury Pty Ltd	
MC2018/0030	Place of Assembly / Workshop	Impact	7 Revere Street, LADLEY QLD 4341	The Baptist Union of Queensland	
MC2018/0036	Accommodation Units	Impact	40 Bevan Street, GATTON QLD 4343	Bundala Pty Ltd	
MC2018/0086	Accommodation Units	Impact	76 Old College Road, GATTON QLD 4343	Dunneen Sleep Pty Ltd	
MC2018/0096	Intensive Animal Industries (Kennel)	Impact	159 Upper Fitzroy Road, GATTON QLD 4343	Dunneen Sleep Pty Ltd	
MC2018/0108	Accommodation Units (50 Bed Extension)	Impact	22 Dunneen Drive, GATTON QLD 4343	Regal Asset Care Pty Ltd	
MC2019/0001	Refuelment Service (Cdn) and Commercial Premises (Pet Grooming)	Code	277 Eucumbah Way, PLAINLAND QLD 4341	Lundgrens Limited	
MC2019/0005	Industry for Electronic Diagnostic Assembly Facility	Code	207 Airforce Road, HELDON QLD 4344	BME Australia - Asia Pty Ltd	
MC2019/0007	Intensive Agriculture (Hydroponics)	Impact	105 Kennedy Street, UPPER LOVELLY QLD 4352	Dunneen & Blaise Hughes	
MC2019/0012	Dual Occupancy	Code	11 Ivor Court, GATTON QLD 4343	Prilium Group	
MC2019/0011	Dwelling House Triggered by an Overlay (TLH)	Code	17 Pemberton Place, HATTON VALE QLD 4341	Coral House Old Pty Ltd	
MC2019/0015	Dwelling House Triggered by an Overlay (TLH)	Code	37 Bealund Court, LADLEY NORTH QLD 4341	Ryan William Peasey	
MC2019/0017	Building Works for Concrete Swimming Pool Triggered by an Overlay (Steep and Unstable Land)	Code	208 Fernbank Road, FIFTEEN MILE QLD 4352	New Master Pty Ltd	
MC2019/0019	Preliminary Approval for Dwelling House and Apartment	Code	18 Philip Court, SUMNERHOLM QLD 4341	Blackstone Engineers	
MC2019/0020	Dwelling House Triggered by an Overlay (Slope Greater than 15% and Within 200m of Area of Ecological Significance)	Code	Hill Road, PLAINLAND QLD 4341	Vicor & Diana Pierpoint	
MC2019/0021	Dwelling House Triggered by an Overlay (TLH)	Code	7 Oakhill Place, PRESTON QLD 4352	Goat Pty Ltd T/A G Gardiner Homes	
MC2019/0023	Dwelling House, Shop and Advertising Device	Impact	7 Railway Street, HELDON QLD 4344	Clark Town Planning	
OPERATIONAL WORKS APPLICATIONS					
OPW2013/0004	Sewer Retention Works & Sewer Pump Station	Code	83 Prince Road, GATTON QLD 4343	Annual Nos (Woodchester Estate) Pty Ltd	Future stages of Woodchester Estate - On hold pending negotiations between QUD and developer
OPW2014/0021	Road works, Drainage Works, Stormwater, Earthworks (Countrilham Park - Stage 6)	Code	Ladley Flatland Road, LADLEY NORTH QLD 4341	Nichols Constructors Pty Ltd	Future stages of Countrilham Park Estate and Grantham Estate - On Hold
OPW2018/0004	Design Checking - Street Lighting - Gators Ex Road Stage 2 & 3	Code	472 Gators Ex Road, LANE CLARENCE QLD 4343	Robb Pursell & Associates Pty Ltd	
OPW2018/0005	Road Works, Drainage Work, Stormwater, Earthworks & Signage	Code	472 Gators Ex Road, LANE CLARENCE QLD 4343	G L Mitchell	
OPW2018/0018	Subdivisional Works (Design Checking - Without Industrial Estate Stages 1A & 1B)	Code	8700 Warrego Highway, WITTCOTT QLD 4352	Without Land Pty Ltd The Without Land Trust	
OPW2018/0025	Road Works, Drainage Work, Stormwater, Earthworks	Code	291 Eastern Drive, GATTON QLD 4343	ML Garton Pty Ltd	
RECONFIGURING A LOT APPLICATIONS					
RCO2019/0001	Advertising Sign	Code	Lowe Street, LADLEY QLD 4341	South Bullfinch Developments	
RC2017/0027	Subdivision (3 lots into 27 lots) (Stages 4 and 5)	Code	Eurus Road, KENSINGTON GROVE QLD 4341	GM Properties Pty Ltd	
RC2017/0030	Subdivision (1 lot into 29 lots)	Impact	Rogers Drive, GATTON QLD 4343	Way Old Pty Ltd	
RC2018/0034	Subdivision (1 lot into 2 lots)	Code	40 Bevan Street, GATTON QLD 4343	Bundala Pty Ltd	
RC2018/0044	Subdivision (1 lot into 34 lots)	Code	89 Richford Road, WITTCOTT QLD 4352	Daniel Pty Ltd (Geoff Kavanagh)	
RC2018/0045	Subdivision (1 lot into 4 lots)	Code	11 Wagtail Drive, RESCENCY DOWNS QLD 4341	Scott Kavanagh	
RC2018/0047	Subdivision (1 lot into 27 lots) and New Road Reserve	Code	107 Ziegler Road, RESCENCY DOWNS QLD 4341	R & K Wilson Super Pty Ltd	
RC2018/0051	Boundary Realignment (3 lots into 3 lots)	Code	7828 Warrego Highway, HELDON SPA QLD 4344	McNeilson Pty Ltd	
RC2019/0001	Subdivision (1 lot into 2 lots)	Code	18 Fittell Avenue, RESCENCY DOWNS QLD 4341	Vanilla Systems Pty Ltd	
RC2019/0002	Subdivision (2 lots into 30 lots (29 Residential Lots and 1 Sewer Pump Site))	Code	Phid Drive, GATTON QLD 4343	Daniel Pty Ltd (Geoff Kavanagh)	
New Development Applications (Currently under assessment) - 1 April to 30 April 2019					
CA2019/0020	Concurrent Agency Referral - Townsmania Regional Council	RAP	Tandrup Road, WITTCOTT QLD 4352	The Body Corporate Of Black Springs	

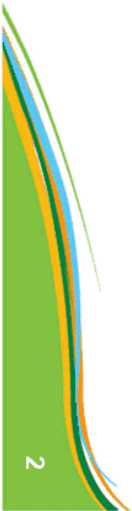
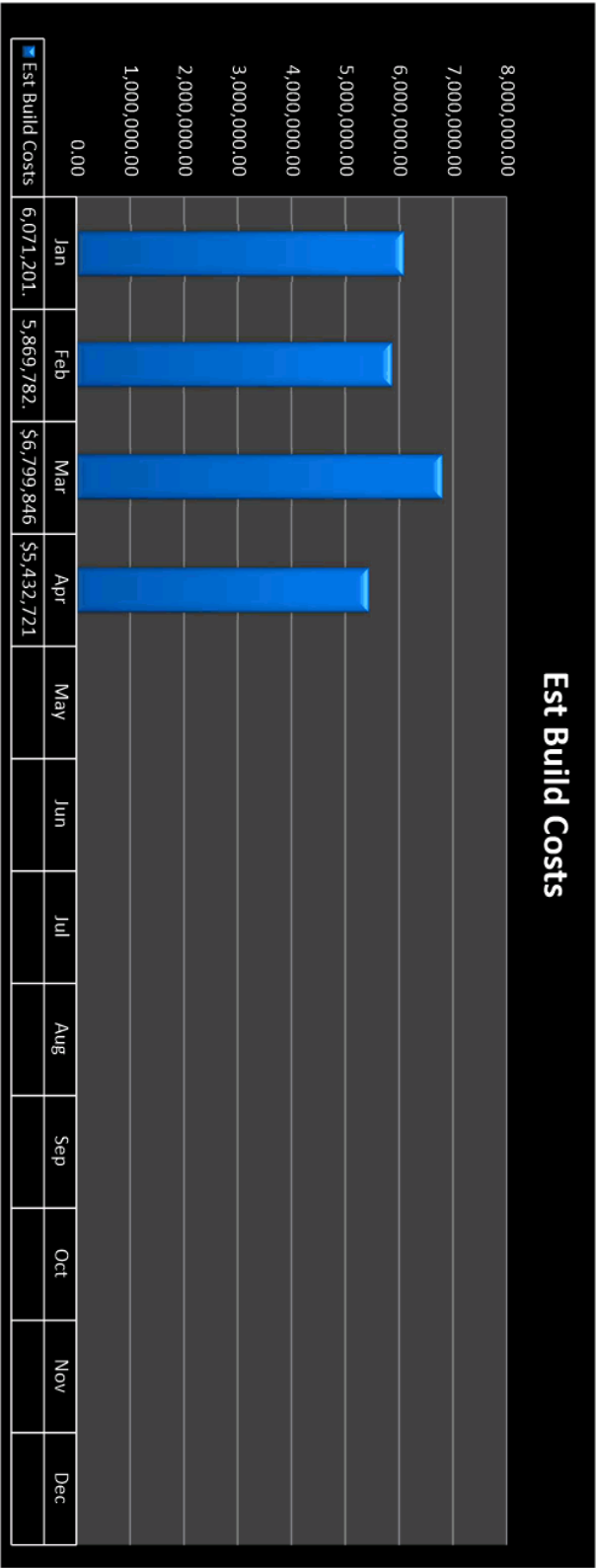
BU20190001	Building Works Not Associated with a NCU - Shed Triggered by an Overlay (Sheep and Unstable Code)	Planning	1656 Flagstone Creek Road UPPER FLAGSTONE QLD 4344 Mitchell Lawrence Hawkins
BU20190009	Patio Triggered by an Overlay (Moderate Ecological Significance)	Planning	1658 Fernbank Road FIFTEEN MILE QLD 4352
EX20190020	Dwelling House Triggered by an Overlay (TLP) - Flood Investigation Area	Planning	116 Parkers Drive PLACID HILLS QLD 4343
EX20190021	Dwelling House Triggered by an Overlay (Within 200m of Area of Very High Ecological Significance)	Planning	Wakins Drive THORNTON QLD 4341
EX20190022	Carport Triggered by an Overlay (Moderate Ecological Significance)	Planning	10 Drysdale Place KENSINGTON GROVE QLD 4341
EX20190023	Dwelling House and Shed Triggered by an Overlay (Ecological Significance)	Planning	15 Lewis Court LOOKER WATERS QLD 4311
EX20190024	Development Triggered by an Overlay (Cultural Heritage Places and Precincts)	Planning	119 Lower Tenthill Road LOWER TENTHILL QLD 4343
EX20190025	Upgrade of Caten Structure	Planning	27 Treatment Plant Road GATTON QLD 4343
MC20180014.01	Minor Change to Development Permit for Material Change of Use for Dwelling House Triggered	Change	28 John Street South LAUDLEY QLD 4341
MC20190024	Secondary Rural Dwelling	Code	10 Red Gap Road THORNTON QLD 4341
MC20190025	Dwelling House Triggered by an Overlay (TLP)	Code	4 Lawson Crescent LAUDLEY NORTH QLD 4341
MC20190026	Extension to Existing High Impact Industry	Code	1427 Warrego Highway PLAINLAND QLD 4341
MC20190027	Bulk Retail (Agricultural Equipment)	Code	Hooper Drive PLAINLAND QLD 4341
MC20190016.03	Change to Approved Plans (CA20180016)	Change	Hooper Drive PLAINLAND QLD 4341
CA20190011	Change Cancel Conditions of Development Approval (DA20180016 - CA20190011)	Change	1658 Flagstone Creek Road UPPER FLAGSTONE QLD 4344 Mitchell Lawrence Hawkins
CA20190006	Electrical Relocation (Design Checking)	Code	Woodsdale Drive GATTON QLD 4343
CA20190007	Electrical Relocation (Design Checking)	Code	Woodsdale Drive GATTON QLD 4343
CA20190008	Road Work and Drainage Work	Code	Saleyard Road GATTON QLD 4343
CA20190009	Bulk Earthworks on Land affected by TLP	Code	9 Rone Road REGENCY DOWNS QLD 4341
RU20190012	Minor Change to Development Permit for Reconfiguration of a Lot for Subdivision (1 Lot into 12	Change	3.5 Frail Avenue PLAINLAND QLD 4341
RU20190013	Extension to Currency Period (RO.20160043)	Change	17 Laurette Drive GLENORE GROVE QLD 4342
RU20190015	Extension to Currency Period (RO.20140039)	Change	6 Moon Street GATTON QLD 4343
RU20190011	Subdivision (6 Lots into 8 Lots)	Change	54 Forest Hill Fernbank Road GLENORE GROVE QLD 4342
Added Development Applications - 1 April to 30 April 2019			
EX20190019	Patio Triggered by an Overlay (Moderate Ecological Significance)	Planning	1658 Fernbank Road FIFTEEN MILE QLD 4352
EX20190020	Dwelling House Triggered by an Overlay (TLP) - Flood Investigation Area	Planning	116 Parkers Drive PLACID HILLS QLD 4343
EX20190021	Dwelling House Triggered by an Overlay (Within 200m of Area of Very High Ecological Significance)	Planning	Wakins Drive THORNTON QLD 4341
EX20190022	Carport Triggered by an Overlay (Moderate Ecological Significance)	Planning	10 Drysdale Place KENSINGTON GROVE QLD 4341
EX20190024	Development Triggered by an Overlay (Cultural Heritage Places and Precincts)	Planning	119 Lower Tenthill Road LOWER TENTHILL QLD 4343
MC20180019.01	Minor Change to Development Approval	Change	25 Campbell Street LAUDLEY QLD 4341
MC20190014	Minor Change to Development Permit for Material Change of Use for Dwelling House Triggered	Change	28 John Street South LAUDLEY QLD 4341
MC20190015	Change Cancel Conditions of Development Approval (MC12017001 - Eco Tourism Facilities & Change	Change	Man Camp Creek Road THORNTON QLD 4341
MC20190021	Minor Change Application for Approved Plans - (MC10044 - Education Establishment & Child Care	Change	75 Harrow Drive LAUDLEY NORTH QLD 4341
MC20190025	Dwelling House Triggered by an Overlay (TLP)	Code	4 Lawson Crescent LAUDLEY NORTH QLD 4341
MC20180008	Rural Service Industry (>500 sqm)	Code	90 Patrick Street GATTON QLD 4343
CA20190006	Advertising Display Sign	Code	Hooper Drive PLAINLAND QLD 4341
RU20180003.01	Change to Condition of Development Approval (RO.0222 - DA20170046)	Change	Hooper Drive PLAINLAND QLD 4341
RU20180004	Subdivision (2 Lots into 2 Lots)	Code	Cummins Road GATTON QLD 4343
RU20180054	Boundary Reconfiguration (2 Lots into 2 Lots + Drainage Easement)	Code	22 Dawson Drive GATTON QLD 4343
RU20190006	Boundary Reconfiguration (2 Lots into 2 Lots)	Code	750 Regeley Reversible Road ROBELEY QLD 4343
RU20190007	Subdivision (1 Lot into 2 Lots)	Code	145 Vernal Drive REGENCY DOWNS QLD 4341
RU20190010	Boundary Reconfiguration (2 Lots into 2 Lots)	Code	140 Lower Road PLACID HILLS QLD 4343
Predevelopment - 1 April to 30 April 2019			
PR.120190012	Predevelopment - Proposed Signage Locations	Predevelopment	52 Forest Hill Fernbank Road GLENORE GROVE QLD 4342
PR.120190013	Predevelopment - Proposed Subdivision (1 Lot into 2 Lots) Road Sequence Plus Access Easement	Predevelopment	32 Nicks Road SUMMERHOLM QLD 4341
PR.120190014	Predevelopment - Proposed Material Change of Use for a Service Station, Shop and Entertainment	Predevelopment	8 Echlin Place PLAINLAND QLD 4341
PR.120190015	Predevelopment - Proposed Fishpond Variable Recycle & Natural Mineral Grubbing and Screen	Predevelopment	41 Hesse Road HATTON VALE QLD 4341

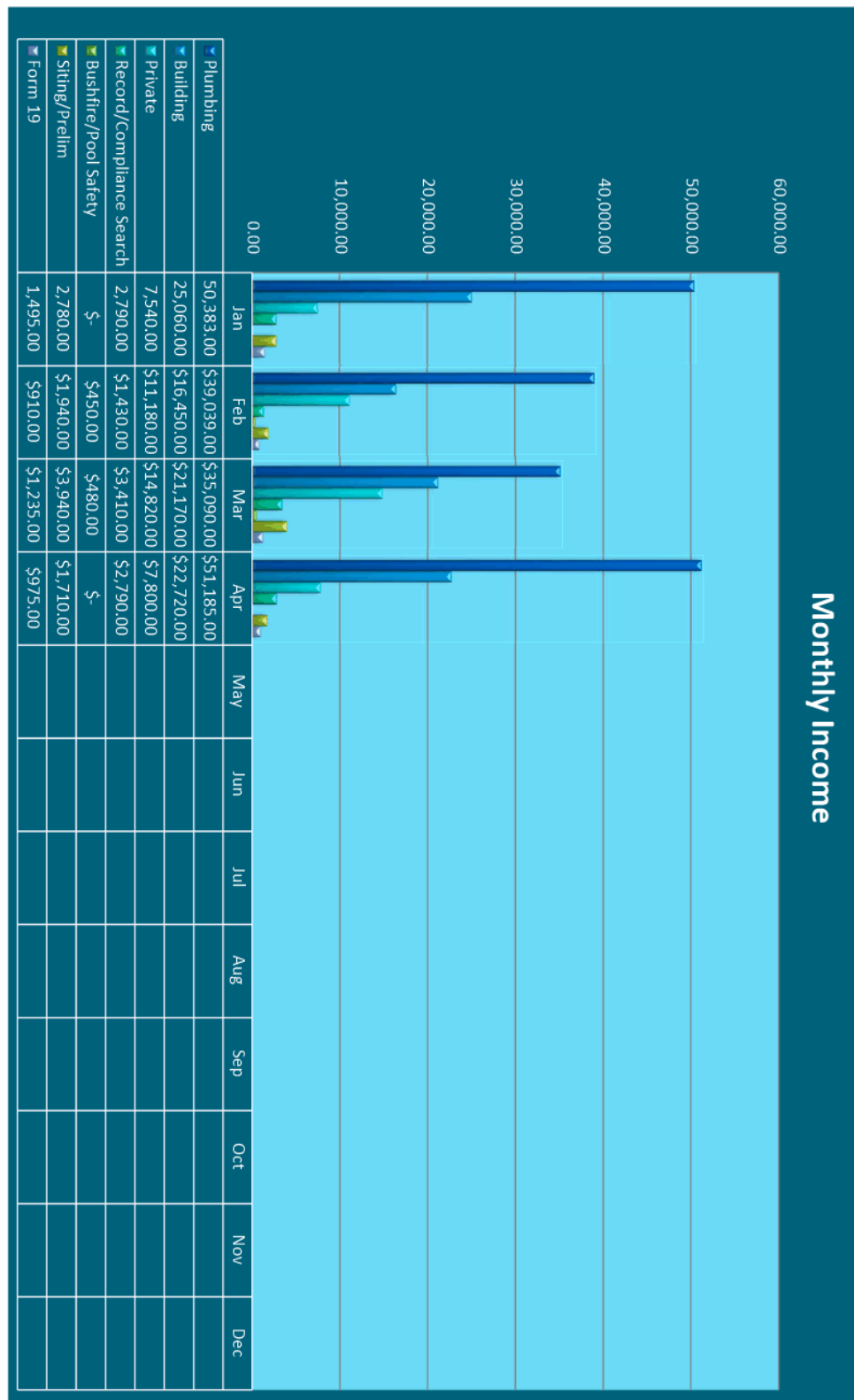
PLUMBING AND BUILDING STATISTICS – APRIL 2019

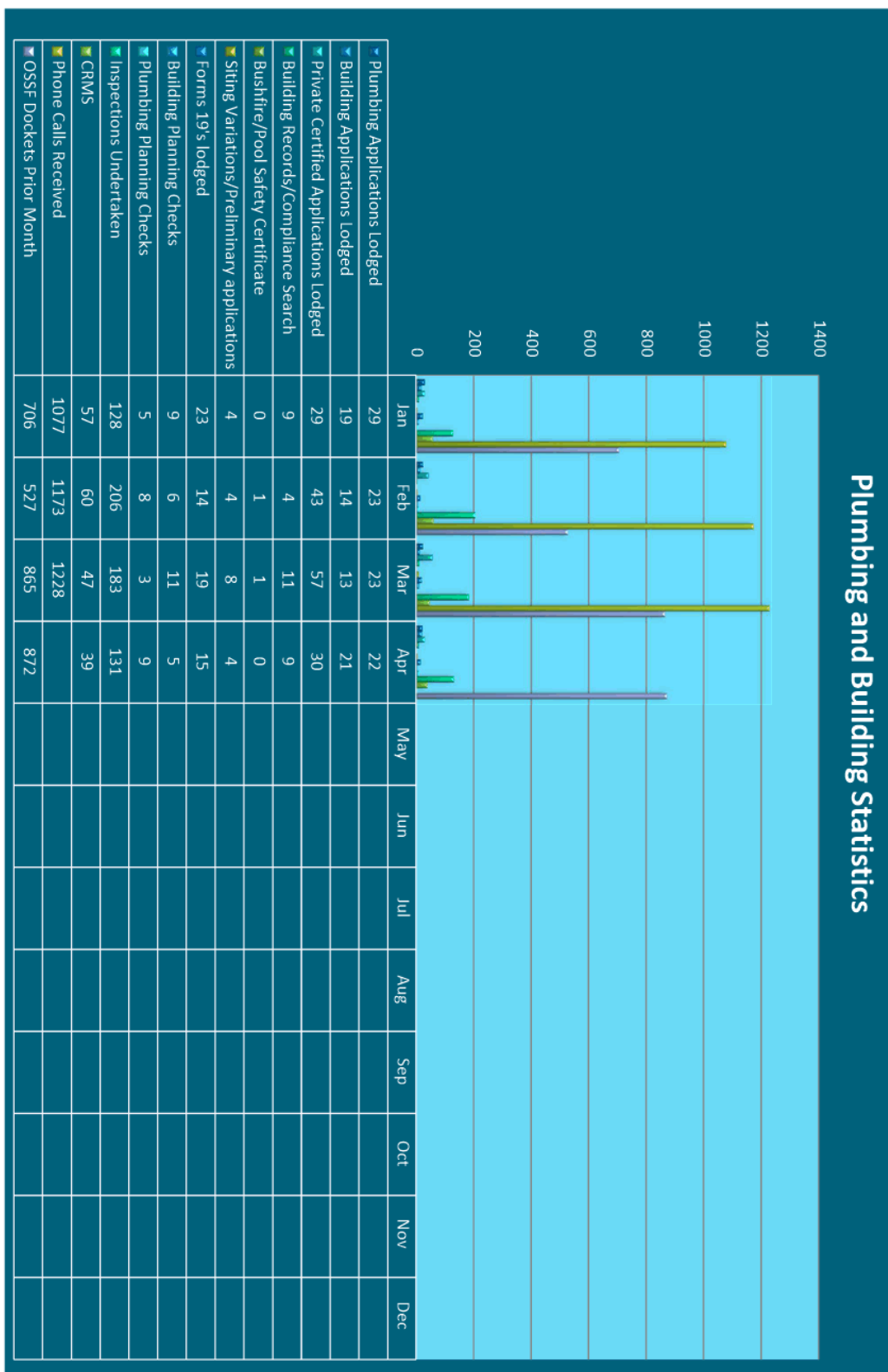


REGIONAL COUNCIL

ITEM	DESCRIPTION	TOTAL	APPLICATION FEES	Average Days to Approve	RESPONSIBLE OFFICERS
1.0	Plumbing Applications Lodged	22	\$51,185.00	1.9	Plumbing
2.0	Building Applications Lodged	21	\$22,720.00	4.35	Building
3.0	Private Certified Applications Lodged	30	\$7,800.00		Admin Team
4.0	Building Records Search	9	\$2,790.00		Admin Team
5.0	Bushfire/Pool Safety Certificates Lodged	0	\$0.00		Building
6.0	Siting Variations Lodged/Preliminary Applications	4	\$1,710.00		Building
7.0	Form 19's Lodged	15	\$975.00		Admin Team
8.0	Building Planning Checks	5	N/A		Building
9.0	Plumbing Planning Checks	9	N/A		Plumbing
10.0	Inspections Undertaken	131	N/A		Plumbing and Building
11.0	CRM's Lodged (Includes 13 Complaint CRMS)	39	N/A		Plumbing and Building
11.1	Phone Calls Received	1228	N/A		Plumbing and Building
12.0	OSSF Dockets Updated for March	872	N/A		Admin Team
	TOTAL		\$87,180.00		
CONSTRUCTION VALUE OF BUILDING WORKS					
1.0	Building Applications 01-04-19 to 30-04-19	Domestic	\$5,432,721.99		
	Building Applications 01-04-19 to 30-04-19	Commercial	\$0.00		
	Year to Date	Total	\$24,173,552.06		



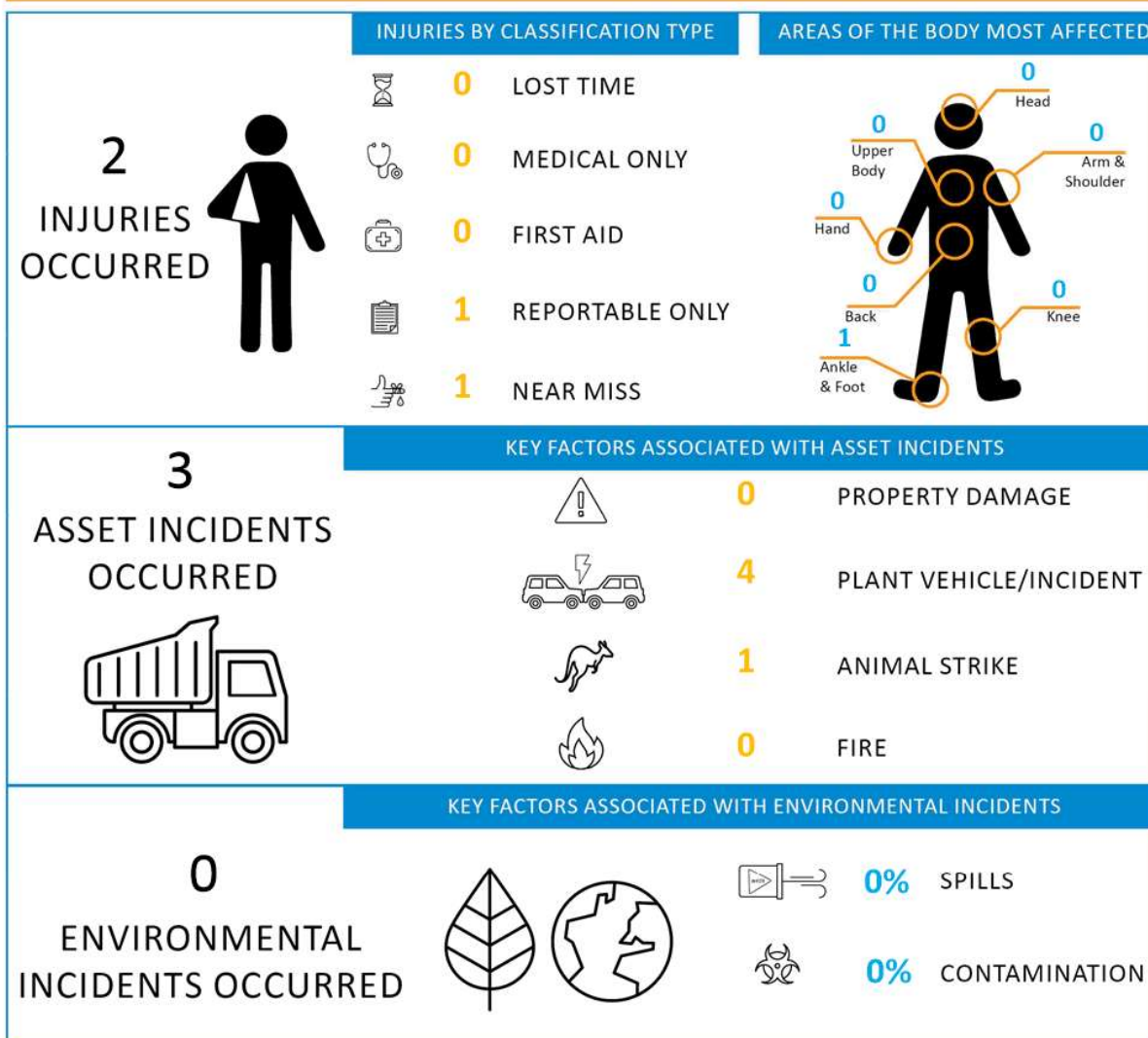






MEASURING OUR SAFETY PERFORMANCE

APRIL 2019



	April 2019	April 2018
Injury related incidents	1	5
Asset related incidents	5	5
Environment related incidents	0	0
Lost Time Injuries	0	0
Number of days lost due to injury	0	0
Total days lost due to ongoing injuries	16	31



**Application for Preliminary Approval including Variation Request
for Material Change of Use to vary the effect of the Laidley Planning
Scheme 2003 and Development Permit for Reconfiguring a Lot for
Subdivision (1 into 113 Lots) on L850 SP297470 at Evans Road,
Kensington Grove - MC2017/055 & RL2017/0027**

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

The purpose of this report is to consider an application for a Preliminary Approval including a Variation Request for a Material Change of Use to vary the effect of the *Laidley Planning Scheme 2003* and Development Permit for Reconfiguring of a Lot (1 lot into 113 lots and drainage reserve) in five stages at Evans Road, Kensington Grove.

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

THAT the application (MC2017/0055 & RL2017/0027) for a Preliminary Approval including Variation Request for Material Change of Use to vary the effect of the *Laidley Planning Scheme 2003* and Development Permit for Reconfiguring of a Lot for Subdivision (1 lot into 113 Lots and drainage reserve) in five stages on Lot 850 SP297470 at Evans Road, Kensington Grove be approved subject to the following conditions:

The following plans are the Approved Plans for the development:

Approved Plans

Plan No.	Rev.	Plan Name	Date
BRRM7289.000-008	B	Proposed Reconfiguration of Lot 850 on SP297470 (Evans Road, Kensington Grove) (Fairways East Stage 1-5) prepared by Landpartners	21/02/2018
Plan No. 1 of 1	A	Site Plan identifying general location of vegetation clumps in proposed drainage reserve on Lot 850 SP297470, Evans Road, Kensington Grove prepared by	23/04/2019

ORDINARY MEETING OF COUNCIL AGENDA 8 MAY 2019

Lockyer Valley Regional Council

REFERENCED DOCUMENTS

The following documents are referenced in the assessment manager conditions:

Referenced Documents

Document No.	Rev.	Document Name	Date
M7166_003	2	"Flood Impact Assessment and Stormwater Management plan Fairway Drive Hatton Vale," prepared by Engeny Water Management	February 2018
SGS.19.E001	R01	Pavement Investigation Report, prepared by SGS	4 March 2019
GE18.013	R1b	Salinity Management Plan (SMP): The fairways Estate – North Hatton Vale, prepared by Gallagher Environmental	14 March 2019
-	A	Road Layout Plan (Cross Sections) and Longitudinal Road Section Plan, prepared by Covey Associates	18 January 2018
18-377		Fairways Estate Hatton Vale RFI Response, prepared by Pekol Traffic & Transport	8 June 2018
18-032	B	Fairways Estate Hatton Vale Traffic Impact Assessment, prepared by Pekol Traffic & Transport	18 October 2017
8935	E	Ecological Assessment Report, Evans Road, Hatton Vale prepared by Saunders Havill Group	27 November 2017

VARIATION APPROVAL

A Variation Approval under the *Planning Act 2016* has been granted. The level of assessment and applicable codes for any development approval resulting from this approval are identified in the conditions.

FURTHER DEVELOPMENT PERMITS REQUIRED

- Development Permit for Operational Work (Earthworks, Stormwater Drainage, Roadworks and Landscaping)

CURRENCY PERIOD OF APPROVAL

The currency period for the Preliminary Approval for Material Change of Use for varying the effect of a Planning Scheme (*Laidley Shire Council Planning Scheme 2003*) is 5 years starting the day that this development approval takes effect. (Refer to Section 85 "Lapsing of approval at end of currency period" of the *Planning Act 2016*.)

The currency period for the Development Permit for Reconfiguration of a Lot (1 into 113 lots) is 4 years starting the day that this development approval takes effect. (Refer to Section 85 "Lapsing of

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

approval at end of currency period” of the *Planning Act 2016*.)

RECOMMENDATION

APPROVE WITH CONDITIONS Application No. MC2017/0055 & RL2017/0027 for a Preliminary Approval for Material Change of Use for Preliminary approval varying the effect of a Planning Scheme (*Laidley Shire Council Planning Scheme 2003*) and Development Permit for Reconfiguration of a Lot (1 into 113 lots and drainage reserve) in five stages situated at Evans Place, KENSINGTON GROVE QLD 4341 (Lot 850 SP297470) as identified in the attached details recommended for the Decision Notice.

ASSESSMENT MANAGER CONDITIONS

Preliminary Approval for Material Change of Use for Preliminary Approval varying the effect of a Planning Scheme (*Laidley Shire Council Planning Scheme 2003*).

No.	Condition	Timing
GENERAL		
1.	The Rural Residential Zone, assessment tables and assessment criteria under the <i>Laidley Shire Planning Scheme 2003</i> shall apply to Lot 850 SP297470 also known as Proposed Lot 1 - 113. The allotments are to be considered as zoned Rural Residential under the <i>Laidley Shire Planning Scheme 2003</i>	At all times.

Development Permit for Reconfiguration of a Lot (1 Lot into 113 Lots in five stages)

No.	Condition	Timing
GENERAL		
1.	Undertake the development generally in accordance with the approved plans. These plans will form part of the approval, unless otherwise amended by conditions of this approval.	At all times.
2.	Maintain the approved development in accordance with the approved drawing(s) and/or document, and any relevant Council or other approval required by conditions.	At all times.
3.	Should the applicant or their agents discover any evidence of heritage place the <i>Cultural Heritage Act 1992</i> requires that they contact the Queensland Heritage Council for direction immediately.	At all times.
4.	Provide certification from a Licensed Surveyor that the lots created accord with the approved plan.	Upon lodgement of a request for sealing of survey plan for each stage.
5.	The development is to occur in accordance with the Concurrence Agency Response from the State Assessment and Referral Agency dated 18 December 2018 (Ref No. 1801 – 3309 SRA).	Upon lodgement of a request for sealing of survey plan for each

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

		stage.
6.	The property is to be remediated and removed from the Environmental Management Register prior to the lodgement of the first associated Operational Works application. Correspondence from the Department of Environment and Science (DES) that the property has been removed from the Register and suitable for residential purposes is to be provided to Council.	Prior to an Operational Works application being lodged with Council for stage 1.
STAGED DEVELOPMENT		
7.	Staging of the development is to occur in accordance with the staging indicated on the Approved Plans.	At all times.
8.	Staging must be completed in sequential order or may be combined and constructed at one time in accordance with the conditions as applicable to each stage.	At all times
ALTERATIONS AND/OR RELOCATIONS		
9.	Any alteration or relocation in connection with or arising from the development to any service, installation, plant, equipment or other item belonging to or under the control of the telecommunications authority, electricity authority, water authority, sewerage authority or Council or other person engaged in the provision of public utility services is to be carried out with the development and at no cost to Council.	At all times.
10.	All works, services, facilities and/or public utility alterations required by this approval or stated conditions/s whether carried out by Council or otherwise, shall be at no cost of Council unless otherwise specified in subsequent development approvals.	At all times.
11.	Replace existing Council infrastructure (including but not limited to any street trees and footpaths) to a standard which is consistent with Council's standards should this infrastructure be damaged as part of construction works.	At all times.
INFRASTRUCTURE CHARGES		
12.	The developer shall pay infrastructure charges in accordance with the Lockyer Valley Regional Council Adopted Infrastructure Charges Resolution that is in effect at the time of payment.	Upon lodgement of a request for sealing of survey plan for each stage.
ELECTRICITY SUPPLY		
13.	Provide evidence (e.g. Certificate of Supply to Subdividers with agreement) demonstrating that electricity supply has been provided to each proposed lot.	Upon lodgement of a request for sealing of survey plan for each stage.
14.	Submit certification from a Licensed Surveyor or suitably qualified person that: <ul style="list-style-type: none"> a. any electricity supply connection to an existing building or a private property pole is wholly contained in the lot it serves; and b. any electricity connections and infrastructure made redundant by the 	Upon lodgement of a request for sealing of survey plan

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

	development is removed with the land reinstated.	for each stage.
TELECOMMUNICATIONS		
15.	Provide a 'Telecommunications Infrastructure Provisioning Confirmation' or a 'Telecommunications Network Infrastructure Notification' letter from a telecommunications carrier licensed under the <i>Telecommunications Act 1997</i> (e.g. Telstra) confirming that the telecommunications carrier has been engaged to install telecommunications infrastructure to the proposed subdivision.	Upon lodgement of a request for sealing of survey plan for each stage.
WATER & WASTEWATER		
16.	Provide a Connection Certificate from the water distributor-retailer, trading as Queensland Urban Utilities, that each allotment has been connected to reticulated water.	Upon lodgement of a request for sealing of survey plan for each stage.
EARTHWORKS		
17.	Unless otherwise required by conditions of this approval, earthworks associated with this development must be designed and constructed in accordance with: <ul style="list-style-type: none"> a. Council's Laidley Shire Planning Filling and Excavation Code; and b. Australian Standard AS3798 Guidelines for Earthworks for Commercial and Residential Developments (Level 1 Supervision). c. Australian/New Zealand Standard AS/NZS1170 <i>Structure design actions</i>; and d. Australian Standard AS4678 <i>Earth retaining structures</i> and must include relevant drainage. 	In conjunction with an application for a development permit for Operational Works for each stage.
18.	All batter slopes must be protected from erosion and scour by the installation of appropriate drainage and re-establishment of ground cover. Top soiling and hydromulching must be applied to all exposed surfaces greater than 1:5 grade.	Prior to lodgement of a request for sealing of survey plan for each stage.
19.	All earthworks must include erosion and sediment control measures in accordance with the International Erosion Control Association's Best Practice Erosion and Sediment Control.	Prior to lodgement of a request for sealing of survey plan for each stage.
20.	The maximum slope of batters, including table drains, stormwater drainage channels and road batters is 1V:4H, unless otherwise approved. The maximum slope of batters for detention basins is 1V:6H, unless otherwise approved. Such approval will only be considered due to site constraints.	In conjunction with an application for a development permit for

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

		operational works for each stage.
21.	Dams must be drained and filled in accordance with Level 1 standard controlled fill of <i>Australian Standard AS3798 - Guidelines on Earthworks for Commercial and Residential Developments</i> .	In conjunction with an application for a development permit for operational works for each stage.
22.	Allotment filling must be carried out in accordance with Appendix B - Level 1 of Australian Standard AS3798. On completion of works submit a report by a suitably experienced professional for each filled allotment certifying compliance with AS3798.	Prior to lodgement of a request for sealing of survey plan for each stage.
23.	The finished surface level of allotments must be graded to a minimum fall of 0.5% to prevent ponding. The grading must be to the road or to a roof water and allotment drainage system.	Prior to lodgement of a request for sealing of survey plan for each stage.
24.	All unlined open drains must be turfed to a level at 300mm above the 1% AEP storm event level as soon as practicable after construction and regular watering must occur to ensure required establishment. Additional measures to stabilise drains must be required if flow velocities exceed 1.5m/s.	Prior to lodgement of a request for sealing of survey plan for each stage.
25.	A minimum 100mm capping layer of good quality, non-dispersive soil is to be placed on all areas disturbed during the earthworks operation or otherwise approved by the Assessment Manager. The capping treatment and procedure must form a part of the erosion and sediment control plan for the site	Prior to lodgement of a request for sealing of survey plan for each stage.
ROADWORKS		
26.	Unless otherwise required by conditions of this approval, all roadworks shall be designed and constructed in accordance with Council's standards outlined in the LVRC Road Hierarchy Table and the following: a. <i>Laidley Shire Planning Scheme 2003</i> ; b. Department of Transport and Main Roads' Road Planning and Design Manual (or relevant superseding document); c. Department of Transport and Main Roads' Technical Specifications; d. Austroads' Guide to Road Design series; and	In conjunction with an application for a development permit for operational

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

	<p>e. Institute of Public Works Engineering Australasia's standard drawings; and</p> <p>f. Queensland Urban Drainage Manual (39% AEP minor design storm, 1% AEP major design storm)</p>	works for each stage.
27.	<p>Construct roads within the development as follows:</p> <ul style="list-style-type: none"> Road 1 must be an Access Street Road 2, 3, 4 must be an Access Place <p>The design and construction of each road or street must ensure that the speed environment, geometry, sight distances, carriageway widths, lighting, bus stops, vehicle movements, on street parking and other physical attributes are consistent with the function and role of the road or street in the transport network.</p>	In conjunction with an application for a development permit for operational works for each stage.
28.	<p>Scott Place is to be upgraded to a Collector Street standard for the full frontage of the development. This is to include:</p> <ol style="list-style-type: none"> Widening to 7.5m pavement width for full frontage of development; Any additional works required to upgrade the existing Scott Place pavement from Fairway Drive intersection to collector standard in accordance with test results from "SGS Pavement Investigation Report SGS/19/E001 4 March 2019" and resultant pavement design. Note this is expected to raise the level of the existing road, particularly in the vicinity of the roundabout which should be considered when addressing emergency access provisions; Kerb and channel to full frontage of development; and Concrete Footpath, 1.5m wide on the northern side of Scott Place for full frontage and connecting to end of existing footpath on western side of Fairway Drive near roundabout. 	In conjunction with the development permit for operational works for stage 1.
29.	<p>Submit a revised proposal for the emergency access crossing shown on drawing SK01 Flood Free Access – Option 1, 20 February 2019, prepared by Covey Associates.</p> <p><u>Note:</u> The proposed emergency access as shown in drawing SK01 Flood Free Access – Option 1, 20 February 2019, prepared by Covey Associates is not an acceptable solution.</p> <p>An alternative proposal to amend the road and/or drainage such that 10% AEP immunity is achieved and safe passage for vehicles and pedestrians is possible at 1%AEP is required.</p>	In conjunction with the development permit for operational works for Stage 1.
30.	<p>All traffic signs and delineation shall be designed and provided in accordance with Australian Standard AS1742 Manual of Uniform Traffic Control Devices and the Department of Transport and Main Roads' Manual of Uniform Traffic Control Devices (MUTCD).</p>	In conjunction with an application for a development permit for operational works for each stage.
31.	Alignments for new kerb and channel shall have regard to existing	In

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

	structures (eg, Kerb and Channel, Vegetation or Services) and shall be established prior to any detailed design being undertaken.	conjunction with an application for a development permit for operational works for each stage.
32.	The road pavement design details and test results are to be submitted for Council approval. Pavement design shall be undertaken in accordance with Austroads Guide to Pavement Technology Part 2: Pavement Structural Design. The minimum pavement thickness, including 30mm of AC, shall not be less than 300mm. A minimum 30mm AC surfacing is required. The total pavement thickness as determined from the design charts is not to include the thickness of AC surfacing which is deemed to be a wearing surface only unless the AC thickness is greater than 75mm.	In conjunction with an application for a development permit for operational works for each stage.
33.	The use of patterned concrete, or pavers shall be considered for feature areas only and must be fully detailed and certified by an RPEQ.	In conjunction with the development permit for operational works in each stage.
34.	Vehicular access shall be capable of being provided from the roadways to all allotments.	In conjunction with the development permit for operational works for each stage.
35.	Dual accesses are to be provided for Lots 500 & 501, 517 & 518, 519 & 520 and 521 & 522. Access for Lot 503, 516, 523 and 612 are to be provided from Road 1.	In conjunction with the development permit for operational works for stage 1.
36.	A footpath, 1.5 metres wide, is to be constructed along one side of the entire length of Road 1.	In conjunction with an application for a development permit for

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

		operational works.
37.	Footpaths are to be constructed in accordance with IPWEAQ Standard Drawing RS-065. Kerb ramps shall be provided at intersections in accordance with IPWEAQ Standard Drawing RS-090 and RS-094.	In conjunction with an application for a development permit for operational works for each stage.
38.	An 800mm continuous strip of turf with additional filter strips at 5.0m spacing shall be laid behind all new kerb and channel. The remaining unsealed verge area shall be filled, graded and either fully turfed or appropriately grass seeded to achieve 80% grass coverage at off maintenance. Disturbed areas on newly created lots and balance area shall also be seeded to achieve 80% grass coverage at off maintenance.	Prior to a request for sealing of survey plan for each stage.
39.	Any terminating roads that may be extended as a part of a later stage must be constructed with a temporary turnaround with a minimum diameter of 18m and with a minimum pavement depth of 200mm type 2.3 with a two coat bitumen seal. Hazard markers and delineator posts must be erected to define the turn around.	In conjunction with an application for a development permit for operational works for each stage.
40.	Where new and old pavements meet, the join shall be of a neat standard with respect to horizontal and vertical alignments. The join shall have no significantly noticeable irregularities in the running surface at or adjacent to the join for the length of the construction. Works may be necessary on the existing pavement for a satisfactory standard to be met.	In conjunction with an application for a development permit for operational works for each stage.
41.	The Developer shall submit to Council a list of preferred street names for any proposed new streets for its consideration (in accordance with Council's Policy for the naming of new streets). Street names proposed will not be the same or similar to other street names within the Region. Council retains the right to name one street within the Development.	Upon lodgement of a request for sealing of survey plan for each stage.
STORMWATER		
42.	All works associated with this development must be undertaken without resulting in stormwater damage or nuisance to surrounding and/or	At all times.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

	downstream properties or infrastructure.	
43.	The existing stormwater culvert across Scott Place adjacent to the intersection with Fairway Drive must be upgraded to 10% AEP immunity or confirmed that this level of immunity already exists. Details shall be provided of the safety for vehicles and pedestrians at 1% AEP adjacent to this intersection to ensure safe evacuation is possible during major rain events.	In conjunction with the lodgement of a development permit for operational works for stage 1.
44.	Provide all necessary internal and external stormwater drainage to service the development. Such drainage works must be designed and constructed in accordance with the Queensland Urban Drainage Manual 2017 and Council's Planning Scheme such that the overall drainage system caters for a storm event with a 1% annual exceedance probability (AEP).	In conjunction with an application for a development permit for operational works for each stage.
45.	<p>The minor stormwater drainage must comprise of a minimum Level II roof and allotment drainage system designed and constructed to capture and convey the stormwater runoff resulting from the 39% AEP storm event, from the fully developed catchment.</p> <p>The discharge of this roof and allotment drainage must be to a lawful point of discharge, and undertaken in a manner that would prevent damage to third party property or infrastructure.</p>	In conjunction with an application for a development permit for operational works for each stage.
46.	Ponding or redirection must not occur at the outlet of all stormwater pipes (including temporary outlets) as the result of development.	In conjunction with an application for a development permit for operational works for each stage.
47.	Undertake all works necessary to ensure the finished ground level of all new lots impacted by the 1% AEP has sufficient area to locate a dwelling that achieves minimum space of 300mm freeboard to the 1% AEP. The 1% AEP level must be as identified in the approved Stormwater Management Plan.	In conjunction with the development permit for operational works in each stage.
48.	The overland flow path identified in Lots 513, 514, 515 and 530 shall be	In

