

# Agenda



## ORDINARY MEETING OF COUNCIL

### AGENDA

24 JULY 2019

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**1. MEETING OPENED****2. LEAVE OF ABSENCE****2.1 Leave of Absence**

**Date:** 16 July 2019  
**Author:** Ian Church, Chief Executive Officer  
**Responsible Officer:** Ian Church, Chief Executive Officer

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**Officer's Recommendation:**

**THAT Leave of Absence is granted to Mayor Tanya Milligan for Council's Ordinary Meeting held 14 August 2019 to attend the LGAQ Policy Executive Meeting and Council's Ordinary Meeting held 28 August 2019 to attend the 2019 Australian Disaster Resilience Conference.**

**Attachments**

There are no attachments for this report.

**3. CONDOLENCES/GET WELL WISHES****3.1 Condolences/Get Well Wishes****Date:** 15 July 2019**Author:** Kerri MacMahon, Executive Coordinator, Mayor and Deputy Mayor**Responsible Officer:** Ian Church, Chief Executive Officer

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**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.

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

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

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

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

##### **4.2 Declaration of Conflict of Interest on any Item of Business**

Pursuant to section 175E of the *Local Government Act 2009*, a councillor or senior council officer who has a real or perceived conflict of interest in a matter to be considered at a meeting of the local government or any of its committees must inform the meeting about the personal interest in the matter, including the following particulars about the interests:

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

#### **5. MAYORAL MINUTE**

*No Mayoral Minute.*

**6. CONFIRMATION OF MINUTES****6.1 Confirmation of Ordinary Meeting Minutes 10 July 2019**

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

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**Officer's Recommendation:**

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

**Attachments**

There are no attachments for this report.

**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.*

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**10. EXECUTIVE OFFICE REPORTS****10.1 LGAQ Annual Conference Motions 2019**

**Date:** 10 July 2019  
**Author:** Stephen Hart, Coordinator Council Business  
**Responsible Officer:** Ian Church, Chief Executive Officer

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**Summary:**

The Local Government Association of Queensland (LGAQ) Annual Conference will be held from 14 – 16 October 2019. This is the primary Local Government Conference for Queensland Councils and is attended by Lockyer Valley Regional Council as a Member Council. The purpose of this report is to finalise proposed motions for the LGAQ Annual Conference

**Officer's Recommendation:**

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

**Motion 1: That LGAQ calls on the State government to amend the Land Valuation Act 2010 to ensure property valuations for rating purposes are conducted every year without exemption to ensure as far as possible rating fluctuations are minimised; and**

**Motion 2: That LGAQ calls on the Electoral Commission of Queensland to introduce measures to reduce costs and improve efficiencies in order to minimise the significant increases in election costs forecast for the 2020 local government election.**

**Motion 3: That LGAQ calls on the State Government and QFES to accept responsibility for the administration of their legislation and collect fire levies directly rather than cost shift that responsibility by placing that imposition on local governments.**

**Motion 4: That the Local Government Association of Queensland call on the Queensland Building and Construction Commission (QBCC) to:**

- Increase training for Pool Safety Inspectors (PSIs);
- Accept their responsibilities as a regulatory body and provide a single point of advice to PSIs and local government regarding the interpretation of the swimming pool legislation; and
- Act on complaints about PSIs inappropriately issuing pool safety certificates, rather than relying predominantly on Local Governments to take action against pool owners for non-compliance.

**Motion 5: That the Local Government Association of Queensland call on the State Government to amend the Building Act 1975 to provide greater clarity over what is a "fixed structure" within the definition of a "building".**

**Motion 6: That the Local Government Association of Queensland call on the Queensland Building and Construction Commission (QBCC) to:**

- provide more training and advice for building certifiers, and to
- streamline and make more effective the process for complaints against certifiers who are not acting in accordance with the legislation.

**Motion 7: That the LGAQ establish within their organisation a Building Advisory Group (or expand the scope of the existing Planning and Development Advisory Group) to specifically advocate for positive change within building, plumbing, swimming pool regulation (and other related matters) to provide a whole of state position on such issues that are directly affecting local governments.**

## **Report**

### **1. Introduction**

The Local Government Association of Queensland (LGAQ) has approached Council calling for items to be included on the Agenda for the Annual Conference. These Agenda items need to be lodged with the LGAQ before the close of business on 5 August 2019.

### **2. Background**

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

In 2019 a number of motions were successfully raised at the conference by Lockyer Valley Regional Council and received support. These included motions relating to community housing, biosecurity, pest control, litter management and the strategic planning of infrastructure.

### **3. Report**

The following Motions have been proposed for Council consideration prior to the LGAQ closing date of 5 August 2019.

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

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

#### Land Valuations

Local Governments including Lockyer Valley Regional Council base their rates upon valuations of land conducted by the State Government through the Valuer-General.

Prior to the current financial year, the last valuation conducted was effective on 30 June 2016 despite Council requesting an annual valuation in 2017/18 and 2018/19 financial years. This delay in valuations led to significant changes in valuations in the current year and saw individual valuations varying from a reduction of 52% through to an increase of 428%. These wild fluctuations impact on rates and make it extremely difficult for both land owners and Council. Such fluctuations could be minimised if valuations were carried out every year.

The Land Valuation Act 2010 actually requires the Valuer-General to undertake annual valuations. However, s74 of the Act also provides an exception to that requirement where the Valuer-General considers a 'market survey report'. It is considered that the use of such market survey reports, in lieu of an annual valuation, has failed to provide the necessary smooth transition of property value changes and has led to significant hardship for land owners and Councils alike.

It is considered that an amendment to the Land Valuation Act 2010 is required to remove the exemption and assert that annual valuations are required.

The following motion is recommended:

Motion 1: LGAQ calls on the State government to amend the Land Valuation Act 2010 to ensure property valuations for rating purposes are conducted every year without exemption to ensure as far as possible rating fluctuations are minimised.

#### Election Costs

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).

In correspondence received from the Electoral Commission of Queensland (ECQ), 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 to include improvements that are being implemented to enhance voter's awareness and experience.

The ECQ states 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. ECQ advises that the subsidy received lessened the costs for all councils.

Further, 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.

While it is recognised that there has been some subsidisation in the past and additional improvements may be required, a more than a doubling of costs in a four-year period is unacceptable. A reduction of costs and enhanced efficiencies must be encouraged for this model to be sustainable.

The following motion is recommended:

Motion 2: That LGAQ calls on ECQ to introduce measures to reduce costs and improve efficiencies in order to minimise the significant increases in election costs forecast for the 2020 local government election.

#### Fire Levy Collection and Administration

The Urban Fire Levy Scheme was introduced in 1984 to partially fund the Queensland Fire service.

Currently the QFES applies a levy on properties to fund the Fire and Rescue Service, the Rural Fire Service and the State Emergency Service. The levy is established under the *Fire and Emergency Services Act 1990*.

However, the Act places a legal obligation on local governments to administer the levy which is collected through Local Government rate notices. The legislation provides for local government entitlement of \$3.46 per annum (for local government areas with less than 40 000 prescribed properties).

It is considered that the State should be responsible for funding and administration of their own legislative responsibilities and accept responsibility for the collection of the levy. The following Motion is recommended:

Motion 3: That LGAQ calls on the State Government and QFES to accept responsibility for the administration of their legislation and collect fire levies directly rather than cost shift that responsibility by placing that imposition on local governments.

#### Swimming Pool Safety Inspectors and Advice

Local Governments have a community safety responsibility for pools in their government area whilst the QBCC is responsible for licensing and disciplinary functions for Pool Safety Inspectors (PSIs).

All pools on regulated land in Queensland are required to comply with the current Pool Safety Laws despite when the pool was built. If a property is sold or leased, it is generally required to have a current Pool Safety Certificate issued by a Pool Safety Inspector. Shared pools such as in a motel or body corporate complex are required to have a Pool Safety Certificate issued annually.

Originally the Pool Safety Council was set up for the function of providing advice as well as licensing and disciplinary functions for PSIs. However, Pool Safety Council was disbanded, and its functions moved to the QBCC on the 10 November 2014.

The pool safety laws in Queensland are quite complex. It can be complicated to determine whether an individual pool barrier is compliant. However, pool safety inspectors only need to complete a 3-day course to become qualified. They do not need to have any prior experience with construction, swimming pools or child safety. PSIs require a total of just 6 hours of continuing professional development (CPD) per annum to maintain their licence. Many will complete the same training each year to satisfy their CPD requirements (due in part to limited recognised training courses).

Local Governments across Queensland have been involved in a number of cases where Pool Safety Certificates have been issued by PSIs for pool barriers that do not comply. In some instances,

properties are sold with pools that the purchasers believe are compliant (as they have a pool safety certificate) however, the barrier is non-compliant and poses a risk to young children. The local government is responsible for ensuring non-compliances are rectified under the *Building Act 1975* (provided they are made aware of it) but can only take action against the pool owner or pool builder and not the PSI. Whilst it is common practice to discuss non-compliances with a PSI, the PSI is not obliged to take any action to rectify the barrier and not all PSIs are willing to work with/listen to Local Governments. These PSIs continue to allow the same non-compliances in other barriers posing a significant danger to Queensland's young persons.

There are currently 548 licenced PSIs. QBCC collect an annual licensing fee as well as a fee from PSIs for each pool safety certificate issued. QBCC are the regulatory body for Pool Safety Inspectors yet when pool safety inspectors have questions about the interpretation of the pool safety legislation the QBCC directs them back to the local government area that the individual pool is located in to give advice on how best to interpret the legislation.

Where the legislation is unclear or could have multiple interpretations, the local government is left to decide what they believe is the correct/best interpretation. This can, and has, resulted in different interpretations between local government areas which creates confusion in the industry. Where incorrect advice is given this also potentially leaves local governments open to liability. Ultimately if the PSI acts on the advice and QBCC disagree with the interpretation this can result in disciplinary action from QBCC on the PSI. The legislation is universal across Queensland and as QBCC are the regulatory body there is benefit from one body providing consistent information across Queensland rather than each Local Government having to interpret the legislation.

The following Motion is recommended:

Motion 4:

That the Local Government Association of Queensland call on the Queensland Building and Construction Commission (QBCC) to:

- Increase training for Pool Safety Inspectors (PSIs);
- Accept their responsibilities as a regulatory body and provide a single point of advice to PSIs and local government regarding the interpretation of the swimming pool legislation; and
- Act on complaints expeditiously regarding PSIs inappropriately issuing pool safety certificates, rather than relying predominantly on Local Governments to take action against pool owners for non-compliance.

#### Clarity regarding what constitutes a "Fixed Structure"

Currently the definition of a building in the Building Act 1975 is as follows:

*building—*

1. A building is a fixed structure that is wholly or partly enclosed by walls or is roofed.
2. The term includes a floating building and any part of a building.

The term "fixed structure" has never been defined in the legislation. The State Government issued a *newsflash*, which is provided in attachment 1. (Please note this was issued under an old planning act, but the provisions remain essentially unchanged in the current version). This *newsflash* attempted to clarify when a structure should be considered fixed. However, this document has no legal standing and does not provide certainty to local governments deciding whether to take enforcement action against property owners for bringing objects onto their land without a physical footing into the ground. The

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*newsflash* indicates that a wheeled vehicle can be considered a structure if it has some degree of permanency onsite and some utility connections.

This has led to confusion when objects such as caravans are brought onto the land for permanent accommodation with connections such as gas, electricity, waste services etc. This confusion has been ongoing and has caused considerable difficulty for local governments.

This issue is exacerbated by the recent boom in the “tiny house” movement where proponents of the movement are actively encouraging people to build their tiny houses on wheels to avoid government regulations – even though these are often intended to be indefinitely located on the property. When there is no approval there is no way of knowing whether the building is safe for occupation (for example does it have smoke alarms, adequate means of protection from bushfire and suitable disposal of household wastewater).

The *newsflash* issued by the State Government provides guidance as to when these are considered buildings. However, some Councils’ positions on these aspects have been overturned in the Building Tribunal making Councils reluctant to take matters to court given the costs, time, perception to the community and the lack of confidence in success. For example, Brisbane City Council (BCC) issued an Enforcement Notice on a Tiny House on wheels (which had a deck and discharged its household waste to the household rubble pit) and followed the intent of the *newsflash* provisions. The decision was overturned by the Tribunal. BCC did not appeal the decision.

Rather than for Councils taking such matters to appeal (where the outcome would potentially only apply to the given circumstances of that matter) it is preferable for the State Government to amend the legislation to give clarity as to when a structure is to be captured as a “building”. This would provide a solution to all local governments across Queensland.

The following Motion is recommended:

Motion 5: That the Local Government Association of Queensland call on the State Government to amend the *Building Act 1975* to provide greater clarity over what is a “fixed structure” within the definition of a “building”.

#### Building Certifier Complaints

Local governments hold significant concerns over some building certifiers who persist in not complying with the legislation. This is a genuine risk to communities following recent issues such as the building cladding situation. There needs to be an effective and efficient means of raising complaints against certifiers who are not operating within the legislation.

Under the current system, there is no capacity for general complaints to be lodged about repeated unlawful behaviour – specific addresses of all instances must be provided on separate complaint forms. At the same time, it is very difficult for local governments to lodge complaints to QBCC as the form required is long and complicated and requires a specific job address. Additionally, the QBCC generally requires impractical levels of proof be provided confirming that the issue is occurring before they will even consider taking on a complaint. Sometimes this information can only be readily obtained by QBCC. This deters a local government from lodging complaints to QBCC.

Some examples of non-compliances with the legislation observed by Lockyer Valley Regional Council (LVRC):

- Several certifiers consistently not lodging applications and other documentation within the required timeframes; and
- Some certifiers not obtaining the required Material Change of Use approvals prior to issuing a building approval (one even conditioning that the applicant is to obtain MCU prior to construction);
- A certifier allegedly using a building designer to carry out inspections on their behalf (on that designer's own designs); and
- Certifiers approving commercial buildings as class 10a buildings to avoid planning requirements or to comply with their own licence restrictions.

The difficulty in lodging complaints does not assist the industry or protect the community. The certification industry is already being tarnished (sometimes unfairly) with the recent cladding crisis. It is considered the QBCC needs to take a more proactive stance to ensure building certifiers are complying with the legislation.

Council is not necessarily advocating for harsh penalties for certifiers and recognises that education is often the best course of action initially as some certifiers may not realise they are contravening the legislation. Accordingly, it is considered the QBCC should take a more proactive approach to education of certifiers potentially in the form of regular newsletters or newsflashes highlighting common issues or hot topics.

The following Motion is recommended:

Motion 6: That the Local Government Association of Queensland call on the Queensland Building and Construction Commission (QBCC) to:

- provide more training and advice for building certifiers; and to
- streamline and make more effective the process for lodging complaints against certifiers who are not acting in accordance with the legislation.

#### Building Regulatory Changes and Administration

It is currently very difficult for local governments to lobby for change with the State Government in building, plumbing, swimming pool and other related matters. State Government departments no longer offer advice services on the Building Code and building legislation. By default, it falls to local governments to provide this service. Where the legislation (including the Planning Act 2016, Building Act 1975, related subordinate legislation, Queensland Development Code and Building Code of Australia) is unclear the local government is often left to determine the appropriate interpretation. Accordingly, this can result in different interpretations creating confusion within the industry. This also potentially leaves local governments open to legal liability.

While the State Government drafts the relevant legislation, it is local governments that must work with the legislation and it is generally local governments identifying issues contained within the legislation. Individual local governments are unable to effectively advocate for the changes needed for to protect themselves and more importantly the community.

Some current examples of issues affecting the industry and local governments have been described above in recommended motions and include:

- Concerns over the potential loss of exclusion free Public Indemnity Insurance for certifiers. Local governments have had limited input to this issue to date. Recent and potential changes

made by the State Government can significantly impact on local governments and their ability to deliver the services;

- Legislation remains unclear with respect to the definitions of 'building' and 'fixed structure'. This has been ongoing and is likely to be exacerbated by the 'tiny houses' movement and housing affordability issues;
- Advice to local governments on legislative interpretation regarding swimming pools and the role of pool safety inspectors and their regulation; and the
- Training and ongoing education of building certifiers and the certifier complaints process with Queensland Building and Construction Commission (QBCC).

These examples demonstrate the need for coordinated advocacy across local government. Such an approach has been discussed with a number of Councils within South East Queensland who share these concerns and agree with a coordinated approach. The proposed approach has also been discussed at officer level with LGAQ.

Accordingly, the following motion is recommended:

Motion 7: That the LGAQ establish within their organisation a Building Advisory Group (or expand the scope of the existing Planning and Development Advisory Group) to specifically advocate for positive change within building, plumbing, swimming pool regulation (and other related matters) to provide a whole of state position on such issues that are directly affecting local governments.

#### **4. Policy and Legal Implications**

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

#### **5. Financial and Resource Implications**

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

#### **6. Delegations/Authorisations**

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

#### **7. Communication and Engagement**

Council will advise the final motions to the LGAQ in writing in the required format. This will be worded to ensure the clear, correct and consistent wording of the motions so that misinterpretation is avoided during debate. Consultation has been carried out with SEQ Councils on Motions 4- 7 to seek a common approach to these important issues. Support has been provided at officer level.

#### **8. Conclusion**

The LGAQ Annual conference is an opportunity to advocate for policy change of benefit to Council. The proposed motions on building regulation advocacy, land valuations and election costs are within the

appropriate jurisdiction, meet the LGAQ requirements and would be of benefit to Council. Support is recommended for the motions being included on the LGAQ 2019 Annual Conference agenda.

**9. Action/s**

That the Chief Executive Officer finalise and submit the motions for the 2019 LGAQ Annual Conference by the due date of 5 August 2019.

**Attachments**

There are no attachments for this report.

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**10.2 Operational Plan 2018-19 Quarterly Performance, June 2019**

**Date:** 16 July 2019  
**Author:** Madonna Brennan, Governance and Strategy Advisor  
**Responsible Officer:** Ian Church, Chief Executive Officer

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**Summary:**

This report provides a summary of the performance against the 2018-19 Operational Plan for the period 1 April 2019 to 30 June 2019 (fourth quarter).

**Officer's Recommendation:**

**THAT Council receive the fourth quarter performance update on the 2018-19 Operational Plan for the period 1 April 2019 to 30 June 2019 as attached to this report.**

**Report****1. Introduction**

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

**2. Background**

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

**3. Report**

Included with this report is the fourth quarter performance update, which reports on the achievements to 30 June 2019 on each of the strategies, identified in the 2018-19 Operational Plan. Each strategy has a key performance indicator, the progress of which is measured against budget, timing, scope and risk. A summary of performance to 30 June 2019 against each key Operational Plan theme is as follows:

	Lockyer Community	Lockyer Bus, Farm & Live	Lockyer Nature	Lockyer Planned	Lockyer Leadership & Council
Total Initiatives for 2017/18	14	8	8	18	26
<b>Timing of Delivery</b>					
On Time	14	8	4	9	11
Re-scheduling Expected	0	0	4	5	6
At Risk of Deferral	0	0	0	1	0
To Be Deferred	0	0	0	1	6
Completed	0	0	0	2	3
<b>Scope of Works</b>					
Benefits to be achieved	12	8	8	15	18
Benefits @ Risk	2	0	0	2	7
Benefits in Doubt	0	0	0	1	1
<b>Risk Management</b>					
No Concerns	12	7	8	11	14
Concerns being addressed	2	1	0	6	12
Significant Risk Experienced	0	0	0	1	0

#### 4. Policy and Legal Implications

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

#### 5. Financial and Resource Implications

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

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

	Lockyer Community	Lockyer Bus, Farm & Live	Lockyer Nature	Lockyer Planned	Lockyer Leadership & Council
Total Initiatives for 2017/18	14	8	8	18	26
Within Operational Allocation	6	2	4	9	20
Budget on Track	8	6	3	6	4
Budget Underspent	0	0	1	2	2
Budget Overspent	0	0	0	1	0

Theme	Operating Revenue		Operating Expense		Capital Revenue		Capital Expense	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Lockyer Community	932,560	1,141,334	3,804,075	3,947,707	4,980	154,528	783,480	404,050
Lockyer Bus, Farm & Live	2,236,234	2,243,857	4,292,304	4,296,818			150,000	103,054
Lockyer Nature	621,969	753,748	1,749,170	1,604,305			95,000	52,403
Lockyer Planned	13,874,483	14,917,011	18,080,072	18,924,003	3,985,329	3,518,159	19,800,247	17,475,932
Lockyer Lead & Council	41,257,019	39,268,957	28,752,023	27,620,561	969,691	1,364,469	5,955,021	4,737,163
Total	58,922,265	58,324,907	56,677,643	56,393,392	4,960,000	5,037,156	26,783,748	22,772,604

## 6. Delegations/Authorisations

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

## 7. Communication and Engagement

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

## 8. Conclusion

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

## 9. Action/s

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

## Attachments

- 1 [📄](#) 2018-19 Fourth Quarter Performance Report 21 Pages

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

**1.1 A Community with fair and reasonable access to services**

Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators				Fourth Quarter Progress Comments
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
1.1.1	Work with a wide range of stakeholders and the community to increase accessibility to human and social services	Deliver development and engagement activities	Number of activities delivered and feedback provided	Monthly report	Executive Office	P1 - Political R1 - Reputation and Goodwill	2018/19	On Time	Within Operational Allocation	Benefits to be Addressed	No Concerns	A number of workshops were held again this quarter on a raft of topics including grant writing. The Community Connect Newsletter was published and the community continued to be a very effective way to get information about what human and social services are available within the Lockyer Valley and surrounds. More than 400 services are currently listed. MCEC continues to work with key community and state agencies as well as NGOs to disseminate information on available services including the rights and obligations of lockyers and boarding houses.
1.1.2	Provision and use of child care services Implement agreed child care review outcomes	Enrolment numbers at child care centres Agreed review outcomes implemented	Centres operating at a minimum of 75% capacity 100% of agreed review outcomes implemented	Enrolment numbers at child care centres Review documentation	Corporate and Community Services	BC1 - Business Continuity and Systems F11 - Financial and Economic	2018/19	On Time	Within Operational Allocation	Benefits at Risk	Concerns being addressed	Enrolments for Gatton Centre has remained the same for this quarter at 2006. Fluctuating between 70 and 75%. Kennington Grove enrolments remain static at 50%. Kennington Grove Centre will close its door at 30 August 2019.
1.2 Council optimises the use of its open spaces and facilities by improving access to and the quality of the facilities for individuals and groups for cultural, recreational and community activities.												
Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators				Fourth Quarter Progress Comments
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
1.2.1	Review Public Parks Strategy document to develop an investment plan for the region's parks and gardens	Prepare a fully costed investment plan	Investment Plan adopted by Council	Strategy document Council business papers	Infrastructure Works and Services	IA1 - Infrastructure and Assets	2018/19	On Time	Budget On Track	Benefits to be Addressed	No Concerns	Lockyer Valley Public Parks Strategy 2019 document endorsed by Council at the Ordinary Council meeting on 26/08/2019 under resolution 16-20/1417. Investment Plan to be presented at a Future Councilor Workshop.
1.2.2	Library services for the community are optimised by: - Providing activities for all ages - Collections that meet the needs of the community - Enhance use of self service - The implementation of the remaining agreed outcomes from the Library Review	Increase in use of self service Increase in use of self service Remaining review outcomes implemented	5% increase in annual visitors to library 5% increase in active library membership 15% increase in self service 100% of the remaining review outcomes implemented	Visitor counter Library activity booking system & Spreadsheets Library management system	Corporate and Community Services	BC1 - Business Continuity and Systems R1 - Reputation and Goodwill	2018/19	On Time	Within Operational Allocation	Benefits at Risk	Concerns being addressed	Visitors to the library for this quarter. Until the end of March, our average number of visitors to Lockyer Valley was over 12,200 however from April to June we averaged 10,277 visitors each month. This was seen at both library branches. Unfortunately, this resulted in a 2.7% decrease in library visitors for this financial year. We had expected to meet our 5% target of active members this quarter as well however with the increase in visitor numbers, this also resulted in library membership. We achieved a 1.3% increase in active members. The active membership grew above 12,711. We currently have 12,711 active and current members. Library staff have been working hard to ensure the self service experience for customers is seamless. This has resulted in a 1.3% increase in active members. Last financial year, an average of 5.3% of visits were made via self service. This financial year we have increased this to 8.01%. For the first quarter, our average was 8.1%, more than 25,000 loans. Unfortunately, we were not successful in obtaining specialist funding to achieve the final Customer Satisfaction Survey goal. We are currently assessing an opportunity to participate in a year-long nation-wide initiative which will help us achieve this goal. This will result in all library reviews becoming being achieved.

1.3 Enhanced wellbeing and safety of the community.												
Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators				Fourth Quarter Progress Comments
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
1.3.1	Monitor food safety compliance across the region	All food premise licences renewed and inspected and new food premise licences issued	100% of licences renewed and compliance	Food licence records	Corporate and Community Services	LCL1 - Legal Compliance and Liability EC1 - Environmental and Community F2 - Financial and Economic	2018/19	On Time	Budget On Track	Benefits to be Achieved	No Concerns	This data completed in third quarter
1.3.2	Maintain animal management practices and standards within the community - Undertake annual dog survey - Deliver a dog off leash area	Understand annual management compliance activities in line with Council policy and laws (State and local) Complete annual survey Develop and construct a dog off leash area	Compliance with animal management policies and local laws Decrease in number of unregistered dogs Dog off leash area completed for use	Customer Requests Impounding records Audit program	Corporate and Community Services	LCL1 - Legal Compliance and Liability EC1 - Environmental and Community F2 - Financial and Economic	2018/19	On Time	Budget On Track	Benefits to be Achieved	No Concerns	Statistically a reduction of approx. 500 Annual related customer requests have been received in 2018/2019 when compared to 2017/2018. Statistically an increase of 500 new dogs registered plus a reduction of outstanding registered dogs from 800 to 6 for 2018/2019. The dog off leash area has been completed and the dog off leash park was completed on budget in April, after successful amendments to the subordinate animal local laws.
1.3.3	Provision of building and plumbing certification assessment and building and plumbing regulatory compliance	Understand plumbing and building compliance assessments and inspections in accordance with the statutory requirements	100% of applications are completed within Building and Plumbing statutory timeframes	TradeOne Building and plumbing records	Organisational Development and Planning	LCL1 - Legal Compliance and Liability	2018/19	On Time	Within Operational Allocation	Benefits to be Achieved	No Concerns	Building staff are carrying out an audit of building applications made between 2006 to 2018 and have identified 100% compliance. The final certificates have not been issued as a result of customers failing to have works inspected, failing to do works or failing to rectify defective work. These customers will receive notices to remind them of required requirements, provide options to assist customers in achieving compliance and final certificates. Customers will be advised that any further compliance issues may be referred to the Building and Plumbing regulatory actions may commence. 100% of building applications and 100% of plumbing applications are being processed in accordance with legislative timeframes.
1.3.4	Improve flood warning capability by expansion and improvement of flood modelling across the region	Deliver flood modelling which complies with existing legislation and is ready to be introduced into existing software	Completion of flood modelling to enable predictions during inundation events	Council's "WaterRisk" system	Corporate and Community Services	EC1 - Environmental and Community P1 - Political	2018/19	On Time	Budget On Track	Benefits to be Achieved	No Concerns	Flood modelling is ongoing. Work is being done to improve flood modelling and a definitive model.
1.3.5	Ensure flood warning and intelligence infrastructure is serviceable and maintained to ensure reliability through regular preventative routine maintenance	Duration to flood intelligence system is reduced and recorded Critical outages are reported to contractor within 24 hours	Infrastructure anomalies to be rectified as soon as practicable	Unscheduled maintenance activity monitored and recorded	Corporate and Community Services	IA1 - Infrastructure and Assets BC1 - Business Continuity & Systems	2018/19	On Time	Budget On Track	Benefits to be Achieved	No Concerns	The current process of maintenance & fault rectification is working well. Faults are quickly identified and rectified within the agreed timeframes.

