

# Minutes



## ORDINARY MEETING OF COUNCIL

### MINUTES

13 MARCH 2024

## TABLE OF CONTENTS

Item	Subject	Page No.
<b>1.0</b>	<b>Meeting Opened.....</b>	<b>5</b>
1.1	Acknowledgement of Country .....	5
1.2	Opening Prayer .....	5
<b>2.0</b>	<b>Leave of Absence.....</b>	<b>5</b>
<b>3.0</b>	<b>Condolences/Get Well Wishes .....</b>	<b>5</b>
3.1	Condolences.....	5
<b>4.0</b>	<b>Declaration of any Prescribed conflicts of interests/Declarable conflicts of interest by councillors.....</b>	<b>6</b>
4.1	Declaration of Prescribed Conflict of Interest on any Item of Business .....	6
4.2	Declaration of Declarable Conflict of Interest on any Item of Business .....	6
<b>5.0</b>	<b>Mayoral Minute .....</b>	<b>6</b>
<b>6.0</b>	<b>Confirmation of Minutes.....</b>	<b>7</b>
6.1	Confirmation of Ordinary Meeting Minutes - 21 February 2024.....	7
<b>7.0</b>	<b>Business Arising from Minutes .....</b>	<b>8</b>
<b>8.0</b>	<b>Committee Reports .....</b>	<b>8</b>
8.1	Receipt of the Unconfirmed Minutes of the Local Disaster Management Group Meeting - 1 February 2024 .....	8
8.2	Receipt of the Unconfirmed Minutes of the Friends of Das Neumann Haus Committee Meeting - 15 February 2024 .....	29
<b>9.0</b>	<b>Deputations/Presentations.....</b>	<b>35</b>
<b>10.0</b>	<b>Executive Office Reports .....</b>	<b>36</b>
10.1	Summary of Council Actual Performance v Budget - 29 February 2024 .....	36
<b>11.0</b>	<b>People, Customer and Corporate Services Reports .....</b>	<b>60</b>
<b>12.0</b>	<b>Community and Regional Prosperity Reports.....</b>	<b>60</b>
12.1	MC2023/0030 Application for Development Permit for Material Change of Use for Animal Product Processing Industry and Intensive Animal Industries (Poultry Farm) - 46 Brown and Zirbels Road, Lilydale .....	60
12.2	MC2023/0048 Application for Development Permit for Material Change of Use for Caravan Park - 330 Grantham Winwill Road, Winwill.....	89
<b>13.0</b>	<b>Infrastructure Reports .....</b>	<b>138</b>
13.1	Revision of the Lake Apex Community Advisory Committee Terms of Reference .....	138
<b>14.0</b>	<b>Items for information .....</b>	<b>148</b>
14.1	Chief Executive Officer's Monthly Report - February 2024 .....	148
14.2	Group Manager People Customer and Corporate Service Monthly Report - February	

---

2024 .....	164
14.3 Group Manager Community and Regional Prosperity Monthly Report - February 2024.....	174
14.4 Group Manager Infrastructure Monthly Report - February 2024 .....	185
<b>15.0 Confidential Items .....</b>	<b>200</b>
<b>16.0 Meeting Closed.....</b>	<b>200</b>

**ATTENDANCE:**

**Councillors Present**

- Cr Tanya Milligan (Mayor) (Chairperson)
- Cr Jason Cook (Deputy Mayor)
- Cr Brett Qualischefski
- Cr Janice Holstein
- Cr Chris Wilson
- Cr Michael Hagan
- Cr Rick Vela

**Officers Present**

- Ian Church, Chief Executive Officer
- Dan McPherson, Group Manager People, Customer & Corporate Services
- Amanda Pugh, Group Manager Community & Regional Prosperity
- John Keen, Group Manager Infrastructure
- Bella Greinke, Council Business Officer
- Alena Higgins, Media and Communications Officer
- Dee Stewart, Coordinator Accounting Services (part of meeting)
- Tammee Van Bael, Planning Officer (part of meeting)
- Annette Doherty, Manager Planning, Policy and Community Wellbeing (part of meeting)
- Micahel Dargusch, Coordinator Development Assessment (part of meeting)

**Media Present**

- Grace Crichton, The Lockyer and Somerset Independent



---

**1.0 MEETING OPENED**

*The Mayor, Cr Milligan as Chairperson, opened the meeting at 9:00am and welcomed all present.*

**1.1 Acknowledgement of Country**

*The Chairperson acknowledged the traditional owners of the land on which the meeting is being held.*

**1.2 Opening Prayer**

*Ps. Doug Beahan led the meeting in prayer, following a minute's silence for those persons recently deceased.*

**2.0 LEAVE OF ABSENCE**

*No Leave Of Absence.*

**3.0 CONDOLENCES/GET WELL WISHES**

**3.1 Condolences**

**Author:** Bella Greinke, Council Business Officer  
**Responsible Officer:** Ian Church, Chief Executive Officer

---

**Officer's Recommendation:**

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

**RESOLUTION**

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

**Moved By:** Cr Holstein

**Seconded By:**

**Cr Hagan**

**Resolution Number: 20-24/1030**

**CARRIED**

**7/0**

#### **4.0 DECLARATION OF ANY PRESCRIBED CONFLICTS OF INTERESTS/DECLARABLE CONFLICTS OF INTEREST BY COUNCILLORS**

##### **4.1 Declaration of Prescribed Conflict of Interest on any Item of Business**

Pursuant to Chapter 5B, Part 2 of the *Local Government Act 2009*, a councillor who has a prescribed conflict of 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 prescribed conflict of interest in the matter, including the following about the interest –
  - i. if it arises because of a gift, loan or contract, the value of the gift, loan or contract
  - ii. if it arises because of an application or submission, the subject of the application or submission
  - iii. the name of any entity other than the councillor that has an interest in the matter
  - iv. the nature of the councillor's relationship with the entity that has an interest in a matter
  - v. details of the councillor's and any other entity's interest in the matter; and
- (b) leave the meeting room, including any area set aside for the public, and stay out of the meeting room while the matter is being discussed and voted on unless the subject councillor has written notice from the Minister to participate in the matter.

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

Pursuant to Chapter 5B, Part 3 of the *Local Government Act 2009*, a councillor who has a declarable 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 it arises because of the councillor's relationship with a related party:
  - i. the name of the related party to the councillor
  - ii. the nature of the relationship of the related party to the councillor
  - iii. the nature of the related party's interest in the matter
- (c) if it arises because of a gift or loan from another person to the councillor or a related party:
  - i. the name of the other person
  - ii. the nature of the relationship of the other person to the councillor or related party
  - iii. the nature of the other person's interest in the matter
  - iv. the value of the gift or loan and the date the gift or loan was made.
- (d) how the councillor intends to handle the matter i.e. leave the meeting or proposes to stay in a meeting.

*In accordance with Section 150EQ of the Local Government Act 2009, Councillor Cook informed the meeting that he has a declarable conflict of interest in Item 12.2, 'MC2023/0048 Application for Development Permit for Material Change of Use for Caravan Park - 330 Grantham Winwill Road, Winwill.' The nature of the interest is that Councillor Cook has a personal relationship with the McNeill family, who have an adjacent property and have lodged a submission to the application. Councillor Cook advised that he will leave the meeting room (including any area set aside for the public) while the matter is discussed and voted upon.*

##### **5.0 MAYORAL MINUTE**

*No Mayoral Minute.*

---

**6.0 CONFIRMATION OF MINUTES**

**6.1 Confirmation of Ordinary Meeting Minutes - 21 February 2024**

**Author:** Ian Church, Chief Executive Officer

**Responsible Officer:** Ian Church, Chief Executive Officer

---

**Officer's Recommendation:**

**THAT the minutes of the Ordinary Meeting of the Lockyer Valley Regional Council held on 21 February 2024 be taken as read and confirmed.**

**RESOLUTION**

**THAT the minutes of the Ordinary Meeting of the Lockyer Valley Regional Council held on 21 February 2024 be taken as read and confirmed.**

**Moved By: Cr Hagan**

**Seconded By:**

**Cr Cook**

**Resolution Number: 20-24/1031**

**CARRIED**

**7/0**

*No Business Arising from Minutes.*

**8.1 Receipt of the Unconfirmed Minutes of the Local Disaster Management Group Meeting - 1 February 2024**

**Author:** Bella Greinke, Council Business Officer  
**Responsible Officer:** Ian Church, Chief Executive Officer

**THAT Council receive and note the unconfirmed minutes of the Local Disaster Management Group meeting held on Thursday 1 February 2024.**

**THAT Council receive and note the unconfirmed minutes of the Local Disaster Management Group meeting held on Thursday 1 February 2024.**

Moved By: Cr Holstein                                      Seconded By: Cr Hagan  
Resolution Number: 20-24/1032

**CARRIED**  
**7/0**



LOCAL DISASTER MANAGEMENT GROUP  
MEETING MINUTES

1 FEBRUARY 2024

## TABLE OF CONTENTS

Item	Subject	Page No.
	Table of Contents .....	2
1.	Meeting Opened.....	4
2.	Apologies and Changes in Membership .....	4
3.	Presentations .....	4
4.	Confirmation of Minutes.....	5
4.1	Confirmation of Ordinary Local Disaster Management Group Meeting Minutes - 28 September 2023.....	5
5.	Business Arising from Minutes .....	6
6.	Local Disaster Coordinator and Committee Reports .....	6
6.1	Local Disaster Management Plan - Version 7.1 .....	6
7.0	Items for information .....	7
7.1	Changes to Bureau of Meteorology Flood Warning Products .....	7
7.2	Severe Weather Events Debrief .....	8
7.3	Voluntary Home Buy Backs in Lockyer Valley .....	10
7.4	Continuous Improvement - Lessons Implementation .....	11
7.5	Agency Status Report - Lockyer Valley Regional Council .....	12
7.6	Agency Status Report - Queensland Fire and Emergency Service .....	13
7.7	Agency Status Report - Queensland Ambulance Service .....	14
7.8	Agency Status Report - Queensland Police Service .....	15
7.9	Agency Status Report - SES .....	16
7.10	Agency Status Report - West Moreton Health .....	17
7.11	Agency Status Report - Red Cross .....	18
7.12	Training Needs Analysis & Future Training .....	19
7.	General Business .....	20
8.	Meeting Closed.....	20

## **ATTENDANCE**

### Members

Mayor Tanya Milligan (Chair)  
Cr Janice Holstein (Deputy Chair)  
Allison McGregor, Queensland Health  
Bob Bundy, QFES  
Ian Church, Local Disaster Coordinator  
John Holdcroft, LVRC  
Michelle Kocsis, LVRC (Deputy)  
Rowland Browne, QPS  
Paul Hardie, QAS  
Robert Graves, QFES

### Advisors

Alana Wahl, Laidley Community Centre (via teleconference)  
Caroline Ammundsen, Red Cross (via teleconference)  
Jeremy Sheldrick, XO District Disaster Management Group  
Dane Nice, Energex  
Hugh Goodfellow, Department of Education  
Grant Higgs, NBN  
Jenny Luke, West Moreton Health  
Kate Oxlade, Southern Queensland Correctional Centre  
Matthew Kelly, QPS  
Sharon Fong, Queensland Reconstruction Authority

### Observers/Other Attendees

Bella Greinke, Secretariat  
Dan McPherson, Local Recovery Coordinator / Deputy Local Disaster Coordinator  
Amanda Pugh, Deputy Local Disaster Coordinator  
Madonna Gibson, LVRC  
Matt Carr, QFES  
Cr Jason Cook, LVRC  
Cr Michael Hagan, LVRC  
Doug McDonald, QPS  
Rob Eccles, University of Queensland  
Alena Higgins, LVRC  
Jonathan Ormond, QAS

### **Apologies**

Susan Frost, University of Queensland  
Shelley Lester, Department Transport and Main Roads  
Laura Williams, Department Transport and Main Roads  
Nathan Peake, NEMA  
Colin Poole, Southern Queensland Correctional Centre

**1. MEETING OPENED**

The meeting commenced at 10:04am and the Chair, Mayor Milligan, welcomed all present.

**2. APOLOGIES AND CHANGES IN MEMBERSHIP**

Apologies

Refer previous page.

Changes in Membership

- Sharon Fong, QRA, Advisor
- Gavin Williams, QRA, Deputy Advisor
- Dane Nice, Energex, Advisor
- Hugh Goodfellow, Dept. Education, Advisor
- Shelley Lester, TMR, Advisor

**3. PRESENTATIONS**

**3.1 Bureau of Meteorology - Seasonal Outlook**

Bureau of Meteorology representative, Pieter Claassen, presented to the group on the weather outlook for the coming season. The presentation has been distributed with these minutes for the information of the group.

**3.2 LVRC –Incidents vs Disasters**

This presentation was moved to form part of item 7.2 Severe Weather Events Debrief.



## 1 FEBRUARY 2024

**Author:** Bella Greinke, Council Business Officer  
**Responsible Officer:** Ian Church, Chief Executive Officer

**CARRIED**  
**8/0**

LOCAL DISASTER MANAGEMENT GROUP  
MEETING MINUTES

1 FEBRUARY 2024

5. BUSINESS ARISING FROM MINUTES

*No Business Arising from Minutes.*

6. LOCAL DISASTER COORDINATOR AND COMMITTEE REPORTS

6.1 Local Disaster Management Plan - Version 7.1

**Author:** Michelle Kocsis, Disaster Management Advisor  
**Responsible Officer:** Ian Church, Chief Executive Officer

**Summary:**

The purpose of this report is to present the Local Disaster Management Plan – Draft Version 7.1 to the Local Disaster Management Group for their endorsement.

**Officer's Recommendation:**

**THAT the Local Disaster Management Group endorse the Local Disaster Management Plan - Draft Version 7.1, prior to presentation to the Lockyer Valley Regional Council for adoption.**

**RESOLUTION**

**THAT the Local Disaster Management Group endorse the Local Disaster Management Plan - Draft Version 7.1, prior to presentation to the Lockyer Valley Regional Council for adoption.**

**Moved By:** R Graves **Seconded By:** I Church  
**Resolution Number:** LDMG/0051

**CARRIED**  
**8/0**

**Key Discussion Points**

Council's Coordinator Disaster Management Resilience highlighted key changes to the document, and confirmed changes were only made to keep the document accurate and current, not to change intent.

There was no further discussion in relation to this item.

LOCAL DISASTER MANAGEMENT GROUP  
MEETING MINUTES

1 FEBRUARY 2024

7.0 ITEMS FOR INFORMATION

**GENERAL BUSINESS**

**THAT the Local Disaster Management Group receive and note the following items for information:**

- 7.1 - Changes to Bureau of Meteorology Flood Warning Products
- 7.2 - Severe Weather Events Debrief
- 7.3 - Voluntary Home Buy Backs in Lockyer Valley
- 7.4 - Continuous Improvement - Lessons Implementation
- 7.5 - Agency Status Report - Lockyer Valley Regional Council
- 7.6 - Agency Status Report - Queensland Fire and Emergency Service
- 7.7 - Agency Status Report - Queensland Ambulance Service
- 7.8 - Agency Status Report - Queensland Police Service
- 7.9 - Agency Status Report - SES
- 7.10 - Agency Status Report - West Moreton Health
- 7.11 - Agency Status Report - Red Cross
- 7.12 - Training Needs Analysis & Future Training

Moved By: R Graves

Seconded By:

P Hardie

Resolution Number: LDMG/0052

**CARRIED**

8/0

7.1 Changes to Bureau of Meteorology Flood Warning Products

**Author:** Michelle Kocsis, Disaster Management Advisor  
**Responsible Officer:** Ian Church, Chief Executive Officer

**Purpose:**

The purpose of this report is to brief the Lockyer Valley Local Disaster Management Group of the Bureau of Meteorology changes to flood warning products for the Lockyer Valley Region.

This document is for the Local Disaster Management Group's information only.

**Key Discussion Points**

Council's Disaster Management Advisor gave an overview of the new warning system, and noted it was in use during the recent weather event. The new system is a positive outcome for the Lockyer Valley region.

There was no further discussion in relation to this item.

Page 7

LOCAL DISASTER MANAGEMENT GROUP  
MEETING MINUTES

1 FEBRUARY 2024

**7.2 Severe Weather Events Debrief**

**Author:** Michelle Kocsis, Disaster Management Advisor  
**Responsible Officer:** Ian Church, Chief Executive Officer

**Purpose:**

This report is to facilitate a debrief within this Local Disaster Management Group meeting in relation to the 2023 Severe Weather Events.