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

	designed to convey 1% AEP flow and sediment and erosion control measures to prevent scouring.	conjunction with an application for a development permit for operational works for Stage 1 and 2.
49.	Lots 500-509 forming developed sub-catchment "A" as referenced in the Stormwater Management Plan must be graded towards the watercourse and not through adjoining properties.	In conjunction with an application for a development permit for operational works for Stage 1.
50.	The finished surface land of allotments shall be graded to a minimum fall of 1.0% to prevent ponding. The grading shall preferably be to the road, grading to a roofwater and allotment drainage system is also acceptable.	In conjunction with an application for a development permit for operational works for each stage.
51.	<p>A roofwater drainage connection point shall be provided to all lots which have a concrete footpath along the lot frontage and which drain to the street. The connection shall be located at the lowest corner of the lot and shall discharge to the kerb and channel via two 100mm by 75mm galvanized RHS.</p> <p>For lots which are not fronted by a concrete footpath but which still drain to the street shall have a standard galvanized kerb adapter installed in the kerb frontage at the lowest corner of the lot.</p>	In conjunction with an application for a development permit for operational works for each stage.
SERVICES & LIGHTING		
52.	The developer shall provide electrical reticulation layout plans certified by the relevant authority. The electricity layout must also be shown on the water reticulation layout plan, stormwater layout plan and the sewerage layout plan where applicable. All the plans are to be certified by the relevant authority.	In conjunction with the development permit for operational works for each stage.
53.	The Developer shall arrange with the appropriate authority for the	In

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

	reticulation of external telecommunication cable within the development and, where practicable, arrange trench sharing with other relevant authorities. The telecommunication layout must also be shown on the water reticulation layout plan, stormwater layout plan and the sewerage layout plan where applicable, all the plans are to be certified by the relevant authority.	conjunction with the development permit for operational works for each stage.
54.	Telecommunication conduits (ducts) and pits including trenching and design, are to be provided to service the development in accordance with the NBN Co Installing Pit and Conduit Infrastructure Guidelines for Developers. Documentary evidence shall be provided to Council which confirms the NBN Co requirements, where necessary, have been satisfied and the infrastructure has been installed and are fibre ready.	In conjunction with an application for a development permit for operational works for each stage.
55.	The developer must provide appropriate road crossing conduits for all services.	In conjunction with an application for a development permit for operational works for each stage.
56.	Kerb markers shall be installed to identify the location of cross road services eg. water, electricity, telecommunications, gas.	In conjunction with an application for a development permit for operational works for each stage.
57.	The Developer will provide detailed design drawings for both electricity and telecommunications with the drawings approved by the relevant authority at the time of Operational Works.	In conjunction with the development permit for operational works for each stage.
58.	Underground power is to be provided to serve all new internal allotments. Overhead power is only acceptable on external roads where there is an existing overhead supply. Where practical, trench sharing with other relevant authorities must be arranged.	Prior to a request for sealing of survey plan for each

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

		stage.
59.	Street lighting will be designed and installed in accordance with the Australian Standard Code of Practice for public lighting, AS1158. All street lighting will be certified by an RPEQ competent in electrical reticulation design.	In conjunction with an application for a development permit for operational works for each stage.
60.	All underground services installed by public utility providers shall be in accordance with Council's standard detail for Footpath Allocations for Public Utilities as contained in the Planning Scheme.	In conjunction with an application for a development permit for operational works for each stage.
61.	All above and below ground services potentially affected by the proposed subdivision works shall have alignment and level determined prior to detailed design work or construction works being undertaken. Any conflicts associated with proposed and existing services shall be forwarded to the appropriate controlling authority by the developer for decision.	In conjunction with an application for a development permit for operational works for each stage.
SURVEY MARKERS		
62.	Dedicate, at no cost to or compensation by Council, a stormwater drainage easement over all areas of the proposed development that is impacted by the 1% AEP storm event. This includes as a minimum Lots 513, 514, 515 and 530 as identified on the proposed plan of development. The stormwater drainage easement must be 3m wide or the width of the channel from top of bank to top of bank as designed to carry 1% AEP event flow whichever is greater centrally located along the centreline of the overland flow path.	Upon lodgement of a request for sealing of survey plan for each stage.
63.	Adequate permanent survey marks shall be installed in accordance with the requirements of the Department of Natural Resources, Mines and Energy Cadastral Survey Requirements guidelines. The developer shall submit a certificate signed by a licensed surveyor, stating that after the completion of all works associated with the development, permanent survey marks are in their correct position and in accordance with the plan of survey.	Upon lodgement of a request for sealing of survey plan for each stage.
64.	Copies of Permanent Sketch Plans (Form 6) of new permanent survey marks installed as part of the development shall be provided to Council.	Upon lodgement of a request

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

		for sealing of survey plan for each stage.
SALINITY MANAGEMENT		
65.	Any proposed stormwater outlets, either temporary or permanent shall be designed with an appropriately design energy dissipation device/level spreader and if required, stabilisation of affected flow path(s) to mitigate erosion/scour during stormwater discharges.	In conjunction with an application for a development permit for operational works for each stage.
LANDSCAPING WORKS		
66.	Control all declared, restricted and invasive plants under the <i>Biosecurity Act 2014</i> .	At all times during the construction and 'On Maintenance' period for each stage.
67.	Where possible vegetation within the subject lot and Scott Place road reserve is to be retained.	At all times during the construction and 'On Maintenance' period for each stage.
68.	The applicant is to provide street trees as follows: <ul style="list-style-type: none"> a. One (1) tree per residential lot on both sides of the road except the northern side of Road 1 and Road 5 measured between the north east corner of Lot 509 and the north west corner of Lot 569; and b. One (1) tree for every 10m of Road 1 and Road 5 measured between the north east corner of Lot 509 and the north west corner of Lot 569. These species of trees are to be appropriate to create an avenue effect. 	In conjunction with an application for a development permit for operational works for each stage.
69.	The applicant is to provide a series of vegetation clumps at a minimum of 20m x 10m each along the southern and eastern edge of the drainage reserve generally in accordance with Plan No. 1 of 1 Revision A - Site Plan identifying vegetation clumps in proposed drainage reserve on Lot 850 SP297470, Evans Road, Kensington Grove prepared by Lockyer Valley Regional Council. A suitable species must be used within the drainage reserve ecosystem as per the <i>Vegetation Management Act 1999</i> , which is compatible with 12.3.3 regional ecosystem at 2 – 5 plants/m ² of trees, shrubs and lomandras.	In conjunction with an application for a development permit for operational works for Stage 1.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

	Note: for a list of preferred species contact Council.	
70.	<p>Obtain Operational Works approval for all landscaping. The following must be included in the application at a minimum:</p> <ul style="list-style-type: none"> a. Tree guards for all street trees and avenue trees b. Suitable species for vegetation clumps (in accordance with condition 69); and c. Provide a planting schedule and maintenance plan prepared by a suitably qualified person which must indicate at a minimum the following: <ul style="list-style-type: none"> i. Botanical names, mature heights and widths of plants, pot sizes, different key symbols and numbers of plants; ii. Planting bed preparation details including any topsoil depth, subgrade preparation; mulch type and depth, type of turfing used; iii. Any hardscaping details including pebbled, paved or garden edged areas; iv. Ongoing maintenance of plants; and v. Irrigation system details if any 	In conjunction with an application for a development permit for operational works for each stage.
71.	The applicant is to maintain all landscaping for the first 12 months, any plant that dies or is damaged or in the opinion of a Local Government Officer is likely to die, is to be replaced and maintained for a further 6 months or to the end of the 12 months maintenance period, whichever is the greatest. This shall occur at the developers' expense.	At all times during the "On Maintenance" period for each stage.
REQUIREMENTS FOR OPERATIONAL WORKS APPLICATIONS		
72.	<p>Prior to the commencement of works, submit and obtain approval for a development application for Operational Works. The application must include as a minimum the following:</p> <ul style="list-style-type: none"> a. Development application form/s; b. Application fees (design checking as well as inspection) in accordance with Council's Fees and Charges schedule; c. Detailed design drawings addressing the requirements of this development approval that have been approved and signed by a current Registered Professional Engineer Queensland (RPEQ) with their name and registration number; d. Roadworks drawings must detail existing infrastructure, proposed new infrastructure as well as any rectification/tie in works; e. Stormwater drainage design must include (but not limited to): <ul style="list-style-type: none"> • Location and details, including hydraulic design, of all proposed drainage; • Stormwater catchment plan/s; • Stormwater calculation table/s; • Details of any diversion banks or drains; f. Erosion and sediment control measures in accordance with "Best Practice Erosion and Sediment Control" published by the International Erosion Control Association (Australia) for both the construction (including vegetation clearing) and operational (maintenance) phases of the development. Due consideration must be given to dispersive soil types within this region; and 	Prior to the commencement of construction for each stage.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

	g. Engineering Certification by the RPEQ that the design complies with the conditions of this approval as well as relevant engineering standards and best practice.	
73.	Engage a suitably experienced Registered Professional Engineer Queensland (RPEQ) to prepare and submit engineering Certification that includes the following: <ul style="list-style-type: none"> a. the development application number, type of works, location, name/stage(s) of development (where applicable); b. date of certification; c. name of certifying individual, RPEQ Number, the name of engineering consultancy that the certifying individual works for, and the name of developer; d. a full schedule of the latest set of detailed design drawings; e. state applicable Planning Scheme that design is compliant with, including the relevant Codes/Schedules/Specifications; f. state applicable design standards/guides that it has been designed and checked to be compliant with; g. state that appropriate procedures for supervising, inspecting and testing are in place to deliver the infrastructure to assure the quality of works; and h. state that the certifying individual will ensure that the procedures are followed during the construction of the works. 	In conjunction with the development permit for operational works for each stage.
74.	For designs prepared by a private consultant, a Design Checking Fee (approval of engineering drawings) based on Council's estimated cost of the works shall be payable. The fee is to be paid prior to design approval being given. Refer to Lockyer Valley Regional Council's current Fees and Charges for calculation.	In conjunction with the development permit for operational works for each stage.
75.	Should any works associated with the development be carried out by agencies other than Council an Inspection Fee based on Council's estimated cost of the works shall be payable. This fee is valid for six months from the date of this approval. Refer to Lockyer Valley Regional Council's current Fees and Charges for calculation.	Prior to Pre-Start Meeting with Council Officers for each stage.
AS CONSTRUCTED INFORMATION		
76.	On completion of all infrastructure works, the Developer is to provide Council with "As Constructed" information as follows: <ul style="list-style-type: none"> a. In digital format all construction details compatible with IPWEAQ's Asset Design and As Constructed (ADAC) version 4.1 format. The electronic file will conform to the ADAC requirements including an electronic signature by an RPEQ or Registered Cadastral Surveyor as appropriate. The levels and positions of infrastructure must be referenced to GDA 94 (Zone 56) coordinate system and AHD; and b. A full set of approved drawing plans in PDF format of the as constructed details with each drawing incorporating details of certification and signed by the appropriate authorised person 	Prior to lodgement of a request for sealing of survey plan for each stage.
77.	The applicant shall provide a letter to Council which evidences	Upon

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

	compliance or negotiated variation, with each condition of the OW/ROL approval, eg nominates date and receipt number for fees and contribution payments, RPEQ supervision certificates, "as constructed" data and confirms compliance with individual design and construction conditions.	lodgement of a request for sealing of survey plan for each stage
PLAN SEALING		
78.	All conditions must be complied with or bonds must be lodged prior to the plan of survey being sealed by Council.	Upon lodgement of a request for sealing of survey plan for each stage.
79.	All works required by these conditions must be completed according to the conditions of the development permit. If the applicant does not wish to undertake works required by a condition of this Development Permit prior to endorsement of the Survey Plan, they may lodge a bond with Council in accordance with Council's Policy.	Upon lodgement of a request for sealing of survey plan for each stage.
80.	All outstanding rates and charges are required to be paid in full prior to Council endorsing the survey plan.	Upon lodgement of a request for sealing of survey plan for each stage.

ADVISORY NOTES

- (i) Council will issue an Infrastructure Charges Notice. These charges are required to be paid prior to the sealing of the survey plan for each stage.
- (ii) The applicant is to liaise with Somerset Regional Council regarding upgrading of McLaughlans Lane.
- (iii) All works associated with this approval may not start until all subsequent approvals have been obtained, and its conditions complied with.
- (iv) Any additions or modifications to the approved use (not covered in this approval) may be subject to further application for development approval.
- (v) Biosecurity Queensland should be notified on 13 25 23 of proposed development(s) occurring in the Fire Ant Restricted Area before earthworks commence. It should be noted that works involving movements of soil associated with earthworks may be subject to movement controls and failure to obtain necessary approvals from Biosecurity Queensland is an offence.

It is a legal obligation to report any sighting or suspicion of fire ants within twenty-four (24) hours to Biosecurity Queensland on 13 25 23.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

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

Advice for Queensland Urban Utilities

On 1 July 2014, Queensland Urban Utilities became the assessment manager for the water and wastewater aspects of development applications. An application will need to be made directly to Queensland Urban Utilities for water supply connections for the proposed development.

Report

1. Introduction

The applicant seeks a Preliminary Approval including a Variation Request for a Material Change of Use to vary the effect of the *Laidley Planning Scheme 2003* and Development Permit for Reconfiguring of a Lot (1 lot into 113 lots and drainage reserve) in five stages at Evans Road, Kensington Grove. An application to vary the effect of the *Laidley Planning Scheme 2003* within the Rural Landscape Zone requires impact assessment under the *Planning Act 2016*. Therefore, the application in its entirety is impact assessable.

2. Background

The application for the variation request and subdivision was lodged on 13 December 2017 and it was properly made on 18 December 2017. An Information Request was issued on 12 January 2018 requesting additional information in relation to open space and reserve areas, lot layout, earthworks, stormwater management, saline soils, staging plan and traffic/transport. Council issued a further advice letter which accompanied the Information Request requesting that further information be provided to Council relating to management of short and long term impacts on salinity and soil characteristics, clarification of the proposed road configurations in relation to cross fall and disposal and details of proposed treatment measures. The applicant indicated that they would take the items identified in the further advice letter into consideration as part of their Operational Works application.

The applicant responded to Council's Information Request on 8 June 2018 and the application proceeded to public notification. During this time, Council reviewed the response to Information Request and determined that further information was required to sufficiently address Council's Information Request. These items related to flood mitigation and emergency access, Scott Place's existing pavement width, salinity and pedestrian link. Once the application entered into the Decision Stage, the applicant requested to stop the current period in accordance with the *Development Assessment Rules* to allow time to respond to Council's further advice letter and have discussions with the Department of State Development, Manufacturing, Infrastructure and Planning (DSDMIP). The department issued a revised concurrence agency response on 18 December 2018 and a response to the further information letter was received on 8 March 2019. The decision stage recommenced on 15 February 2019 after the applicant utilised all 130 business days of the stop the clock provision.

3. Report

ORDINARY MEETING OF COUNCIL AGENDA 8 MAY 2019

Proposed Development

The proposed development is for a Preliminary Approval including a Variation Request for a Material Change of Use to vary the effect of the *Laidley Planning Scheme 2003* and Development Permit for Reconfiguring of a Lot (1 lot into 113 lots and drainage reserve) comprising five stages on the subject land. The proposed variation request seeks to vary the effect of the *Laidley Shire Planning Scheme 2003* to allow for rural residential development on the premises in accordance with the proposed Fairways East (South) Plan of Development. The proposal reflects the *South East Queensland Regional Plan 2017* which identifies the site within the Rural Living Area. The Reconfiguration of a Lot component seeks approval for rural residential lots with a minimum area of 3000m² as identified in Figure 1.

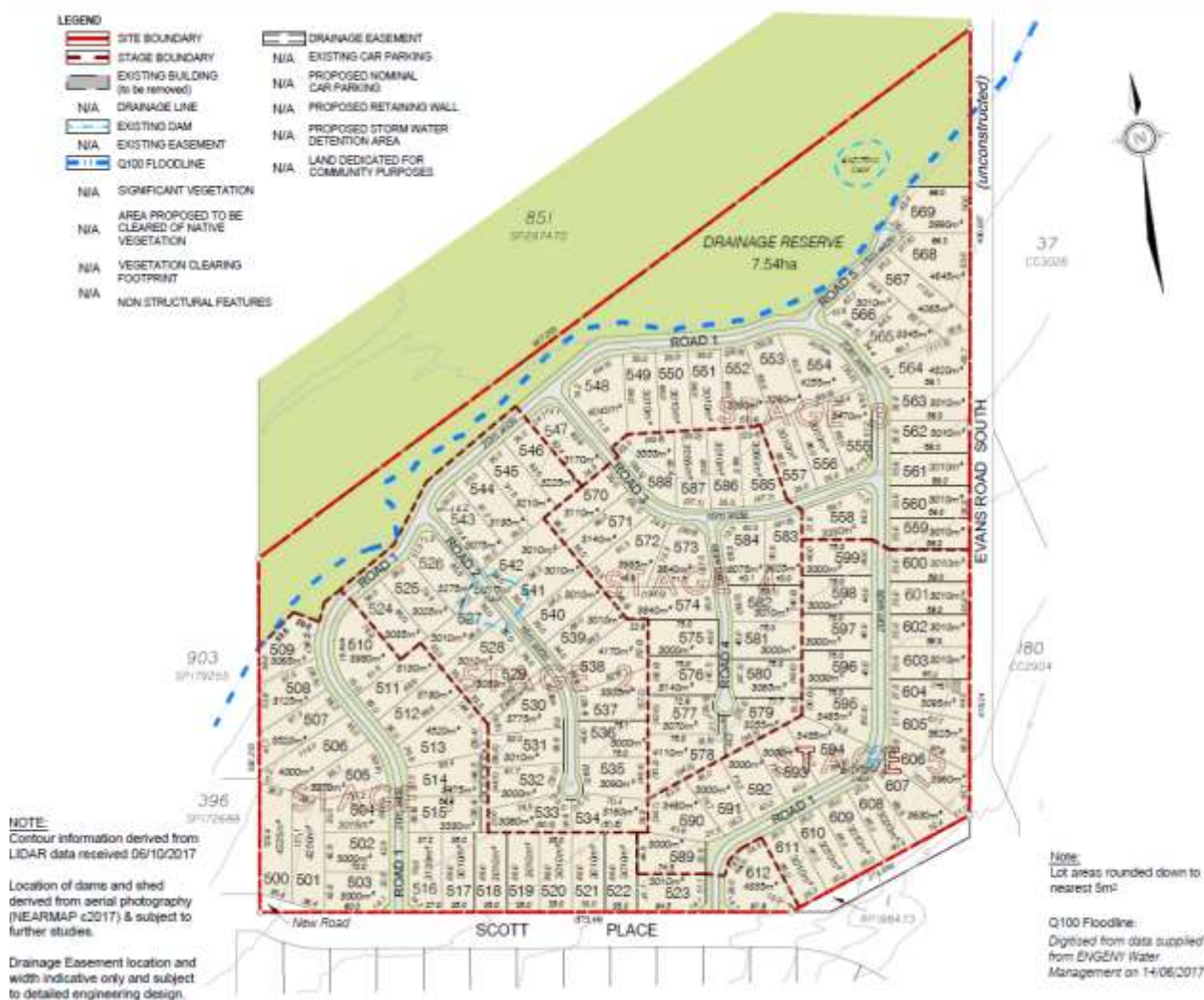


Figure 1 – Proposed Subdivision Layout Plan

Figure 2 provides an indicative design for Lots 850 and 851, however the proposed layout of Lot 851 is being amended.

ORDINARY MEETING OF

COUNCIL AGENDA

8 MAY 2019

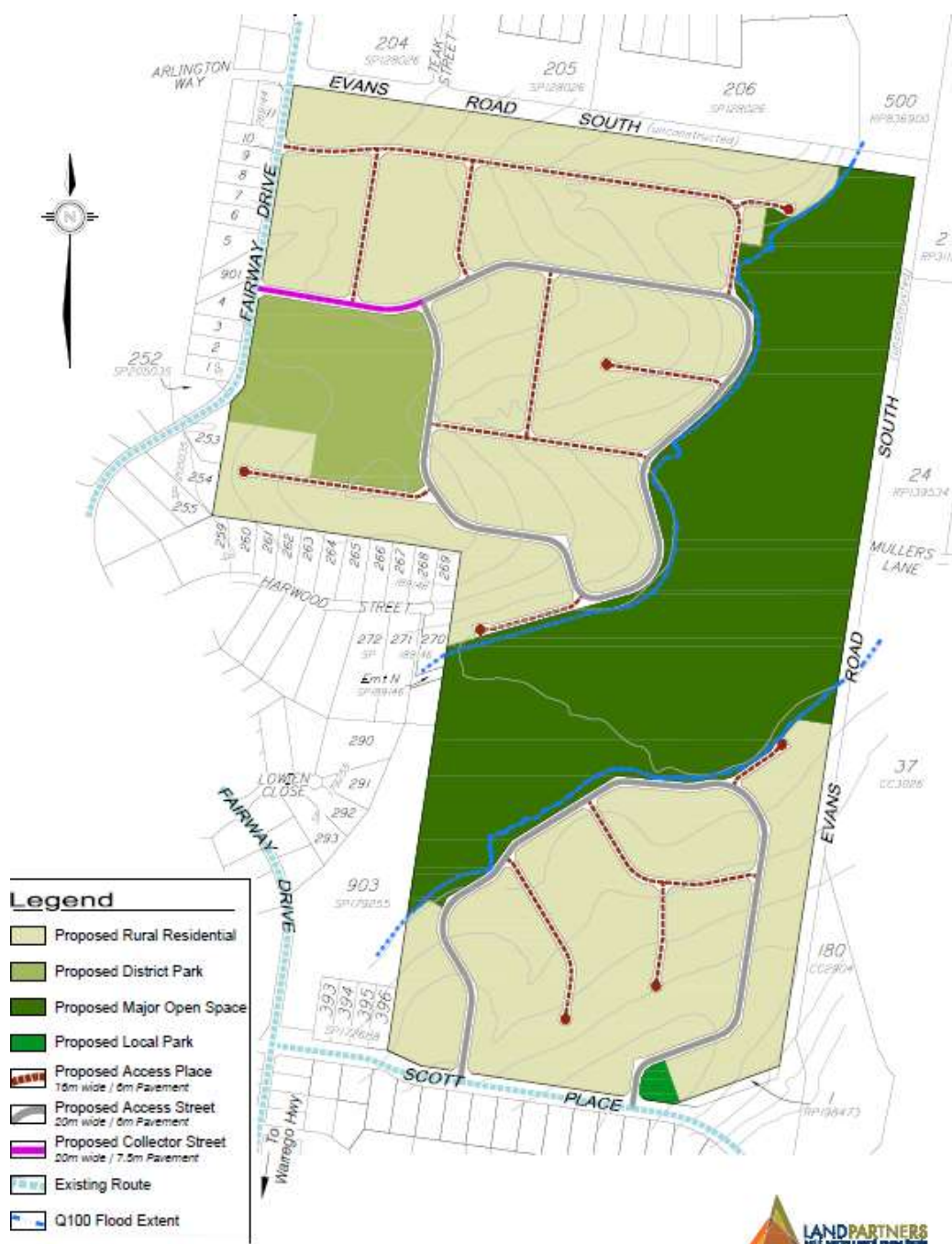


Figure 2 – Proposed Fairways East Structure Plan

Subject Land

The subject site is irregular in shape and is part of Lot 850 SP297470 which has a total area of 50.18 hectares. Lot 850 is accessed by Scott Place to the south and has access to a partly formed road reserve to the west known as Evans Road South. The site contains sparse vegetation, two dams and animal yards. The subject site is identified on the Environmental Management Register for a livestock dip or spray race. The site contains no easements. The land slopes generally to the north away from Scott Place.

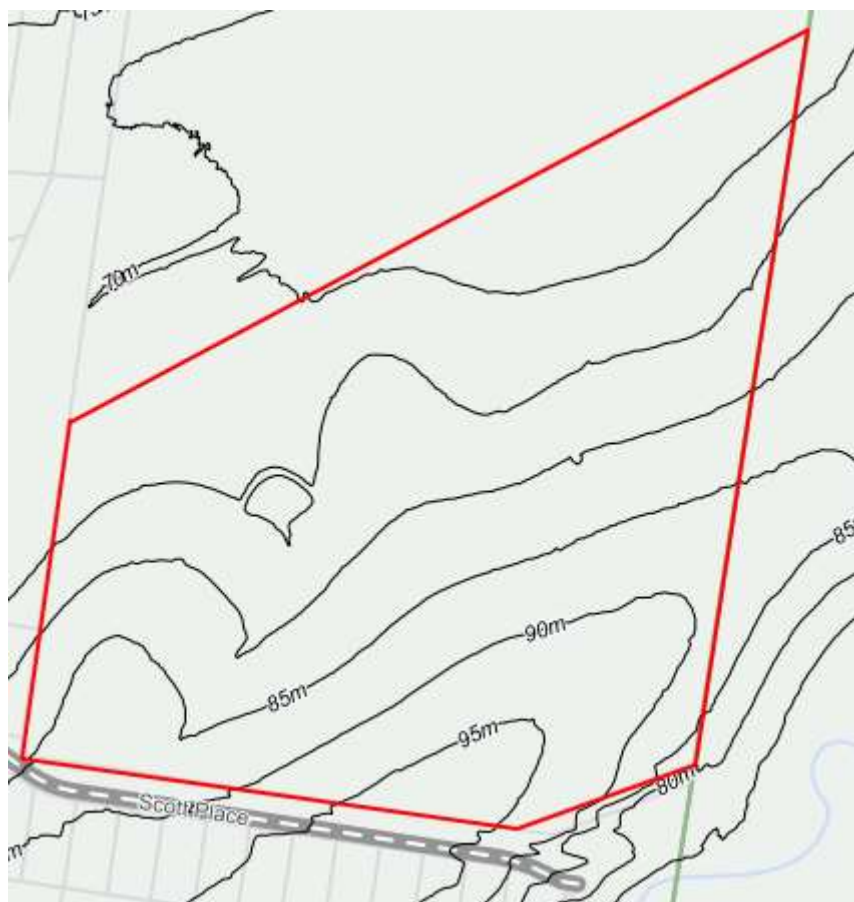


Figure 3 – Subject land with 5m contours

4. Assessment

Legislative Requirements

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

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

Variation request to vary the effect of the *Laidley Planning Scheme 2003* within the Rural Landscape Zone requires Impact Assessment under the *Planning Act 2016*.

It is noted that the applicant submitted the application on 14 December 2017 and it was 'properly made' on 18 December 2017. Assessment of this application against the relevant planning instruments is provided in the following sections.

State Planning Regulatory Provisions

South East Queensland Regional Plan 2009-2031 (SEQRP)

The subject site is located within the Rural Living area of the SEQRP and is consistent with the overarching intent of this Plan as the proposed reconfiguration of a lot application is for rural residential development.

State Planning Policy 2017 (SPP)

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

- Important Agricultural Areas
- MSES – Regulated vegetation (intersecting a watercourse)
- Water resource catchment
- Flood Hazard area – Level 1 – Queensland floodplain assessment overlay
- Flood Hazard area – Local Government flood mapping area

State Interest – Agriculture

The south western corner of the site is mapped as an important agricultural area. The assessment intent for Agriculture states:

Agriculture and agricultural development opportunities are promoted and enhanced in Important agricultural areas (IAA's).

Portions of the property are identified as important agricultural areas however the site is not currently being utilised for agricultural purposes. The land was also included within the Rural Living Precinct under the *South East Queensland Regional Plan 2017* which has identified the land as a location for rural residential development. As the land has been identified by State Government as an area intended for rural residential development and no assessment benchmark under the State Planning Policy, no further assessment has been undertaken.

State Interest – MSES – Regulated vegetation (intersecting a watercourse)

The intent of the SPP is that development is located in areas to avoid significant impacts on matters of national environmental significance and considers the requirements of the Environment Protection and Biodiversity Conservation Act 1999.

Matters of state environmental significance are identified and development is located in areas that avoid adverse impacts; where adverse impacts cannot be reasonably avoided, they are minimised.

Ecological processes and connectivity is maintained or enhanced by avoiding fragmentation of matters of environmental significance.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

Viable koala populations in South East Queensland are protected by conserving and enhancing koala habitat extent and condition.

No assessment benchmark provided under the State Planning Policy. However, conditions are being applied to the development permit to require vegetation clumps and tree retention to contribute to koala movements within the locality.

State Interest – Water Resource Catchment

The intent of the SPP is for development in water resource catchments and water supply buffer areas avoid potential adverse impacts on surface waters and groundwaters to protect drinking water supply environmental values.

A Stormwater Management Plan has been submitted by the applicant. This report has been reviewed by Council's Consulting Engineer who has indicated that this type of development does not trigger post construction objectives for stormwater water quality management. Stormwater quality will be required to be managed during the construction phase and maintenance period.

State Interest – Flood Hazard area – Level 1 – Queensland floodplain assessment overlay and Local Government flood mapping area.

The site is mapped under the Level 1 – Queensland floodplain assessment overlay and Flood Hazard Area – local government flood mapping area. The SPP assessment benchmarks apply to any development application for a reconfiguration of a lot application within a flood prone area as defined by the SPP mapping. As the subject site triggers the *Temporary Local Planning Instrument 01/2017 - Flood Regulation* a further assessment against the benchmark is provided further within the report.

Koala Habitat Area

As per the *Koala Habitat in South East Queensland* mapping, the development area is designated as "Suitable for Rehabilitation." The development is assessable against Schedule 11 of the *Planning Regulation 2017* however the assessment benchmarks in Part 2 of Schedule 11 are not applicable as the site is not located within:

- A koala broad-hectare area;
- An assessable development area;
- A priority koala assessable development area; or
- A koala assessable development area.

Laidley Shire Council Planning Scheme 2003

Desired Environmental Outcomes (DEO's)

Environment

- a. *The areas of high scenic amenity, remnant vegetation, wetlands, fauna habitats and wildlife corridors and regionally significant open space in the Shire are protected.*
- b. *Places, areas or sites identified as being susceptible to land degradation, including*

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

contamination, erosion, salinity and landslip, are protected and further degradation is minimised.

- c. Ecological sustainability is achieved by maintaining and improving biodiversity, water and air quality.*
- d. Places of historical and indigenous cultural heritage and social significance are protected, maintained and enhanced.*

The proposed variation request is seeking to facilitate rural residential lots, and ultimately dwellings on each lot.

The subject site is predominately clear of vegetation except for the south western corner of the lot. The land is identified as containing category X vegetation under the *Vegetation Management Act 1999*. A small portion (22.5m) of the subject site along Scott's Place is identified as High Ecologically Significant Native Vegetation under the *Laidley Planning Scheme 2003*.

The subject site is not identified as containing any significant wetlands and the site is not identified as containing any places or items of historical, or indigenous cultural heritage and social significance (based on the *Laidley Planning Scheme 2003* and State Heritage Register).

The environmental values of the site have been identified and discussed in the Ecological report which was submitted as part of the development application. The report has been reviewed by Council's Environment Officer and determined to be sufficient. In addition, the application will be conditioned to provide a landscaping of suitable species in a series of clumps with a minimum dimension of 20m x 10m along the southern edge of the drainage reserve. A condition will also be placed on the development application that where possible existing vegetation is to be retained

The scenic amenity of the site is preserved, enhanced and realised through the proposed variation request, which facilitates the creation of dwelling houses on large rural residential lots, promoting a built form and lifestyle in keeping with the local character.

The site is identified as containing a natural overland flow path, traversing along the northern boundary of the site, forming part of broader corridor. The area identified as the overland flow path is being located within a drainage reserve to enable it to be maintained and protected.

A Salinity Management Plan has been provided as part of the development application and has been reviewed by Council's Environment Officer and Manager Building and Plumbing Services and found to be sufficient. Comments provided by the Manager Building and Plumbing Services indicated that there is no need for conditions for onsite sewage treatment as this will be assessed at the Plumbing application stage.

Economic

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

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

- g. *Rural business opportunities are improved to protect and value-add to the existing rural based economy.*

The site is not identified as Good Quality Agricultural Land under the *Laidley Planning Scheme 2003*. The proposed development does not provide any industry or business opportunities, rather provides rural residential development within close proximity to urban services and connecting to the broader region.

Community Well-Being & Lifestyle

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

The rural residential development allows for convenient access, maintaining a suitable road hierarchy and function. Council's Consulting Engineer has indicated that Scott Place be conditioned to be upgraded to a Collector Street. The intersection of Warrego Highway and Fairway Drive has been conditioned to be upgraded by the department.

The site forms part of the locality characterised by rural residential development, with the proposed variation request providing for a considered design aesthetic and integration, which promotes a sense of community. The proposed rural residential subdivision does not compromise Laidley's role and identity as a main business community centre.

The rural residential development can be achieved whilst maintaining the identified natural features and functions (such as the natural overland flow path) and ensuring suitable mitigation of any exposure to hazards. A condition will be placed on the development permit that an alternative proposal to amend the road and/or drainage such at 10% AEP immunity is achieved and safe passage for vehicles and pedestrians is possible at 1% AEP is required. The rural residential development can be provided with suitable infrastructure and urban services and as part of this development a drainage reserve is being provided for the natural overland flow path.

Applicable Planning Scheme Codes

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

- Area of Natural and Environmental Significance Overlay Code
- Residential Areas Code

- Reconfiguring of a Lot Code

These codes comprise the assessment benchmarks that the application must be assessed against.

Areas of Natural and Environmental Significance Overlay Code

The proposal generally meets the requirements of this code; any inconsistencies have been conditioned to comply. The subject site is within the Ecologically Significant Native Vegetation Area for High Biodiversity. Proposed Lots 500, 501, 503, 516 – 523, 611 and 612 has approximately 22.5m identified as High Biodiversity. This area contains sparse vegetation and as the proposed future intent of the site is for residential uses.

The existing Scott Place road reserve (approximately 34.5m) wide contains dense vegetation identified as containing High Ecologically Native Significant Vegetation. Under the tables of assessment, the use of a road is exempt in all circumstances.

The ecological assessment provided by the applicant has identified the drainage reserve area will be rehabilitated to function as a wildlife corridor. A condition has been included proposing that as many trees as possible be retained to assist with the salinity of the site.

Council's Environment Officer has undertaken a review of the report and determined the report to be sufficient.



Figure 4 – Ecological Significant vegetation on the subject site

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

Residential Areas Code

The proposed development complies with the requirements of this code. By including the subject site within the Rural Residential zone, it will be consistent with the majority of properties along Scott Place. The intent of the Residential Areas Code is to provide residential uses predominantly. The current zoning of the land is not considered appropriate given the size of the property does not allow for viable large scale agricultural uses. Given this it is considered appropriate to change the zoning to Rural Residential which is consistent with the surrounding properties.

Reconfiguring of a Lot Code

The proposed subdivision generally complies with the requirements of this code. The proposed lot sizes are a minimum of 3000m² with a minimum frontage of 8.4m for an access handle allotment. The proposed lots are under the 4000m² minimum lot size identified in the scheme for Rural Residential lots. However, it has been demonstrated that the proposed lot sizes can provide sufficient area for a dwelling, on site effluent disposal system and where required, a stormwater drainage easement. Proposed Lots 500, 501, 517 – 522 will gain access from Scott Place while all other proposed lots will gain access via the new internal road network.

Roads/Access

Council's Consulting Engineer has reviewed the traffic impact assessments and provided the following comments. The traffic studies undertaken for the development include both the site under consideration and further development on the lot immediately to the north.

The subject site is located on Scott Place, which is the only access road for the development. The road will need to be re-classified as a collector street and upgraded to 7.5m width for the full frontage of the development, in accordance with Council's road hierarchy table.

The traffic impact assessment has considered nearby council intersections/roundabouts and no capacity upgrades are required.

Department of Transport and Main Roads (DTMR), as a Concurrence Agency requires the Fairway Drive/Warrego Highway intersection to be upgraded to a full channelised right turn for westbound traffic and an eastbound acceleration lane be provided prior to sealing of the 26th lot of the development, ie stage 2.

Salinity

The developer has provided a salinity management plan for the development. The findings for the lot under consideration were that the topsoil and subsoil were both predominantly non-saline.

The subsoil is considered to be 'sodic, non-saline' which is synonymous with reduced permeability. The Manager of Plumbing and Building has reviewed the report and determined that there is no need for conditions for onsite sewage treatment and disposal to be included as part of the development application as this will be assessed at Plumbing application stage. Council's Environment Officer has also reviewed the report and determined it to be sufficient.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

In addition, any stormwater outlets, either permanent or temporary shall be designed with appropriate energy dissipation and flow paths stabilised to mitigate potential erosion and scour during discharges. This shall be addressed in the stormwater management plan and operational works drawings.

1.5 Public Notification

The application was subject to public notification from 13 June 2018 to 25 July 2018 being a total of 30 business days. There were four (4) properly made submissions which was received during the notification period. The concerns raised within the submissions are provided below.

ISSUE – To develop this area into residential lots will require the removal of the majority of the trees, either by the developer in the setting of the lots, or by the future owners in the building of houses. This will result in the destruction of habitat for native bird life and native animals including koalas. I would like to see Council put a condition for the developer to plant and maintain plantations throughout the estate.

Applicant's Response –

There is limited opportunity to carry out expansive tree planting over land which is being subdivided into rural residential lots, notwithstanding, the applicant is prepared to plant a series of large raised planter beds within the Woolshed Creek corridor (land to be dedicated as Open Space). As shown in the photo below, such planting was installed for other stages of the Fairways Estate development i.e. within Lots 903 and 904 on SP179255 adjoining the western boundary.

Photo 1: Existing planter beds within Woolshed Creek (in flood)

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**



Council Response –

The application will be conditioned to provide vegetation clumps along the drainage reserve to assist with salinity and providing a fauna corridor for animals within the area. Street trees along all streets will be conditioned to be provided and existing trees where possible will be required to be retained within the subject site and along the Scott Place road reserve.

ISSUE – When we purchased our property in Scott Place, we were advised by the real estate that the land across the road would never be developed only to find that we are now facing the exact problem that was part of our decision in purchasing our property.

Council Response –

Under changes to the *South East Queensland Regional Plan 2017*, the zoning for the subject lot under the Regional Plan was changed from Regional Landscape and Rural Production to Rural Living Precinct. The Rural Living Precinct designation provided the potential to lodge an application with Council for Rural Residential type development.

ISSUE – One of the reasons for my objections to this development is that the increase of population in this proposed development will substantially increase the traffic in the area.

Council Response –

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

The Traffic Impact Assessment which was submitted as part of the application was reviewed and determined that no capacity upgrades are required as part of the development.

ISSUE – There are concerns that if Evans Road is opened to traffic from the Warrego Highway, we will have another deadly intersection to contend with. The Council have no plans to try and fix the current problem we have with the intersection from the Warrego Highway into Fairway Drive.

Applicant's Response –

As detailed in the response to Item 1 of Council's Further Advice, it is noted that it is no longer proposed or required to construct a vehicle access within Evans Road, to connect Scott Place with the Warrego Highway as a secondary access route.

Council Response –

The proposed alternate access route from Scott Place to the Warrego Highway via Evans Road was not acceptable to Council.

ISSUE – In considering this proposal, Council need to take into account the amount of criminal activity that is currently happening in the Hatton Vale and surrounding areas.

Applicant Response –

The applicant has taken all reasonable steps to ensure that the design of the proposed reconfiguration achieves the principles of crime prevention through environmental design, commensurate to rural residential development. Furthermore, as evidenced by existing estate developments delivered by QM Properties within the locality and region, through their considered design approach, these new rural residential areas foster a positive and engaging sense of community which inherently reduces general opportunity for criminal activity.

Council Response –

Any concerns regarding criminal activity should be directed to Queensland Police Service as this is a police matter not a development assessment one.

ISSUE – Added development is going to increase the need for own emergency services (Fire Station, Ambulance and Police) stationed in Hatton Vale or close by.

Council Response –

The locations of existing and proposed emergency services are not a development assessment matter and would be determined by State Government.

ISSUE – Regarding traffic flow, I doubt if the roundabout at the western end of Scott Place could handle the movement of hundreds of vehicles per day.

Council Response –

The Traffic Impact Assessment which was submitted as part of the application was reviewed and determined that no capacity upgrades are required as part of the development.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

ISSUE – Retention of trees within the Scott Place road reserve

Applicant's Response –

It is noted that QM Properties, as a stakeholder (land owner) and developer, were pivotal in preserving the trees within the Scott Place road reserve as part of the development of the previous stages of the overall estate, circa 2004. This is reflected in the current design of the Scott Place road reserve and the constructed pavement, which veers southward to follow the strip of existing mature trees. This was undertaken by QM Properties to preserve the local character and amenity.

This considered design approach remains an underpinning standard for QM Properties, valuing the achievement of a high level of amenity and focusing on establishing an enduring character within these rural residential areas. In this instance, the proposed reconfiguration has been designed to minimise clearing, by including only two (2) new road connections to Scott Place. Furthermore, the individual lots gaining direct access to Scott Place have an average frontage of 35.0m, thereby providing ample length to position and construct driveways with the least amount of disturbance and clearing required.

Council Response –

A condition will be placed on the application requiring where possible subject to driveways and sight lines, vegetation be retained within the road reserve of Scott Place.

ISSUE – Traffic capacity of the Fairway Drive/ Warrego Highway intersection

Applicant's Response -

The application was referred to the State Government (Department of Transport and Main Roads) as part of the assessment, relating to the impact on the Warrego Highway / Fairway Drive intersection. It was acknowledged that the existing intersection is currently dangerous and requires upgrades.

The Department issued a Referral Agency Response with conditions requiring that the upgrade works of the Warrego Highway / Fairway Drive intersection be undertaken as part of the subject development, specifically upgrading the westbound deceleration lane and the eastbound acceleration lane of the Warrego Highway, to be undertaken by the applicant and to be delivered prior to the registration of the 26th proposed lot.

Therefore, QM Properties have undertaken all reasonable and required consultation for the proposed development and have agreed to undertake all the works required for the intersection, exceeding the actual proportionate increase in impact the proposed development represents, in acknowledgement to the existing need within the broader locality for upgrades to the Fairway Drive / Warrego Highway intersection.

Council Response –

The application was referred to the Department of State Development, Manufacturing, Infrastructure and Planning (DSDMIP) in accordance with the *Planning Regulation 2017* and DSDMIP has conditioned that roadworks comprising a westbound Channelised right turn land (full CHR) and eastbound Acceleration Lane must be provided at the Warrego

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

Highway/Fairway Drive intersection. The timing of the condition from prior to submitting the plan of survey to the local government for approval to prior to submitting the plan of survey for the 26th lot to Council for approval.

ISSUE – Should the application be approved by LVRC, Somerset Regional Council (SRC) recommends that a condition be imposed in the Schedules of conditions requiring the applicant to enter into an Infrastructure Agreement with the SRC, (at no cost to Council), to upgrade McLaughlans Lane to a minimum 7m sealed standard road in accordance with SRC Design Standards.

Council Response

In accordance with Section 66 (1) (b) of the *Planning Act 2016*, a development condition must not require a person to enter into an infrastructure agreement. Therefore, Council is unable to condition the applicant to enter into an infrastructure agreement with Somerset Regional Council.

Temporary Local Planning Instrument 01/2017 – Flood Regulation

Part of the subject site is located within the Overland Flow Paths of the *Temporary Local Planning Instrument 01/2017 – Flood Regulation* (refer Figure 5 below). The mapping covers approximately the area of the natural drainage lines through the site.

Council's Consulting Engineer has reviewed the Flood Impact Assessment and Stormwater Management Plan that have been submitted for the site and provided the following comment.

The site is at the downstream end of the local sub-catchment and immediately upstream of the confluence with Woolshed Creek. Given its location within the catchment and as shown by the modelling, no detention is required within the development.

The report and modelling show that no adverse impacts are predicted in a flood event as a result of the proposed development.