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

Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators				Fourth Quarter Progress Comments
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
1.4.1	Implement the following initiatives of the Sport and Recreation Plan - Support local clubs and associations with their facilities by providing opportunities to enable them to obtain external funding. - Local clubs and association to identify suitable facilities that meet their needs. - Assist sporting groups to implement recommendations from their site specific master plans.	Deliver identified initiatives of the Sport and Recreation Plan	All identified initiatives delivered	Successful grant applications fulfilled identified	Executive Office	R1 - Reputation and Goodwill P1 - Political	2018/19	On Time	Budget On Track	Benefits to be Achieved	No Concern	Assistance has been provided to many projects including the Cahill Park Sport Field Lighting, Springbrook Park, bore for field irrigation, Joint TNC/LWC Mountain bike strategy on the Ticonderoga Regatta escarpment as well as some local asset replacement throughout the sporting facilities.
1.4.2	Administer Council's Community Grants and Assistance Program	Deliver community grants program	Community grant budget 100% allocated	Budget Council business papers	Executive Office	R1 - Reputation and Goodwill P1 - Political	2018/19	On Time	Budget On Track	Benefits to be Achieved	No Concern	Community Grants Program was a major success and was oversubscribed by more than 100%. Other financial assistance provided by Council has been complete and is in line with the budgeted amounts outline through the Community Grants and Assistance Procedure.
1.4.3	Deliver community development activities in partnership with various organisations to improve connections and increase the range of support services for the community including youth, multicultural etc.	Community development activities delivered including youth, multicultural etc.	Number of activities delivered and feedback received	Monthly report	Executive Office	R1 - Reputation and Goodwill P1 - Political	2018/19	On Time	Within Operational Allocation	Benefits to be Achieved	No Concern	This quarter saw the running of a dashboard consultation program in partnership with skate workshops. Council has partnered with Somerset Council and will introduce a schools leadership program. The program sees selected school leaders joining their Somerset counterparts on the Sunshine Coast for a leadership workshop. The program provides a space for Somerset school leaders to connect with Valley youth to discuss issues that are relevant to them in society. Both the Multicultural Festival and MABOC week activities were a success. Council has partnered with the not for profit sector in building the capacity of these festivals.
1.5 Events and activities that bring together and support greater connectivity in the community												
Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators				Fourth Quarter Progress Comments
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
1.5.1	Deliver and support events and activities for the community	Community events and activities supported and delivered	32 events and activities delivered and feedback from participants received	Monthly report Post-event evaluation	Executive Office	R1 - Reputation and Goodwill P1 - Political	2018/19	On Time	Within Operational Allocation	Benefits to be Achieved	No Concern	All events this quarter are progressing well with the exception of the Malaga Spring Festival. The Malaga Spring Festival including a partnership with Malaga Hotel to deliver the Malaga Bull ride, the establishment of a boutique beer and wine bar and movie night as a means to entice people from outside the region to stay the night and increase the overnight visitor expenditure (OVE). The aim is to create elements of five festival that will make people want to stay the night and spend more money in the region. The Malaga Spring Festival has received a grant that will cover the marketing costs of the festival with our focus being on attracting people from Brisbane through ABC ads. Seniors Week planning is underway and almost finalised and will see two hour visit Government House in Brisbane.

1.6 The community's preparedness for disasters is improved through community education, training and strong partnerships between Council and other agencies												
Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Accountability	Key Risk Category	Timeframe	Progress Indicators			Fourth Quarter Progress Comments	
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope		Risk
1.6.1	Participate in joint exercises and training Co-present at community events and hold joint meetings to discuss risk reduction strategies	Exercises and training sessions are assessed	At least one exercise conducted	Final assessment reports Meeting minutes	Corporate and Community Services	LCL1 - Legal Compliance and Liability P1 - Political	2018/19	On Time	Budget On Track	Benefits to be Achieved	No Concerns	Annual exercise planning is well underway and will include elements such as inclusion of the SES, MWS and community. It is envisaged that a consultant will be engaged to assist with planning and facilitation.

<b>Lockyer Business</b> <i>Our business community is a thriving and inclusive network where it is easy to do business. We create opportunities and encourage innovation that inspires business confidence and collaborative partnerships.</i>												
<b>Lockyer Farming</b> <i>As custodians we manage our water and land assets to ensure our farming future. We pride ourselves on our innovation and clean, green reputation. We work together to support our farmers of current and future generations.</i>												
<b>Lockyer Livelihood</b> <i>We are a community where lifelong learning opportunities exist. Our quality education facilities are highly regarded and provide diverse career pathways. We look to develop skills and generate job opportunities for all.</i>												
2.1 Encourage opportunities for the Lockyer Valley to drive economic and community outcomes.												
Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators				Fourth Quarter Progress Comments
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
2.1.1	Facilitate opportunities for business/industry to seek further information for regional economic outcomes	Facilitate business and industry opportunities	Number of opportunities facilitated	Forum documentation Monthly reporting	Executive Office	R1 - Reputation and goodwill P1 - Political	2018/19	On Time	Within Operational Allocation	Benefits to be Achieved	No Concerns	24 Businesses have attended 3 digital marketing workshops held monthly during the quarter. Topics were, marketing leads to save time and money 5/04/19 creating effective video on a budget and \$51.8 budgeting task page 1 youver 6/06/19 Business managers/leaders attended the business development workshop held on 11/06/19. Request for proposals and quotes issued for consultants to consider options and prepare concept plans for an Equine Festival on the site. Site visit conducted for consultants.
2.1.2	Advocate for improved water security and supply for the region	Funding secured for business case Completion of business case for additional water supply to the region	Business case completed	Completed business case documentation	Executive Office	R1 - Reputation and goodwill P1 - Political	2018/19	On Time	Within Operational Allocation	Benefits to be Achieved	No Concerns	9 workshops with Water for Lockyer working group to complete the strategic business case A draft presented in preparation for final sign-off Queensland Treasury Corp supporting economic benefit document has been completed showing the huge demand for export opportunity Reappointment of the Lockyer and Somerset Water Collaborative for 2 years with a review of financial commitment annually Independent Chair Mr Robertson has been re-appointed

Lockyer Business, Livelihood and Farming

2.3 Promote and market the Lockyer Valley as a destination for commerce, tourism and lifestyle.											
Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators			Fourth Quarter Progress Comments
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk
2.1.1	Utilise marketing channels to successfully promote and market the region as destination for commerce, tourism and lifestyle.	The region as a destination is marketed	4 quarterly marketing activities undertaken and feedback received	Visitor Information Centre and Queensland Transport Museum visits Social media statistics Concord Business papers	Executive Office	R1 - Reputation and goodwill P1 - Political	2018/19	On Time	Budget On Track	Benefits to be Achieved	No Concerns
2.4 Attract and support education and employment opportunities for the community.											
Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators			Fourth Quarter Progress Comments
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk
2.4.1	Facilitate partnership opportunities between employers, education and training providers	Facilitate and participate in collaboration activities between employers and education and training providers	10 collaboration activities supported and outcomes achieved	Meeting business papers	Executive Office	R1 - Reputation and goodwill P1 - Political	2018/19	On Time	Budget On Track	Benefits to be Achieved	No Concerns

Lockyer Business, Livelihood and Farming

2.5 Foster a flexible, supportive and inclusive business environment.												
Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators			Fourth Quarter Progress Comments	
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope		Risk
2.5.1	<p>Provide support to new and existing local business</p> <p>- Operate Ladyby Business Incubator</p> <p>- Seek to attract new investment in key priority sectors</p>	<p>Providing a single point of contact for business enquiries</p> <p>Supporting new business to start-up and grow</p> <p>Face to face meetings, learning and networking opportunities</p>	<p>Provide information and advice to 20 business enquiries per quarter</p> <p>Complete a review on the use and requirements of the incubator to achieve identified outcomes and benefits</p> <p>Two new business leads per month</p>	<p>Spreadsheet entry and monthly reporting</p> <p>Incubator Usage records and booking</p> <p>Monthly reporting Mayor/CEO updates</p>	Executive Office	RI - Reputation and goodwill P1 - Political	2018/19	On Time	Budget On Track	Benefits to be Achieved	No Concerns	Information and advice provided to 18 business proponents. Undertake the Shop local during Queensland week promotion. 25 local business participated in the promotion, gathering entries from their customers. Feedback from participating businesses were that the price on offer was not as appealing as it has been in past years. New signage has been installed at the Ladyby Business Incubator to ensure people know the services offered in the space. Incubator vacancy is currently 40%, occupants providing services are quite busy, however the retailer report that is very quiet. The front shop remains vacant and there is a new retail incubation tenant commencing in the new financial year.

Lockyer Matur

3.3 Community and private landholders' stewardship of natural assets increases.												
Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators				Fourth Quarter Progress Comments
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
3.3.1	Achieve the following outcomes of the Land for Wildlife Program: - Increase identified habitat and in the Land for Wildlife Program in the region - The landholder assistance program - Education workshops and field days for members - Free native plant program	Complete annual grant subsidy Conduct education workshops and field days Complete the free native plant program	2.5% increase in land for wildlife identified habitat (hectares) in the region 100% funding dispersed to identified landholders in the region 3 environmental education programs conducted 100% of the free native plant program dispersed to identified landholders in the region	Habitat mapping Budget Participant feedback	Organisational Development and Planning Services	ECL - Environmental and Community	2018/19	On Time	Within Operational Allocation	Benefits to be Achieved	No Concerns	Land for Wildlife program was mostly delivered. No new sign-ups to the Land for Wildlife program due to resources being allocated to the drought funding project, however some drought funding participants have requested to sign up. Increase in identified habitat has not occurred this financial year. Community Environment Grants Round Two were awarded in June 2019. 70% of funds dispersed to eligible applications. Fung Workshop delivered to members on 22 June 2019. 2 of 3 programs completed. The Free Native Plant Program was completed by participants in November 2018. 110% of program dispersed.
3.3.2	Deliver Council's environmental and pest management programs including: - Undertake the revegetation programs on Lockyer Creek and Termini Creek - Provide a herbicide subsidy program (including spray equipment) - Conduct pest animal baiting program - Conduct community education programs on pest management - Undertake weed management on roads (local and main roads) and Council land	Revegetation program conducted on Lockyer and Termini Creeks Annual herbicide subsidy program conducted Annual pest animal baiting program conducted Community education programs on pest management conducted Weed management programs for roads and council land conducted	80% of revegetation program on Lockyer and Termini Creeks completed 100% of herbicide subsidy program budget allocated 4 pest animal baiting programs conducted 4 community education programs conducted and feedback received 90% of weed management program completed	Budget Road Maintenance Performance Contract OneOne	Organisational Development and Planning Services	ECL - Environmental and Community	2018/19	On Time	Within Operational Allocation	Benefits to be Achieved	No Concerns	Environment and pest programs are on track. Revegetation on Lockyer Creek is completed and maintenance has commenced. 80% of revegetation completed. Wild dog, fox and pig baits were distributed in May 2019. 4 of 5 baiting programs completed. Ongoing assistance and education provided for trapping live animals, particularly wild dogs. On-site assistance has been provided over the summer. Wild dog workshop organised for July 2019. 2 of 4 education programs completed. Roadside weed spraying undertaken April through June 2019, particularly local roads. 80% of roadside weed program completed. Ongoing work with other units across Council (local and main roads) for weed management. Request for herbicide subsidy and spray equipment loans increased slightly due to unseasonable autumn rain. 65% of herbicide budget committed.

3.4 Locals and visitors experience our natural assets.												
Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators				Fourth Quarter Progress Comments
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
3.4.1	In collaboration with neighbouring regions identify and map recreational trails promoting the region's natural assets to locals and visitors	Connectivity of trails between regions	Connected trails between regions	Mapping Information Meeting minutes	Executive Office	EC1 - Environmental and Community P1 - Political	2018/19	Re-scheduling Expected	Budget On Track	Benefits to be Achieved	No Concerns	A joint initiative with Teesdale Regional Council has been made to develop a masterplan that identifies regional linkage trails for walking and mountain bike opportunities on the landscape. Both Councils have committed £20,000 each to the project and £25,000 has been received from the rate for the project. Consultants have been engaged to have commenced work on the Masterplan.
3.5 Council and the community actively reduce waste, recycle and reuse more.												
Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators				Fourth Quarter Progress Comments
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
3.5.1	Maintain waste and recycling service across the region Implement the adopted Waste Reduction and Recycling Plan (WRRP) Deliver the waste management capital works program (Waste transfer station for improved compliance) Complete capital works program	Waste and recycling service delivered across the region Community Education Implement recommendations of WRRP Delivery of capital works program	Services delivered Schools and community groups WRRP actions strategically completed Delivery of capital works program	Contract meeting minutes Waste/Recycling presentations WRRP Budget	Corporate and Community Service	LC1 - Legal Compliance and Liability EC1 - Environmental and Community P2 - Financial and Economic	2018/19	On Time	Budget On Track	Benefits to be Achieved	No Concerns	Contract meetings held monthly with J Richards from Teesdale Regional Council. The schools recently visited with J Richards were invited to venue for demonstration for children. Waste Reduction & Recycling Plan adopted by Council at its Ordinary Meeting held on 22 May 2019 Capital Budget expended on Capital delivery projects.
3.6 Council and the community actively reduce consumption of non-renewable resources.												
Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators				Fourth Quarter Progress Comments
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
3.6.1	Develop and implement an energy reduction strategy for the Garton Showgrounds Phase 2 of the solar initiative program implemented	Energy reduction strategy developed and implemented Phase 2 of the solar initiative program implemented	The energy reduction strategy 100% developed and implemented Phase 2 of the solar initiative program 100% implemented	Budget Service management plan	Corporate and Community Service	EC2 - Finance and Economic EC1 - Environmental and Community	2018/19	On Time	Budget On Track	Benefits to be Achieved	No Concerns	Completed in the 18/20 capital program, 200kW solar installation, separate metering and LED lighting retrofit(s).

Lucy Murre

**Lockyer Planned:**

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

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

Reference	Operational Plan Strategy for 2018/19	Performance Measurement				Responsibility	Key Risk Category	Timeframe	Progress Indicators				Fourth Quarter Progress Comments
		Key Performance Indicator	Target	Source of Validation Data	Timing				Budget	Scope	Risk		
4.1.1	Develop a new Lockyer Valley Planning Scheme for the region	Adoption of a new planning scheme for the Lockyer Valley region	Planning scheme adopted by council, approved by the state	Planning scheme, council business papers project meeting minutes	Organisational Development and Planning Services	IA2 - Infrastructure and Assets	2018/19	Reaching Expected	Within Operational Allocation	Benefits to be Addressed	No Concerns	The LVPS Planning Scheme was sent to the Minister for State Development, Manufacturing, Infrastructure and Planning on 1 April 2019 for the purpose of State Interest Review. Initial discussions have been held with Officers from the Department, relating to initial feedback, however no formal comments have been received to date. Formal comments are likely to be received late July/early August 2019 which will inform any further work required.	

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

Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators			Fourth Quarter Progress Comments	
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope		Risk
4.2.1	Develop a strategic plan for the region's cemeteries	Strategic plan for cemeteries developed	Strategic Plan completed and adopted by Council	The Strategic Plan Council business papers	Infrastructure Works and Services	IA1 - Infrastructure and Assets	2018/19	Completed	Budget Underspent	Benefits to be Addressed	No Concerns	The Cemetery Management Plan was endorsed by Council on the 12/6/19 Resolution Number: 16-2017/1984
4.2.2	Stormwater catchment modeling, planning and design for Ludden sub-districts	Project completed and report received	Project completed and reported to Council	Council business papers	Infrastructure Works and Services	IA1 - Infrastructure and Assets	2018/19	Completed	Budget Underspent	Benefits to be Addressed	No Concerns	Final Report due in July with outcomes to be further considered in future capital works program. Report is planned to be presented at the 28 August 2019 Council meeting
4.2.3	Strategic planning of the Planland transport network - Conduct a transport planning study for Planland and surrounds - Conduct a transport link study for Planland and surrounds	Strategic planning of the Planland transport network completed Transport planning study for Planland completed Transport link study for Planland completed	Study nearing finalisation prior to presentation at Council Workshop on 31st August 2019	Project documentation Council business papers	Infrastructure Works and Services	IA1 - Infrastructure and Assets	2018/19	In the process	Budget On Track	Benefits at Risk	Concerns Addressed	Study report is under review with queries being addressed with Consultant in July, prior to Council Workshop on 30th August. Final report to be submitted at the 28 August 2019 Council meeting
4.2.4	Deliver the capital expenditure program for Council facilities Develop and implement preventative maintenance programs for all council facilities in line with its revised Service Management Plan (SMP)	Deliver the capital works program for Council facilities Preventative maintenance programs developed and implemented	90% of the program delivered 100% preventative maintenance program developed and 50% implemented	Service management plan Budget	Corporate and Community Services	IA1 - Infrastructure and Assets	2018/19	On Time	Budget On Track	Benefits to be Addressed	No Concerns	Planned Maintenance (PM) identified in the asset management plans have been scheduled into the TechOne system and includes planned maintenance for roof safety systems, fire lighting and exit maintenance, commercial kitchen equipment, 200 ton lifts, HCD testing (hydraulic) etc.
4.2.5	Deliver the Council-funded road maintenance program	Deliver annual road maintenance program on scope, time and budget	90% of total annual road maintenance program delivered on scope, time and budget	Council Budget reporting	Infrastructure Works and Services	IA1 - Infrastructure and Assets	2018/19	On Time	Budget On Track	Benefits to be Addressed	No Concerns	100% of the annual road maintenance program delivered and within 10% of budget

Lockyer Planned

4.2.6	Deliver Council funded road capital expenditure program	Deliver the Council funded capital works program for roads	90% of projects delivered on scope, time and within 10% of budget	Council budget reporting	Infrastructure Works and Services	IA1 - Infrastructure and Assets	2018/19	On Time	Budget On Track	Benefits to be Achieved	No Concerns	94% of the annual capital works program delivered and within 10% of budget.
4.2.7	Deliver the externally-funded road projects in accordance with the funding agreement	Externally-funded road projects completed in accordance with funding agreement	100% of the projects delivered	Project documentation	Infrastructure Works and Services	IA1 - Infrastructure and Assets	2018/19	On Time	Budget On Track	Benefits to be Achieved	No Concerns	100% of the externally funded projects delivered
4.2.8	Review and update the Service Management Plan (SMP) for roads and drainage	Service management plan reviewed and updated	100% of service management plan reviewed and updated	Service management plan and budget	Infrastructure Works and Services	IA1 - Infrastructure and Assets	2018/19	On Time	Within Operational Adherence	Benefits to be Achieved	No Concerns	Asset Management Plan for Transport (name change from Roads and Drainage to Transport Asset Management Plan) reviewed and updated.
4.2.9	Develop a 5 year program of works for north Garton that will include: - Kerb replacement - Road pavement replacement	A 5 year program of works developed for north Garton	100% of program developed and 20% of the program delivered	Program documentation	Infrastructure Works and Services	IA1 - Infrastructure and Assets	2018/19	On Time	Within Operational Adherence	Benefits to be Achieved	No Concerns	12% of the planned capital works for the 5 year program has been completed in the Garton North area. Works in the Garton North area are ahead of schedule due to delays in the Laidley program.
4.2.10	Develop a 5 year program of works for Laidley that will include: - Kerb replacement - Road pavement replacement	A 5 year program of works developed for Laidley	100% of program developed and 20% of the program delivered	Program documentation	Infrastructure Works and Services	IA1 - Infrastructure and Assets	2018/19	Re-scheduling Expected	Within Operational Adherence	Benefits to be Achieved	Concerns being addressed	Works in Laidley have not commenced to date due to reliance on the design and construction of the Cooper Street drain which will provide a natural stormwater discharge point for the urban area. Works will commence in the financial year. This is a timing issue and it is proposed that work in Laidley will commence once the works on drainage have been completed.
4.2.11	Develop a 5 year program of works for the Laidley Valley Region	Road signage replacement program developed	100% of program developed and 20% of program delivered	Program documentation	Infrastructure Works and Services	IA1 - Infrastructure and Assets	2018/19	On Time	Within Operational Adherence	Benefits to be Achieved	No Concerns	100% of defective signs within the region have been captured. Replacement of these signs has been programmed from the defect log. Priority signs identified have been replaced.
4.2.12	Rehabilitation of water bores located within the north-eastern and south-eastern areas of the Laidley Valley to increase maintenance works efficiencies and assist in drought-proofing the region	Water bores are refurbished and in use	100% of project is complete	Council's budget reporting	Corporate and Community Services	IA1 - Infrastructure and Assets	2018/19	Re-scheduling Expected	Within Operational Adherence	Benefits to be Achieved	Concerns being addressed	More infrastructure identified and inspected. Water bores identified and bores without flowmeters identified for future capital budget planning, with a proposed budget not approved under the 20/21 CP program.
4.2.13	Develop the Laidley Valley Local Government Infrastructure Plan (LGIP) to set out the desired standards of services for the region's local roads, stormwater and public open space and trunk infrastructure networks	Adoption of desired standards of service planned and LGIP to set out the desired standards of services for the region's local roads, stormwater and public open space and trunk infrastructure networks (LGIP)	Desired standards of service planned and LGIP and Council progress made towards independent of recommendations	Organisational Development and Planning Services	IA1 - Infrastructure and Assets	2018/19	Re-scheduling Expected	Within Operational Adherence	Benefits to be Achieved	No Concerns	Concerns Local Government Infrastructure Plan was sent to the Minister for State Development, Manufacturing, Infrastructure and Planning on 1 April 2019 for the purposes of State Interest Review. The LGIP will form part of the new LVIC Planning Scheme. No comments have been received to date from the Minister in relation to the LGIP. Formal comments are likely to be received late July/early August 2019.	

Laidley Planned

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

Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators			Fourth Quarter Progress Comments	
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope		Risk
4.3.1	Council's Development Assessment (DA) Team undertake assessment of development applications to manage community expectations and best practice that are reflected in the Lockyer Valley Planning Schemes	DA internal timeframes and standards of customer service	DA internal timeframes and standards of service are met	TeachOne and reporting	Organisational Development and Planning Services	FE2 - Finance and Economic LC1 - Legal Compliance and Liability IA1 - Infrastructure and Assets	2018/19	On Time	Budget On Track	Benefits to be Achieved	No Concerns	Stationary development application timeframes are being met in accordance with the Planning Act 2016. Budget is on track due to the outsourcing of development engineering services and the completion of the DA team's work from 18/11 and the backfilling of DA team positions with contractors. Key positions within the team that are filled by contractors are currently being recruited for.

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

Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators			Fourth Quarter Progress Comments	
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope		Risk
4.4.1	Townsville Second Range Crossing (TSRC) - minimisation of construction impacts on the Lockyer Valley Region  Handover works reviewed by council are of a suitable standard and condition	Ongoing representation and participation in the state government's Townsville Second Range Crossing project	Representation at relevant meetings  Feedback on relevant issues to Department of Transport and Main Roads and the contractor	TSRC comment logs  Council Business papers  Meetings with the contractor and Department and Main Road	Infrastructure Works and Services	IA1 - Infrastructure and Assets	2018/19	On Time	Budget On Track	Benefits to be Achieved	Concerns being addressed  Currently finalising review of "Return of Works" documentation with regards to works on Pormans Ridge Road, Sir Miles Creek Road and Giffens Road	

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

Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators			Fourth Quarter Progress Comments	
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope		Risk
4.5.1	The Lockyer Valley Planning Scheme includes provisions that ensure development in the Lockyer Valley strengthens local identity and lifestyle	Planning Scheme provisions require development to demonstrate that it addresses local identity and lifestyle	A finalised Planning Scheme that addresses local identity and lifestyle	Planning Scheme Council Business papers	Organisational Development and Planning Services	IA1 - Infrastructure and Assets	2018/19	Exceeding Expected	Within Operational Allocation	Benefits to be Achieved	No Concerns	The Proposed Lockyer Valley Regional Council Planning Scheme incorporates locally specific policy content that addresses the identity of the Lockyer Valley's diverse communities and lifestyle aspirations, was sent to the Minister for State Development, Manufacturing, Infrastructure and Planning for State Interest Review on 1 April 2018. It is expected that the Ministers' comments, as a result of the State Interest Review will be received by Council late July/early August 2018.
4.5.2	Review the role and determine the strategic outcomes of the Garton Reclamation and Library Action Project Committee.	Conduct review and determine outcomes	Review completed and outcomes identified	Meeting minutes	Executive Office	IA1 - Infrastructure and Assets	2018/19	At Risk of Default	Within Operational Allocation	Benefits to be Achieved	Concerns being addressed	No strategic projects currently identified. No meeting held this quarter. Meeting to be organised to identify and re-align priorities. Meeting to be scheduled in Q1, 2019.