**This document is for the Local Disaster Management Group's information only.**

**Key Discussion Points**

Council's Coordinator Disaster Resilience began by making a presentation to outline the categoric differences between incidents and disasters. Following, a debrief was undertaken for each of the recent events within the region, key points and comments listed below.

Severe Hailstorm 10/11/2023

- There was confusion from the public, expecting the LDMG to respond to the event, so clarity had to be given that this was not a disaster which required LDMG activation.
- Events such as this put pressure on response agencies, and without the activation of LDMG arrangements it can be difficult to access government funding for community centre agencies.
  - The Chair encouraged the community centres to reach out to local, state and federal members who may be able to advocate for support from government agencies
- The Chair advised that if there are notable medical issues or incidents during an event she would like to be advised. Chair agreed to contact West Moreton Health or QAS representative throughout events for updates.

Severe Hailstorm and Power Outage 23/12/2023 and 25/12/2023

- There were a number of power outages that were a result of external factors, such as tree's falling on power lines, rather than the Energex system failing.
- It was questioned if events of this nature should have LDMG activation given there are multiple agencies required to respond, and if there is a need to move into a coordinated recovery response.

Rain Event January 2024

- Discussion was held around availability of information, particularly in relation to closing of major roads and the Warrego Highway. Comments were made that it is difficult for agencies to gauge when they need to start moving staff in and out to ensure operations can continue if the Warrego Highway is closed, and to ensure their staff can make it home safely. An agency representative suggested that if a major road (e.g. Warrego Highway) is anticipated to close, an alert should be sent out to the LDMG from the relevant agency.

As part of this discussion, comments were made on the accuracy of information provided during the weather event and potential impacts, and the credibility of minutes taken.

*Note: Following this meeting, a review of the previous meeting and minutes will be undertaken.*
- Positive feedback was received on Council's internal operations and the operation of the Local Disaster Coordination Centre.
- This event was limited to one extraordinary LDMG meeting on 30/01/2023 and only two situation reports per day, which was appropriate for this event, but will continue to be assessed on a case by

Page 8

LOCAL DISASTER MANAGEMENT GROUP  
MEETING MINUTES

1 FEBRUARY 2024

---

case basis.

- A standalone debrief will be scheduled for this event in the near future.

There was no further discussion in relation to this item.

UNCONFIRMED

LOCAL DISASTER MANAGEMENT GROUP  
MEETING MINUTES

1 FEBRUARY 2024

**7.3 Voluntary Home Buy Backs in Lockyer Valley**

**Author:** Michelle Kocsis, Disaster Management Advisor  
**Responsible Officer:** Ian Church, Chief Executive Officer

**Purpose:**

The purpose of this report is to provide the Local Disaster Management Group on the Voluntary Home Buy Back Program in Lockyer Valley.

This document is for the Local Disaster Management Group's information only.

**Key Discussion Points**

The Group was provided the following update from Council's Group Manager Community and Regional Prosperity:

- Of the 17 properties identified in Tranche 1:
  - 12 properties have been demolished with 2 more scheduled
  - 2 properties have been removed with 1 further removal scheduled
- Of the 14 properties identified in Tranche 2:
  - 7 properties have been purchased by Council
  - 4 properties are ineligible with the project funding guidelines
  - 2 properties declined the offer
  - 1 property owner failed to respond

The process for obtaining quotes and appointing contractors to demolish/remove the properties as part of Tranche 2 has begun.

There was no further discussion in relation to this item.

LOCAL DISASTER MANAGEMENT GROUP  
MEETING MINUTES

1 FEBRUARY 2024

---

**7.4** **Continuous Improvement - Lessons Implementation**

**Author:** Michelle Kocsis, Disaster Management Advisor  
**Responsible Officer:** Ian Church, Chief Executive Officer

---

**Purpose:**

This report is to advise the Local Disaster Management Group (LDMG) of the progress of the implementation of recommendations based on insights and lessons from disaster operations and exercises and to seek updates from the LDMG on their progress against recommendations.

This document is for the Local Disaster Management Group's information only.

**Key Discussion Points**

Council's Coordinator Disaster Management Resilience provided an overview of the report.

There was no further discussion in relation to this item.

LOCAL DISASTER MANAGEMENT GROUP  
MEETING MINUTES

1 FEBRUARY 2024

---

**7.5 Agency Status Report - Lockyer Valley Regional Council**

**Author:** Bella Greinke, Council Business Officer  
**Responsible Officer:** Ian Church, Chief Executive Officer

---

**Purpose:**

Agency Status Report for Lockyer Valley Regional Council attached for information.

<b>This document is for the Local Disaster Management Group's information only.</b>
---

**Key Discussion Points**

An overview of the report was given by Council's Coordinator Disaster Management Resilience who highlighted Council's recent activities.

There was no further discussion in relation to this item.



LOCAL DISASTER MANAGEMENT GROUP  
MEETING MINUTES

1 FEBRUARY 2024

---

**7.6 Agency Status Report - Queensland Fire and Emergency Service**

**Author:** Bella Greinke, Council Business Officer  
**Responsible Officer:** Ian Church, Chief Executive Officer

---

**Purpose:**

Agency Status Report for Queensland Fire and Emergency Service (QFES) attached for information.

<b>This document is for the Local Disaster Management Group's information only.</b>
---

**Key Discussion Points**

The QFES representative present provided the following update:

- Assistance has been provided over the recent rain event.
- Washouts are being undertaken in a number of areas.
- Matt Carr, new station officer in Gatton.

There was no further discussion in relation to this item.

LOCAL DISASTER MANAGEMENT GROUP  
MEETING MINUTES

1 FEBRUARY 2024

---

**7.7 Agency Status Report - Queensland Ambulance Service**

**Author:** Bella Greinke, Council Business Officer  
**Responsible Officer:** Ian Church, Chief Executive Officer

---

**Purpose:**

Agency Status Report for Queensland Ambulance Service (QAS) attached for information.

<b>This document is for the Local Disaster Management Group's information only.</b>
---

**Key Discussion Points**

QAS are operating business as usual, nil further update.

LOCAL DISASTER MANAGEMENT GROUP  
MEETING MINUTES

1 FEBRUARY 2024

---

**7.8 Agency Status Report - Queensland Police Service**

**Author:** Bella Greinke, Council Business Officer  
**Responsible Officer:** Ian Church, Chief Executive Officer

---

**Purpose:**

Agency Status Report for Queensland Police Service (QPS) attached for information.

<b>This document is for the Local Disaster Management Group's information only.</b>
---

**Key Discussion Points**

QPS are operating business as usual, nil further update.

LOCAL DISASTER MANAGEMENT GROUP  
MEETING MINUTES

1 FEBRUARY 2024

---

**7.9 Agency Status Report - SES**

**Author:** Bella Greinke, Council Business Officer  
**Responsible Officer:** Ian Church, Chief Executive Officer

---

**Purpose:**

Agency Status Report for State Emergency Service (SES) attached for information.

<b>This document is for the Local Disaster Management Group's information only.</b>
---

**Key Discussion Points**

The SES representative present provided the following update:

- An Engagement and Recruitment Officer has been appointed.
- All tasks resulting from the recent rain and flooding have been completed.
- The Lockyer SES has received a large monetary donation.

There was no further discussion in relation to this item.

LOCAL DISASTER MANAGEMENT GROUP  
MEETING MINUTES

1 FEBRUARY 2024

**7.10 Agency Status Report - West Moreton Health**

**Author:** Bella Greinke, Council Business Officer  
**Responsible Officer:** Ian Church, Chief Executive Officer

**Purpose:**

Agency Status Report for West Moreton Health attached for information.

This document is for the Local Disaster Management Group's information only.

**Key Discussion Points**

The West Moreton Health representative present provided the following update:

- Gatton Hospital currently has an acting Director of Nursing, while recruiting for the position.

There was no further discussion in relation this item.

LOCAL DISASTER MANAGEMENT GROUP  
MEETING MINUTES

1 FEBRUARY 2024

**7.11 Agency Status Report - Red Cross**

**Author:** Bella Greinke, Council Business Officer  
**Responsible Officer:** Ian Church, Chief Executive Officer

**Purpose:**

Agency Status Report for Red Cross attached for information.

This document is for the Local Disaster Management Group's information only.

**Key Discussion Points**

The Red Cross representative present provided the following update:

- Psychological first aid training is being held in March with Council
- Agencies who require more information on 'Register, Find, Reunite' to contact them to arrange a presentation.
- Recovery resources can be found here: [Resources to help you | Australian Red Cross](#)

There was no further discussion in relation to this item.

LOCAL DISASTER MANAGEMENT GROUP  
MEETING MINUTES

1 FEBRUARY 2024

**7.12 Training Needs Analysis & Future Training**

**Author:** Bella Greinke, Council Business Officer  
**Responsible Officer:** Ian Church, Chief Executive Officer

**Purpose:**

Training Needs Analysis attached for information.

The attachment for this report will be provide separately to enhance readability.

Discussion to be held around upcoming training in 2024.

**This document is for the Local Disaster Management Group's information only.**

**Key Discussion Points**

It was noted that responsibility for Disaster Management functions has transitioned from QFES to QPS as part of the Disaster and Emergency Services Reform.

The Group was advised that almost all agency representatives are compliant in their training needs. Anyone who is not up to date has been contacted by QPS Emergency Management Coordinator and asked to complete as soon as practicable.

Forward planning for 2024 training is underway. The training calendar will be sent out to the group by the QPS Emergency Management Coordinator.

There was no further discussion in relation to this item.

LOCAL DISASTER MANAGEMENT GROUP  
MEETING MINUTES

1 FEBRUARY 2024

**7. GENERAL BUSINESS**

Agency Updates

Other agencies present provided updates as follows:

- Energex
  - All power has been restored, with no major damage, following the rain event last week. Crews from the Raceview Depot were brought in to assist.
- Queensland Recovery Authority (QRA)
  - Meeting with Council's Technical Officer to assess damage within the region.
  - Have started to review funding possibilities following requests being received.
  - QRA CEO is attending the Lockyer Valley tomorrow to assess the damage within the region.

Chair's Update

The Chair advised the Minister for Police and Community Safety, Honourable Mark Ryan, and Deputy Commissioner Shane Chelepy attended the Lockyer Valley following the rain event and engaged with affected locals and business owners. Comments were made around ongoing insurance issues from 2022 flood events and the affects this is having on mental health.

Overview of Flood Operation and State Disaster Coordination Centre (SDCC) Modelling

Discussion was held around the new State Disaster Coordination Centre flood modelling, with comparisons being made to Council's flood modelling. Comments were made around the confidence in Council's flood mapping system. It was noted that during the recent rain event, a decision was made to issue an Emergency Alert to Forest Hill township and push back was received from the SDCC. Further discussions will be held with the SDCC to clarify responsibilities and roles in an event.

**8. MEETING CLOSED**

There being no further business, the meeting closed at 12:26pm



**Receipt of the Unconfirmed Minutes of the Friends of Das Neumann Haus  
Committee Meeting - 15 February 2024**

**Responsible Officer:** Amanda Pugh, Group Manager Community & Regional Prosperity

**THAT Council receive and note the unconfirmed minutes of the Friends of Das Neumann Haus Committee meeting held 15 February 2024.**

**THAT Council receive and note the unconfirmed minutes of the Friends of Das Neumann Haus Committee meeting held on 15 February 2024.**

**CARRIED**  
**7/0**

**Monthly Meeting of Friends of Das Neumann Haus Inc. 15<sup>th</sup> February, 2024**

**Meeting commenced:** 10.13am

**Attendees:** Sue Williams, Marion Davis, Karl Woldt, Angela Worrall, Astra Farrell, Linda Naggs, Bronwyn Saunders, Brett Qualischefski (LVRC), Chayne Wellman (LVRC), Dot Windolf, Ron Johnstone, Jo Welsh, Dianne Cannon, Maria Larkman

**Apologies:** none received

*Dot Windolf chaired the meeting and extended a warm welcome to two of our new members Dianne and Jo.*

**Business Arising from November Minutes**

- Marion advised Aussie Broadband is now connected. Still using NAB eftpos. Tyro machine provided by Bendigo bank should be in use by the next meeting. This will replace NAB eftpos then changeover to Bendigo bank for all banking can be completed.
- Confirmed again borrowing outdoor chairs for future events from the Pioneer Village – in the style that does not sink into the ground. Ron suggested also trying Spirit of the Valley Events (Idell Wadley) may have chairs to loan.
- Reminder for all volunteers to please try and complete a 'Food Safety & Handling' certificate annually. If you don't have access to a computer we have one in our office or try the libraries. The link is: <http://dofoodsafely.health.vic.gov.au/index.php/en>
- It was noted that we have not received a reimbursement from council for costs covered by F.D.N.H.Inc to fix the dishwasher and update the electrical switchboard – a total of \$979. This will not be forthcoming. It is important that any maintenance required be reported to council and they will organise repair work and payment.
- Last December volunteers enjoyed a nice lunch and chatter to celebrate another successful year of working together. It was held at Porters Plainland. Due to the busy time of year the environment was far too noisy for presentations and any speeches to be made. Perhaps we could do **presentations earlier in the year**. A suggestion was made to hold during 'Volunteer Week'.
- 'Volunteer Week' will be held this year from 20<sup>th</sup> - 26<sup>th</sup> May. The theme will be 'Something For Everyone'.
- A big thank you to volunteers who helped at the Working Bee in January – done & dusted in one day!
- Will need "all hands on deck" to help at the **'HERITAGE DAY'** Festival to be held on Saturday 27<sup>th</sup> April. Will host Clydesdale horse & carriage rides, stalls, & musician. We will not be paying for face painting. We may **find someone who can do face painting** directly to customers. Numbered tickets will be given to guests for horse rides this way we can keep track of how many sold. Ron has coreflute signage to display and has organised promotional leaflets via council. Council will fund F.D.N.H.Inc \$2,000 towards the festival. Chayne spoke of the great initiative and importance the Festival is to the local area. Perhaps we

could add value by selling the purple bags \$5, giving a picture of the Haus to colour in, etc.  
'create an event' on our Facebook page.

- If a customer presents a donated food voucher they have won, make sure you cross off the total value spent and write on the new balance left. *Eg, original total value of voucher \$50 minus \$20 spent in cafe = \$30 balance left available.*
- Dot handed two ideas to Ron for future Famil day outings. Could merge with Pioneer Village members.

**Treasurer's Report:** attached

*Marion Davis moved the treasurer's report be accepted.*  
*Sue Williams seconded.*

Treasurer's Report 15/02/2024

Nab balance as at 14/02/2024 \$30,081.21

Eftpos credits \$ 1,902.15

Payments:

Waddi Springs \$ 27.00

Merchant Fees \$ 34.39

A/c Fee \$ 10.00

Waddi Springs B pay \$ 40.50

Bendigo Bank balance as at 14/02/24 \$ 54.18

Payments:

Petty Cash \$ 110.18

Service Fee \$ 15.00

Cash Withdrawal - Craft & Fuel for January \$ 211.40

Dunlop Honey \$ 171.00

Supa IGA Laidley - January Statement \$ 438.23

PFD Food Services \$ 287.40

Golden Harvest - January Statement \$ 128.52

Bronwyn Saunders - High Chair & Essential Oils \$ 45.00

**General Business:**

- Marion asked Chayne how to update registered 'key people'. There is one key in the office not being used and still registered under past Secretary. Chayne advised to email the Facilities dept of council mentioning the key code, check if activated, and the need to change names. Also put in a request for an **additional key**. Dot suggested new 'key people' spend at least two days in training with another 'key person'. Dianne Cannon volunteered to be a 'key person'. Thank you to Dianne! also Bronwyn Saunders was nominated as a key person.
- Astra suggested we need an updated **step-by-step guide for operation of the coffee machine** and will work with Linda on this project.
- 'Grant Writing Workshop' to be held 14<sup>th</sup> March. Any interested persons please contact [engagement@lvrc.qld.gov.au](mailto:engagement@lvrc.qld.gov.au)
- Please note the switch to operate the fan is right of the back door as you enter. Leave fan remote on staff table as it's hard to find when kept on top of souvenir cupboard. Turn off when leaving premises. There's also a fan switch at front of house. **Need to put labels on.**
- Some feedback from our new roster system – Angela recommended **DO NOT have two new volunteers or two 'key persons' rostered on the same day please.**
- A discussion was held regarding existing signage and does it clearly show visitors that there is a cafe onsite named Annie's Place. The sign we display at front door entrance to William Street was shown and it clearly states Annie's Place Coffee Shoppe. Should we pursue **new signage or another flag for Patrick Street entrance?**
- It was noted that busy days with difficult customers and new volunteers can be taxing. Explain to customers that we are currently training and thank them for their patience.
- Chayne from LVRC informed us of monthly meetings held in preparation for this year's Spring Festival. The theme this year is 'Spring Magic'. We need one or two volunteers to represent Das Neumann Haus and attend these meetings. They are held the 1<sup>st</sup> Thursday of each month at 10am at the Laidley Sport Centre at the Recreational Reserve. Marion volunteered to attend and will allocate to someone else in her absence.
- Chayne also talked about the advantages of advertising in the 'Visitors Guide'. For a small fee we would get a written editorial and advert. It will reach a lot of customers and goes online all over Qld, is available at many locations including the Caravan & Camping Expo's. Must advise asap if want to put an ad in.  
*Karl Woldt moved motion to put advert in.*  
*Ron Johnstone seconded.*

**REMINDERS:**

- CLOSED on Good Friday
- The Pioneer Village meet 2<sup>nd</sup> Wednesday of every month at 9am at the onsite 'school canteen'. ALL WELCOME.
- When opening long life milk please write date on top. 5 days is the agreed limit before discarding.