The developer has been requested to provide details of the level of immunity for the culvert under Scott Place adjacent to the Fairway Drive roundabout intersection and any upgrades required to achieve 10%AEP with this street now designated as a collector. The response provided does not provide a satisfactory solution to the immunity of this access and therefore a condition has been applied that this must be addressed at operational works application stage. Being a Collector Street, the developer must demonstrate that the access into the development has immunity at 10%AEP and consider safety at 1%AEP. Conditions have been recommended accordingly.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

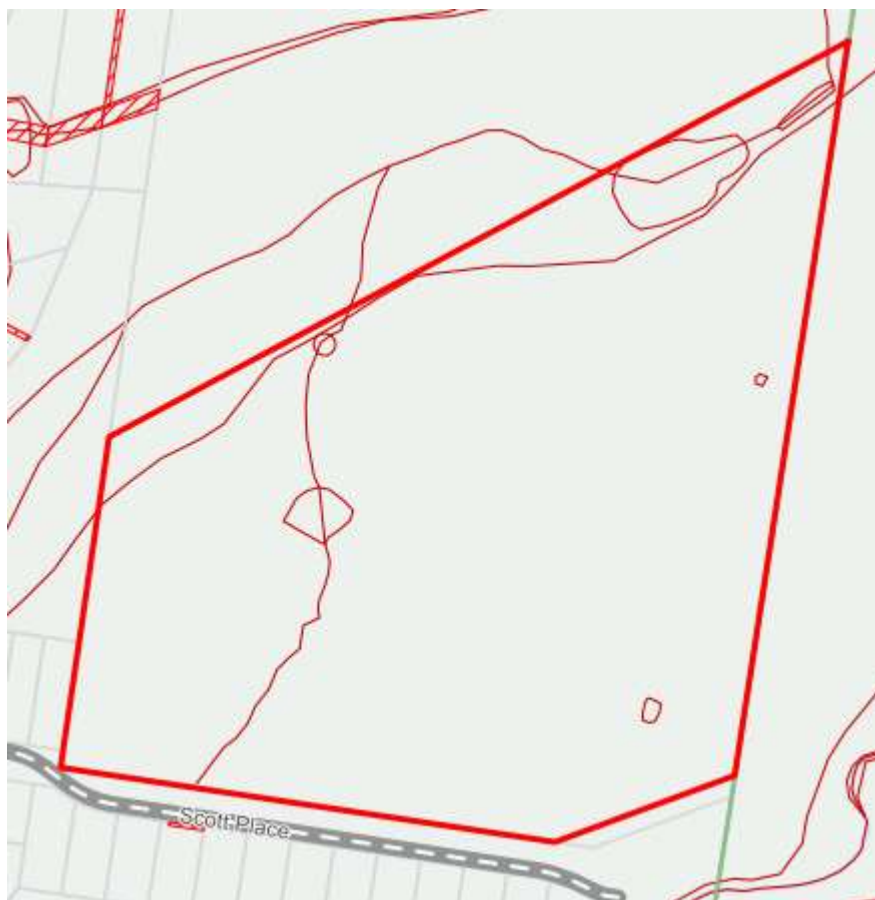


Figure 5 – Temporary Local Planning Instrument 01/2017 – Flood Regulation

Adopted Infrastructure Charges Resolution No.2/2018

The Infrastructure Charges for the proposed development of 113 lots are as follows:

LOCKYER VALLEY REGIONAL COUNCIL				
Charge Type	Description	Demand Units	Rate	TOTAL
PROPOSED DEMAND				
Charge	Stage 1 – 25 new residential lots plus balance	26	\$12,500.00	\$325,000.00
TOTAL PROPOSED DEMAND				\$325,000.00
EXISTING DEMAND				
Credit	Existing Allotment	1	\$12,500.00	-\$12,500.00
TOTAL EXISTING DEMAND CREDIT				-\$12,500.00
TOTAL PAYABLE STAGE 1				\$312,500.00
Charge Type	Description	Demand Units	Rate	TOTAL
PROPOSED DEMAND				
Charge	Stage 2 – 23 new residential lots plus	24	\$12,500.00	\$300,000.00

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

	balance			
TOTAL PROPOSED DEMAND				\$300,000.00
EXISTING DEMAND				
Credit	Existing Allotment	1	\$12,500.00	-\$12,500.00
TOTAL EXISTING DEMAND CREDIT				-\$12,500.00
TOTAL PAYABLE STAGE 2				\$287,500.00
Charge Type	Description	Demand Units	Rate	TOTAL
PROPOSED DEMAND				
Charge	Stage 3 – 23 new residential lots plus balance	24	\$12,500.00	\$300,000.00
TOTAL PROPOSED DEMAND				\$300,000.00
EXISTING DEMAND				
Credit	Existing Allotment	1	\$12,500.00	-\$12,500.00
TOTAL EXISTING DEMAND CREDIT				-\$12,500.00
TOTAL PAYABLE STAGE 3				\$287,500.00
Charge Type	Description	Demand Units	Rate	TOTAL
PROPOSED DEMAND				
Charge	Stage 4 – 19 new residential lots plus balance	20	\$12,500.00	\$250,000.00
TOTAL PROPOSED DEMAND				\$250,000.00
EXISTING DEMAND				
Credit	Existing Allotment	1	\$12,500.00	-\$12,500.00
TOTAL EXISTING DEMAND CREDIT				-\$12,500.00
TOTAL PAYABLE STAGE 4				\$237,500.00
Charge Type	Description	Demand Units	Rate	TOTAL
PROPOSED DEMAND				
Charge	Stage 5 – 23 new residential lots	23	\$12,500.00	\$287,500.00
TOTAL PROPOSED DEMAND				\$287,500.00
EXISTING DEMAND				
Credit	Existing Allotment	1	\$12,500.00	-\$12,500.00
TOTAL EXISTING DEMAND CREDIT				-\$12,500.00
TOTAL PAYABLE STAGE 5				\$275,000.00
TOTAL PAYABLE				\$1,400,000.00

Further Approvals Required

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

- Operational Works (Roadworks, Earthworks and Stormwater Drainage); and
- Works on a Road Reserve – Traffic Management.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

Referral Agencies

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

The application was referred to the Department of State Development, Manufacturing, Infrastructure and Planning (DSDMIP) under Schedule 10, Part 9, Division 4, Subdivision 1, Table 1 (Aspect of development stated in schedule 20) under the *Planning Regulation 2017*. DSDMIP provided their response on 5 July 2018 which included that roadworks comprising a westbound Channelised right turn land (full CHR) and eastbound Acceleration Lane must be provided at the Warrego Highway/Fairway Drive intersection. The roadworks must be designed and constructed in accordance with Transport and Main Roads Road Planning and Design Manual (2nd Edition) and any material referenced therein.

The applicant then entered into negotiations with the Department and an amended referral agency response with conditions was issued 18 December 2018. This changed the timing of the condition from prior to submitting the plan of survey to the local government for approval to prior to submitting the plan of survey for the 26th lot to the local government for approval.

The application was also referred to Somerset Regional Council (SRC) for Third Party Advice as the development is neighbouring Somerset Regional Council Local Government Area. SRC provided a response to Council requesting the applicant include McLaughlans Lane in the traffic assessment on 6 April 2018.

5. Policy and Legal Implications

Following a decision made by Council on the application, the applicant or submitters may appeal against Council's decision. If the applicant or submitters decide to appeal the decision by Council, legal representation may be required.

6. Finance and Resource Implications

Following a decision made by Council on the application, the applicant or submitters may appeal against Council's decision. If the applicant or submitters decide to appeal the decision, Council may need to engage external technical experts (e.g. stormwater/flooding, traffic).

7. Delegations/Authorisations

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

8. Communication and Engagement

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

9. Conclusion

The proposed development is recommended for approval subject to conditions.



**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

10. Action/s

Advise the applicant and submitters of Council's decision.

Attachments

1 [↓](#) MC2017/0055 & RL2017/0027 Proposal Plans 2 Pages



Plan No. 1 of 1 Revision A - Site Plan identifying general location of vegetation clumps in proposed drainage reserve on Lot 850 SP297470,
Evans Road, Kensington Grove prepared by Lockyer Valley Regional Council dated 23 April 2019





**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

11.3 Negotiated Decision Request - Preliminary Approval Including Variation Request and Reconfiguring a Lot (4 Lots into 143 Residential Lots in 7 Stages)

Date: 18 April 2019
Author: Mark Westaway, Contract - Senior Planner
Responsible Officer: Dan McPherson, Executive Manager Organisational Development & Planning Services

Summary:

The purpose of this report is to consider a request for a Negotiated Decision for a Preliminary Approval Including a Variation Request (to Vary the Effect of the Laidley Shire Planning Scheme) and a Reconfiguring a Lot Development Permit (4 into 143 lots) on 28 Gehrke Road and 12, 14 and 20 Mountain View Drive, Plainland, described as Lot 1 on RP139585 and Lots 12, 14 and 15 on RP141940.

The Negotiated Decision request has been assessed in accordance with the requirements of the *Planning Act 2016* and it is recommended that the Negotiated Decision request be approved in part in accordance with the Officer's Recommendation.

Officer's Recommendation:

THAT Council approve in part the Request for a Negotiated Decision for a Preliminary Approval Including a Variation Request (to Vary the Effect of the Laidley Shire Planning Scheme) and a Reconfiguring a Lot Development Permit (4 into 143 lots) on 28 Gehrke Road and 12, 14 and 20 Mountain View Drive, Plainland, described as Lot 1 on RP139585 and Lots 12, 14 and 15 on RP141940 subject to the following changes:

Preliminary Approval

Preliminary Approved Plans

That the Approved Plans table be amended as follows:

Plan No.	Rev	Plan Name	Date
BRSS3620.PX2-3-9		Proposed Reconfiguration of Lots 12, 14 & 15 on RP141940 and Lot 1 on RP139585 (Mountain View Drive, Plainland), prepared by LandPartners Pty Ltd	29/11/2018
		Mountain View Drive Preliminary Approval Code	4/12/2018
BRSS3620.PX2-002A		Mountain View Drive Preliminary Approval Plan, prepared by LandPartners Pty Ltd	5/3/2019

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

That Condition 1 remains unchanged

Development Permit

That the Approved Plans be amended as follows:

Plan No.	Rev	Plan Name	Date
BRSS3620.PX2-3-9 BRSS3620.PX2-3-10		Proposed Reconfiguration of Lots 12, 14 & 15 on RP141940 and Lot 1 on RP139585 (Mountain View Drive, Plainland), prepared by LandPartners Pty Ltd	29/11/2018 10/04/2019
BRSS3620.PX2-002A		Mountain View Drive Preliminary Approval Plan, prepared by LandPartners Pty Ltd	5/3/2018

That Condition 6 be amended as follows:

6.	All relevant conditions of an individual stage are to be complied with.	Prior to the sealing of that individual stage
----	--	--

That Condition 7 be amended as follows:

Proposal Layout Plan		
7.	Amend, and submit for approval, the proposal layout plan to show and/or implement the requirements of the following: a. The north – south road in Stage 9D (fronting Lot 33) is required to have a reserve width of 20m in accordance with Collector Street (bus route) status. b. The north – south road in Stage 11 (fronting Lots 509-514, 460, 517-523) is required to have a reserve width of 18m in accordance with Collector Street status. c. The north – south road in Stage 12 (fronting Lots 503-508, 524-528) is required to have a reserve width of 18m in accordance with Collector Street status.	Prior to the lodgement of the first associated development permit for operational works.

That Condition 37 remains unchanged

Report

1. Introduction

The application seeks a negotiated decision with respect to the following approval over 28 Gehrke Road, and 12, 14 and 20 Mountain View Drive, Plainland, described as Lot 1 on RP139585 and Lots 12, 14 & 15 on RP141940.

ORDINARY MEETING OF COUNCIL AGENDA 8 MAY 2019

- (a) Preliminary Approval for a Variation Request to vary the effect of the Laidley Shire Planning Scheme; and
- (b) Development Permit for Reconfiguring a Lot (4 lots into 143 lots). The reconfiguration is proposed to be developed in seven (7) stages.

2. Background

On 13 March 2019, Council approved an application for a Preliminary Approval including a Variation Request and a Reconfiguration of a Lot (4 into 143 lots in 7 Stages). The applicant has submitted a Negotiated Decision request with respect to conditions of the Preliminary Approval and Conditions 6, 7 and 37 of the Development Permit.

3. Report

On 16 April 2019, the applicant submitted representations with respect to the Decision Notice. The representations relate to:

- Preliminary Approval
 - Approved plans
 - Condition 1 of the Preliminary Approval
- Development Permit for Reconfiguring a Lot
 - Approved Plans
 - Conditions 6, 7 and 37.

Preliminary Approval

Applicant's Representation

It is noted that the Mountain View Drive Preliminary Approval Code is not included as an approved plan and is not attached to the decision notice. Without the inclusion of the Mountain View Drive Preliminary Approval Code, Preliminary Approval MC2018/0014 does not vary the Laidley Shire Council Planning Scheme and therefore cannot change the level of assessment or impose addition codes on any further development in the area.

This was discussed via telephone with Amanda Pugh on Friday 12 April 2019, where it was agreed the Mountain View Drive Preliminary Approval Code should be included within the Approved Plans table of this decision.

It is further noted that the Reconfiguring a Lot Plan is not required to be approved as part of the Preliminary Approval, as such we request it be removed for the Approved Plans Table

As such, we request the Approved Plans table be amended as follows:

Plan No.	Rev	Plan Name	Date
BRSS3620.PX2-3-9		Proposed Reconfiguration of Lots 12, 14 & 15 on RP141940 and Lot 1 on RP139585 (Maintain View Drive, Plainland), prepared by LandPartners Pty Ltd	29/11/2018

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

		Mountain View Drive Preliminary Approval Code	4/12/2018
BRSS3620.PX2-002A		Mountain View Drive Preliminary Approval Plan, prepared by LandPartners Pty Ltd	5/3/2019

Assessment

There is no objection to this request. The applicant however named the previous plan incorrectly in their submission. This has been corrected in the recommendation below.

Recommendation

That the Approved Plans table be amended as follows:

Plan No.	Rev	Plan Name	Date
BRSS3620.PX2-3-9		Proposed Reconfiguration of Lots 12, 14 & 15 on RP141940 and Lot 1 on RP139585 (Mountain View Drive, Plainland), prepared by LandPartners Pty Ltd	29/11/2018
		Mountain View Drive Preliminary Approval Code	4/12/2018
BRSS3620.PX2-002A		Mountain View Drive Preliminary Approval Plan, prepared by LandPartners Pty Ltd	5/3/2019

Condition 1

<p>All future development within the Preliminary Approval Area, as identified in Approved Plan BRSS3620.PX2-002A prepared by LandPartners Pty Ltd, must be undertaken in accordance with the provisions of the Preliminary Approval Document "Mountain View Drive Preliminary Approval Code" as annotated by LandPartners Pty Ltd dated 4 December 2018 and the applicable Code and Planning Scheme Policies contained in the Laidley Shire Council Planning Scheme 2003.</p> <p>To avoid any confusion, where any conflict exists between the Mountain View Drive Preliminary Approval Code and the Laidley Shire Planning Scheme 2003, the Mountain View Drive Preliminary Approval Code prevails to the extent defined by the Mountain View Road Preliminary Approval Code.</p>	At all times.
--	---------------

Applicant's Representation

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

Condition 1 sets out the basis of the preliminary approval and states how the preliminary approval override the Laidley Shire Council Planning Scheme 2003.

We believe this condition inadequately varies the effect of the Laidley Shire Planning Scheme and does not override the scheme. We believe there is a risk the condition could be interpreted that if a use is not listed in the Level of Assessment table included in the Mountain View Drive Preliminary Approval Code the development would be revert to the Rural Residential Area of the Laidley Shire Planning Scheme rather than the Urban Residential Area.

As such we request condition 1 be amended to the following [with Council wording to be deleted struck through, and proposed new wording in bold]:

1.	<p>All future development within the Preliminary Approval Area, as identified in Approved Plan BRSS3620.PX2-002A prepared by LandPartners Pty Ltd, must be undertaken in accordance with the provisions of the Preliminary Approval Document "Mountain View Drive Preliminary Approval Code" as annotated by LandPartners Pty Ltd dated 4 December 2017 and the applicable Code and Planning Scheme Policies contained in the Laidley Shire Council Planning Scheme 2003.</p> <p>This Variation Request overrides the provisions of the <i>Laidley Planning Scheme 2003</i>, to include the premises, as identified in Approved Plan BRSS6320.PX2.002A prepared by LandPartners Pty Ltd, in the Urban Residential Area. Levels of Assessment for the 'defined uses' in the Mountain View Road Preliminary Approval Code are defined by Mountain View Road Preliminary Approval Code.</p> <p>To avoid any confusion, where any conflict exists between the Mountain View Drive Preliminary Approval Code and the Laidley Shire Planning Scheme 2003, the Mountain View Drive Preliminary Approval Code prevails to the extent defined by the Mountain View Road Preliminary Approval Code.</p> <p>All future development within the Preliminary Approval Area must be undertaken in accordance with the provisions of the Preliminary Approval Document "Mountain View Drive Preliminary Approval Code" as annotated by LandPartners and dated 4 December 2017 and the applicable Codes and Planning Scheme Policies contained in the Laidley Shire Council Planning Scheme 2003.</p>	At all times
----	---	--------------

Assessment

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

The applicant's proposed rewording proposes to include the premises [as identified on the plan] in the Urban Residential Area. This is not supported in that the subject lots are identified within the area described as the Preliminary Approval Area and subject to the Variation request. There are a number of criteria that are set out in the Preliminary Approval Code that vary from the requirements of the Urban Residential Area.

Section 1.5 'Impact on Laidley Planning Scheme' of the Preliminary Approval Document states: *"This Preliminary Approval has the effect to change the existing Rural Residential Area to Urban Residential Area."*

The levels of assessment within the Preliminary Approval Document are generally similar to the approved residential estate within the Residential Area Precinct of the PX1 development to the south.

The ultimate outcome of the Preliminary Approval Document is for the area within the Preliminary Approval Area to develop and function as a residential estate, and as such it is unlikely that non-residential uses would be promoted or supported in this estate. This is reiterated through Condition 3 of the Preliminary Approval which states: *"The preferred uses are those identified in the Material Change of Use Assessment Tables consistent with the Overall Outcomes in Clause 3.1 for the "Mountain View Drive Preliminary Approval Area Code"."*

If, as per the applicant's concern, a development was required to be assessed against the Rural Residential Code, the application would however already be subject to Impact Assessment and consequently subject to assessment against the entire Laidley Planning Scheme.

As a result, it is not considered necessary or relevant to change the intent of the condition.

It is noted the applicant incorrectly described the plan as "BRSS6320..." in their Negotiated Decision request rather than "BRSS3620...".

Recommendation

That condition 1 remain unchanged.

Development Permit – Reconfiguring a Lot

Approved Plans

Applicant's Representation

It is noted Preliminary Approval Plan BRSS3620.PX2-002 is included in the Approved Plans table for the Recondition a Lot approval. As this plan is not required for the Reconfiguring a Lot approved, it is requested to be removed.

As detailed within 'Condition 7' below, Plan 'BRSS3620.PX2-3-9' has been amended. As such, we request the Approved Plans table be amended as follows:

Plan No.	Rev	Plan Name	Date
----------	-----	-----------	------

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

BRSS3620.PX2-3-9		Proposed Reconfiguration of Lots 12, 14 & 15 on RP141940 and Lot 1 on RP139585 (Maintain View Drive, Plainland), prepared by LandPartners Pty Ltd	29/11/2018 10/04/2019
BRSS3620.PX2-002A		Mountain View Drive Preliminary Approval Plan, prepared by LandPartners Pty Ltd	5/3/2018

Assessment

There is no objection to this request. In this circumstance, BRSS3620.PX2-3-10 would supersede BRSS3620.PX2-3-9. The applicant named the previous plan incorrectly in their submission. This has been corrected in the recommendation below.

Recommendation

That the Approved Plans table be amended as follows:

Plan No.	Rev	Plan Name	Date
BRSS3620.PX2-3-9 BRSS3620.PX2-3-10		Proposed Reconfiguration of Lots 12, 14 & 15 on RP141940 and Lot 1 on RP139585 (Mountain View Drive, Plainland), prepared by LandPartners Pty Ltd	29/11/2018 10/04/2019
BRSS3620.PX2-002A		Mountain View Drive Preliminary Approval Plan, prepared by LandPartners Pty Ltd	5/3/2018

Condition 6

6.	The individual stages of development must not be sealed until all relevant conditions of this approval have been complied with.	At all times.
----	---	---------------

Applicant's Representation

Condition 6 states that 'all relevant conditions must be complied with' prior to the sealing of each stage. We believe this condition is ambiguous and requires refinement to avoid confusion moving forward.

To avoid further confusion on what condition is 'relevant', we request council set out which conditions are relevant to each stage. Otherwise, we request Condition 6 to amend the condition as follows:

6.	The individual stages of the development must not be sealed until All relevant conditions of this approval of stage are to be have been complied with.	At all Times Prior to the sealing of the relevant stage
----	--	---

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

To clarify the above wording, the wording of the condition as proposed by the applicant is as follows:

6.	All relevant conditions of stage are to be complied with.	Prior to the sealing of the relevant stage
----	---	--

Assessment

The conditions of the approval set out the requirements for the development. Where a condition is related to a specific stage of the development, the timing of the condition in relation to the particular stage has been specified.

There is opportunity to provide an additional condition if required that sets out which conditions are required in all stages, and which conditions apply specifically to each stage however it is considered this is not necessary in this circumstance.

The proposed change provides a more positive drafting outcome and does not change the intent of the condition. It is therefore considered that the condition could be changed, however it is proposed to refine the wording to remove any ambiguity.

Recommendation

That Condition 6 be amended as follows:

6.	All relevant conditions of an individual stage are to be complied with.	Prior to the sealing of that individual stage
----	--	--

Condition 7

Proposal Layout Plan		
7.	Amend, and submit for approval, the proposal layout plan to show and/or implement the requirements of the following: <ol style="list-style-type: none"> a. The north – south road in Stage 9D (fronting Lot 33) is required to have a reserve width of 20m in accordance with Collector Street (bus route) status. b. The north – south road in Stage 11 (fronting Lots 509-514, 460, 517-523) is required to have a reserve width of 18m in accordance with Collector Street status. 	Prior to the lodgement of the first associated development permit for operational works.

Applicant's Representation

Condition 7a requires the north-south road in Stage 9D connecting to approved Culgoa Drive, be 20 meters wide.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

The north-south road mentioned in item (a) is proposed to be 20 meters wide to facilitate a seamless transition with the existing approved 20 metre wide road (Culgoa Road). This is shown on the updated Proposed Reconfiguring a Lot Plan BRSS3620.PX2-3-10.

Condition 7b requires the north south road in stage 11 connecting to approved Paroo Road, be 18 metres wide.

It is noted that the north-south road included in Court Order 1202 of 2012, amended by Council under Generally in Accordance number CAP2016/0030 dated 21 October 2016 known as Paroo Road, is approved at 16 metres wide. As such, linking an approved 16 metre wide road to an 18 metre wide road will not be seamless and will cause the road vista to be impacted negatively.

Verge widths and house setback will change half way down the road which will impact on the overall amenity of the development.

It is also noted that Section 3.3.2 of the approved Traffic Impact Assessment prepared by ARUP Pty Ltd outlines a performance solution to for Collector Roads within the development.

Collector Road	Gatton Shire Planning Scheme	Laidley Shire Planning Scheme	Performance Solution 1	Performance Solution 2
Carriageway Width	9.0m	7.5m	10.0m	8.0m
No. Traffic Lanes	2	2	2	2
No. Parking Lanes	-	-	2	1
Verge Width (min.)		4.0m	4.0m	4.0m
Road Reserve Width (min.)	16.0m	20.0m	18.0m	16.0m

As shown, the Planning Scheme does not allocate a minimum parking provision for a collector road typology, however the performance solutions proposed provide for either one or two lanes for on-street parking.

According to Queensland Streets Design Guidelines for Subdivision Street Networks (1993), 0.5 car spaces per lot is considered a reasonable on-street parking provision for detached dwellings.

Both performance solutions comply with this parking requirement and are therefore considered adequate. In addition, both performance solutions comply with the minimum carriageway and verge width requirements of the local planning scheme, and allow for passing of vehicles when required.

As shown in Standard Road Cross Section Sketch prepared by Peak Urban (Attachment B), all required services can be provided for in a 16.0 metre road reserve.

Therefore, it is considered that based on performance solution 2 and Standard Road Cross Section Sketch prepared by Peak Urban (Attachment B), a 16.0 metre road reserve (with an 8m carriageway width and 4m verges on either side) is still appropriate for a Collector Street and should be supported by Council in this instance.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

As such, it is requested Condition 7 be removed from the condition package.

Assessment

The intent of the condition was to provide a coherent road network that provided a logical road hierarchy for the development and in accordance with Council's Road Hierarchy.

Paroo Road

The previous approval for PX1 did not include a formal layout relating to PX2, but rather provided road connections to the properties to the north. As a result, it was difficult to derive an ultimate road design for Paroo Road with regard to the ultimate function of that street. Now that a final design has been provided within PX2, a more detailed road network can be accommodated.

The traffic report prepared by ARUP for the applicant showed Paroo Road as a Collector Road, running north-south through Stages 11 and 12, as shown on the image below.

Despite the applicant's concern, it is considered a visually seamless link can be provided between PX1 and PX2, in that the approved but unconstructed 16m wide road reserve in PX1 can be accommodated as the equivalent of an 18m road reserve in that Paroo Road adjoins a park in PX1.

In PX1, Paroo Road is located within Stage 4 of the estate. No Operational Works application has been lodged to develop Stage 4 of PX1.

Paroo Road could be retained as a 16m road reserve in PX1 without compromising the layout within PX1. This could be done by using 2m of the park to give the appearance of a wider verge width adjacent to the park. Alternatively, it could be possible to widen Paroo Road to an 18m road reserve width adjacent to the park.

ORDINARY MEETING OF **COUNCIL AGENDA** **8 MAY 2019**



The applicant has previously widened other streets in PX1. A copy of the plan BRSS3620.000-032 as referenced above by the applicant showed Culgoa Drive as a 16m wide road reserve. This was subsequently widened to a 20m wide road reserve within PX1. With respect to subsequent developments, Culgoa Drive was approved with a 20m road reserve width across 28 Gehrke Road as approved on applications RL2018/0032 and RL2016/0015 and this application.

Collector Streets

According to LVRC Road Hierarchy Table, a collector street for Standard Residential lots should have minimum road reserve width of 18m. Therefore, it is recommended to provide a minimum of 18m road reserve width for Paroo Road to cater for increased traffic from Stage 4 of PX1. Council officers do not support ARUP's alternative solution with regards to the narrowing of the Paroo Road road reserve to 16m.

It is however recommended that the connecting east-west road from Paroo Road to Culgoa Drive may be reduced to 16m. This is suggested as one side of the road would be adjacent to a park, and Council could to utilise the space from the adjacent park to give the appearance of an 18m wide road reserve.

ORDINARY MEETING OF COUNCIL AGENDA 8 MAY 2019

Officer conditions for PX2 were generated to accommodate what was considered to be a reasonable streetscape outcome within the proposed estate. The exclusion of provisions for Stage 12 has however compromised the ultimate intent of the condition.

The relevant part of condition 7b only referenced Stage 11. Ultimately Condition 7 should have also referenced Stage 12.

The outcome of the condition does not result in the loss of any lots. Ultimately the lots adjoining Paroo Road in PX2 would decrease in size by between 15m² and 20m² to accommodate the wider road reserve.

The applicant's request is not supported.

Recommendation

That Condition 7 be amended as follows:

Proposal Layout Plan		
7.	Amend, and submit for approval, the proposal layout plan to show and/or implement the requirements of the following: <ul style="list-style-type: none"> a. The north – south road in Stage 9D (fronting Lot 33) is required to have a reserve width of 20m in accordance with Collector Street (bus route) status; b. The north – south road in Stage 11 (fronting Lots 509-514, 460, 517-523) is required to have a reserve width of 18m in accordance with Collector Street status; and c. The north – south road in Stage 12 (fronting Lots 503-508, 524-528) is required to have a reserve width of 18m in accordance with Collector Street status. 	Prior to the lodgement of the first associated development permit for operational works.

Condition 37

Design all new roads in accordance with the following: <p><u>Stage 9D</u></p> <ul style="list-style-type: none"> • Road 1 (fronting Lots 37-39, 48-49) - must be an Access Street. • Road 2 (cul-de-sac fronting Lots 40-45, 47) - must be an Access Place. • Road 3 (fronting Lot 33) – must be a Collector Street (bus route) <p><u>Stage 10</u></p> <ul style="list-style-type: none"> • Road 4 (fronting Lots 46, 450-452, 462-469) - must be an Access Street. <p><u>Stage 11</u></p> <ul style="list-style-type: none"> • Road 5 (fronting Lots 509-514, 460, 517-523) - must be a Collector Street. • Road 6 (fronting Lots 453-459, 461, 489, 515-516) - must be 	Design to comply in conjunction with the development permit for operational works. <p>Construction to comply prior to “On Maintenance” or Council’s approval of a survey plan (whichever occurs first) for each stage.</p>
--	--

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

<p>an Access Street.</p> <ul style="list-style-type: none"> • Road 7 (fronting Lots 483-495) - must be an Access Street. • Road 8 (between Lots 522 & 523) – must be an Access Street. <p><u>Stage 12</u></p> <ul style="list-style-type: none"> • Road 9 (fronting Lots 470-474) must be an Access Street. • Road 10 (fronting Lots 478-482, 496-500) - must be an Access Street. • Road 11 (fronting Lots 504-508, 524-528) must be a Collector Street. • Road 12 (fronting Lots 475-477, 501-503) - must be a Collector Street. <p><u>Stage 13</u></p> <ul style="list-style-type: none"> • Road 13 (fronting Lots 529-534) - must be an Access Street. <p><u>Stage 14</u></p> <ul style="list-style-type: none"> • Road 14 (fronting Lots 548-550, 555, 559-569) and connecting to Edgerton Drive - must be an Access Street. • Road 15 (fronting Lots 544-547) - must be an Access Street. • Road 16 (fronting Lots 551-554) - must be an Access Street. • Road 17 (fronting Lots 556-557) – must be an Access Street. <p><u>Stage 15</u></p> <ul style="list-style-type: none"> • Road 18 (fronting Lots 570-578) - must be an Access Street. • Road 19 (fronting Lots 535-537) - must be an Access Street. • Road 20 (fronting Lots 837, 539-543) - must be an Access Street. <p>The design and construction of each road or street must ensure that the speed environment, geometry, sight distances, carriageway widths, lighting, bus stops, vehicle movements, on street parking and other physical attributes are consistent with the function and role of the road or street in the transport network.</p> <p>All new roads must be constructed in accordance with the above and the development permit for operational works.</p>	
---	--

Applicant's Representation

Condition 37 lists and numbers all approved road per stage. Condition 37 also states the road hierarchy for each road as either Access Street or Collector Street.

As outlined in Condition 7 above, the applicant intends on using a Performance Solution for Collector Streets within the premise.

*As such we request Condition 37 be amended to include the following note included:
"NOTE: All "Collector Streets" must meet the requirements of Performance Solution 2 as set out in Section 3.3.2 of the Approved Traffic Impact Assessment, prepared by ARUP Pty Ltd dated 2 November 2018".*

If the condition was amended, it would be formatted as follows:

Design all new roads in accordance with the following:	Design to comply in
--	---------------------

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

Stage 9D

- Road 1 (fronting Lots 37-39, 48-49) - must be an Access Street.
- Road 2 (cul-de-sac fronting Lots 40-45, 47) - must be an Access Place.
- Road 3 (fronting Lot 33) – must be a Collector Street (bus route)

Stage 10

- Road 4 (fronting Lots 46, 450-452, 462-469) - must be an Access Street.

Stage 11

- Road 5 (fronting Lots 509-514, 460, 517-523) - must be a Collector Street.
- Road 6 (fronting Lots 453-459, 461, 489, 515-516) - must be an Access Street.
- Road 7 (fronting Lots 483-495) - must be an Access Street.
- Road 8 (between Lots 522 & 523) – must be an Access Street.

Stage 12

- Road 9 (fronting Lots 470-474) must be an Access Street.
- Road 10 (fronting Lots 478-482, 496-500) - must be an Access Street.
- Road 11 (fronting Lots 504-508, 524-528) must be a Collector Street.
- Road 12 (fronting Lots 475-477, 501-503) - must be a Collector Street.

Stage 13

- Road 13 (fronting Lots 529-534) - must be an Access Street.

Stage 14

- Road 14 (fronting Lots 548-550, 555, 559-569) and connecting to Edgerton Drive - must be an Access Street.
- Road 15 (fronting Lots 544-547) - must be an Access Street.
- Road 16 (fronting Lots 551-554) - must be an Access Street.
- Road 17 (fronting Lots 556-557) – must be an Access Street.

Stage 15

- Road 18 (fronting Lots 570-578) - must be an Access Street.
- Road 19 (fronting Lots 535-537) - must be an Access Street.
- Road 20 (fronting Lots 837, 539-543) - must be an Access Street.

The design and construction of each road or street must ensure that the speed environment, geometry, sight distances, carriageway widths, lighting, bus stops, vehicle movements, on street parking and other physical attributes are consistent with the function and role of the road or street in the transport network.

All new roads must be constructed in accordance with the above and the development permit for operational works.

conjunction with the development permit for operational works.

Construction to comply prior to “On Maintenance” or Council’s approval of a survey plan (whichever occurs first) for each stage.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

NOTE: All “Collector Streets” must meet the requirements of Performance Solution 2 as set out in Section 3.3.2 of the Approved Traffic Impact Assessment, prepared by ARUP Pty Ltd dated 2 November 2018.

Assessment

If Council approves the applicant’s alteration to delete condition 7, it is relevant to amend Condition 37 to include the note.

Council officers have indicated that the proposed deletion of condition 7 is not supported.

If no change is proposed to Condition 7, then Condition 37 should remain unchanged.

Recommendation

As it is proposed to retain Condition 7, it is recommended that Condition 37 remain unchanged.

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

Adoption of the applicant’s submissions will not impact on Council’s budget.

6. Delegations/Authorisations

No further delegations are required to manage the issues raised in this report. The Executive Manager Planning & Development will manage the requirements in line with existing delegations.

7. Communication and Engagement

The following Units and officers were consulted in the preparation of the report:

- Development Engineering
- Planning and Development

8. Conclusion

A copy of Council’s Decision will be forwarded to the applicant. When the applicant’s appeal period concludes, a copy of Council’s decision will be forwarded to the submitter.

9. Action/s

A copy of Council’s Decision will be forwarded to the applicant. When the applicant’s appeal period concludes, a copy of Council’s decision will be forwarded to the submitter.



**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

Attachments

There are no attachments for this report.



**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

11.4 Application for a Minor Change to Approval for Material Change of Use for Caravan Park on Lot 1 and Lot 3 RP96795 and Lot 23 RP901411 (MCU2015/0028) at Warrego Highway, Helidon Spa - MC2018/0105

Date: 26 April 2019
Author: Miriam Sharp, Planning Officer
Responsible Officer: Dan McPherson, Executive Manager Organisational Development & Planning Services

Summary:

The purpose of this report is to consider an application (MC2018/0105) for a Minor Change to Approval for Material Change of Use for Caravan Park on L1 and L3 RP96795 and L23 RP901411 (MCU2015/0028) at 7828 Warrego Highway, Helidon Spa.

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

Officer's Recommendation:

THAT the application (MC2018/0105) for a Minor Change to Approval for Material Change of Use for Caravan Park on Lot 1 and Lot 3 RP96795 and Lot 23 RP901411 (MCU2015/0028) at 7828 Warrego Highway, Helidon Spa be approved subject to the following conditions:

The application for Development Permit for Material Change of Use (Impact Assessment) for Caravan Park on Lots 1 & 3 RP96795 and Lot 23 RP901411 located at 7828 Warrego Highway, Helidon Spa is approved subject to the following conditions which must be met within the time periods specified in the conditions:

APPROVED PLANS

The following plans are the Approved Plans for the development:

Approved Plans

Plan No.	Rev.	Plan Name	Date
19409 Page 4	G	<i>Recreation Building</i> , prepared by Raunik Design Group	12/04/2019

The following plans require amendment prior to becoming Approved Plans for the development:

Plans Requiring Amendment

Plan No.	Rev.	Plan Name	Date
----------	------	-----------	------

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

19409 Page 1	G	<i>Overall Concept Plan</i> , prepared by Raunik Design Group	12/04/2019
Amendments	<ol style="list-style-type: none"> 1. The development must have a compliant vehicle cross-over and connection to the existing road network in accordance with conditions 30-33 prior to the commencement of use of Stage 3. Remove label that states 'future connection'; 2. Identify all vehicle parking areas (other than those at individual sites); and 3. Include location of bin storage area. 		
19409 Page 2	G	<i>Concept Plan</i> , prepared by Raunik Design Group	12/04/2019
Amendments	<ol style="list-style-type: none"> 1. The development must have a compliant vehicle cross-over and connection to the existing road network in accordance with conditions 30-33 prior to the commencement of use of Stage 3. Remove label that states 'future connection'; 2. Identify all vehicle parking areas (other than those at individual sites); and 3. Include location of bin storage area. 		
19409 Page 3	G	<i>Concept Plan</i> , prepared by Raunik Design Group	12/04/2019
Amendments	<ol style="list-style-type: none"> 1. Identify all vehicle parking areas (other than those at individual sites). 		

REFERENCED DOCUMENTS

The following documents are referenced in the assessment manager conditions:

Referenced Documents

Nil

VARIATION APPROVAL

Not Applicable

FURTHER DEVELOPMENT PERMITS REQUIRED

- Development Permit for Operational Work
- Development Permit for Building Work
- Development Permit for Plumbing Work

CURRENCY PERIOD OF APPROVAL

The currency period for this development approval is six (6) years starting the day that this

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

development approval takes effect (refer to Section 85 “Lapsing of approval at end of currency period” of the *Planning Act 2016*).

RECOMMENDATION

APPROVE WITH CONDITIONS Application No. MC2018/0105 for a Development Permit for a Change to Approval for Material Change of Use for Caravan Park situated at 7828 Warrego Highway HELIDON SPA QLD 4344 as identified in the attached details recommended for the Decision Notice.

ASSESSMENT MANAGER CONDITIONS

No.	Condition	Timing
GENERAL		
1.	Undertake the development generally in accordance with the approved plans. These plans will form part of the approval, unless otherwise amended by conditions of this approval.	Prior to commencement of use of each stage.
2.	Submit amended plans that address the requirements of this approval.	Prior to the lodgement of an application for Operational Works for Stage 1.
3.	Maintain the approved development in accordance with the approved drawing(s) and/or document, and any relevant Council or other approval required by conditions.	At all times.
4.	Pay Infrastructure Charges for the proposed development in accordance with the LVRC Adopted Infrastructure Charges Resolution in effect at the time of payment.	Prior to commencement of use of each stage.
5.	The development is to occur in accordance with the Concurrence Agency Response from the State Assessment and Referral Agency dated 3 April 2019.	At all times.
6.	No on-site works associated with roads, drainage and landscaping shall commence until operational works approval for roads, drainage and landscaping has been obtained from Council.	At all times.
Operation of Use		
7.	The approval is for a Caravan Park consisting of the following components: <ul style="list-style-type: none"> • Office building; • A total of 84 sites, of which 18 are for existing long- 	At all times.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

	<p>term/permanent occupation and 66 for short-term occupation;</p> <ul style="list-style-type: none"> • Ablutions and laundry facilities; • Recreation building and outdoor recreation space; • Coffee shop and reception building with covered area; and • Caretakers' residence. 	
8.	The long-term/permanent occupation sites must not be used for short-term occupation. The short-term occupation sites must not be used for long-term/permanent occupation.	At all times.
9.	The maximum duration of stay for short-term occupation is three (3) consecutive months.	At all times.
10.	A maximum of 35 short-term occupation sites are to be occupied by seasonal farm workers. All remaining short-term occupation sites must be utilised by the travelling public/tourists.	At all times.
11.	Where a short-term stay site is occupied by seasonal farm workers, the maximum number of occupants per site is two (2) persons at any one time.	At all times.
12.	<p>The owner/operator of the caravan park must provide Council with audit documentation containing at a minimum the following:</p> <ul style="list-style-type: none"> • Total number of occupants for the entire development; • Number of occupants of the short-term accommodation sites occupied by seasonal workers; • Number of occupants of the short-term accommodation sites occupied by the travelling public/tourists; • Duration of stay for occupants of each short-term accommodation site; • Operational procedure and any proposed changes to the procedure; • Maintenance schedule (including cleaning and landscaping); • Any and all complaints received from both guests and parties external to the development (issue and how it was addressed); and • Any safety issues (issue and how it was addressed). 	<p>Once every three (3) months from commencement of use for the first eighteen (18) months; and</p> <p>Upon request at any time thereafter.</p>
13.	The unnumbered sites adjacent to sites T17, T25 and T26, T34 and T35 are to remain vacant and not to be utilised for any purpose.	At all times.
Staging		
14.	Staging must occur generally in accordance with the approved plans.	At all times.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

15.	Stages must be completed in sequential order (from Stage 1 to Stage 5). However, multiple stages may be combined and constructed at one time in accordance with the conditions as applicable to each stage, provided no stage is completed before an earlier stage in the sequence.	At all times.
16.	<p>The stages and their sequence are as follows:</p> <p>Stage 1 includes:</p> <ul style="list-style-type: none"> Managers' Dwelling with shed and carport and office; Coffee shop and reception with covered area; Amenities Block A; Recreation Building and Communal Recreation Area; Long Term Accommodation Sites P1-P18; and Short Term Accommodation Sites T1-T11. <p>Stage 2 includes:</p> <ul style="list-style-type: none"> Amenities Block B; and Short Term Accommodation Sites T12-T16 and T17-T25. <p>Stage 3 includes:</p> <ul style="list-style-type: none"> Short Term Accommodation Sites T26-T38. <p>Stage 4 includes:</p> <ul style="list-style-type: none"> Short Term Accommodation Sites T39-T48; and Additional amenities. <p>Stage 5 includes:</p> <ul style="list-style-type: none"> Short Term Accommodation Sites T49-T66. 	At all times.
17.	<p>The development must be carried out in accordance with the conditions applicable to all stages and each individual stage as follows:</p> <ul style="list-style-type: none"> Conditions applicable to all Stages: 1, 3-19, 21-23, 25, 27-55, 57, 59-67 Conditions applicable to Stage 1 only: 2, 20, 24, 26, 56 and 58 Conditions applicable to Stage 2 only: Nil Conditions applicable to Stage 3 only: Nil Conditions applicable to Stage 4 only: 	At all times.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

	<p>Nil</p> <ul style="list-style-type: none"> Conditions applicable to Stage 5 only: <p>Nil</p>	
Buildings and Structures		
18.	<p>All buildings and structures built or placed on the land since the commencement of the <i>Building Act 1975</i> must:</p> <p>(a) Have both:</p> <ul style="list-style-type: none"> (i) A building works approval; and (ii) A final inspection certificate or Certificate of Classification that is appropriate to the intended use of that building or structure; and <p>(b) Where plumbing is required, be connected to a potable water supply and sewerage system that has been:</p> <ul style="list-style-type: none"> (i) Installed by a licensed plumber; and (ii) Approved by Council. 	At all times.
19.	<p>All buildings that are unable to comply with condition 18 must be removed from the land.</p> <p><i>Note: Any existing buildings constructed prior to 1975 cannot be dealt with retrospectively.</i></p>	Prior to the commencement of use of Stage 1 and at all times thereafter.
Amenity and recreation facilities		
20.	The existing amenities buildings (Block A and B) must be rendered serviceable.	Prior to commencement of use of Stage 1.
21.	<p>For the 66 short term accommodation sites, provide and maintain adequate numbers of toilets, bathing and showering facilities for persons of both sexes (including disabled persons), and laundry facilities to the following specifications:</p> <ul style="list-style-type: none"> a) Sanitary conveniences and ablutionary facilities are to be located not more than 100 from any site and at least 6m from any site. Separate ablution facilities are to be provided for each gender; b) Laundry facilities are to include at least 1 set of twin tubs, 1 washing machine/washing boiler and 1 clothes hoist (or equivalent length of clothes line) for every 20 sites; c) Toilet facilities are to include at least 1 male and 1 female toilet cubicle for every 7 sites. Individual toilets must be screened to provide absolute privacy to the user and fitted with inside locks. For every 4 female toilet cubicles 1 sanitary disposal unit is to be provided; and d) Shower facilities are to include at least 1 shower (or bath) 	Prior to the commencement of use of each stage as applicable.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

	<p>for every 7 sites for males and at least 1 shower (or bath) for every 7 sites for females. Individual showers (baths) must be screened to provide absolute privacy to the user and fitted with inside locks. At least 1 hand wash basin is to be provided for every 4 shower (or bath) cubicles. Hot and cold reticulated water is to be provided to all showers and hand wash basins.</p> <p><i>Note: In order to satisfy this condition, additional facilities must be provided prior to the commencement of use of Stages 4 and 5 (in addition to existing amenities blocks A and B).</i></p>	
22.	All 35 short term occupation sites for occupation by seasonal farm workers are each to be provided with a minimum shaded area of 9m ² .	At all times.
23.	Recreation facilities must be provided and must include at a minimum a building with a gross floor area of no less than 184m ² for communal or recreational facilities.	At all times.
24.	The existing recreation building on the approved plans must be issued with a Building Works approval and Certificate of Classification.	Prior to commencement of use of stage 1.
Water Supply and On-Site Wastewater Disposal		
25.	The quality of drinking water supplied to all habitable buildings and the Office and Reception building must comply with Australian Drinking Water Guidelines.	At all times.
26.	<p>Where existing rainwater tanks are to be utilised as drinking water supply:</p> <p>(a) those tanks must first be drained and treated to ensure that they are fit for the purpose of holding a drinking water supply;</p> <p>(b) evidence of the treatment of tanks under Condition 26(a) must be provided to Council prior to commencement of use of Stage 1; and</p> <p>(c) thereafter, at all times those tanks must only be filled or topped up with treated drinking water that complies with Australian Drinking Water Guidelines.</p>	Prior to the commencement of use of Stage 1 and at all times thereafter.
27.	<p>Any additional rainwater tanks that are to be utilised as drinking water supply:</p> <p>(a) must have plumbing approval from Council and building approval if relevant;</p> <p>(b) those tanks must be treated to ensure that they are fit for the purpose of holding a drinking water supply;</p> <p>(c) evidence of the treatment of tanks under Condition 27(a)</p>	Prior to the commencement of each stage as relevant.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

	and (b) must be provided to Council prior to commencement of use of the relevant stage; and (d) thereafter, at all times those tanks must only be filled or topped up with treated drinking water that complies with Australian Drinking Water Guidelines.	
28.	All plumbing and drainage works must be installed by a licensed plumber. A copy of all plumbing and drainage works must be provided to Council.	Prior to the commencement of each stage.
Fire Fighting Capacity and Fire Appliance Access		
29.	The layout of the internal roadways and lots must ensure that a fire appliance vehicle can negotiate the internal roadways.	Prior to the commencement of use of each stage and at all times thereafter.
External Roadworks		
30.	Construct a vehicle cross-over and a sealed roadway to a Rural Road standard together with any necessary drainage infrastructure from the Warrego Highway to the entrance to the development. <i>Note: Council will agree to offset the cost of these works against the infrastructure charges payable through an Infrastructure Agreement.</i>	Prior to the commencement of use of Stage 3.
31.	An operational works approval must be obtained for the roadworks and any necessary drainage infrastructure required in condition 30 must be obtained and the works must be constructed in accordance with the development permit for operational works.	Prior to commencement of any road construction works.
32.	All road works must be designed and constructed: (a) In general compliance with the <i>Gatton Shire Planning Scheme</i> or relevant legislation adopted by Council, Austroads publications and Institute of Public Works Engineering Association Queensland Standard Drawings; and (b) To ensure the speed environment, geometry, sight distances, carriageway widths, lighting, bus stops, vehicle movements, on street parking other physical attributes are consistent with the function and role of the road or street in the transport network.	At all times.
33.	All works on or near traffic must be signed as per MUTCD Part 3 – Works on Roads. A traffic management plan must be submitted to Council for approval prior to any works being undertaken.	Prior to commencement of any road construction