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

**Lockyer Council**

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

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

Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators				Fourth Quarter Progress Comments
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
5.1.1	Provision of quality financial services to internal and external customers including: - Management of Council's rating, general revenue and payable functions - Management and delivery of Council's statutory financial reporting obligations - Management and provide advice on procurement processes in accordance with legislation and Council policy	Average level of satisfaction identified with services provided	5 point scale where 1 is highly dissatisfied and 5 is highly satisfied. Score to be 3.5 or higher	Internal survey of staff	Corporate and Community Services	FE2 - Financial and Economic	2018/19	On Time	Within Operational Allocation	Benefits to be Achieved	No Concerns	The annual satisfaction survey had been completed with 46.13% of respondents highly satisfied and 42.31% of respondents generally satisfied with the services provided by the Finance Team. The average score was 4.3.  The 2019-20 Annual Budget was delivered on time and the 2018-19 external audit is on track to meet the agreed timeframe. No issues have been identified in the two third audit that have been held so far.  The remaining services continue to be provided in accordance with expectations and other requirements.
5.1.2	Undertake a utilization review of Council's plant and fleet to compare with Institute of Public Works Engineering Australia (IPWEA) benchmark hours	Completion of review	Utilisation of Council's heavy plant and fleet that IPWEA benchmarks are available for are reviewed and benchmarked	TecOne Council business papers	Infrastructure Works and services	FE1 - Financial and Economic	2018/19	On Time	Within Operational Allocation	Benefits to be Achieved	No Concerns	Review was undertaken. FL117 Mack Tiger and FL340 JCB John Deere Tractor with PHE stabiliser were identified for review. Further review of vehicle of Council's plant and fleet scheduled for next financial year.
5.1.3	Develop and implement a management strategy for all Council properties by: - Finalising a dedicated register of Council land and integrate it into Council's TecOne and GIS systems - Develop a service management plan for land assets - Review and implement Tranche 2 of the land rationalisation program	Management strategy for all Council properties developed and identified per one outcome completed	The management strategy for all Council properties completed and approved by Council 100% of the identified year 1 outcomes completed	TecOne land asset service management plan	Executive Office	FE1 - Financial and Economic IA1 - Infrastructure and Assets	2021/22	To be Substantive	Budget Underperformed	Benefits at Risk	Concerns being addressed	Review of land assets ongoing and delayed until 2020-21. The review will identify areas for consolidation of public parks strategy, management of sports grounds. Heads of agreement currently being drafted with some groups to recognise current arrangements subject to further planning exercises / formal consideration by Council at a later date eg. Murphy's Creek and neighbourhood centre. Garton show house is being reviewed for potential future programming and will have some ownership and help inform management requirements.
5.1.4	Business review of operations of the Staging Post Café and Function Centre to identify areas for growth and financial sustainability	Identify revenue growth and savings Complete a marketing strategy	5% improvement on bottom line Marketing strategy completed	TecOne Marketing strategy documentation	Executive Office	FE1 - Financial and Economic	2018/19	Rescheduling Expected	Budget On Track	Benefits to be Achieved	Concerns being addressed	There has been a growth in 12.5% in revenue. Overall the operating cost has decreased from \$553K 17/18 to a total of \$521K 18/19, an increase of \$32K. This has been achieved by a 1.8% (\$121K) increase in revenue and a 7.2 % reduction (\$94.5K) in expenses. A draft marketing strategy is underway and will be finalised in Q1 19/20.

Lockyer Leadership and Council

5.3 Actively engage with the community to inform council decision making processes.

Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators			Fourth Quarter Progress Comments	
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope		Risk
5.3.1	Provide well-planned engagement advice and support in response to Council's needs	Respond to internal requests for engagement advice and support in line with the needs of the community	Number of projects supported	Monthly reports	Executive Office	FC2 - Financial and Economic RI1 - Repatriation and Goodwill	2018/19	On Time	Within Operational Allocation	Benefits to be Achieved	No Concerns	The Marketing, Communication and Engagement Team continue to conduct internal engagement advice across the organisation and flag issue which may cause a level of concern or anxiety within the community. Engagement opportunities have included advice on managing the risk of a major project such as the Redgate, being delivered on time such as the Redgate, Redgate and Riparian project and both the das Steunman Head and Springbrook park irrigation projects. Other internal engagement advice centred around the Regional Sharepark Master Plan Consultation

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

Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators				Fourth Quarter Progress Comments
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
5.4.1	Develop a corporate risk register for the organisation that is formulated from operational risk registers for each business unit	Corporate risk register completed	Register 100% complete and adopted by council	Risk Register Council Business papers	Executive Office	FC2 - Financial and Economic	2018/19	Completed	Within Operational Allocation	Benefits to be Achieved	No Concerns	Council's Key Corporate Risk Register has been completed and was endorsed along with the Risk Management Framework Guideline and reviewed Policy by the Audit and Risk Management Committee at its meeting on the 13 May 2019 and adopted by Council on 26 June 2019. The Key Corporate Risk Register is a live document and will be updated as the business units to assist with the development of operational risk registers and to implement risk control measures.
5.4.2	Implementation of business unit planning for all business units to capture forward planning and business as usual activities	% of Business Units with plans developed and implemented % of business unit plans that respond to the corporate plan strategies	100% of plans commenced 100% plans completed and adopted by council	Business plan reports	Executive Office	FC2 - Financial and Economic	2018/19	Completed	Within Operational Allocation	Benefits to be Achieved	No Concerns	100% of business unit plans have commenced and responded to the identified outcomes in the Corporate Plan. Of the 20 Business Unit Plans to be completed 19 (95%) have an initial draft completed and submitted to the request provided to core business units to further refine their Business Unit Plans and with the EIT to develop the reporting component of the Plans
5.4.3	Review and rationalise reporting to Council and the Executive Leadership Team including: - Implementation of report writing training	Completion of review Implement recommendations - Report authors trained	Review completed Agreed recommendations implemented 100% of report authors trained	Review documentation including minutes and attendance records	Executive Office	FC2 - Financial and Economic	2018/19	Finalising Expected	Within Operational Allocation	Benefits to be Achieved	Concerns being addressed	Review was completed in the third quarter and agreed recommendations implemented. Templates have been updated in accordance with the new corporate style guide. The format of council reports has been reviewed and will be rolled out in the first quarter of 2019-20. Approximately 67% of report writers attended training in 2018-19. Another session will be conducted in the first quarter of 2019-20 based on the new templates and format.

5.5 Promote a values based culture that appreciates and empowers its workforce												
Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeline	Progress Indicators				Fourth Quarter Progress Comments
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
5.4.4	Strategic review of Council's insurance function including: - Revaluation of insured property - Classification of self-insured property - Establishment of standards for third party claims	Property insurance schedule accurate and complete Insurance standards complete	100% Property insurance schedule complete 100% Insurance standards complete	Council business papers Property insurance schedule	Executive Office	FC2 - Financial and Economic	2018/19	To be achieved	Within Operational Allocation	Benefits at Risk	Concerns being addressed	Council's property schedule for insurance renewal purposes is 95% accurate and complete. The schedule review will continue in line with the development of the asset schedules for 2019-20 and review of Council's Class 4 and 5 assets. The development of standards for commenced under the guidance of Council's insurer in 2018-19 and will continue in 2019-20.
5.5.1	Develop and implement a new Enterprise Bargaining Agreement (EBA)	Enterprise bargaining agreement developed and implemented	Enterprise bargaining agreement adopted by Council, certified by Industrial Relations Commission and 100% implemented	Enterprise Bargaining Agreements	Organisational Development and Planning Services	S1 - Staff	2018/19	On Time	Within Operational Allocation	Benefits to be Achieved	No Concerns	Enterprise Agreement (Fridell) certified 03/08/2018 Enterprise Agreement (Officer) certified 27/09/2018 Back pay for Officers has been completed.
5.5.2	Implement a staff performance planning process within the organisation that will enable the development of staff	Staff performance planning process implemented for use across the organisation	Staff performance planning process implemented 100%	Performance plan program	Organisational Development and Planning Services	S1 - Staff	2018/19	To be achieved	Within Operational Allocation	Benefits at Risk	Concerns being addressed	An Accountability and Development agreement has been developed which is being piloted by Council Staff with a view to being implemented for all staff by 2019/20.
5.5.3	Develop a cohesive Joint Consultative Committee (JCC) that enables the opportunity to discuss, resolve and agree on matters of concern to the organisations workforce	An appointed Joint Consultative Committee and meetings conducted	An appointed joint Consultative Committee Meetings held quarterly	Meeting minutes Business papers for JCC	Organisational Development and Planning Services	S1 - Staff	2018/19	On Time	Within Operational Allocation	Benefits to be Achieved	No Concerns	The final report Joint Consultative Committee meeting was held in May 2019. As part of that meeting both sub-groups which have been established to review the four Day Week and Weekend Street Cleaning reported back to the Joint Consultative Meeting. The next meeting is due to be held in August 2019.
5.5.4	In consultation with the Connected Council Progress Group, identify and implement processes for reducing employee opinion survey identified gaps: - by developing actions to address the ten outcomes identified in the 2017 Employee Opinion Survey	Strategy developed and opportunities identified	Pulse survey conducted to demonstrate improvements in employee satisfaction	Survey results Strategy documents Meeting notes	Executive Office	S1 - Staff	2018/19	On Time	Within Operational Allocation	Benefits to be Achieved	No Concerns	The Connected Council Progress Group, with revised membership met three times as viable group and in smaller groups this quarter to develop and deliver actions and deliverables to address the survey identified gaps. The work is now complete with a roll out of these statements due to happen in Q1 2019-20. The Group continues to progress identified actions. New projects the group will work on in 2019-20 include: o Internal Communications Strategy, and o Internal leader project.

Leadership and Council

5.6 Provide leadership and contemporary management systems that drive a coordinated and connected organisation.												
Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators				Fourth Quarter Progress Comments
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
5.6.1	Provision of training and development to the organisation - Ensure that legislative training requirements are met and - Deliver the identified leadership training program for managers and supervisors	Training and development programs delivered in the organisation	Statutory requirements and identified training needs met	TextOne	Organisational Development and Planning Services	SL - Staff LCL - Legal Compliance and Liability	2018/19	Receding Expected	Budget On Track	Benefits at Risk	Concerns being addressed	A Training Needs Analysis was conducted with members of the Management Team to ensure that the Leadership Development Programme is needs based now that Stage 1 of the programme is complete. A second cohort of staff and managers attended Good Decisions Training. Legislative training conducted this quarter is as follows: Repeated P2 Hazard (Fire Testing, Working Safely, and Safe Use of Tools and Equipment) Verification of Competency Training Manual Handling training, Health and Safety Representative (HSR) training, drug and alcohol training. Three corporate induction programs were conducted this quarter.
5.7 Compliant with relevant legislation.												
Reference	Operational Plan Strategy for 2018/19	Performance Measurement			Responsibility	Key Risk Category	Timeframe	Progress Indicators				Fourth Quarter Progress Comments
		Key Performance Indicator	Target	Source of Validation Data				Timing	Budget	Scope	Risk	
5.7.1	Ensure that Council meets its obligations under the Queensland State Disaster Management Act 2003	Lodging, Volunteering and Disaster Management Plan is assessed annually	Inspector General Emergency Management Assessment completed	Office of the Inspector General Emergency Management annual assessment report	Corporate and Community Services	LCL - Legal Compliance and Liability	2018/19	On Time	Within Budget	Benefits to be Achieved	No Concerns	ICEM is considering changing the Plan to ensure that the Management Team will be able to deliver the Plan. The Plan will be reviewed by 2019-20. ICEN will advise in July 2019 as to their decision.
5.7.2	Ongoing delivery of Council's Local Laws Project including: - Review of relevant local laws - Review of priority local laws to reflect operational requirements	Relevant local laws Repealed Priority local laws identified and reviewed	100% of relevant local laws repealed 100% of identified priority local laws reviewed	Local Laws register Council business papers	Executive Office	LCL - Legal Compliance and Liability	2019/20	To be reviewed	Within Operational Allocation	Benefits at Risk	Concerns being addressed	20% of identified priority local laws reviewed in line with the change in priority local laws. Review is the status of the originally identified local laws. - Meeting local law (to be repealed 10 July 2019) - Cane pathways (to be repealed 10 July 2019) - Cane and camping (commented in quarter 3) - Dogs and Cats (deferred to 2019-20) - Suburbs (deferred to 2019-20) - Community and Environmental Management (deferred to 2019-20) - Animal Management - Caton Dog Park amendment completed (full review deferred to 2019-20)

Lodging Leadership and Council

5.8 Deliver reliable internal support services.													
Reference	Operational Plan Strategy for 2018/19	Performance Measurement				Responsibility	Key Risk Category	Timeframe	Progress Indicators				Fourth Quarter Progress Comments
		Key Performance Indicator	Description of Measure	Source of Validation Data	Timing				Budget	Scope	Risk		
5.7.3	Ensure that Council meets its obligations under the Work Health and Safety Act 2011 by - Developing an accurate reporting method for its Rectification Action Plans (RAPs) - Conducting an internal Work Health & Safety (WHS) Monthly action plans meeting - Conducting hazard inspections - Completion of monthly action plans (MAPs) and rectification action plans (RAPs)	Reporting method for RAPs developed WHS audit completed Monthly action plans meeting completed MAPs hazard inspections and rectification action plans (RAPs) completed	An accurate reporting method for RAPs developed and implemented MAPs 100% completed 90% of hazard inspections completed RAPs 90% completed in accordance with identified timeframe	SafefPlan TechOne	Organisational Development and Planning Services	LCL1 - Legal Compliance and Liability WHS1 - Workplace Health and Safety	2018/19	Rescheduling Expected	Budget On Track	Benefits at Risk	Concerns being addressed	RAPs - accurate reporting method developed and in place. 26 NCRs issued for the quarter with 38 closed and 12 outstanding. WHS1 completed as at the end of June was 99.7%. This will be discussed with EIT and the Leadership Team. 97% of construction site hazard inspections have been completed in this quarter. Work, Health and Safety Management System Audit to be re-scheduled until 2019-20. Preparatory works are progressing this includes Policy, Procedure development and review and education and training.	
5.8.1	Upgrade Council's Core Property and Rating System to (Anywhere)	Property & Rating functionality working on the CIA platform	80% of TechOne property & rating running in CIA	Business systems reporting	Corporate and Community Services	IA3 - Infrastructure and Assets	2018/19	To be Reviewed	Budget Underpenned	Benefits to be Addressed	Concerns being addressed	In May, TechnologyOne advised that the data transition tools required for the Property & Rating CIA upgrade project required redevelopment and would not be completed until September 2020 at the earliest. LVC will now move to the TechnologyOne cloud (SaaS) solution in the 19/20 and then review the solution in the 20/21. The CIA solution to determine when this project will be scheduled.	
5.8.2	Develop the Information Services Business Unit Plan that will identify the strategic direction for Council's Information Services	Information Services Business Unit Plan Developed	Information Services Business Unit Plan developed to draft stage	Business unit plan	Corporate and Community Services	BC1 - Business Continuity and systems IA3 - Infrastructure and Assets	2018/19	Completed	Within Operational Allocation	Benefits to be Addressed	No Concerns	Complete. The Business Unit Plan has been completed and approved by the Executive Manager Corporate & Community Services.	
5.8.3	Implement the Information Management Policy and Procedure to improve the management of the organisations records	Information Management Policy and Procedure implemented within the organisation	60% of staff with network access vetted, acknowledged and understood policy and procedure	Electronic (Email) Email acknowledged meet of understanding	Corporate and Community Services	BC1 - Business Continuity and systems IA3 - Infrastructure and Assets	2018/19	Rescheduling Expected	Within Operational Allocation	Benefits to be Addressed	Concerns being addressed	Feedback received from the Governance and Strategy team has resulted in a review of the documents so that a Policy and a Guideline will now be prepared for approval by the CEO. Due to the delay with reviewing the documents the project will not be delivered this FY. It is expected to be delivered in FY2020. The project will be approved, communicated to staff and the target number of staff to acknowledge they have read and understood them.	
5.8.4	Underwrite all of Council's external and internal communication requirements Develop and implement an internal communications strategy to improve communications within the organisation	Delivery of internal and external communication requirement Internal communications strategy developed and implemented	Internal communications delivered - 12 in the loop - 52 watercookers External communications delivered - social media monitored and reported as required Internal communications strategy 100% completed and 65% implemented	Media releases, newsletters, social media statistics Internal communication strategy	Executive Office	RI - Reputation and Goodwill PI - Political	2018/19	Rescheduling Expected	Within Operational Allocation	Benefits to be Addressed	Concerns being addressed	All external communications are on track this quarter. Three editions of In the Loop were generated. Our internal publication. Need to know has had slow buy in from staff this quarter however it's important the channel be utilised by all managers as it is a primary source of important information. The internal communications strategy is about to commence implementation. The strategy will address how we communicate information across the entire organisation. An initial review has determined there are external resources currently available that will assist with the dissemination of information without the need to purchase additional software or employ additional staff. Unfortunately there is no one in-house responsible for internal communications. It is anticipated that a dedicated internal communications uniting resources currently available. Once rolled out, it will be reviewed after a three month period.	

Leadership and Council

5.4.5	Provision of legal and property services to the organisation	Met the organisational needs on legal and property requirements	80% of legal and property requests responded to within agreed timeframes	Land register Council business papers	Executive Office	LCL - Legal Compliance and Liability	2018/19	On Time	Budget On Track	Benefits to be Achieved	Concerns being addressed	Provision and coordination of legal advice and property services is ongoing. Some delays experienced due to competing priorities of significant projects and resource limitations. These are being managed with external assistance where possible.
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**10.3 Outstanding Agenda Action Items Review**

**Date:** 16 July 2019  
**Author:** Erin Carkeet, Governance and Strategy Officer  
**Responsible Officer:** Ian Church, Chief Executive Officer

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**Summary:**

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

**Officer's Recommendation:**

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

**Report****1. Introduction**

This report provides Council with an update on the action items arising from resolutions at Ordinary and Special Council meetings from 1 May 2016 to 30 June 2019. Additional details on resolutions that have not been completed are highlighted within this report.

This report aligns with Council's Corporate Plan 2017-2022, Outcome 5.4, '*Commit to open and accountable governance to ensure community confidence and trust in Council and our democratic values.*'

**2. Background**

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

**3. Report**

A total of 1,421 resolutions were recorded from the Ordinary and Special Council meetings from 1 May 2016 to 30 June 2019. Of these resolutions 161 were procedural motions, which did not require an action (e.g. moving into open and closed session and items for information). Of the remaining actions, 1236 have been completed, and 24 remain either ongoing or incomplete. The 24 ongoing/incomplete items are listed in the attachment to this report. All ongoing/incomplete items in the attachment contain notes outlining the status of each item and are updated on a regular basis.

Following is an analysis of the actions from 1 May 2016 to 30 June 2019.

Group	Total Action Items	Ongoing/Incomplete Actions	Procedural Motions (no action required)
Executive Office	635	9	<b>161</b>
Organisational Development & Planning	203	2	
Corporate & Community Services	302	8	
Infrastructure Works & Services	120	5	
<b>TOTAL</b>	<b>1260</b>	<b>24</b>	

#### 4. Policy and Legal Implications

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

#### 5. Financial and Resource Implications

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

#### 6. Delegations/Authorisations

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

#### 7. Communication and Engagement

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

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

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

#### 8. Conclusion

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

**9. Action/s**

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

**Attachments**

<b>1</b> <a href="#"><u>↓</u></a>	Executive Office	8 Pages
<b>2</b> <a href="#"><u>↓</u></a>	Organisational Development & Planning	5 Pages
<b>3</b> <a href="#"><u>↓</u></a>	Corporate & Community Services	11 Pages
<b>4</b> <a href="#"><u>↓</u></a>	Infrastructure Works & Services	4 Pages



**LOCKYER VALLEY REGIONAL COUNCIL**  
**RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2016 - 30/06/2019**  
**EXECUTIVE OFFICE**

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

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**LOCKYER VALLEY REGIONAL COUNCIL  
RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2016 - 30/06/2019  
EXECUTIVE OFFICE**

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A/Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/0950	16/05/2018	Laidley Pioneer Village	<p><b>RESOLUTION</b></p> <p>THAT with respect to the proposal for a lease of Laidley Pioneer Village Museum with the Laidley District Historical Society, Council resolve to:</p> <p>a) apply the exception contained in Section 236(1)(b)(ii) of the <i>Local Government Regulation 2012</i>; and</p> <p>b) authorise the Chief Executive Officer to negotiate a lease on terms satisfactory to Council.</p> <p><b>Moved By:</b> Cr McLean <b>Seconded By:</b> Cr Cook <b>Resolution Number:</b> 16-20/0950</p> <p style="text-align: center;"><b>CARRIED</b> 6/0</p>	Machin, Rick	<p>17 Jul 2018 - 11:26 AM - Erin Carkeet</p> <p>Advised by Property Officer that lease has commenced being drafted. Is due for completion by the end of 2018.</p> <p>4 Oct 2018 - 10:28 AM - Vickie Wieland</p> <p>Lease has been drafted and is with Legal Services &amp; Property Coordinator for review</p> <p>23 Jan 2019 - 11:50 AM - Erin Carkeet</p> <p>Lease has been provided to Laidley Pioneer Village for execution and return.</p> <p>17 Apr 2019 - 3:20 PM - Vickie Wieland</p> <p>Council's Solicitor met with Lessees to discuss lease terms on 21 March 2019. To be workshopped with Council at same time as another lease matter in May 2019.</p>	

A/Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1078	31/08/2018	Proposal for the Acquisition and Development of the Garton West Industrial Zone	<p><b>RESOLUTION</b></p> <p>THAT with respect to the proposed disposal of the land at the Garton West Industrial Zone, described as Lot 8 on RP 189116, Lot 3 on SP 154274, Lot 4 RP 196089, Lot 5 on RP 196089, Lot 60 on CA3120, Lot 59 on CA 3120 and Lot 1 on RP 189115, Council authorise the Chief Executive Officer to:</p> <p>(a) Extend the term of the exclusivity period, under the terms of the Memorandum of Agreement dated 25</p>	Harm, Jason	<p>4 Oct 2018 - 10:52 AM - Susan Boland</p> <p>(a) On 24/9/18 the CEO and Mayor met with Director General Department of State Development, Manufacturing, Infrastructure and Planning and Director General Department Local Government, Racing and Multicultural Affairs</p>	

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<p>June 2018, for a period of up to 12 months to enable the provision of further detail and to conduct negotiations with respect to the concept;</p> <p>(b) Consult with relevant State agencies to investigate the proposal and to determine the most appropriate process to dispose of the subject land; and</p> <p>(c) Provide a further report to Council to determine the appropriate process for disposal of the land.</p> <p>Moved By: Cr Holstein Seconded By: Cr Mclean Resolution Number: 16-20/1078</p> <p>CARRIED 7/0</p>			
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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1177	12/12/2018	Proposed Acquisition of Part of Lot 851 SP297470 for Park Purposes	<p><b>RESOLUTION</b></p> <p>THAT with respect to the proposed development of a district park on part of Lot 851 on SP297470, Council resolve to endorse the steps undertaken by the Chief Executive Officer to date to investigate the proposed site and design concepts;</p> <p>Further,</p> <p>THAT Council delegate authority to the Chief Executive Officer to exercise all powers necessary to:</p> <p>(a) facilitate the delivery of the proposed park land to Council either by negotiation of an</p>	Natalier, Caitlan	25 Jan 2019 - 1:06 PM - Enn Corkeet	

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<p>Infrastructure Agreement with the landowner or under the <i>Acquisition of Land Act 1967</i> if necessary, including but not limited to, the issuing and execution of a Section 15 Agreement and a Notice of Intention to Resume to the landowner and any other relevant parties;</p> <p>(b) undertake a community engagement process to seek ideas and feedback from the local community to inform the detailed design of the park and the staging and delivery of the works; and</p> <p>(c) negotiate an Infrastructure Agreement with the landowner to facilitate delivery of the works on terms satisfactory to Council.</p> <p>Moved By: Cr Holstein Seconded By: Cr McLean Resolution Number: 16-20/1177</p> <p>CARRIED 7/0</p>	<p>Section 15 Agreement guaranteeing process to acquire land by 30/06/2019 signed. ECM: 3702598</p> <p>Draft Infrastructure Agreement prepared and provided for Council to renew on 25/01/2019. ECM: 3706732</p> <p>Draft Heads of Agreement with development for signature. ECM: 3693037</p> <p>Community Engagement currently being undertaken by Marketing, Communications &amp; Engagement team.</p> <p>Internal project plan &amp; structure being developed by Infrastructure Works &amp; Services team.</p> <p>17 Apr 2019 - 3:22 PM - Vickie Wieleand</p> <p>Final amendments being made to Infrastructure Agreement for issue to developer.</p> <p>Taking of Land Notice to be published on 26 April 2019 at which time land acquisition will be effective - titles registration to follow.</p> <p>17 Apr 2019 - 3:23 PM - Vickie Wieleand</p> <p>Wolter Consulting Group engaged to prepare detailed design - site visit and inception meeting held on 15 April 2019</p> <p>12 Jul 2019 - 9:18 AM - Caitlan Nuttallier</p>
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<p>Land acquired on 26 April 2019 under Section 15 Agreement entered into with developer. Plan and other documents have been lodged with the Titles Registry for registration. Valuation process underway in relation to compensation.</p> <p>Developer indicated a change in position in May 2019 and meeting held between Council and developer representatives on 27 June 2019. New agreement for delivery of the first stage of the park reached in principle and a revised Heads of Agreement issued to the developer for signing on 3 July 2019. Awaiting signed document before incurring further design costs or releasing next stage of community engagement, which is currently being prepared.</p>			
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Res No.	Meeting Date	Subject	Resolution	Office/Dept	Action Taken	Completed
16-20/1214	16/01/2019	Inland Rail	<p><b>RESOLUTION</b></p> <p>THAT Council receive and note the report and endorse the approach to raise Council's concerns over the Inland Rail design directly with the Chief Executive Officer of Australian Rail Track Corporation (ARTC) Inland Rail, and with the Department of Infrastructure, Regional Development and Cities.</p> <p>Moved By: Cr Cook Seconded By: Cr Wilson Resolution Number: 16-20/1214</p>	Hart, Stephen	<p>16 Jul 2019 - 4:43 PM - Vickie Wilson</p> <p>Issues raised with DIRDC at meeting on 17 June. Meeting scheduled with CEO Inland Rail 25 June.</p>	