**Meeting Closed:** 11.45am

**Next Meeting:** 10.00am Thursday 21<sup>st</sup> March, 2024



If anyone is interested in attending the event below please let Bronwyn know and she will book seats. Hosted by Gayle Daetz at The Lockyer Hotel, Forest Hill.

Saturday 11<sup>th</sup> May at 1PM  
\$40 per person



**9.0 DEPUTATIONS/PRESENTATIONS**

*No Deputations/Presentations.*

---

## 10.0 EXECUTIVE OFFICE REPORTS

### 10.1 Summary of Council Actual Performance v Budget - 29 February 2024

**Author:** Dee Stewart, Coordinator Accounting Services; Kylie King, Financial Accountant  
**Responsible Officer:** Ian Church, Chief Executive Officer

---

**Purpose:**

The purpose of this report is to provide Council with an update of Council's financial performance against budget for the financial year to 29 February 2024.

**Officer's Recommendation:**

**THAT Council receive and note the Summary of Council Actual Financial Performance versus Budget to 29 February 2024.**

#### RESOLUTION

**THAT Council receive and note the Summary of Actual Financial Performance against Budget for the period 1 July 2023 to 29 February 2024.**

**Moved By: Cr Wilson**

**Seconded By:**

**Cr Holstein**

**Resolution Number: 20-24/1034**

**CARRIED**

**7/0**

#### Executive Summary

In accordance with Section 204 of the Local Government Regulation 2012, a financial report summarising the progress of Council's actual performance against budget is to be presented to Council. This report provides a summary of Council's financial performance against budget for the financial year to 29 February 2024.

At 29 February 2024, revenues and expenditures are both under target. Variations are mostly the result of timing differences and will be monitored closely over the coming months.

#### Proposal

Monthly reporting of Council's financial performance is a legislative requirement and reinforces sound financial management practices throughout the organisation. The following report provides a summary of Council's financial performance against budget to 29 February 2024.

**Operating Revenue** - Year to date target \$61.27 million actual \$60.44 million or 98.64%

At 29 February 2024, overall operating revenue for the year to date is below target.

Rates and Utility Charges (Gross) on target



The second rates levy for 2023/2024 was levied on 5 February 2024 with a due date of 6 March 2024. Rates will be closely monitored throughout the year regarding cash flow and overdue balances as well as whether growth targets are being achieved as forecast. 71.73% of the levy was collected as at 6 March 2024.

Charges and Fees over budget by \$0.32 million

The favourable variances in fees and charges relate predominately to higher than expected income from infrastructure charges (\$0.21 million).

Interest over budget by \$0.46 million.

Interest income is over budget due to higher than expected cash balances and increasing interest rates. This is expected to even out over the coming months with excess cash balances being used to repay debt.

Operating Grants and Subsidies under budget by \$1.3 million.

The unfavourable variance relates to a delay in funding for the SEQ City Deal Water Collaborative.

Operating Contributions and Donations under budget by \$0.98 million.

The unfavourable variance relates predominantly to Resilient Rivers projects being put on hold partially because of weather conditions towards the end of 2023 and delays in funding receipts.

Other Revenue over budget by \$0.35 million.

The favourable variance in other revenue relates predominantly to settlement of insurance claims.

**Operating Expenditure** - Year to date target \$48.96 million actual \$44.30 million or 90.48%

Employee Costs on target

Employee costs are on target as at 29 February. However, there is an underspend of capitalised wages (\$0.31 million). The underspend on capital wages has been offset by vacancies. Finance staff are reviewing the capture of capitalised wages to ensure wages are correctly costed to the capital program.

Goods and Services under budget by \$4.86 million

Variations are mostly due to timing differences across the board with the delivery of operational projects and contract delivery. The most significant underspends are Regional Development projects (\$1.54 million), Resilient Rivers projects (\$0.68 million), Asset management projects (\$0.3 million), Community Wellbeing projects (\$0.31 million) and Waste contracts (\$0.34 million).

**Capital Project Expenditure** – Year to date target \$43.46 million actual \$41.30 million or 95.03%

At 29 February 2024, Council has expended \$41.30 million on its capital works program with a further \$9.56 million in committed costs for works currently in progress.

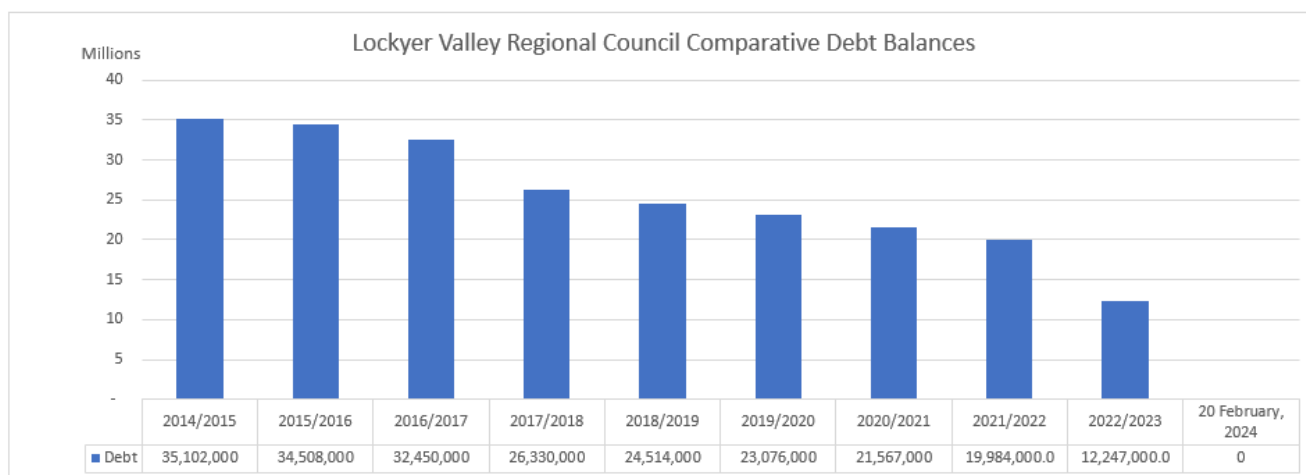
Council has spent \$31.40 million on the delivery of infrastructure projects with the main focus of the 2023/2024 capital works program being the restoration of flood damaged roads under the REPA program of works. The REPA program of works has a total budget of \$37.23 million for the 23/24 financial year with \$25.44 million spent as at 29 February 2024 with a further \$4.48 million committed. Additional detail is provided in the capital works program within the attachment.

### 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 29 February 2024, Council had \$63.32 million in current assets compared to \$20.10 million in current liabilities with a ratio of 3.15:1. This means that for every dollar of current liability, there is \$3.15 in current 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 29 February 2024, there has been a net cash outflow of \$19.40 million with \$6.71 million inflow from operating activities; and a net cash outflow of \$13.86 million from investing activities including capital revenue and expenditure. 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. Historically, to maintain adequate working capital, it is estimated that Council needs around \$15 million cash at any one time. This is in addition to cash that is constrained for specific purposes. As at 29 February, Council's cash balance was \$35.05 million. Unexpended grant funds, which are restricted to be spent in accordance with the terms of the grant, are \$8.15 million. Council's outstanding debt at 29 February was \$0. This is following Council's decision, at the Council meeting held on the 20 December, 2023, to repay the full amount of outstanding debt.



## Sustainability Measures

The Local Government Sustainability Framework represents the Department's amended approach to working with Queensland Councils on sustainability challenges. It covers both financial and non-financial indicators. The revised Framework becomes effective for the reporting period commencing 1 July 2023. Council is required to calculate the financial sustainability measures as part the 2023/2024 financial statements and include them in the 2024/2025 budget process.

Representatives from the Department State Development, Infrastructure, Local Government and Planning presented the details of the new sustainability framework to Council at a Councillor workshop on the 28<sup>th</sup> November 2023.

The new financial sustainability measures will be included in Council's monthly financial report. This is not a mandatory requirement of the new sustainability framework but it is good financial practice to do so.

Council has met or favourably exceeded targets set by the Department for the Lockyer Valley Regional Council. A summary of the new sustainability measures and graphical representation of Council's financial performance for each sustainability measure has been included as an attachment to this report.

## Strategic Implications

### Corporate Plan

Leadership and Council Outcome: • Undertake robust and accountable financial, resource and infrastructure planning and management to ensure affordable and sustainable outcomes for our community. • Compliant with relevant legislation.

#### Finance and Resource

Monitoring of budgets and actuals will remain important if Council is to achieve the financial results adopted as part of the 2023-24 Budget.

#### Legislation and Policy

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.

#### Risk Management

Key Corporate Risk Category: FE2

Reference and Risk Description: Finance and Economic

#### Consultation

##### *Portfolio Councillor Consultation*

<Type text...>

##### *Internal Consultation*

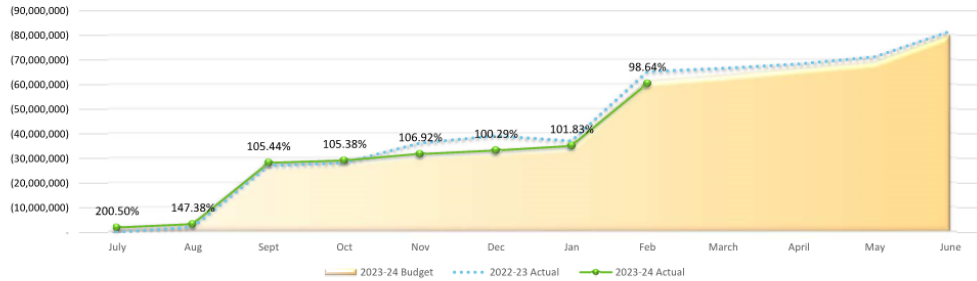
- Managers and Group Managers
- Finance Team
- Portfolio Councillor Consultation

#### **Attachments**

- |                   |   |          |
|-------------------|---|----------|
| <a href="#">1</a> | Monthly Financial Report - February 2024  | 19 Pages |
| <a href="#">2</a> | Sustainability Indicators - February 2024 | 1 Page   |

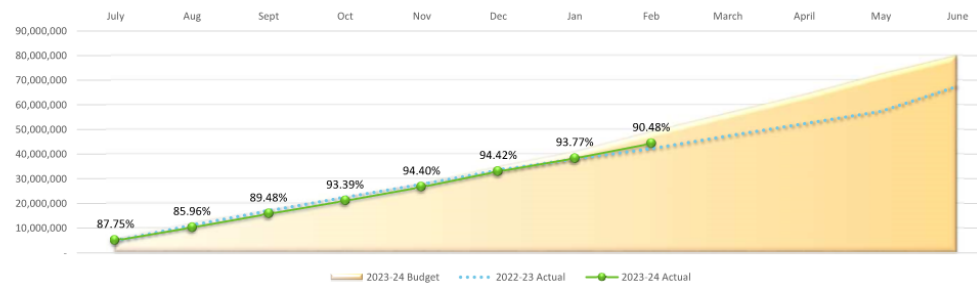
**LOCKYER VALLEY REGIONAL COUNCIL**  
**Operating Revenue and Expenditure Dashboard**  
**For the Period Ending 29th February 2024**

**Operating Revenue (Cumulative)**



REVENUE TO DATE	Rates and Utility Charges (Gross)	Discount	Charges and Fees	Interest	Operating Grants and Subsidies	Operating Contributions and Donations	Revenue - Contract/Recoverable Works	Other Revenue	Profit from Investments	Total
Actual	(47,597,759)	1,455,075	(5,622,167)	(2,153,548)	(3,137,449)	(370,546)	(539,247)	(1,930,575)	(541,800)	(60,438,016)
Budget	(47,360,415)	1,522,500	(5,304,399)	(1,693,537)	(4,439,437)	(1,355,333)	(506,667)	(1,580,928)	(550,000)	(61,268,217)
Variance	237,344	67,425	317,768	460,011	(1,301,988)	(984,787)	32,580	349,647	(8,200)	(830,200)
Target %	100.50%	95.57%	105.99%	127.16%	70.67%	27.34%	106.43%	122.12%	98.51%	98.64%
Movement to Prior Month Target %	→	→	→	↓	→	↓	↑	↑	→	→

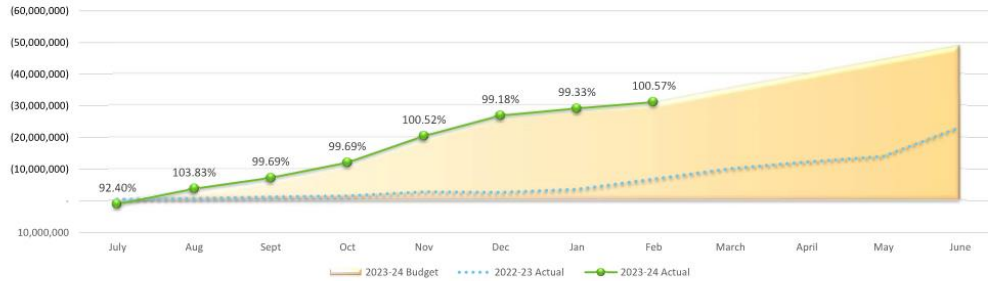
**Operating Expenditure (Cumulative)**



EXPENDITURE TO DATE	Employee Costs	Goods and Services	Finance Costs	Depreciation	Total
Actual	19,959,660	14,549,972	605,207	9,181,024	44,295,863
Budget	19,876,369	19,413,418	390,332	9,276,075	48,956,193
Variance	(83,292)	4,863,446	(214,875)	95,051	4,660,331
Target %	100.42%	74.95%	155.05%	98.98%	90.48%
Movement to Prior Month Target %	→	↓	↑	→	↓

**LOCKYER VALLEY REGIONAL COUNCIL**  
**Capital Revenue and Expenditure Dashboard**  
**For the Period Ending 29th February 2024**

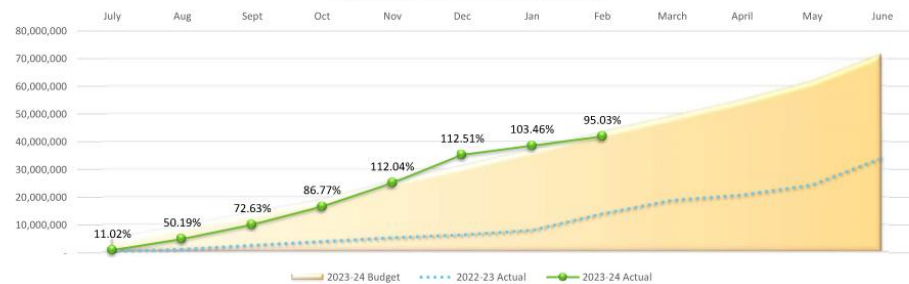
**Capital Revenue (Cumulative)**



REVENUE TO DATE by Type	Capital Grants, Subsidies and Contributions	Profit (Loss) on Disposal of Non Current Assets	Total
Actual	(31,167,602)	-	(31,167,602)
Budget	(30,991,666)	-	(30,991,666)
Variance	175,936	-	175,936
Target %	100.57%	-	100.57%
Movement to Prior Month Target %	→	→	→

*Note: Graph above is reflecting capital grants and subsidies and developer contributed assets only*