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

		works.
Internal Roadways and Vehicle Parking		
34.	All two-way internal roadways must be constructed with a minimum pavement width of 5.5 metres and all one-way internal roadways must be constructed with a minimum pavement width of 3.5m. The roadways must be of an asphalt surface or 2-coat bitumen seal with concrete edging on both sides.	For Stages 1 and 2 to be completed within four (4) months of the date this approval takes effect. For subsequent stages prior to commencement of use. To be maintained at all times.
35.	A minimum of one (1) sealed bus parking bay and two (2) car parking bays must be provided within the subject site adjacent to the reception building generally in accordance with the approved plans.	To be completed within four (4) months of the date this approval takes effect. To be maintained at all times.
36.	The dimensions of all vehicle parking bays must be in accordance with AS2890.1.	At all times.
37.	An operational works approval must be obtained for all internal roadways and vehicle parking bays prior to the construction of any works. The works must be constructed in accordance with the development permit for operational works.	Prior to commencement of any internal roadworks for each stage and prior to works on vehicle parking areas.
38.	All traffic signs and delineation must be designed in accordance with the Manual of Uniform Traffic Control Devices (MUTCD).	At all times.
Stormwater Drainage		
39.	Provide all necessary internal and external stormwater drainage to service the development. Such drainage works must be designed and constructed in accordance with <i>Queensland Urban Drainage Manual 2016</i> (QUDM) and Council's planning scheme such that the overall drainage system caters for a	For Stages 1 and 2 to be completed within four (4) months of the

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

	storm event with a 1% AEP.	date this approval takes effect. For subsequent stages prior to commencement of use. To be maintained at all times.
40.	Provide a stormwater quality treatment facility for the proposed development in accordance with the requirements of <i>State Planning Policy 2017</i> and South East Queensland Technical Design Guidelines for Water Sensitive Urban Design prior to discharge to downstream receiving areas.	For Stages 1 and 2 to be completed within four (4) months of the date this approval takes effect. For subsequent stages prior to commencement of use. To be maintained at all times.
41.	An operational works approval must be obtained for the system of stormwater drainage. The works must be constructed in accordance with the development permit for operational works.	Prior to the construction of any drainage works.
42.	The developer is responsible for obtaining approval and bearing all costs associated with registering in favour of Council all necessary stormwater drainage easements within to the subject land in order for drainage paths to reach a satisfactory point of legal discharge as identified in the operational works application for stormwater drainage works.	For Stages 1 and 2 to be completed within four (4) months of the date this approval takes effect. For subsequent stages prior to commencement of use. To be maintained at all times.
43.	No ponding or redirection of stormwater is to occur onto adjoining land.	At all times.
Requirements for Operational Works Applications		

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

44.	No on-site works must commence until approval for operational works has been obtained from Council.	Prior to the issue of an operational works permit.
45.	Submit operational works documentation in the form of detailed plans, drawings and calculations for Council review for compliance with the approval conditions and Council's general requirements. Submission of operational works documentation will include, but is not limited to: (a) All drawings must be checked, approved and signed by a current RPEQ with their registration number; (b) Two full sets of the engineering drawings in A3 size; and (c) Calculations supporting stormwater management proposals (quantity and quality) are to be included.	In conjunction with an application for a development permit for operational works.
46.	All above and below ground services potentially affected by the proposed works must have alignment and level determined prior to any detailed design work or construction works being undertaken. Any conflicts associated with proposed and existing services must be forwarded to the appropriate controlling authority by the developer for decision.	In conjunction with an application for a development permit for operational works.
47.	On completion of the works a certificate must be submitted to Council by a RPEQ certifying that the works have been constructed in accordance with Council's construction standards and in compliance with the approved plans and specification. It is expected that the RPEQ will undertake the necessary inspections to make this certification.	Prior to acceptance of works as on maintenance for each stage.
48.	Payment of security bonds for municipal works to be held by Council for the duration of the defect liability period must be paid prior to acceptance of works as 'on maintenance'.	Prior to acceptance of works as on maintenance for each stage.
49.	Municipal works must be accepted on maintenance. A maintenance bond equal to 5% of the construction cost (minimum of \$1,000) will be retained by Council for a minimum period of twelve (12) months, or until such time as the works are accepted off maintenance by Council.	Stages 1 and 2 to be accepted on maintenance within four (4) months of the date this approval takes effect. Subsequent stages must be accepted on

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

		maintenance prior to commencement of use.
50.	For designs prepared by a private consultant, a Design Checking Fee (approval of engineering drawings) based on Council's estimated cost of the works is payable. Refer to Lockyer Valley Regional Council current Fees and Charges Schedule for calculation of the fee.	Prior to design approval being given.
51.	Should any works associated with the development be carried out by agencies other than Council, an Inspection Fee based on Council's estimated cost of the municipal works is payable. This fee is valid for six (6) months from the date of this approval.	In conjunction with an application for a development permit for operational works.
Erosion and Sediment Control		
52.	All silt management facilities including diversion drains, sediment basins and energy dissipation structures as necessary must be designed, constructed and maintained in accordance with the current version of 'Best Practice Erosion and Sediment Control' published by International Erosion Control Association Australasia.	At all times.
53.	Should the road and/or the drainage network require cleaning up due to erosion and/or sediment from the development, then such works must be at the expense of the developer. Such works must be undertaken immediately where there is potential hazard to pedestrians and/ or passing traffic.	At all times.
Lighting		
54.	Provide a system of internal lighting along the length of all internal roads and pathways and in all communal areas of the property in accordance with AS 1158.3.1 or its equivalent.	For Stages 1 and 2 to be completed within four (4) months of the date this approval takes effect. For subsequent stages prior to commencement of use. To be maintained at all times.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

55.	An operational works approval must be obtained for any external lighting works prior to the construction of any works and the works must be constructed in accordance with the development permit for operational works.	Prior to the commencement of any external lighting works.
Electricity Supply		
56.	Certification from a suitably qualified person must be provided to Council verifying that all existing electricity works within the property comply with all relevant requirements and standards. A copy of this certification must be provided to Council.	Prior to commencement of use of Stage 1.
57.	Certification from a suitably qualified person must be provided to Council verifying that all new electricity works within the property comply with all relevant requirements and standards. A copy of this certification must be provided to Council.	Prior to commencement of use of each stage.
Gas Supply		
58.	Certification from a suitably qualified person must be provided to Council verifying that all existing gas fittings within the property comply with all relevant requirements and standards. A copy of this certification must be provided to Council.	Prior to commencement of use of Stage 1.
59.	Certification from a suitably qualified person must be provided to Council verifying that all new gas fittings within the property comply with all relevant requirements and standards. A copy of this certification must be provided to Council.	Prior to commencement of use of each stage.
Landscaping and fencing		
60.	<p>Submit an application and obtain approval for a Development Permit for Operational Works for Landscaping. The landscaping must be provided in accordance with the <i>Landscaping Code</i> and <i>Planning Scheme Policy No.11</i> of the <i>Gatton Shire Council Planning Scheme 2007</i> or relevant legislation as adopted by Council and at a minimum with the following requirements:</p> <ul style="list-style-type: none"> a) Provide a planting schedule and maintenance plan prepared by a suitably qualified person which must indicate at a minimum the following: <ul style="list-style-type: none"> (i) Botanical names, mature heights and widths of plants, pot sizes, different key symbols and numbers of plants; (ii) Planting bed preparation details including any topsoil depth, subgrade preparation; mulch type and depth, type of turfing used; (iii) Any hardscaping details including pebbled, paved or garden edged areas; (iv) Ongoing maintenance of plants; and (v) Irrigation system details if any; 	Prior to commencement of landscaping works for each stage.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

	<ul style="list-style-type: none"> b) Include a minimum of five (5) large shade trees within the communal recreation area; and c) Landscaping to be located generally in accordance with the approved plans. 	
61.	All landscape works must be established and maintained for the life of the use. All plants must be allowed to grow to full form and any plants that die must be replaced with a like species.	For Stages 1 and 2 to be completed within four (4) months of the date this approval takes effect. For subsequent stages prior to commencement of use. To be maintained at all times.
Environmental Health		
62.	<p>Provide a suitable number and type of commercial waste container/s collected not less than once per week OR other such suitable number and type of bulk waste containers as may be approved by Council.</p> <p>The designated waste storage area must have:</p> <ul style="list-style-type: none"> a) An elevated stand at a level required by Council for holding all waste containers; OR an imperviously paved area, drained as required by Council, where all waste containers can be placed; b) A hose cock and hose in the vicinity of the stand or paved area; c) A suitable enclosure for the area where the waste containers are kept; and d) Any other facilities and structures for the placement, storage, and cleaning of waste containers as required. 	At all times.
63.	Putrescible waste must be collected at least every seven (7) days and disposed of at an approved/authorised disposal site.	At all times.
64.	Waste and Recycle containers are to be kept in a clean state and in good repair. Waste containers are to be provided with a tight-fitting lid assembly designed to prevent ingress of pests and water.	At all times.
65.	All 'Regulated Devices', 'Pumps', 'Air-conditioning equipment' and 'Refrigeration equipment' as defined by the <i>Environmental Protection Act 1994</i> must be designed, installed, operated and	At all times.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

	maintained in order to comply with the noise standards as specified within the <i>Environmental Protection Act 1994</i> and <i>Environmental Protection (Noise) Policy 2008</i> .	
66.	The operation of the activity on this site must comply with requirements of the <i>Environmental Protection Act 1994</i> , <i>Environmental Protection Regulations 2008</i> and relevant Policies and not directly or indirectly cause environmental harm or environmental nuisance.	At all times.
67.	All mechanical plant and equipment, including but not limited to, air conditioning/refrigeration plant and ventilation exhausts/extracts shall be screened/shielded.	At all times.

ADVISORY NOTES

- (i) This approval and the conditions attached to the approval have been specifically constructed to recognise the application for material change of use is one which seeks to regularise an unlawful development and that a number of the aspects of the unlawful development are approved only on the basis of compliance with the conditions of the approval within the timeframes specified.
- (ii) A permit to operate a Caravan Park will need to be obtained under the relevant Local Law once all conditions of this Development Permit and all subsequent required permits have been complied with.
- (iii) Council will issue an Infrastructure Charges Notice. These charges are required to be paid prior to the commencement of the use of each stage.
- (iv) All works associated with this approval may not start until all subsequent approvals have been obtained, and its conditions complied with.
- (v) Any additions or modifications to the approved use (not covered in this approval) may be subject to further application for development approval.
- (vi) An Environmentally Relevant Activity 63 must be obtained for Sewerage Treatment from the Department of Environment and Science prior to the commencement of use.
- (vii) Biosecurity Queensland should be notified on 13 25 23 of proposed development(s) occurring in the Fire Ant Restricted Area before earthworks commence. It should be noted that works involving movements of soil associated with earthworks may be subject to movement controls and failure to obtain necessary approvals from Biosecurity Queensland is an offence.

It is a legal obligation to report any sighting or suspicion of fire ants within twenty-four (24) hours to Biosecurity Queensland on 13 25 23.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

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

- (viii) Any new premises or the alteration to any existing premises used for the sale or preparation, packing, storing, handling, serving or, supplying of food or drink to the public is required to obtain a food design approval for structural fit out of the kitchen and Licence prior to construction or operation under the provisions of the *Food Act 2006*. Please contact an Environmental Health Officer of Lockyer Valley Regional Council for advice regarding this matter on 1300 005 872.
- (ix) The land owner must comply with *Local Law No. 1 (Administration)* and *Subordinate Local Law 1.4 (Installation of Advertising Devices)*.
- (x) In carrying out the construction activity all reasonable and practicable measures must be taken to ensure that it does not harm Aboriginal Cultural Heritage (the “cultural heritage duty of care”). Compliance with the cultural heritage duty of care will occur if the contractor is acting in accordance with gazetted cultural heritage duty of care guidelines and the *Cultural Heritage Act 2003*.
- (xi) The *Workplace Health and Safety Act 1995* and *Australian Standard – AS 1742 Manual of Uniform Traffic Control Devices* must be complied with in carrying out any construction works, and to ensure safe traffic control and safe public access in respect of works being constructed on a road.
- (xii) Hours of construction work must be strictly in accordance with all relevant State legislation and policies in force at the time of the construction work.
- (xiii) Any noise or air pollution during construction must be strictly in accordance with all relevant State legislation and policies in force at the time of the construction work.
- (xiv) Where the subject site is connected to a reticulated water supply, the land must be serviced with:
 - (a) An on-site hydrant system incorporating pillar hydrants compliant with AS2419.1 (with bollard protection if located within 1.0 metre of the roadway) must be installed throughout the area shown on the approved plans as being occupied or proposed to be occupied by buildings; and
 - (b) A minimum flow of 10 litres per second at 200kpa during flow measured at all hydrants; or
 - (c) Sufficient on-site storage of water of a suitable quality at all times to meet the needs of fire-fighting as determined by the nature and scale of the development or as determined to be sufficient by Queensland Fire and Emergency Services

Note: *Queensland Fire and Emergency Services will be able to assist in determining what constitutes water of a suitable quality and the quantity of water that will need to be provided for fire-fighting purposes.*



**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

Advice for Queensland Urban Utilities

On 1 July 2014, Queensland Urban Utilities became the assessment manager for the water and wastewater aspects of development applications. An application will need to be made directly to Queensland Urban Utilities for water supply connections for the proposed development, where it is proposed to connect to QUU's reticulated water supply network.

Report

1. Introduction

The applicant seeks a Minor Change to the Approval for a Material Change of Use for a Caravan Park at 7828 Warrego Highway at Helidon Spa. The subject land is zoned Rural General under the *Gatton Shire Council Planning Scheme 2007*. The original decision was made by Council and therefore the request to change the approval must also be decided by Council.

2. Background

An approval is in place over the subject site for a Caravan Park. Several issues have arisen in the past in terms of compliance with the approval and the relevant building and plumbing legislation. Council initiated compliance action against the previous owner/operator of the premises. Several conditions in the current approval were included to address the non-compliant elements of the development. The current owner seeks to operate under the existing approval with some minor changes while ensuring that all relevant conditions are complied. The application for a Minor Change to the Approval was lodged on 14 December 2018 and it was properly made on 1 February 2019. Several meetings have been held with the applicant regarding the proposed changes and compliance with the approval. The applicant has also been provided with a number of versions of draft conditions, so outstanding matter could be rectified.

3. Report

Proposed Development

The application that was submitted on 14 December 2018 was not properly made as insufficient owners' consent was provided. The applicant provided the correct owners' consent on 1 February 2019. In agreement with the applicant the decision-making period was extended until 29 May 2019 to allow for the application to be presented to Council.

The applicant is seeking to change the use of the indoor spa building to a general recreation building, change the mix of long and short-term accommodation and to introduce staging for the development.

Subject Land

The subject site is located at 7828 Warrego Highway, Helidon Spa and is located within the Rural General Zone under the *Gatton Shire Council Planning Scheme 2007*. The site contains an existing Caravan Park.

Assessment

Statutory Process

An application was made for a minor change to a development approval under s78 of the *Planning Act 2016*. Such an application can only be in certain circumstances where the change meets the definition of a 'minor change' under the *Act*.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

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

- The change does not result in a substantially different development;
- The change does not cause the inclusion of prohibited development;
- The change does not cause the application to be referred to any additional referral agencies; and
- The proposed change does not cause the application to require public notification.

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

Assessment of Minor Change

The *Planning Act 2016* requires that the change application be assessed against the matters that applied when the original application was made but may have regard to the matters that apply now.

The following Planning Scheme provisions applied to the original application:

Planning Scheme:	<i>Gatton Shire Council Planning Scheme 2007</i>
Zone:	Rural General Zone
Assessment Benchmarks:	<ul style="list-style-type: none">• Desired Environmental Outcomes;• Rural General Zone Code;• Caravan and Relocatable Home Parks Code;• Building Work Code;• Landscaping Code;• Lighting Code;• Services and Infrastructure Code; and• Vehicle Access, Parking and On-Site Movement Code.

The request to change consists of an introduction of staging, changing the use of the indoor spa building and changing of the mix of short and long-term accommodation from 45 short term and 39 long term stay sites to 66 short term and 18 permanent accommodation sites. It is considered that the proposed changes to the development will not create any inconsistencies with current applicable benchmarks as the planning scheme that was in effect at the time of the original approval is still in force.

Council has no objection to staging the development. As a result of the proposed staging, it is required to make changes to the existing conditions package to ensure the development is carried out in sequence and in accordance with conditions applicable to each stage. Staging conditions have been introduced into the package recommended accordingly.

The existing indoor spa has been converted to a more general recreation building. Visitors to the caravan park will be able to access a communal television, pool tables and kitchen. Council has no objection to the proposed change, provided the appropriate associated approvals for Building and Plumbing are obtained. Conditions have been recommended accordingly.

Regarding the mix of long and short term stay there are a number of issues to be addressed. A significant portion of the short-term accommodation sites were approved for self-contained

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

structures (cabins). The applicant now proposes to change this to short-term accommodation utilising non-permanent structures which may include but are not limited to caravans. As these are not self-contained, there will be a requirement for additional facilities to be provided on-site to cater for the sites that will no longer have their own ablutions. Therefore, Council requires that additional amenities are provided as follows:

- a) Sanitary conveniences and ablutionary facilities are to be located not more than 100 from any site and at least 6m from any site. Separate ablution facilities are to be provided for each gender;
- b) Laundry facilities are to include at least 1 set of twin tubs (laundry troughs), 1 washing machine/washing boiler and 1 clothes hoist (or equivalent length of clothes line) for every 20 sites;
- c) Toilet facilities are to include at least 1 male and 1 female toilet cubicle for every 7 sites. Individual toilets must be screened to provide absolute privacy to the user and fitted with inside locks. For every 4 female toilet cubicles 1 sanitary disposal unit is to be provided; and
- d) Shower facilities are to include at least 1 shower (or bath) for every 7 sites for males and at least 1 shower (or bath) for every 7 sites for females. Individual showers (baths) must be screened to provide absolute privacy to the user and fitted with inside locks. At least 1 hand wash basin is to be provided for every 4 shower (or bath) cubicles. Hot and cold reticulated water is to be provided to all showers and hand wash basins.

This is in line with the minimum requirements to be able to obtain a Caravan Park Licence under the Environmental Health laws. Conditions have been recommended accordingly.

Further, Council has concerns regarding the amenity of the overall site. Therefore, it is deemed appropriate to require that landscaping is provided across the site which will enhance the appearance of the park and increase the amenity for people visiting the park. This is to include shade trees, in particular around communal outdoor recreation areas (e.g. BBQ facilities). Conditions have been recommended accordingly.

Given the history of the development (in particular in terms of compliance under the previous owner), it is considered that it is more appropriate to refresh the entire set of conditions rather than seek to retrofit each condition. The applicant is agreeable to this approach.

Consultation

Input was sought from Council's Building and Plumbing sections, and the Environmental Health section. The application was discussed with the applicant on a number of occasions with a representative from each department present.

The application was also referred to the Department of Transport and Main Roads (DTMR) via the State Assessment and Referral Agency (SARA) on 20 February 2019. A response was received from SARA on 3 April 2019 with no additional requirements.

4. Policy and Legal Implications

Council has previously undertaken compliance action against the previous owner/operator of the premises. It is possible that the current owner/operator will also not comply with the new conditions. This could lead to initiation of fresh compliance action against the current owner/operator, which may ultimately have to be dealt with in the Planning and Environment Court. Further, following a decision made by Council on the application, the applicant may

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

appeal against Council's decision. If the applicant decides to appeal the decision by Council, legal representation may be required.

5. Financial and Resource Implications

Council has previously incurred costs in compliance action and in response to legal action taken against Council and Council Officers by the previous owner/operator of the premises. It is possible that the current owner/operator of the premises will also not comply with the conditions attached to the approval. Council will need to initiate fresh compliance action which will have financial and resource implications. Further, following a decision made by Council on the application, the applicant may appeal against Council's decision, which will have financial and resource implications for Council.

6. Delegations/Authorisations

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

7. Communication and Engagement

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

8. Conclusion

The proposed changes to the development constitute a minor change. A fresh set of conditions has been recommended for approval.

9. Action/s

Advise the applicant of Council's decision.

Attachments

- 1 [↓](#) Proposed Approved Plans 4 Pages

MASSLAND HELIDON SPA



CONCEPT - REV G

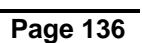
12/04/2019

JOB:19409

RALNIK

61 7 5531 6430 P
61 7 5531 6424 F
ralniks@ralnikdesign.com.au E
www.ralnikdesign.com.au W
44 Aspinne Road Shingal QLD 4217
PO Box 7404 GCMC QLD 9726
ABN 12 887 885 845





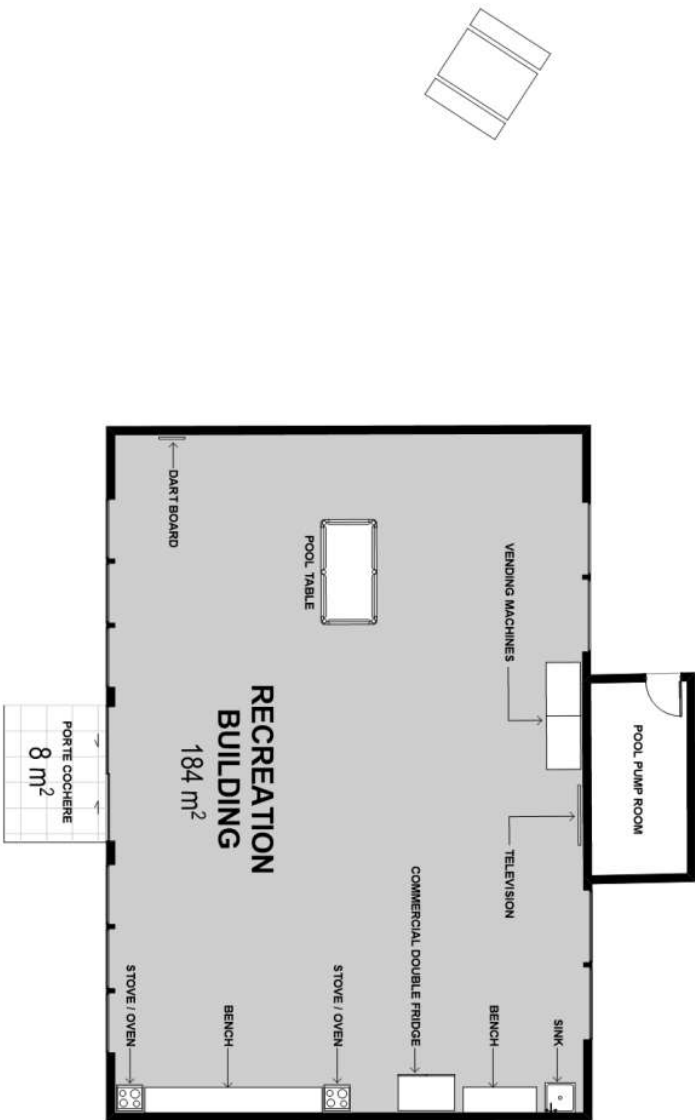




RAUNIK
design group
417 5531 4430
www.raunikdesign.com.au
44 Armore Road Bundaberg Qld 4217
PO Box 2424 GCMC QLD 9726
ABN 12 897 855 046



MASSLAND HELIDON SPA
For MASSLAND



CONCEPT

NOT FOR CONSTRUCTION

Project

19409

Date

12/04/2019

Scale

1:100@A3

Page

4

Revision

G

RECREATION BUILDING

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

11.5 Adopted Infrastructure Charges Resolution (No.3) 2019

Date: 29 April 2019
Author: Trevor Boheim, Regional and Strategic Planning Lead
Responsible Officer: Dan McPherson, Executive Manager Organisational Development & Planning Services

Summary:

The report presents Council with Lockyer Valley Adopted Infrastructure Charges Resolution (No. 3) 2019, which incorporates amendments to Schedule 3 for consideration.

Officer's Recommendation:

THAT Council adopt the Adopted Infrastructure Charges Resolution (No.3) 2019.

Report

1. Introduction

This report provides a new Adopted Infrastructure Charges Resolution to resolve an omission in Schedule 3 of Adopted Infrastructure Charges Resolution (No.2) 2018 (AICR2018).

2. Background

In applying AICR2018 it has been identified that there is an omission of the defined use of "Rural Service Industry" in Column 2 of Schedule 3. A review of AICR2015 and the earlier 2011 Adopted Infrastructure Charges Resolution indicates that the omission has been carried forward from July 2011. This omission means that Council is unable to charge infrastructure charges for a Rural Service Industry use.

3. Report

To address this Council will need to adopt a new Adopted Infrastructure Charges Resolution (No.3) 2019 that will include the words "Rural Service Industry" in Column 2 of Schedule 3 for the charge category of High Impact Rural. Minor changes have also been made to the formatting of Schedule 3. A track changes copy of AICR2018 showing the changes is provided as Attachment 1.

A full copy of Adopted Infrastructure Charges Resolution (No.3) 2019 (AICR2019) which will replace AICR2018 is provided as Attachment 1.

4. Policy and Legal Implications

A new Adopted Infrastructure Charges Resolution is required to resolve the omission of "Rural Service Industry" in Schedule 3 of AICR2018. The inclusion of Rural Service Industry in Schedule 3 of AICR2019 will ensure an infrastructure charge can be collected for this use.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

5. Financial and Resource Implications

The inclusion of Rural Service Industry in Schedule 3 of AICR2019 will ensure an infrastructure charge can be collected for this use.

6. Delegations/Authorisations

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

7. Communication and Engagement

There are no communication or engagement implications arising from this report.

8. Conclusion

A new Adopted Infrastructure Charges Resolution (No.3) 2019 is provided which corrects an omission in Schedule 3 of AICR2018.

9. Action/s

1. AICR2019 is uploaded to Council's website.
2. A copy of AICR2019 is provided to the Chief Executive of the Department of State Development, Manufacturing Infrastructure and Planning and to Queensland Urban Utilities.

Attachments

- 1 [!\[\]\(eb2da236c8e866008a78d7aa69bcc6c9_img.jpg\)](#) Adopted Infrastructure Charges Resolution (No.3) 2019 30 Pages

**Lockyer Valley Regional Council
Lockyer Valley Adopted Infrastructure Charges Resolution
(No. 3) 2019****Contents**

	Page
Part 1 Introduction	2
1. Short title	2
2. Commencement	2
3. Planning Act 2016	2
4. Purpose	2
5. Interpretation	2
Part 2 Adopted charges	4
6. Purpose of part 2	4
7. Adopted charges	4
8. Trunk infrastructure networks for adopted charges	4
9. Applicable date for the adopted charges	5
10. Applicable area for the adopted charges	5
11. Applicable uses or activity for the adopted charges	5
Part 3 Levied charges	6
12. Purpose of part 3	6
13. Applicable development for the levied charge	6
14. Working out the levied charge	7
15. Working out the applied adopted charge	7
16. Working out the additional demand	7
17. Working out the discount for the prescribed financial contribution	8
18. Working out the automatic increase	9
Part 4 Offset and refund for trunk infrastructure	10
19. Purpose of part 4	10
20. Identified trunk infrastructure criteria (conversion criteria)	10
21. Working out the establishment cost	11
22. Calculation of the establishment cost	11
23. Recalculation of the establishment cost for work	12
24. Recalculation of the establishment cost for land	15
25. Application of an offset and refund	16
26. Details of an offset and refund	16
27. Timing of an offset and refund	16
Schedule 1 Dictionary	22
Schedule 2 Trunk infrastructure network charges	26
Schedule 3 Applicable uses under the Gatton Shire Planning Scheme and the Laidley Shire Planning scheme	28
Schedule 4 Identified trunk infrastructure criteria	29

Lockyer Valley Regional Council

Lockyer Valley Adopted Infrastructure Charges Resolution

(No. 2) 2018

Part 1 Introduction

1. Short title

This resolution may be cited as *Lockyer Valley Adopted Infrastructure Charges Resolution (No. 3) 2019*.

2. Commencement

This resolution has effect on and from the day the making of this resolution by the local government is first notified in a newspaper circulating generally in the local government's area.

3. Planning Act 2016

- (1) This resolution is made under the Planning Act 2016.
- (2) This resolution is to be read in conjunction with the following:
 - (a) the Planning Regulation 2017;
 - (b) the Ministers Guidelines and Rules;
 - (c) the Gatton Shire planning scheme;
 - (d) the Laidley Shire planning scheme
- (3) This resolution is attached to, but does not form part of the Gatton Shire planning scheme or the Laidley Shire planning scheme.

4. Purpose

The purpose of this resolution is to state the following:

- (a) the adopted charges for providing the local government trunk infrastructure networks and distributor-retailer trunk infrastructure networks for development;
- (b) the levied charges to be levied by the local government for development for the demand placed on the local government trunk infrastructure networks;
- (c) matters relevant to the working out of an offset and refund for a trunk infrastructure contribution for the local government trunk infrastructure networks for development.

5. Interpretation

- (1) The dictionary in schedule 1 defines words used in this resolution

Lockyer Valley Regional Council
Lockyer Valley Adopted Infrastructure Charges Resolution (No.2) 2019

- (2) A word not defined in this resolution which is defined in the Planning Act has the meaning given in the Planning Act
- (3) A word not defined in this resolution or the Planning Act has the meaning given to it by the edition of the Macquarie Dictionary that is current at the date this resolution takes effect, subject to section 14A (Interpretation best achieving Act's purpose) of the Acts Interpretation Act 1954 and section 14 (Applicable provisions) of the Statutory Instruments Act 1992.

Part 2 Adopted charges

6. Purpose of part 2

Part 2 states the following:

- (a) the adopted infrastructure charges for providing trunk infrastructure networks for development (**adopted charge**);
- (b) the **trunk infrastructure networks**, which are the following:
 - (i) for the local government—the trunk infrastructure for the local government's transport, stormwater, and public parks and community facilities infrastructure networks (**local government trunk infrastructure networks**);
 - (ii) for the distributor-retailer—the trunk infrastructure for the distributor-retailer's water service and wastewater service (**distributor-retailer trunk infrastructure networks**).
- (c) the date the adopted charges take effect (**applicable date**);
- (d) the part of the local government area to which the adopted charges apply (**applicable area**);
- (e) the uses to which the adopted charges apply (**applicable use**).

7. Adopted charges

- (1) The local government has for the purpose of working out the adopted charges for the local government trunk infrastructure networks under this resolution determined the following:
 - (a) a charge for each trunk infrastructure network (including indexation) for development which is included in schedule 2 (**trunk infrastructure network charges**) that comprise the following:
 - (i) a charge for each local government trunk infrastructure network (**local government trunk infrastructure network charge or LNC**);
 - (ii) a charge for each distributor-retailer trunk infrastructure network (**distributor-retailer trunk infrastructure network charge or DNC**);
 - (b) a total charge for all trunk infrastructure networks worked out by adding the LNC and the DNC (**total trunk infrastructure network charges or Total NC**);

8. Trunk infrastructure networks for adopted charges

- (1) The local government trunk infrastructure networks are specified in the Local Government Infrastructure Plan.
- (2) The distributor-retailer trunk infrastructure networks are specified in the **distributor-retailer infrastructure planning instrument** which means the following:
 - (a) the distributor-retailer's water netserv plan under the SEQ Water Act;

- (b) the interim connections policy and schedule of works under the SEQ Water Act adopted by the distributor-retailer if paragraph (a) is not applicable;
- (c) the local government's Local Government Infrastructure Plan, if paragraphs (a) and (b) are not applicable.

9. Applicable date for the adopted charges

The applicable date for the adopted charges is the day this resolution has effect.

10. Applicable area for the adopted charges

The applicable area for the adopted charges is all of the local government area.

11. Applicable uses or activity for the adopted charges

- (1) The applicable uses or activity under the Galton Shire planning scheme and the Laidley Shire planning scheme to which the adopted charges apply are stated in schedule 3.

Part 3 Levied charges

12. Purpose of part 3

Part 3 states the following:

- (a) the applicable development for which adopted charges may be levied by the local government for development for the demand placed upon the local government trunk infrastructure networks (**levied charge**);
- (b) the method to be applied by the local government for working out the levied charge including the following:
 - (i) the adopted charge to be applied (**applied adopted charge**);
 - (ii) the additional demand placed upon the local government trunk infrastructure networks which will be generated by the development (**additional demand**);
 - (iii) the discount to be applied for a financial contribution (**prescribed financial contribution**):
 - (A) provided for in relation to a local government trunk infrastructure network under an infrastructure charging instrument for a previous development approval;
 - (B) which has been paid to the local government or otherwise satisfied under an infrastructure agreement between the applicant for the previous development approval and the local government for the provision of land, work or money for the local government trunk infrastructure networks; and
 - (C) which has not been reimbursed or otherwise previously applied against another financial contribution;
- (c) the method to be applied by the local government for working out the increase in the levied charge from the day the levied charge is levied to the day the levied charge is paid (**automatic increase**).

13. Applicable development for the levied charge

- (1) The levied charge may be levied for the following development:
 - (a) reconfiguring a lot;
 - (b) material change of use of premises.
- (2) The levied charge is not to be levied for the following:
 - (a) development in a priority development area under the Economic Development Act 2012;
 - (b) work or use of land authorised under the Mineral Resources Act 1989, the Petroleum Act 1923, the Petroleum and Gas (Production and Safety) Act 2004 or the Greenhouse Gas Storage Act 2009.

14. Working out the levied charge

The levied charge for the development is to be worked out by the local government as follows:

$$LC = ((AC \times AD) - D)$$

Where:

LC is the levied charge for the development, which cannot be less than zero.

AC is the applied adopted charge for the development.

AD is the additional demand for the development.

D is the discount for the prescribed financial contribution.

15. Working out the applied adopted charge

The applied adopted charge for the development is to be worked out by the local government by applying the following:

- (a) the adopted charge worked out under section 7 (Adopted charges).

16. Working out the additional demand

- (1) The additional demand for the development is to be worked out by the local government as follows:

$$AD = DD - DC$$

Where:

AD is the additional demand.

DD is the demand placed upon the local government trunk infrastructure networks which will be generated by the development (**development demand**).

DC is the demand placed upon the local government trunk infrastructure networks generated by existing or previous development if applicable (**demand credit**).

- (2) The development demand is worked out using the relevant unit of calculation for an adopted charge for the development in schedule 2 (**demand unit**).
- (3) The demand credit is to be worked out using the greater of the following:
- (a) if the premises is subject to an existing use which is lawful and already taking place on the premises (**existing lawful use**) that places demand upon the local government trunk infrastructure networks, the demand generated for the existing lawful use using the applicable demand units for the use;
 - (b) if the premises is subject to a previous use which was lawful at the time it was carried out and is no longer taking place on the premises (**previous lawful use**) that placed demand upon the local government trunk infrastructure networks, the demand generated for the previous lawful use using the applicable demand units for the use;
 - (c) if the premises is a vacant lot, the demand for one dwelling house (3 bedroom dwelling) in schedule 2.

-
- (4) The demand credit for an existing lawful use or previous lawful use under subsections 3(a) and 3(b) is to be worked out by the local government prior to the time for the giving of the relevant approval to which the levied charge applies as follows:
- (a) an applicant which is seeking the demand credit for an existing lawful use or previous lawful use is to:
 - (i) give a notice in the prescribed form to the local government which provides evidence of the existing lawful use or the previous lawful use and the calculation of the demand credit; and
 - (ii) pay the prescribed fee;
 - (b) the local government is to:
 - (i) determine if a demand credit for the existing lawful use or the previous lawful use is applicable to the development;
 - (ii) work out the demand credit for the previous lawful use if applicable; and
 - (iii) give a notice to the applicant stating the outcome of the local government's determination.
- (5) A demand credit is only to be provided to a maximum amount equal to the development demand.

17. Working out the discount for the prescribed financial contribution

- (1) The amount of the discount for the prescribed financial contribution is to be worked out by the local government as follows:
- $$D = PFC - (AC - DC)$$
- Where:
- D* is the discount which cannot be less than zero.
- PFC* is the amount of the prescribed financial contribution.
- AC* is the applied adopted charge for the proposed development worked out under section 15 (Working out the applied adopted charge).
- DC* is the demand credit if applicable worked out under section 16 (Working out the additional demand).
- (2) The discount for the prescribed financial contribution is to be worked out by the local government prior to the time for the giving of the relevant approval to which the levied charge applies as follows:
- (a) an applicant which is seeking the discount for the prescribed financial contribution is to:
 - (i) give a notice in the prescribed form to the local government which provides evidence of the prescribed financial contribution and the calculation of the discount; and
 - (ii) pay the prescribed fee;
 - (b) The local government is to:
 - (i) determine if the discount for a prescribed financial contribution is applicable to the development;

- (ii) work out the discount for the prescribed financial contribution if applicable; and
- (iii) give notice to the applicant stating the outcome of the local government's determination.

Editor's note—The notice may be given in an infrastructure charges notice.

18. Working out the automatic increase

- (1) The automatic increase of the levied charge is to be worked out by the local government as the amount which is equal to the increase calculated by using the index stated in section 114 of the Planning Act.
- (2) However, the amount of the automatic increase of the levied charge must not be more than the amount of the increase prescribed by section 114 the Planning Act.

Part 4 Offset and refund for trunk infrastructure

19. Purpose of part 4

Part 4 states the following matters relevant to the working out of an offset or refund for the provision of trunk infrastructure for the local government trunk infrastructure networks for development:

- (a) the criteria for trunk infrastructure to be applied by the local government in deciding if development infrastructure is trunk infrastructure (**identified trunk infrastructure criteria**);
- (b) the method to be applied by the local government for working out the establishment cost of trunk infrastructure for an offset or refund where an applicant is required under a condition of a relevant approval to provide land or work for the following trunk infrastructure for local government trunk infrastructure networks (**trunk infrastructure contribution**):
 - (i) **identified trunk infrastructure**—development infrastructure which is identified in the Local Government Infrastructure Plan;
 - (ii) **different trunk infrastructure**—development infrastructure which:
 - (A) is an alternative to the identified trunk infrastructure; and
 - (B) delivers the same desired standards of service for the network of development infrastructure stated in the Local Government Infrastructure Plan;
 - (iii) **necessary trunk infrastructure**—development infrastructure which is not identified trunk infrastructure or different trunk infrastructure that satisfies the identified trunk infrastructure criteria and is necessary to service development;
 - (iv) **prescribed trunk infrastructure**—development infrastructure which is not identified trunk infrastructure, different trunk infrastructure or necessary trunk infrastructure that becomes trunk infrastructure under the Planning Act;
- (c) whether an offset or refund applies and if so the details of the offset and refund and the timing of the offset and refund.

20. Identified trunk infrastructure criteria (conversion criteria)

The identified trunk infrastructure criteria (conversion criteria) for deciding that development infrastructure is trunk infrastructure are the following:

- (a) that the development infrastructure is necessary to service development:
 - (i) consistent with the assumptions about the type, scale, location or timing of future development stated in the Local Government Infrastructure Plan;
 - (ii) for premises completely inside the priority infrastructure area in the Local Government Infrastructure Plan;
 - (iii) facilitates development of other premises by enabling increased

-
- development or overcoming deficiencies in service through its provision; and
 - (iv) reduces or eliminates unnecessary and interim staged infrastructure; and
 - (v) provides a critical shared link between multiple development sites and the defined and mapped trunk network; and
 - (vi) would have been identified as 'trunk' infrastructure had the ultimate demand and development pattern been known in more detail at the time of developing the Local Government Infrastructure Plan; and
 - (vii) the type, size and location of the infrastructure is the most cost effective option for servicing multiple users in the area. The most effective option means the least cost option based upon the life cycle cost of the infrastructure required to service existing and future development in the area at the desired standards of service.
- (b) that the development infrastructure complies with the criteria in schedule 4

21. Working out the establishment cost

The establishment cost for a trunk infrastructure contribution is to be worked out by the local government using the following:

- (a) for the calculation of the establishment cost—the method in section 22 (Calculation of the establishment cost);
- (b) for the recalculation of the establishment cost for work calculated under paragraph (a)—the method in section 23 (Recalculation of the establishment cost for work);
- (c) for the recalculation of the establishment cost for land calculated under paragraph (a)—the method in section 24 (Recalculation of the establishment cost for land).

22. Calculation of the establishment cost

- (1) The establishment cost for a trunk infrastructure contribution is to be worked out by the local government using any of the following:
 - (a) the planned estimate of the trunk infrastructure contribution;
 - (b) a cost-based estimate of the establishment cost for the trunk infrastructure contribution determined by the local government using first principles estimating;
 - (c) an estimate of the establishment cost for the trunk infrastructure contribution reasonably determined by the local government.
- (2) The **planned estimate** of the trunk infrastructure contribution is:
 - (a) the whole of an item of identified trunk infrastructure—is the **planned cost** being the amount of the value of the item stated in schedule 8;
 - (b) part of an item of identified trunk infrastructure—is the estimate of the proportion of the planned cost of the item of identified trunk infrastructure applicable to the trunk infrastructure contribution having regard to the

method used by the local government to work out the planned cost of the item of identified trunk infrastructure stated in the extrinsic material to the Local Government Infrastructure Plan; and

- (c) different trunk infrastructure, necessary trunk infrastructure or prescribed trunk infrastructure—is the estimate of the planned cost of the infrastructure having regard to the method used by the local government to work out the planned cost of the identified trunk infrastructure for the network of development infrastructure stated in the extrinsic material to the Local Government Infrastructure Plan.

23. Recalculation of the establishment cost for work

Market cost

- (1) The establishment cost for a trunk infrastructure contribution for work may be recalculated by the local government at the request of the applicant by using the market cost for the work.
- (2) The market cost for the work is the estimate of the cost of the design and construction of the work:
- (a) including the following:
- (i) the construction cost for the work;
 - (ii) construction on costs for the work which do not exceed the maximum construction on costs stated in schedule 9 for the following:
 - (A) the cost of survey for the work;
 - (B) the cost of geotechnical investigations for the work;
 - (C) the cost of only detailed design for the work;
 - (D) the cost of project management and contract administration;
 - (E) the cost of environmental investigations for the work;
 - (F) a portable long service leave payment for a construction contract for the work;
 - (iii) risk and contingencies which do not exceed 10% for the cost of that part of the of the work in a construction contract which is subject to a contingency.

Example—

A construction contract for a trunk road infrastructure network item may state a contingency for pavement design and service relocation.

- (b) excluding the following:
- (i) the planning of the work;
 - (ii) a cost of carrying out temporary infrastructure;
 - (iii) a cost of carrying out other infrastructure which is not part of the trunk infrastructure contribution;
 - (iv) a cost of the decommissioning, removal and rehabilitation of infrastructure identified in paragraphs (ii) and (iii);
 - (v) a part of the trunk infrastructure contribution provided by:

-
- (A) the local government; or
 - (B) a person, other than the applicant or a person engaged by the applicant;
 - (vi) a cost to the extent that GST is payable and an input tax credit can be claimed for the work;
 - (vii) a cost attributable directly or indirectly to the failure of an applicant or a person engaged by the applicant to perform and fulfil a relevant approval for the work;
 - (viii) a cost caused or contributed to by a negligent or wilful act or omission by the applicant or a person engaged by the applicant;
 - (ix) a cost of carrying out development infrastructure which is only made necessary by the development and does not contribute to the function of the trunk infrastructure item;
 - (x) a cost of carrying out trunk infrastructure which relates to another development infrastructure network;
 - (xi) a cost of carrying out development infrastructure which is replacing existing infrastructure with different infrastructure in another development infrastructure network;
 - (xii) a cost of existing development infrastructure which services or is planned to service existing or future demand that is replaced by the trunk infrastructure contribution.

Determining the market cost

- (3) The local government is to, prior to the applicant starting the construction of the work, determine the market cost for the work as follows:
 - (a) the applicant is to undertake an open tender process for the work;
 - (b) the applicant is to:
 - (i) give to the local government a notice in the prescribed form which states the following:
 - (A) an open tender process has been conducted;
 - (B) the tenders received;
 - (C) the applicant's preferred tenderer;
 - (D) the applicant's reason for the preferred tenderer;
 - (E) the terms of the construction contract for the work;
 - (F) a plan for each development infrastructure network clearly showing the extent of the work for which an offset is sought;
 - (G) the applicant's calculation of the market cost for the work; and
 - (ii) pay the prescribed fee;
 - (c) the local government may, within 15 business days of the date the notice under paragraph (b) is received by the local government, give a notice to the applicant which states that the applicant is to provide to the local government a document to enable the local government to determine the market cost including without limitation the following:

-
- (i) details in respect of a construction contract for the work;
 - (ii) a plan for each development infrastructure network clearly showing the scope of the work for which an offset is sought;
 - (d) the applicant is to comply with a notice given by the local government to the applicant under paragraph (c);
 - (e) the local government is to as soon as reasonably practicable determine the market cost acting reasonably having regard to the matters in paragraphs (a) to (d);
 - (f) the local government after determining the market cost is to as soon as reasonably practicable:
 - (i) give to the applicant a notice which states the following:
 - (A) the local government's calculation of the market cost for the work and the reason for any difference from the applicant's calculation;
 - (B) the establishment cost for the work; and
 - (ii) issue an amended infrastructure charges notice.

Adjustment of the establishment cost

- (4) The local government is to, after the completion of the construction of the work and prior to the date for the payment of a levied charge, determine an adjustment to the establishment cost as follows:
 - (a) this subsection only applies to a cost of work (**prescribed cost**) if the cost:
 - (i) would have formed part of the market cost used to work out the establishment cost for the work; and
 - (ii) was not included in the market cost used to work out the establishment cost or was included in the market cost used to work out the establishment cost but was for an amount less than the prescribed cost; and
 - (iii) was included in the market cost used to work out the establishment cost but was subject to a contingency stated in subsection (2)(a)(iii);
 - (b) the applicant may, prior to 15 business days after the applicant has completed the work:
 - (i) give to the local government a single notice which is to state the following:
 - (A) that the applicant requests that the local government adjust the establishment cost to take account of the prescribed cost;
 - (B) all information reasonably necessary to establish the calculation of the prescribed cost and that the cost is a prescribed cost;
 - (C) the applicant's calculation of the prescribed cost; and
 - (ii) pay the prescribed fee if paragraph (i) applies.
 - (c) the local government may, within 15 business days of the date the notice

-
- under paragraph (b) is received by the local government, give a notice to the applicant which states that the applicant is to provide to the local government a document to enable the local government to determine the value of an adjusted establishment cost;
 - (d) the applicant is to comply with a notice given by the local government to the applicant under paragraph (c);
 - (e) the local government is to as soon as reasonably practicable determine whether the establishment cost is to be adjusted acting reasonably having regard to the matters in paragraphs (a) to (d);
 - (f) the local government after determining whether the establishment cost is to be adjusted, is to as soon as reasonably practicable:
 - (i) give to the applicant a notice which states the following:
 - (A) the local government's calculation of the adjusted establishment cost for the work and the reason for any difference from the applicant's calculation;
 - (B) the establishment cost for the work; and
 - (ii) issue an amended infrastructure charges notice.