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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1210	13/02/2019	Request for Variation of Proposed Lease Terms - Lease of Part of the Laidley Depot	<p><b>RESOLUTION</b></p> <p><b>THAT with respect to the request from Biosecurity Queensland for the use of additional land at the Laidley Depot and for Council to undertake maintenance works to facilitate their use of the land, and other matters, Council resolve to authorise the Chief Executive Officer to:</b></p> <p>(a) investigate again whether the State has any interest in purchasing the former Laidley Depot site subject to the land being reconfigured to enable this, given their proposal to intensify their use of the land; or</p> <p>(b) negotiate lease terms satisfactory to Council to enable use of the additional area, subject to an increased lease rental being agreed in consideration of the inclusion of the additional land area and the costs Council will incur to undertake works to facilitate the requested use; and</p> <p>(c) negotiate what general maintenance and other works will be undertaken by Council to facilitate</p>	Natalier, Caitlan	<p>17 Apr 2019 - 3:24 PM - Vickie Wieland Draft tender documents prepared subject to review by Council Solicitor. 18 Apr 2019 - 8:32 AM - Susan Boland Advised by EA to CEO that conditional offer received from Housing Dept (on behalf of Biosecurity) - significant departure of terms - some concerns. Proposed works costings provided on 16.4.19 are substantial. Intend to workshop with Council in May 2019 before response given to Housing Dept Housing/Biosecurity have approval to use whole site on "as is" basis currently. 12 Jul 2019 - 9:23 AM - Caitlan Natalier</p>	

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<p>the proposed use by Biosecurity Queensland; and (d) arrange for the agreed maintenance and other works to be undertaken at a time convenient to Council and prior to use by Biosecurity Queensland.</p> <p>Moved By: Cr Cook Seconded By: Cr Vela Resolution Number: 16-20/1238</p> <p>CARRIED 7/0</p>				<p>meeting held between Council and DHPW representatives on 4 June 2019 to discuss outstanding issues to finalise the lease. In principle agreement reached on all items to the satisfaction of Council officers. DHPW provided a revised conditional offer on 10 June 2019 which was not as discussed. A response has been sent to DHPW with a request for a further revised offer to be provided in line with what was discussed and agreed on 4 June 2019. This will be put to a future Council meeting in July or August 2019, depending on the timing of DHPW's response.</p>
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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1315	24/04/2019	Event Strategy	<p><b>RESOLUTION</b></p> <p>THAT Council adopt the Events Strategy as attached to this report; And further; THAT Council undertake a review of all current events to ensure they align with the criteria outlined in the Strategy and that no future events be supported by Council in cases where criterion are not met.</p> <p>Moved By: Cr Mclean Seconded By: Cr Cook</p>	Machin, Rick	<p>17 Jul 2019 - 9:06 AM - Koyla Gill</p> <p>*1. The Lockyer Valley event Strategy has been adopted by Council.</p> <p>*2 A review of current events ensuring they align with the Strategy/ is currently underway with discussions also being had with community groups and stakeholders about the level of support now being dependant on how many event criterion they comply with.</p>	

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<p style="text-align: center;"><b>Resolution Number: 16-20/1315</b></p> <p style="text-align: center;"><b>CARRIED</b></p> <p style="text-align: center;"><b>7/0</b></p>			
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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1316	24/04/2019	Event Schedule Amendments	<p><b>RESOLUTION</b></p> <p><b>THAT Council endorse the amendments made to the following events on Council's event schedule:</b></p> <ul style="list-style-type: none"> <li>• Council Race Day</li> <li>• Gattton Motorfest</li> <li>• Helidon Heritage Fair</li> <li>• Emu Gully Air and Land Spectacular</li> <li>• Country Challenge on Campus Fun Run</li> <li>• Lockyer Valley Garden Competition</li> <li>• Laidley Spring Festival</li> <li>• Gattton Campdraft</li> <li>• Gattton Christmas Carnival</li> <li>• Hatton Vale Christmas Concert and Markets</li> </ul> <p>Moved By: Cr Hagan</p> <p>Seconded By: Cr Wilson</p> <p>Resolution Number: 16-20/1316</p> <p style="text-align: center;"><b>CARRIED</b></p> <p style="text-align: center;"><b>6/0</b></p>	Machin, Rick	17 Jul 2019 - 9:08 AM - Koyla Gill Discussions have been had with the Lockyer Valley Turf Club with consideration being given to Council sponsoring both the Laidley and Gattton Cups this financial year.	

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Agres No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/0373	8/02/2017	Grantham Quarry Operational Rehabilitations Project - Status Update	<p><b>RESOLUTION</b></p> <p>That Council receive and note the Grantham Quarry Operational Rehabilitations Project – Status Update Report;</p> <p>Further;</p> <p>THAT Council authorise the Chief Executive Officer to continue the assessment process for the Grantham Quarry rehabilitation works and undertake any additional requirements to inform and review the proposed Grantham Quarry Rehabilitation Works Plan which will be submitted to Council for consideration and approval at a future meeting;</p> <p>And Further;</p> <p>THAT Council consult on this matter with the authors of the "Big Flood Study" to promote best practice outcomes for the Lockyer Valley community.</p> <p>Moved By: Cr McDonald</p> <p>Seconded By: Cr Hagan</p> <p>Resolution Number: 16-20/0373</p> <p style="text-align: center;"><b>CARRIED</b> <b>7/0</b></p>	McPherson, Dan	<p>18 Apr 2017 - 3:59 PM - Susan Boland</p> <p>Update on the Grantham Quarry Project and the "Big Flood"</p> <p>1. Council Officers are continuing to work with the Quarry owners toward finalization of the proposed rehabilitation plan.</p> <p>2. Council Officers have held discussions recently with Prof. Jacky Croke about the "Big Flood Study". With particular regard to the Grantham Quarry Project no undue concerns with the proposed project were raised. On the broader question of the application of the "Big Flood" for the implementation of the Catchment Action Plan, any project work on the Lockyer Creek likely require input from the "Big Flood" Study group.</p> <p>8 Jun 2017 - 8:31 AM - Vickie Wieland</p> <p>Council Officers are continuing to work with the Quarry owners toward finalization of the proposed rehabilitation plan.</p> <p>28 Jul 2017 - 11:59 AM - Cheryl Douyere</p> <p>Myles recommended refer to Planning</p> <p>28 Jul 2017 - 11:59 AM - Action reassigned to Dan McPherson by: Cheryl Douyere</p> <p>12 Sep 2017 - 2:57 PM - Teigan Dippel</p> <p>The assessment is in finalisation stage, to go to Council for approval in the coming months.</p>	

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10 Oct 2017 - 10:33 AM - Teigan Dipeel  
Advised by Manager Planning & Environment the assessment is in finalisation stage and is to go to Council for approval in the coming months.  
3 Apr 2018 - 11:38 AM - Teigan Dipeel  
Advised by Manager Planning and Development, 3/4/18 - "Owners of the Grantham Quarry have undertaken works to remove stockpiles. A rehabilitation plan has not yet been submitted to Council for approval.  
3 May 2018 - 11:48 AM - Susan Boland  
Advised by Manager Planning and Development, the owner of the property where the former Grantham Quarry is located undertook the rehabilitation works in early 2018. There are a number of matters that need to be addressed as part of the provided rehabilitation plans before this works can be accepted by Council.  
3 Oct 2018 - 11:13 AM - Erin Carkeet

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Advised by Manager Planning and Development "16-20/0373 - Grantham Quarry Operational Rehabilitation Project - Status Update

- Part 1 of resolution - Completed.

- Part 2 of resolution - Council officers met with a representative of Zanows on 20 August 2018 where it was confirmed that rehabilitation works had been undertaken between October 2017 and March 2018. Councillors were briefed on the status of the rehabilitation works in conjunction with a visit to the quarry site on 28 August 2018. A request for Council approval of the rehabilitation works was received from Zanows on 30 August 2018. BMT and Douglas Partners were commissioned by Council in mid-September 2018 to review the material submitted with the request with the former addressing impacts of the works on flood behaviour and the latter addressing the geotechnical stability of the works undertaken. The outcome of these reviews will determine whether Council can approve the rehabilitation works as undertaken or whether further works will be required.

- Part 3 of resolution - Completed, discussions with Professor Jacky Croke about the "Big Flood Study" were undertaken in April 2017."

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	<p>9 Jan 2019 - 12:28 PM - Lauren Smith</p> <p>The review by BMT and Douglas Partners is nearing finalisation with some collaboration needed on some matters.</p> <p>18 Apr 2019 - 8:35 AM - Susan Boland</p> <p>Part 2 - to be considered at Council Meeting in May 2019.</p> <p>22 May 2019 - 12:54 PM - Lauren Smith</p> <p>Comments made by Trevor Boehm:</p> <ul style="list-style-type: none"><li>• Effect of resolution</li><li>• Council noted the report on the rehabilitation of the Grantham Quarry.</li><li>• The CEO was authorised to continue the assessment process and submit the proposed Grantham Quarry Rehabilitation Works Plan for consideration and approval at a future meeting of Council.</li><li>• Council to consult on the rehabilitation of the Grantham Quarry with the authors of the Big Flood Study.</li></ul> <p>Comments</p> <ul style="list-style-type: none"><li>• The owners of the quarry have undertaken works without having obtained an approval of the Grantham Quarry Rehabilitation Works Plan.</li><li>• This is an ongoing matter.</li></ul> <p>Recommended Action</p> <ul style="list-style-type: none"><li>• The resolution should remain open until the matter is finalised.</li></ul>
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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1227	16/01/2019	Placid Rise Estate	<p><b>RESOLUTION</b></p> <p>THAT Council delegate authority to the Chief Executive Officer to secure the easements for the works;</p> <p>Further;</p> <p>THAT Council authorise the Chief Executive Officer to approve the construction of the works;</p> <p>Further;</p> <p>THAT Council authorise the Chief Executive Officer to approve the two current applications for a Development Permit for Material Change of Use for new dwelling in flood investigation overlay, once the easements have been secured;</p> <p>And Further;</p> <p>THAT Council authorise the Chief Executive Officer to approve any future applications for a Development Permit for Material Change of Use for new dwelling in flood investigation overlay, once the easements have been secured.</p>	Kajewski, Lyle	<p>1 Apr 2019 - 3:13 PM - Lauren Smith</p> <p>In principle agreements including compensation amounts have been signed by all property owners that are required for the easement purpose.</p> <p>Geotechnical investigations and survey works and survey plans have been completed. Easement documents are currently being prepared for registration. Design of construction works and documentation currently being undertaken.</p>	
			<p>Moved By: Cr Hagan</p> <p>Seconded By: Cr Vela</p> <p>Resolution Number: 16-20/1227</p> <p style="text-align: center;"><b>CARRIED</b> <b>7/0</b></p>			

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

Moved By: Cr Hagan  
Seconded By: Cr Mclean  
Resolution Number: 16-20/0338

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

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

22 Nov 2017 - 4:47 PM - Vickie Wieland



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Update: 1/11/17

Legal Services & Property Co-ordinator:

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

22 Nov 2017 - 4:50 PM - Vickie Waiand

Update 17/11/17

DHPW starting to make progress meeting with DNR this week to progress further.

8 Mar 2018 - 10:42 AM - Heidi Hope

This item will now be presented at a workshop in April 2018 - due to waiting on information back from the State Government - advised by Caitlyn

31 May 2018 - 8:18 AM - Susan Boland

Meeting with State MP on 31 May 2018 to discuss progress.

17 Jul 2018 - 10:47 AM - Erin Carkeet

Mayor will liaise with other Mayors from nearby Councils in relation to seek collaboration to address the broader matter.

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<p>2 Aug 2018 - 8:36 AM - Hiedi Hope Council Information Report prepared for meeting 8/8/18 28 Sep 2018 - 12:51 PM - Hiedi Hope Request from Uniting Care to confirm Council's position moving forward. Phone message left with contact officer and Council's Legal Services to review ongoing arrangements. 16 Oct 2018 - 2:33 PM - Susan Boland item discussed to workshop 10/10/18. Meeting with department late October. Report will be provided to November Council Meeting. 10 Dec 2018 - 4:00 PM - Hiedi Hope Legal documents were expected from the Department of Housing &amp; Public works by 5/12/18 - Officers are following up these documents 4 Apr 2019 - 7:41 AM - Hiedi Hope Letter written to department - ECM 3744647 16 May 2019 - 8:02 AM - Hiedi Hope Waiting on response from department.</p>			
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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1182	12/12/2018	Compliance Issues - Property at Lot 103 RP 141786	RESOLUTION THAT Council receive and note the tabled report for Lot 103 RP 141786 and endorse the actions taken by Council's Environmental Health Coordinator and Building Certifier/Regulatory Officer;	Diemel, Peter	17 Dec 2018 - 2:52 PM - Hiedi Hope	

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<p>Further THAT Council authorise the Chief Executive Officer to take all steps necessary to recover the outstanding enforcement costs from the property owners in accordance with Council's Debt Recovery Policy.</p> <p>Moved By: Cr Wilson Seconded By: Cr Cook Resolution Number: 16-20/1182</p> <p>CARRIED 7/0</p>	<p>Building &amp; Plumbing Department have issued a Show Cause Notice Reinspection due 16/12/18 by Health Officer and Building Centrifier 7 Jan 2019 - 2:49 PM - Hiedi Hope Reinspections undertaken by officers in company of owners. A written response from the owners to the Show Cause Notice is due January 2019. Property owners are organising a new soil test. Clean up of the property is continuing. No evidence was found by officers of dumped effluent on the property. Owners reconfirmed that effluent is disposed of off site. 1 Apr 2019 - 1:55 PM - Hiedi Hope Follow inspection being scheduled for April with Building. Officer to confirm date with Owners. 2 Apr 2019 - 9:51 AM - Hiedi Hope Site visit booked for Wednesday, 3 April 2019 11:30am 15 Jul 2019 - 3:39 PM - Hiedi Hope</p>
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<p>In June 2019 Environmental Health Officer spoke with owners. Owners advised the area should be cleaned up by September 2019. On 21 June 2019 a Notice to enter under Local Govt Act was issued to GD &amp; WB Berry advising Council officers will on 17 September 2019 to inspect and ascertain if the Notice issued on 22 November 2018 has been complied with.  Building officers will also be in attendance regarding occupation issues.</p>			
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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1185	12/12/2018	Expression of Interest – Waste Disposal and Resource Recovery Services - South East Queensland – West Waste Alliance Group	<p><b>RESOLUTION</b></p> <p><b>THAT Council endorse the actions of the Chief Executive Officer to continue to participate in a regional waste alliance with other Councils in South East Queensland to enable a regional procurement process for waste management and resource recovery services.</b></p> <p><b>Further;</b></p> <p><b>THAT Council invite Expressions of Interest for the provision of waste disposal services, including the use of alternative waste disposal and recycling technologies, to service the needs of the Lockyer Valley Regional Council area, or as part of a joint government activity, joint government entity or joint local government with other Councils in South East Queensland in accordance with Section 228 2(b) of the Local Government Regulation 2012.</b></p>	Drinemel, Peter	<p>7 Jan 2019 - 2:38 PM - Hiedi Hope Ipswich City Council supplied an example Tender Consideration Plan (TCP). This has been circulated to Legal and Procurement Departments for review and preparation of an appropriate draft. Once draft is prepared, a further Council report will be presented to Council for resolution. 1 Apr 2019 - 1:58 PM - Hiedi Hope Presented to Council - 13/2/19 - Resolution 16-20/1227 Tender Consideration Plan - Waste Disposal and Resource Recovery Services - South East Queensland - West Waste Alliance Group 1 Apr 2019 - 2:02 PM - Hiedi Hope</p>	

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Further; THAT Council resolve to prepare a tender consideration plan in accordance with Section 230 (1) and (2) of the <i>Local Government Regulation 2012</i> . And Further; THAT Council confirm the Manager Health, Waste and Regulatory Services as Council's representative for the South East Queensland – West Waste Alliance Group.	The Expression of Interest is being lead by Logan City Council and is being scrutinised by the Australian Competition and Consumer Commission (ACCC) Meeting scheduled for 2/4/19 at Logan City Waste Facility to discuss the progression of the Regional Expression of Interest in a methodical and staged manner. 15 Jul 2019 - 3:15 PM - Hiedi Hope Manager Health, Waste & Regulatory Services continues to liaise with other parties on behalf of Lockyer Valley Regional Council
Moved By: Cr Cook Seconded By: Cr Hagan Resolution Number: 16-20/1185	An EOI Resource Recovery&/or Waste Disposal Services has been released closing 20/8/19
<b>CARRIED</b> <b>7/0</b>	

Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1192	12/12/2018	Telecommunications Providers Tender Evaluation (LVRC-18-05)	<b>RESOLUTION</b> THAT Council enter into two (2) contracts for the supply of Telecommunications services with AusIT for the provision of Data Carriage and Fixed Voice services and Telstra for the provision of Mobile services; And Further; THAT Council authorise the Chief Executive Officer to negotiate minor variations and price variations as they arise through the negotiations.	Cray, Graham	8 Jan 2019 - 10:55 AM - Hiedi Hope Notifications to the successful and unsuccessful tenders have been processed Planning meeting set with Aus-IT 5/2/19 to transfer from Telstra and implementation of the new data carriage services. 26 Mar 2019 - 10:56 AM - Hiedi Hope	
Moved By:	Cr McLean					

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<p style="text-align: center;"><b>Seconded By:</b> <b>Cr Vela</b> <b>Resolution Number: 16-20/1192</b></p> <p style="text-align: center;"><b>CARRIED</b> <b>7/0</b></p>				<p>Draft contract for mobile services received and being reviewed prior to signing Commencement of moving some services to AusIT as matter urgency due to potential cut offs as part of the NBN rollout. <i>8 Jul 2019 - 10:53 AM - Graham Cray</i> New contract with Telstra has been entered into for a three year non Whole of Business leveraging the Local Buy contract. Further negotiations are ongoing with AusIT to finalise a master agreement.</p>	
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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1363	22/05/2019	Changes to the Service Delivery Model for Council's Child Care Services	<p><b>RESOLUTION</b></p> <p><b>THAT Council close its Kensington Grove Community Child Care Centre by 30 September 2019.</b></p> <p><b>Moved By:</b> Cr Holstein <b>Seconded By:</b> Cr Hagan <b>Resolution Number: 16-20/1363</b></p> <p style="text-align: center;"><b>CARRIED</b> <b>6/0</b></p>	Lewis, David	<p><i>28 May 2019 - 3:19 PM - Heidi Hope</i> Letters drafted for CEO signature 7 X letters ECM3769943 <i>28 May 2019 - 3:20 PM - Heidi Hope</i> Executive Manager, Corporate and Community Services - weekly visits to Kensington Grove Childcare Centre to support staff and families. Visit by OD has occurred to support Staff during transition.</p>	

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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed																																
16-20/1364	22/05/2019	Sale of Land for Unpaid Rates or Charges	<p>THAT Council sell the following properties for overdue rates or charges:</p> <table><tr><th>Property ID</th><th>Legal Description</th><th>Property ID</th><th>Legal Description</th></tr><tr><td>200300</td><td>L290 CH311340</td><td>211120</td><td>L12 RP166037</td></tr><tr><td>222140</td><td>L345 SP195239</td><td>276040</td><td>L1 SP242794</td></tr><tr><td>195410</td><td>L71 RP212795</td><td>276050</td><td>L2 SP242794</td></tr><tr><td>150140</td><td>L4 RP25621</td><td>244790</td><td>L1 RP32634</td></tr><tr><td>168170</td><td>L134 RP880412 &amp; L30 CC3585</td><td>251880</td><td>L5 RP860762</td></tr><tr><td>176200</td><td>L2 CC2920</td><td>255840</td><td>L1 RP32750</td></tr><tr><td>194630</td><td>L65 RP856358</td><td>265780</td><td>L42 RP903088</td></tr></table>	Property ID	Legal Description	Property ID	Legal Description	200300	L290 CH311340	211120	L12 RP166037	222140	L345 SP195239	276040	L1 SP242794	195410	L71 RP212795	276050	L2 SP242794	150140	L4 RP25621	244790	L1 RP32634	168170	L134 RP880412 & L30 CC3585	251880	L5 RP860762	176200	L2 CC2920	255840	L1 RP32750	194630	L65 RP856358	265780	L42 RP903088	Brett, Tony	19 Jun 2019 - 1:23 PM - Tony Brett Notices of intention to Sell have been sent out to all interested parties. Now waiting for the statutory timeframes before further action can occur.	
Property ID	Legal Description	Property ID	Legal Description																																			
200300	L290 CH311340	211120	L12 RP166037																																			
222140	L345 SP195239	276040	L1 SP242794																																			
195410	L71 RP212795	276050	L2 SP242794																																			
150140	L4 RP25621	244790	L1 RP32634																																			
168170	L134 RP880412 & L30 CC3585	251880	L5 RP860762																																			
176200	L2 CC2920	255840	L1 RP32750																																			
194630	L65 RP856358	265780	L42 RP903088																																			

THAT Council authorise the Chief Executive Officer to:

- a. Give the necessary notices and take all necessary steps to affect the sales;
- b. Appoint an auctioneer to conduct the sale by public auction;
- c. Set a reserve price for the land in accordance with the *Local Government Regulation 2012*;
- d. Sell the land by agreement with the highest bidder if the reserve price is not reached at auction; and
- e. Approve the auction date in accordance with legislative requirements.

Moved By: Cr Cook  
Wilson

Seconded By: Cr

Resolution Number: 16-20/1364

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**CARRIED  
6/0**

Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1381	12/06/2019	Gatton Squash Courts	<p><b>RESOLUTION</b></p> <p>THAT Council approve the demolition of the northern and southern buildings located at L1SP284975 and return the building site to a grassed public use area.</p> <p>Further,</p> <p>THAT Council authorise the Chief Executive Officer to notify the Gatton Squash Club that Council is unable to resolve building issues particularly relating to asbestos, and therefore unable to enter into a lease for the building in accordance with the previous resolution of Council 16-20/0283.</p> <p>Moved By: Cr Holstein Seconded By: Cr Hagan Resolution Number: 16-20/1381</p> <p align="center"><b>CARRIED 6/1</b></p> <p>Voting For the Motion: Crs Holstein, Milligan, Mclean, Wilson, Hagan and Vela. Against the Motion: Cr Cook.</p>	Goddard, Christopher	<p>19 Jun 2019 - 9:40 AM - Hiedi Hope</p> <p>Budget amendment required for deconstruction costs.</p> <p>Meeting held with leasee 19/6/19, to advise Council Resolution.</p> <p>3 Jul 2019 - 2:20 PM - Hiedi Hope</p> <p>Letter drafted for CEO signature ECM 3783137 - Current Leasee</p> <p>Letter drafted and signed by CEO - ECM 3788508 - Gatton Squash Racquets Association</p>	

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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1392	12/06/2019	Sports and Aquatic Centre Management	<p><b>RESOLUTION</b></p> <p>That Council accept the tender for the management rights for the Lockyer Valley Sports and Aquatic Centre and the Dal Ryan Memorial Pool from Swim Fit SEQ Pty Ltd, as the most advantageous tender to Council, for an initial period of 5 years commencing on 1 August 2019 with the option of a further 5-year extension by mutual agreement subject to the successful negotiation and execution of the contract.</p> <p>Further, THAT Council authorise the Chief Executive Officer to negotiate satisfactory contract terms and enter into the contract with Swim Fit SEQ Pty Ltd on behalf of Council.</p> <p>Moved By: Cr Vela Seconded By: Cr Cook Resolution Number: 16-20/1392</p> <p align="center"><b>CARRIED 7/0</b></p>	Magnan, Gordon	<p>18 Jun 2019 - 4:10 PM - Hiedi Hope</p> <p>Letter drafted for CEO signature ECM3782586</p> <p>18 Jun 2019 - 4:29 PM - Hiedi Hope</p> <p>Email communication sent to ECM 3784700</p> <p>25 Jun 2019 - 12:12 PM - Hiedi Hope</p> <p>Letter drafted for CEO signature ECM 3787160</p> <p>28 Jun 2019 - 2:19 PM - Hiedi Hope</p> <p>Letter drafted for CEO signature - 3792087</p> <p>3 Jul 2019 - 2:17 PM - Hiedi Hope</p> <p>Letter signed by CEO 3792348</p> <p>3 Jul 2019 - 2:17 PM - Hiedi Hope</p> <p>Management agreement has been reviewed by LVRC and reverted to Swim Fit S.E.Q. Pty Ltd</p> <p>12 Jul 2019 - 8:47 AM - Hiedi Hope</p> <p>Swim Fit SEQ Pty Ltd - has returned the Management Agreement to Peak Services for review.</p>	

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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1222	16/01/2019	Niemeyer Road and Rusty's Service Station	<p><b>RESOLUTION</b></p> <p>THAT with respect to the required upgrading of Niemeyer Road associated with the redevelopment of Rusty's Service Station, Council resolve to approve:</p> <ul style="list-style-type: none"> <li>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.</li> <li>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.</li> </ul>	McKenzie, Saren	<p>25 Jan 2019 - 9:24 AM - Sara Rozynski            EMI IWS emailed Mgr JP&amp;D - 24/01/2019 asking if she could follow up GenEng on the costings from the developer to undertake Council's component of the works. Saren to discuss further once received so this can be reviewed prior to formally responding.            18 Apr 2019 - 4:18 PM - Sara Rozynski            EMI of IWS has advised further discussions are being undertaken between the Developer, Transport and Main Roads and Council regarding funding contributions to the upgrade of Niemeyer Road. Further report to be submitted to Council regarding this matter.            NHVR A-Double approval to be progressed once the developer has confirmed required upgrade of Niemeyer Road.            15 May 2019 - 8:37 AM - Sara Rozynski            Executive Manager of Infrastructure Works and Services advised \$50,000 TIDS Funding has been reprogrammed to the 2019/2020 TIDS program via Council Resolution 16-20/1344 on 08/05/2019.            Heavy vehicle approval for this section of Niemeyer Road to be progressed when Niemeyer Road upgrading works are completed.</p>	

Moved By:

Cr Holstein

Seconded By:

Cr Cook

Resolution Number: 16-20/1222

CARRIED

7/0

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## LOCKER VALLEY REGIONAL COUNCIL RESOLUTIONS OF COUNCIL AND ACTION TAKEN 1/05/2016 - 30/06/2019 INFRASTRUCTURE WORKS & SERVICES

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A/Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1291	27/03/2019	Restoration of access to Lot 202 CP817791 at Flagstone Creek Road, Upper Flagstone	<p><b>RESOLUTION</b></p> <p>THAT Council endorse the construction and funding of a four-metre-wide farm access track from Flagstone Creek Road to Lot 202 CP817791 and authorise the Chief Executive Officer to do all things necessary to prepare and lodge an easement and survey plan to secure the access with the Department of Natural Resources, Mines and Energy at Council's cost.</p> <p>And Further;</p> <p>THAT Council resolve that the works are considered ex gratia with any future maintenance works the responsibility of the benefited party under the easement.</p> <p>Moved By: Cr Holstein Seconded By: Cr Cook Resolution Number: 16-20/1291</p> <p style="text-align: center;"><b>CARRIED</b> 7/0</p>	McKenzie, Sereen	<p>8 Apr 2019 - 2:48 PM - Sara Rozynski Executive Manager IWS requested Acting Manager IPD to commence formalising the access track.</p> <p>15 May 2019 - 8:49 AM - Sara Rozynski Acting Manager Infrastructure Planning and Design advised he met with Council's Legal Services and Property Coordinator on 09/05/2019. Legal unit is finalising the easement documents and getting quotes to do the survey work. Acting Manager Infrastructure Planning and Design to meet with the property owners later this week or early next week.</p> <p>15 Jul 2019 - 2:15 PM - Sara Rozynski Councillor Holstein and EM IWS met with the property owner of Lot 1 RP192500 onsite on 19/06/2019 at the proposed easement area on Flagstone Creek Road and stepped through proposed easement area and details of the easement plan/agreement process. Clarified the easement would be bordering an area already effected by a Powerlink easement. Left the property owner with layout plan showing the current Power and oil easement areas across his property. The property owner confirmed he was happy to proceed with easement and the Acting Manager Infrastructure Planning and Design would be in further contact once legal documentation was drafted. Agreed that the new front gate to be installed as part of the access to be a rural steel style gate and the entry from lot 1 RP192500 to the neighbouring property (lot 202 CP817791) to be a lesser standard barbed wire farmers style gate.</p>	

A/Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1386	12/06/2019	Plant and Fleet Rationalisation	<p><b>RESOLUTION</b></p> <p>THAT Council dispose of the two designated plant items being Fleet No. 117, Mack 6 x 4 Tipper and Fleet</p>	Keen, John	15 Jul 2019 - 1:51 PM - Sara Rozynski Manager Infrastructure Support Services has advised both plant items have been sent to auction and Council is awaiting the sale.	