**Capital Expenditure (Cumulative)**



EXPENDITURE TO DATE by Group	People, Customer and Corporate Services	Executive Office	Infrastructure	Community and Regional Prosperity	Total
Actual	2,321,659	211,002	31,400,318	7,370,111	41,303,090
Budget	3,164,679	538,000	33,167,884	6,593,517	43,464,080
Target %	73.36%	39.22%	94.67%	111.78%	95.03%
Movement to Prior Month Target %	→	→	↓	→	↓

Lockyer Valley Regional Council (Whole Council)  
Statement of Comprehensive Income  
For the Period Ending February 2024

	Current Annual Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<b>Income</b>					
<b>Revenue</b>					
<b>Recurrent Revenue</b>					
Rates and Utility Charges (Gross)	47,356,915	47,597,759	47,360,415	(237,344)	-0.50%
Discount	(1,915,000)	(1,455,075)	(1,522,500)	(67,425)	4.43%
Charges and Fees	6,853,449	5,622,167	5,304,399	(317,768)	-5.99%
Interest	2,540,305	2,153,548	1,693,537	(460,011)	-27.16%
Operating Grants and Subsidies	17,951,148	3,137,449	4,439,437	1,301,988	29.33%
Operating Contributions and Donations	2,397,000	370,546	1,355,333	984,787	72.66%
Revenue - Contract/Recoverable Works	760,000	539,247	506,667	(32,580)	-6.43%
Other Revenue	2,253,913	1,930,575	1,580,928	(349,647)	-22.12%
Profit from Investments	1,805,837	541,800	550,000	8,200	1.49%
<b>Total Recurrent Revenue</b>	<b>80,003,567</b>	<b>60,438,016</b>	<b>61,268,217</b>	<b>830,200</b>	<b>1.36%</b>
<b>Capital Revenue</b>					
Capital Grants, Subsidies and Contributions	48,949,896	31,167,602	30,991,666	(175,936)	-0.57%
Gain on Sale	81,465	116,975	54,310	(62,665)	-115.38%
<b>Total Revenue</b>	<b>129,034,928</b>	<b>91,722,593</b>	<b>92,314,193</b>	<b>591,600</b>	<b>0.64%</b>
Capital Income	-	-	-	-	0.00%
<b>Total Income</b>	<b>129,034,928</b>	<b>91,722,593</b>	<b>92,314,193</b>	<b>591,600</b>	<b>0.64%</b>
<b>Expenses</b>					
<b>Recurrent Expenses</b>					
Employee Costs	30,189,516	19,959,660	19,876,369	(83,292)	-0.42%
Goods and Services	35,389,017	14,549,972	19,413,418	4,863,446	25.05%
Finance costs	437,799	605,207	390,332	(214,875)	-55.05%
Depreciation	13,914,112	9,181,024	9,276,075	95,051	1.02%
<b>Total Recurrent Expenses</b>	<b>79,930,444</b>	<b>44,295,863</b>	<b>48,956,193</b>	<b>4,660,331</b>	<b>9.52%</b>
Capital Expenses	-	1,451,829	-	(1,451,829)	0.00%
<b>Total Expenses</b>	<b>79,930,444</b>	<b>45,747,691</b>	<b>48,956,193</b>	<b>3,208,502</b>	<b>6.55%</b>
<b>Net Recurrent Result/Operating Surplus/(Deficit)</b>	<b>73,123</b>	<b>16,142,154</b>	<b>12,312,023</b>	<b>(3,830,130)</b>	<b>-31.11%</b>
<b>NET RESULT AFTER CAPITAL ITEMS</b>	<b>49,104,484</b>	<b>45,974,902</b>	<b>43,357,999</b>	<b>(2,616,903)</b>	<b>-6.04%</b>

Lockyer Valley Regional Council (Executive Office)

Statement of Comprehensive Income

For Period Ending February 2024

	Current Annual Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<b>Income</b>					
<b>Revenue</b>					
<b>Recurrent Revenue</b>					
Rates and Utility Charges (Gross)	37,593,721	37,733,837	37,597,054	(136,782)	(0.36)
Discount	(1,665,000)	(1,285,559)	(1,272,500)	13,059	(1.03)
Charges and Fees	314,529	225,178	209,686	(15,491)	(7.39)
Interest	2,507,305	2,108,194	1,671,537	(436,657)	(26.12)
Operating Grants and Subsidies	2,995,950	300,660	226,120	(74,540)	(32.96)
Revenue - Contract/Recoverable Works	-	1,228	-	(1,228)	-
Other Revenue	1,307,325	845,144	856,250	11,106	1.30
Profit from Investments	1,805,837	541,800	550,000	8,200	1.49
<b>Total Recurrent Revenue</b>	<b>44,859,667</b>	<b>40,470,482</b>	<b>39,838,147</b>	<b>(632,335)</b>	<b>(1.59)</b>
<b>Capital Revenue</b>					
Capital Grants, Subsidies and Contributions	517,317	162,763	188,000	25,237	13.42
Gain on Sale	-	-	-	-	-
<b>Total Revenue</b>	<b>45,376,984</b>	<b>40,633,245</b>	<b>40,026,147</b>	<b>(607,098)</b>	<b>(1.52)</b>
Capital Income	-	-	-	-	-
<b>Total Income</b>	<b>45,376,984</b>	<b>40,633,245</b>	<b>40,026,147</b>	<b>(607,098)</b>	<b>(1.52)</b>
<b>Expenses</b>					
<b>Recurrent Expenses</b>					
Employee Costs	4,713,826	4,135,565	3,292,484	(843,080)	(25.61)
Goods and Services	2,666,562	955,778	1,494,146	538,369	36.03
Finance costs	386,043	554,998	342,043	(212,955)	(62.26)
Depreciation	12,145,019	8,181,379	8,096,679	(84,700)	(1.05)
<b>Total Recurrent Expenses</b>	<b>19,911,450</b>	<b>13,827,719</b>	<b>13,225,353</b>	<b>(602,367)</b>	<b>(4.55)</b>
Capital Expenses	-	-	-	-	-
<b>Total Expenses</b>	<b>19,911,450</b>	<b>13,827,719</b>	<b>13,225,353</b>	<b>(602,367)</b>	<b>(4.55)</b>
<b>Net Recurrent Result/Operating Surplus/(Deficit)</b>	<b>24,948,217</b>	<b>26,642,762</b>	<b>26,612,794</b>	<b>(29,968)</b>	<b>(0.11)</b>
<b>NET RESULT AFTER CAPITAL ITEMS</b>	<b>25,465,534</b>	<b>26,805,525</b>	<b>26,800,794</b>	<b>(4,731)</b>	<b>(0.02)</b>

Lockyer Valley Regional Council (People, Customer and Corporate Services)

Statement of Comprehensive Income

For Period Ending February 2024

	Current Annual Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<b>Income</b>					
<b>Revenue</b>					
<b>Recurrent Revenue</b>					
Rates and Utility Charges (Gross)	8,584,378	8,681,870	8,584,545	(97,326)	(1.13)
Discount	(250,000)	(169,516)	(250,000)	(80,484)	32.19
Charges and Fees	875,020	690,153	675,147	(15,006)	(2.22)
Interest	32,000	43,511	21,333	(22,178)	(103.96)
Operating Grants and Subsidies	374,450	368,658	358,450	(10,208)	(2.85)
Operating Contributions and Donations	62,000	62,581	62,000	(581)	(0.94)
Other Revenue	429,076	345,802	346,884	1,082	0.31
<b>Total Recurrent Revenue</b>	<b>10,106,924</b>	<b>10,023,058</b>	<b>9,798,359</b>	<b>(224,700)</b>	<b>(2.29)</b>
<b>Capital Revenue</b>					
Capital Grants, Subsidies and Contributions	463,416	463,416	463,416	0	0.00
Gain on Sale	-	(5,910)	-	5,910	-
<b>Total Revenue</b>	<b>10,570,340</b>	<b>10,480,564</b>	<b>10,261,775</b>	<b>(218,790)</b>	<b>(2.13)</b>
Capital Income	-	-	-	-	-
<b>Total Income</b>	<b>10,570,340</b>	<b>10,480,564</b>	<b>10,261,775</b>	<b>(218,790)</b>	<b>(2.13)</b>
<b>Expenses</b>					
<b>Recurrent Expenses</b>					
Employee Costs	6,599,618	4,244,832	4,314,116	69,284	1.61
Goods and Services	11,660,382	6,797,403	7,553,120	755,718	10.01
Finance costs	43,856	43,382	43,023	(360)	(0.84)
Depreciation	554,872	178,104	369,915	191,811	51.85
<b>Total Recurrent Expenses</b>	<b>18,858,728</b>	<b>11,263,721</b>	<b>12,280,174</b>	<b>1,016,453</b>	<b>8.28</b>
Capital Expenses	-	-	-	-	-
<b>Total Expenses</b>	<b>18,858,728</b>	<b>11,263,721</b>	<b>12,280,174</b>	<b>1,016,453</b>	<b>8.28</b>
<b>Net Recurrent Result/Operating Surplus/(Deficit)</b>	<b>(8,751,804)</b>	<b>(1,240,662)</b>	<b>(2,481,815)</b>	<b>(1,241,153)</b>	<b>50.01</b>
<b>NET RESULT AFTER CAPITAL ITEMS</b>	<b>(8,288,388)</b>	<b>(783,156)</b>	<b>(2,018,399)</b>	<b>(1,235,243)</b>	<b>61.20</b>



Lockyer Valley Regional Council (Community and Regional Prosperity)

Statement of Comprehensive Income

For Period Ending February 2024

	Current Annual Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<b>Income</b>					
<b>Revenue</b>					
<b>Recurrent Revenue</b>					
Rates and Utility Charges (Gross)	314,676	317,912	314,676	(3,236)	(1.03)
Charges and Fees	5,306,100	4,469,205	4,181,033	(288,172)	(6.89)
Interest	1,000	1,843	667	(1,176)	(176.44)
Operating Grants and Subsidies	8,526,957	1,273,314	2,555,640	1,282,326	50.18
Operating Contributions and Donations	2,335,000	282,363	1,293,333	1,010,970	78.17
Revenue - Contract/Recoverable Works	-	589	-	(589)	-
Other Revenue	46,259	55,604	31,959	(23,645)	(73.99)
<b>Total Recurrent Revenue</b>	<b>16,529,992</b>	<b>6,400,831</b>	<b>8,377,307</b>	<b>1,976,477</b>	<b>23.59</b>
<b>Capital Revenue</b>					
Capital Grants, Subsidies and Contributions	34,000	-	34,000	34,000	100.00
Gain on Sale	-	-	-	-	-
<b>Total Revenue</b>	<b>16,563,992</b>	<b>6,400,831</b>	<b>8,411,307</b>	<b>2,010,477</b>	<b>23.90</b>
Capital Income	-	-	-	-	-
<b>Total Income</b>	<b>16,563,992</b>	<b>6,400,831</b>	<b>8,411,307</b>	<b>2,010,477</b>	<b>23.90</b>
<b>Expenses</b>					
<b>Recurrent Expenses</b>					
Employee Costs	7,492,268	4,920,337	4,886,532	(33,805)	(0.69)
Goods and Services	14,594,750	2,708,389	5,799,424	3,091,035	53.30
Finance costs	7,900	6,759	5,267	(1,492)	(28.33)
Depreciation	27,603	18,259	18,402	143	0.78
<b>Total Recurrent Expenses</b>	<b>22,122,521</b>	<b>7,653,743</b>	<b>10,709,624</b>	<b>3,055,881</b>	<b>28.53</b>
Capital Expenses	-	-	-	-	-
<b>Total Expenses</b>	<b>22,122,521</b>	<b>7,653,743</b>	<b>10,709,624</b>	<b>3,055,881</b>	<b>28.53</b>
<b>Net Recurrent Result/Operating Surplus/(Deficit)</b>	<b>(5,592,529)</b>	<b>(1,252,912)</b>	<b>(2,332,317)</b>	<b>(1,079,404)</b>	<b>46.28</b>
<b>NET RESULT AFTER CAPITAL ITEMS</b>	<b>(5,558,529)</b>	<b>(1,252,912)</b>	<b>(2,298,317)</b>	<b>(1,045,404)</b>	<b>45.49</b>

Lockyer Valley Regional Council (Infrastructure)  
Statement of Comprehensive Income  
For Period Ending February 2024

	Current Annual Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<b>Income</b>					
<b>Revenue</b>					
<b>Recurrent Revenue</b>					
Rates and Utility Charges (Gross)	864,140	864,140	864,140	-	-
Charges and Fees	357,800	237,632	238,533	902	0.38
Operating Grants and Subsidies	6,053,791	1,181,304	1,299,228	117,924	9.08
Operating Contributions and Donations	-	25,602	-	(25,602)	-
Revenue - Contract/Recoverable Works	760,000	537,430	506,667	(30,763)	(6.07)
Other Revenue	471,253	684,025	345,835	(338,190)	(97.79)
<b>Total Recurrent Revenue</b>	<b>8,506,984</b>	<b>3,530,131</b>	<b>3,254,403</b>	<b>(275,728)</b>	<b>(8.47)</b>
<b>Capital Revenue</b>					
Capital Grants, Subsidies and Contributions	12,958,895	5,873,342	5,706,250	(167,092)	(2.93)
Gain on Sale	81,465	122,884	54,310	(68,574)	(126.26)
<b>Total Revenue</b>	<b>21,547,344</b>	<b>9,526,358</b>	<b>9,014,963</b>	<b>(511,395)</b>	<b>(5.67)</b>
Capital Income	-	-	-	-	-
<b>Total Income</b>	<b>21,547,344</b>	<b>9,526,358</b>	<b>9,014,963</b>	<b>(511,395)</b>	<b>(5.67)</b>
<b>Expenses</b>					
<b>Recurrent Expenses</b>					
Employee Costs	11,383,803	6,343,430	7,383,236	1,039,806	14.08
Goods and Services	6,467,323	3,882,803	4,566,728	683,925	14.98
Finance costs	-	68	-	(68)	-
Depreciation	1,186,618	803,282	791,079	(12,204)	(1.54)
<b>Total Recurrent Expenses</b>	<b>19,037,744</b>	<b>11,029,583</b>	<b>12,741,043</b>	<b>1,711,460</b>	<b>13.43</b>
Capital Expenses	-	1,451,829	-	(1,451,829)	-
<b>Total Expenses</b>	<b>19,037,744</b>	<b>12,481,412</b>	<b>12,741,043</b>	<b>259,631</b>	<b>2.04</b>
<b>Net Recurrent Result/Operating Surplus/(Deficit)</b>	<b>(10,530,760)</b>	<b>(7,499,452)</b>	<b>(9,486,640)</b>	<b>(1,987,188)</b>	<b>20.95</b>
<b>NET RESULT AFTER CAPITAL ITEMS</b>	<b>2,509,600</b>	<b>(2,955,054)</b>	<b>(3,726,080)</b>	<b>(771,026)</b>	<b>20.69</b>

Lockyer Valley Regional Council (Flood Events)  
Statement of Comprehensive Income  
For Period Ending February 2024

	Current Annual Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
<b>Income</b>					
<b>Revenue</b>					
<b>Recurrent Revenue</b>					
Operating Grants and Subsidies	118,000	13,514	118,000	104,486	88.55
<b>Total Recurrent Revenue</b>	<b>118,000</b>	<b>13,514</b>	<b>118,000</b>	<b>104,486</b>	<b>88.55</b>
<b>Capital Revenue</b>					
Capital Grants, Subsidies and Contributions	43,376,268	29,300,575	29,100,000	(200,575)	(0.69)
Gain on Sale	-	-	-	-	-
<b>Total Revenue</b>	<b>43,494,268</b>	<b>29,314,089</b>	<b>29,218,000</b>	<b>(96,089)</b>	<b>(0.33)</b>
Capital Income	-	-	-	-	-
<b>Total Income</b>	<b>43,494,268</b>	<b>29,314,089</b>	<b>29,218,000</b>	<b>(96,089)</b>	<b>(0.33)</b>
<b>Expenses</b>					
<b>Recurrent Expenses</b>					
Employee Costs	96,000	315,146	64,000	(251,146)	(392.42)
Goods and Services	22,000	133,409	13,087	(120,322)	(919.43)
<b>Total Recurrent Expenses</b>	<b>118,000</b>	<b>448,555</b>	<b>77,087</b>	<b>(371,468)</b>	<b>(481.88)</b>
Capital Expenses	-	-	-	-	-
<b>Total Expenses</b>	<b>118,000</b>	<b>448,555</b>	<b>77,087</b>	<b>(371,468)</b>	<b>(481.88)</b>
<b>Net Recurrent Result/Operating Surplus/(Deficit)</b>	<b>-</b>	<b>(435,041)</b>	<b>40,913</b>	<b>475,954</b>	<b>1,163.32</b>
<b>NET RESULT AFTER CAPITAL ITEMS</b>	<b>43,376,268</b>	<b>28,865,534</b>	<b>29,140,913</b>	<b>275,379</b>	<b>0.94</b>