24. Recalculation of the establishment cost for land

- (1) The establishment cost for a trunk infrastructure contribution for land may be recalculated by the local government at the request of the applicant using the current market value of the land.
- (2) The **current market value** of the land is the difference, determined by using the before and after method of valuation of the whole of the subject premises, between the value of the subject premises including the land and the value of the subject premises excluding the land.
- (3) The local government is to, prior to the date of payment of the levied charge, determine the market value of the land as follows:
 - (a) the applicant is to provide to the local government the following:
 - (i) a notice in the prescribed form requesting the recalculation of the establishment cost for the land;
 - (ii) a valuation of the land undertaken by a certified practicing valuer;
 - (iii) the prescribed fee;
 - (b) the local government may, if the matters in paragraph (a) are satisfied, refer the valuation to a registered valuer to assess whether the valuation is consistent with the current market value;
 - (c) the local government is to decide whether to:
 - (i) accept the valuation; or
 - (ii) reject the valuation;
 - (d) the local government is to, if it accepts the valuation:
 - (i) give to the applicant a notice stating the establishment cost for the land; and
 - (ii) index the establishment cost for the land using the CPI from the date of the accepted valuation to the date stated in the amended

infrastructure charges notice;

- (e) the local government is to, if it rejects the valuation, refer the valuation to an independent certified practicing valuer to:
 - (i) assess whether the valuation is consistent with the current market value; and
 - (ii) undertake a valuation of the land if the valuation is assessed as not consistent with the current market value;
- (f) the local government is to, upon the determination of the independent certified practicing valuer's valuation:
 - (i) give to the applicant a notice stating the establishment cost for the land;
 - (ii) index the establishment cost for the land using the CPI from the date of the independent certified practicing valuer's valuation to the date stated in the amended infrastructure charges notice; and
 - (iii) issue an amended infrastructure charges notice;
- (g) the local government however is not required to refer the valuation to the registered valuer or the independent certified practicing valuer if the applicant has not paid to the Council the prescribed fee including the costs of the registered valuer under paragraph (b) and the independent certified practicing valuer under paragraph (e).

25. Application of an offset and refund

The following apply if a trunk infrastructure contribution services or is planned to service premises other than premises the subject of the relevant approval and an adopted charge applies to the development the subject of the relevant approval:

- (a) an **offset**—where the establishment cost for the trunk infrastructure contribution is equal to or less than the levied charge; and
- (b) a **refund**—where the establishment cost for the trunk infrastructure contribution is more than the levied charge.

26. Details of an offset and refund

- (1) If an offset applies, the establishment cost for the trunk infrastructure contribution is to be worked out by the local government in accordance with section 21 (Working out the establishment cost).
- (2) If a refund applies, the proportion of the establishment cost for the trunk infrastructure contribution that may be apportioned reasonably to users of premises other than the premises the subject of the relevant approval (**prescribed proportion**) is to be worked out by the local government using an estimate of the prescribed proportion reasonably determined by the local government.

27. Timing of an offset and refund

- (1) An applicant entitled to seek an offset or refund for the trunk infrastructure contribution is to:
 - (a) give to the local government a notice in the prescribed form which states

the following:

- (i) the date the trunk infrastructure contribution the subject of an offset or refund was lawfully completed;
 - (ii) that the trunk infrastructure contribution has been provided in accordance with the relevant approval for the trunk infrastructure contribution; and
- (b) pay the prescribed fee.
- (2) The local government is to as soon as reasonably practicable after receiving a notice under subsection (1):
 - (a) determine whether the trunk infrastructure contribution has satisfied the matters in subsection (1)(a); and
 - (b) give to the applicant a notice stating the outcome of the local government's determination.
- (3) The local government if satisfied of the matters in subsection (1)(a) is to, unless otherwise provided for in an infrastructure agreement:
 - (a) for an offset—set off the establishment cost for the trunk infrastructure contribution against the levied charge when the levied charge stated in the infrastructure charges notice is payable under the Planning Act;
 - (b) for a refund—give the refund when stated in the infrastructure charges notice.
- (4) The local government has adopted a policy position in relation to the determination in an infrastructure charges notice of when a refund is to be given by the local government to achieve the following policy objectives:
 - (a) to seek to integrate the local government's land use and infrastructure plans;
 - (b) to implement the Local Government Infrastructure Plan as the basis for the local government's trunk infrastructure funding;
 - (c) to implement infrastructure funding which is equitable, accountable and financially sustainable for the local government.
- (5) The local government's policy position in relation to the determination in an infrastructure charges notice of when a refund is to be given by the local government and related matters is as follows:
 - (a) for a trunk infrastructure contribution for identified trunk infrastructure which is identified in the local government's capital works program at the date of the relevant approval with a planned date that is consistent with the Local Government Infrastructure Plan:
 - (i) the refund may be given in accordance with the payment triggers in paragraph (ii) until the planned date, at which time the balance of the refund is to be given by 31 December of the financial year following the planned date;
 - (ii) the following payment triggers achieve the local government's policy objectives:
 - (A) for a refund which is an amount that is less than \$100,000—the refund may be given by 31 December of the financial year following the completion of the trunk

-
- infrastructure contribution;
 - (B) for a refund which is an amount that is \$100,000 or more but not more than \$500,000—the refund may be given annually over 3 financial years in equal payments by 31 December in each financial year commencing in the financial year following the completion of the trunk infrastructure contribution;
 - (C) for a refund which is an amount that is \$500,000 or more but not more than \$1 million—the refund may be given annually over 5 financial years in equal payments by 31 December in each financial year commencing in the financial year following the completion of the trunk infrastructure contribution;
 - (D) for a refund which is an amount that is \$1 million or more—the refund may be given annually in equal payments of \$250,000 by 31 December in each financial year commencing in the financial year following the completion of the trunk infrastructure contribution until the amount is paid;
 - (iii) each amount to be paid under paragraph (ii) is to be increased by the CPI from the date of the infrastructure charges notice for the refund to the date that the amount is paid;
 - (b) for a trunk infrastructure contribution for identified trunk infrastructure (for which subsection 28(5)(a) does not apply) or different trunk infrastructure which is provided before or in the planned date or period for the trunk infrastructure contribution stated in the Local Government Infrastructure Plan:
 - (i) the following payment triggers achieve the local government's policy objectives:
 - (A) for a refund which is an amount that is less than \$100,000—the refund may be given by 31 December of the financial year following the end of the relevant planned date or period for the trunk infrastructure contribution;
 - (B) for a refund which is an amount that is \$100,000 or more but not more than \$500,000—the refund may be given annually over 3 financial years in equal payments by 31 December in each financial year commencing in the financial year following the end of the relevant planned date or period for the trunk infrastructure contribution;
 - (C) for a refund which is an amount that is \$500,000 or more but not more than \$1 million—the refund may be given annually over 5 financial years in equal payments by 31 December in each financial year commencing in the financial year following the end of the relevant planned date or period for the trunk infrastructure contribution;
 - (D) for a refund which is an amount that is \$1 million or more—the refund may be given annually in equal payments of \$250,000 by 31 December in each financial year commencing in the financial year following the end of

-
- the relevant planned date or period for the trunk infrastructure contribution until the amount is paid;
- (ii) each amount to be paid under paragraph (i) is to be increased by the CPI from the date of the infrastructure charges notice for the refund to the date that the amount is paid;
 - (c) for a trunk infrastructure contribution for identified trunk infrastructure or different trunk infrastructure which is provided after the planned date or period for the trunk infrastructure contribution stated in the Local Government Infrastructure Plan:
 - (i) the following payment triggers achieve the local government's policy objectives:
 - (A) for a refund which is an amount that is less than \$100,000—the refund may be given by 31 December of the financial year following the completion of the trunk infrastructure contribution;
 - (B) for a refund which is an amount that is \$100,000 or more but not more than \$500,000—the refund may be given annually over 3 financial years in equal payments by 31 December in each financial year commencing in the financial year following the completion of the trunk infrastructure contribution;
 - (C) for a refund which is an amount that is \$500,000 or more but not more than \$1 million—the refund may be given annually over 5 financial years in equal payments by 31 December in each financial year commencing in the financial year following the completion of the trunk infrastructure contribution;
 - (D) for a refund which is an amount that is \$1 million or more—the refund may be given annually in equal payments of \$250,000 by 31 December in each financial year commencing in the financial year following the completion of the trunk infrastructure contribution until the amount is paid;
 - (ii) each amount to be paid under paragraph (i) is to be increased by the CPI from the date of the infrastructure charges notice for the refund to the date that the amount is paid;
 - (d) for a trunk infrastructure contribution for necessary trunk infrastructure:
 - (i) the local government is to estimate the period in which the trunk infrastructure contribution would have been planned to be provided had it been included in the Local Government Infrastructure Plan having regard to the method used by the local government to work out the relevant planned date or period of items of identified trunk infrastructure for the network of development infrastructure stated in the extrinsic material to the Local Government Infrastructure Plan (specified date or period);
 - (ii) the local government is to upon the completion of the trunk infrastructure contribution include the trunk infrastructure as existing trunk infrastructure in the Local Government Infrastructure Plan;

-
- (iii) the following payment triggers achieve the local government's policy objectives:
 - (A) for a refund which is an amount that is less than \$100,000—the refund may be given by 31 December of the financial year following the end of the specified date or period for the trunk infrastructure contribution;
 - (B) for a refund which is an amount that is \$100,000 or more but not more than \$500,000—the refund may be given annually over 3 financial years in equal payments by 31 December in each financial year commencing in the financial year following the end of the specified date or period for the trunk infrastructure contribution;
 - (C) for a refund which is an amount that is \$500,000 or more but not more than \$1 million—the refund may be given annually over 5 financial years in equal payments by 31 December in each financial year commencing in the financial year following the end of the specified date or period for the trunk infrastructure contribution;
 - (D) for a refund which is an amount that is \$1 million or more—the refund may be given annually in equal payments of \$250,000 by 31 December in each financial year commencing in the financial year following the end of the specified date or period for the trunk infrastructure contribution until the amount is paid;
 - (iv) each amount to be paid under paragraph (iii) is to be increased by the CPI from the date of the infrastructure charges notice for the refund to the date that the amount is paid;
 - (e) for a trunk infrastructure contribution for prescribed trunk infrastructure:
 - (i) the local government is to upon the completion of the trunk infrastructure contribution include the trunk infrastructure as existing trunk infrastructure in the Local Government Infrastructure Plan;
 - (ii) the following payment triggers achieve the local government's policy objectives:
 - (A) for a refund which is an amount that is less than \$100,000—the refund may be given by 31 December 2036;
 - (B) for a refund which is an amount that is \$100,000 or more but not more than \$500,000—the refund may be given annually over 3 financial years in equal payments between 31 December 2036 and 31 December 2038;
 - (C) for a refund which is an amount that is \$500,000 or more but not more than \$1 million—the refund may be given annually over 5 financial years in equal payments between 31 December 2036 and 31 December 2040;
 - (D) for a refund which is an amount that is \$1 million or more—the refund may be given annually in equal

21

Lockyer Valley Regional Council
Lockyer Valley Adopted Infrastructure Charges Resolution (No.2) 2019

payments of \$250,000 from 31 December 2036 until the amount is paid;

- (iii) each amount to be paid under paragraph (ii) is to be increased by the CPI from the date of the infrastructure charges notice for the refund to the date that the amount is paid.

Schedule 1 Dictionary

additional demand see section 12(b)(ii) (Purpose of part 3).

adopted charge see section 6(a) (Purpose of part 2).

applicable area see section 6(d) (Purpose of part 2).

applicable date see section 6(c) (Purpose of part 2).

applicable use see section 6(e) (Purpose of part 2).

applied adopted charge see section 12(b)(i) (Purpose of part 3).

automatic increase see section 12(c) (Purpose of part 3).

bedroom means an area of a building or structure which:

- (a) is used, designed or intended for use for sleeping but excludes a lounge room, dining room, living room, kitchen, water closet, bathroom, laundry, garage or plant room; or
- (b) can be used for sleeping such as a den, study, loft, media or home entertainment room, library, family or rumpus room or other similar space.

completion means the stage in the provision of a trunk infrastructure contribution by an applicant when the local government is satisfied that the trunk infrastructure contribution is complete other than for a minor omission and a minor defect which:

- (a) is not essential;
- (b) does not prevent the matter from being reasonably capable of being used for its intended purpose;
- (c) the local government determines the applicant has a reasonable basis for not promptly rectifying; and
- (d) the rectification of which will not prejudice the convenient use of the matter.

CPI (an acronym for consumer price index) means the following:

the consumer price index 6401.0 All Groups Brisbane published by the Australian Bureau of Statistics;

- (a) if an index described in paragraph (a) ceases to be published—another similar index prescribed by the local government.

Editor's note—Where the CPI has not been published for a calculation date the change in the CPI is to be determined by having regard to the index prior to the base date and the index prior to the calculation date.

current market value see section 24(2) (Recalculation of the establishment cost for land).

deemed demand see section 16(3)(d) (Working out the additional demand).

deemed demand area means the deemed demand area in schedule 12.

demand credit see section 16(1) (Working out the additional demand).

demand unit see section 16(2) (Working out the additional demand).

development demand see section 16(1) (Working out the additional demand).

different trunk infrastructure see section 19(b)(ii) (Purpose of part 4).

distributor-retailer means the Central SEQ Distributor-Retailer Authority (trading as Queensland Urban Utilities) under the SEQ Water Act.

distributor-retailer's adopted charge or DAC see section 7(2)(e) (Adopted charges).

distributor-retailer infrastructure planning instrument see section 8(2) (Trunk infrastructure networks for adopted charges).

distributor-retailer trunk infrastructure network charge or DNC see section 7(2)(a)(ii) (Adopted charges).

distributor-retailer trunk infrastructure networks see section 6(b)(ii) (Purpose of part 2).

dwelling has the meaning in the Planning Regulation 2017.

establishment cost see section 21 (Working out the establishment cost).

existing lawful use see section 16(3)(a) (Working out the additional demand).

financial year means a period of 1 year beginning on 1 July.

Gatton Shire planning scheme means the Gatton Shire Planning Scheme 2007.

GFA (an acronym for gross floor area) has the meaning in the Planning Regulation 2017.

identified trunk infrastructure criteria see section 19(a) (Purpose of part 4).

identified trunk infrastructure see section 19(b)(i) (Purpose of part 4).

infrastructure charging instrument means any of the following:

- (a) a condition imposed under a planning scheme policy about infrastructure;
- (b) an adopted infrastructure charge levied under an adopted infrastructure charges notice;
- (c) a levied charge under an infrastructure charges notice.

Laidley Shire planning scheme means the Laidley Shire Planning Scheme 2003.

levied charge see section 12(a) (Purpose of part 3).

levied charge relief see section 12(b)(iii) (Purpose of part 3).

Local Government Infrastructure Plan means the Gatton Shire and the Lockyer Shire Local Government Infrastructure Plans.

local government trunk infrastructure networks see section 6(b)(i) (Purpose of part 2).

local government trunk infrastructure network charge or LNC see section 7(2)(a)(i) (Adopted charges).

market cost see section 23(2) (Recalculation of the establishment cost for work).

maximum adopted charge or MAC see section 7(2)(d) (Adopted charges).

necessary trunk infrastructure see section 19(b)(iii) (Purpose of part 4).

offset see section 25(a) (Application of an offset and refund).

planned cost see section 22(2)(a) (Calculation of the establishment cost).

planned estimate see section 22(2) (Calculation of the establishment cost).

Planning Act means the Planning Act 2016.

Planning Regulation means the Planning Regulation 2017

PPI (an acronym for producer price index) means the following:

- (a) the producer price index for construction 6427.0 (ABS PPI) index number 3101—Road and Bridge construction index for Queensland published by the Australian Bureau of Statistics;
- (b) if an index described in paragraph (a) ceases to be published—another similar index prescribed by the local government.

prescribed cost see section 23(4)(a) (Recalculation of the establishment cost for work).

prescribed financial contribution see section 12(b)(iv) (Purpose of part 3).

prescribed fee means a cost recovery fee prescribed by the local government.

prescribed form means a form prescribed by the local government.

prescribed proportion see section 26(2) (Details of an offset and refund).

prescribed trunk infrastructure see section 19(b)(iv) (Purpose of part 4).

previous lawful use see section 16(3)(b) (Working out the additional demand).

PSP 5 see section 7 (1)(a) (Adopted charges).

refund see section 25(b) (Application of an offset and refund).

relevant proportion or RP see section 7(2)(c) (Adopted charges).

SEQ Water Act means the South-East Queensland Water (Distribution and Retail Restructuring) Act 2009.

specified date or period see section 27(5)(c)(i) (Timing of an offset and refund).

total trunk infrastructure network charges or Total NC see section 7(2)(b) (Adopted

25

Lockyer Valley Regional Council
Lockyer Valley Adopted Infrastructure Charges Resolution (No.2) 2019

charges).

trunk infrastructure contribution see section 19(b) (Purpose of part 4).

trunk infrastructure networks see section 6(b) (Purpose of part 2).

trunk infrastructure network charges see section 7(2) (Adopted charges).

Schedule 2 Trunk infrastructure network charges**Table A Material Change of Use – Residential and Long-Term Non-Permanent Accommodation**

DEMAND UNIT	LVRC	QUU	QUU	QUU
	All Networks	Water	Wastewater	All Networks
Dwelling or unit with 1 or 2 bedrooms	\$10,119.97	\$3,425.80	\$6,694.17	\$10,119.97
Dwelling or unit with 3 or more bedrooms	\$12,500.00	\$4,250.00	\$8,250.00	\$12,500.00

Table B Material Change of Use – Short-Term Non-Permanent Accommodation

DEMAND UNIT	LVRC	QUU	QUU	QUU
	All Networks	Water	Wastewater	All Networks
Suite with 1 or 2 bedrooms	\$5,059.97	\$1,712.89	\$3,347.08	\$5,059.97
Suite with 3 or more bedrooms	\$6,250.00	\$2,116.00	\$4,134.00	\$6,250.00
Each bedroom that is not part of a suite	\$5,059.97	\$1,712.89	\$3,347.08	\$5,059.97
Group of 1 or 2 Camping or caravan site/s	\$5,059.97	\$1,712.89	\$3,347.08	\$5,059.97
Group of 3 Camping or caravan site/s	\$6,250.00	\$2,116.00	\$4,134.00	\$6,250.00

Table C Reconfiguring a Lot – All Lots

DEMAND UNIT	LVRC	QUU	QUU	QUU
	All Networks	Water	Wastewater	All Networks
Lot	\$12,500.00	\$4,250.00	\$8,250.00	\$12,500.00

Table D Material Change of Use – Non-Residential

DEMAND UNIT	LVRC	LVRC	QUU	QUU	QUU
	Stormwater	Other	Water	Wastewater	All Networks
	Per m ² Impervious	Per m ² GFA	Per m ² GFA	Per m ² GFA	Per m ² GFA
Places of assembly	\$10.00	\$41.00	\$10.00	\$19.00	\$29.00
Commercial (bulk goods)	\$10.00	\$69.00	\$24.00	\$47.00	\$71.00
Commercial (retail)	\$10.00	\$109.00	\$24.00	\$47.00	\$71.00
Commercial (office)	\$10.00	\$69.00	\$24.00	\$47.00	\$71.00
Educational facility	\$10.00	\$69.00	\$24.00	\$47.00	\$71.00
Entertainment	\$10.00	\$100.00	\$34.00	\$66.00	\$100.00
Indoor sport and recreation (excluding court areas)	\$10.00	\$100.00	\$34.00	\$66.00	\$100.00
Indoor sport and recreation (court areas)	\$10.00	\$15.00	\$2.00	\$3.00	\$5.00
High impact industry or special industry	\$10.00	\$27.00	\$15.00	\$28.00	\$43.00
Other industry	\$10.00	\$21.00	\$10.00	\$19.00	\$29.00
Low impact rural	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
High impact rural	\$0.00	\$10.00	\$3.00	\$7.00	\$10.00
Essential services	\$10.00	\$111.00	\$10.00	\$19.00	\$29.00
Minor uses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other uses	Individual	Individual	Individual	Individual	Individual

Schedule 3 Applicable uses under the Gatton Shire planning scheme and the Laidley Shire planning scheme

Column 1 Charge category under the Planning Regulations 2017	Column 2 Use under the Gatton Shire Planning Scheme 2007	Column 3 Use under the Laidley Shire Planning Scheme 2003
Refer to schedule 16, column 1 of the Planning Regulation 2017	Refer to Gatton Shire Planning Scheme 2007.	Refer to Laidley Shire Planning Scheme 2003.
Residential uses and Accommodation (long term)	Dwelling House, Accommodation Unit, Caretaker's Residence, Dual Occupancy	Accommodation Units, Caretaker Housing, Dwelling House, Multiple Dwelling, Secondary Rural Dwelling
Accommodation (short term)	Caravan Park, Motel	Caravan Park, Motel
Places of Assembly		Place of Assembly Place of Worship
Commercial (bulk goods)	Showroom	Bulk Retail
Commercial (retail)	Arts, Crafts and Antiques, Catering Shop, Service Station, Shop	Catering Room, General Store, Refreshment Service, Service Station, Shop
Commercial (office)	Commercial Premises, Health Care Premises	Commercial Premises, Funeral Parlour
Educational facility	Educational Establishment	Child Care Facility, Educational Establishment
Entertainment	Hotel,	Hotel
Indoor sport and recreation	Indoor Entertainment	Indoor Entertainment
High impact industry or special industry	Industry – High Impact Industry	Noxious, Offensive and Hazardous Industry
Other industry	Warehouse, Industry – Low Impact Industry, Industry – Medium Impact Industry, Service Trade, Transport Depot	Warehouse, Car Repair Station, Light Industry, Medium Industry, Junk Yard, Liquid Fuel Depot, Road Freight Depot, Transport Depot, Truck Stop
Low impact rural	Agriculture, Animal Husbandry, Natural Timber Harvesting, Roadside Stall	Agriculture, Animal Husbandry, Forestry, Roadside Stall
High impact rural	Animal Product Processing Industry, Intensive Animal Industries, Rural Service Industry	Rural Processing, Feedlot, Kennels, Intensive Animal Industry
Essential services		Medical/Paramedical Centre, Hospital, Veterinary Hospital, Emergency Services Depot
Minor uses	Annexed Unit, Eco Tourism Facility, Bed and Breakfast Accommodation, Home Based Business	Home Based Business, Home Occupation, Estate Sales Office, Tourist Accommodation,
Other uses	Off-street Car Park, Transport Terminal, Extractive Industry, Outdoor Entertainment, Local Utility,	Aviation, Passenger Terminal, Sport and Recreation, Public Facility, Public Infrastructure

Schedule 4 Identified trunk infrastructure criteria

Column 1 Local government trunk infrastructure networks	Column 2 Identified trunk infrastructure criteria
Transport trunk infrastructure network	<p>Transport trunk infrastructure network comprises the following:</p> <ul style="list-style-type: none"> (a) arterial roads; (b) sub-arterial roads; (c) within an arterial or a sub-arterial road land and works for, an associated interchange, intersection, road drainage, kerb and channel, culverts, bridges, pedestrian and cyclist pathways, lighting and landscaping. <p>Transport trunk infrastructure network does not comprise the following:</p> <ul style="list-style-type: none"> (a) major collector, collector and access streets linking a development area with an arterial or sub-arterial road; (b) land and works for an arterial road or a sub-arterial road that is primarily related to providing access to and from a development area such as an acceleration or deceleration lane, turn lanes, traffic signals and roundabouts. <p>Trunk infrastructure for existing and future transport infrastructure is restricted to the standard as set out below.</p>
Public parks trunk infrastructure network	<p>Public parks trunk infrastructure network comprises the following: land, works and embellishments for recreation parks, linear parks and sport ground and courts;</p> <p>Trunk infrastructure for existing and future parks is restricted to the standard as set out below.</p>
Community facilities trunk infrastructure network	<p>Community facilities trunk infrastructure network comprises the following: land and basic works associated with the clearing of land and connection to services for community facilities.</p> <p>Trunk infrastructure for existing and future community facilities land is restricted to the standard as set out below.</p>

Transport network desired standards of service

The desired standard of service for the Transport network is located within Councils Local Government Infrastructure Plan:

Stormwater network desired standards of service

The desired standard of service for the Stormwater network is located within Councils Local Government Infrastructure Plan:

Public parks and land for community facilities network desired standards of service

The desired standard of service for the Park and Community land network is located within Councils Local Government Infrastructure Plan:



**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

11.6 Development Incentives - Infrastructure Charges Policy

Date: 29 April 2019
Author: Trevor Boheim, Regional and Strategic Planning Lead
Responsible Officer: Dan McPherson, Executive Manager Organisational Development & Planning Services

Summary:

This report provides Council with an updated Development Incentives – Infrastructure Charges policy for adoption. The updated policy incorporates changes which provide clarity regarding the timing of compliance with conditions and payment of charges to be eligible for a discount and the inability for an approval that resulted from enforcement action to obtain a discount under the policy. The changes also align with Lockyer Valley Adopted Infrastructure Charges Resolution (No.3) 2019 and includes reference to the current Corporate Plan.

Officer's Recommendation:

THAT Council adopt the updated Development Incentives – Infrastructure Charges Policy.

Report

1. Introduction

The purpose of this report is to provide Council with an updated Development Incentives - Infrastructure Charges Policy which provides clarity regarding the timing of compliance with conditions and payment of charges to be eligible for a discount and the inability for an approval that resulted from compliance or enforcement action to obtain a discount under the policy, aligns content of the policy with the *Lockyer Valley Adopted Infrastructure Charges Resolution No.2 2018* (AICR2018) and *Lockyer Valley Adopted Infrastructure Charges Resolution No.3 2019* (AICR2019) and updates a reference to the Corporate Plan 2017-2022.

2. Background

The current Development Incentives – Infrastructure Charges Policy was approved by Council at the 10 February 2016 Ordinary Meeting. It provides guidance for Council regarding discounts given for infrastructure charges payable to Council under Lockyer Valley Adopted Infrastructure Charges Resolution (No.1) 2015.

The intent of the policy, when approved in February 2016, was to recognise the lower returns on investment in the Lockyer Valley relative to major urban centres and the availability of spare capacity in infrastructure networks. It was the view of Council at that time that infrastructure charge discounts and lower adopted charges being offered by neighbouring Councils were acting as disincentives to undertake development in the Lockyer Valley. To address this concern the policy provides discounts for infrastructure charges for residential,

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

community, commercial and industrial development, being a discount of 12.5% in Plainland, 25% in Gatton and Laidley and 50% in all other localities in the Lockyer Valley.

The desire to attract new investment that delivered broader economic and community benefits for the region was also reflected in the content of the policy. In this regard the policy provides a discount of 50% for development independent of location that:

- Provides accommodation for itinerant workers engaged in the agricultural industry in the Lockyer Valley.
- Is the carrying out of processes that add value to products produced by the agricultural sector in the Lockyer Valley.
- Provides accommodation for students attending a recognised tertiary institution.

3. Report

In recent times concerns have been raised around the clarity of the existing Development Incentives – Infrastructure Charges Policy and in particular when the discount can be applied. Concerns have been raised in relation to the following matters:

1. the timing of compliance with conditions and payment of charges to be eligible for a discount; and
2. the inability for an approval that resulted from enforcement action to obtain a discount under the policy.

The current policy states the following:

This policy only applies to contributions payable for development for which all conditions of the relevant development permit have been satisfied.

The following amendment to the policy is proposed to ensure that the policy is clear in relation to when a discount can be applied.

This policy only applies to contributions payable for development for which all conditions of the relevant development permit have been satisfied prior to the commencement of the use and the payment of infrastructure charges has been made prior to the commencement of the use.

The policy has also been updated to reference the *Lockyer Valley Adopted Infrastructure Charges Resolution No.2 2018 (AICR2018)* and the *Lockyer Valley Adopted Infrastructure Charges Resolution No.3 2019 (AICR2019)*.

The Development Incentives - Infrastructure Charges Policy has also been amended to reference Council's current corporate plan reference. A tracked changes version of the policy, incorporating the amendments listed above, is contained as Attachment 1 to this report.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

The policy is also silent on the ability for a development approval resulting from compliance or enforcement action which regularises a development offence to benefit from an infrastructure charges discount under the policy.

To address this matter a new paragraph under the heading of Application is provided:

This policy does not apply to infrastructure charges payable for development which has been or is subject to compliance or enforcement action for a development offence under Chapter 5 of the Planning Act 2016 and for which the relevant development approval to which the charge relates remedies the development offence.

On 27 June 2018, in conjunction with the adoption of the Gatton Shire and Laidley Shire Local Government Infrastructure Plans, Council adopted the AICR2018 which replaced *Lockyer Valley Adopted Infrastructure Charges Resolution (No.1) 2015* (AICR2015). The Development Incentives – Infrastructure Charges Policy, which includes references to AICR2015 and more particularly the content of Schedule 3 of AICR2015, was not updated to reflect AICR2018 on 27 June 2018.

To carry forward the Development Incentives – Infrastructure Charges Policy under AICR2018 the content of the policy needs to be updated to reference AICR2018 and align wording with that in Schedule 3 of AICR2018.

To ensure the policy provides the same discounts under AICR2018 as applies under AICR2015 and that the updated policy applies to development approved under both AICR2015, AICR2018 and AICR2019 the following changes have been made to the policy:

- The wording for Clauses 1 to 16 is repeated as Clauses 17 to 32 under a new heading referencing AICR2018 for development approved under AICR2018, subject to the following changes:
 - The wording of Clauses 17 to 31 is amended to reference AICR2018 instead of AICR 2015.
 - The wording of Clauses 17, 18, 19 is also amended to align with the AICR2018 charge categories by replacing the words “Residential and Long-Term Non-Permanent Accommodation or Short Term Non-Permanent Accommodation” with “Residential Uses and Accommodation (Long Term) or Accommodation (Short Term)”
 - The wording of Clauses 23, 24 and 25 is also amended to align with the AICR2018 charge categories by replacing the words “Industry or High Impact Industry” in Clauses 7, 8 and 9 with “High Impact Industry or Special Industry or Other Industry”.
 - The wording of Clauses 26, 27 and 28 is also amended to align with the AICR2018 charge categories by replacing the words “Education or Entertainment” in Clauses 10, 11 and 12 with “Educational Facility or Entertainment or Indoor Sport and Recreation”.
- The wording for Clauses 1 to 16 is repeated as Clauses 33 to 48 under a new heading referencing AICR2018 for development approved under AICR2019, subject to the following changes:

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

- The wording of Clauses 33 to 47 is amended to reference AICR2019 instead of AICR 2015.
- The wording of Clauses 33, 34, 35 is also amended to align with the AICR2018 charge categories by replacing the words “Residential and Long-Term Non-Permanent Accommodation or Short Term Non-Permanent Accommodation” with “Residential Uses and Accommodation (Long Term) or Accommodation (Short Term)”
- The wording of Clauses 39, 40 and 41 is also amended to align with the AICR2018 charge categories by replacing the words “Industry or High Impact Industry” in Clauses 7, 8 and 9 with “High Impact Industry or Special Industry or Other Industry”.
- The wording of Clauses 42, 43 and 44 is also amended to align with the AICR2018 charge categories by replacing the words “Education or Entertainment” in Clauses 10, 11 and 12 with “Educational Facility or Entertainment or Indoor Sport and Recreation”.

It is noted that the policy references the previous Corporate Plan under the heading of Key Council Supporting Document. This reference has been amended to:

Lockyer Valley Regional Council Corporate Plan 2017-2022 – Lockyer Business, Farming and Livelihood – Outcome 2.4 Attract and support education and employment opportunities for the community.

3.1 Future Review of Development Incentives – Infrastructure Charges Policy

A full review of the Development Incentives – Infrastructure Charges Policy will be undertaken during the latter half of 2019. This review will consider the future costs of infrastructure to Council and the timing of the delivery of trunk infrastructure, the appropriateness and effectiveness of the Development Incentives – Infrastructure Charges Policy, and the benefits of targeting of specific development types. Engagement with Regional Development, Finance and other stakeholders will be undertaken as part of the review of the policy.

4. Policy and Legal Implications

The Development Incentives – Infrastructure Charges Policy requires updating to address issues that have arisen in its implementation and to ensure it refers to the past and current version of Council’s Adopted Infrastructure Charges Resolution.

5. Financial and Resource Implications

The financial implications for Council that result from providing discounts for infrastructure charges under the updated policy are no different to those that arise under the current policy.

6. Delegations/Authorisations

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

7. Communication and Engagement

There are no communication or engagement implications arising from this report.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

8. Conclusion

The updated policy ensures infrastructure charge discounts will not be available to development that has not complied with all conditions at the time of commencement of use and development that has been subject of show cause/enforcement action where the relevant development approval remedies the development offence. It also brings the policy into alignment with AICR2018 and references the current Corporate Plan.

9. Action/s

The updated Development Incentives – Infrastructure Charges Policy is uploaded to Council's website.

Attachments

- 1 [!\[\]\(f2fdbbba686c1099e6b2b8779766e2d3_img.jpg\)](#) Development Incentives Infrastructure Charges Policy 10 Pages



Policy document

Strategic-Governance SG 23

Development Incentives – Infrastructure Charges

Head of Power

Local Government Act 2009

Key Supporting Council Document

Lockyer Valley Regional Council Corporate Plan 2017-2022 – Lockyer Business, Farming and Livelihood – Outcome 2.4 Attract and support education and employment opportunities for the community.

Definitions

Locality – an area that is defined as a locality and which has a place name and boundaries under the *Place Names Act 1994*.

Policy Objective

To provide guidance on the discounts provided by Council for infrastructure charges levied on development in recognition of the lower returns on investment in the Lockyer Valley relative to major urban centres and the availability of spare capacity in infrastructure networks.

Policy Statement

The Lockyer Valley Regional Council recognises the importance of a diversified commercial and industrial development base and a range of housing types to support the growth of the region. To support investment by the private sector, the Lockyer Valley Regional Council provides a discount for infrastructure charges levied through an infrastructure charges notice or infrastructure contribution condition for a development approval. The discounts provided in this policy recognise the lower returns on investment in the Lockyer Valley relative to major urban centres and the lesser demands on infrastructure resulting from development, particularly that which is located outside of the main centres of Gatton, Laidley and Plainland.

Application

Group: Organisational Development & Planning
Unit: Planning & Development
Approved: Ordinary Council Meeting (Resolution Number: ????)
Date Approved: 10/04/2019
ECM: ????????

Effective Date: 10/04/2019
Version: 3.0 Last Updated: 10/02/2019
Review Date: 10/04/2020
Superseded/Revoked: NA

Page 1 of 10



Policy document

Strategic-Governance SG 23

This policy does not apply to headworks contributions levied under policies that were in place at any time prior to the commencement of the Adopted Infrastructure Charges Resolution of the Lockyer Valley in July 2011.

This policy does not apply to any infrastructure contributions that are payable to Queensland Urban Utilities for water cycle infrastructure, being water supply infrastructure and wastewater infrastructure.

This policy only applies to contributions payable for development permits for material change of use that are approved during the period within which this policy is in effect and where the development has commenced within two years of the date of the development approval.

This policy only applies to contributions payable for development for which all conditions of the relevant development permit have been satisfied prior to the commencement of the use and the payment of infrastructure charges has been made prior the commencement of the use.

This policy does not apply to infrastructure charges payable for development which has been or is subject to enforcement action for a development offence under Chapter 5 of the Planning Act 2016 and for which the relevant development approval to which the charge relates remedies the development offence.

This policy does not apply to contributions for reconfiguring a lot.

This policy does not apply to development for which an infrastructure agreement has been entered into regarding the supply of infrastructure or the payment of infrastructure contributions.

Discounted Amount

The Discounted Amount which may be accepted by Council in satisfaction of an Adopted Infrastructure Charges Notice or Infrastructure Charges Notice or infrastructure contribution condition is calculated as follows:

For development approved while Adopted Infrastructure Charges Resolution (No.1) 2015 was in force and effect

Group: Organisational Development & Planning
Unit: Planning & Development
Approved: Ordinary Council Meeting (Resolution Number: ????)
Date Approved: 10/04/2019
ECM: ????????

Effective Date: 10/04/2019
Version: 3.0 Last Updated: 10/02/2019
Review Date: 10/04/2020
Superseded/Revoked: NA

Page 2 of 10



Policy document

Strategic-Governance SG 23

1. For development within the locality of Plainland that is for the Charge Categories of Residential and Long Term Non-Permanent Accommodation or Short Term Non-Permanent Accommodation as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.1) 2015 the discount amount is 12.5%.
2. For development within the localities of Gatton or Laidley that is for the Charge Categories of Residential and Long Term Non-Permanent Accommodation or Short Term Non-Permanent Accommodation as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.1) 2015 the discount amount is 25%.
3. For development within localities other than Gatton, Laidley or Plainland that is for the Charge Categories of Residential and Long Term Non-Permanent Accommodation or Short Term Non-Permanent Accommodation as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.1) 2015 the discount amount is 50%.
4. For development within the locality of Plainland that is for the Charge Categories of Commercial (Bulk Goods) or Commercial (Retail) or Commercial (Office) as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.1) 2015 and where the gross floor area of the development is less than 1,200m² the discount amount is 12.5%.
5. For development within the localities of Gatton or Laidley that is for the Charge Categories of Commercial (Bulk Goods) or Commercial (Retail) or Commercial (Office) as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.1) 2015 and where the gross floor area of the development is less than 1,200m² the discount amount is 25%.
6. For development within localities other than Gatton, Laidley or Plainland that is for the Charge Categories of Commercial (Bulk Goods) or Commercial (Retail) or Commercial (Office) as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.1) 2015 and where the total gross floor area of the development is less than 1,200m² the discount amount is 50%.
7. For development within the locality of Plainland that is for the Charge Category of Industry or High Impact Industry as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure

Group: Organisational Development & Planning
 Unit: Planning & Development
 Approved: Ordinary Council Meeting (Resolution Number: ????)
 Date Approved: 10/04/2019
 ECM: ????????

Effective Date: 10/04/2019
 Version: 3.0 Last Updated: 10/02/2019
 Review Date: 10/04/2020
 Superseded/Revoked: NA

Page 3 of 10



Policy document

Strategic-Governance SG 23

Charges Resolution (No.1) 2015 and where the total gross floor area of the development is less than 1,200m² the discount amount is 12.5%.

8. For development within the localities of Gatton or Laidley that is for the Charge Category of Industry or High Impact Industry as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.1) 2015 and where the total gross floor area of the development is less than 1,200m² the discount amount is 25%.
9. For development within localities other than Gatton, Laidley or Plainland that is for the Charge Category of Industry or High Impact Industry as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.1) 2015 and where the total gross floor area of the development is less than 1,200m² the discount amount is 50%.
10. For development within the locality of Plainland that is for the Charge Categories of Place of Assembly or Education or Entertainment or Low Impact Rural or High Impact Rural or Essential Services as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.1) 2015 the discount amount is 12.5%.
11. For development within the localities of Gatton or Laidley that is for the Charge Categories of Place of Assembly or Education or Entertainment or Low Impact Rural or High Impact Rural or Essential Services as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.1) 2015 the discount amount is 25%.
12. For development within the localities other than Gatton, Laidley or Plainland that is for the Charge Categories of Place of Assembly or Education or Entertainment or Low Impact Rural or High Impact Rural or Essential Services as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.1) 2015 the discount amount is 50%.
13. For development within all localities that has its sole or primary function the provision of accommodation for itinerant workers engaged in the agricultural industry of the Lockyer Valley, irrespective of its Charge Category as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.1) 2015, the discount amount is 50%.
14. For development within all localities that has its sole or primary function the carrying out of processes that add value to products produced by the agricultural sector of the Lockyer Valley, including but not limited to the packaging and processing of agricultural products,

Group: Organisational Development & Planning
Unit: Planning & Development
Approved: Ordinary Council Meeting (Resolution Number: ????)
Date Approved: 10/04/2019
ECM: ????????

Effective Date: 10/04/2019
Version: 3.0 Last Updated: 10/02/2019
Review Date: 10/04/2020
Superseded/Revoked: NA

Page 4 of 10



Policy document

Strategic-Governance SG 23

irrespective of its Charge Category as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.1) 2015, the discount amount is 50%.

15. For development within all localities that has its sole or primary function the provision of accommodation for students attending a recognised tertiary institution, irrespective of its Charge Category as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.1) 2015, the discount amount is 50%.
16. In addition to the above, Council may by resolution provide a discount greater than those specified above where in the opinion of Council a particular development provides a substantial economic and/or community benefit to the Lockyer Valley.

For development approved while Adopted Infrastructure Charges Resolution (No.2) 2018 was in force and effect

17. For development within the locality of Plainland that is for the Charge Categories of Residential Uses and Accommodation (Long Term) or Accommodation (Short Term) as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.2) 2018 the discount amount is 12.5%.
18. For development within the localities of Gatton or Laidley that is for the Charge Categories of Residential Uses and Accommodation (Long Term) or Accommodation (Short Term) as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.2) 2018 the discount amount is 25%.
19. For development within localities other than Gatton, Laidley or Plainland that is for the Charge Categories of Residential Uses and Accommodation (Long Term) or Accommodation (Short Term) as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.2) 2018 the discount amount is 50%.
20. For development within the locality of Plainland that is for the Charge Categories of Commercial (Bulk Goods) or Commercial (Retail) or Commercial (Office) as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.2) 2018 and where the gross floor area of the development is less than 1,200m² the discount amount is 12.5%.

Group: Organisational Development & Planning
Unit: Planning & Development
Approved: Ordinary Council Meeting (Resolution Number: ????)
Date Approved: 10/04/2019
ECM: ????????

Effective Date: 10/04/2019
Version: 3.0 Last Updated: 10/02/2019
Review Date: 10/04/2020
Superseded/Revoked: NA

Page 5 of 10



Policy document

Strategic-Governance SG 23

21. For development within the localities of Gatton or Laidley that is for the Charge Categories of Commercial (Bulk Goods) or Commercial (Retail) or Commercial (Office) as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.2) 2018 and where the gross floor area of the development is less than 1,200m² the discount amount is 25%.
22. For development within localities other than Gatton, Laidley or Plainland that is for the Charge Categories of Commercial (Bulk Goods) or Commercial (Retail) or Commercial (Office) as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.2) 2018 and where the total gross floor area of the development is less than 1,200m² the discount amount is 50%.
23. For development within the locality of Plainland that is for the Charge Categories of High Impact Industry or Special Industry or Other Industry as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.2) 2018 and where the total gross floor area of the development is less than 1,200m² the discount amount is 12.5%.
24. For development within the localities of Gatton or Laidley that is for the Charge Categories of High Impact Industry or Special Industry or Other Industry as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.2) 2018 and where the total gross floor area of the development is less than 1,200m² the discount amount is 25%.
25. For development within localities other than Gatton, Laidley or Plainland that is for the Charge Categories of High Impact Industry or Special Industry or Other Industry as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.2) 2018 and where the total gross floor area of the development is less than 1,200m² the discount amount is 50%.
26. For development within the locality of Plainland that is for the Charge Categories of Place of Assembly or Educational Facility or Entertainment or Indoor Sport and Recreation or Low Impact Rural or High Impact Rural or Essential Services as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.2) 2018 the discount amount is 12.5%.
27. For development within the localities of Gatton or Laidley that is for the Charge Categories of Place of Assembly or Educational Facility or Entertainment or Indoor Sport and Recreation or Low Impact Rural or High Impact Rural or Essential Services as provided in Schedule 3 of

Group: Organisational Development & Planning
 Unit: Planning & Development
 Approved: Ordinary Council Meeting (Resolution Number: ????)
 Date Approved: 10/04/2019
 ECM: ????????

Effective Date: 10/04/2019
 Version: 3.0 Last Updated: 10/02/2019
 Review Date: 10/04/2020
 Superseded/Revoked: NA

Page 6 of 10



Policy document

Strategic-Governance SG 23

Lockyer Valley Adopted Infrastructure Charges Resolution (No.2) 2018 the discount amount is 25%.

28. For development within the localities other than Gatton, Laidley or Plainland that is for the Charge Categories of Place of Assembly or Educational Facility or Entertainment or Indoor Sport and Recreation or Low Impact Rural or High Impact Rural or Essential Services as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.2) 2018 the discount amount is 50%.
29. For development within all localities that has its sole or primary function the provision of accommodation for itinerant workers engaged in the agricultural industry of the Lockyer Valley, irrespective of its Charge Category as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.2) 2018, the discount amount is 50%.
30. For development within all localities that has its sole or primary function the carrying out of processes that add value to products produced by the agricultural sector of the Lockyer Valley, including but not limited to the packaging and processing of agricultural products, irrespective of its Charge Category as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.2) 2018, the discount amount is 50%.
31. For development within all localities that has its sole or primary function the provision of accommodation for students attending a recognised tertiary institution, irrespective of its Charge Category as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.2) 2018, the discount amount is 50%.
32. In addition to the above, Council may by resolution provide a discount greater than those specified above where in the opinion of Council a particular development provides a substantial economic and/or community benefit to the Lockyer Valley.

For development approved while Adopted Infrastructure Charges Resolution (No.3) 2019 is in force and effect

33. For development within the locality of Plainland that is for the Charge Categories of Residential Uses and Accommodation (Long Term) or Accommodation (Short Term) as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.3) 2019 the discount amount is 12.5%.

Group: Organisational Development & Planning
Unit: Planning & Development
Approved: Ordinary Council Meeting (Resolution Number: ????)
Date Approved: 10/04/2019
ECM: ????????

Effective Date: 10/04/2019
Version: 3.0 Last Updated: 10/02/2019
Review Date: 10/04/2020
Superseded/Revoked: NA

Page 7 of 10



Policy document

Strategic-Governance SG 23

34. For development within the localities of Gatton or Laidley that is for the Charge Categories of Residential Uses and Accommodation (Long Term) or Accommodation (Short Term) as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.3) 2019 the discount amount is 25%.
35. For development within localities other than Gatton, Laidley or Plainland that is for the Charge Categories of Residential Uses and Accommodation (Long Term) or Accommodation (Short Term) as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.3) 2019 the discount amount is 50%.
36. For development within the locality of Plainland that is for the Charge Categories of Commercial (Bulk Goods) or Commercial (Retail) or Commercial (Office) as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.3) 2019 and where the gross floor area of the development is less than 1,200m² the discount amount is 12.5%.
37. For development within the localities of Gatton or Laidley that is for the Charge Categories of Commercial (Bulk Goods) or Commercial (Retail) or Commercial (Office) as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.3) 2019 and where the gross floor area of the development is less than 1,200m² the discount amount is 25%.
38. For development within localities other than Gatton, Laidley or Plainland that is for the Charge Categories of Commercial (Bulk Goods) or Commercial (Retail) or Commercial (Office) as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.3) 2019 and where the total gross floor area of the development is less than 1,200m² the discount amount is 50%.
39. For development within the locality of Plainland that is for the Charge Category of High Industry or Special Industry or Other Industry as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.3) 2019 and where the total gross floor area of the development is less than 1,200m² the discount amount is 12.5%.
40. For development within the localities of Gatton or Laidley that is for the Charge Category of High Industry or Special Industry or Other Industry as provided in Schedule 3 of Lockyer

Group: Organisational Development & Planning
Unit: Planning & Development
Approved: Ordinary Council Meeting (Resolution Number: ????)
Date Approved: 10/04/2019
ECM: ????????