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<p>No. 430/431, John Deere 7280R Tractor with an FAE road stabiliser attachment.</p> <p>Moved By: Cr Wilson Seconded By: Cr McLean Resolution Number: 16-20/1386</p> <p><b>CARRIED</b> 7/0</p>			
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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1416	26/06/2019	Additional TIDS Funding Contribution - Niemeyer Road, Hatton Vale Upgrade Works	<p><b>RESOLUTION</b></p> <p>THAT Council approve an additional \$50,000 (\$25,000 Council and \$25,000 Department of Transport and Main Roads) funding contribution from the 2019/2020 Transport Infrastructure Development Scheme (TIDS) program towards the upgrade of Niemeyer Road, Hatton Vale associated with the refurbishment of Rusty's Service Station.</p> <p>Moved By: Cr Holstein Seconded By: Cr Vela</p> <p>Resolution Number: 16-20/1416</p> <p><b>CARRIED</b> 7/0</p>	Casagrande, Angelo	<p>15 Jul 2019 - 1:52 PM - Sara Rozynski Executive Manager Infrastructure Works and Services has emailed the chairperson of the Scenic Valleys RTTG to advise of Council's decision on 10 July 2019. The Flagstone Creek Road project allocation in the 2019/2020 TIDS program will need to be reduced to account for the additional \$50,000 of funding now being made available to the Niemeyer Road upgrade project. A flying minute to approve the additional funding/reallocation needs to be facilitated by the RTTG chairperson. Awaiting a formal response from the RTTG.</p>	

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Res No.	Meeting Date	Subject	Resolution	Officer/Dept	Action Taken	Completed
16-20/1417	26/06/2019	Lockyer Valley Regional Council Public Parks Strategy 2019	<p><b>RESOLUTION</b></p> <p><b>THAT Council adopt the Lockyer Valley Regional Council Public Parks Strategy 2019, as attached to these Minutes.</b></p> <p>Moved By: Cr Holstein</p> <p>Seconded By: Cr Cook</p> <p>Resolution Number: 16-20/1417</p> <p><b>CARRIED</b></p> <p><b>7/0</b></p>	Sippel, Brendan	15 Jul 2019 - 2:06 PM - Sara Rozynski Public Parks Strategy is to be published on Council's website once the Investment Plan associated with the Parks Strategy is endorsed at the Council meeting. Investment Plan to be submitted to Council at the 24 July 2019 Council meeting.	

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**11. ORGANISATIONAL DEVELOPMENT AND PLANNING SERVICES REPORTS****11.1 Natural Resource Management Working Group Terms of Reference**

**Date:** 09 July 2019  
**Author:** Renee Sternberg, Senior Environmental Planner  
**Responsible Officer:** Ian Church, Chief Executive Officer

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**Summary:**

The purpose of this report is to present the Natural Resource Management Working Group Terms of Reference to Council for adoption.

**Officer's Recommendation:**

**THAT Council adopt the Natural Resource Management Working Group Terms of Reference, as attached.**

**Report****1. Introduction**

The Lockyer Valley Regional Council Community Plan 2017-2027 highlights "Nature" as one of seven themes with a future direction of "Our natural assets are valued and protected to sustain our unique rural lifestyle". This community direction flows into the Corporate Plan and the Operational Plan which identify outcomes as well as projects and priorities. One of the outcomes in the 2018-2019 and 2019-2020 Operational Plans is that the Lockyer Valley's Natural Assets are managed, maintained and protected. One of the targets within this outcome is:

*3.1.2 Develop and implement strategic environmental management plans to ensure that the region's natural assets are valued and protected.*

A Natural Resource Management (NRM) Plan is one of four Plans listed under this target. The target completion date for this action is during the 2019/2020 year.

This collaborative project between Lockyer Valley Regional Council and the community will develop an NRM Strategy and Plan. These two documents will ensure the region's natural assets are valued and protected and will help prioritise available funding towards to achieving multiple benefits.

**2. Background**

This report follows on from information provided to Councillors on 3 May 2019 and 28 May 2019 and the Council Report of 12 June 2019. Council endorsed the recommendation of this report: "that the NRM Strategy and Plan being developed via Option 1 - a 'collaborate' level of public participation with the final documents owned by the community". The actions outlined in this Council Report included:

- Council to establish an NRM Working Group,
- Council and the NRM Working Group members to establish Terms of Reference during the first NRM Working Group workshop which reflect the recommendation endorsed by Council, and
- NRM Working Group Terms of Reference be brought to Council for adoption.

### **3. Report**

Invitations to submit expressions of interest to be part of the Lockyer Valley NRM Working Group were advertised via the Valley Voice in the Gatton Star and social media on 8 May 2019. Direct invitations were also posted and emailed to known active members of the community or contacts in government and pseudo-government organisations. Forty-four community members representing a wide variety of community stakeholders were selected as members of the NRM Working Group.

The first NRM Working Group workshop was held on Tuesday 25 June, with 34 members in attendance. The purpose of the first workshop was for the NRM Working Group members to get to know each other and appreciate the diversity of stakeholders within the group. Their first task was to collectively create a list of principles to be followed when working together to achieve their overall purpose. Council Officers collated all the NRM Working Group's recommendations into a list of principles. These principles were then incorporated into a Draft Terms of Reference document which was distributed to the NRM Working Group members for comment. Comments were received and incorporated into the final Natural Resource Management Working Group Terms of Reference document which is being put to Council for adoption.

A newsletter was also created to summarise the activities and findings from the first workshop which the NRM Working Group members can use to disseminate information to the community members they are representing. The newsletter is also available on [Council's website](#).

The second NRM Working Group workshop is to be held on 3 August 2019. The purpose of this workshop is for the working group to identify Lockyer Valley's natural assets, threats to these natural assets and our desired strategic outcomes. Following the second workshop:

- A summary newsletter will be created and distributed to the NRM Working Group members, Councillors and made available on Council's website for review and reflection;
- The information harvested during the workshop will be collated by Council Officers and developed into a draft NRM Strategy;
- The Draft NRM Strategy will be distributed to the NRM Working Group members for review; and
- The Draft NRM Strategy will be put to Council for adoption.

### **4. Policy and Legal Implications**

The NRM Working Group Terms of Reference includes a confidentiality section which states that "All matters discussed at meetings of the Group will be conducted in accordance with the requirements of both the *Information Privacy Act 2009* and the *Right to Information Act 2009*."

### **5. Financial and Resource Implications**

The project budget will continue to be addressed through existing allocations.

### **6. Delegations/Authorisations**

No further delegations are required to manage the issues raised in this report. The Coordinator Environment and Pest will manage the requirements in line with existing delegations.

**7. Communication and Engagement**

The first newsletter was emailed to NRM Working Group members for their distribution to the wider community, and is available on [Council's website](#). The newsletter will also be distributed in Council's Community Connect Newsletter during August 2019.

Once the NRM Working Group Terms of Reference are adopted by Council they will be distributed to the NRM Working Group members and made available on Council's website.

**8. Conclusion**

The NRM Working Group developed the principles contained within the NRM Working Group Terms of Reference. The NRM Working Group members have reviewed and provided comment on the NRM Working Group Terms of Reference which are being put to Council for adoption.

**9. Action/s**

The NRM Working Group Terms of Reference will be distributed to the NRM Working Group members and made available on Council's website.

**Attachments**

1 [↓](#) Natural Resource Management Working Group Terms of Reference 3 Pages

# NRM Plan Project

## Natural Resource Management Working Group



## TERMS OF REFERENCE

### Purpose

The aim of the Natural Resource Management (NRM) Working Group (hereinafter referred to as the “Working Group”) is to collaborate with Lockyer Valley Regional Council to develop an NRM Strategy and NRM Plan that represents the values and priorities of the Lockyer Valley Local Government Area community and ensures our natural assets are valued and protected to sustain and enhance our unique rural lifestyle and environment.

### Functions

The Working Group’s main functions include:

- Sharing valuable expert local knowledge on the region’s natural resource values, and threats to these values (both spatially and temporally), to ensure the accuracy and quality of the NRM Plan actions;
- Ensuring that the NRM Strategy and NRM Plan reflect the values and priorities of the community;
- Collecting and disseminating information to and from the community members they are representing;
- Promoting the Region’s natural assets as “assets”;
- Ensuring other Strategies and Plans are not duplicated; and
- Ensuring the NRM Strategy and NRM Plan are sustainable and able to be updated into the future.

### Objective

The objective of the Working Group is to develop an NRM Strategy and NRM Plan which ensures our natural assets are valued and protected to sustain our unique rural lifestyle. The NRM Strategy and NRM Plan are to be completed ready for adoption, by 2020. The content of the NRM Strategy and NRM Plan will be developed using the expert, local knowledge of the Working Group members (and the community they are representing), which will be collected through a series of professionally facilitated workshops.

## Out of Scope

The timeframes and budget for the development of the NRM Strategy and NRM Plan are not negotiable, as these have been set by Council.

Council will be the final approver of the NRM Strategy and NRM Plan documents.

## Membership

Membership to the Working Group is voluntary and will be selected through an 'expression of interest' process managed by Council. Expressions of interest for the Working Group will be called via public advertisement including print, online media and may include direct invitations. Self-nomination to be considered for membership is permitted. There is no remuneration for membership of the Working Group.

Membership of the Working Group will seek to represent a broad range of stakeholders including:

- Council representatives including Councillors and Officers;
- Traditional owners, primary producers, horticulturalists, environmental community groups, developers, students and academics, business owners, tree-changers, tourism, residential communities, pseudo-government bodies, and State Government departments; and
- A range of ages and genders.

Working Group members will be selected using the following criteria:

- Reside or work within, or be closely affiliated with, the Lockyer Valley Regional Council local government area;
- Have strong community links and knowledge;
- Be committed to working positively in partnership with Lockyer Valley Regional Council to achieve positive outcomes;
- Represent stakeholder community interests rather than personal interests;
- Demonstrate how they will collect and disseminate information from and to the community members they are representing; and
- Be available to attend four workshops between June 2019 and June 2020.

Working group members may send a proxy if they are unable to attend a workshop or if they leave their position during the time that the working group is effective. Final membership and membership numbers are at the discretion of Council.

## Working Group Principles

The Working Group principles were developed by the Working Group members at their first workshop held on 25 June 2019. They include:

- We are respectful, listen consciously and act with integrity;
- We collaborate by finding common ground and compromising;
- We are positive, open, adaptable and committed to the process;
- We keep discussions relevant; and

- We acknowledge the project limitations.

## Meetings

Working Group workshops will be facilitated by professional facilitators using methods to harvest the collective knowledge and wisdom of the Working Group and the community members they are representing.

The operation of the Group will be facilitated by a Council officer who will:

- Manage electronic diary meeting invitations;
- Collate and distribute agendas, newsletter and reports;
- Provide an appropriate venue; and
- Support members to fulfil the intent of their appointment.

## Decision Making Process

The aim of the NRM Working Group is to represent a diversity of viewpoints and community views. It is not a requirement that consensus be reached among members on the issues discussed.

If a member believes he or she may have a conflict of interest in relation to a particular issue or item of discussion, the member is requested to make this position clear to the Working Group members. The member will not be excluded from discussion on the issue.

Members of the Working Group are expected to undertake their role in accordance with the Working Group Functions and Working Group Principles outlined above. Any conflicts which may arise between Working Group members should be resolved as much as possible through direct conversations where the goal is to understand each other's perspective and find common ground. Where unresolved conflict affects the Working Group and its operations, members in conflict may be directed by Council, to take a leave of absence until the conflict is resolved.

Individual membership of the Working Group may be cancelled by Council at its sole discretion via a letter under the signature of the Chief Executive Officer.

## Confidentiality

Group members are encouraged to collect information from the community members they are representing and to distribute the information discussed during the workshops to their wider networks.

Newsletters will be provided after each workshop to assist working group members with disseminating this information. These newsletters will also be available on Council's website.

All matters discussed at meetings of the Group will be conducted in accordance with the requirements of both the *Information Privacy Act 2009* and the *Right to Information Act 2009*.

## Amendments of Terms of Reference

Lockyer Valley Regional Council may at any time, after consultation with the NRM Working Group, vary these Terms of Reference. The NRM Working Group may recommend to Council variations to the Terms of Reference which Council will consider.

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**12. CORPORATE AND COMMUNITY SERVICES REPORTS****12.1 Interim Summary of Council Actual Financial Performance vs. Budget - 30 June 2019****Date:** 15 July 2019**Author:** Tony Brett, Manager Finance & Customer Services**Responsible Officer:** Graham Cray, Acting Executive Manager Corporate & Community Services

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**Summary:**

In accordance with Section 204 of the *Local Government Regulation 2012*, a financial report summarising the progress of Council's actual performance against budgeted performance is to be presented to Council. This report provides a summary of Council's financial performance against budget for the financial year to 30 June 2019. It should be noted that there are still some adjustments to be finalised as part of the end of financial year and external audit process.

**Officer's Recommendation:**

**THAT Council receive and note the Interim Summary of Council Actual Financial Performance versus Budget to 30 June 2019.**

**Report****1. Introduction**

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

**2. Background**

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

**3. Report**

The following report provides an interim summary of Council's financial performance against budget to 30 June 2019.

**Operating Revenue - Target \$58.92 million Actual \$60.20 million or 102.17%**

At 30 June 2019, overall operating revenue was slightly higher than the budgeted amount. Other Revenue was above target due to the recovery of insurance claims and other costs. Interest revenues also ended the year higher than the budgeted amount and the early payment of the 2019-20 Federal Assistance Grant has resulted in Grants and Subsidies being higher than expected.

Overall rates and charges are on budget with a variance of 0.04% although the take up of discount has been greater than expected for both six-monthly levies with more property owners paying on time.

The unfavourable variances in fees and charges for Building and Plumbing remained however payments for large developments received during the month has seen Development Applications revenues exceed the budgeted amount by \$0.68 million. It is difficult to predict the timing of these revenues, so a conservative budget has been set for 2019-20.

Contracts and Recoverable Works revenue has exceeded the target with some works in progress at the end of the financial year.

The profit from Council's investment in Queensland Urban Utilities (QUU) is still awaiting final confirmation from QUU with further adjustments required before the final profit is known.

**Operating Expenditure - Target \$56.68 million Actual \$57.93 million or 102.20%**

At 30 June 2019, overall operating expenditure for the year to date was slightly over target. Employee costs remain slightly over target by \$1.00 million or 4.09% with minor variances across almost all cost centres, and the accruals for long service leave and annual leave entitlements greater than budgeted. The timing of day labour capital works also contributed to the over expenditure.

Materials and services are slightly over budget with an overall variance of \$0.31 million or 1.68%. Much of this variance can be attributed to the timing of recoverable works expenditures and the reallocation of costs from capital projects.

Actual depreciation is less than budget due to the timing of write-offs and additions and this has offset the increase in finance costs relating to the adjustment to the provisions for landfill rehabilitation.

**Capital Revenue - Target \$4.96 million Actual \$5.10 million or 102.82%**

Overall capital grants and subsidies revenue is slightly ahead of target for the year with an additional \$1.11 million in contributed assets brought to account. Due to the uncertainty of the amounts and timing of the developer contributed assets, they cannot be budgeted for with any certainty. The increase in developer contributed assets has been offset by less than expected capital grants. The timing of capital grants and subsidies remains largely dependent upon the completion of the annual capital works program and the grant application approval process.

The negative revenue amount of \$4.32 million shown against capital expenses relates to accounting adjustments associated with Council's asset capitalisation processes. This will be reviewed during the final accounting for the end of year additions and disposals.

**Capital Expenditure – Target \$26.78 million Actual \$20.30 million or 75.80%**

To 30 June 2019, Council has expended \$21.12 million on its capital works program with a further \$1.94 million in committed costs for works currently in progress. With commitments included, the works program was 83.04% spent at 30 June 2019.

The main expenditures are \$14.46 million within Infrastructure, Works and Services and \$4.74 million within Corporate and Community Services.

A report will be presented to Council in August identifying the works that remain incomplete at year end as associated budgets will need to be carried over to the 2019-20 year. The carry forward budget will be incorporated into the September quarter budget review.

**Statement of Financial Position**

The Statement of Financial Position provides information on the breakdown of Council's assets and liabilities at a point in time. At 30 June, Council had \$32.01 million in current assets compared to \$14.82 million in current liabilities with a ratio of 2.15:1. This means that for every dollar of current liability, there is \$2.15 in assets to cover it.

**Statement of Cash Flows**

The Statement of Cash Flows provides information on the amount of cash coming in and going out. As at 30 June, there has been a net cash outflow of \$2.84 million with \$16.00 million received from operating activities with a net cash outflow of \$17.03 million being spent on capital works and a further net outflow of \$1.81 million for debt repayments.

The Statement of Cash Flows is important as it shows the real movement in Council's cash balances, as opposed to the accounting movements shown in the Statement of Income and Expenditure. To maintain adequate working capital, it is estimated that Council needs around \$11.00 million cash at any one time, at 30 June, Council's cash balance was \$23.10 million.

**4. Policy and Legal Implications**

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

**5. Financial and Resource Implications**

The financial results within this report are still subject to adjustments as part of the end of financial year and audit process. Any major changes to this result will be included in a future financial report to Council.

The interim report shows an operating surplus of \$2.26 million which is \$0.02 million more than budgeted. There are further adjustments to be made to the accounts which will change the amount of the surplus.

The budget for revenue is forecast on a conservative basis, which can lead to large variances in items which are difficult to predict such as development fees and charges. These variations are adjusted during the year through the budget review process, except for the last quarter where no review is completed. As the additional revenues may not be received in future years, the future budget is based on the original budget with a small allowance for growth.

As a result of the incomplete capital works program and the amount of accrued expenditure, Council's cash balance at 30 June is \$6.22 million more than expected. To determine future implications, the final balances will be updated into the long term financial plan following completion of the audit in September.

**6. Delegations/Authorisations**

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

**7. Communication and Engagement**

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

**8. Conclusion**

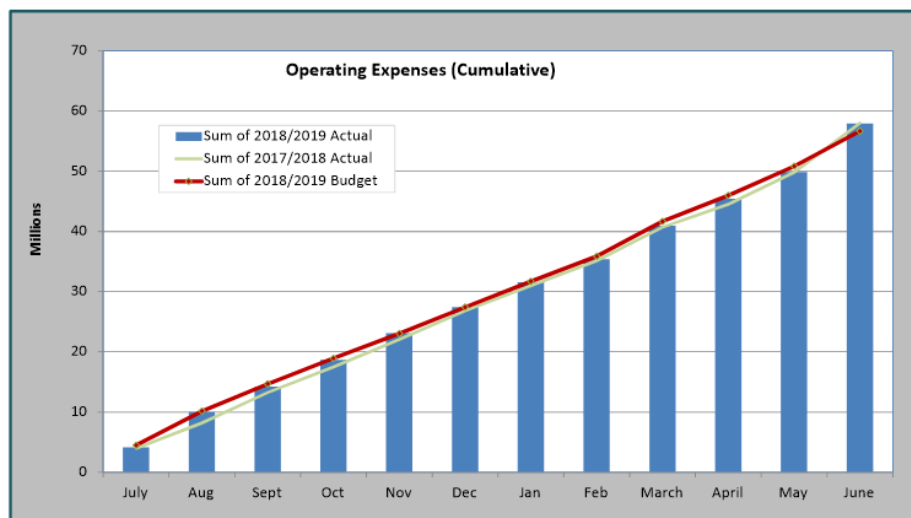
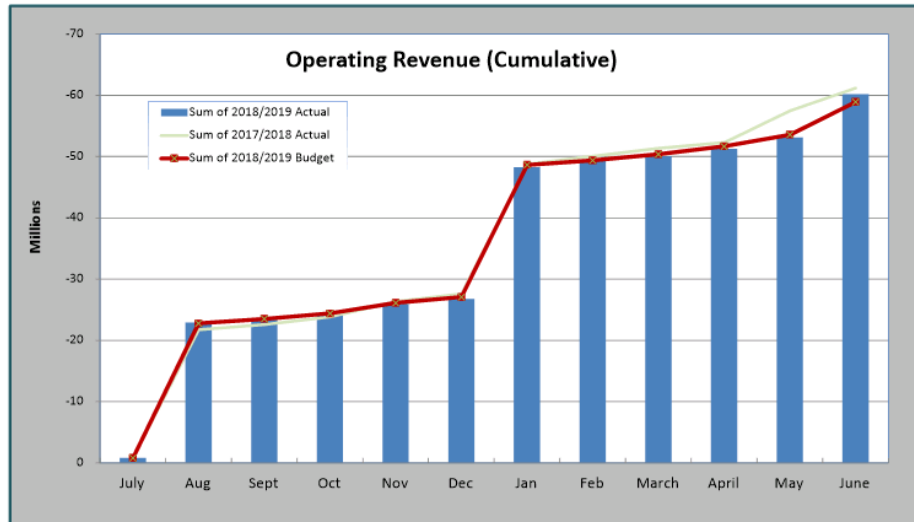
At 30 June, both revenues and expenditures are slightly above target. Final adjustments will be made as part of the audit process and any major changes will be reported back to Council with the final audited statements.