**LOCKYER VALLEY REGIONAL COUNCIL**  
**Statement of Cash Flows**  
**For the Period Ending 28 February, 2024**

	2023-2024 Annual Budget	2023-2024 YTD Actuals
<b><u>Cash flows from operating activities:</u></b>		
<b><u>Receipts</u></b>		
Receipts from customers	78,860,000	45,641,630
Dividend received	-	541,800
Interest received	2,540,000	2,153,548
<b><u>Payments</u></b>		
Payments to suppliers and employees	(69,051,000)	(41,338,934)
Interest expense	(295,000)	(292,128)
<b>Net cash inflow (outflow) from operating activities</b>	<b>12,054,000</b>	<b>6,705,916</b>
<b><u>Cash flows from investing activities:</u></b>		
Capital grants, subsidies and contributions	48,950,000	27,301,288
Payments for property, plant and equipment	(71,498,000)	(41,990,485)
Payments for investment property	-	-
Net transfer (to) from cash investments	1,174,000	-
Proceeds from sale of property plant and equipment	302,000	830,668
<b>Net cash inflow (outflow) from investing activities</b>	<b>(21,072,000)</b>	<b>(13,858,529)</b>
<b><u>Cash flows from financing activities:</u></b>		
Repayment of borrowings	(12,247,000)	(12,247,303)
Proceeds from borrowings	-	-
<b>Net cash inflow (outflow) from financing activities</b>	<b>(12,247,000)</b>	<b>(12,247,303)</b>
<b>Net increase (decrease) in cash and cash equivalents held</b>	<b>(21,265,000)</b>	<b>(19,399,916)</b>
Cash and cash equivalents at beginning of the financial year	55,430,000	54,445,494
<b>Cash and cash equivalents at end of the financial year</b>	<b>34,165,000</b>	<b>35,045,578</b>

**LOCKYER VALLEY REGIONAL COUNCIL**  
**STATEMENT OF FINANCIAL POSITION**  
**As at 28 February, 2024**

	<b>2023-2024 Annual Budget</b>	<b>2023-2024 YTD Actual</b>
<b><u>Current Assets</u></b>		
Cash assets and cash equivalents	34,165,000	20,045,578
Cash investments	-	15,000,000
Trade and other receivables	11,168,000	18,952,214
Inventories	592,000	818,660
Contract Receivable	-	8,503,599
<b>Total Current Assets</b>	<b>45,925,000</b>	<b>63,320,051</b>
<b><u>Non Current Assets</u></b>		
Trade and other receivables	14,735,000	14,734,969
Equity investments	34,723,000	34,090,544
Investment properties	1,782,000	1,781,664
Property, plant and equipment	792,129,000	764,904,618
Intangible assets	62,000	68,538
<b>Total Non Current Assets</b>	<b>843,431,000</b>	<b>815,580,333</b>
<b>TOTAL ASSETS</b>	<b>889,356,000</b>	<b>878,900,383</b>
<b><u>Current Liabilities</u></b>		
Trade and other payables	16,651,000	6,942,331
Provisions	10,588,000	10,812,584
Borrowings	-	-
Contract Liability Grants	-	2,346,457
<b>Total Current Liabilities</b>	<b>27,239,000</b>	<b>20,101,372</b>
<b><u>Non Current Liabilities</u></b>		
Provisions	43,904,000	44,022,719
Borrowings	-	-
<b>Total Non Current Liabilities</b>	<b>43,904,000</b>	<b>44,022,719</b>
<b>TOTAL LIABILITIES</b>	<b>71,143,000</b>	<b>64,124,091</b>
<b>NET COMMUNITY ASSETS</b>	<b>818,214,000</b>	<b>814,776,292</b>
<b><u>Community Equity</u></b>		
Retained surplus (deficiency)	461,909,700	442,905,147
Asset revaluation surplus	356,231,000	352,035,529
Reserves	-	3,693,463
Current Surplus/(Deficit)	73,300	16,142,154
<b>TOTAL COMMUNITY EQUITY</b>	<b>818,214,000</b>	<b>814,776,292</b>

LOCKYER VALLEY REGIONAL COUNCIL  
For Period Ended February, 2024

CAPITAL WORKS PROGRAM

INFRASTRUCTURE

Cost Centre: Parks & Open Spaces

Program: Parks and Open Spaces Projects

Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution
80,000	-	59,380	59,380	20,620	-	80,000
Anzac Park Works and Shade Sail						
16,500	10,402	-	10,402	6,098	-	16,500
BBQ Replacement Upper Grantham Parklands						
24,000	-	24,200	24,200	(200)	-	24,000
Jean Biggs Design for Park Upgrade						
28,000	27,740	-	27,740	260	-	28,000
Jean Biggs Disability Parking						
-	9,540	-	9,540	(9,540)	-	-
Nards Lagoon BBQ Ins Repairs May Event						
12,000	11,051	-	11,051	949	-	12,000
Park Entrance Statement Renewal						
110,000	6,920	68,222	75,142	34,858	-	110,000
Park Playground Surfacing Improvements						
22,550	16,881	-	16,881	5,669	-	22,550
Park Seating Renewal						
34,500	35,521	-	35,521	(1,021)	-	34,500
Park Table Seating Renewals						
13,000	-	-	-	13,000	-	13,000
Ropehill Comm Sport Cent Shade Shelter						
340,550	118,055	151,802	269,857	70,693	-	340,550
Parks and Open Spaces Projects Total						

Design Completion %	Construction Completion %	Comments
100	75	
Not applicable	100	
30	0	
100	100	
100	100	
Not applicable	95	Budget to be included in Budget Review 2.
100	0	Waiting on start date from contractor.
100	95	
100	95	
Not applicable	0	Contribution to the Ropehill Community Centre.

Cost Centre: Capital Program Delivery

Program: Bridge Renewal Programme

Clarke's Bridge, Thornton (LRG)	242,000	78,865	-	78,865	163,135	242,000	-
Mahon Bridge (BRP)	1,000,000	279,836	447,264	727,100	272,900	1,000,000	-
Steinke's Bridge (LRG)	100,000	119,828	-	119,828	(19,828)	100,000	-
Bridge Renewal Programme Projects Total	1,342,000	478,529	447,264	925,793	416,207	1,342,000	-

Design Completion %	Construction Completion %	Comments
100	100	Budget underspend to go to P1103385 Saturated Pavement Crowley Vale Rd(LRG)
25	0	Early investigations for site survey, geotech and environmental completed. Slight delay in the detailed design (DD) due to the closest of prelim design options. DD due March – April. High Risk Species Management Plan has commenced and the procurement for the construction phase is underway.
100	100	

Program: Future Design Works Programme							
23/24 Culvert Renewal Program	-	37,737	17,208	54,945	(54,945)	-	-
23/24 Floodway Renewal Program	-	-	-	1,352	(1,352)	-	-
Biggs Road, Withcott	-	63,524	5,735	69,259	(69,259)	-	-
Douglas McInnes Drive	-	51,515	16,085	67,600	(67,600)	-	-
Edgerton Drive, Plainland (LRCA)	200,000	21,543	1,944	23,487	176,513	140,760	59,240
Footpath Missing Links - Fairway Drive	-	1,678	-	1,678	(1,678)	-	-
Footpath Missing Links - Jones Road	-	601	-	601	(601)	-	-
Future Design - Footpath Renewal	-	3,368	-	3,368	(3,368)	-	-
Future Project Design Budget Only	400,000	-	-	-	400,000	-	400,000
John Street South, Laidley	-	49,071	19,531	68,603	(68,603)	-	-
Jubilee Street, Garton	-	7,942	1,260	9,202	(9,202)	-	-

Design Completion %	Construction Completion %	Comments
90	Not applicable	Flagstone Creek concepts completed.
80	Not applicable	
95	Not applicable	Preliminary plans received.
85	Not applicable	Preliminary plans received and some minor additions required.
40	Not applicable	
5	Not applicable	
20	Not applicable	
60	Not applicable	Design Budget Holding Project.
Not applicable	Not applicable	Final design with Urban Utilities for impact assessment.
94	Not applicable	
10	Not applicable	

	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
<b>Latley CBO Accessibility Review</b>	-	88	-	88	(88)	-	-	11	Not applicable	Scope development underway. Geotech and survey scheduled.
<b>Lyne Road, Morton Vale</b>	-	517	-	517	(517)	-	-	3	Not applicable	
<b>Mary Street, Latley</b>	-	8,442	1,260	9,702	(9,702)	-	-	5	Not applicable	IFC completed and handover meeting to construction completed. Works to begin in March.
<b>Ropehill Road, Upper Tenthill (URC4)</b>	80,000	40,465	55,920	96,385	(16,385)	80,000	-	100	Not applicable	
<b>Future Design Works Programme Projects Total</b>	680,000	287,844	118,943	406,787	273,213	220,760	459,240			
<b>Program: Gravel Resheet Programme</b>	750,000	476,813	18,990	495,803	254,197	-	750,000	Not applicable	60	
<b>Gravel Resheet Program for 23/24</b>	750,000	476,813	18,990	495,803	254,197	-	750,000			
<b>Gravel Resheet Programme Projects Total</b>	750,000	476,813	18,990	495,803	254,197	-	750,000			
<b>Program: Other Infrastructure Projects</b>										
<b>Bridge Improvements</b>	100,000	54,063	-	54,063	45,937	-	100,000	Not applicable	30	
<b>Forest Avenue Drainage</b>	25,000	-	-	-	25,000	-	25,000	65	0	Survey completed. Preliminary design underway.
<b>Gairton Central Drainage Upgrade - Design</b>	440,000	159,627	143,295	302,922	137,078	-	440,000	100	100	Small amount of costs incurred in 23/24. Project substantially completed in 22/23.
<b>Geirke Road/Lonkeet Road (BS)</b>	-	7,238	-	7,238	(7,238)	-	-	30	Not applicable	Concept plan completed and sent for review.
<b>Lake Apex Car Park</b>	45,000	22,380	4,305	26,685	18,315	-	45,000	0	0	Service locating and conflicts plans done.
<b>Lockyer Creek Rd Heildon Profile (LRC4)</b>	184,000	-	-	-	184,000	184,000	-	80	Not applicable	
<b>Postmans Ridge Road Rehab</b>	120,000	115,518	23,407	138,925	(18,925)	-	120,000	0	0	
<b>Spa Water Rd Reconstruction (LRC4)</b>	130,000	-	-	-	130,000	130,000	-	0	0	
<b>Spencer &amp; Maitland (Black Spot 22/23)</b>	-	26,585	-	26,585	(26,585)	-	-	100	100	Small amount of costs incurred in 23/24. Project substantially completed in 22/23.
<b>Survey Equipment</b>	30,000	11,538	-	11,538	18,462	-	30,000	Not applicable	90	Purchase of TSCS is complete. Investigating the purchase of additional counters.
<b>Tenthill Ropeley Rockside hardt (TIDS)</b>	200,000	40,424	11,738	52,162	147,838	-	200,000	15	Not applicable	Procurement documents underway. Some investigation work required before release to market.
<b>William St, Forest Hill (Future Design)</b>	-	762	-	762	(762)	-	-	100	0	Design done in last FY, awaiting construction phase
<b>Other Infrastructure Projects Projects Total</b>	1,274,000	438,135	182,745	620,880	653,120	314,000	960,000			
<b>Program: Pavement Renewal Programme</b>										
<b>Pavement Rehab A/C Replacement</b>	200,000	95,238	37,879	133,117	66,883	-	200,000	Not applicable	92	IWS crews have completed the pavement widenings and laid the emulsion seal. Final seal to be completed as part of the bitumen resal program which is expected by end of March.
<b>Saturated Pavement Crowley Vale Rd(LRG)</b>	400,800	426,572	18,289	444,861	(44,061)	400,800	-	100	75	AC booked for 14/03/24. Additional budget to come from P103330 Clarke's Bridge, Thornton (LR86)
<b>Pavement Renewal Programme Projects Total</b>	600,800	521,809	56,168	577,977	22,823	400,800	200,000			
<b>Program: Pavement Widening Programme</b>										
<b>Woodlands Rd (Schroeders Rd Bends) TIDS</b>	1,600,000	136,973	223,643	360,615	1,239,385	750,000	850,000	100	10	Construction works to begin mid March by LVRIC crews. Comms underway.
<b>Pavement Widening Programme Projects Total</b>	1,600,000	136,973	223,643	360,615	1,239,385	750,000	850,000			
<b>Program: Seal Renewal Programme</b>										
<b>23/24 Bitumen Resal Program (RT8)</b>	1,700,000	154,760	1,390,055	1,544,815	155,185	927,079	772,921	100	42	Works began in December 2023. Damage from Jan rain event to the prop work is underway. Approximately 42% complete with reseals to follow. Due April 2024.
<b>Seal Renewal Programme Projects Total</b>	1,700,000	154,760	1,390,055	1,544,815	155,185	927,079	772,921			

Cost Centre: DREA New Event - REPA				Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
<b>Program: REPA Programme</b>										
DREA - Feb 2022 - Fred Thomas Pedestrian Bridge	-	472	-	472	(472)	-	-	100	100	
DREA - Feb 2022 - Unsealed Zone 9	-	-	-	-	-	-	-	Not applicable	100	
DREA - Feb 2022 - Unsealed Zone 3	4,850	-	-	4,850	(4,850)	-	-	Not applicable	100	
DREA - Feb 2022 - Unsealed Zone 8, pt 2	-	-	-	-	-	-	-	Not applicable	100	
DREA - Feb 2022 - Unsealed Zone 10, pt 1	-	-	-	-	-	-	-	Not applicable	100	
DREA - Feb 2022 - Sealed Zones 1, 2 & 3	344,699	-	-	344,699	(344,699)	-	-	Not applicable	100	
DREA - Feb 2022 - Unsealed Zone 10, pt 1	510,502	-	-	510,502	(510,502)	-	-	Not applicable	100	
DREA - Feb 2022 - Old Laidley Forest Hill Road	111,916	-	-	111,916	(111,916)	-	-	Not applicable	100	
DREA - Feb 2022 - LVRC 0037, 2122H, NEC	529,009	-	-	529,009	(529,009)	-	-	Not applicable	100	
DREA - Feb 2022 - Unsealed Zone 4, pt 2	561,352	-	-	561,352	(561,352)	-	-	Not applicable	100	
DREA - Feb 2022 - Unsealed Zone 11	132,621	7,618	-	140,239	(140,239)	-	-	Not applicable	100	
DREA - Feb 2022 - Pipe Cleanouts	29,461	-	-	29,461	(29,461)	-	-	Not applicable	100	
DREA - Feb 2022 - Berlin Road Landslip	2,990,190	-	-	2,990,190	(2,990,190)	-	-	Not applicable	100	
DREA - Feb 2022 - Sealed Zone 9	260,869	17,312	-	278,181	(278,181)	-	-	Not applicable	99	Only minor works remaining at various sites.
DREA - Feb 2022 - Sealed Zone 5	283,682	23,187	-	306,869	(306,869)	-	-	Not applicable	71	Works remaining at one site.
DREA - Feb 2022 - Adare Road Floodway	275,147	-	-	275,147	(275,147)	-	-	Not applicable	100	
DREA - Feb 2022 - Guardrail Repairs	6,372	-	-	6,372	(6,372)	-	-	Not applicable	100	
DREA - Feb 2022 - Sealed Zone 4	209,537	2,055	-	211,592	(211,592)	-	-	Not applicable	98	Only minor works remaining at various sites.
DREA - Feb 2022 - Sealed Zone 3	176,868	1,760	-	178,628	(178,628)	-	-	Not applicable	98	Only minor works remaining at various sites.
DREA - Feb 2022 - Brightview Road REPA	141,407	-	-	141,407	(141,407)	-	-	Not applicable	0	
DREA - Feb 2022 - Brightview Road BETTERMENT	530,316	1,203,547	-	1,733,863	(1,733,863)	-	-	Not applicable	30	
DREA - Feb 2022 - Sealed Zone 11-18	163,004	15,797	-	178,801	(178,801)	-	-	Not applicable	100	Only minor works remaining at various sites.
DREA - Feb 2022 - Sealed Zone 1	648,418	1,014	-	649,433	(649,433)	-	-	Not applicable	93	Only minor works remaining at various sites.
DREA - Feb 2022 - Unsealed Zone 5	493,378	-	-	493,378	(493,378)	-	-	Not applicable	100	
DREA - Feb 2022 - Unsealed Zone 6	949,018	-	-	949,018	(949,018)	-	-	Not applicable	100	
DREA - Feb 2022 - Unsealed Zone 10, pt 2	234,649	-	-	234,649	(234,649)	-	-	Not applicable	100	
DREA - Feb 2022 - Sealed Zone 10	268,429	-	-	268,429	(268,429)	-	-	Not applicable	100	
DREA - Feb 2022 - Rockmount Road CH 3220	39,571	33,056	-	72,627	(72,627)	-	-	Not applicable	100	
DREA - Feb 2022 - Crans Road Floodway	337,565	-	-	337,565	(337,565)	-	-	Not applicable	100	
DREA - Feb 2022 - Sealed Zone 8	947,753	43,481	-	991,234	(991,234)	-	-	Not applicable	80	Works remaining at one site, with cultural heritage investigation ongoing.
DREA - Feb 2022 - Unsealed Zone 10, pt 3	568,297	-	-	568,297	(568,297)	-	-	Not applicable	100	
DREA - Feb 2022 - Sealed Zone 2	542,156	-	-	542,156	(542,156)	-	-	Not applicable	100	
DREA - Feb 2022 - Sealed Zone 6	250,451	-	-	250,451	(250,451)	-	-	Not applicable	100	
DREA - Feb 2022 - Sealed Zone 7	259,244	-	-	259,244	(259,244)	-	-	Not applicable	100	
Only minor works remaining at various sites.	1,102,812	-	-	1,102,812	(1,102,812)	-	-	Not applicable	5	
DREA - Feb 2022 - Flagstone Creek Road Rockfall	10,561	4,599	-	15,159	(15,159)	-	-	Not applicable	100	
DREA - Feb 2022 - Floodway Approaches	560,818	124,137	-	684,955	(684,955)	-	-	Not applicable	80	
DREA - Feb 2022 - Roches Road CH 1250	41,801	48,675	-	90,476	(90,476)	-	-	Not applicable	100	
DREA - Feb 2022 - Final All Zones Submission	438,240	14,422	-	452,662	(452,662)	-	-	Not applicable	98	Only minor works remaining at various sites.
DREA - Feb 2022 - Steink's Bridge REPA	186,889	-	-	186,889	(186,889)	-	-	Not applicable	100	
DREA - Feb 2022 - Liftins Road Floodway	32,478	-	-	32,478	(32,478)	-	-	Not applicable	100	
DREA - Feb 2022 - REPA Project Mgt	227,932	317,760	-	545,693	(545,693)	-	-	Not applicable	Not applicable	Project Management Costs Only.