Effective Date: 10/04/2019
Version: 3.0 Last Updated: 10/02/2019
Review Date: 10/04/2020
Superseded/Revoked: NA

Page 8 of 10



Policy document

Strategic-Governance SG 23

Valley Adopted Infrastructure Charges Resolution (No.3) 2019 and where the total gross floor area of the development is less than 1,200m² the discount amount is 25%.

41. For development within localities other than Gatton, Laidley or Plainland that is for the Charge Category of High Industry or Special Industry or Other Industry as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.3) 2019 and where the total gross floor area of the development is less than 1,200m² the discount amount is 50%.
42. For development within the locality of Plainland that is for the Charge Categories of Place of Assembly or Educational Facility or Entertainment or Indoor Sport and Recreation or Low Impact Rural or High Impact Rural or Essential Services as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.3) 2019 the discount amount is 12.5%.
43. For development within the localities of Gatton or Laidley that is for the Charge Categories of Place of Assembly or Educational Facility or Entertainment or Indoor Sport and Recreation or Low Impact Rural or High Impact Rural or Essential Services as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.3) 2019 the discount amount is 25%.
44. For development within the localities other than Gatton, Laidley or Plainland that is for the Charge Categories of Place of Assembly or Educational Facility or Entertainment or Indoor Sport and Recreation or Low Impact Rural or High Impact Rural or Essential Services as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.3) 2019 the discount amount is 50%.
45. For development within all localities that has its sole or primary function the provision of accommodation for itinerant workers engaged in the agricultural industry of the Lockyer Valley, irrespective of its Charge Category as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.3) 2019, the discount amount is 50%.
46. For development within all localities that has its sole or primary function the carrying out of processes that add value to products produced by the agricultural sector of the Lockyer Valley, including but not limited to the packaging and processing of agricultural products, irrespective of its Charge Category as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.3) 2019, the discount amount is 50%.

Group: Organisational Development & Planning
Unit: Planning & Development
Approved: Ordinary Council Meeting (Resolution Number: ????)
Date Approved: 10/04/2019
ECM: ????????

Effective Date: 10/04/2019
Version: 3.0 Last Updated: 10/02/2019
Review Date: 10/04/2020
Superseded/Revoked: NA

Page 9 of 10



Policy document

Strategic-Governance SG 23

47. For development within all localities that has its sole or primary function the provision of accommodation for students attending a recognised tertiary institution, irrespective of its Charge Category as provided in Schedule 3 of Lockyer Valley Adopted Infrastructure Charges Resolution (No.3) 2019, the discount amount is 50%.
48. In addition to the above, Council may by resolution provide a discount greater than those specified above where in the opinion of Council a particular development provides a substantial economic and/or community benefit to the Lockyer Valley.

Related Documents

Lockyer Valley Adopted Infrastructure Charges Resolution (No.1) 2015
Lockyer Valley Adopted Infrastructure Charges Resolution (No.2) 2018
Lockyer Valley Adopted Infrastructure Charges Resolution (No.3) 2019

Group: Organisational Development & Planning
Unit: Planning & Development
Approved: Ordinary Council Meeting (Resolution Number: ????)
Date Approved: 10/04/2019
ECM: ????????

Effective Date: 10/04/2019
Version: 3.0 Last Updated: 10/02/2019
Review Date: 10/04/2020
Superseded/Revoked: NA

Page 10 of 10



**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

12. CORPORATE AND COMMUNITY SERVICES REPORTS

12.1 Executive Manager Corporate and Community Services Monthly Report - April 2019

Date: 30 April 2019

Author: David Lewis, Executive Manager Corporate & Community Services

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

Summary:

This report provides Council with a summary of key operational activities undertaken by Corporate and Community Services during April 2019.

Officer's Recommendation:

THAT Council receive and note the Executive Manager Corporate and Community Services Monthly Report for April 2019.

Report

1. Introduction

This report provides Council with a summary of key operational activities undertaken by Corporate and Community Services during April 2019.

2. Background

Council should be aware of group activities to guide future decision making.

3. Report

A summary of the key outcomes for Corporate and Community Services during April 2019 by functional grouping follows.

FINANCE AND CUSTOMER SERVICES

FINANCE

Revenue Services

As of 26 April, 91.34% of the second levy for 2018/19 was collected. Collections will continue to slowly come in as property owners make payments within the terms of their payment commitments.

Several rates models have been developed to determine a way forward to deal with the wide range of property valuation changes while achieving Council's revenue objectives.

ORDINARY MEETING OF COUNCIL AGENDA 8 MAY 2019

A workshop with Council on rates will be held on 7 May.

Accounting Services

The Executive Leadership Team have been reviewing the draft 2020 budget and have prepared a recommended position for Council to consider during budget workshops in May. The budget process remains on track for adoption on 14 June.

The recruitment process for the Financial Services Coordinator is ongoing.

Procurement & Stores

The refresh of Council's supplier panel arrangements has now closed with responses being evaluated.

The two community information sessions on Council procurement were well attended and enabled suppliers to gain information on how to complete tender documentation.










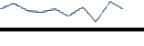
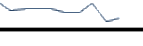
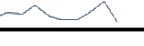
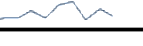
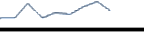
CUSTOMER SERVICES

The year to date service level remains slightly higher than the target range, and calls answered in the call centre are on target at 80.08%.

The Customer Service Team continues to be involved in many of the Voice of the Customer Working Groups.

A matrix of familiarisation visits for Customer Services to find out more about other areas of Council has commenced with field visits undertaken to the Gatton Landfill, as well as presentations to Customer Services by Disaster Management and Environmental Health.

A summary of key Customer Services, service standards follows. Other key Customer Service statistics are given in the attachment to this report.

For the Month of April						
	Received Calls	Answered Calls	Callbacks	Abandoned Calls	Service Level	Maximum Call Wait Time
YTD	23,418	22,283	558	577	● 83.78%	0:24:24
Current Month	2,323	2,178	67	78	● 80.95%	0:24:24
▲ to previous	↓ 390	↓ 409	↓ 5	↑ 24	↓ 3.86%	↑ 0:10:46
YTD Trend						
	Calls Transferred	Enquiries Answered in Call Centre	Average Call time inc Post Processing	Total Web Chats	Average Web Chat Session Duration	Online Service Requests Received
YTD	4,439	 80.08%	0:04:27	505	0:10:00	383
Current Month	427	 80.39%	0:04:17	31	0:09:42	41
▲ to previous	↑ 12	↓ 3.56%	↑ 0:00:07	↓ 53	↓ 0:01:01	↓ 18
YTD Trend						

Note: Service level target is between 75% to 80% - ● <75% ● 75% - 81% ● > 81%

ORDINARY MEETING OF COUNCIL AGENDA 8 MAY 2019

BUILDING AND FACILITIES

A table of the current status of the major projects being managed by Buildings and Facilities follows.

Project	April 2019 Activity
Thinextra Project	Hardware installation has been completed. Council is now researching potential uses for the network.
Gatton Shire Hall Amenities (Drought funding)	Contract issued to the successful builder. Pre-start meeting held on the 26 April.
Gatton Cemetery Outdoor Gazebo	Tender evaluation completed 18 April. Contract letter issued to the successful builder. Building approval with amended engineer documentation. Order placed for the structural steel to reduce overall project costs.
LG Levy Ready Program Gatton and Laidley	Contract issued and signed for the weighbridge. Pre-start meeting held onsite (another to follow with site induction). Weighbridge works scheduled to begin late May. Contract issued to the successful fencing contractor. CCTV installation and weighbridge software upgrade installed at the Gatton Transfer Station.
Cahill Park Lighting	Tender phase in progress. Tender evaluation due late April / early May.
Springbrook Park Irrigation	Bore drilling completed and capped to a depth of 252 metres. Request for quotes issued for the connection of power and water services to the bore.
Laidley Cultural Centre Refurbishment	Refurbishment works completed. Floor coverings to the Function Kitchen and Bar area. Floor coverings to the Auditorium Kitchen. Fixed glass panels to replace old metal louvres. LED lighting.
Gatton Shire Hall	Tender phase is underway.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

Stage Lighting and Audio	Tender evaluation is due in late April / early May.
Gatton Showgrounds Energy Reduction	Solar installation is complete to the main sports centre and gymnastic shed roof. Awaiting Energex approval.
Withcott Toilet Block	Received a 'no objection' response from TMR for the carpark line marking. Request for Quote process underway for the line-marking.
Gatton Showgrounds Separate Metering	Finalised construction issue drawings with engineer.
Cahill Park Amenities	Tender phase is underway Tender evaluation is due in late April / early May.
Gatton Depot Workshop Building Alterations	Structural Steel portal frame and purlins installed 30 April.
Laidley Pioneer Village	Meeting held with the President and committee members on 15 April to inspect the site for building improvement works.
Gatton Childcare Playground	Tender evaluation completed late April Issued confirmation of a successful tender to the nominated landscaping company.






Other works underway include:

- Assessments of condition 4 and 5 buildings and buildings without a condition rating. Upon completion of assessments, a workshop presentation will be undertaken during June 2019 to determine upgrade, renewal and disposals.
- In relation to the Expression of Interest for the use of Council's relocatable facilities, as there were only two tenderers, one facility was allocated to the Gatton Campdraft Association and the other to the Spring Bluff Railway Station Trust. Discussions will now occur on the installation of these facilities.
- For Council's Energy Efficiency Assessment Program, the Lockyer Valley Cultural Centre has been selected as the first building for assessment.

ORDINARY MEETING OF COUNCIL AGENDA 8 MAY 2019

LIBRARIES

Key statistics and outcomes for Lockyer Valley Libraries for April 2019 follow.

Lockyer Valley Libraries – Monthly Performance						
<div>70,207</div> <div></div> <div>Items in our collection</div> <div>(physical and eResources)</div>		<div>LOANS</div>		<div>9,270</div> <div>Items issued</div> <div>265</div> <div>Acquisitions</div>	<div>552</div> <div>Items renewed</div> <div>305</div> <div>Withdrawals</div>	<div>83.3%</div> <div>of items issued via Self-Service</div> <div>Physical Loans</div> <div>9,822</div>
<div></div> <div>EVENTS</div>		<div>71</div> <div>Programs and Events</div>	<div>1,198</div> <div>Attendees</div>	<div>9,318</div> <div>LIBRARY VISITS</div>		<div>Gatton Library</div> <div>4,432 visits</div> <div>Laidley Library</div> <div>4,886 visits</div> <div>Active Members</div> <div>15,794</div>
<div>193</div> <div>Clients @ Gatton</div>	<div>125</div> <div>Clients @ Laidley</div>	<div></div> <div>Total WiFi Sessions</div> <div>310</div>	<div>Computer Bookings</div> <div>754</div> <div></div>	<div></div>		<div>New Members</div> <div>132</div>
<div>Total Data Transferred</div> <div>157.3 GB</div>						

- Lockyer Valley Libraries were successful in obtaining a grant totalling \$30,000 for a Lockyer Valley Story Trail project. This project will share the First 5 Forever messages in a fun and interactive way on storyboards in two local parks. The story incorporates ideas unique to our local environment and encourage readers to explore the animals, their features and habitats. It will connect the children and adults to their surroundings and bringing words to life. Throughout the story trail children and adults will be exposed to repetitive, descriptive and directional movement words incorporating the First 5 Forever message read, play, talk and sing.
- The Spydus 10.2 upgrade went live on April 9.
- School holiday events were warmly received by many community members; the events included offsite experience for children to experience the QAGOMA's APT9 kids activities as part of the 9th Asia Pacific Triennial of contemporary art activities.
- The first visiting author as part of the Author Tour Micro Grant was Australian Author, Peter Watt. Peter told his story(s) to over 45 people at a wine and cheese evening.

Art Gallery

The current exhibition is the first by two individual artists having two separate gallery spaces. The exhibitions are 'Pencil and Colour' by Silke Kirch and 'Debra Anne' by Debra Morgan. These exhibitions run from 12 April until 2 June.

CHILDCARE

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

Occupancy rates for April were Gatton 76% and Kensington Grove 25%.

Community Awareness Programs undertaken in April included World Autism Awareness Day, 2 April and Earth Day, 22 April.

HEALTH, WASTE AND REGULATORY SERVICES

A total of 338 Health, Waste and Regulatory Services related CRMs were received by Council within the period 1 – 26 April with 133 remaining open at month end.

Environmental Health

- Inaugural Food Safety Training for community groups (Rotary and Lions) completed.
- Conducted information sessions on Environmental Health for Customer Service Officers.
- Completed the 5th round of mosquito monitoring in the township of Laidley. No exotic mosquitoes found.
- Six (6) enforcement inspections undertaken.
- Food Business Licences approved for Grantham Farmworkers Lodge, Shell Hatton Vale, Just Geraniums and Smoke me Tender BBQ Brothers.
- Two (2) Temporary Entertainment Events approved.

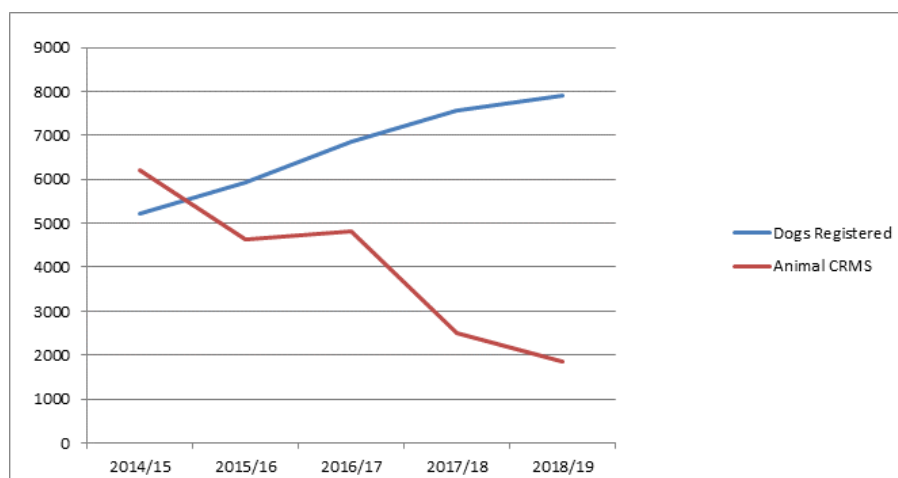
Waste Management

- Public comment on the Waste Recycling and Reduction Plan has now closed. 117 responses were received.
- New driver's stations installed and operational at the Gatton Landfill.
- Weighbridge platform and ramp complete at the Gatton Landfill.
- Security/boom gate installed at the Gatton Landfill.
- Designated smoking areas identified for Gatton and Laidley Transfer Station and mapping added to Council's smoke-free policy document.
- Noise monitoring delivered by Simtars for the Gatton Landfill – Final Report pending.
- Illegal dumping of tyres report submitted to the Department of Environment and Science (DES) for investigation.
- Due to delays in procuring the Laidley weighbridge, the installation and commissioning of the weighbridge will not be delivered by 1 July. An extension has been sought from DES; however, DES has raised concerns as to how Council will report on tonnages at this site. Advice provided to DES is that "deemed weights" will be utilised until the weighbridge is completed. This is likely to result in slightly higher amounts (not significant) being paid as "deemed weight" rates are higher than "actuals."

Local Laws

A graphical comparison of the number of animal related CRM's received in comparison to dog registrations follows.

ORDINARY MEETING OF COUNCIL AGENDA 8 MAY 2019



Currently 7904 dogs are registered for 2018/19 with 46 dogs outstanding in registration.

During April 2019, there were 2 (two) dog attacks on persons with a further 10 attacks on animals. In relation to the 2 (two) dog attacks on persons:

- a customer at Plainland reported that dogs had attacked and injured a child dog through a fence. The alleged offending dog and its owner have been identified with the investigation ongoing
- a customer at Laidley Heights reported a dog had attacked and injured her. The alleged offending dog and its owner have been identified with and the investigation ongoing.

Within April there were also 34 Warning Notices and 7 Infringement Notices issued to animal owners by Local Laws Compliance Officers with a further 14 Infringement Notices issued to dog owners by the Dog Survey Officer.

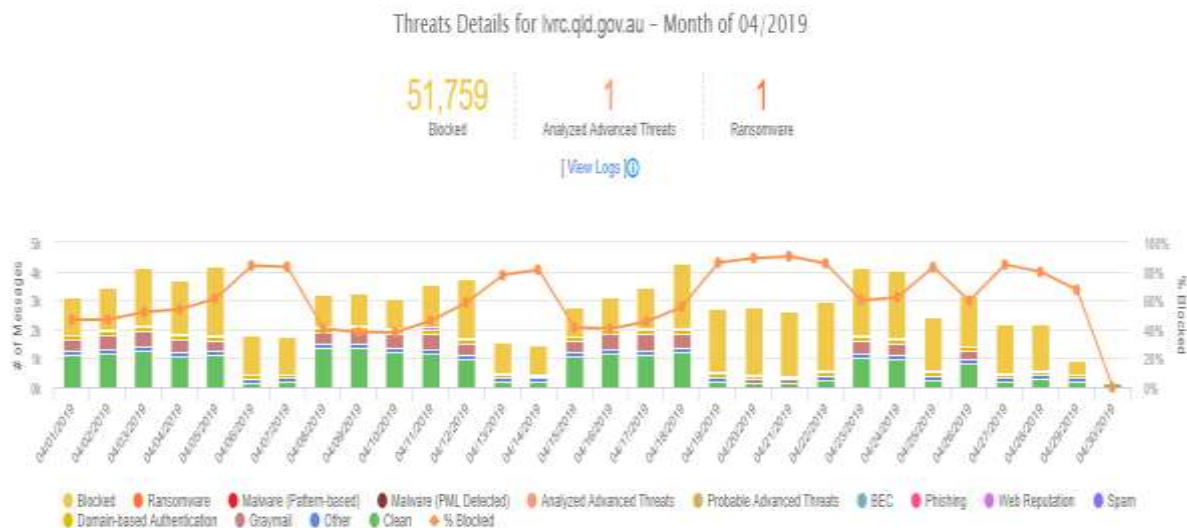
INFORMATION SERVICES

Work is progressing on the development of a project plan and schedule for the implementation of the Property & Rating CiAnywhere upgrade. The project plan and schedule are planned to be presented to the Executive Leadership Team for consideration on 7 May. At this point in time we are planning on going live in June 2020, but there is a high risk of delays due to resource availability from both Technology One and Council. If we have to push the go live, the next window of opportunity will be October/November 2020 due to a freeze on major system changes over the rates issue and discount period. Future updates will be provided to the Project Control Group which is the Executive Leadership Team.

The development of a Cyber Incident Response plan (CIRP) is ongoing. Ideally the draft plan will be circulated to the Information Services Steering Committee for discussion on 15 May. The CIRP will provide a guide as to how Council will respond to cyber incidents and data breaches etc. As part of the plan development, a playbook has been created as a step by step action plan if an incident is a data breach. Further playbooks for specific incidents will be created when possible by internal resources with the assistance of cyber security specialist consultants.

Details of specific threat details to Council during April follows.

ORDINARY MEETING OF COUNCIL AGENDA 8 MAY 2019



DISASTER MANAGEMENT

Disaster Management is now working with Council's contractor to introduce a more modern and user-friendly front-end operating system for our flood camera network. The new system will be rolled out in the coming weeks. Advantages of the new system will include a faster return to service following service disruptions and a more capable performance monitoring system.

A workshop/forum is planned to assist and improve emergency planning and collaboration between Aged Care and Respite Facilities within Lockyer Valley. This is to enhance the resilience of Aged Care Facilities in relation to planning and preparedness for disaster events. An Expression of Interest email has been sent to the Aged Care providers in the Lockyer Valley to gauge the level of interest in holding such a workshop. A consultant has been

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

engaged with planning underway. The forum will take place on 28 May 2019. To date there will be 11 external attendees from Aged Care providers and State agencies. A planning meeting took place on 18 April to go over the project requirements and goals. A second and final planning session will take place prior to the forum.

Disaster Management is also currently working on reviewing and developing several sub-plans including; Recovery, Spontaneous Volunteer Management, Waste and Evacuation.

A meeting with Queensland Fire and Emergency Services (QFES) RFSQ/SES Deputy Commissioner took place at the State Disaster Coordination Centre in Kedron on 12 April. The Mayor, Chief Executive Officer, Executive Manager Corporate & Community Services and Manager Disaster Coordination met to discuss the upcoming changes to the Emergency Management Levy which will affect some residents and businesses in the Lockyer Valley. QFES has agreed that there will be impact on residents and businesses in the Lockyer Valley area and has agreed that those most affected will be engaged on a one-on-one basis.

Details of SES activities for April 2019 follows.

Activations

14 April – Assistance to QPS with Land Search at University of Queensland Gatton Campus.
20 April – Assistance with Helicopter patient transfer QAS – Gatton State School.
26 and 28 April - Assistance to QPS Land Search – Warwick.

Community Participation

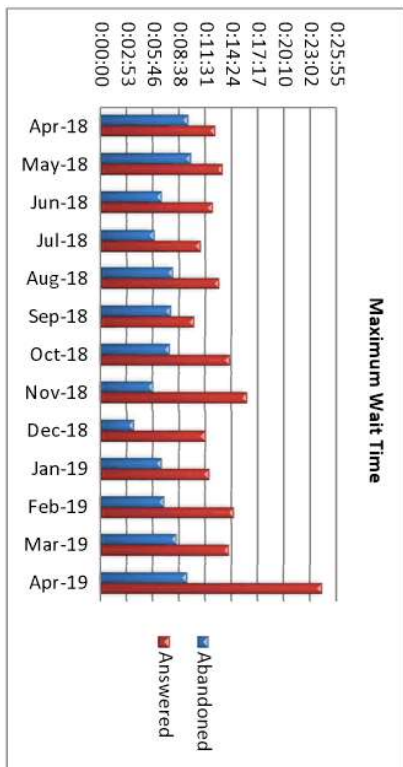
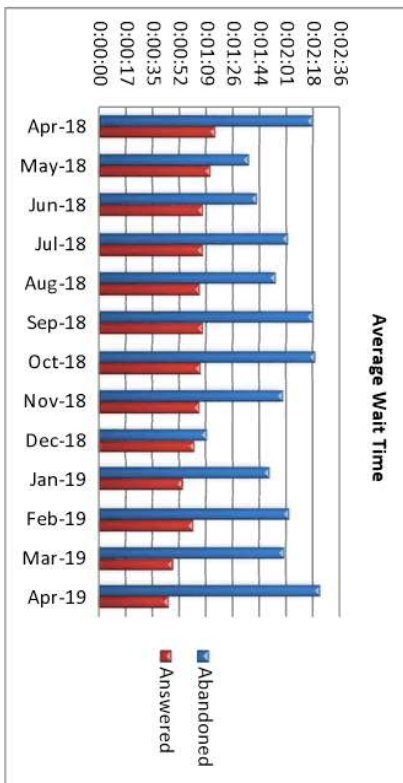
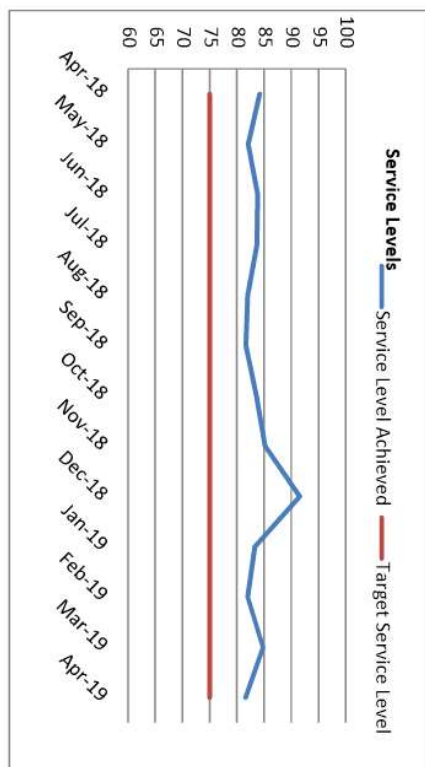
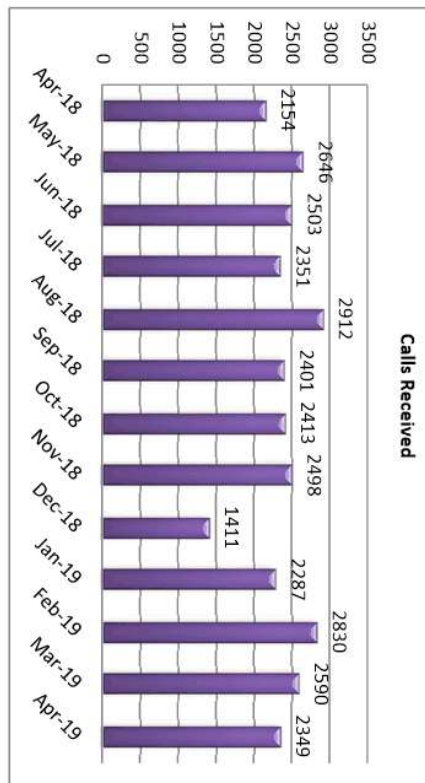
25-04-2019 ANZAC Day Services – Gatton & Laidley

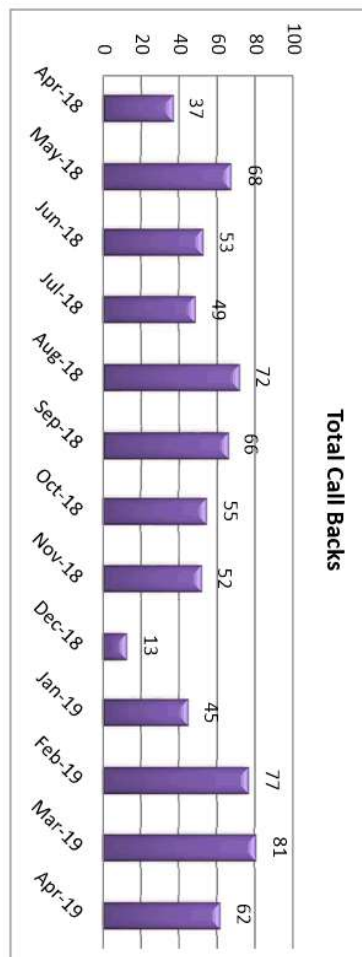
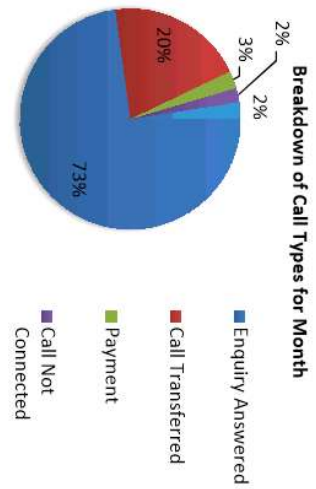
Attachments

1 [↓](#) Customer Services - Monthly Report April 2019 6 Pages

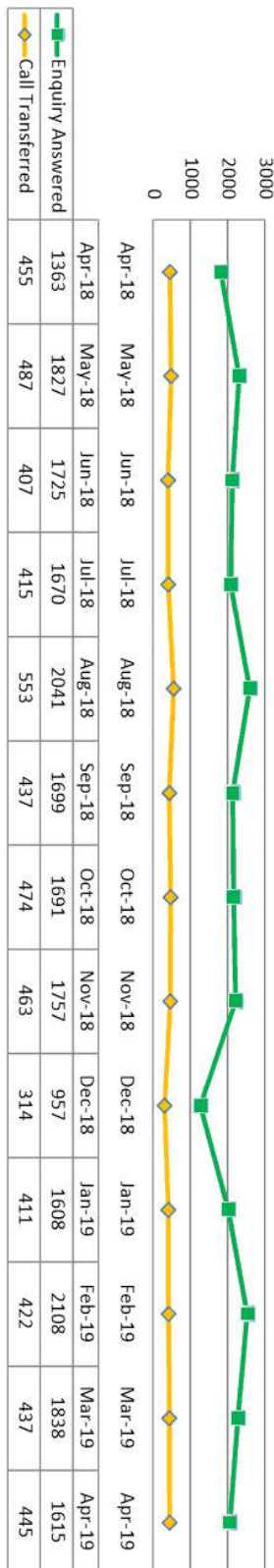
Lockyer Valley Regional Council – Customer Service Monthly Statistics – April 2019

Telephone

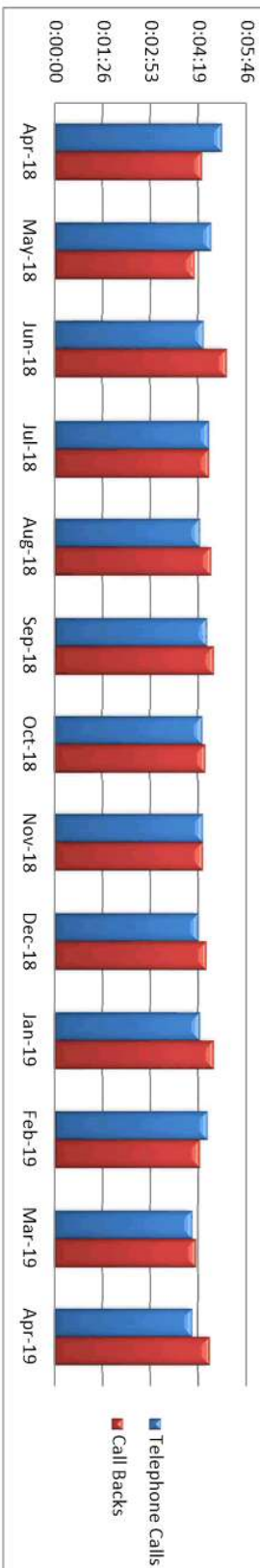




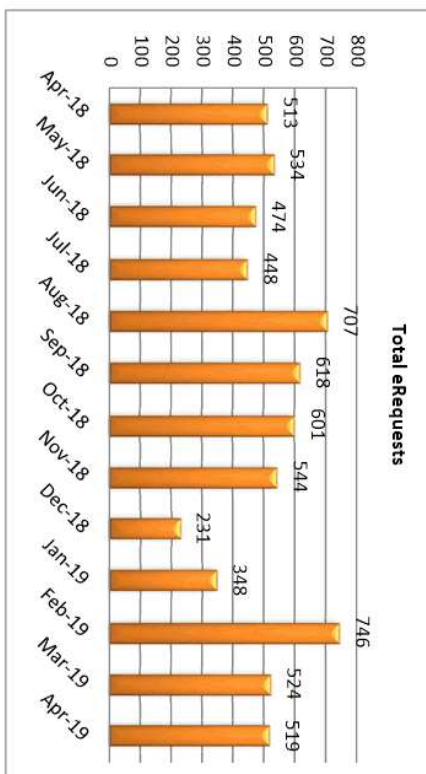
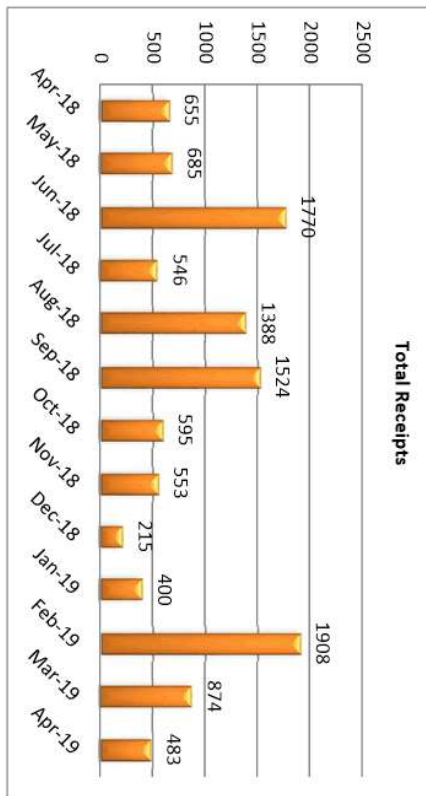
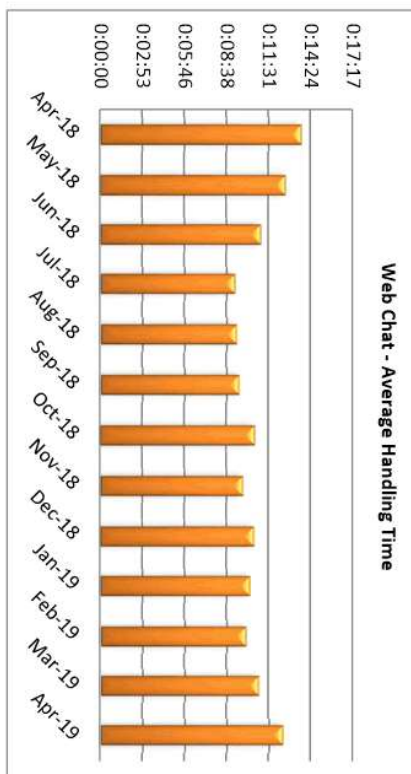
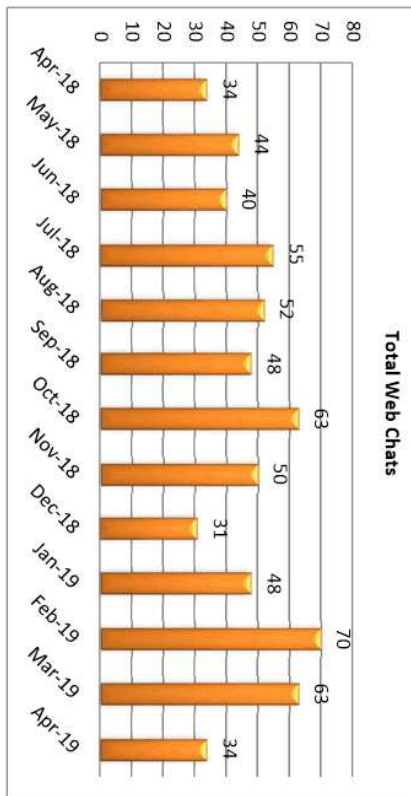
Calls handled by Month



Average Handling Time

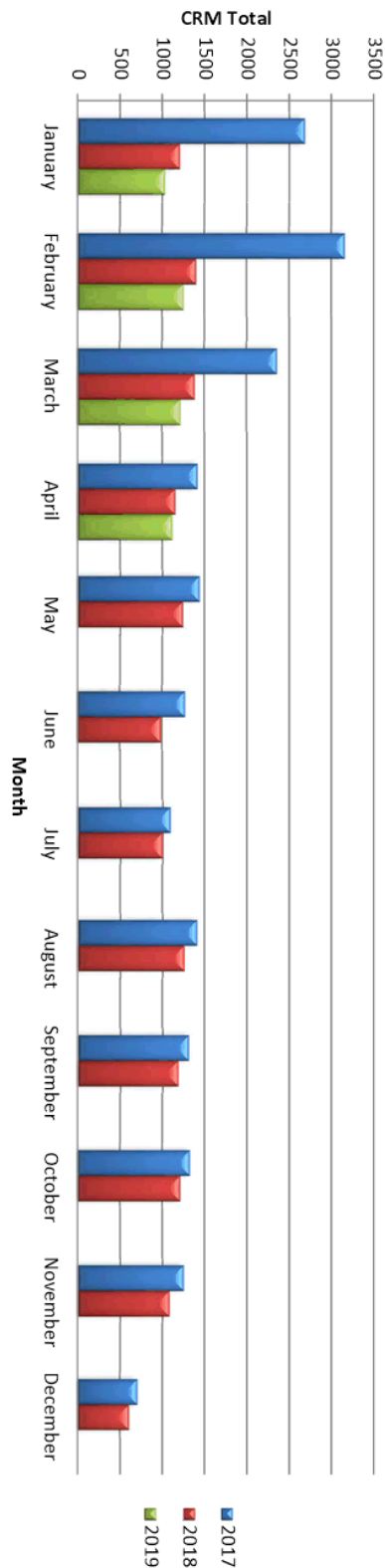


Live Chat, ERequests & Receipts

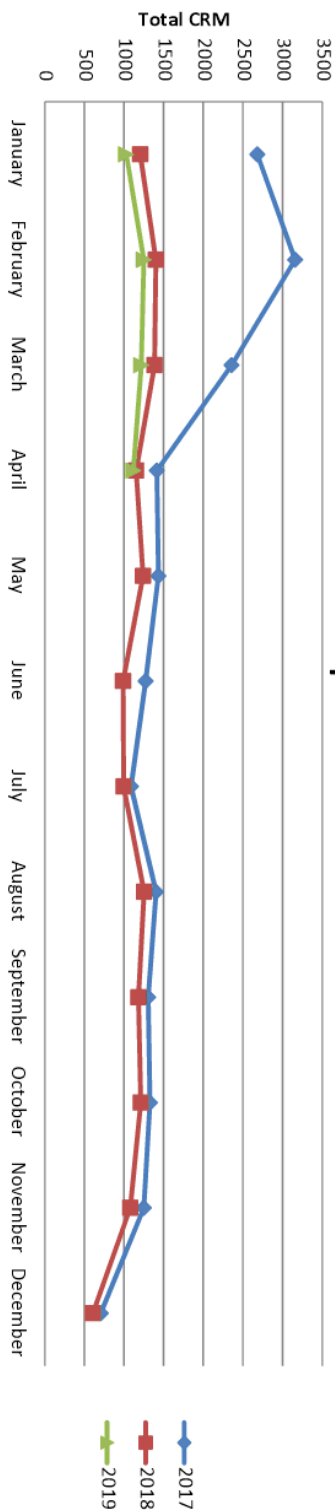


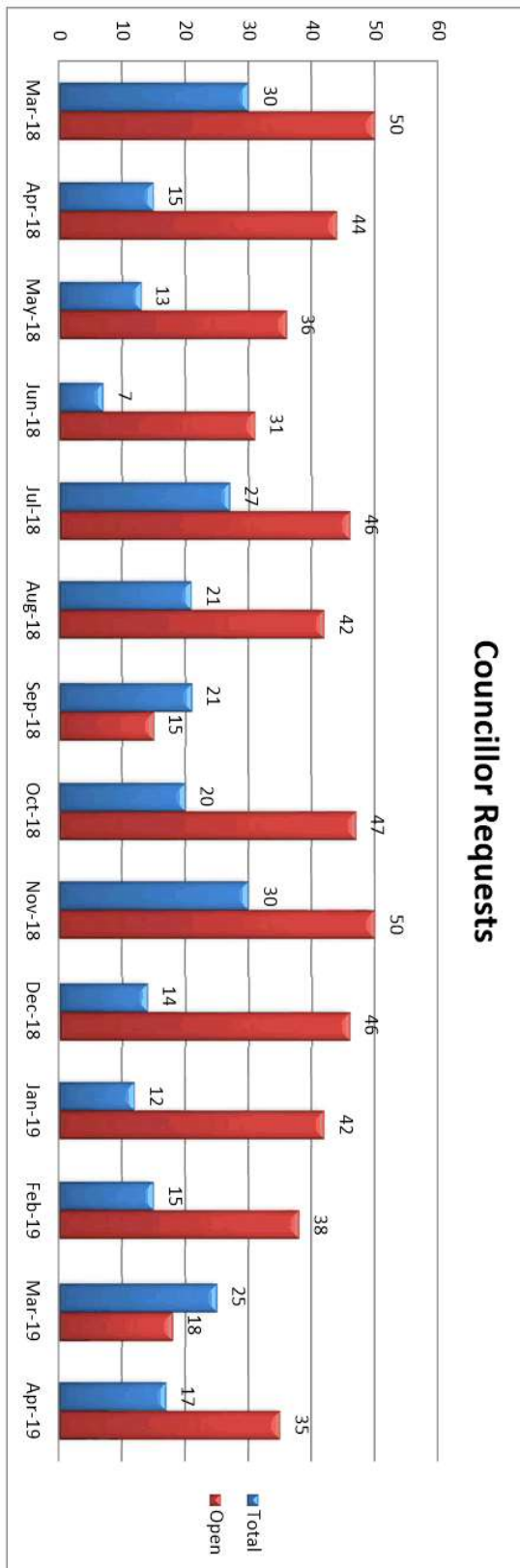
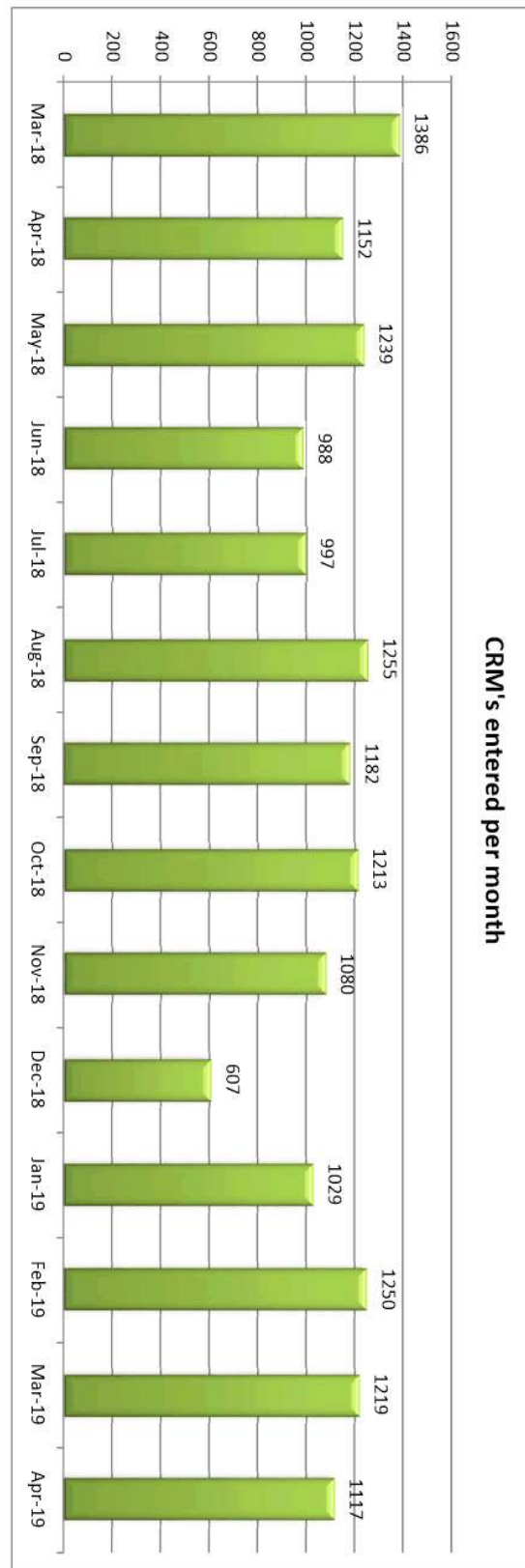
Customer Requests

CRM Month Comparison 2017-2018-2019

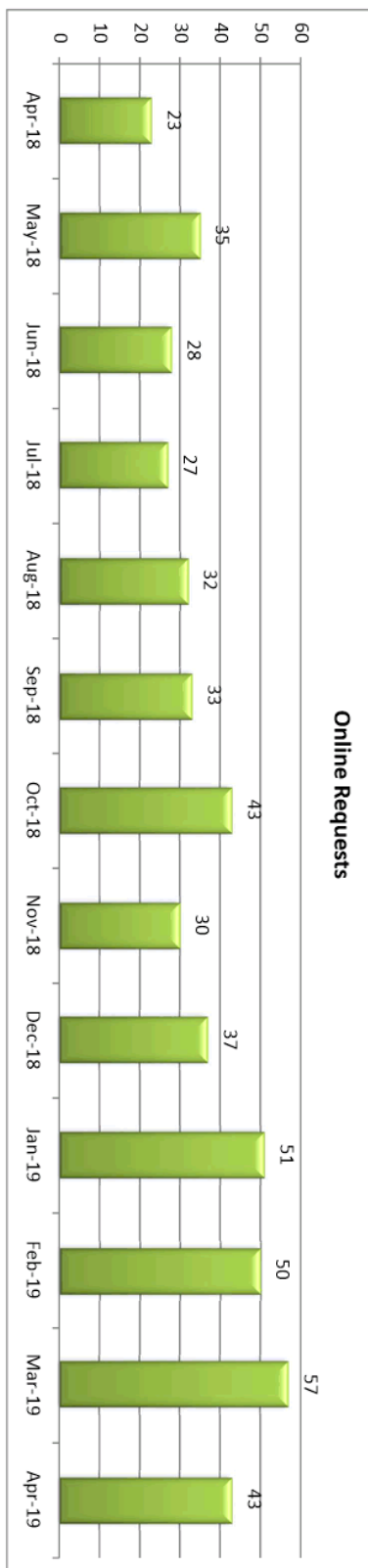


CRM Month Comparison 2017-2018-2019





Online Requests



QGAP Performance Report

Total time taken for all transactions	73.5 hrs
Total number of transactions	425
Total average time for all transactions	10.38



**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

13. INFRASTRUCTURE WORKS AND SERVICES REPORTS

13.1 Executive Manager Infrastructure Works and Services Monthly Report - April 2019

Date: 24 April 2019
Author: Angelo Casagrande, Executive Manager Infrastructure Works & Services
Responsible Officer: Angelo Casagrande, Executive Manager Infrastructure Works & Services

Summary:

This report is to update Council on the emerging matters arising in regards to the Infrastructure Works and Services Group for April 2019.

Officer's Recommendation:

THAT Council receive and note the Executive Manager Infrastructure Works and Services Monthly Report for April 2019.

Report

1. Introduction

This report is to provide an update to Council on activities and issues for the Infrastructure Works and Services Group during April 2019.

2. Background

Activities undertaken and issues arising are described in the body of this report.

3. Report

3.1 PARKS, GARDENS AND CEMETERIES

The Parks, Gardens and Cemeteries Unit has undertaken the following activities during April 2019:

Capital Works	
Project	Status
Plainland roundabout landscaping	Works completed.
Laidley Recreation Reserve bollards	Installation continuing.
Rehabilitation of former livestock dip site at Lockrose	Waiting for comments from Auditor regarding Final Report
Gatton Cemetery extension - Stage 1	Design works completed. Expansion works to commence at the start of May.

ORDINARY MEETING OF COUNCIL AGENDA 8 MAY 2019

Capital Works	
Project	Status
Laidley Cemetery ashes memorial garden	Placement of irrigation, drainage, laying of turf, planting of plants and setting up new niches in the system to be completed. Fees and Charges also need to set as well as rules for the area, including plaques sizes, colours etc.
Lions Park Irrigation	Installation commenced.
Lions Park Bollards	Completed.