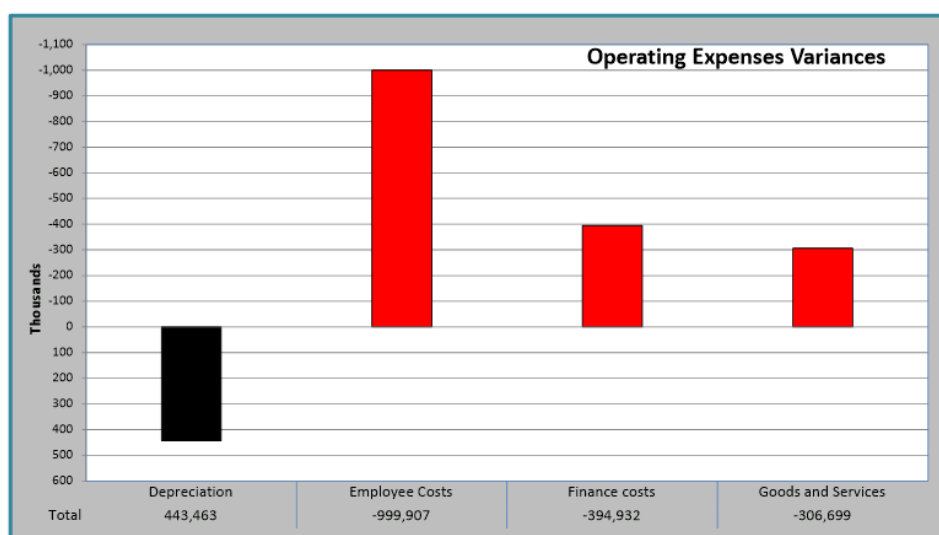
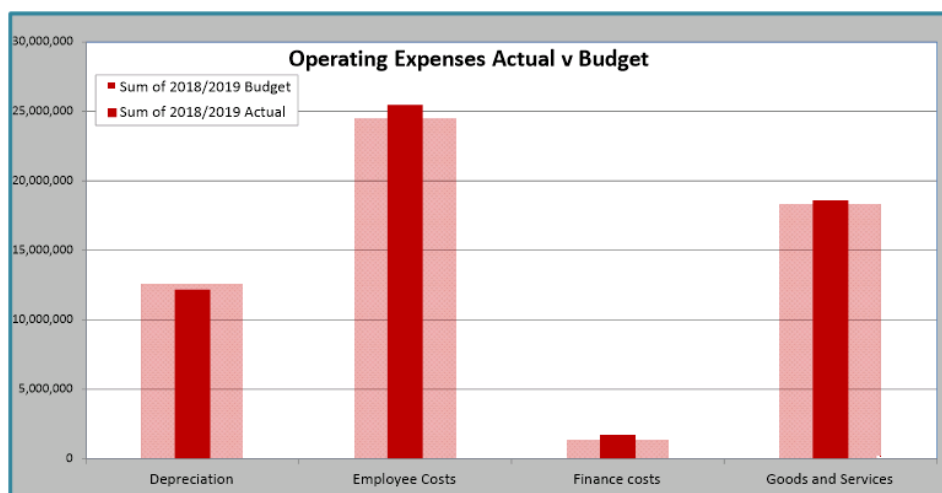
**9. Action/s**

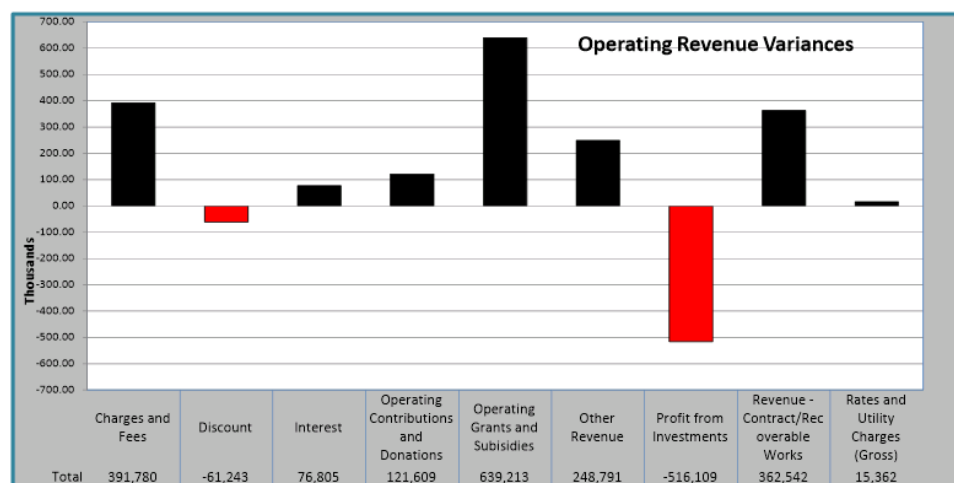
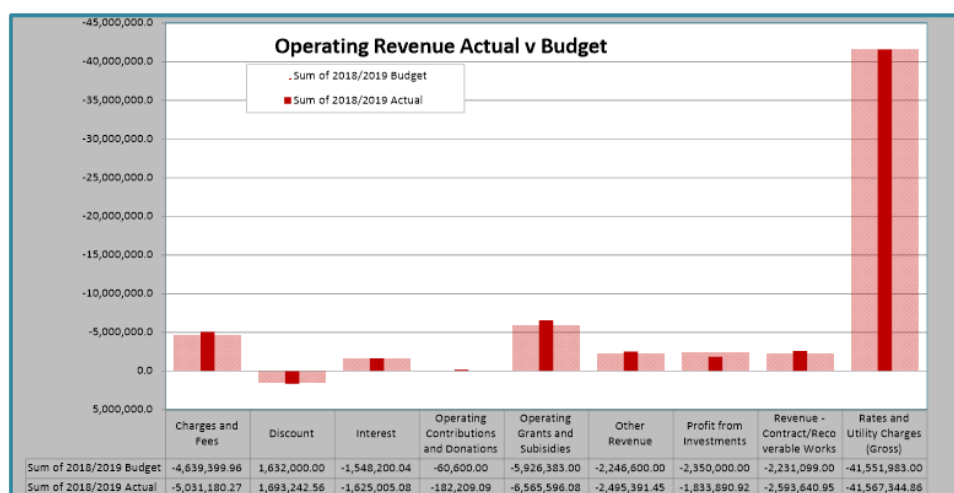
1. Nil

**Attachments**

- 1 [!\[\]\(084c814352ae118d0eef9871b61d706e\_img.jpg\)](#) Interim Monthly Financial Report June 2019 19 Pages







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

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<b>Operating Revenue:</b>					
Rates and Utility Charges (Gross)	41,551,983	41,567,345	41,551,983	(15,362)	(0.04)
Discount	(1,632,000)	(1,693,243)	(1,632,000)	61,243	(3.75)
Charges and Fees	4,639,400	5,031,180	4,639,400	(391,780)	(8.44)
Interest	1,548,200	1,625,005	1,548,200	(76,805)	(4.96)
Operating Grants and Subsidies	5,926,383	6,565,596	5,926,383	(639,213)	(10.79)
Operating Contributions and Donations	60,600	182,209	60,600	(121,609)	(200.68)
Revenue - Contract/Recoverable Works	2,231,099	2,593,641	2,231,099	(362,542)	(16.25)
Other Revenue	2,246,600	2,495,391	2,246,600	(248,791)	(11.07)
Profit from Investments	2,350,000	1,833,891	2,350,000	516,109	21.96
<b>Total Operating Revenue</b>	<b>58,922,265</b>	<b>60,201,016</b>	<b>58,922,265</b>	<b>(1,278,751)</b>	<b>(2.17)</b>
<b>Operating Expenses:</b>					
Employee Costs	24,457,644	25,457,551	24,457,644	(999,907)	(4.09)
Goods and Services	18,290,000	18,596,698	18,290,000	(306,699)	(1.68)
Finance costs	1,320,000	1,714,932	1,320,000	(394,932)	(29.92)
Depreciation	12,610,000	12,166,537	12,610,000	443,463	3.52
<b>Total Operating Expenses</b>	<b>56,677,644</b>	<b>57,935,719</b>	<b>56,677,644</b>	<b>(1,258,075)</b>	<b>(2.22)</b>
<b>Operating Surplus/(Deficit)</b>	<b>2,244,621</b>	<b>2,265,297</b>	<b>2,244,621</b>	<b>(20,676)</b>	<b>(0.92)</b>
<b>Capital Revenue:</b>					
Capital Grants, Subsidies and Contributions	4,960,000	5,102,330	4,960,000	(142,330)	(2.87)
Profit (Loss) on Disposal of Non Current Assets	-	(65,174)	-	65,174	0.00
Capital Expenses	233,000	(4,324,700)	233,000	4,557,700	1,956.09
<b>Total Capital Revenue</b>	<b>5,193,000</b>	<b>712,457</b>	<b>5,193,000</b>	<b>4,480,543</b>	<b>86.28</b>
<b>Operating Surplus/(Deficit) After Capital Items</b>	<b>7,437,621</b>	<b>2,977,754</b>	<b>7,437,621</b>	<b>4,459,867</b>	<b>59.96</b>

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

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<u>Operating Revenue:</u>					
Operating Grants and Subsidies	63,960	251,184	63,960	(187,224)	(292.72)
Operating Contributions and Donations	-	1,300	-	(1,300)	0.00
Revenue - Contract/Recoverable Works	1,049,634	1,004,423	1,049,634	45,211	4.31
Other Revenue	511,600	621,937	511,600	(110,337)	(21.57)
<b>Total Operating Revenue</b>	<b>1,625,194</b>	<b>1,878,845</b>	<b>1,625,194</b>	<b>(253,651)</b>	<b>(15.61)</b>
<u>Operating Expenses:</u>					
Employee Costs	4,641,977	4,947,757	4,641,977	(305,780)	(6.59)
Goods and Services	3,569,673	3,412,794	3,569,673	156,879	4.39
Finance costs	900	5,616	900	(4,716)	(524.04)
Depreciation	24,000	13,246	24,000	10,754	44.81
<b>Total Operating Expenses</b>	<b>8,236,550</b>	<b>8,379,414</b>	<b>8,236,550</b>	<b>(142,864)</b>	<b>(1.73)</b>
<b>Operating Surplus/(Deficit)</b>	<b>(6,611,356)</b>	<b>(6,500,569)</b>	<b>(6,611,356)</b>	<b>(110,787)</b>	<b>1.68</b>
<u>Capital Revenue:</u>					
Capital Expenses	-	-	-	-	0.00
<b>Total Capital Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00</b>
<b>Operating Surplus/(Deficit) After Capital Items</b>	<b>(6,611,356)</b>	<b>(6,500,569)</b>	<b>(6,611,356)</b>	<b>(110,787)</b>	<b>1.68</b>

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

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<u>Operating Revenue:</u>					
Rates and Utility Charges (Gross)	310,480	304,961	310,480	5,519	1.78
Charges and Fees	2,347,000	2,826,937	2,347,000	(479,937)	(20.45)
Interest	-	2,039	-	(2,039)	0.00
Operating Grants and Subsidies	425,489	391,157	425,489	34,332	8.07
Operating Contributions and Donations	15,000	180,000	15,000	(165,000)	(1,100.00)
Other Revenue	-	479	-	(479)	0.00
<b>Total Operating Revenue</b>	<b>3,097,969</b>	<b>3,705,572</b>	<b>3,097,969</b>	<b>(607,603)</b>	<b>(19.61)</b>
<u>Operating Expenses:</u>					
Employee Costs	4,606,078	4,387,123	4,606,078	218,955	4.75
Goods and Services	1,879,389	1,977,423	1,879,389	(98,034)	(5.22)
Finance costs	-	629	-	(629)	0.00
<b>Total Operating Expenses</b>	<b>6,485,467</b>	<b>6,365,175</b>	<b>6,485,467</b>	<b>120,292</b>	<b>1.85</b>
<b>Operating Surplus/(Deficit)</b>	<b>(3,387,498)</b>	<b>(2,659,603)</b>	<b>(3,387,498)</b>	<b>(727,895)</b>	<b>21.49</b>
<u>Capital Revenue:</u>					
Capital Grants, Subsidies and Contributions	874,340	1,997,020	874,340	(1,122,680)	(128.40)
<b>Total Capital Revenue</b>	<b>874,340</b>	<b>1,997,020</b>	<b>874,340</b>	<b>(1,122,680)</b>	<b>(128.40)</b>
<b>Operating Surplus/(Deficit) After Capital Items</b>	<b>(2,513,158)</b>	<b>(662,583)</b>	<b>(2,513,158)</b>	<b>(1,850,575)</b>	<b>73.64</b>

Lockyer Valley Regional Council (Corporate and Community Services)  
Statement of Comprehensive Income  
For Period Ending June 2019

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<u>Operating Revenue:</u>					
Rates and Utility Charges (Gross)	40,329,898	40,350,384	40,329,898	(20,486)	(0.05)
Discount	(1,632,000)	(1,693,243)	(1,632,000)	61,243	(3.75)
Charges and Fees	2,271,400	2,153,290	2,271,400	118,110	5.20
Interest	1,548,200	1,622,938	1,548,200	(74,738)	(4.83)
Operating Grants and Subsidies	3,955,819	4,307,823	3,955,819	(352,004)	(8.90)
Operating Contributions and Donations	45,600	-	45,600	45,600	100.00
Revenue - Contract/Recoverable Works	150,000	4,647	150,000	145,353	96.90
Other Revenue	1,502,400	1,567,395	1,502,400	(64,995)	(4.33)
Profit from Investments	2,350,000	1,833,891	2,350,000	516,109	21.96
<b>Total Operating Revenue</b>	<b>50,521,317</b>	<b>50,147,125</b>	<b>50,521,317</b>	<b>374,192</b>	<b>0.74</b>
<u>Operating Expenses:</u>					
Employee Costs	8,450,855	9,069,457	8,450,855	(618,602)	(7.32)
Goods and Services	10,502,702	10,392,602	10,502,702	110,100	1.05
Finance costs	924,100	1,294,748	924,100	(370,648)	(40.11)
Depreciation	11,443,000	11,006,021	11,443,000	436,979	3.82
<b>Total Operating Expenses</b>	<b>31,320,657</b>	<b>31,762,828</b>	<b>31,320,657</b>	<b>(442,170)</b>	<b>(1.41)</b>
<b>Operating Surplus/(Deficit)</b>	<b>19,200,660</b>	<b>18,384,298</b>	<b>19,200,660</b>	<b>816,362</b>	<b>4.25</b>
<u>Capital Revenue:</u>					
Capital Grants, Subsidies and Contributions	884,341	697,713	884,341	186,629	21.10
Profit (Loss) on Disposal of Non Current Assets	-	(44,121)	-	44,121	0.00
Capital Expenses	-	113,990	-	(113,990)	0.00
<b>Total Capital Revenue</b>	<b>884,341</b>	<b>767,581</b>	<b>884,341</b>	<b>116,760</b>	<b>13.20</b>
<b>Operating Surplus/(Deficit) After Capital Items</b>	<b>20,085,001</b>	<b>19,151,879</b>	<b>20,085,001</b>	<b>933,122</b>	<b>4.65</b>

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

	Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<u>Operating Revenue:</u>					
Rates and Utility Charges (Gross)	911,605	912,000	911,605	(395)	(0.04)
Charges and Fees	21,000	50,953	21,000	(29,953)	(142.63)
Interest	-	29	-	(29)	0.00
Operating Grants and Subsidies	1,481,115	1,615,432	1,481,115	(134,317)	(9.07)
Operating Contributions and Donations	-	909	-	(909)	0.00
Revenue - Contract/Recoverable Works	1,031,465	1,584,571	1,031,465	(553,106)	(53.62)
Other Revenue	232,600	305,581	232,600	(72,981)	(31.38)
<b>Total Operating Revenue</b>	<b>3,677,785</b>	<b>4,469,474</b>	<b>3,677,785</b>	<b>(791,689)</b>	<b>(21.53)</b>
<u>Operating Expenses:</u>					
Employee Costs	6,758,735	7,053,215	6,758,735	(294,480)	(4.36)
Goods and Services	2,338,235	2,813,879	2,338,235	(475,643)	(20.34)
Finance costs	395,000	413,939	395,000	(18,939)	(4.79)
Depreciation	1,143,000	1,147,270	1,143,000	(4,270)	(0.37)
<b>Total Operating Expenses</b>	<b>10,634,970</b>	<b>11,428,302</b>	<b>10,634,970</b>	<b>(793,333)</b>	<b>(7.46)</b>
<b>Operating Surplus/(Deficit)</b>	<b>(6,957,185)</b>	<b>(6,958,828)</b>	<b>(6,957,185)</b>	<b>1,644</b>	<b>(0.02)</b>
<u>Capital Revenue:</u>					
Capital Grants, Subsidies and Contributions	3,201,319	2,407,598	3,201,319	793,721	24.79
Profit (Loss) on Disposal of Non Current Assets	-	(21,052)	-	21,052	0.00
Capital Expenses	233,000	(4,438,690)	233,000	4,671,690	2,005.02
<b>Total Capital Revenue</b>	<b>3,434,319</b>	<b>(2,052,144)</b>	<b>3,434,319</b>	<b>5,486,463</b>	<b>159.75</b>
<b>Operating Surplus/(Deficit) After Capital Items</b>	<b>(3,522,866)</b>	<b>(9,010,973)</b>	<b>(3,522,866)</b>	<b>5,488,107</b>	<b>(155.79)</b>

**LOCKYER VALLEY REGIONAL COUNCIL**  
**STATEMENT OF FINANCIAL POSITION**  
**As at 30 June, 2019**

	2018-2019 Full Year Budget	2018-2019 YTD Actual
<b><u>Current Assets</u></b>		
Cash assets and cash equivalents	16,880,000	14,003,175
Cash investments	-	9,100,000
Trade and other receivables	3,530,000	6,455,358
Inventories	2,860,000	375,450
Non-current assets classified as held for sale	-	2,080,000
<b>Total Current Assets</b>	<b>23,260,000</b>	<b>32,013,983</b>
<b><u>Non Current Assets</u></b>		
Trade and other receivables	14,740,000	14,745,256
Equity investments	31,780,000	30,634,518
Investment properties	1,850,000	2,010,000
Property, plant and equipment	588,570,000	569,246,851
Intangible assets	6,550,000	5,355,010
<b>Total Non Current Assets</b>	<b>643,490,000</b>	<b>621,991,634</b>
<b>TOTAL ASSETS</b>	<b>666,750,000</b>	<b>654,005,617</b>
<b><u>Current Liabilities</u></b>		
Trade and other payables	3,950,000	7,645,387
Provisions	5,130,000	5,738,621
Borrowings	1,540,000	1,434,526
<b>Total Current Liabilities</b>	<b>10,620,000</b>	<b>14,818,534</b>
<b><u>Non Current Liabilities</u></b>		
Provisions	28,980,000	29,655,001
Borrowings	23,310,000	23,079,170
<b>Total Non Current Liabilities</b>	<b>52,290,000</b>	<b>52,734,171</b>
<b>TOTAL LIABILITIES</b>	<b>62,910,000</b>	<b>67,552,705</b>
<b>NET COMMUNITY ASSETS</b>	<b>603,840,000</b>	<b>586,452,912</b>
<b><u>Community Equity</u></b>		
Retained surplus (deficiency)	388,550,000	380,114,225
Asset revaluation surplus	213,040,000	200,123,848
Reserves	-	3,237,085
Current Surplus/(Deficit)	2,250,000	2,977,754
<b>TOTAL COMMUNITY EQUITY</b>	<b>603,840,000</b>	<b>586,452,912</b>

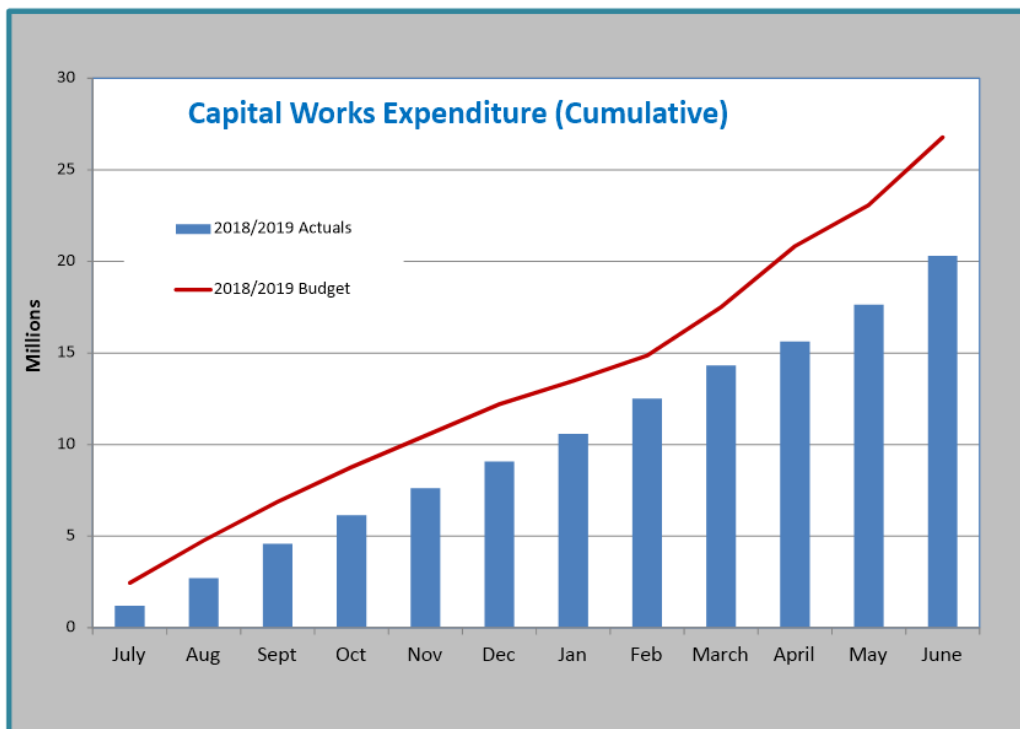
**LOCKYER VALLEY REGIONAL COUNCIL**  
**Statement of Cash Flows**  
**For the period ended 30 June, 2019**

	<b>2018-2019 Full Year Budget</b>	<b>2018-2019 YTD Actuals</b>
<b><u>Cash flows from operating activities:</u></b>		
<b><u>Receipts</u></b>		
Receipts from customers	57,240,000	57,687,697
Interest received	1,550,000	1,625,005
<b><u>Payments</u></b>		
Payments to suppliers and employees	(45,410,000)	(41,957,887)
Interest expense	(1,220,000)	(1,351,302)
<b>Net cash inflow (outflow) from operating activities</b>	<b>12,170,000</b>	<b>16,003,512</b>
<b><u>Cash flows from investing activities:</u></b>		
Capital grants, subsidies and contributions	4,770,000	3,337,811
Payments for property, plant and equipment	(26,610,000)	(21,370,184)
Net transfer (to) from cash investments	840,000	-
Proceeds from sale of property plant and equipment	1,240,000	1,004,441
<b>Net cash inflow (outflow) from investing activities</b>	<b>(19,760,000)</b>	<b>(17,027,933)</b>
<b><u>Cash flows from financing activities:</u></b>		
Repayment of borrowings	(1,480,000)	(1,815,806)
<b>Net cash inflow (outflow) from financing activities</b>	<b>(1,480,000)</b>	<b>(1,815,806)</b>
<b>Net increase (decrease) in cash and cash equivalents held</b>	<b>(9,060,000)</b>	<b>(2,840,226)</b>
Cash and cash equivalents at beginning of the financial year	25,940,000	25,943,401
<b>Cash and cash equivalents at end of the financial year</b>	<b>16,880,000</b>	<b>23,103,175</b>

## LOCKYER VALLEY REGIONAL COUNCIL

### CAPITAL WORKS BY GROUP

Row Labels	Values		
	2018/2019 Budget	2018/2019 Actuals	Sum of PercentSpent
Corporate & Community Services	6,740,527	4,743,094	70.37%
Executive Office	470,000	159,139	33.86%
Infrastructure Works & Services	17,726,221	14,458,293	81.56%
Organisational Development & Planning	1,847,000	937,116	50.74%
<b>Grand Total</b>	<b>26,783,748</b>	<b>20,297,642</b>	<b>75.78%</b>



LOCKYER VALLEY REGIONAL COUNCIL  
CAPITAL WORK SUMMARY  
June, 2019

	2018-2019 Amended Budget	2018-2019 Expenditure	Committed	2018-2019 Expenditure (including Committed)	Remaining Budget (including Committed)
<b>Corporate &amp; Community Services</b>					
Disaster Management	176,000	84,751	17,710	102,461	73,539
Facilities	3,055,021	2,750,313	112,565	2,862,879	192,142
Information Management	125,000	74,212	0	74,212	50,788
Information Technology	1,755,000	634,319	238,995	873,313	881,687
Public Order & Safety	91,980	89,335	0	89,335	2,645
SES	44,000	26,134	0	26,134	17,866
Transfer Stations	1,259,026	871,365	189,603	1,060,968	198,058
Gatton Child Care Centre	90,000	79,193	0	79,193	10,807
Waste Collection	10,000	0	0	0	10,000
Kensington Grove Community Childcare	0	0	0	0	0
Health and Regulatory Services	134,500	133,472	0	133,472	1,028
<b>Corporate &amp; Community Services Total</b>	<b>6,740,527</b>	<b>4,743,094</b>	<b>558,873</b>	<b>5,301,967</b>	<b>1,438,560</b>
<b>Executive Office</b>					
Regional Development Management	75,000	71,140	9,123	80,264	-5,264
Staging Post Café	20,000	18,175	0	18,175	1,825
Tourism Initiatives	40,000	5,686	9,475	15,160	24,840
Legal Services	335,000	64,138	800	64,938	270,062
<b>Executive Office Total</b>	<b>470,000</b>	<b>159,139</b>	<b>19,398</b>	<b>178,537</b>	<b>291,463</b>
<b>Infrastructure Works &amp; Services</b>					
Capital Program Delivery	11,694,912	9,074,225	687,854	9,762,079	1,932,833
Depot	80,000	76,914	0	76,914	3,086
Fleet	3,328,000	3,316,296	0	3,316,296	11,704
Parks & Open Spaces	942,959	653,541	1,537	655,078	287,881
Cemetery	370,350	410,159	16,596	426,754	-56,404
NDRRA Program - Infrastructure Recovery	1,310,000	927,158	0	927,158	382,842
<b>Infrastructure Works &amp; Services Total</b>	<b>17,726,221</b>	<b>14,458,293</b>	<b>705,987</b>	<b>15,164,279</b>	<b>2,561,942</b>
<b>Organisational Development &amp; Planning</b>					
Planning Scheme	1,170,000	703,470	291,321	994,791	175,209
Environmental Planning	25,000	0	0	0	25,000
Sport Recreation and Community Grants	582,000	181,243	368,220	549,463	32,537
Pest Management	70,000	52,403	0	52,403	17,597
<b>Organisational Development &amp; Planning Total</b>	<b>1,847,000</b>	<b>937,116</b>	<b>659,540</b>	<b>1,596,657</b>	<b>250,343</b>
<b>Grand Total</b>	<b>26,783,748</b>	<b>20,297,642</b>	<b>1,943,798</b>	<b>22,241,440</b>	<b>4,542,308</b>