	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
DRFA - May 2022 - Liffins Bridge	-	4,002,703	753,615	4,756,318	(4,756,318)	-	-	100	76	
DRFA - May 2022 - East Eggh Road Landslip	-	3,029,794	917,038	3,946,832	(3,946,832)	-	-	100	99	
DRFA - May 2022 - Mountain View Drive Landslip	-	730,126	439,323	1,169,449	(1,169,449)	-	-	100	30	
DRFA - May 2022 - East Eggh Road Landslip, site 3	-	1,511,906	439,323	1,951,230	(1,951,230)	-	-	100	99	
REPA (Holding Project)	34,976,268	-	-	-	34,976,268	34,976,268	0	Not applicable	Not applicable	REPA Budget Holding Project.
<b>REPA Programme Projects Total</b>	<b>34,976,268</b>	<b>24,677,262</b>	<b>4,407,721</b>	<b>29,084,983</b>	<b>5,891,285</b>	<b>34,976,268</b>	<b>0</b>			
<b>Program: REPA Complementary Works Programme</b>										
Complementary Works (Holding Project)	2,250,000	-	-	-	2,250,000	-	2,250,000	Not applicable	Not applicable	Complementary Works Budget Holding Proj.
DRFA - Feb 2022 - Comp Works Sealed	-	270,400	5,713	276,114	(276,114)	-	-	Not applicable	60	
DRFA - Feb 2022 - Comp Works Unsealed	-	495,510	69,049	564,558	(564,558)	-	-	Not applicable	100	
<b>REPA Complementary Works Programme Projects Total</b>	<b>2,250,000</b>	<b>765,910</b>	<b>74,762</b>	<b>840,672</b>	<b>1,409,328</b>	<b>-</b>	<b>2,250,000</b>			
<b>Cost Centre: Fleet</b>										
<b>Program: Fleet Projects</b>										
2023/2024 Fleet Purchases	4,914,992	347,222	200,847	548,069	4,366,923	400,000	4,514,992	Not applicable	Not applicable	
21/22 Trailers Replacement	-	248,551	-	248,551	(248,551)	-	-	Not applicable	Not applicable	
21/22 Trucks Replacement	-	360,531	-	360,531	(360,531)	-	-	Not applicable	Not applicable	
22/23 Earthmoving Equipment	-	541,900	-	541,900	(541,900)	-	-	Not applicable	Not applicable	
22/23 Light Commercial	-	70,479	-	70,479	(70,479)	-	-	Not applicable	Not applicable	
22/23 Light Trucks	-	434,355	329,301	763,656	(763,656)	-	-	Not applicable	Not applicable	
22/23 Mowers	-	16,818	137,976	154,795	(154,795)	-	-	Not applicable	Not applicable	
22/23 Passenger Vehicles	-	156,467	-	156,467	(156,467)	-	-	Not applicable	Not applicable	
22/23 Trucks	-	351,503	-	351,503	(351,503)	-	-	Not applicable	Not applicable	
Diagnostic Scan Tool	20,000	15,700	-	15,700	4,300	-	20,000	Not applicable	Not applicable	
Materials Handler - Waste	560,000	-	-	-	560,000	-	560,000	Not applicable	Not applicable	
Pit Cover Depot Workshop	20,000	-	-	-	20,000	-	20,000	Not applicable	Not applicable	
<b>Fleet Projects Projects Total</b>	<b>5,514,992</b>	<b>2,543,527</b>	<b>668,124</b>	<b>3,211,650</b>	<b>2,303,342</b>	<b>400,000</b>	<b>5,114,992</b>			
<b>Cost Centre: Cemetery</b>										
<b>Program: Cemetery Projects</b>										
Forest Hill Cemetery Seam Strip Install	38,000	23,065	-	23,065	14,935	-	38,000	Not applicable	95	
Gilton Cemetery Seam Strip Installation	51,000	36,885	28,130	65,015	(14,015)	-	51,000	Not applicable	60	Additional \$15k from P103360 - Park Playground Surfacing Improvements in Budget Review 2.
Laliley Cemetery Columbarium	50,000	39,985	550	40,535	9,465	-	50,000	Not applicable	80	
Laliley Cemetery Seating	10,000	7,467	-	7,467	2,533	-	10,000	Not applicable	95	
New Lowering Device	14,000	9,567	-	9,567	4,433	-	14,000	Not applicable	100	Device delivered.
<b>Cemetery Projects Projects Total</b>	<b>163,000</b>	<b>116,969</b>	<b>28,680</b>	<b>145,649</b>	<b>17,351</b>	<b>-</b>	<b>163,000</b>			

	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
<b>Cost Centre: Camping Grounds</b>										
<i>Program: Camping Grounds Projects</i>										
Disabled Toilet Lake Dyer	21,021	-	-	-	21,021	-	21,021	50	0	Manufacturing of building underway for phase 1. Install date TBC. Trees onsite scheduled to be removed 08 March, 2024.
Renovation of Amenities Block Lake Dyer	245,000	37,956	136,908	174,864	70,136	-	245,000			
<b>Camping Grounds Projects Total</b>	<b>266,021</b>	<b>37,956</b>	<b>136,908</b>	<b>174,864</b>	<b>91,157</b>	<b>-</b>	<b>266,021</b>			
<b>Cost Centre: Facilities</b>										
<i>Program: Facilities Projects</i>										
Accessibility Improvements (BRG4)	857,079	3,269	4,204	7,473	849,606	857,079	-	15	0	Procurement underway for design phase.
Alex Geddes Hall Upgrade (BSBR)	662,236	312,170	378,959	691,129	(28,873)	662,236	-	100	45	Demolition complete. Installation of new building underway.
DNS Stage 2 Prevention Safety Works	25,000	-	7,873	7,873	17,127	-	25,000	100	0	Works scheduled for mid-late March 2024.
Electrical Upgrades	12,248	2,448	-	2,448	9,800	-	12,248	100	100	Majority of work completed last financial year.
Facilities Equipment Replacement	50,000	9,562	-	9,562	40,438	-	50,000	Not applicable	10	Not applicable
Fuel Tank Decommissioning Gatton Depot	20,000	5,471	3,462	8,933	11,067	-	20,000	Not applicable	70	Not applicable
Gatton Depot Fuel Tank	1,175	1,175	-	1,175	(0)	-	1,175	100	100	Small amount of costs incurred in 23/24. Project completed in 22/23.
Gatton Equist Cent Stage 1 Multi Year PJ	291,893	385	-	385	291,508	-	291,893	10	0	
GSH External Cladding and Gutters	307,000	8,875	46,243	55,119	251,881	-	307,000	100	95	
Half Court Basketball Court Lake Apex	80,000	18,290	-	18,290	61,710	-	80,000	100	0	Design completed. Procurement to commence for construction phase.
Laidley (GA Carpark	6,224	6,224	-	6,224	(0)	-	6,224	100	100	Small amount of costs incurred in 23/24. Project completed in 22/23.
Laidley Saleyards Environmental (SECCSP)	76,000	68,612	-	68,612	7,388	12,000	64,000	95	60	
Replace Furniture Comm & Rec Facilities	23,000	-	-	-	23,000	-	23,000	Not applicable	0	Budget to be transferred from existing operational budget in Budget Review 2.
Roof Height Safety System Upgrades	-	35,945	-	35,945	(35,945)	-	-	100	100	Budget to be transferred from existing operational budget in Budget Review 2.
Storm Event Nov 2023 - LCC Insur Repairs	-	15,288	-	15,288	(15,288)	-	-	Not applicable		Budget to be transferred from existing operational budget in Budget Review 2.
Watermain Renewal Laidley Showgrounds	100,000	15,863	12,670	28,533	71,467	-	100,000	25	0	Design inception meeting held and preliminary design and investigation works underway.
Whitcomb Sports Centre Floor Repairs	151,000	142,200	-	142,200	8,800	-	151,000	100	100	
<b>Facilities Projects Total</b>	<b>2,662,875</b>	<b>645,778</b>	<b>453,411</b>	<b>1,099,189</b>	<b>1,563,686</b>	<b>1,531,335</b>	<b>1,131,540</b>			
<b>Total for Group</b>	<b>\$ 54,120,506</b>	<b>\$ 31,400,318</b>	<b>\$ 8,359,216</b>	<b>\$ 39,759,534</b>	<b>\$ 14,360,972</b>	<b>\$ 40,862,242</b>	<b>\$ 13,258,264</b>			

PEOPLE AND BUSINESS PERFORMANCE

Cost Centre: Governance and Property

Program: Legal Services Projects

Realigning, Subdivid, Sale Tryhorn St  
Subdivision Gatton Saleyards  
Legal Services Projects Total

	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution
Realigning, Subdivid, Sale Tryhorn St	500,000	43,343	15,651	58,993	441,007	-	500,000
Subdivision Gatton Saleyards	98,718	56,715	22,298	79,013	19,705	-	98,718
Legal Services Projects Total	598,718	100,058	37,948	138,006	460,712	-	598,718

Not applicable

40  
30

Survey completed. Applications lodged with service providers for approval.  
In design stage for electrical engineering designs and Urban Utilities.

Cost Centre: Information Communication Technology

Program: Information Communication Technology Projects

22/23 LVCC Audio Visual Renewals  
Backup Hardware Renewals  
Body Camera Renewals  
ICT Hardware Replacement/Renewals  
Library People Counter Renewals  
Network Switch Renewals  
Printer Fleet Renewals  
UPS Renewal  
Information Communication Technology Projects Total

22/23 LVCC Audio Visual Renewals	160,000	-	-	-	160,000	-	160,000
Backup Hardware Renewals	18,000	14,383	-	14,383	3,617	-	18,000
Body Camera Renewals	34,500	-	-	-	34,500	-	34,500
ICT Hardware Replacement/Renewals	-	15,853	-	15,853	(15,853)	-	-
Library People Counter Renewals	10,500	-	-	-	10,500	-	10,500
Network Switch Renewals	21,500	-	-	-	21,500	-	21,500
Printer Fleet Renewals	154,000	125,445	11,878	137,323	16,677	-	154,000
UPS Renewal	38,706	13,923	-	13,923	24,783	-	38,706
Information Communication Technology Projects Total	437,206	169,604	11,878	181,482	255,724	-	437,206

Not applicable  
Not applicable  
Not applicable  
Not applicable  
Not applicable  
Not applicable  
Not applicable

0  
100  
0  
40  
0  
20  
95  
10

Market research being conducted.  
Procurement early 2024.  
Budget to be included in Budget Review 2.  
Procurement early 2024.  
Procurement in progress.  
Public printing remaining.  
Awaiting internal advice.

Cost Centre: Waste Disposal

Program: Waste Disposal Projects

Laidley Leachate Tank Replacement  
Waste Disposal Projects Total

Laidley Leachate Tank Replacement	125,000	-	-	-	125,000	-	125,000
Waste Disposal Projects Total	125,000	-	-	-	125,000	-	125,000

0

0

Cost Centre: Transfer Stations

Program: Transfer Station Projects

Gatton Landfill Cell 5 (SQCSP)  
Materials Recov Fac Asphalt Replacement  
Materials Recovery Facility Fire Systems  
Old Gatton Landfill Capping  
Transfer Station Projects Total

Gatton Landfill Cell 5 (SQCSP)	2,633,415	2,051,997	60,342	2,112,339	521,076	463,416	2,169,999
Materials Recov Fac Asphalt Replacement	32,990	-	-	-	32,990	-	32,990
Materials Recovery Facility Fire Systems	51,301	-	-	-	51,301	-	51,301
Old Gatton Landfill Capping	8,550	-	-	-	8,550	-	8,550
Transfer Station Projects Total	2,726,256	2,051,997	60,342	2,112,339	613,917	463,416	2,262,840

100

98

Landfill Cell 5 has been completed, filling commenced beginning of Feb 2024.

Program: Waste Disposal Projects

Asphalt Extension rear (MRF)  
Waste Disposal Projects Total

Asphalt Extension rear (MRF)	70,000	-	-	-	70,000	-	70,000
Waste Disposal Projects Total	70,000	-	-	-	70,000	-	70,000

0

0

Not commenced. Waiting for waste contractor to exit the contract and to then determine what Council will do with the building.

Cost Centre: Public Order & Safety

Program: Public Order and Safety Projects

CCTV Hardware Renewals  
Public Order and Safety Projects Total

CCTV Hardware Renewals	151,000	-	-	-	151,000	-	151,000
Public Order and Safety Projects Total	151,000	-	-	-	151,000	-	151,000

Not applicable

0

Market research being conducted.