Maintenance Works	
Activity	Description
Mowing	<ul style="list-style-type: none"> Mowing of parks, streets, sporting field and cemeteries in the Region.
Playground maintenance	<ul style="list-style-type: none"> Playground audit has been completed. Repairs to playground at Stockyard Hall.
Furniture maintenance	<ul style="list-style-type: none"> Nil
Landscaping	<ul style="list-style-type: none"> Pruning of hedges in gardens in Helidon, Laidley, Gatton and Forest Hill Watering of flower pots in Patrick Street, Laidley.
Event assistance	<ul style="list-style-type: none"> Event sign change over State School Equestrian Championship prep at Gatton Showgrounds Ninja event Littleton Park Anzac Prep and event equipment delivery across the region Chevy Show event assistance at Lake Apex Scooter workshop prep at Laidley and Gatton Skatepark
Funerals/Interments	<ul style="list-style-type: none"> 7 held during April 2019
General maintenance and business	<ul style="list-style-type: none"> CRM resolution across the region Rubbish run continuing across the region Hatton Vale Park design has commenced, with inception meeting occurring and design brief submitted. Load restraint training undertaken Ongoing community engagement occurring for the Hatton Vale Park Ongoing mobility roll out preparations occurring

3.2 INFRASTRUCTURE DELIVERY

The Infrastructure Delivery Unit has undertaken the following activities during April 2019:

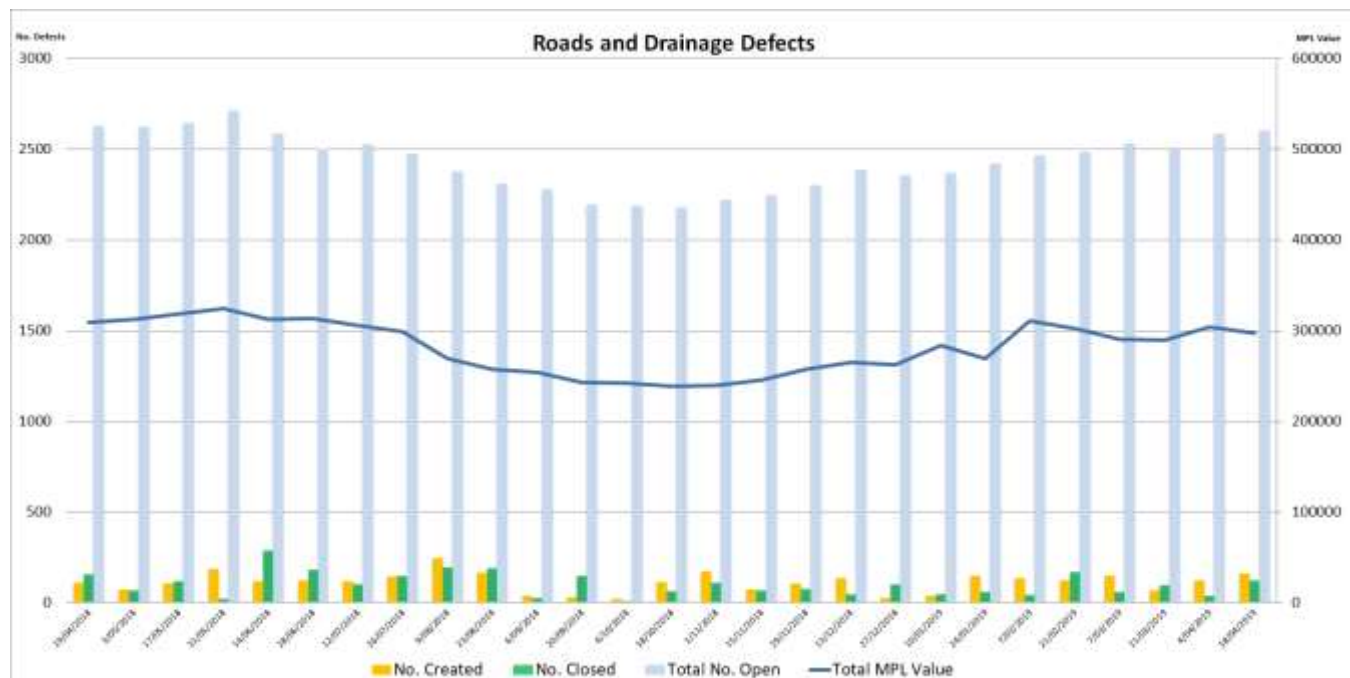
Capital Works	
Project	Status
Rosewood-Laidley Road – Guardrail Project (TMR) – Pavement widening and guardrail replacement.	Completed.
Laidley High School, Laidley – Additional carpark for School	Works in progress. Final seal and linemarking outstanding.
Thallon Road, Kensington Grove (Pavement widening and reconstruction in sections from Yellowwood Court to Aniseed Grove)	Stage 2 (Aniseed Grove to Challenge Avenue) Works in progress. Final seal and linemarking outstanding.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

Capital Works	
Project	Status
Tew Court, Gatton (Drainage works)	Works in progress.
Stevens Road, Murphys Creek (Upgrade 380m to a sealed standard)	Works in progress.
Gehrke Hill Road, Summerholm (Pavement reconstruction and widening)	Works in progress.
Reseal Program	95% of program completed.

Maintenance Works		
Activity	Suburb	
Road Grading	<ul style="list-style-type: none"> • Hatton Vale • Kensington Grove • Ma Ma Creek • Mount Whitestone 	<ul style="list-style-type: none"> • Murphys Creek • Upper Lockyer • Veradilla • Winwill
Roadside spraying	<ul style="list-style-type: none"> • Gatton • Ingoldsby • Laidley 	<ul style="list-style-type: none"> • Lower Tenthill • Ropeley • Upper Tenthill
Road pavement repairs	<ul style="list-style-type: none"> • Forest Hill 	
Vegetation control and slashing	<ul style="list-style-type: none"> • Caffey • Churchable • College View • Crowley Vale • Forest Hill • Gatton • Glenore Grove 	<ul style="list-style-type: none"> • Junction View • Lockrose • Lockyer Waters • Morton Vale • Mount Sylvia • Woodbine
Drainage works	<ul style="list-style-type: none"> • Adare • Flagstone Creek • Glen Cairn • Hatton Vale • Helidon 	<ul style="list-style-type: none"> • Laidley • Laidley Heights • Postmans Ridge • Regency Downs
Road patching	<ul style="list-style-type: none"> • Forest Hill • Hatton Vale • Mulgowie • Summerholm 	<ul style="list-style-type: none"> • Withcott • Forest Hill • Gatton
Traffic signs and line-marking	<ul style="list-style-type: none"> • Carpendale • Gatton • Glen Cairn • Hatton Vale 	<ul style="list-style-type: none"> • Helidon • Lockyer Waters • Withcott

3.2.1 Road and Drainage Defects



The above graph provides defect information from 19 April 2018 until 18 April 2019. The current Maintenance Priority Level has reduced from 309,011 12 months ago to 297,618 in April 2019.

3.3 INFRASTRUCTURE PLANNING AND DESIGN

The Infrastructure Planning and Design Unit have undertaken the following activities during April 2019:

Project	Status
Toowoomba Second Range Crossing	New Postmans Ridge Road and Brookside Place opened. Safety audit independently undertaken on Postmans Ridge Road, with a number of recommendations for improvements supplied to Nexus by auditor. Handover documents received for Postman's Ridge, Gittins and Six Mile Creek Roads. Quality documentation associated for these roads to be reviewed.
Inland Rail Project	Helidon to Calvert Section: 70% feasibility documents, including design, technical scoping of returned works received and reviewed. Gowrie to Helidon: 70% design documentation has not been received to date.
Gatton Revitalisation LED Lighting Project	Pricing of works currently being finalised. Extension of time requested due to lead time of parts. Tender have been received and assessment taking place.
Lockyer Valley Planning Scheme	The Infrastructure Planning and Design Branch is assisting in the preparation of the Development Manual.

3.4 INFRASTRUCTURE SUPPORT SERVICES

3.4.1 Asset Management Activities

- Stormwater condition assessment and CCTV for Laidley is largely complete. Data for Laidley has been received. The contractor has now moved to Withcott to begin successive zones.
- Transport, Cemetery, Fleet and Parks asset management plans have been finalised.
- Proposed capital works budget has been finalised with further consultation to occur with Council.
- Mahon Bridge has had the pile to headstock connections repaired on Pier 1, one lane traffic guidance scheme installed, and the load limit lifted to 42.5 tonnes.

3.4.2 Plant and Fleet 2018/19 Capital Program

The table below lists the vehicles and plant that have been sold at auction and vehicles that have been purchased to replace existing plant or fleet.

	Replacement	Disposal	New
Motor vehicles	0	2	0
Light plant	2	0	0
Heavy plant	1	1	0
Miscellaneous	0	0	0

3.5 EXTERNAL FUNDING

3.5.1 2018/19 Cycle Network Local Government Grants Program

The following table provides an update on the 2018/19 Cycle Network Local Government Grants project:

Project	Funding Amount (Excl. GST)	Status
Gatton North South Connection – Stage 1 Design and Construction. <i>(Lake Apex Drive on-road cycle facility and off-road facility along part of William Street, Gatton.)</i>	\$225,000	Route options under review following consultation with TMR.

3.5.2 Safer Communities Fund

The following table provides updates on the Safer Communities Fund projects:

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

Project	Funding Amount (Excl. GST)	Status
Railway Street, Gatton (Lighting improvements)	\$105,000	Tender evaluation. Extension of time requested due to lead time on lights.
Centenary Gardens, Gatton (Lighting improvements)	\$83,000	Tender evaluation. Extension of time requested due to lead time on lights.
Das Neumann Haus, Laidley (Installation of CCTV cameras)	\$4,528	Final report submitted. Completed.

3.5.3 Passenger Infrastructure Investment Program

The following table provides an update on the Passenger Infrastructure Investment project:

Project	Funding Amount (Excl. GST)	Status
Long Distance Coach Project	\$21,128	Funding successful, detail design.

3.5.4 2018/19 Black Spot Road Safety Program Projects

The following table provides updates on the 2018/19 Black Spot projects:

2018/19 Black Spot Projects		
Project	Funding Amount (Excl. GST)	Status
Gehrke Road / Rons Road intersection, Glenore Grove	\$167,000	Detail design. Lighting and power pole relocation design finalised by Energex who have programmed these works for completion by end May 2019.
Blanchview Road / O'Neills Road, Withcott	\$82,000	Detail design in progress. Extension of time for completion requested from TMR until 30 September 2019
Blanchview Road / Nuttals Road, Blanchview	\$67,300	Detail design. Options to be reviewed. Extension of time for completion requested from TMR until 30th September 2019
Rockmount Road / Walkers Road, Rockmount	\$67,500	Works in progress.
Rockmount Road / Sawpit Gully Road and Stockyard Creek Road, Rockmount	\$18,500	Issued for construction
Dolleys Road, From Knitters Road to 2.0km north, Blanchview	\$27,500	Works in progress.
Woodlands Road, Pitt Road and Forest Hill Blenheim Road, Blenheim	\$35,000	Completed.
Lake Clarendon Way / Lake Clarendon Road, Lake Clarendon	\$24,000	Completed.
William Street / Smith Street, Gatton	\$20,000	Completed.
Old Toowoomba Road, from Lachlan Way to Parklea Drive, Placid Hills	\$19,000	Works in progress.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

2018/19 Black Spot Projects		
Project	Funding Amount (Excl. GST)	Status
Woodlands Road, from Rangeview Drive to Manteuffel Road, Woodlands	\$58,200	Issued for construction.
Mountain View Drive, 900m section from western junction with Warrego Highway, Hatton Vale	\$14,500	Completed.
Total for 2018/19	\$600,500	

3.5.5 2019/2020 Successful Black Spot Road Safety Program Projects

The 2019/2020 Queensland Black Spot Program has been announced with 44 projects across the state totalling \$12.6 million.

The following table lists the projects submitted by Council that have been successful through the 2019/2020 Black Spot Program.

2019/2020 Black Spot Projects		
Project	Funding Amount (Excl. GST)	Status
Brightview Road, Brightview (Gehrke Road to Pagels road) <i>(Install warning signs, delineation and road marking)</i>	\$116,500	Agreement for the project currently being finalised
Lorikeet Road/Wagtail Drive Intersection, Regency Downs <i>(Install signs, delineation and road marking. Widen narrow section of Lorikeet Road)</i>	\$90,000	Agreement for the project currently being finalised
Tenthill Creek Road, Lower Tenthill <i>(Install signs, delineation and road marking. Narrow bridge treatment)</i>	\$21,000	Agreement for the project currently being finalised
Walnut Drive/Ashwood Court Intersection <i>(Bus Stop signage, linemarking)</i>	\$7,000	Agreement for the project currently being finalised
Zischke Road (Mountain View Drive to Thallon Road), Regency Downs <i>(Install signs, delineation, guideposts and road marking)</i>	\$17,500	Agreement for the project currently being finalised
Blanchview Road, Blanchview <i>(Improve warning signs for curves, delineation and road marking)</i>	\$17,000	Agreement for the project currently being finalised
Brightview Road/Village Road Intersection <i>(Intersection realignment to allow for</i>	\$126,000	Agreement for the project currently being finalised

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

2019/2020 Black Spot Projects		
Project	Funding Amount (Excl. GST)	Status
<i>vehicle turning movements. Shoulder widening, pavement markings)</i>		
Norfolk Road, Summerholm <i>(Install warning signs, delineation and road marking)</i>	\$62,500	Agreement for the project currently being finalised
Summer Street/Railway Street intersection <i>(Changing intersection priority. Realigning and widening of curve to cater for turning vehicles. Improve signage)</i>	\$66,000	Agreement for the project currently being finalised
Jones Road, Withcott (Bridge Guardrail Upgrade) <i>(Replace existing substandard guardrail, install signage, delineation and road marking)</i>	\$58,000	Agreement for the project currently being finalised
Total for 2018/19	\$581,500	

3.5.6 Drought Communities Programme

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

Project	Funding Amount (Excl. GST)	Status
Gatton Cemetery Gazebo (Installation of a gazebo)	\$72,521	Tender has been awarded. Prestart meeting has occurred. Works to commence early May.
Koffal Park Plainland Upgrade (New Shade Sail for Playground and Irrigation System)	\$52,000	Design has been submitted for building approval. Works to commence once approved.
Park Upgrades (Lions Park Laidley, Das Neumann Haus Park, Forest Hill Recreation Reserve, Rotary Park Gatton, Lake Apex Gatton, McGovern Park, Lions Park Grantham, Jeans Biggs Park, Murphys Creek grounds, Springbrook Park)	\$170,000	<p>Springbrook Park Irrigation Contract has been awarded. Bore works have been completed. Out to market for equipping the bore.</p> <p>Murphys Creek Playground Completed.</p> <p>Painting of Playgrounds at Forest Hill, Lions Park Grantham Painting to commence 30/04/2019.</p> <p>Painting of Shelters at Forest Hill Recreation Reserve Painting works to commence 30/04/2019.</p> <p>Lake Apex Culvert Pricing of initial tenders received come in beyond funding amount. Further tender has been called.</p> <p>Lions Park Shelters replacement Existing shelter have been removed. Installation of new shelters to occur in early May.</p> <p>Rotary Park Gatton Shelter replacement Existing shelter have been removed. Installation of new shelters to occur in early May.</p> <p>McGovern Park Shelter replacement Existing shelter have been removed. Installation of new shelters to occur in early May.</p> <p>Das Neumann Haus Irrigation Design works have commenced.</p> <p>Jean Biggs Irrigation Design works have commenced.</p>
Footpaths (installation of approximately 1,100m of concrete footpaths across 2 areas, Fairway Drive and Allan Street, Gatton)	\$256,990	Design completed. Tenders for the works from local businesses within LVRC region close on 1st May 2019.

3.5.7 Transport Infrastructure Development Scheme (TIDS)

ORDINARY MEETING OF COUNCIL AGENDA 8 MAY 2019

The following table provides updates on the 2018/19 TIDS projects:

2018/19 TIDS Projects		
Project	Total Project Costs	Status
Blanchview Road (Blanchview), signage improvements	\$20,000	Complete
Lockyer District High School, parking improvements	\$100,000	Project deferred
Laidley State High School, parking improvements	\$100,000	Final seal and linemarking outstanding.
Hannant Road (Kensington Grove), Fairway Drive, construct footpaths	\$100,000	Complete
Mountain Road (Laidley), Range Crescent - Clearidge Court	\$150,000	Complete
Thallon Road (Kensington Grove), reconstruct pavement	\$450,892	Complete
Various Local Roads of Regional Significance, culvert replacement	\$120,000	Detail design
Summerholm Road (Hatton Vale), widening	\$100,000	Complete

3.6 CUSTOMER SERVICE REQUESTS – MONTHLY MONITORING



Attachments

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

13.2 Niemeyer Road, Hatton Vale Upgrade

Date: 29 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 the Department of Transport and Main Roads (DTMR) would co-contribute a combined \$50,000 (\$25,000 Council and \$25,000 DTMR) of funding through the 2018/19 Transport Infrastructure Development Scheme (TIDS) towards the Niemeyer Road upgrading works; however due to time constraints this funding commitment is required to be accommodated in the 2019/20 TIDS program and the 2018/2019 funding commitment not progressed.

Officer's Recommendation:

THAT Council approve a contribution of \$50,000 in the 2019/20 Transport Infrastructure Development Scheme (TIDS) program towards the upgrade of the first 100 metres of Niemeyer Road, Hatton Vale associated with the refurbishment of Rusty's Service Station.

Report

1. Introduction

For many years, Rusty's has operated on the Warrego Highway adjacent to Niemeyer Road. The service station ceased operations for an upgrade and is currently in the process of undertaking approved works on the site which include improved facilities to cater for heavy vehicle combinations.

\$50,000 of 2018/2019 TIDS funding has been approved to 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.

2. Background

On 16 January 2019 Council resolved at the Ordinary Council meeting under resolution 16-20/1222

"THAT with respect to the required upgrading of Niemeyer Road associated with the redevelopment of Rusty's Service Station, Council resolve to approve:

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

- 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.
- 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."

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.

Recently the owner made representation to Council seeking further funding assistance beyond the current \$50,000 TIDS commitment. Council received formal correspondence from the Department of Transport and Main Roads on 5 April 2019 declining further contribution of funding towards the upgrade works.

The request was also presented at the Ordinary Council meeting on 24 April 2019 and under resolution 16-20/1322 was resolved:

"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."

3. Report

Council and DTMR have previously approved a \$25,000 funding contribution from each organisation toward the upgrade works under the 2018/2019 TIDS program.

In order for the Scenic Valleys Regional Roads and Transport Group (RRTG), of which Council is member, to achieve 100% expenditure of the current 2018/2019 TIDS program in a timely manner the \$50,000 funding commitment for the Niemeyer Road upgrade is required to be allocated in the 2019/20 TIDS program due to time constraints in delivering the works in the current financial year.

4. Policy and Legal Implications

Approval of the \$50,000 TIDS funding for the 2019/20 TIDS program will be progressed with the Scenic Valleys Regional Roads and Transport Group as per the Roads and Transport Alliance Guidelines.

5. Financial and Resource Implications

The Executive Manager Infrastructure Works and Services has liaised with DTMR District Director regarding the allocation of funding in the 2019/20 TIDS program. DTMR have no objection in \$50,000 of TIDS funding being allocated in the 2019/20 TIDS program contributing to upgrading works on Niemeyer Road.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

The previous Council resolution 16-20/1222, in regard to the funding contribution, will not be actioned should the resolution within this report be endorsed by Council.

The \$50,000 TIDS funding within the current 2018/2019 will be utilised towards expenditure associated with the TIDS Thallon Road upgrade project.

6. Delegations/Authorisations

The Executive Manager Infrastructure Works and Services will act under current delegations for the financial contribution.

7. Communication and Engagement

Discussions have been held with the DTMR District Director who has raised no objection to the allocation of the project to the 2019/20 TIDS program, however a flying minute will need to be coordinated with the Scenic Valleys Regional Roads Transport Group to formalise the reallocation of the funding within the current years TIDS program.

8. Conclusion

Niemeyer Road, Hatton Vale will need to be upgraded due to the refurbishment of Rusty's Service Station. The allocation of TIDS funding in the 2019/20 TIDS program will contribute to the upgrading works to assist in the accommodation of heavy vehicles entering and exiting the site.

9. Action/s

The Executive Manager of Infrastructure Works and Services is to coordinate a flying minute to formalise the funding changes in the current 2018/19 TIDS program with the Scenic Valleys Regional Roads and Transport Group and the updating of the 2019/20 TIDS program with the Niemeyer Road Upgrade Project accordingly.

Attachments



**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

14. ITEMS FOR INFORMATION

14.1 External Grants Update

Date: 11 April 2019
Author: Corrin Bischoff, Coordinator Governance and Strategy
Responsible Officer: Ian Church, Chief Executive Officer

Summary:

The purpose of this report is to provide an update on the status of external funding applications submitted by Lockyer Valley Regional Council for the period 1 January 2019 to 30 April 2019.

This document is for Council's information only.

Report

1. Introduction

This report provides an update and analysis of funding sought by Council over the past four months from competitive external grant programs.

Council's External Funding Policy supports the Lockyer Valley Corporate Plan 2017-2022 outcome:

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

2. Background

A centralised grant application process is utilised to optimise funding secured by Council to support its projects and activities. A key part of the coordinated approach to seeking and managing external grants is to provide a regular update to Council on all funding applications submitted.

3. Report

Since the beginning of January 2019, 13 external funding applications have been submitted. In this period, Council has been advised of nine successful applications and two unsuccessful applications.

Below is the status of Council's external funding applications as at 30 April 2019:

STATUS as at: 30 April 2019	Funding Program	Project Name	Total Cost of Project	Amount applied for	LVRC Cash contribution	LVRC In Kind contribution
Pending	State Library Public Library Strategic	Customer Engagement and	\$28,000	\$28,000	\$0	\$0



**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

STATUS as at: 30 April 2019	Funding Program	Project Name	Total Cost of Project	Amount applied for	LVRC Cash contribution	LVRC In Kind contribution
	Priorities Grants Program	Satisfaction Project				
Pending	Queensland Reconstruction Authority, 2018-19 Resilience Funding	Cooper Street Drain Flood Mitigation Works	\$700,227	\$560,227	\$140,000	\$0
Pending	Queensland Reconstruction Authority, 2018-19 Resilience Funding	Belford Bridge Protection Works	\$250,000	\$200,000	\$50,000	\$0
Pending	Queensland Reconstruction Authority 1018-19 Resilience Funding	Lockyer Creek Hydrologic Model	\$185,000	\$160,000	\$0	\$25,000
Pending	NRIP - TrNsfoRM! Innovation INNOVATION Application	Waterways From Waste	\$1,218,268	\$998,286	\$0	\$50,000
Pending	QDEP Funding Round 12 (Destination)	Laidley Spring Festival & Family Fun Day	\$76,275	\$12,000	\$40,000	\$24,275
Pending	Local Government Grants and Subsidies Program	Deterioration Modelling of Pavement and Seal Assets	\$60,000	\$36,000	\$24,000	\$0
Pending	Local Government Grants and Subsidies Program	Installation of new LED Street Lighting in the Laidley Central Business District	\$250,000	\$150,000	\$100,000	\$0
Pending	Local Government Grants and	Safety Upgrade for Springbrook	\$249,315.00	\$149,589.00	\$99,726.00	\$0

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

STATUS as at: 30 April 2019	Funding Program	Project Name	Total Cost of Project	Amount applied for	LVRC Cash contribution	LVRC In Kind contribution
	Subsidies Program	Park				
Pending	Local Government Grants and Subsidies Program	Safety Upgrade for Laidley Recreational Reserve	\$249,963.00	\$149,977.80	\$99,985.20	\$0
Successful	State Library First 5 Forever Project	Lockyer Valley Story Trail Project	\$30,000	\$30,000	\$0	\$0
Successful	2019/20 SES Support Grant	Forest Hill SES Replacement Vehicle (priority 1)	\$41,482.18	\$14,241.09	\$14,241.09 vehicle trade-in \$13,000	\$0
Successful	2019/20 SES Support Grant	Forest Hill SES Replacement Generator (priority 2)	\$8,521.37	\$6,391.02	\$2,130.35	\$0
Unsuccessful	Queensland Youth Week 2019	Push the Boundaries Film Festival	\$2,000	\$2,000	\$0	\$0
Unsuccessful	Building Better Regions	Mahons Bridge	\$3,560,000	\$1,780,000	\$1,780,000	\$103,000
Successful	Building Better Regions	Gatton Shire Hall Compliance Upgrade	\$878,700	\$439,350	\$439,350	\$0
Successful	Community Sport Infrastructure 2018	Laidley Skate Park Upgrade	\$56,500	\$50,000	\$0	\$6,500
Successful	Drought Communities Programme	Koffal Park Plainland Upgrade	\$55,000.00	\$52,000.00	\$0	\$3,000.00
Successful	Drought Communities Programme	Environmental Projects	\$300,489.00	\$296,489.00	\$0	\$4,000.00
Successful	Drought Communities Programme	Laidley Cultural Centre Upgrades	\$53,500.00	\$52,000.00	\$0	\$1,500.00
Successful	Drought	Footpaths	\$267,990.00	\$256,990.00	\$0	\$11,000.00



**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

STATUS as at: 30 April 2019	Funding Program	Project Name	Total Cost of Project	Amount applied for	LVRC Cash contribution	LVRC In Kind contribution
	Communities Programme					

Attachments

14.2 Customer Service Strategy Update

Date: 17 April 2019
Author: David Lewis, Executive Manager Corporate & Community Services
Responsible Officer: David Lewis, Executive Manager Corporate & Community Services

Summary:

Council's *Customer Service Strategy 2017-2020* (the Strategy) provides a framework that supports Lockyer Valley Regional Council's efforts to improve customer accessibility to services and better meet the expectations of the region's residents and ratepayers.

The Strategy was established in December 2017, and elements of it have been implemented over time. The Strategy has also been periodically reviewed and updated to reflect a rapidly changing environment. This report presents:

- the outcomes of the most recent update, which occurred in March 2019, and
- implementation progress made to date.

To date, 60% of actions identified in the Strategy have been completed. Some action items have been reconfigured to better align with Council's Connected Council program. While some items have been deferred in response to:

- temporary reductions in capacity due to the upcoming organisational effectiveness review, and
- (in some cases) delays in the Technology One upgrade that will enable the improvements to occur.

In deferring actions, consideration has been given to ensuring groups continue to sustain momentum and lock in the benefits of actions already completed.

This document is for Council's information only.

Report

1. Introduction

Council's *Closing the Loop Customer Service Strategy 2017-2020* (the Strategy) provides a framework that supports Lockyer Valley Regional Council's efforts to improve customer accessibility to services and better meet the expectations of the region's residents and ratepayers.

The purpose of this report is to present the outcomes of the most recent review and update to the Strategy, which occurred in March 2019, and progress made to date on implementation.

The Strategy is related to Corporate Plan Theme *Lockyer Leadership and Council* and supports Outcome 5.2 — *Excellence in customer service to our community*. The Strategy was devised to respond to Key Risk Category R1 — *Reputation and goodwill*.

2. Background

The customer service improvement journey (2012-2017)

In 2012, Council embarked upon a plan to improve its customer services. This plan was guided by a document entitled *Customer Service Strategic Plan*, published in October 2012.

Some of the more important implemented outcomes of the abovementioned plan included:

- centralising various departmental counters into two 'one-stop shops'
- establishing a customer call centre
- implementing a knowledge base with associated service provisions
- installing a new telephone system with call management software
- installing a customer request management system
- enabling online payment for various rates and charges
- implementing various alternative communication pathways including 'live-chat' and call-backs.

Closing the Loop strategy (2017)

With the key pillars of a modern customer service centre in place, in 2017 Council devised a strategy to further refine its customer responsiveness and the way its officers engage with key stakeholders and customers. Council's *Closing the Loop Customer Service Strategy 2017-2020* (the Strategy) was released in December 2017, and a staged approach has been taken to implementation. In response to a rapidly changing environment, the Strategy has been periodically reviewed and updated (most recently in March 2019) to ensure its ongoing effectiveness.

Integration and alignment with other initiatives (2018-present)

In early 2018, most of activities identified in the Strategy were integrated with employee engagement and business improvement initiatives under the banner of *Connected Council* (refer to *Attachments* section at the end of this document for more information on this program). The Connected Council Business Unit Progress Groups have identified and implemented a range of process improvements that directly impact on customer experience. These improvements, which have been presented in detail at Council workshops in 2017 and 2018, range from increasing the number of enquiries resolved at first point of contact via the Customer Service team through to significant reductions in resolution times for matters such as animal noise nuisance.

The Connected Council approach has employee engagement (a key enabler of business improvement) at its centre. The drivers of employee engagement are listed below.

Autonomy. People perform best when they have a degree of control over their own work.

Mastery. Individuals need opportunities to get better at what they do through honing existing skills and learning new skills through their work.

ORDINARY MEETING OF COUNCIL AGENDA 8 MAY 2019

Purpose. Employees need a shared and meaningful vision of the difference their organisation wants to make in the world.

In implementing the Strategy, *autonomy* is supported through process improvement that devolves decision-making down to the lowest appropriate level and improves capacity to proactively manage work; *mastery* is supported through coaching, mentoring, and involvement in process improvement activities that offer opportunities to develop/use skills; and *purpose* is supported through involvement in solution development/championing, as well as a structured communication plan that helps officers understand how this work connects to the vision and the role they play in achieving it.

3. Report

The table below highlights a selection of key actions from the Strategy, with updates denoted by italic text. For full details of work completed, refer to the *Attachments* section at the end of this report.

To date, 60% of actions identified in the Strategy have been completed. Some action items have been reconfigured to better align with the Connected Council program. While some items have been deferred in response to:

- temporary reductions in capacity due to the upcoming organisational effectiveness review, and
- (in some cases) delays in the Technology One upgrade that will enable the improvements to occur.

In deferring actions, consideration has been given to ensuring groups continue to sustain momentum and lock in the benefits of actions already completed.

Our people

Council is committed to the development and maintenance of a strong and healthy organisational culture that places a high value on its people and though this culture hopes to achieve better alignment of our vision, mission, and goals, high employee motivation and loyalty, increased team cohesiveness, service consistency and process efficiency.

Improvement Opportunity	Responsible Position	Priority	Due Date	Commentary
Establish a CRM Champions Network to drive continuous customer service improvement throughout Council from both an external and internal perspective.	Performance Coach	High	2017/18	<p>This will include a coaching and mentoring program for all front-line officers.</p> <p>This network will be based upon the PhoneFox model.</p> <p>Complete.</p> <p><i>The CRM</i></p>

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

Improvement Opportunity	Responsible Position	Priority	Due Date	Commentary
				<i>Champion role is being covered by the Connected Council Business Unit Progress Groups. This network is being built as new progress groups are established.</i>
New action: <i>Familiarisation Program. Customer Service experiencing what is involved in another officer's day and those officers coming back and experiencing what it is like for the CSO. The intent is to develop stronger relationships and understand how each area impacts the other.</i>	<i>Customer Service Coordinator</i>	<i>Medium</i>	<i>2019/2020</i>	In progress. <i>Implemented and working through groups.</i>
Complete Gatton Administration front counter and call centre redesign works.	Manager Community Facilities and Services	High	2017/18	Complete.

Customer interactions

ORDINARY MEETING OF COUNCIL AGENDA 8 MAY 2019

By analysing customer interactions, Council can gauge how services are viewed by the community and, more importantly, use this process to enhance overall service delivery.

Improvement Opportunity	Responsible Position	Priority	Due Date	Commentary
Implement Voice of Customer and formulate and implement appropriate action plans for the following business units. 1. Planning 2. Building and Plumbing 3. Waste Management 4. Regulatory Services 5. Environmental Health Compliance 6. Infrastructure Delivery (Roads) 7. Parks, Gardens & Cemeteries (Underway) 8. Infrastructure Planning and Design 9. Customer Services	Relevant Executive Manager and Relevant Branch Managers	High	2017/18	From these VoCs further learning and improvement opportunities will be developed. Teams will also receive monthly coaching through Business Unit Progress Groups. Complete.

Performance measurement and review

Modern business systems allow Council to achieve efficiency in processes while also allowing for analysis of data and facilitation of ongoing business improvement opportunities.

Improvement Opportunity	Responsible Position	Priority	Due Date	Commentary
Undertake an annual review of Council's telephone system and knowledge base.	Customer Services Coordinator	Medium	2018/19	Complete. <i>New knowledge base software implemented in 2018 and continuously reviewed.</i>

Process and systems

Through the development and implementation of clearly defined processes and systems, Council can be assured of consistency in service outcomes and customer interactions.

Improvement Opportunity	Responsible Position	Priority	Due Date	Commentary
-------------------------	----------------------	----------	----------	------------

ORDINARY MEETING OF COUNCIL AGENDA 8 MAY 2019

On key services, define and agree with Council on key service standards including a definition for “Service Quality”.	Manager Finance and Corporate Services and Manager Infrastructure Support Services	High	2018/19 2019/20	<i>Work currently underway to define service standards for ‘first response’ and ‘closure’ timeframes for customer requests.</i>
---	--	------	------------------------	---

Feedback and benchmarking

Reporting feedback and benchmarking allows Council to set performance targets while continually reviewing its performance with a view to continuous business improvement.

Improvement Opportunity	Responsible Position	Priority	Due Date	Commentary
Develop a matrix of customer service performance standards and regularly report these to the Executive Leadership Team and Council with a view to continuous improvement – Dashboard Reporting.	Manager Information Services	Medium	2018/19	Complete.
Bi-annual reporting to the Executive Leadership Team established to inform on business learnings and improvement opportunities.	Customer Services Coordinator /Performance Coach	High	2017/18	Complete. <i>Quarterly ELT Accountability sessions held with responsible business unit manager from each progress group.</i>

Attachments

- | | | |
|---------------------|--|----------|
| 1 ↓ | Connected Council program | 1 Page |
| 2 ↓ | Closing the Loop Customer Service Strategy March 2019 update | 20 Pages |

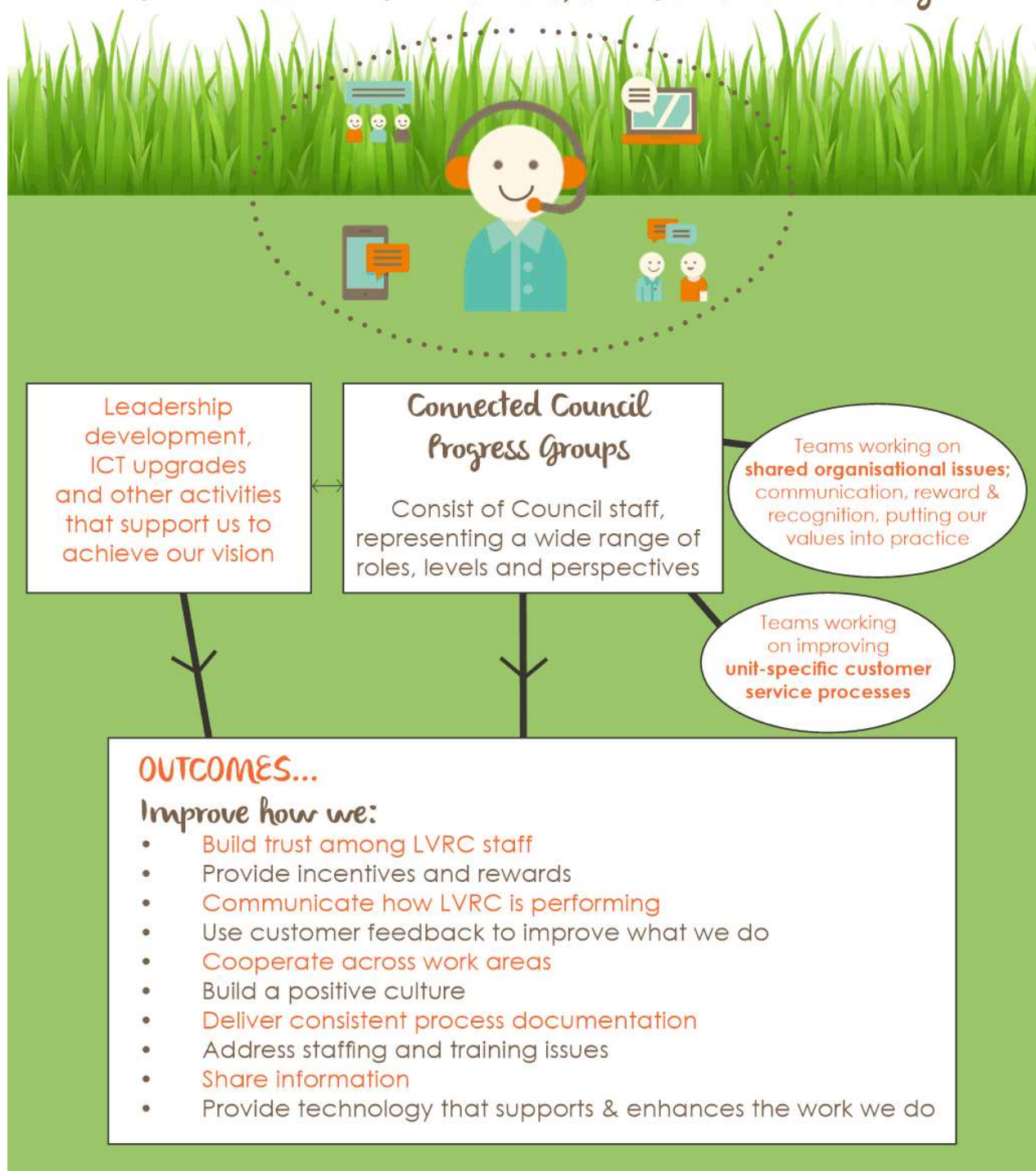
Connected Council



Connected Council is focused on...

how we connect within our teams and across the organisation

how we connect with our customers, stakeholders and community





Closing the Loop Customer Service Strategy 2017 - 2020

December 2017
Updated: March 2019

1.0 Introduction

The *Customer Service Strategy 2017-2020* (the Strategy) provides a framework that supports Lockyer Valley Regional Council's vision to improve customer accessibility to council services and meet the expectations of our residents and ratepayers. Local governments in Queensland are increasingly under pressure to deliver a higher level of service at no or minimal cost increase to meet the growing expectations of its community and hence customers.

The Strategy will direct Council's approach to the delivery of customer service, building on strong customer focus, whilst supporting performance excellence. Customer service excellence is not just the responsibility of the front-line staff, and must receive commitment from all levels (i.e. councillors, the Chief Executive Officer, executive managers, managers, coordinators, and officers) with Council.

In order to be truly customer-centric, we must integrate our entire range of business functions around addressing the needs of customers while containing costs, leveraging technology and embracing a customer service culture. Becoming customer-centric will require Council to focus on processes that are customer friendly, with staff that are dedicated to excellence in service delivery and customer communication.

1.1 Corporate linkages

The Corporate Plan (the Plan) is Council's key strategic document that provides direction for Council in contributing to a sustainable future for the region. The corporate outcomes contained in the Plan serve to inform and guide Council's decision making process when delivering its diverse range of services to the community.

The Plan aims to achieve the vision and outcomes for the region and is informed by the Community Plan, Long Term Financial Plan, Service Management Plans and a range of key strategic plans both internal and external to Council. Key components of the plan follow.

Our Vision

We will deliver sustainable services to enhance the liveability of our community while embracing our economic, cultural and natural diversity.

Our Mission

Lead, engage and empower.

Our Values

Values form the basis of our culture. They add meaning to work and they provide a basis for consistent planning and decision making across the organisation. The desired values and behaviours that every employee of Lockyer Valley Regional Council is expected to demonstrate in their daily activities, in the way they behave and in the way they make decisions are: Leadership, Accountability, Integrity, Communication, Customer Focus and Teamwork and Collaboration. We strive for customer driven excellence by a whole of organisation 'single view' approach to each customer supported by effective relationship management.

1.2 Challenges

Challenges in the provision of customer services have been identified. The strategy will address a range of customer service challenges, including:

- Corporate Culture
- Inconsistent Customer Service
- Inconsistent Service Standards
- Staffing and Training
- Inconsistent Process Documentation
- Information & Technology

Corporate Culture can be defined as the attitudes, behaviours, values and personalities that make up an organisation. Part of the corporate culture is also the value the organisation places on customer service excellence. Employees will be indifferent unless they are clear about the corporate expectations regarding customer service.

Inconsistent Customer Service – Prior to recent reforms, groups provided their own individualised service delivery mechanisms. Subsequent to these reforms, customer services initiatives have been driven corporately but with varying degrees of implementation across Council.

Inconsistent Service Standards – The level and consistency of service standards varies within Council. This is not an issue in itself but we need to understand where it is appropriate to have different standards and document that information for our customers.

Staffing and Training – All staff need to have appropriate customer service skills and must have the knowledge and expertise to meet the needs to our customers. Customer Service has not always been given the appropriate priority within Council e.g. 'closing the loop' with customers and providing regular progress updates.

Inconsistent Process Documentation – Every business regardless of type operates as a collection of business processes. Each process starts with some type of a request and is completed with the delivery of a service. In general, documentation of new or existing business and service delivery processes at Council is limited. Roles and responsibilities are often unclear within processes. Staff often do what they think needs to be done in the absence of defined processes.

Information & Technology – For Council to be effective, the right tools and technologies have to be in place and integrated, with the appropriate business systems, in order to deliver the most value.

2.0 Ownership and Responsibilities

Clearly defined ownership and responsibilities are critical to ensuring effective delivery of the Strategy.

2.1 Ownership

The Executive Leadership Team sets the strategic direction for organisational excellence, with members of the Management Team responsible and accountable for its implementation.

The Executive Leadership Team sets the cultural change required to have a customer-centric organisation, with members of the Management Team responsible and accountable for its implementation.

The Executive Leadership Team communicates the vision of what a transformed organisation will look like and work like, with members of the Management Team responsible and accountable for its implementation.

Together the Management Team is responsible for reviewing implementation and monitoring performance of the Strategy.

2.2 Implementation

The Strategy is a wholly owned plan by all officers and will be implemented primarily via the customer strategies and initiatives deployed by the Executive to their Business Managers, Coordinators and officers.

3.0 Achieving this Strategy

By establishing excellent customer service as a corporate value, Council has committed to a program of continuous improvement to offer best value for best service.

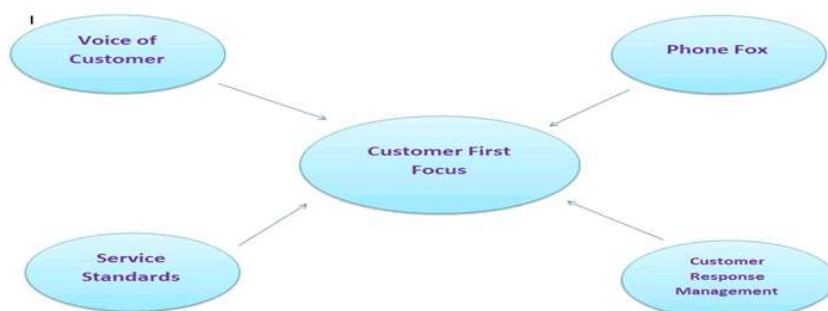
Following the region's devastating floods in 2011, Council embarked upon a strategy to improve its customer services with a document titled Customer Service Strategic Plan published in October 2012 to guide this process.

Some of the more important implemented outcomes of the abovementioned strategy included:

- the centralisation of various departmental counters into two "one stop shops"
- the establishment of a customer call centre
- the implementation of a knowledge base with associated service provisions
- installation of a new telephone system with call management software
- installation of a customer request management system
- online payment of various rates and charges
- implementation of various alternative communication pathways including "live-chat" and call backs.

With the key pillars of a modern Customer Service centre in place, in early 2017, Council embarked on a project to improve its customer responsiveness and the manner in which our officers engage with our key stakeholders and customers, that is our customer first focus.

This project collectively known as “Customer First Focus” looks at how our customers view our service delivery (Voice of Customer) while we strive to improve our service delivery through the establishment of telephone service standards (PhoneFox), the setting of key service standards and the establishment of customer request or response service standards. This process is outlined in the following diagram.



This body of work has seen the development of a number of customer service initiatives which form the basis of the Strategy.

These initiatives have been aligned to five (5) improvements streams (our people, customer interactions, performance measurement and review, process and systems and benchmarking and feedback) that will guide the ongoing continuous improvement associated with Council's “customer first focus”.



Under the five (5) abovementioned improvement streams, nine (9) key focus areas have been identified to further enhance our customer interactions and service delivery but above all else facilitate the ongoing development of our people.



In order to achieve this outcome, the following four guiding principles will guide the implementation of our key strategic deliverables

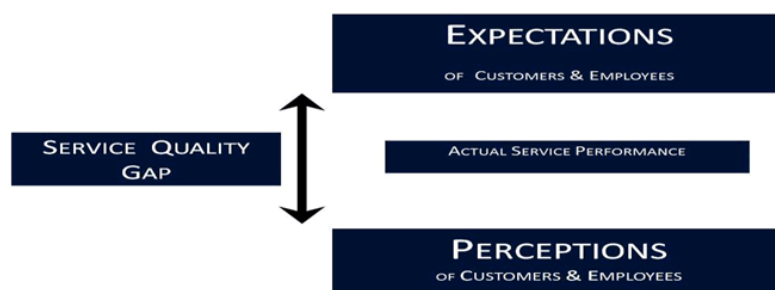
- Customer First Focus** *Customer service excellence is our number one priority and focus. Council is a customer service organisation.*
- Quality:** *We will provide professional, courteous, timely and accurate service to every customer in a fair and consistent and accessible manner.*
- Accountability:** *We are accountable to each customer and will use feedback to improve our performance.*
- Efficiency and Effectiveness** *We are committed to continuously measure and improve work processes by implementing innovative ideas, applying appropriate technology, training staff to be helpful and knowledgeable and encouraging teamwork.*

These guiding principles should be used as a framework for guiding our customer interactions, both internally and externally, and should be integrated into day-to-day business practices at Council.

3.1 Service Excellence/Customer Satisfaction

According to Jim Clemmer from the Customer Service Institute of Australia, "Customer satisfaction is a reflection of employee satisfaction especially front-line service employee satisfaction. Going from ordinary to extraordinary happens through the discretionary efforts of front line staff deciding to make thousands of moments of truth as positive as they can. This enthusiasm, loyalty or devotion cannot be forced on people."

It follows that service is the extent to which a service addresses a customer's needs and expectations. Whereas service excellence is when these experiences are surpassed and when customers feel that they have received that little unexpected extra in the shape of extra effort on the part of all employees but especially our front-line officers.



To achieve service excellence we need to under promise, carefully understate and over deliver without seeming deceptive. If customer satisfaction has one key element its about exceeding expectations and how well it works. People like to be pleasantly surprised.

To achieve service excellence we need to know our customers so that their needs can be anticipated, build relationships with our customers, listen to our customers, analyse all feedback from our customers and act on it, exceed the expectations of our customers, do our best and then improve on it and never become complacent about our performance.

The improvement opportunities outlined in Section 4 of the Strategy aim to gradually improve our performance as we strive to achieve service excellence.

To further refine and define our customer interactions, it has also been determined that all general calls to Council will be via its 1300 number with regular customers and calls to Council's business units and community facilities being made to direct extensions. This protocol which is articulated in the follow graph is also to be displayed on all Council correspondence.