**LOCKYER VALLEY REGIONAL COUNCIL**  
**CAPITAL WORKS DETAIL**  
**June, 2019**

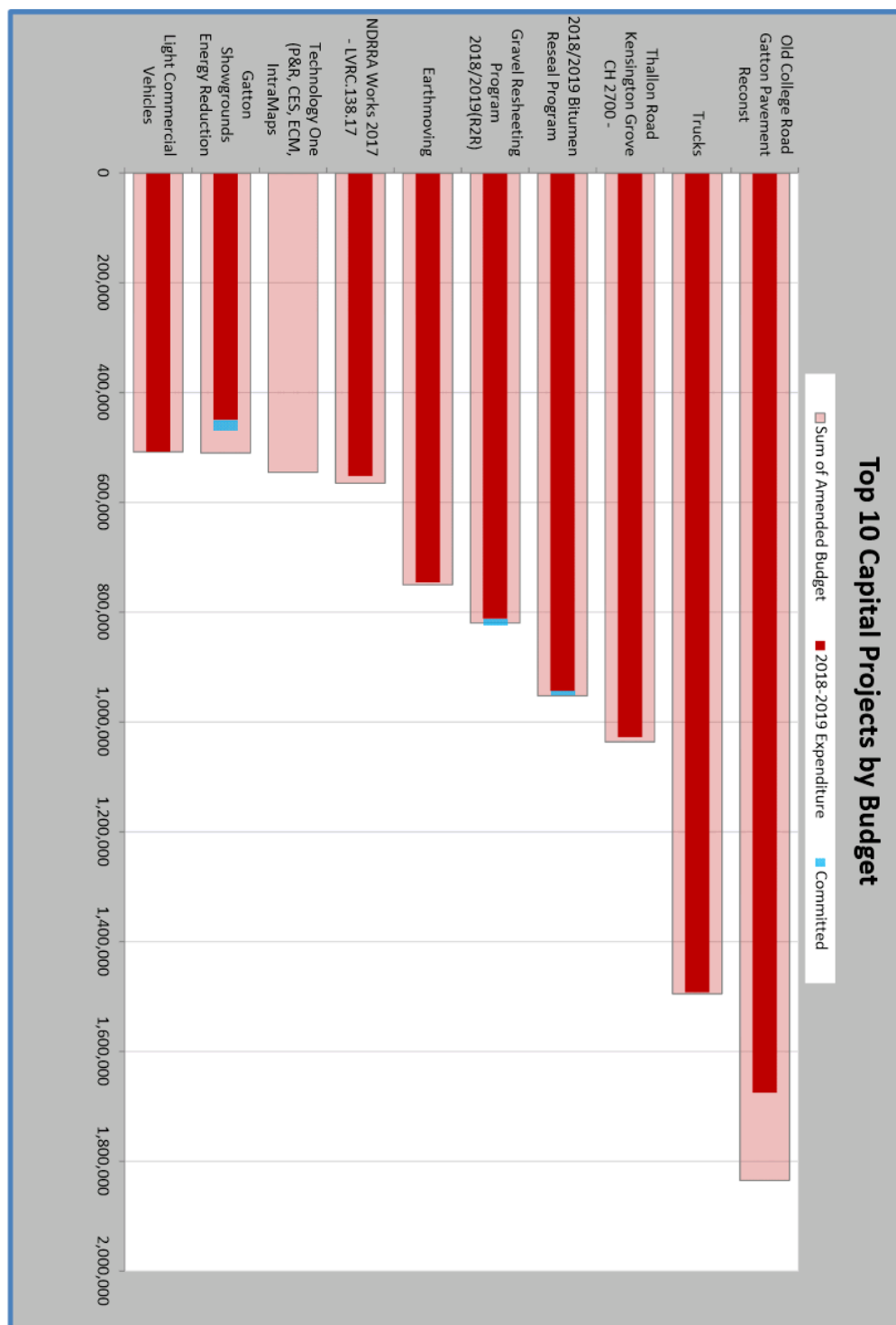
Row Labels	2018-2019 Budget	2018-2019 Expenditure	Committed	2018-2019 Expenditure (including Committed)	Remaining Budget (including Committed)
<b>Corporate &amp; Community Services</b>					
<b>Disaster Management</b>					
Alert Forecaster Gauge Mulgowie	40,000	0	0	0	40,000
Flood Camera System Upgrade	70,000	61,314	0	61,314	8,686
Flood Intelligence System	10,000	15,661	0	15,661	-5,661
Flood Mapping and Modelling L'yer Catchm	22,000	6,437	16,000	22,437	-437
Flooded Road Hot Spot Sensors	30,000	0	0	0	30,000
Floodway Manual Gauges	0	-661	0	-661	661
Waterride Flood Intelligence	4,000	2,000	1,710	3,710	290
<b>Disaster Management Total</b>	<b>176,000</b>	<b>84,751</b>	<b>17,710</b>	<b>102,461</b>	<b>73,539</b>
<b>Facilities</b>					
Admin Building Fire Detection/Counter	31,000	32,410	0	32,410	-1,410
Blenheim Public Toilets Structural Wall	25,000	10,949	0	10,949	14,051
Buildings & Facilities Asset Replacement	14,542	0	0	0	14,542
Cahill Park Lighting - Netball Courts	0	3,110	0	3,110	-3,110
Cochrane Street Units Drainage issues	24,994	24,994	0	24,994	-0
Construction of New Fence 75 Philips Rd	0	76,936	0	76,936	-76,936
Das Neumann Haus Kitchen upgrade	2,420	2,418	0	2,418	2
Donga 6 Facilities Staff Relocation	87,486	88,794	0	88,794	-1,308
Gatton Childcare Landscape Design Consul	16,100	16,100	0	16,100	0
Gatton North St Toilets Interior Refurb	1,000	1,074	0	1,074	-74
Gatton Shire Hall Masterplan Works	100,000	97,402	0	97,402	2,598
Gatton Show Grounds Internal Roadworks	95,219	95,204	0	95,204	15
Gatton Showgrounds Energy Reduction	510,000	449,509	20,019	469,528	40,472
Gatton Showgrounds Masterplan Document	25,000	24,474	1	24,475	525
Gatton Showgrounds Separate Metering	84,055	51,638	2,650	54,288	29,767
Gatton Showgrounds Yellow Toilets	31,661	31,661	0	31,661	0
Gatton Squash Courts Refurbishment	44,231	41,945	0	41,945	2,286
GSH Refurbishment PWD Amenities	270,000	220,111	50,342	270,452	-452
Gymnastics Shed Cooling Sys LVISC	60,451	60,451	0	60,451	0
Helidon Community Hall Solar Power Initi	40,000	3,800	0	3,800	36,200
Indoor Sports Ctr LED Light & Cooling	106,000	101,783	0	101,783	4,217
Jessie's Cottage Repairs & Painting	0	2,241	0	2,241	-2,241
Laidley Admin Building Refurbishment	0	406	217	623	-623
Laidley Pioneer Village Upgrades	50,000	17,759	0	17,759	32,241
Laidley Pool Construct Disabled Toilet	0	-600	0	-600	600
Laidley Pound Fencing Drainage & Repairs	13,000	13,011	0	13,011	-11
Laidley Swimming Pool refurbishment	57,514	57,514	0	57,514	-0
LCC Refurbish Ramp and Balustrading	30,000	9,874	0	9,874	20,126
LCC Install air handling system	100,000	78,366	0	78,366	21,634
LCC Refurb Drought Comm Programme Fund	53,500	52,015	0	52,015	1,485
LCC Replace Curtains & PA System	21,750	21,750	0	21,750	0
Lions Park Laidley Replace Toilet Block	69,220	63,042	0	63,042	6,178
LRR Changeroom Refurbishment	69,640	69,340	0	69,340	300
LV Cultural Centre Tile Replacement	42,900	42,748	0	42,748	152
LVEC Structural Remediation & Other Work	50,000	49,720	0	49,720	280
LVSA Roof Repairs, Water Proof G'Stand	25,000	10,681	0	10,681	14,319
Multiple Venues Solar Initiatives	11,509	11,509	0	11,509	0
Murphys Creek Community Centre Upgrades	14,943	14,943	0	14,943	0
Office Accommodation Review	10,000	0	0	0	10,000
Relocation Cncl Self Contained Toilets	0	0	8,000	8,000	-8,000
Replace Ageing Furniture at Prem Halls	0	-113	0	-113	113
Shire Hall Basement Exit/Fire Detection	1,257	975	0	975	282
Sight Seen Ropehill Comm Centre	0	17,334	0	17,334	-17,334
Static Safety Lines Various Facilities	30,000	16,302	0	16,302	13,698
Vets Support Laidley Disabled Carpark	30,000	29,475	0	29,475	525
Withcott Sport Centre Sewerage	30,548	30,548	0	30,548	0
Withcott Toilet Block& Sewer Plant	211,621	213,761	0	213,761	-2,140
Workshop & Store Electrical Switchboard	149,705	156,662	0	156,662	-6,957
<b>Facilities Total</b>	<b>3,055,021</b>	<b>2,750,313</b>	<b>112,565</b>	<b>2,862,879</b>	<b>192,142</b>
<b>Information Management</b>					
Records Relocation and Sentencing	125,000	74,212	0	74,212	50,788
<b>Information Management Total</b>	<b>125,000</b>	<b>74,212</b>	<b>0</b>	<b>74,212</b>	<b>50,788</b>

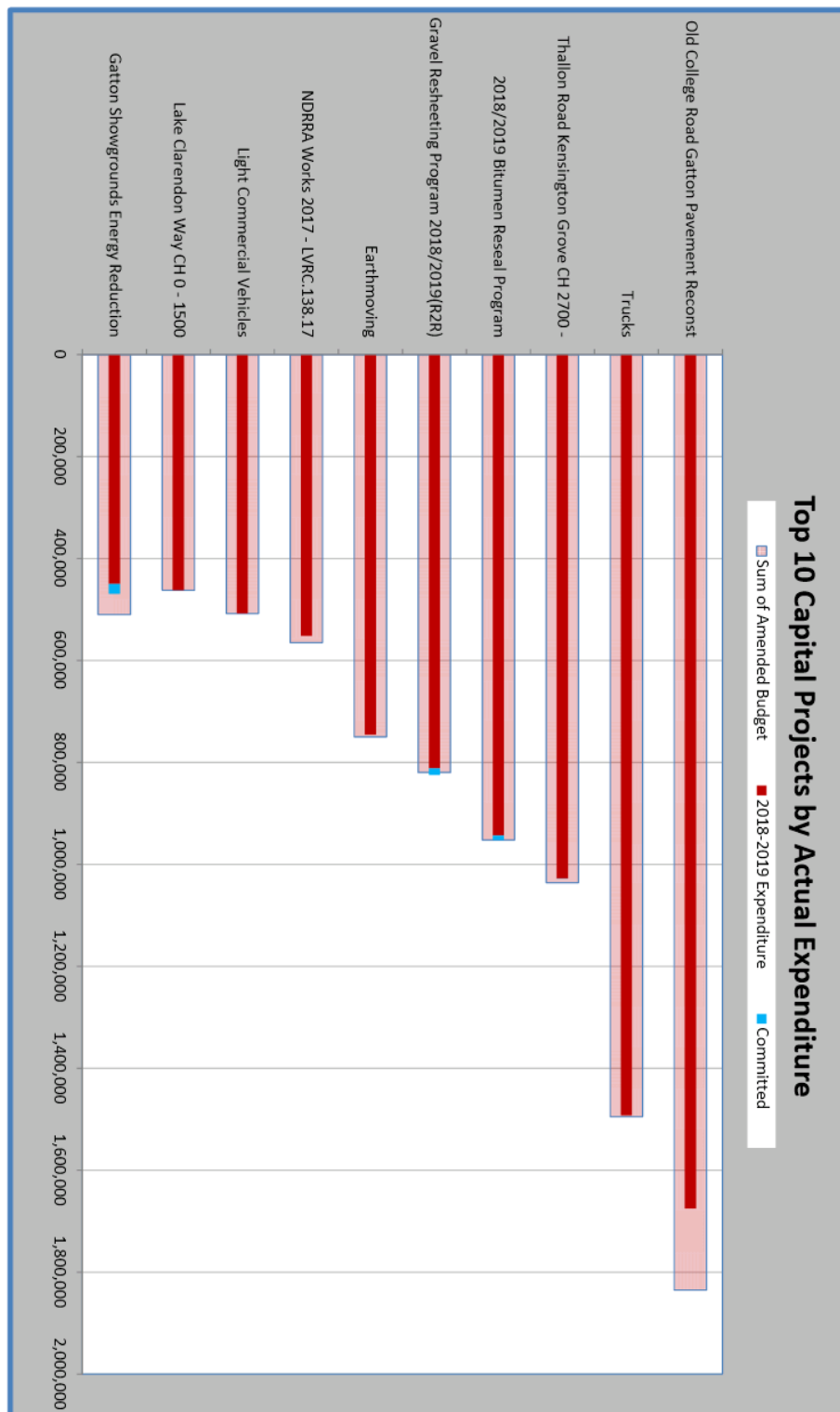
Row Labels	Amounts	2018-2019 Expenditure	Committed	2018-2019 Expenditure (including Committed)	Remaining Budget (including Committed)
2018-2019 Budget					
<b>Information Technology</b>					
Council Chambers Audio Visual System	1,000	0	0	0	1,000
Data Centre Upgrades	53,000	14,250	0	14,250	38,750
Flood Information / Advice Portal	0	10,741	0	10,741	-10,741
GIS Enhancement	102,000	37,441	20,945	58,385	43,615
Implement BCP Functionality	50,000	0	0	0	50,000
Implementation of Live Pro System	2,200	0	0	0	2,200
LVCC Audio Visual	30,000	0	0	0	30,000
LVCC Point of Sale	21,650	21,613	0	21,613	37
Network Cabinets & Cabling	20,000	0	0	0	20,000
Network Perimeter Security (Firewalls)	26,000	0	0	0	26,000
Network Security	52,000	51,990	0	51,990	10
Network Upgrades & Replacements	2,500	2,447	0	2,447	53
Printers/Scanners Renewal	35,000	0	0	0	35,000
Skype for Business	10,000	10,001	0	10,001	-1
Switches Renewal	74,000	0	73,952	73,952	48
Technology One (P&R, CES, ECM, IntraMaps	545,000	0	0	0	545,000
Technology One 'ECM Upgrade'	9,000	8,200	0	8,200	800
Technology One 'One Council' Project	350,000	343,605	120,534	464,138	-114,138
Upgrade MS Office	95,000	48,054	0	48,054	46,946
Upgrade Technology One P&R System to CIA	5,000	4,990	0	4,990	10
Upgrade Windows Desktop Operating System	2,650	2,636	0	2,636	14
UPS Renewal	25,000	0	0	0	25,000
Website Upgrade	50,000	0	0	0	50,000
Wireless Access Points	25,000	0	23,564	23,564	1,436
Wireless Network Secured	4,000	3,229	0	3,229	771
<b>Information Technology Total</b>	<b>1,755,000</b>	<b>634,319</b>	<b>238,995</b>	<b>873,313</b>	<b>881,687</b>
<b>Public Order &amp; Safety</b>					
Das Neumann Haus CCTV	4,980	4,527	0	4,527	453
Gatton CCTV Project	33,000	32,571	0	32,571	429
Laidley CCTV Project	25,000	24,669	0	24,669	331
Mobile Body CCTV Cameras for Staff	29,000	27,004	0	27,004	1,996
Renewal of CCTV Equipment in Laidley	0	564	0	564	-564
<b>Public Order &amp; Safety Total</b>	<b>91,980</b>	<b>89,335</b>	<b>0</b>	<b>89,335</b>	<b>2,645</b>
<b>SES</b>					
Gatton SES Driveway Improvement	10,000	0	0	0	10,000
Laidley SES Floor Coverings	14,000	13,273	0	13,273	727
SES Buildings Roller Door Auto Mechanism	10,000	8,332	0	8,332	1,668
<b>SES Total</b>	<b>44,000</b>	<b>26,134</b>	<b>0</b>	<b>26,134</b>	<b>17,866</b>
<b>Transfer Stations</b>					
Bitumen Sealing at Transfer Stations	10,000	42,810	0	42,810	-32,810
Driveway Entrance Repairs to Lock Waters	2,000	1,083	0	1,083	917
Gatton and Laidley Sites Landscaping	20,000	10,647	0	10,647	9,353
Gatton and Laidley Telemetry	59,000	63,717	0	63,717	-4,717
Gatton Landfill EHP Compliance	185,000	199,630	0	199,630	-14,630
Gatton Weighbridge Platform/Ramp	25,000	32,524	0	32,524	-7,524
Laidley Landfill Capping Works	7,000	0	6,177	6,177	823
Ldley Facility W/Bridge, Fencing & Securi	426,489	174,235	155,513	329,748	96,741
Oil buildings Upgrade and Maintenance	20,000	22,137	0	22,137	-2,137
Pest (weeds & fireants) washdown provisi	20,000	5,591	17,248	22,839	-2,839
Traffic Management Plan	12,000	0	9,740	9,740	2,260
Transfer Stations Landscaping	8,000	0	0	0	8,000
Waste Disposal Sites Survey and Fencing	35,000	0	0	0	35,000
Waste management Signage Review	10,000	5,226	0	5,226	4,775
Water Pump & Reticulation System Gatton	100,000	85,506	0	85,506	14,494
<b>Transfer Stations Total</b>	<b>1,259,026</b>	<b>871,365</b>	<b>189,603</b>	<b>1,060,968</b>	<b>198,058</b>
<b>Gatton Child Care Centre</b>					
GCCC Signage, Gazebo, L'Scaping & Tanks	85,000	74,685	0	74,685	10,315
GCCC Update Children's Equipment	5,000	4,508	0	4,508	492
<b>Gatton Child Care Centre Total</b>	<b>90,000</b>	<b>79,193</b>	<b>0</b>	<b>79,193</b>	<b>10,807</b>
<b>Waste Collection</b>					
Laidley Levy/Garbage Truck Turnarounds	10,000	0	0	0	10,000
<b>Waste Collection Total</b>	<b>10,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,000</b>
<b>Health and Regulatory Services</b>					
Dog Off Leash Areas, LRR & Gatton	72,000	73,840	0	73,840	-1,840
LVRG Animal Management Facility	30,000	31,652	0	31,652	-1,652
Security fencing for dog runs	7,500	6,673	0	6,673	827
Shade Shelters for Cattle Yards	10,000	13,515	0	13,515	-3,515
Upgrade Gate	15,000	7,792	0	7,792	7,208
<b>Health and Regulatory Services Total</b>	<b>134,500</b>	<b>133,472</b>	<b>0</b>	<b>133,472</b>	<b>1,028</b>
<b>Corporate &amp; Community Services Total</b>	<b>6,740,527</b>	<b>4,743,094</b>	<b>558,873</b>	<b>5,301,967</b>	<b>1,438,560</b>

Row Labels	Amounts				
	2018-2019 Budget	2018-2019 Expenditure	Committed	2018-2019 Expenditure (including Committed)	Remaining Budget (including Committed)
<b>Executive Office</b>					
<b>Regional Development Management</b>					
Entry Statements	40,000	25,912	0	25,912	14,088
GWIZ	0	57,485	9,123	66,608	-66,608
Lakeview Accommodation Precinct	0	3,564	0	3,564	-3,564
Lockyer Legends	20,000	18,921	0	18,921	1,079
Pre-sale Activities Grantham West	10,000	-37,342	0	-37,342	47,342
Upgrade to Water Infrastructure Hawck St	5,000	2,600	0	2,600	2,400
<b>Regional Development Management Total</b>	<b>75,000</b>	<b>71,140</b>	<b>9,123</b>	<b>80,264</b>	<b>-5,264</b>
<b>Staging Post Café</b>					
Roadside Signage for whole of complex	20,000	18,175	0	18,175	1,825
<b>Staging Post Café Total</b>	<b>20,000</b>	<b>18,175</b>	<b>0</b>	<b>18,175</b>	<b>1,825</b>
<b>Tourism Initiatives</b>					
Entrance Statement Plainland	0	-7,326	0	-7,326	7,326
Event Promotion Stands and Props	40,000	13,012	9,475	22,486	17,514
<b>Tourism Initiatives Total</b>	<b>40,000</b>	<b>5,686</b>	<b>9,475</b>	<b>15,160</b>	<b>24,840</b>
<b>Legal Services</b>					
Legal Costs & Compensation Placid Hills	162,000	23,500	0	23,500	138,500
Property Management & Disposal Strategy	148,000	40,638	800	41,438	106,562
Restoration of access L202 CP817791	25,000	0	0	0	25,000
<b>Legal Services Total</b>	<b>335,000</b>	<b>64,138</b>	<b>800</b>	<b>64,938</b>	<b>270,062</b>
<b>Executive Office Total</b>	<b>470,000</b>	<b>159,139</b>	<b>19,398</b>	<b>178,537</b>	<b>291,463</b>
<b>Infrastructure Works &amp; Services</b>					
<b>Capital Program Delivery</b>					
2018/2019 Bitumen Reseal Program	952,192	943,283	8,909	952,192	0
2018/2019 Black Spot Projects	3,273	0	0	0	3,273
2018/2019 Kerb & Channel Rehabilitation	53,345	53,345	0	53,345	0
2019/2020 - Culvert Renewal Program	0	0	2,118	2,118	-2,118
2019/2020 Bitumen Reseal Program (RTR)	0	188	27,655	27,842	-27,842
2019/2020 Gravel Resheeting Program	0	0	133,845	133,845	-133,845
Airforce Road, Helidon Wheel Path Failur	45,000	39,047	0	39,047	5,953
Allan Street, Gatton Footpaths	115,600	40,242	31,992	72,234	43,366
Back Flagstone Road, Iredale	280,000	283,946	0	283,946	-3,946
Blanchview Rd, S'Ridge (BS)	0	0	2,337	2,337	-2,337
Blanchview Road/Nuttals Road, Blanchview	67,300	8,533	6,351	14,884	52,416
Blanchview Road/O'Neils Road, Withcott	82,000	3,223	0	3,223	78,777
Cooper Street Laidley	80,000	0	0	0	80,000
Crowley Road, Crowley Vale	40,000	70,508	0	70,508	-30,508
Culvert Renewals - Various	490,000	431,443	15,188	446,631	43,369
Cycle Network Gatton	342,000	7,629	0	7,629	334,371
Depot Traffic Management	20,000	19,411	0	19,411	589
Dolleys Road Blanchview	27,500	4,868	0	4,868	22,632
Dolleys Road Upgrade	240,000	17,813	0	17,813	222,187
Drainage Works Tew Ct and Rogers Drive	64,112	58,320	5,792	64,112	0
Edward Street Laidley CH 0 - 270	90,000	36,236	9,576	45,812	44,188
Fairway Drive Kensington Grove Footpaths	141,390	5,849	0	5,849	135,541
Feldhahn St Gatton Pavement Reconstruct	43,256	38,330	0	38,330	4,926
Flagstone Ck Rd, Flagstone Ck (TIDS)	0	0	3,436	3,436	-3,436
Flagstone Creek Road Flagstone	58,000	57,983	0	57,983	17
Flagstone Creek State School	6,000	1,252	0	1,252	4,748
Forestry Road Bridge	130,000	4,482	35,552	40,034	89,966
Gatton Long Distance Coach Project	42,256	72	0	72	42,184
Gaul Street Gatton CH 0 - 300	42,113	42,113	0	42,113	0
Gehrke Road Culvert Replacement	0	-6,448	0	-6,448	6,448
Gehrke Road/Rons Road, Glenore Grove	186,392	41,684	144,111	185,795	597
Harm Dr/Lake Clarendon Rd Black Spot Pro	35,838	35,838	0	35,838	0
Hickey Street Gatton	24,570	7,744	0	7,744	16,826
Jordan Street, Gatton CH 0 - 150	302,134	302,318	0	302,318	-184
Kensington Grove Speed Review	0	-4,924	0	-4,924	4,924
Kerb and channel rehabilitation programm	7,000	0	0	0	7,000
Lake Clarendon Way	330,000	2,737	45,150	47,887	282,113
Lake Clarendon Way CH 0 - 1500	462,470	462,470	0	462,470	0
Lake Clarendon Way/Lake Clarendon Road	24,000	21,648	0	21,648	2,352
Long Gully Rd (CH.0-1.4) Upgrade gravel	43,822	43,822	0	43,822	0
Mountain View Drive Hatton Vale	19,881	19,881	0	19,881	0
Old College Road Gatton Pavement Reconst	1,835,000	1,674,981	0	1,674,981	160,019
Pavement Reconstruction Otto Road	35,000	26,973	12,782	39,755	-4,755
Pavement Reconstruction Peters St Gatton	198,986	197,930	0	197,930	1,056
Princess Street Road Pavement Gatton	347,603	346,818	785	347,603	0
Railway crossings safety improvements	30,000	6,539	0	6,539	23,461
Railway St Gatton LED Lighting Project	153,000	75,263	82,394	157,657	-4,657
Railway St/Summer St, Laidley (BS)	0	292	0	292	-292

Row Labels	Amounts		Committed	2018-2019 Expenditure (including Committed)	Remaining Budget (including Committed)
	2018-2019 Budget	2018-2019 Expenditure			
Road Closure Signs	40,000	6,707	0	6,707	33,293
Robinsons Road, Laidley	150,000	72,631	20,835	93,466	56,534
Rockmount Rd/Sawpit Gully Rd/Stockyard	18,500	12,732	0	12,732	5,768
Rockmount Road/Walkers Road, Rockmount	97,632	97,482	150	97,632	0
Rons Road, Glenore Grove	0	-7,890	0	-7,890	7,890
Seventeen Mile Rd (Ch. 0.0-0.9)	27,000	27,015	0	27,015	-15
Signs and Lines Projects	94,000	52,229	1,350	53,579	40,421
Spencer/William Street Gatton	30,000	27,780	0	27,780	2,220
Stevens Road Upgrade & Bitumen Seal	198,461	174,653	24,458	199,111	-651
Stormwater Improvements Gatton	100,000	19,528	8,694	28,222	71,778
Stormwater Outlet Protection	12,864	12,864	0	12,864	0
Summerholm Road Summerholm	116,804	116,804	0	116,804	0
Thallon Road Kensington Grove CH 2700 -	1,035,973	1,027,627	505	1,028,131	7,842
Urban stormwater drain inlet protection	40,000	0	0	0	40,000
Vehicle Activated Signs Bases Various	0	0	1,876	1,876	-1,876
Vehicle Activated Signs Road Safety PJ	25,000	25,664	0	25,664	-664
Wandin Road Withcott - CH 170 -300	5,000	-36	0	-36	5,036
William St Footpaths Gatton	18,417	14,537	2,797	17,334	1,083
William Street and Lake Apex Drive PCNP	0	-3,989	0	-3,989	3,989
William Street/Smith Street, Gatton	31,755	31,755	0	31,755	0
Woodlands Rd/ Pitt Rd/Forest Hill Blenhe	35,000	21,648	0	21,648	13,352
Woodlands Road Woodlands	58,200	6,758	0	6,758	51,442
<b>Capital Program Delivery Total</b>	<b>11,694,912</b>	<b>9,074,225</b>	<b>687,854</b>	<b>9,762,079</b>	<b>1,932,833</b>
<b>Depot</b>					
Gatton Depot Quarry Bays	77,000	76,914	0	76,914	86
Loose Tools & Equipment	3,000	0	0	0	3,000
<b>Depot Total</b>	<b>80,000</b>	<b>76,914</b>	<b>0</b>	<b>76,914</b>	<b>3,086</b>
<b>Fleet</b>					
Crane Mechanism in Workshop	35,000	35,270	0	35,270	-270
Earthmoving	750,000	745,528	0	745,528	4,472
Light Commercial Vehicles	508,000	507,401	0	507,401	599
Mowers	315,000	311,428	0	311,428	3,572
Passenger Vehicles	225,000	224,403	0	224,403	597
Trucks	1,495,000	1,492,266	0	1,492,266	2,734
<b>Fleet Total</b>	<b>3,328,000</b>	<b>3,316,296</b>	<b>0</b>	<b>3,316,296</b>	<b>11,704</b>
<b>Parks &amp; Open Spaces</b>					
Centenary Park Lighting	83,000	58,326	0	58,326	24,674
Das Neumann Haus Museum Park Sprinklers	12,100	0	0	0	12,100
Dawson Phipps Carpark	32,000	18,417	0	18,417	13,583
Fairy Lights Gatton	0	0	715	715	-715
Forest Hill PI Refurbish Shade Shelter	8,000	7,114	0	7,114	886
Forest Hill Recreation Reserve Refurbish	10,000	4,130	0	4,130	5,870
Fred Gillam Park Play Equipment	3,000	2,749	0	2,749	251
Gatton Revitalisation Various	42,500	0	0	0	42,500
Hatton Vale Park Concept and Design	60,000	30,906	0	30,906	29,094
Jean Biggs Park Withcott	13,500	13,255	0	13,255	245
Jean Biggs Park, Sprinkler System	29,700	4,878	0	4,878	24,822
Koffal Park Improvements Drought Grant	55,000	19,034	0	19,034	35,966
Laidley CC Bichel Oval Earth Drain Const	10,000	9,485	0	9,485	515
Laidley Rec Res Renewal PA001460	0	708	0	708	-708
Laidley Rec Res Renewal of PA001454	0	73	0	73	-73
Lake Apex Desilting Investigation Gatton	19,800	0	0	0	19,800
Lake Apex fingerboard signage	8,800	0	0	0	8,800
Lake Apex Pk Irrigation & Landscaping	5,000	3,606	0	3,606	1,394
Lake Apex Skate Bowl Carpark	12,000	10,778	0	10,778	1,222
Lake Apex Skate Park Access Crossing	13,000	26,544	0	26,544	-13,544
Lake Apex Storage Shed	4,950	0	0	0	4,950
Lake Apex Tree Planting	4,400	565	440	1,004	3,396
Lake Apex Upgrade of Steps	34,050	36,878	0	36,878	-2,828
Lions Park Irrigation Renewal Laidley	21,500	17,159	0	17,159	4,341
Lions Park Laidley Install bollards	62,390	60,342	0	60,342	2,048
Lions Pk Laidley Refurb Timber Shelters	33,500	23,400	0	23,400	10,100
Lions Pk, Park, Grantham Refurb P/Ground	4,400	1,900	0	1,900	2,500
LRR Bollard Replacement	49,000	47,548	0	47,548	1,452
M/Creek Cricket Grnd Renewal of Seating	12,500	10,646	0	10,646	1,854
McGovern Park Shelter Replacement	15,400	11,700	0	11,700	3,700
Murphys Creek Cricket Ground fence	40,000	40,681	0	40,681	-681
Murphys Creek Grounds Playground Edging	4,400	2,915	0	2,915	1,485
Parks and Gardens Deficiencies Review	33,000	32,132	0	32,132	868
Plainland roundabout landscaping upgrade	35,000	0	0	0	35,000
Ropehill Comm Ctre Replace Damaged Asset	55,000	54,503	0	54,503	497
Rotary Park BBQ Shelter	5,400	5,223	0	5,223	177
Rotary Park BBQ, Gatton	7,169	7,061	0	7,061	108
Rotary Park, Gatton Shelter Replacement	17,500	11,700	0	11,700	5,800
Springbrook Park Sprinkler System	60,000	68,974	0	68,974	-8,974
William Kemp Park BBQ Shelter	4,000	3,072	0	3,072	928