Total for Group	\$ 4,108,180	\$ 2,321,659	\$ 110,169	\$ 2,431,827	\$ 1,676,353	\$ 463,416	\$ 3,644,764
-----------------	--------------	--------------	------------	--------------	--------------	------------	--------------

COMMUNITY AND REGIONAL PROSPERITY					Total Amount of Funding		Council Contribution		Design Completion %	Construction Completion %	Comments
Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget							
<b>Cost Centre: Regional Development</b>											
<i>Program: Regional Developments Projects</i>											
Mountain Bike Trail Hub Structure	450,000	1,500	-	1,500	448,500	-	450,000	0	10		Mountain Bike Project to be carried forward waiting to secure access agreements. New Whitcomb Hub site have been identified.
Strategic Land Acquisition	3,163,096	2,633,469	3,750	2,637,219	525,877	-	3,163,096	0	90		Purchase of land for flood mitigation largely completed.
<b>Regional Developments Projects Total</b>	<b>3,613,096</b>	<b>2,634,969</b>	<b>3,750</b>	<b>2,638,719</b>	<b>974,377</b>	<b>-</b>	<b>3,613,096</b>				
<b>Cost Centre: Tourism Initiatives</b>											
<i>Program: Tourism Projects</i>											
FH Rec Grounds Parking & Viewing Silos	350,000	-	-	-	350,000	-	350,000	0	10		Procurement has commenced for detail design of viewing platform and artists painting of the silos.
<b>Tourism Projects Total</b>	<b>350,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>350,000</b>	<b>-</b>	<b>350,000</b>				
<b>Cost Centre: Community Events</b>											
<i>Program: Regional Developments Projects</i>											
Christmas Lighting	70,000	96,290	8,924	105,213	(35,213)	-	70,000	Not applicable	100		Unforeseen electrical upgrades were required. Additional Budget to be transferred from Operational in Budget Review 2.
<b>Regional Developments Projects Total</b>	<b>70,000</b>	<b>96,290</b>	<b>8,924</b>	<b>105,213</b>	<b>(35,213)</b>	<b>-</b>	<b>70,000</b>				
<b>Cost Centre: Growth &amp; Policy</b>											
<i>Program: Growth and Policy Projects</i>											
Flood Mitigation Kensington Grove	40,000	-	-	-	40,000	-	40,000	0	0		
Flood Mitigation Options Laidley	75,000	-	3,750	3,750	71,250	-	75,000	0	0		
Integrated Land Mgmt Plan Grant (ISSBR)	34,000	-	30,456	30,456	3,544	34,000	-	Not applicable	0		Trailer acquisition underway, awaiting delivery.
<b>Growth and Policy Projects Total</b>	<b>149,000</b>	<b>-</b>	<b>34,206</b>	<b>34,206</b>	<b>114,794</b>	<b>34,000</b>	<b>115,000</b>				
<b>Cost Centre: Community Wellbeing</b>											
<i>Program: Pest Management Projects</i>											
Weed Wiper Hecicicle Applicator	7,000	6,359	-	6,359	641	-	7,000	Not applicable	100		Weed wiper received.
<b>Pest Management Projects Total</b>	<b>7,000</b>	<b>6,359</b>	<b>-</b>	<b>6,359</b>	<b>641</b>	<b>-</b>	<b>7,000</b>				
<b>Cost Centre: Voluntary Home Buy Back</b>											
<i>Program: Voluntary Home Buy-Back</i>											
Voluntary Home Buy Back Scheme	8,400,000	4,632,494	719,146	5,351,640	3,048,360	8,400,000	-	Not applicable	80		17 properties purchased in Tranche 1 and 7 in Tranche 2. Rehabilitation of properties including demolition of 13 buildings have been completed and 3 properties have been relocated. Tranche 2 has completed one demolition.
<b>Voluntary Home Buy-Back Projects Total</b>	<b>8,400,000</b>	<b>4,632,494</b>	<b>719,146</b>	<b>5,351,640</b>	<b>3,048,360</b>	<b>8,400,000</b>	<b>-</b>				
<b>Total for Group</b>	<b>\$ 12,589,096</b>	<b>\$ 7,370,111</b>	<b>\$ 766,026</b>	<b>\$ 8,136,137</b>	<b>\$ 4,452,959</b>	<b>\$ 8,434,000</b>	<b>\$ 4,155,096</b>				

	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
<b>EXECUTIVE OFFICE</b>										
<b>Cost Centre: Disaster Management</b>										
<i>Program: Disaster Management Projects</i>										
DM Donga Pathway	29,300	23,239	-	23,239	6,061	-	29,300	100	95	All site works complete and awaiting final certificate of occupancy. Was carried over from FY23. No longer required. Original project was delivered FY23.
Flood Intelligence Infrastructure	28,490	-	-	-	28,490	-	28,490	5	0	Awaiting site confirmation and approval. Indications site approval may take a further 2 months. Delivery in 23/24 will be subject to contractor timeframes.
Flood Warning System Upgrade	40,000	-	-	-	40,000	-	40,000	75	0	Cadastral survey awarded, site works to be completed 08/03. Sheds are underway, slabs expected W/E 15/03/2024.
QR/RF Flood Cameras & Electronic Signage	582,000	187,763	324,079	511,843	70,157	517,317	64,683	100	17	
<i>Disaster Management Projects Total</i>	679,790	211,002	324,079	535,081	144,709	517,317	162,473			
<b>Total for Group</b>	<b>\$ 679,790</b>	<b>\$ 211,002</b>	<b>\$ 324,079</b>	<b>\$ 535,081</b>	<b>\$ 144,709</b>	<b>\$ 517,317</b>	<b>\$ 162,473</b>			
<b>Total for Council</b>	<b>\$ 71,497,572</b>	<b>\$ 41,303,090</b>	<b>\$ 9,559,490</b>	<b>\$ 50,862,579</b>	<b>\$ 20,634,993</b>	<b>\$ 50,276,975</b>	<b>\$ 21,220,597</b>			

LOCKYER VALLEY REGIONAL COUNCIL  
For Period Ended February, 2024

CAPITAL WORKS PROGRAM SUMMARY

	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget
<b>INFRASTRUCTURE</b>					
Camping Grounds	266,021	37,956	136,908	174,864	91,157
Capital Program Delivery	7,946,800	2,494,862	2,437,808	4,932,670	3,014,130
Cemetery	163,000	116,969	28,680	145,649	17,351
DRFA New Event - REPA	37,226,268	25,443,172	4,482,483	29,925,655	7,300,613
Facilities	2,662,875	645,778	453,411	1,099,189	1,563,686
Fleet	5,514,992	2,543,527	668,124	3,211,651	2,303,341
Parks & Open Spaces	340,550	118,055	151,802	269,857	70,693
Total for Group	\$ 54,120,506	\$ 31,400,318	\$ 8,359,216	\$ 39,759,534	\$ 14,360,972

PEOPLE AND BUSINESS PERFORMANCE

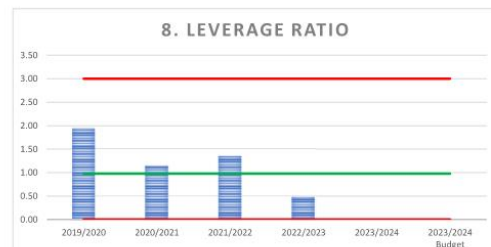
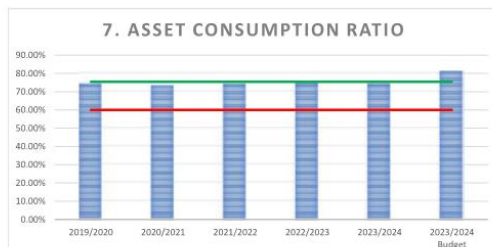
Governance and Property	598,718	100,058	37,948	138,006	460,712
Information Communication Technology	437,206	169,604	11,878	181,482	255,724
Public Order & Safety	151,000	-	-	-	151,000
Transfer Stations	2,796,256	2,051,997	60,342	2,112,339	683,917
Waste Disposal	125,000	-	-	-	125,000
Total for Group	\$ 4,108,180	\$ 2,321,659	\$ 110,168	\$ 2,431,827	\$ 1,676,353

COMMUNITY AND REGIONAL PROSPERITY

Community Events	70,000	96,290	8,924	105,214	(35,214)
Community Wellbeing	7,000	6,359	-	6,359	641
Growth & Policy	149,000	-	34,206	34,206	114,794
Regional Development	3,613,096	2,634,969	3,750	2,638,719	974,377
Tourism Initiatives	350,000	-	-	-	350,000
Voluntary Home Buy Back	8,400,000	4,632,494	719,146	5,351,640	3,048,360
Total for Group	\$ 12,589,096	\$ 7,370,111	\$ 766,026	\$ 8,136,137	\$ 4,452,959

EXECUTIVE OFFICE

Disaster Management	679,790	211,002	324,079	535,081	144,709
Total for Group	\$ 679,790	\$ 211,002	\$ 324,079	\$ 535,081	\$ 144,709
Total for Council	\$ 71,497,572	\$ 41,303,090	\$ 9,559,490	\$ 50,862,579	\$ 20,634,993



## 11.0 PEOPLE, CUSTOMER AND CORPORATE SERVICES REPORTS

*No People, Customer and Corporate Services Reports.*

## 12.0 COMMUNITY AND REGIONAL PROSPERITY REPORTS

### 12.1 MC2023/0030 Application for Development Permit for Material Change of Use for Animal Product Processing Industry and Intensive Animal Industries (Poultry Farm) - 46 Brown and Zirbels Road, Lilydale

**Author:** Tammee Van Bael, Planning Officer  
**Responsible Officer:** Amanda Pugh, Group Manager Community & Regional Prosperity

#### Purpose:

The purpose of this report is to consider an application (MC2023/0030) for a Development Permit for Material Change of Use for an Animal Product Processing Industry (abattoir) and Intensive Animal Industries (poultry farm) on Lot 2 RP867535 at 46 Brown and Zirbels Road, Lilydale.

This application has been assessed in accordance with the requirements of the *Planning Act 2016* and it is recommended that the application be approved subject to conditions.

#### Officer's Recommendation:

**THAT the application (MC2023/0030) for a Development Permit for Material Change of Use for Animal Product Processing Industry (abattoir) and Intensive Animal Industries (poultry farm) on Lot 2 RP867535 at 46 Brown and Zirbels Road, Lilydale, be approved subject to the following conditions:**

No.	Condition	Timing																									
APPROVED PLANS AND DOCUMENTS																											
1.	<div><div>APPROVED PLANS &amp; DOCUMENTS</div><div>Undertake the approved development generally in accordance with the approved plans and documents, including any amendments where in red on the approved plan(s) or document(s):</div><table><tr><th>Title</th><th>Plan No.</th><th>Revision/Amended</th><th>Date</th><th>Prepared By</th></tr><tr><td>Site Plan</td><td>Figure 3</td><td>-</td><td>12/12/2023</td><td>Agricultural Development Services Australia Pty Ltd</td></tr><tr><td>Floor Plan Abattoir</td><td>Appendix 5</td><td>-</td><td>Received 30 March 2023</td><td>9Dorf Pty Ltd</td></tr></table> <table><tr><th>Title</th><th>Document No.</th><th>Revision/Amended</th><th>Date</th><th>Prepared By</th></tr><tr><td>Site-Based Management</td><td>9DF-001</td><td>A</td><td>12/12/2023</td><td>Agricultural Development Services Australia Pty Ltd</td></tr></table></div>	Title	Plan No.	Revision/Amended	Date	Prepared By	Site Plan	Figure 3	-	12/12/2023	Agricultural Development Services Australia Pty Ltd	Floor Plan Abattoir	Appendix 5	-	Received 30 March 2023	9Dorf Pty Ltd	Title	Document No.	Revision/Amended	Date	Prepared By	Site-Based Management	9DF-001	A	12/12/2023	Agricultural Development Services Australia Pty Ltd	At all times.
Title	Plan No.	Revision/Amended	Date	Prepared By																							
Site Plan	Figure 3	-	12/12/2023	Agricultural Development Services Australia Pty Ltd																							
Floor Plan Abattoir	Appendix 5	-	Received 30 March 2023	9Dorf Pty Ltd																							
Title	Document No.	Revision/Amended	Date	Prepared By																							
Site-Based Management	9DF-001	A	12/12/2023	Agricultural Development Services Australia Pty Ltd																							



	Plan					
2.	<b>CONDITIONS OF APPROVAL AND APPROVED PLANS</b> Where there is a conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval take precedence.					At all times.
<b>GENERAL</b>						
3.	<b>NUMBER OF BIRDS</b> The maximum number of birds permitted on site is 6,000 birds as follows: a. 4,000 layer chickens; and b. 2,000 broiler chickens.					At all times.
4.	<b>ABATTOIR</b> a. The abattoir is to be used only for the slaughter of birds grown on the land; and b. A maximum of 20,000 birds are to be slaughtered in the abattoir per annum.					At all times.
5.	<b>CHICKEN HOUSING</b> All structures used to house chickens, including caravans must not exceed a maximum of 8 'caravans' or other temporary/moveable structures for laying chickens, and 4 structures for broiler chickens.					At all times.
6.	<b>HOURS OF OPERATION</b> Operation of the Animal Product Processing Industry (abattoir) and delivery of birds associated with the Intensive Animal Industries (poultry farm) must only be occur between 5am and 5pm.					At all times.
7.	<b>COMPLIANCE WITH CONDITIONS</b> The developer is responsible for ensuring compliance with this development approval and the conditions of the approval by an employee, agent, contractor, or invitee of the applicant.					At all times.
8.	<b>WORKS – APPLICANT’S EXPENSE</b> The cost of all works associated with the development and construction of the development, including services, facilities and/or public utility alterations required are met at no cost to the Council or relevant utility provider, unless otherwise stated in a development condition.					At all times.
9.	<b>INFRASTRUCTURE CONDITIONS</b> All development conditions contained in this development approval about infrastructure under Chapter 4 of the <i>Planning Act 2016</i> (the Act), should be read as being non-trunk infrastructure conditioned under section 145 of the Act, unless otherwise stated.					At all times.
10.	<b>WORKS – DEVELOPER RESPONSIBILITY</b> The applicant must repair any damage to existing infrastructure (e.g. kerb and channel, footpath or roadway) that may have occurred during any works undertaken as part of the development. Any damage that is deemed to create a hazard to the community, must be repaired immediately.					At all times.
11.	<b>WORKS – DESIGN &amp; STANDARD</b> Unless otherwise stated, all works must be designed, constructed, and maintained in accordance with the relevant Council policies, guidelines and standards.					At all times.
12.	<b>WORKS – SPECIFICATION &amp; CONSTRUCTION</b> All engineering drawings/specifications, design and construction works must comply with the requirements of the relevant Australian Standards and must be approved, supervised, and certified by a Registered Professional Engineer of Queensland (RPEQ).					At all times.

13.	<b>MAINTAIN APPROVED DEVELOPMENT</b> The development is to be constructed and maintained in accordance with the approved drawing(s) and/or document, and any relevant approvals.	At all times.
14.	<b>COMMENCEMENT OF USE</b> The use must not commence until all conditions of this approval have been complied with.	At all times.
<b>MANAGEMENT PLAN</b>		
15.	<b>MANAGEMENT PLAN</b> The development must be carried out in accordance with the approved Site-Based Management Plan, prepared by Agricultural Development Services Australia Pty Ltd.	At all times.
<b>ENGINEERING WORK – STORMWATER DRAINAGE WORKS</b>		
16.	<b>STORMWATER DRAINAGE WORKS</b> The development is to be undertaken such that all stormwater (except for rainwater captured on-site in rainwater tanks) is to be drained from the site and conveyed without causing annoyance or nuisance to any person.	At all times.
<b>ENGINEERING WORK – CARPARKING AND ACCESS</b>		
17.	<b>VEHICULAR ACCESS</b> The existing access from Brown and Zirbels Road to the development site is to be maintained. Vehicular access is only permitted via the existing access.	At all times.
<b>SERVICES</b>		
18.	<b>WATER SUPPLY – GENERAL</b> The development is to be provided with a constant low flow water supply system (rainwater, bore water or both) with a minimum storage capacity of 45,000 litres.	At all times.
19.	<b>ON-SITE SEWERAGE TREATMENT &amp; DISPOSAL</b> Provide and maintain on-site sewerage treatment and disposal in accordance with the requirements of the <i>Plumbing and Drainage Act 2018</i> , including the Queensland Plumbing and Wastewater Code.	At all times.
20.	<b>ELECTRICITY &amp; TELECOMMUNICATIONS</b> Connect the development to reticulated electricity supply and telecommunications to the standard of the relevant service provider.	At all times.
<b>LANDSCAPING</b>		
21.	<b>LANDSCAPING</b> Establish landscaping within the 20m vegetation buffer adjacent to the property boundaries as identified on the approved plans and in accordance with the following: a. Maintain all existing native vegetation on the land; b. Plant an additional (minimum) 1 tree every 30m; c. Planted trees must be a species capable of growing to a minimum 5m height at maturity; and d. Use native plant species endemic to the Region.	Prior to commencement of use and to be maintained thereafter.
22.	<b>LANDSCAPING - MAINTENANCE</b> Ensure the landscaped areas include a water and maintenance plan during the establishment phase, and an ongoing maintenance and replanting programme.	At all times.
<b>WASTE MANAGEMENT</b>		
23.	<b>LIQUID WASTE STORAGE</b> All liquid waste is to be stored in a covered area on an impervious surface and ensure it is contained in a manner capable of containing the liquids in case of spillage. Any liquid waste that is not evaporated in accordance with the approved	At all times.