4.0 Strategy Outcomes

4.1 Our People

Council is committed to the development and maintenance of a strong and healthy organisational culture that places a high value on its people and though this culture hopes to achieve better alignment of our vision, mission, and goals, high employee motivation and loyalty, increased team cohesiveness, consistency of service and efficiency of process.

March 2019 update: Some actions have been streamlined, had timeframes changed or been otherwise reconfigured to reflect priorities/critical path requirements, resource availability and alignment with the Connected Council program and organisational effectiveness review. Specific changes are identified below in purple text, and the original actions/commentary have been retained for ease of reference.

Completed/superseded items below are shaded in blue.

Improvement Opportunity	Responsible Position	Priority	Due Date	Commentary
Appoint a Performance Coach.	Executive Manager Corporate and Community Services	High	2017/18	Complete. Business improvement Coordinator contracted until June 2020.
Establish a CRM Champions Network to drive continuous customer service improvement throughout Council from both an external and internal perspective.	Performance Coach	High	2017/18	This will include a coaching and mentoring program for all front line officers. This network will

Improvement Opportunity	Responsible Position	Priority	Due Date	Commentary
				be based upon the PhoneFox model. Complete. The CRM Champion role is being covered by the Connected Council Business Unit Progress Groups. This network is being built as new progress groups are established.
As part of the establishment of the CRM champion's network, establish key knowledge experts within each branch to partner with assigned Customer Service officers to drive ongoing business process improvement and improvements to overall customer services.	Performance Coach / Executive Leadership Team	High	2017/18	Complete. Refer to action above.
Review the level and status of customer services officers within the organisation; customer service is currently seen as a pathway into the organisation rather than a career with this view reinforced by the organisation.	Manager Organisation and People Development/Manager Finance and Customer Services	High	2017/18	Career pathways to be established within the Customer Services Team; this may include the establishment of Senior Customer Service Officer roles and a QGAP allowance. Complete. CSO role reviewed and graded at Level 3.

Improvement Opportunity	Responsible Position	Priority	Due Date	Commentary
				After review, it was determined that Senior CSO role and QGAP allowance would not be implemented.
Develop and implement a staff roster that ensures equal time by all customer service officers on Gatton and Laidley Customer Contact, QGAP and the Call Centre and report on the roster to line management.	Customer Services Coordinator	High	2017/18	<p>Quarterly reporting will be required to the Manager Finance and Customer Services and the Executive Manager Corporate and Community Services.</p> <p>Complete.</p> <p>Rosters are available to view by Manager Finance & Customer Service.</p> <p>Rosters are online for staff and Manager to see on own device. Reports are available on 'Find my Shift' dashboard.</p>
Refine recruitment processes for front line Customer Services staff to include physiological and psychometric testing.	Manager Organisation and People Development Customer services Coordinator/ Manager Finance and Customer Services	Medium	2017/18 2019/20	Will consider 'assessment centre' approach for future recruitment requirements. Will confirm approach when new hires are required.

Improvement Opportunity	Responsible Position	Priority	Due Date	Commentary
Maintain the process whereby O&PD conduct voluntary interviews for exiting officers.	Manager Organisation and People Development	Medium	2018/19	Complete.
Develop and implement a customer first coaching and mentoring program for all front line officers. Front line officers include IWS, HW&RS, Environment, etc..	Performance Coach Manager Organisational Development	High	2017/18 2019/20	Training Modules will include: Service Quality PhoneFox VofC This program is yet to be scoped. Will occur after organisational effectiveness review.
Develop a customer first on-line training program and implementation this program across Council.	Performance Coach	High	2017/18 2019/20	Development has commenced, but is on hold until after the organisational effectiveness review is complete. Face-to-face training to promote evidence-based continuous improvement and problem-solving was prioritised for 2018/19 and rolled out to Business Unit Progress Group members.
Starting with Key Officers – implement a process where all employees “double jack” through Council’s call centre.	Customer Services Coordinator	Medium	2018/19 2019/20	Closed. This will be completed as part of the familiarisation program below.

Improvement Opportunity	Responsible Position	Priority	Due Date	Commentary
				Key officers throughout Council will be identified to participate in this process.
New action: Familiarisation Program. Customer Service experiencing what is involved in another officer's day and those officers coming back and experiencing what it is like for the CSO. The intent is to develop stronger relationships and understand how each area impacts the other.	Customer Service Coordinator	Medium	2019/2020	In progress. Implemented and working through departments.
Research and report to CEO and Executive Leadership Team on a best practice organisational structures that focus on and achieves best on ground customer services and service delivery.	Executive Manager Corporate and Community Services with sign off by Executive Leadership Team members.	Medium	2019/20	Closed. Superseded by organisational effectiveness review.
Complete Gatton Administration front counter and call centre redesign works.	Manager Community Facilities and Services	High	2017/18	Complete.

4.2 Customer Interactions

By analysing our customer interactions, we can gauge how our services are viewed by our community and more importantly use this process to enhance our overall service delivery.

Improvement Opportunity	Responsible Position	Priority	Due Date	Commentary
Undertake a Customer Satisfaction Survey (Performance and Satisfaction Survey) every 2 years and report outcomes to Council.	Manager Finance and Customer Services	Medium	2018/19	Initial Survey is required immediately to establish a benchmark result.

Improvement Opportunity	Responsible Position	Priority	Due Date	Commentary
				On hold. Currently undertaking department-specific Voice of the Customer surveys.
Undertake continuous exit surveys of customer engagements through our customer contract and call centres.	Customer Services Coordinator	Medium	2018/19 2019/20	Options to be developed for a cost-effective program that is tailored to our community.
Maintain Council's mystery shopper program.	Customer Services Coordinator	High	Ongoing	To be reviewed in Year 3 On hold while Voice of the Customer program is underway.
Undertake deflecting surveys on former customers of Council's key business units including Child Care, Lake Dyer and Staging Post.	Relevant Branch Managers	Medium	2018/19	Closed. Not required – refer to outcomes of service reviews.
Implement Voice of Customer and formulate and implement appropriate action plans for the following business units. 1. Planning 2. Building and Plumbing 3. Waste Management 4. Regulatory Services 5. Environmental Health Compliance 6. Infrastructure Delivery (Roads) 7. Parks, Gardens & Cemeteries (Underway) 8. Infrastructure Planning and Design 9. Customer Services	Relevant Executive Manager and Relevant Branch Managers	High	2017/18	From these VofCs further learning and improvement opportunities will be developed. Teams will also receive monthly coaching through Business Unit Progress Groups. Complete.

Improvement Opportunity	Responsible Position	Priority	Due Date	Commentary
Implement a rolling Voice of the Customer program to all Council branches.	Business Improvement Coordinator (Performance Coach)	High	2017/18 2019/20	The plan for 2019/20 is to only complete a second round of the surveys outlined in the item above. This is due to the organisational effectiveness review (and resulting limited capacity to establish and conduct new Business Unit Progress Groups).
Establish pilot Business Improvement Teams for Waste, local Laws, Parks and Cemeteries.	Performance Coach, Manager Health, Waste and Regulatory Services and Parks Advisor	High	2017/18	Complete. Teams will be guided by the performance Coach but will be made up of the relevant Branch Manager, a Customer Services Officer and a key business partner.
PhoneFox Surveys – 3 per annum 2017/18 then annually.	PhoneFox Coordinator – PA Executive Manager Corporate and Community Services	High	2017/18	Complete. Phone Fox survey regime has been implemented. Scope and frequency of future surveys will be reviewed and tailored to meet business needs.

Improvement Opportunity	Responsible Position	Priority	Due Date	Commentary
Customer Services Coordinator to meet with branch managers on a quarterly basis to refine the customer service delivery experience, understanding and utilising the learning from both the Customer Service Coordinator and the Business Unit Manager.	Customer Services Coordinator	High	2017/18	Meetings to be held on a scheduled basis regardless of whether there are 'hot issues' or not. Closed. Meetings taking place with Coordinators / Managers or senior admin staff in relevant business units on a weekly, fortnightly or as-required basis. Monthly meetings are held with IWS.

4.3 Performance Measurement and Review

Modern business systems allow Council to achieve efficiency in processes while also allowing for analysis of data and facilitation of ongoing business improvement opportunities.

Improvement Opportunity	Responsible Position	Priority	Due Date	Commentary
Undertake an annual review of Council's web presence and e-services.	Manager Marketing, Communications and Engagement	Medium	2018 /19	On hold until web platform upgrade.
Undertake an annual review of Council's telephone system and knowledge base.	Customer Services Coordinator	Medium	2018 /19	Complete. New knowledge base software implemented in 2018 and continuously reviewed.
Establish an online complaints management tracking system.	Governance Coordinator	Medium	2018 /19	Closed. Determined to be unnecessary at this stage due to low complaint

Improvement Opportunity	Responsible Position	Priority	Due Date	Commentary
Establish a continuous business improvement portal to drive business improvement – possible links to Internal Audit.	Manager Information Services	Medium	2018 /19 2019 /20	numbers. Oh hold. This will be a part of an intranet refresh. The solution may also be delivered via applications such as Yammer or Teams – a simple portal to submit ideas.
Establish targets for the gradual increase of e-services and report these to Council on an annual basis.	Executive Manager Corporate and Community Services	Medium	2018 /19 2019 /20	Focus will be on both on e-services but also self-managed services including library borrowings. On hold until Technology One upgrade is complete.

4.4 Process and Systems

Through the development and implementation of clearly defined processes and systems, Council can be assured of consistency in service outcomes and customer interactions.

Improvement Opportunity	Responsible Position	Priority	Due Date	Commentary
Develop a draft Customer Service Strategy that aligns Council Community Plan, Corporate Plan and Operational Plan.	Executive Manager Corporate and Community Services	High	30 June 2017/18	Complete. This document represents this outcome.
Develop a communication plan for the roll out of the Customer Service Strategy to the wider organisation.	Executive leadership Team	High	July 2017	Complete.
Develop Business Plans for each Council unit that clearly define unit business outcomes and performance measures. These plans	Branch Managers	High	2017/18	Standard template to be utilised.

Improvement Opportunity	Responsible Position	Priority	Due Date	Commentary
should identify strategies to be implemented each year.				Closed. Process being undertaken by Governance & Strategy team in partnership with business units.
On key services, define and agree with Council on key service standards including a definition for "Service Quality".	Manager Finance and Corporate Services and Manager Infrastructure Support Services	High	2018/19 2019/20	Work currently underway to define service standards for 'first response' and 'closure' timeframes for customer requests.
Review the suitability of Council's existing knowledge base and if necessary replace with a system that leverages off other best practice Councils.	Manager Finance and Customer Services and Manager Information Services	High	2017/18	Complete. LivePro was selected and implemented.
Implement DA online tracking and DA online lodgement.	Manager Information Services, Manager Planning and Coordinator Development Assessment	High	Sept 2017/18	September 2017 DA online lodgement is on hold , pending Technology One upgrade. DA online tracking (E-Track) is complete .
Establish a process to cater for the online lodgement of DA fees.	Manager Information Services, Manager Planning	High	Early 2017/18	September 2017 On hold until Technology One upgrade completed.
Review Council's hall and cemeteries booking processes with a view to implementing more useable and if possible self-service modules.	Manager Finance and Corporate Services, Manager Information	High	2017/18 2019/20	Online cemetery mapping work is underway. Hall booking work is on hold

Improvement Opportunity	Responsible Position	Priority	Due Date	Commentary
	Services and Parks Advisor			– initial feasibility did not stack up.
Establish a service level agreement for customer access to planning officers and then develop a calendar system to allow efficient equitable but guaranteed customer access to planning officers.	Executive Manager Organisational Development and Planning and Manager Planning	High	2017/18	30 minutes free consultation, then a fee for service applies. Closed. Superseded by DA PIP which is taking a different direction of duty planner presence.
Establish and implement fact Sheets on basic processes e.g. subdivisions, overgrown allotments.	Governance Coordinator	Medium	2018/19	Branch Managers to drive the development of fact sheets. Closed. Superseded by DA PIP and embedded into Business Unit Progress Group activities and processes.
Review existing CRM categories and processes with a reduction in service response categories and timeframes.	Manager Finance and Corporate Services	High	2017/18 2019/20	On hold pending Technology One upgrade.
Establish Dashboards for Planning and Human Resource related processes.	Manager Information Services and relevant Branch Managers	Medium	2019/20	Will be part of the DA PIP HR dashboards completed. Planning dashboards on hold until Technology One upgrade done.
Publish Council's Organisational Structure on the Intranet.	Manager Organisation and People Development	High	July 2017	Complete. Employees now referred to Technology One for latest information.

Improvement Opportunity	Responsible Position	Priority	Due Date	Commentary
Review payment pathway options to ensure that planning applications are properly made.	Manager Planning	High	2017/18	Closed. Being addressed as part of DA PIP.
Establish a confidential complaints reporting process to the CEO.	Governance Coordinator	Medium	2018/19	Complete.
Establish a complaints and compliments reporting process (focused upon business improvement opportunities) to the Executive Leadership Team	Governance Coordinator	Medium	2018/19	Complete.
Establish monthly reporting mechanisms to the Executive Leadership team and Council on the achievement of key service standards (business metrics).	Manager Finance and Customer Services Executive Manager, Corporate and Community Services	Medium	2018/19 2019/20	Closed. Part of business planning process.
Review of Council's Form 19 process with a view to achieving a more reflective fee for service and online self-assessment.	Manager Information Services and Manager planning	High	2017/18	To be conducted in consultation with relevant Planning staff. Closed. Being addressed as part of DA PIP.
Review bin administrative processes with JJ Richards with a view to transferring this process to the contractor.	Manager Health, Waste and Regulatory Services	High	2017/18	Closed. Transferred to Waste Business Unit Progress Group process.

4.5 Feedback and Benchmarking

Reporting feedback and benchmarking allows Council to set performance targets while continually reviewing its performance with a view to continuous business improvement.

Improvement Opportunity	Responsible Position	Priority	Due Date	Commentary
Maintain process of call monitoring and keep abreast of trends in this field.	Customer Service Coordinator	High	Ongoing	Complete. Implemented.
Review Council's call monitoring program in association with Brisbane City Council.	Customer Service Coordinator	Medium	2018/19	Complete. Implemented as an ongoing process.
Customer Services lobby for the establishment of a local chapter of the National Customer Services Network and to use this opportunity to benchmark against like organisations.	Manager Finance and Customer Services	High	2017/18	Complete. LVRC hosted inaugural meeting.
Develop a matrix of customer service performance standards and regularly report these to the Executive leadership Team and Council with a view to continuous improvement – Dashboard Reporting.	Manager Information Services	Medium	2018/19	Complete.
Bi annual reporting to the Executive Leadership Team established to inform on business learnings and improvement opportunities.	Customer Services Coordinator/ Performance Coach	High	2017/18	Complete. Quarterly ELT Accountability sessions held with responsible business unit manager from each progress group.



ORDINARY MEETING OF COUNCIL AGENDA 8 MAY 2019

14.3 Queensland Urban Utilities Monthly Report - April 2019

Date: 29 April 2019
Author: Vickie Wieland, EA to Chief Executive Officer
Responsible Officer: Ian Church, Chief Executive Officer

Summary:

Council has received an update from Queensland Urban Utilities (QUU) Board which provided highlights from their Board Meeting for the month of April 2019.

This document is for Council's information only.

Report

1. Introduction

Lockyer Valley Regional Council maintains an ongoing working relationship with QUU on both operational and strategic aspects of water and sewerage provision. This report is an update on matters of significance with respect to QUU for Council's information.

2. Background

Queensland Urban Utilities is:

- A statutory body, created on 1 July 2010 as a result of Queensland Government changes to the way water is managed in South East Queensland.
- Owned by the Brisbane and Ipswich City Councils, and Lockyer Valley, Scenic Rim and Somerset Regional Councils and governed by an independent Board.
- Tasked to deliver drinking water, recycled water and sewerage services to the cities and townships within the boundaries of these five local government areas.
- Responsible for delivering water to customers, collecting, transporting and treating sewage, as well as charging and billing for water and waste water services for customers in the Brisbane, Ipswich, Lockyer Valley, Scenic Rim and Somerset local authority areas.

3. Report FOUNDATIONAL SUCCESS

Quarterly Report

The Board received and approved the Quarterly Report for the period 1 January to 31 March 2019. This report sets out QUU's operational and financial performance, will be provided to shareholders in late April.

Subject to all shareholders approving the proposed amendments to the Participation Agreement, this will be the last Quarterly Report. From 1 July 2019, it is proposed that QUU

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

will provide information to shareholders biannually via a new mid-year performance review and an Annual Report.

Selective Network Inspection Program

The Board approved a six-month extension to the Selective Network Inspection Program. This extension will commence on 1 June 2019 and expire on 30 November 2019.

This program, which has been in place for the past year, identifies where QUU's sewer network is being compromised either by stormwater inflows from private drainage, discharges of prohibited substances or where third parties have built over QUU infrastructure.

This program is critical to maintain the integrity of the QUU network and to minimise the risk of discharge from their network into the environment.

Concealed Leak Policy

QUU has a Concealed Leak Policy that provides financial relief for eligible customers who experience a concealed leak at their property.

This policy has been reviewed and amended based on industry best practice and stakeholder engagement, as well as customer feedback. The changes pertain to eligibility criteria and assistance offered under the policy. The proposed amendments are expected to enhance the customer experience and reduce the number of complaints that would otherwise be received by QUU and the Ombudsman.

The revised policy, which was approved by the Board, will be available on QUU's website in the near future.

Participation Agreement

This month, the Board considered and endorsed amendments to the Participation Agreement, Board Remuneration Policy and Participation Return Policy.

The review of the Participation Agreement identified a number of changes, including matters previously agreed with shareholders but not yet reflected in the agreement, such as the Board Member appointment process and the new Participation Return Policy. Other changes identified included aspects that are no longer relevant and should be rescinded and clauses that require updating as a consequence of legislative changes made since QUU's formation.

All participants were consulted regarding amendments to the Participation Agreement, Board Remuneration Policy and Participation Return Policy, with any feedback considered in the drafting process.

In the near future, your Council will receive these three documents for approval.

Pricing

Following a discussion at the Finance and Pricing Committee, the Board considered the proposed 2019/20 utility and sundry charges.

QUU continues to look for opportunities to place downward pressure on pricing whilst ensuring that their business meets the evolving needs of the communities they serve.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

The Board will further consider this matter in May.

Water Netserv Plan

An update was provided to the Board on the development of QUU's Netserv Plan.

The Netserv Plan is a key planning instrument for integrating Councils' land planning objectives and the provision of water and sewerage services.

This instrument is critical, recognising that the QUU service region is forecast to grow significantly to 1.9M people by 2031. It will also ensure that QUU is able to meet the economic growth aspirations of the region, noting that by 2031 there is expected to be 1.2M people working across our five local government areas.

The Board supported management commencing formal consultation with shareholders and the Planning Minister, which will be followed by community consultation.

The Board will further consider this matter in October.

Enterprise Asset Management Solution

The Board had an opportunity to engage in a 'design showcase' for QUU's new Enterprise Asset Management Solution, which will be deployed into the business in 2020.

This is a momentous milestone for the project team as a significant amount of work has been undertaken to streamline the asset management and financial processes to adapt to the new environment.

Cooperative Research Centre Project – Transforming Wastewater Treatment

The Board received an update on the Cooperative Research Centre Project (CRC-P) that QUU is leading to transform regional lagoon wastewater treatment processes. The project, which has received over \$1.4M of Federal Government funding, is a partnership with Lockyer Valley Regional Council, the University of Queensland, the University of Western Australia, the Department of Environment and Science and Power and Water Corporation NT.

The project will develop a simple, low-cost technology to transform wastewater stabilisation ponds into environmental assets.

The pilot solution will be deployed at QUU's Innovation Centre, along with locations in the Lockyer Valley and Darwin, Northern Territory.

The project outcomes have the potential to be applied at all regional lagoons across the country.

Northern Treatment Plants Capital Works Program

In previous updates, QUU advised that they have transformed the way they deliver their Capital Works Program at their wastewater treatment plants.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

At this meeting, the Board received an update on the implementation of the Northern Treatment Plants Capital Works Program, through their delivery partner Fulton Hogan. Management expects the first package of work to transition to the delivery phase shortly.

Daily billing

QUU have commenced the first aspect of their daily billing program in the Somerset and Lockyer Valley regions. This project will see customer bills being issued within one week of their water meter being read.

This month, the Board received an update on the project, which has included customer communication and technical readiness aspects of the program.

The Board noted that the project is progressing to plan and that the first bills were successfully issued in early April.

Building Queensland Investment Logic and QUU processes

The Board received an update on the similarities and differences between QUU's Gateway and Program Management Approach processes and Building Queensland's (BQ) Investment Logic Mapping Guidelines. This comparison highlighted that QUU's approach is consistent with BQ's methodology.

Planning Regulations 2017 amendments

Management provided an overview of the State Development, Manufacturing, Infrastructure and Planning amendments to the *Planning Regulations 2017*.

ENVIRONMENTAL LEADERSHIP

Cannery Creek

Management presented an update on the Cannery Creek project, advising that community consultation is planned to commence in the near future.

This project will serve multiple social and environmental benefits, such as improving the health of the catchment, enhancing the livability of the local community and reducing the need for QUU to invest in major capital works. Importantly, this innovative solution will support growth in the region.

CONSTRUCTIVE CULTURE

Executive Remuneration

The Board considered the Executive Leadership Team's remuneration framework. This matter was considered late last month at the People and Safety Committee. The Board has elected to remove the Executive's short-term incentive program. As this is a contractual obligation, the Board has elected to compensate Executives based on two thirds of realised previous short-term incentives into their base salary. This will commence from 1 July 2019.

Scientific Analytical Services Laboratory Employees' Enterprise Agreement

The Board considered and endorsed the employee relations strategy for the renewal of the Scientific Analytical Services (SAS) Laboratory Employees' Enterprise Agreement that expires on 30 June 2019.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

In reviewing this agreement, QUU will be seeking to ensure that the new industrial arrangements support QUU's strategic direction as well as SAS Laboratory's operational and commercial needs, both current and future.

Management expects to commence formal negotiations with parties to the agreement shortly.

Learning Management System

As part of our enterprise ICT transformation program, QUU has recently deployed its Learning Management System, ULearn, into the business.

This month, the Board received an update on this project.

Drowning risks at sewage treatment plants

One of the greatest risks QUU face at their sewage treatment plants is drowning in their settlement ponds and aeration tanks. This is a risk not only to their employees but to intruders who could illegally access their plants.

The Board received an update on the controls that have been put in place to minimise this risk, including warning signs, fall arrest systems for treatment operators and contractors working at site, repair and erection of fencing, inspection programs and rescue devices.

Safety measurement

As QUU's Safety Management System continues to mature, management is considering how the supporting safety performance metrics will evolve with the new environment. Management is proposing to focus not only on lag indicators, such as lost time injury frequency rate, but also lead indicators.

Attachments



ORDINARY MEETING OF COUNCIL AGENDA 8 MAY 2019

14.4 2020 Local Government Quadrennial Election Cost Estimate

Date: 29 April 2019
Author: Corrin Bischoff, Coordinator Governance and Strategy
Responsible Officer: Ian Church, Chief Executive Officer

Summary:

This report provides Council with information regarding correspondence from the Electoral Commission of Queensland regarding the estimated cost of conducting the 2020 Quadrennial Local Government Election for the Lockyer Valley Regional Council.

This document is for Council's information only.

Report

1. Introduction

The 2020 quadrennial local government election is scheduled to be held on 28 March 2020. The Electoral Commission of Queensland (ECQ) is responsible for the conduct of the election with Council to pay a cost recovery amount to the ECQ. This report outlines the cost estimate for conducting the 2020 quadrennial local government election for Lockyer Valley Regional Council.

This report aligns to Council's Corporate Plan 2017-2022 outcome:

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

2. Background

In accordance with section 202 of the *Local Government Electoral Act 2011*, costs incurred by the Electoral Commission of Queensland (ECQ) in conducting a local government election are to be recovered from the respective council.

The 2016 Quadrennial election (conducted by postal ballot) cost-recovery amount for Lockyer Valley Regional Council was \$191,584 (exclusive of GST.) The 2018 Councillor By-election (conducted by polling booth) cost recovery amount was \$113,316 (exclusive of GST).

Council is also invoiced annually for the costs incurred by the ECQ for the delivery of local government electoral events in Queensland. The cost for 2017-18 attributable to Lockyer Valley Regional Council was \$4881.89 (exclusive of GST).

3. Report

In the correspondence received from the Electoral Commission of Queensland (ECQ) dated 17 April 2019 (attached), the cost for the upcoming local government election for Lockyer Valley Regional Council is estimated to be \$390,939 (exclusive of GST) for a polling booth ballot. The ECQ advise that the cost estimate was done with a level of detail available

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

including improvements that are being implemented to enhance voter's awareness and experience.

The ECQ state that costs recovered from councils for the last two local government elections were heavily subsidised by the State Government. This was due to economies of scale realised in 2012 because the local government quadrennial and State general elections were conducted one month apart. At the 2016 local government elections, the ECQ received additional funds from the State Government to conduct a referendum ballot concurrently. The subsidy received lessened the costs for all councils.

In addition, the ECQ advise that significant improvements must be implemented prior to the 2020 local government elections. These include:

- A transparent recruitment process for Returning Officers and Assistant Returning Officers to attract suitable candidates with the right expertise and experience.
- An enhanced training strategy to ensure temporary election staff are equipped to fulfil their responsibilities.
- The ECO also acknowledges a shift in voter behaviour towards early voting and greater accessibility to voting; project plans to accommodate these expectations are currently underway.

A request from ECQ for a breakdown of the cost estimate has been made, however at this stage the ECQ have advised they are not in a position to provide a detailed breakdown of the cost estimate due to project plans currently in progress. The ECQ is aiming to have project plans for the event to be approved by the end of June.

Attachments

- 1 [↓](#) Local Government Quadrennial Elections Cost Estimate Letter 2 Pages

File number: CCA/000013

Your reference: 2020 LGE Cost Estimate

17 April 2019

Mr Ian Church
Chief Executive Officer
Lockyer Valley Regional Council
PO Box 82
GATTON QLD 4343



2020 Local Government (LG) Quadrennial Elections Cost Estimate

Dear Mr Church

I am writing to provide a cost estimate of conducting LG quadrennial elections that will be held on the 28 March 2020. As prescribed under section 202 of the *Local Government Electoral Act 2011* costs incurred by the Electoral Commission of Queensland (ECQ) in conducting a local government election is to be recovered from the respective council.

There will be a cost increase in comparison to prior election events. In this letter I will be outlining key cost drivers contributing to the increase.

Costs recovered from LG councils for the last two LG election events were heavily subsidised by the State Government. This was due to economies of scale realised in 2012 because of the LG quadrennial and State general elections were conducted within one month apart. At the 2016 LG elections, the ECQ received additional funds from the State Government to conduct a referendum ballot concurrently; the subsidy received lessened the costs for all councils.

To successfully conduct a major election event, up to 12,000 temporary election staff are engaged. Labour costs are a significant expenditure in conducting election events and the annual increase in staff wages has a direct impact to the cost.

In addition to labour costs, an independent review to the conduct of the 2016 LG elections, South Toowoomba by-election and Referendum completed in March 2017 highlights significant improvements that must be implemented prior to the 2020 LG elections. I would like to take this opportunity to highlight key items that are in progress to address some of the recommendations.

A transparent recruitment process for Returning Officers and Assistant Returning Officers is currently underway. We are confident the new process will attract suitable candidates with the right expertise and experience in providing governance and guidance to our temporary election staff critical to the Queensland democratic process.

GPO Box 1393 Brisbane Queensland 4001 Australia | Level 20, 1 Eagle Street Brisbane 4000
Telephone 1300 881 665 | Facsimile (07) 3036 5776 | Email ecq@ecq.qld.gov.au | Website www.ecq.qld.gov.au



An enhanced training strategy is currently being developed to ensure temporary election staff are equipped to fulfil their responsibilities. The ECQ also acknowledges a shift in voter behaviour towards early voting and greater accessibility to voting; project plans to accommodate these expectations are currently underway.

The cost for the upcoming LG election is estimated to be \$390,939 (exclusive GST). The cost estimate has been done with level of detail available including improvements that are being implemented to enhance voter's awareness and experience.

A separate correspondence covering logistics of the event will be forwarded in due course. We will be working closely with each council to ensure feedback and opportunities are considered as part of the planning process.

Should you require further information regarding the cost estimate, please contact Ms Maya Marpudin, Chief Finance Officer on telephone number 3035 8055 or alternatively via email at maya.marpudin@ecq.qld.gov.au.

Yours sincerely



Pat Vidgen PSM
Electoral Commissioner

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

14.5 Councillor Portfolio Report - April 2019

Date: 30 April 2019
Author: Kayla Gill, Executive Support Officer - CEO & Councillors
Responsible Officer: Ian Church, Chief Executive Officer

Summary:

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

This document is for Council's information only.

Report

1. Introduction

This report is to provide an update from Portfolio Councillors.

2. Background

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

3. Report

Portfolio:

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

- Attended the Local Government Association Queensland General Meeting in Brisbane with Deputy Mayor
- Attended Lionel Legends Parade at Laidley District State School
- Attended the Lockyer District High School Bella luncheon with students
- Attended Councillor workshop
- Interview / media regarding Disaster Management and Flood Mitigation
- Attended the Lockyer Valley Breast Cancer Support Group coffee meeting
- Meeting with ABC media person
- Meeting with Disaster Coordinator and work experience student
- Agenda meeting with the Chief Executive Officer
- Meeting with the Chief Executive Officer
- Portfolio meeting with Officers
- Meeting with community volunteer
- Presentation by Rotary regarding Crafters Expedition
- Meeting with Inland Rail representative, Chief Executive Officer and Officer
- Teleconference regarding Olympic feasibility

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

- Participate in Community Grant Assessment
- Attended Youth Ninja Challenge
- Attended Murphy's Creek Neighbourhood Centre Annual General Meeting
- Media with Mayor of Somerset Regional Council and Minister for State Development of Queensland regarding Brisbane River Strategic Floodplain Management Plan
- Meeting with community member regarding potential event
- On site visit regarding Gutt Road and Hein Court
- Media regarding Regional Skills Investment Strategy
- Chair Ordinary Council meeting
- Meeting with Officers regarding Local Government Association Queensland motion regarding pests & weeds
- Attended meeting with West Moreton Health Chief Executive Officer, Darling Downs West Moreton PHN Chief Executive Officer and Council Officers regarding joint health project
- Meeting with University Queensland representatives
- Meeting with Chief Executive Officer
- Meeting with Disaster Coordinator and Team Rubicon
- Community Engagement portfolio meeting with staff
- Meeting with Heavy Horse representatives regarding event
- Queensland Fire and Emergency Services meeting at Kedron with Chief Executive Officer and Officers regarding proposed boundary changes
- Open the dual exhibition at the Regional Art Gallery
- Open the Off-Leash Dog Park in Gatton
- Meeting with local business person regarding regional opportunity
- Facilitate meeting for couple with Councillors and Officers regarding Draft Waste Reduction & Recycling Plan
- Meeting with Officers regarding community groups and facilities
- Attended Workshop update with Water Collaborative
- Media with Federal and State Members regarding funding
- Briefing with Officer regarding South East Queensland Regional Planning Committee meeting
- Attended Helidon Progress Special meeting
- Attended Lockyer Chamber of Commerce and Industry Breakfast
- Meeting (informal) with Public Private Partnership representative / Australian Rail Track Corporation after breakfast
- Briefing with Executive Manager of Infrastructure Works and Service
- Briefing by Officer regarding Backpacker BBQ
- Agenda briefing
- Meeting with Disaster Management Coordinator
- Open and partial attendance at South East Queensland Local Government Building and Development Forum
- Meeting with Chief Executive Officer
- Meeting with Chief Executive Officer and staff person
- Briefing with Officer regarding Council of Mayors South East Queensland
- Meeting with community person regarding potential sporting activity in our area
- Meeting with Information Technology
- Media regarding Hatton Vale Park and prep for Anzac Day by staff
- Meeting with Communications staff
- Attended Councillor Workshop

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

- Assist to open & speak at the launch of Emu Gully's Avenue of Honour, Anzac Day service and luncheon
- Teleconference with Local Government Association Queensland regarding federal priorities
- Chair Ordinary Meeting of Council
- Lay wreath at Gatton dawn service
- Lay wreath at Forest Hill Anzac Day service
- Speak at Laidley Anzac Day service
- Attended luncheon at Laidley for Anzac Day
- Attended Ma Ma Creek Anzac Day Service
- Attended Board meeting of Council of Mayors South East Queensland in Brisbane
- Deliver 'welcome' at Meet & Greet for 50th Anniversary celebration of the Veteran and Vintage Chevrolet Association of Australia
- View Chevrolet display and present prizes for Veteran and Vintage Chevrolet Association
- Facilitate meeting between Council and squash clubs
- Meeting with Officers regarding recent land valuations
- Meeting with Deputy Mayor and Officer regarding briefing of community facility
- Meeting with Chief Executive Officer
- Portfolio meeting
- Meeting with representative from community group regarding community facility
- Briefing regarding Council of Mayors South East Queensland and Local Government Association Queensland Policy Executive
- Meeting with Chaplaincy Committees
- Attended Lockyer Valley Tourism networking evening

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

- Attended the Local Government Association Queensland General meeting in Brisbane
- Attended the Councillor Workshop.
- Attended the Lockyer Chamber of Commerce and Industry Meeting.
- Attended the Lockyer Valley Regional Council Depot breakfast BBQ.
- Attended the Downs Industry Schools Co-Op (DISCO) Teenage Ninja Challenge at Littleton Park.
- Met with Senior Project Officer (Community Facilities) regarding the Gatton Show Grounds masterplan.
- Met with a Spring Creek resident regarding zoning and rates issues.
- Attended the Ordinary Council Meeting.
- Met with the Mayor, Manager of Health, Waste and Regulatory Services and a Regency Downs resident regarding property issues.
- Attended the Annual Charity Golf Day.
- Attended the final morning of Australian Football League (AFL) for kids at Cahill Park with representative of Australian Football League (AFL) Queensland.
- Attended the opening of the Gatton Dog Park at Lake Apex.
- Travelled to Regency Downs with Manager of Health, Waste and Regulatory Services to discuss a Customer Request Management (CRM) with resident.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

- Met with Councillors and residents concerned about the Draft Waste Reduction & Recycling Plan.
- Attended an update on Water Collaborative.
- Attended the Lockyer Chamber of Commerce and Industry Breakfast at the Lockyer Valley Cultural Centre.
- Attended the Councillor Workshop.
- Attended the Ordinary Council Meeting.
- Attended Laidley, Withcott, Gatton and Helidon Anzac Day services.
- Met with Councillor, Officers and a resident from Kentville regarding building and planning issues.
- Attended a meeting with Gatton and Laidley Squash Clubs regarding the future direction of squash in the area.
- Met with the Mayor and Executive Manager of Corporate and Community Services for a portfolio catch up.
- Chaired the Equine Collaborative meeting at the Lockyer Valley Cultural Centre.

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

- 3rd April – Attended Council Workshop
- 3rd April – Attended Lockyer Chamber of Commerce Meeting
- 4th April – Attended Depot BBQ
- 4th April – Attended Business Incubator meeting
- 9th April – Attended Pre-Brief meeting with Mayor, Councillors and Officers regarding zoning on local resident's land and rates
- 9th April – Attended meeting with resident, Mayor, Councillors and Officers regarding zoning on local resident's land and rates
- 10th April – Attended Council Meeting
- 16th April – Attended meeting with Mayor, Councillors, Officers and Constituents regarding the Lockyer Valley Regional Council Draft Waste Reduction and Recycling Plan 2019-202
- 16th April - Attended Council Workshop
- 16th April – Attended meeting with Executive Manager Corporate and Community Services and Manager Finance and Customer Services to discuss 2019-2020 Budget
- 17th April – Attended the Lockyer Chamber of Commerce and Industry Breakfast
- 23rd April – Attended Council Workshop
- 23rd April – Attended School Council Meeting
- 24th April – Attended Council Meeting
- 25th April – Attended and lay wreath at the Murphys Creek ANZAC Day
- 24th April - Attended Lockyer Chamber of Commerce subcommittee meeting
- 25th April - Attended Laidley Dawn Anzac Service
- 25th April - Attended Gatton Hawks Anzac Day match & ceremony
- 28th April - Represented the Mayor at a press conference to promote funding for the Laidley Skate Park upgrades.

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

- 29th April – Visited Laidley businesses to promote the Lockyer Chamber of Commerce Business Recognition Dinner
- 29th April – Attended Lockyer Valley Regional Council, Gatton and Laidley Squash clubs meeting

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

- Attended Joint Working Group Escarpment Trails with Toowoomba Regional Council
- Put together artwork for upcoming Crime Stoppers fundraising event
- Attended Crime Stoppers meeting
- Attended Council workshop
- Attended Australian Rail Track Corporation Community Consultation at Cahill Park, Gatton
- Attended Depot BBQ
- Attended site meeting in Brightview with Executive Manager of Infrastructure Works and Services to meet with residents regarding safety issues
- Attended Regional Roads Group meeting in Ipswich
- Attended site meeting with Withcott-Helidon Lions Club regarding community centre car park
- Attended Murphys Creek Neighbourhood Centre Annual General Meeting and chair election of executive.
- Put together/do artwork on programs for Withcott and Murphys Creek Anzac services
- Attended portfolio meeting with Executive Manager of Infrastructure Works and Services and Infrastructure Works and Services Managers
- Attended site meeting with Executive Manager of Infrastructure Works and Services at West Haldon Road to meet with resident regarding condition of road
- Attended meeting with Executive Manager of Infrastructure Works and Services at local Quarry
- Design art work for Lockyer Valley Foothills Art Show flyers and Facebook page
- Updated Facebook page for Lockyer Valley Foothills Art Show and Markets
- Attended meeting with Returned Servicemen regarding Withcott Anzac Day service
- Attended Council Ordinary meeting
- Attended Exhibition opening Pencil & Colour at Lockyer Valley Art Gallery
- Attend/man Crime Stoppers stand at Schultes Rev's & Ribs event
- Attended Off-Leash Dog Park opening in Gatton
- Attended meeting with residents regarding proposed Transfer Station
- Attended workshop update on Water Collaborative
- Attended Special meeting of Helidon & District Progress Association
- Attended Lockyer Chamber of Commerce & Industry breakfast
- Attended WIN Television Interview regarding rabbits in the Lockyer Valley
- Attended Spring Bluff Committee meeting
- Purchase prizes for upcoming Crime Stoppers fundraising event
- Attended Council workshop

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

- Attended Withcott State School Anzac ceremony and lay wreath
- Attended Council Ordinary meeting
- Attended Withcott Anzac Day Service and give address
- Attended Murphys Creek Anzac Day Service
- Attended Helidon Anzac Day Service
- Attended Ma Ma Creek Anzac Day Service
- Attended Veteran and Vintage Chevrolet Association display at Lake Apex
- Attended meeting with Manager Parks & Gardens and Facilities Officer regarding proposed cemetery chapel
- Attended meeting with Laidley and Gatton Squash club's representatives regarding future of squash in the Lockyer Valley
- Attended meeting with Ipswich and West Moreton Regional Development Australia Chief Executive Officer
- Attended Lockyer Valley Tourism Networking event
- Updated Facebook pages for Spring Bluff Railway Station, Darling Downs Moreton Rabbit Board and Lockyer Valley Tourism Association

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

- Councillor Briefing
- Meeting with Officers and residents
- Councillor Workshop
- Depot BBQ and update
- Mulgowie Markets
- Meeting with Officers on resident's concerns
- Meeting with resident concerning the zoning of his land
- Ordinary Council meeting
- Gatton Historical Society meeting
- Meeting with residents regarding the draft recycling plan
- Planning Portfolio Catch-up
- Lockyer Chamber of Commerce Breakfast
- Pioneer Village meeting
- Spring Bluff Committee meeting
- Councillor Tour/Workshop
- Community member funeral
- Ordinary Council meeting
- Anzac Day commemorations
- Helidon Anzac Day March and Helidon Anzac Day Lunch
- Meeting with resident and officers regarding planning and building issues
- Lockyer Valley Tourism Networking meeting

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

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

Youth and Disability / Multicultural

I attended the 'Close the Gap' event at Faith Lutheran College.

- The journey to close the gap began in 2005, with the release of the Social Justice Report, which called for Australian governments to commit to achieving equality for Aboriginal and Torres Strait Islander people in health and life expectancy within 25 years.

I attended the Backpackers BBQ and Information session at the Gatton Shire Hall.

- This was the first event for this year and attracted approximately 200 farm workers. Unfortunately, due to drought conditions many had not been able to find work and were looking to leave the Lockyer Valley.

I attended the 'Youth Ninja Challenge' at Littleton Park Gatton organised by Disco.

- This is the first time that Disco has run this event in Gatton and due to its success, they are hoping to make it an annual event.

I attended the 'Partner Project' meeting (reducing the obesity rate in Lockyer Valley) with the Mayor, West Moreton Health Chief Executive Officer, Darling Downs West Moreton PHN Chief Executive Officer and Council Officers.

I attended and laid a wreath on behalf of Council at the Murphy's Creek State School ANZAC Day Ceremony.

Arts and Culture

I attended the opening of the 'Pencil & Colour + Debra Anne' Art Exhibit Opening at the Lockyer Valley Art Gallery.

I was invited to attend the Hatton Vale 'Happy Quilters' morning at the Uniting Church Hatton Vale.

- This group was the recipient of a grant from the Regional Arts Development Fund (RADF). The funds are to assist with the making of quilts for nursing and disability homes in the local area.

Organisations and Committees Representation:

- Attended the Australian Rail Track Corporation Community Information Session at Forest Hill
- Attended the Forest Hill Community Development Association Meeting at the School of Arts
- Attended the Australian Rail Track Corporation Community information evening at Cahill Park
- Attended the Council Depot BBQ and update session
- Attended the Australian Rail Track Corporation Community Information Evening in the Wyman room, Laidley Library
- Attended the Stockyard Creek Community BBQ
- Attended the Australian Rail Track Corporation Community Information Session at Helidon Community Centre
- Visit Mulgowie Markets

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

- I attended the Murphy's Creek Neighbourhood Centre Annual General Meeting
- I attended the Peak Training – Change Management in Newstead Brisbane
- Visited the Ma Ma Creek markets
- Meeting to discuss Australian Football League (AFL) in the Lockyer Valley with the Deputy Mayor and the Australian Football League Queensland representative at Cahill Park
- Site visit to Maroske Road Plainland to discuss resident issues around road and dust from local development
- Meeting with Mayor, Councillors, Officers and local land owners with regard to concerns around Council's Draft Waste Reduction and Recycling Plan
- Attended the Helidon & District Progress Associations special general meeting to discuss the future of the Association
- Attended the Lockyer Chamber of Commerce and Industry Breakfast at the Lockyer Valley Cultural Centre
- Visit to Murphy's Creek markets
- Attended Australian and New Zealand Army Corps (ANZAC) Day Ceremonies at Laidley, Hatton Vale, Forest Hill, Gatton, Helidon and Grantham/Ma Ma Creek.
- Visited Laidley markets
- Attended the Australian Rail Track Corporation 'drop in session' at Forest Hill School of Arts to discuss local resident's concerns in relation to overpass/crossing options
- Attended with the Mayor, Councillors and members of the Lockyer Valley squash clubs to discuss how best to meet the existing and future demands of squash and the provision of associated facilities within the region.
- Attended Council meetings and workshops.

Cr Vela: Environment: Environmental Management, Weed/Pest Management, Waterways, And Natural Resource Management.

- 03/04 – Attended Councillor workshop
- 04/04 – Attended Depot BBQ
- 07/04 – Attended Lockyer Community Action Koala Training session
- 10/04 – Attended Portfolio Catch-up
- 10/04 – Attended Ordinary Council Meeting
- 11/04 – Attended onsite meeting regarding environmental issues at Mount Whitestone
- 12/04 – Attended opening of Pencil & Colour Art Exhibition
- 13/04 – Catch up with resident regarding Draft Waste Reduction and Recycling Plan
- 14/04 – Attended opening of Gatton Off-Leash Dog Park
- 14/04 – Attended Schulte's Smokin' Hot BBQ challenge
- 16/04 – Attended meeting with residents regarding Draft Waste Reduction and Recycling Plan
- 16/04 – Attended meeting regarding update on Water Collaborative
- 17/04 – Attended Lockyer Chamber of Commerce and Industry Breakfast
- 23/04 – Attended Councillor Workshop
- 24/04 – Attended funeral of local resident
- 24/04 – Attended Ordinary Council Meeting
- 24/04 – Attended meeting regarding Community Environmental Grants
- 25/04 – Attended Gatton Anzac Day March and Gatton Returned and Services League (RSL) Luncheon



<p>ORDINARY MEETING OF COUNCIL AGENDA 8 MAY 2019</p>

-
- 25/04 – Attended Ma Ma Creek and Grantham Anzac Day Ceremony
 - 26/04 – Attended Hatton Vale Uniting Church Markets
 - 27/04 – Attended Operation Archer Scouting Event
 - 27/04 – Attended Village of the Doomed event Laidley
 - 29/04 – Attended meeting regarding Squash Facilities in the Lockyer Valley
 - 30/04 – Attended Laidley District State School Athletics Carnival

Attachments

**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

15. CONFIDENTIAL ITEMS

15.1 Approval of Queensland Urban Utilities Participation Agreement, Board Remuneration Policy, and Participation Return Policy

Date: 29 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 seek Council's approval of amendments to the Participation Agreement between Queensland Urban Utilities (QUU) and the shareholder Councils, as well as approve the Board Remuneration Policy and updated Participation Return Policy as referenced in the Participation Agreement.



**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

**15.2 Infrastructure Agreement Maddison Ridge and Lockyer Valley
Regional Council**

Date: 10 April 2019
Author: Mark Westaway, Contract - Senior Planner
Responsible Officer: Dan McPherson, Executive Manager Organisational Development & Planning 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 inform Councillors of the potential impacts of the proposed changes to the Infrastructure Agreement between Maddison Ridge Pty Ltd and Council.



**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

**15.3 Appeal - Maddison Ridge Pty Ltd v Lockyer Valley Regional Council
- BD4340 of 2018**

Date: 18 April 2019
Author: Mark Westaway, Contract - Senior Planner
Responsible Officer: Dan McPherson, Executive Manager Organisational Development & Planning Services

That the above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 275 (1) (f) of the Local Government Regulation, 2012, as the matter involves starting or defending legal proceedings involving it.

Summary:

The purpose of this report is to inform Councillors of the status of appeal 'Maddison Ridge Pty Ltd v Lockyer Valley Regional Council - BD4340 of 2018' and seek confirmation that Council's decision be defended.



**ORDINARY MEETING OF
COUNCIL AGENDA
8 MAY 2019**

16. MEETING CLOSED