Row Labels	2018-2019 Budget	2018-2019 Expenditure	Committed	2018-2019 Expenditure (including Committed)	Remaining Budget (including Committed)
Zabel Road Lockrose Dip Site Rehabilitat	22,000	7,141	383	7,524	14,476
<b>Parks &amp; Open Spaces Total</b>	<b>942,959</b>	<b>653,541</b>	<b>1,537</b>	<b>655,078</b>	<b>287,881</b>
<b>Cemetery</b>					
Gatton Cemetery Expansion Stage 1	0	0	5,082	5,082	-5,082
Gatton Cemetery Expansion Works	255,000	303,644	11,514	315,158	-60,158
Gatton Cemetery Seating	5,100	5,091	0	5,091	9
Laidley Cemetery Garden & Fence Removal	5,000	4,233	0	4,233	768
Laidley Columbarium	105,250	97,190	0	97,190	8,060
<b>Cemetery Total</b>	<b>370,350</b>	<b>410,159</b>	<b>16,596</b>	<b>426,754</b>	<b>-56,404</b>
<b>NDRRA Program - Infrastructure Recovery</b>					
NDRRA Program Management 2017 FloodEvent	135,000	30,888	0	30,888	104,112
NDRRA Works 2017 - LVRC.138.17	565,000	551,762	0	551,762	13,238
NDRRA Works 2017 - LVRC.139.17	172,000	84,527	0	84,527	87,473
NDRRA Works 2017 - LVRC.141.17	124,000	65,265	0	65,265	58,735
NDRRA Works 2017 - LVRC.143.18	153,000	62,923	0	62,923	90,077
NDRRA Works 2017 - LVRC.142.17	161,000	131,792	0	131,792	29,208
<b>NDRRA Program - Infrastructure Recovery Total</b>	<b>1,310,000</b>	<b>927,158</b>	<b>0</b>	<b>927,158</b>	<b>382,842</b>
<b>Infrastructure Works &amp; Services Total</b>	<b>17,726,221</b>	<b>14,458,293</b>	<b>705,987</b>	<b>15,164,279</b>	<b>2,561,942</b>
<b>Organisational Development &amp; Planning</b>					
<b>Planning Scheme</b>					
Cooper St Mitigation	50,000	12,862	7,728	20,590	29,410
Engineering (not inc in expert report)	60,000	0	0	0	60,000
Flood investigations	45,000	33,113	1,425	34,537	10,463
Flood Modelling DM & Planning LTPS	45,601	28,631	16,970	45,601	0
Flood Modelling DM & Planning Thornton	152,360	0	152,360	152,360	0
LGIP Prepare Infrastructure Plan	95,000	58,465	10,952	69,417	25,583
Master Planning Future Urban Gatton	45,000	0	700	700	44,300
NDRP Lockyer Creek hydrology project (2	92,039	0	20,755	20,755	71,284
O'Neil's Road Withcott	0	152,979	0	152,979	-152,979
Planning Scheme Revision LVRC	470,000	408,670	76,592	485,262	-15,262
Scheme Feedback/BRFS Phase 4 Local Risk	115,000	8,750	3,840	12,590	102,410
<b>Planning Scheme Total</b>	<b>1,170,000</b>	<b>703,470</b>	<b>291,321</b>	<b>994,791</b>	<b>175,209</b>
<b>Environmental Planning</b>					
Lake Apex Water Quality Improvements	25,000	0	0	0	25,000
<b>Environmental Planning Total</b>	<b>25,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25,000</b>
<b>Sport Recreation and Community Grants</b>					
Cahill Park New Amenities	500,000	162,577	368,220	530,797	-30,797
Implementation Sport & Recreation Report	40,000	29,423	0	29,423	10,577
LRR Purchase of New Wide Area Mower	35,000	0	0	0	35,000
Master Plans R'Hill, Springbrook & AFL	7,000	-10,757	0	-10,757	17,757
<b>Sport Recreation and Community Grants Total</b>	<b>582,000</b>	<b>181,243</b>	<b>368,220</b>	<b>549,463</b>	<b>32,537</b>
<b>Pest Management</b>					
Spray Unit Collection Shed	70,000	59,416	0	59,416	10,584
Upgrade Animal Traps	0	-7,013	0	-7,013	7,013
<b>Pest Management Total</b>	<b>70,000</b>	<b>52,403</b>	<b>0</b>	<b>52,403</b>	<b>17,597</b>
<b>Organisational Development &amp; Planning Total</b>	<b>1,847,000</b>	<b>937,116</b>	<b>659,540</b>	<b>1,596,657</b>	<b>250,343</b>
<b>Grand Total</b>	<b>26,783,748</b>	<b>20,297,642</b>	<b>1,943,798</b>	<b>22,241,440</b>	<b>4,542,308</b>





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**13. INFRASTRUCTURE WORKS AND SERVICES REPORTS****13.1 Mud on Roads Enforcement Process****Date:** 18 July 2019**Author:** Baldeep Sehmi, Manager Infrastructure Delivery**Responsible Officer:** Angelo Casagrande, Executive Manager Infrastructure Works & Services

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**Summary:**

Over time, the Infrastructure Works and Services Group (IWS) have received numerous complaints about incidences of mud on Council owned and controlled roads by horticultural associated vehicles from a variety of sources. A process has now been developed to address this issue.

**Officer's Recommendation:**

**THAT Council endorse the 'Mud on Roads Enforcement Process' on Council controlled roads, as attached.**

**Report****1. Introduction**

Council is committed to meeting its legislative requirements under the *Local Government Act 2009* and for the safety of the community. This includes enforcing and rectifying road safety hazards of mud on public roads. Currently, Council tends to the clean-up of these incidents at its own cost to make the roads safe in a timely manner.

**2. Background**

Over the years, Council have received complaints to the Infrastructure Delivery Business Unit (IWS) regularly during wet weather regarding mud being trafficked from farm operations onto public roads. The mud on the road creates a safety hazard for other road users and therefore Council is required to intervene and make the road safe in a timely manner. This is a cost that Council has been absorbing for a long period of time and leads to poor accountability by the offender. Furthermore, the process impacts on Council operations as resourcing needs to be diverted to attend to this safety hazard.

**3. Report**

Once a complaint has been received, it has been Council practice to inspect the road. Initially, the issue is discussed with the relevant farm owner including the action needed to clean up the road. If no action is undertaken in a timely manner, Council cleans the road and a letter is sent to the farm.

In cases where IWS are unable to determine the farm responsible for the mud on the road, Council would then clean the road.

In order for Council to meet its legislative obligations under the *Local Government Act 2009* and other various statutes to ensure road safety for the community, it is recommended a new approach is taken to deal with these mud on road issues. Such an approach will result in the offending farm cleaning up

the mud or being fined in addition to paying clean-up costs, thus removing the financial burden on Council.

The proposed process to manage mud on roads will involve initial investigations by IWS who will seek cooperation from the offending farm to rectify the incident. Where cooperation is not forthcoming, IWS will engage with Council's Health, Waste and Regulatory Business Unit to assist with compliance action. A flow chart is attached detailing this process.

The flowchart details the enforcement options that will form part of the process where Council has sufficient evidence of the offence. Council will take a risk-based road safety approach when implementing the flowchart process and addressing the immediate risk of mud on the road.

The proposed commencement for the change in process will be from 1 November 2019 to allow sufficient time to undertake a community engagement strategy as detailed in point 7.

Examples of past complaints with mud on roads are provided below:



Figure 1: Neumann Road, Lake Clarendon



Figure 2: Neumann Road, Lake Clarendon



Figure 3: Smithfield Road, Gatton



Figure 4: Hawleys Road, Lake Clarendon

#### **4. Policy and Legal Implications**

Council has sourced external legal advice regarding options for managing mud on the road. The following options have been provided to Council:

- a) There is a range of enforcement tools available to the Council. We recommend that Council consider the use of Penalty Infringement Notices (PINs) for relevant offences as a means of deterring future offending conduct. The offence that appears most appropriate is section 443A of the Environmental Protection Act 1994;
- b) Council is able to take enforcement action against the farmer, the owner of the machinery and its operator;
- c) The Council has powers to require a person to undertake clean up. If the Council undertakes the clean-up works, it has cost recovery powers available;
- d) For ongoing offences, the Council could exercise its powers to remove crops within the road reserve or to bring enforcement action against the farmer under one or more of the offences identified in this letter

#### **5. Financial and Resource Implications**

The proposed process to manage mud on the road will allow Council to recover costs associated with the clean-up and allow the enforcement to be undertaken by Council. Additional demand will initially be experienced within the Health, Waste and Regulatory Business Unit however will be further monitored to assess whether additional resourcing is required longer term.

#### **6. Delegations/Authorisations**

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

**7. Communication and Engagement**

The following Community Information Strategy is recommended for implementation:

- Update Knowledge Base;
- Media releases through Corporate Communications;
- Local newspapers;
- Council website;
- Quarterly newsletter;
- Fact Sheets for Farmers; and
- Information to be provided as part of discussions between Council and Growers Association.

**8. Conclusion**

The implementation of this process will allow Council to manage the mud on road issue on Council controlled roads consistently across the Lockyer Valley Regional Council LGA.

**9. Action/s**

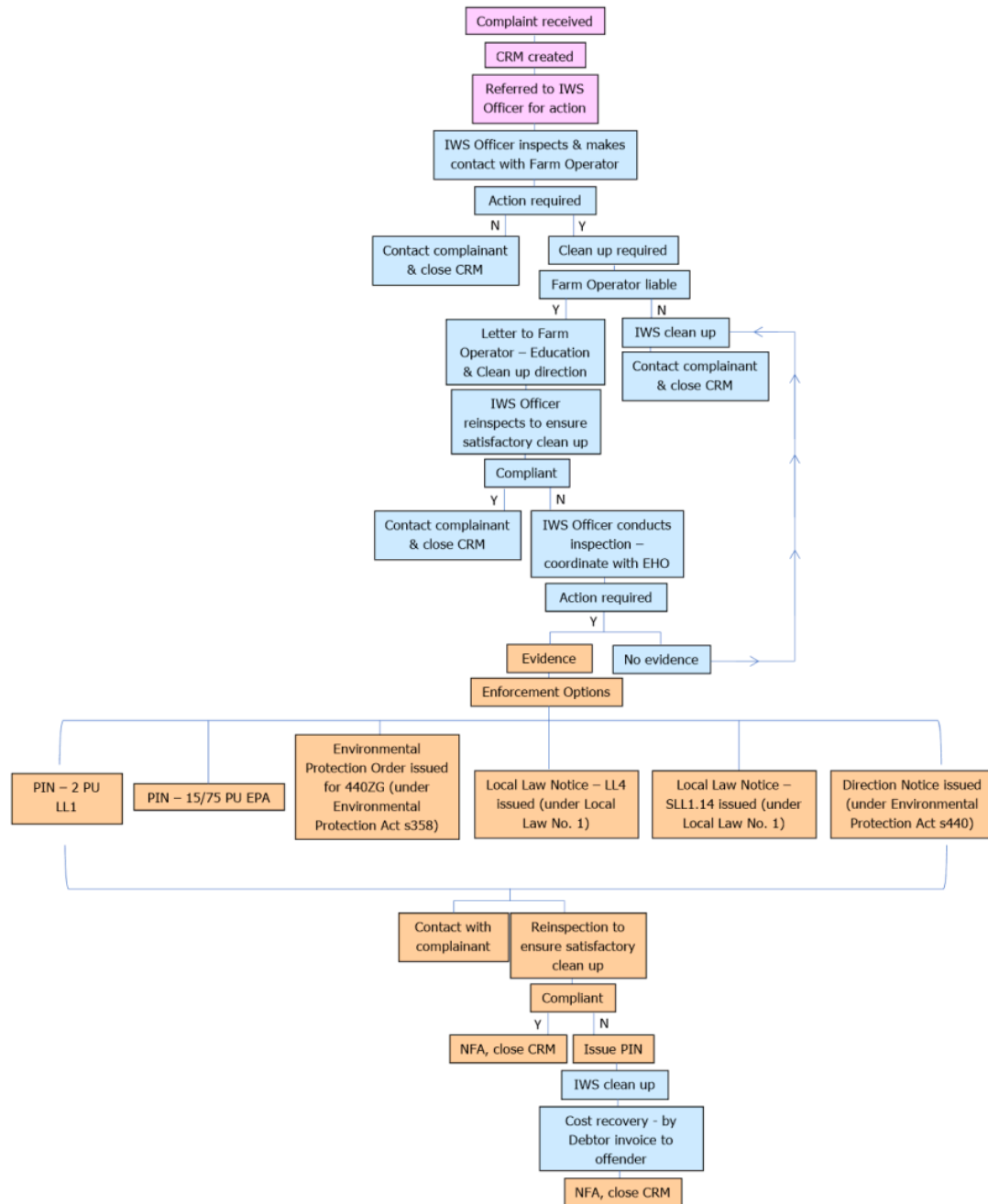
The following actions are proposed:

1. Implement the proposed process and enforcement options as detailed in the attached Flowchart;
2. Implement the Community Information Strategy as provided; and
3. Implement a start date of 1 November 2019 for this new process.

**Attachments**

- 1  Enforcement Process 1 Page

# Mud on Roads


**Understood to be Actioned by:**

- IWS
- Customer Service
- Environmental Health Officer

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**14. ITEMS FOR INFORMATION****14.1 Investment Report - June Quarter 2019****Date:** 15 July 2019**Author:** Tony Brett, Manager Finance & Customer Services**Responsible Officer:** Graham Cray, Acting Executive Manager Corporate & Community Services

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**Summary:**

As outlined in Council's 2018-19 Investment Policy, a quarterly report is required to be submitted to Council on the performance of its investment portfolio.

The investment of surplus funds has been made in accordance with the requirements of the *Statutory Bodies Financial Arrangements Act 1982* as well as Council's Investment Policy. As at 30 June 2019, Council had a total investment holding of \$21.92 million.

Overall our investments continued to perform well in comparison with targeted benchmarks with current investments exceeding these benchmarks. The interest revenue has exceeded the target for the year to date, but as future rates have started to drop, the revenues for the new financial year will need to be closely monitored.

**This document is for Council's information only.**

**Report****1. Introduction**

As required by Council's 2018-19 Investment Policy, a quarterly report is to be submitted updating Council on the performance of its investment portfolio.

**2. Background**

As at 30 June 2019, Council had a total investment holding of \$21.91 million.

**3. Report**

Council's 2018-19 Investment Policy sets out Council's investment guidelines including the time horizon, maximum exposure, credit risk guidelines and performance benchmarks of its investments.

The following two tables show the investment institution, credit rating and product type of our investment portfolio at 30 June 2019:

**Table 1**

<b>Institution</b>	<b>Amount \$</b>	<b>Percentage Holding</b>	<b>Credit Rating</b>
QTC	12,818,602	58.48%	AA
NAB	500,000	2.29%	AA-
Suncorp-Metway	2,000,000	9.12%	A+
AMP Bank	3,100,000	14.14%	A-
Bank of Queensland	1,000,000	4.56%	BBB+
ME Bank	1,000,000	4.56%	BBB
Defence Bank	1,000,000	4.56%	BBB
Auswide Bank	500,000	2.29%	BBB-
<b>Total</b>	<b>21,918,602</b>	<b>100.00%</b>	

**Table 2**

<b>Product Type</b>	<b>Amount \$</b>	<b>Percentage Holding</b>
Cash Fund - QTC	12,818,602	58.48%
Term Deposit	9,100,000	41.52%
<b>Total</b>	<b>21,918,602</b>	<b>100.00%</b>

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

The tables compare the rate of return on Council's investments at 30 June 2019, against the benchmarks indicated above (BBSW and AUSBOND).

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

**Table 3**

<b>Cash Fund Performance Against RBA Cash Rate &amp; UBS Bank Bill Index</b>	<b>QTC</b>	<b>RBA Cash Rate</b>	<b>AUSBOND Index</b>
Cash Fund Performance	2.37%	1.25%	1.97%

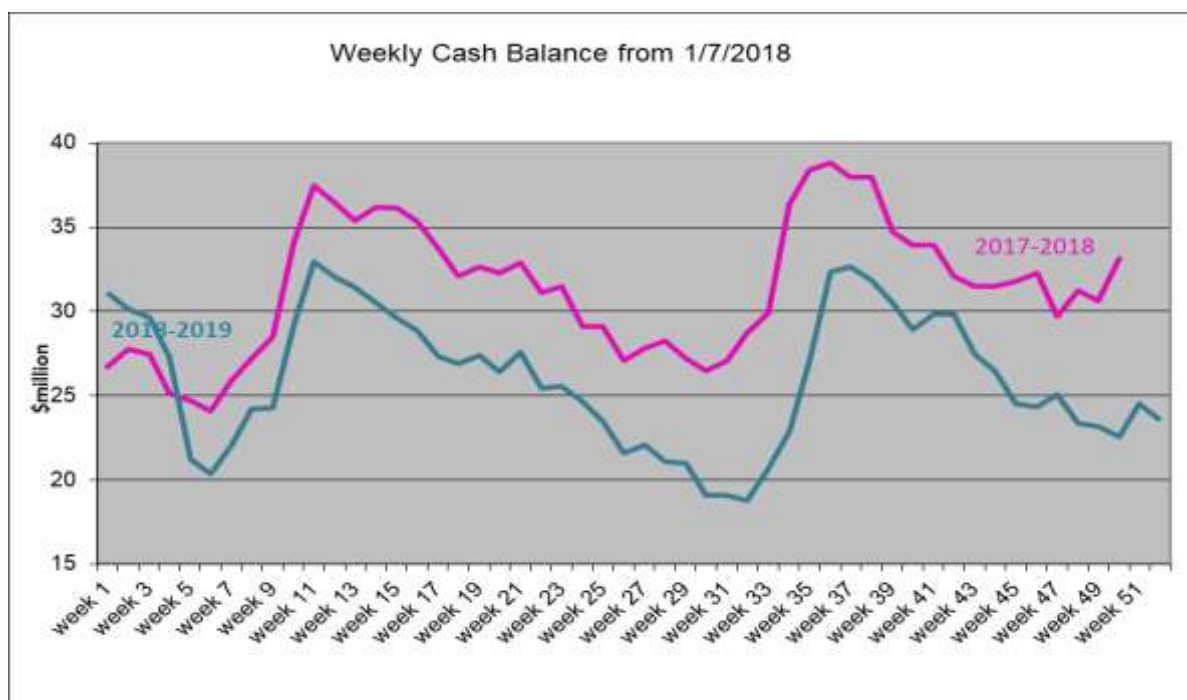
Table 4			
Term Deposit Performance Against BBSW Index & AUSBOND Index	Av Return on Deposits	BBSW Index	AUSBOND Index
Term Deposits	2.70%	1.22%	1.97%

As our deposits come up for renewal, the interest rates have fallen significantly for rates of less than twelve months. The QTC cash fund rate is now better than new term deposit rates making QTC a more attractive investment option, although the rates with QTC have also started to fall. The best regular rates on offer at present are around 1.80% and 2.30% for investment periods from three to twelve months. Council is unable to invest for periods greater than twelve months.

Table 5			
Interest Income vs Budget	Actual YTD	Original YTD Budget	% Annual YTD Budget
Interest Income on investments	\$693,778	\$614,000	113%

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

During the fourth quarter, cash at bank has decreased as our next major injection of cash will be the rates levy in August. Only minimum cash remains in Council's general funds each day with any excess being invested as Term Deposits or transferred to the QTC Cash Fund. The following graph shows a comparison over time of Council's weekly cash balances.



The following table shows that Council's total investments at 30 June 2019 is in overall compliance with the 2018-19 Investment Policy.

<b>TABLE 6</b>			
<b>Investment Policy Credit Risk Compliance</b>	<b>Current Exposure</b>	<b>Allowable Exposure</b>	<b>Difference</b>
<b>Cash Funds</b>			
QTC Cash Funds	58.48%	100%	41.52%
<b>Term Deposits</b>			
AAA to A+	11.41%	80%	68.59%
A to BBB+	18.71%	40%	21.29%
BBB to BBB	11.41%	25%	13.59%

#### Attachments

There are no attachments for this report.

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**14.2 External Grants Update**

**Date:** 16 July 2019  
**Author:** Tyana Boon, Business Administration Trainee  
**Responsible Officer:** Ian Church, Chief Executive Officer

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**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 April 2019 to 30 June 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 three 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 April 2019, seven external funding applications have been submitted. In this period, Council has been advised of five successful applications and six unsuccessful applications.

Below is the status of Council's external funding applications as at 16 July 2019:

STATUS as at 30 June 2019	Funding Program	Project Name	Total Cost of Project	Amount applied for	LVRC Cash contribution	LVRC In Kind contribution
Pending	Saluting Their Service Commemorations Program 2019-20	Restoration of Weeping Mother's Memorial	\$8,600.00	\$3,600.00	\$0	\$5,000.00
Successful	Queensland Seniors Week 2019	Queensland Seniors Week Subsidy 2019	\$3,570.00	\$1,000.00	\$2,570.00	\$0
Successful	2019/20 Bus Stop Shelter Program (BSSP)	Bus Stop Shelter Program	\$0	\$57,000.00	\$0	\$0
Unsuccessful	State Library Public Library Strategic Priorities Grants Program	Customer Engagement and Satisfaction Project	\$28,000	\$28,000	\$0	\$0
Unsuccessful	Queensland Reconstruction Authority, 2018-19 Resilience Funding	Cooper Street Drain Flood Mitigation Works	\$700,227	\$560,227	\$140,000	\$0
Unsuccessful	Queensland Reconstruction Authority, 2018-19 Resilience Funding	Belford Bridge Protection Works	\$250,000	\$200,000	\$50,000	\$0
Unsuccessful	Queensland Reconstruction Authority 2018-19 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

STATUS as at 30 June 2019	Funding Program	Project Name	Total Cost of Project	Amount applied for	LVRC Cash contribution	LVRC In Kind contribution
Successful	QDEP Funding Round 12 (Destination)	Laidley Spring Festival & Family Fun Day	\$76,275	\$10,000	\$40,000	\$24,275
Successful	Local Government Grants and Subsidies Program	Deterioration Modelling of Pavement and Seal Assets	\$60,000	\$36,000	\$24,000	\$0
Successful	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
Unsuccessful	Local Government Grants and Subsidies Program	Safety Upgrade for Springbrook Park	\$249,315.00	\$149,589.00	\$99,726.00	\$0
Unsuccessful	Local Government Grants and Subsidies Program	Safety Upgrade for Laidley Recreational Reserve	\$249,963.00	\$149,977.80	\$99,985.20	\$0

#### Attachments

There are no attachments for this report.

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**15. CONFIDENTIAL ITEMS****15.1 Proposed Changes to Infrastructure Agreement for Plainland Crossing**

**Date:** 09 July 2019  
**Author:** Mark Westaway, Contract - Senior Planner  
**Responsible Officer:** Ian Church, Chief Executive Officer

*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.*

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**Summary:**

Maddison Ridge and Lockyer Valley Regional Council have a signed Infrastructure Agreement with respect to the Plainland Crossing development (PX1) at Plainland. Maddison Ridge has requested a change to this existing Infrastructure Agreement, removing the Material Change of Use (MCU) charge component of the infrastructure agreement for Plainland Crossing PX1, to enable an offset of infrastructure charges for the Reconfiguring a Lot charge component associated with Plainland Crossing PX2.

**15.2 Legal Update - P&E Court Appeal 4421/17****Date:** 17 July 2019**Author:** Caitlan Natalier, Solicitor & Legal Services Coordinator**Responsible Officer:** Ian Church, Chief Executive Officer

*That the above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 275 (1) (f) (g) of the Local Government Regulation, 2012, as the matter involves starting or defending legal proceedings involving it; AND any action to be taken by the local government under the Planning Act, including deciding applications made to it under that Act.*

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**Summary:**

The purpose of this report is to provide an update to Council on the progress of the current court proceedings on foot between the parties, and the latest advice in relation to specific compliance matters, in order to seek Council direction and provide further instructions for the progress of these matters.

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**16. MEETING CLOSED**