	Site Based Management Plan, must be disposed of through an approved on-site industrial waste treatment system prior to discharge.	
24.	<b>SOLID WASTE</b> All solid waste generated must be either: <ul style="list-style-type: none"> <li>a. Stored in waste bins and disposed of at an approved waste disposal location of collected by a commercial contractor; or</li> <li>b. Composted on site in accordance with the approved Site Based Management Plan. Any waste/compost must be kept in sealed containers.</li> </ul> All waste/compost storage containers/bins must be kept on an impervious surface.	At all times.
<b>AMENITY - LIGHT</b>		
25.	<b>AMENITY - LIGHTING</b> Light sources must be positioned and/or shielded to prevent light spillage outside the boundaries of the premises.	At all times.

#### Advisory Notes

1. The development must be operated in accordance with the Environmental Authority 2023-13 issued by the Department of Agriculture and Fisheries on 22 September 2023.
2. Accreditation from Safe Food Queensland is required for eggs and meat production.
3. An applicant may make representations to Council at any time during the applicant appeal period about changing a matter in the Decision Notice (s75 of the *Planning Act 2016*) or Infrastructure Charges Notice (s125 of the *Planning Act 2016*). Only one negotiated decision notice can be issued by Council.
4. The development approval will have effect in accordance with Section 71 of the *Planning Act 2016*.
5. Works associated with this approval may not start until all necessary approvals have been obtained and relevant conditions complied with (s72 of the *Planning Act 2016*).
6. Any additions or modifications to the approved development (not covered in this approval) may be subject to further approval in accordance with the *Planning Act 2016*.
7. Any proposal to increase the scale or intensity of the use on the subject land, that is assessable development under the Planning Scheme, would be subject to a separate development application in accordance with the *Planning Act 2016*.
8. **Fire ants**  
Biosecurity Queensland must be notified on 13 25 23 of development occurring in the fire ant biosecurity zone before operational works commence. It should be noted that works involving fire ant carrier materials may be subject to movement controls and failure to obtain necessary approvals from Biosecurity Queensland is an offence. It is a legal obligation to report any sighting or suspicion of fire ants within 24 hours to Biosecurity Queensland on 13 25 23. The Fire Ant Restricted Area as well as general information can be viewed on [the Department of Agriculture and Fisheries website](#).
9. **Biosecurity**  
Ensure all prohibited and restricted biosecurity matter under the *Biosecurity Act 2014* is removed appropriately prior to conducting any works on the site. Everyone is obligated under the *Biosecurity Act 2014* to take all reasonable and practical steps to minimise the risks associated with invasive plants under

their control. More information on restricted and invasive plants as well as your general biosecurity obligation (GBO) can be viewed on the [Business Queensland website](#).

#### 10. Aboriginal Cultural Heritage

The *Aboriginal Cultural Heritage Act 2003* requires anyone who carries out a land use activity to exercise a duty of care. The cultural heritage duty of care is met if the development is conducted in accordance with gazetted cultural heritage duty of care guidelines. Further information on cultural heritage duty of care including a register and database of cultural heritage matters is available on the [DATSIP website](#). Should any aboriginal, archaeological or historic sites, items or places be identified, located or exposed during construction or operation of the development, the *Aboriginal Cultural Heritage Act 2003* requires all activities to cease. Please contact DATSIP for further information.

### RESOLUTION

**THAT the application (MC2023/0030) for a Development Permit for Material Change of Use for Animal Product Processing Industry (abattoir) and Intensive Animal Industries (poultry farm) on Lot 2 RP867535 at 46 Brown and Zirbels Road, Lilydale, be approved subject to the following conditions:**

No.	Condition	Timing																									
APPROVED PLANS AND DOCUMENTS																											
1.	<div>APPROVED PLANS &amp; DOCUMENTS</div> <div>Undertake the approved development generally in accordance with the approved plans and documents, including any amendments where in red on the approved plan(s) or document(s):</div> <table><tr><td>Title</td><td>Plan No.</td><td>Revision/ Amended</td><td>Date</td><td>Prepared By</td></tr><tr><td>Site Plan</td><td>Figure 3</td><td>-</td><td>12/12/2023</td><td>Agricultural Development Services Australia Pty Ltd</td></tr><tr><td>Floor Plan Abattoir</td><td>Appendix 5</td><td>-</td><td>Received 30 March 2023</td><td>9Dorf Pty Ltd</td></tr></table> <table><tr><td>Title</td><td>Document No.</td><td>Revision/ Amended</td><td>Date</td><td>Prepared By</td></tr><tr><td>Site-Based Management Plan</td><td>9DF-001</td><td>A</td><td>12/12/2023</td><td>Agricultural Development Services Australia Pty Ltd</td></tr></table>	Title	Plan No.	Revision/ Amended	Date	Prepared By	Site Plan	Figure 3	-	12/12/2023	Agricultural Development Services Australia Pty Ltd	Floor Plan Abattoir	Appendix 5	-	Received 30 March 2023	9Dorf Pty Ltd	Title	Document No.	Revision/ Amended	Date	Prepared By	Site-Based Management Plan	9DF-001	A	12/12/2023	Agricultural Development Services Australia Pty Ltd	At all times.
Title	Plan No.	Revision/ Amended	Date	Prepared By																							
Site Plan	Figure 3	-	12/12/2023	Agricultural Development Services Australia Pty Ltd																							
Floor Plan Abattoir	Appendix 5	-	Received 30 March 2023	9Dorf Pty Ltd																							
Title	Document No.	Revision/ Amended	Date	Prepared By																							
Site-Based Management Plan	9DF-001	A	12/12/2023	Agricultural Development Services Australia Pty Ltd																							
2.	<div>CONDITIONS OF APPROVAL AND APPROVED PLANS</div> <div>Where there is a conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval take precedence.</div>	At all times.																									
GENERAL																											
3.	<div>NUMBER OF BIRDS</div> <div>The maximum number of birds permitted on site is 6,000 birds as follows: a. 4,000 layer chickens; and</div>	At all times.																									

	b. 2,000 broiler chickens.	
4.	<b>ABATTOIR</b> a. The abattoir is to be used only for the slaughter of birds grown on the land; and b. A maximum of 20,000 birds are to be slaughtered in the abattoir per annum.	At all times.
5.	<b>CHICKEN HOUSING</b> All structures used to house chickens, including caravans must not exceed a maximum of 8 'caravans' or other temporary/moveable structures for laying chickens, and 4 structures for broiler chickens.	At all times.
6.	<b>HOURS OF OPERATION</b> Operation of the Animal Product Processing Industry (abattoir) and delivery of birds associated with the Intensive Animal Industries (poultry farm) must only occur between 5am and 5pm, Monday – Sunday.	At all times.
7.	<b>COMPLIANCE WITH CONDITIONS</b> The developer is responsible for ensuring compliance with this development approval and the conditions of the approval by an employee, agent, contractor, or invitee of the applicant.	At all times.
8.	<b>WORKS – APPLICANT'S EXPENSE</b> The cost of all works associated with the development and construction of the development, including services, facilities and/or public utility alterations required are met at no cost to the Council or relevant utility provider, unless otherwise stated in a development condition.	At all times.
9.	<b>INFRASTRUCTURE CONDITIONS</b> All development conditions contained in this development approval about infrastructure under Chapter 4 of the <i>Planning Act 2016</i> (the Act), should be read as being non-trunk infrastructure conditioned under section 145 of the Act, unless otherwise stated.	At all times.
10.	<b>WORKS – DEVELOPER RESPONSIBILITY</b> The applicant must repair any damage to existing infrastructure (e.g. kerb and channel, footpath or roadway) that may have occurred during any works undertaken as part of the development. Any damage that is deemed to create a hazard to the community, must be repaired immediately.	At all times.
11.	<b>WORKS – DESIGN &amp; STANDARD</b> Unless otherwise stated, all works must be designed, constructed, and maintained in accordance with the relevant Council policies, guidelines and standards.	At all times.
12.	<b>WORKS – SPECIFICATION &amp; CONSTRUCTION</b> All engineering drawings/specifications, design and construction works must comply with the requirements of the relevant Australian Standards and must be approved, supervised, and certified by a Registered Professional Engineer of Queensland (RPEQ).	At all times.
13.	<b>MAINTAIN APPROVED DEVELOPMENT</b> The development is to be constructed and maintained in accordance with the approved drawing(s) and/or document, and any relevant approvals.	At all times.
14.	<b>COMMENCEMENT OF USE</b> The use must not commence until all conditions of this approval have been complied with.	At all times.
<b>MANAGEMENT PLAN</b>		
15.	<b>MANAGEMENT PLAN</b> The development must be carried out in accordance with the approved Site-	At all times.

	Based Management Plan, prepared by Agricultural Development Services Australia Pty Ltd.	
<b>ENGINEERING WORK – STORMWATER DRAINAGE WORKS</b>		
16.	<b>STORMWATER DRAINAGE WORKS</b> The development is to be undertaken such that all stormwater (except for rainwater captured on-site in rainwater tanks) is to be drained from the site and conveyed without causing annoyance or nuisance to any person.	At all times.
<b>ENGINEERING WORK – CARPARKING AND ACCESS</b>		
17.	<b>VEHICULAR ACCESS</b> The existing access from Brown and Zirbels Road to the development site is to be maintained. Vehicular access is only permitted via the existing access.	At all times.
<b>SERVICES</b>		
18.	<b>WATER SUPPLY – GENERAL</b> The development is to be provided with a constant low flow water supply system (rainwater, bore water or both) with a minimum storage capacity of 45,000 litres.	At all times.
19.	<b>ON-SITE SEWERAGE TREATMENT &amp; DISPOSAL</b> Provide and maintain on-site sewerage treatment and disposal in accordance with the requirements of the <i>Plumbing and Drainage Act 2018</i> , including the Queensland Plumbing and Wastewater Code.	At all times.
20.	<b>ELECTRICITY &amp; TELECOMMUNICATIONS</b> Connect the development to reticulated electricity supply and telecommunications to the standard of the relevant service provider.	At all times.
<b>LANDSCAPING</b>		
21.	<b>LANDSCAPING</b> Establish landscaping within the 20m vegetation buffer adjacent to the property boundaries as identified on the approved plans and in accordance with the following: a. Maintain all existing native vegetation on the land; b. Plant an additional (minimum) 1 tree every 30m; c. Planted trees must be a species capable of growing to a minimum 5m height at maturity; and d. Use native plant species endemic to the Region.	Prior to commencement of use and to be maintained thereafter.
22.	<b>LANDSCAPING - MAINTENANCE</b> Ensure the landscaped areas include a water and maintenance plan during the establishment phase, and an ongoing maintenance and replanting programme.	At all times.
<b>WASTE MANAGEMENT</b>		
23.	<b>LIQUID WASTE STORAGE</b> All liquid waste is to be stored in a covered area on an impervious surface and ensure it is contained in a manner capable of containing the liquids in case of spillage. Any liquid waste that is not evaporated in accordance with the approved Site Based Management Plan, must be disposed of through an approved on-site industrial waste treatment system prior to discharge.	At all times.
24.	<b>SOLID WASTE</b> All solid waste generated must be either: a. Stored in waste bins and disposed of at an approved waste disposal location of collected by a commercial contractor; or b. Composted on site in accordance with the approved Site Based Management Plan. Any waste/compost must be kept in sealed containers. All waste/compost storage containers/bins must be kept on an impervious	At all times.

	surface.	
<b>AMENITY - LIGHT</b>		
25.	<b>AMENITY - LIGHTING</b> Light sources must be positioned and/or shielded to prevent light spillage outside the boundaries of the premises.	At all times.

#### Advisory Notes

- The development must be operated in accordance with the Environmental Authority 2023-13 issued by the Department of Agriculture and Fisheries on 22 September 2023.
- Accreditation from Safe Food Queensland is required for eggs and meat production.
- An applicant may make representations to Council at any time during the applicant appeal period about changing a matter in the Decision Notice (s75 of the *Planning Act 2016*) or Infrastructure Charges Notice (s125 of the *Planning Act 2016*). Only one negotiated decision notice can be issued by Council.
- The development approval will have effect in accordance with Section 71 of the *Planning Act 2016*.
- Works associated with this approval may not start until all necessary approvals have been obtained and relevant conditions complied with (s72 of the *Planning Act 2016*).
- Any additions or modifications to the approved development (not covered in this approval) may be subject to further approval in accordance with the *Planning Act 2016*.
- Any proposal to increase the scale or intensity of the use on the subject land, that is assessable development under the Planning Scheme, would be subject to a separate development application in accordance with the *Planning Act 2016*.
- Fire ants**  
Biosecurity Queensland must be notified on 13 25 23 of development occurring in the fire ant biosecurity zone before operational works commence. It should be noted that works involving fire ant carrier materials may be subject to movement controls and failure to obtain necessary approvals from Biosecurity Queensland is an offence. It is a legal obligation to report any sighting or suspicion of fire ants within 24 hours to Biosecurity Queensland on 13 25 23. The Fire Ant Restricted Area as well as general information can be viewed on [the Department of Agriculture and Fisheries website](#).
- Biosecurity**  
Ensure all prohibited and restricted biosecurity matter under the *Biosecurity Act 2014* is removed appropriately prior to conducting any works on the site. Everyone is obligated under the *Biosecurity Act 2014* to take all reasonable and practical steps to minimise the risks associated with invasive plants under their control. More information on restricted and invasive plants as well as your general biosecurity obligation (GBO) can be viewed on the [Business Queensland website](#).
- Aboriginal Cultural Heritage**  
The *Aboriginal Cultural Heritage Act 2003* requires anyone who carries out a land use activity to exercise a duty of care. The cultural heritage duty of care is met if the development is conducted in accordance with gazetted cultural heritage duty of care guidelines. Further information on cultural heritage duty of care including a register and database of cultural heritage matters is available on the [DATSIP website](#). Should any aboriginal, archaeological or historic sites, items or places be identified, located or exposed

during construction or operation of the development, the *Aboriginal Cultural Heritage Act 2003* requires all activities to cease. Please contact DATSIP for further information.

**Moved By: Cr Wilson**

**Seconded By:**

**Cr Holstein**

**Resolution Number: 20-24/1035**

**CARRIED**

**7/0**

## Executive Summary

This report considers an application (MC2023/0030) for a Development Permit for Material Change of Use for an Animal Product Processing Industry (abattoir) and Intensive Animal Industries (poultry farm of 6000 birds) on Lot 2 RP867535 at 46 Brown and Zirbels Road, Lilydale.

The application has been assessed in accordance with the requirements of the *Planning Act 2016*. The development complies with the applicable assessment benchmarks, subject to reasonable and relevant conditions.

TABLE 1 - OVERVIEW	
APPLICATION DETAILS	
<b>Application No:</b>	MC2023/0030
<b>Applicant:</b>	9Dorf Pty Ltd
<b>Landowner:</b>	9Dorf Pty Ltd
<b>Site address:</b>	46 Brown and Zirbels Road, Lilydale
<b>Lot and Plan:</b>	Lot 2 RP867535
<b>Proposed development:</b>	Development Permit for Material Change of Use for Animal Product Processing Industry (abattoir) and Intensive Animal Industries (poultry farm of 6000 birds)
STATUTORY PLANNING DETAILS	
<b>Planning Scheme:</b>	<i>Gatton Shire Planning Scheme 2007</i>
<b>Zone:</b>	Rural Agricultural Zone and Rural General Zone
<b>Mapped State Planning Policy (SPP) matters:</b>	State Planning Policy (July 2017)
<b>South East Queensland Regional Plan 2023 (Shaping SEQ) regional land use category:</b>	Regional Landscape and Rural Production Area
<b>Referral trigger/s under the <i>Planning Regulation 2017</i>:</b>	Nil
<b>TLPI:</b>	<i>Temporary Local Planning Instrument 2022 Flood Regulation</i> (effective 21 July 2022) Flood hazard area under the Flood hazard overlay: <ul style="list-style-type: none"> <li>Investigation area</li> <li>Overland flow path</li> </ul>
<b>Overlays:</b>	<ul style="list-style-type: none"> <li>Biodiversity overlay</li> </ul>
<b>Category of Assessment:</b>	Impact assessable The subject land is located within the Rural general and rural agriculture zones. A Material Change of Use for Animal Product Processing Industry and Intensive



	Animal Industries is Impact assessable development under Part 4, Division 3, Table 1 and Part 4, Division 5, Table 1 of the <i>Gatton Shire Planning Scheme 2007</i> .
--	--

## DESCRIPTION OF THE SITE AND SURROUNDS

SITE AND LOCALITY DESCRIPTION	
Land area:	77.46 Hectares
Existing use of land:	Agriculture (cropping), Aquaculture, Dwelling house
Road frontage:	Brown and Zirbels Road: 1,419m
Significant site features:	Sparsely vegetated, several existing dams, existing sheds used in association with existing uses
Topography:	Slopes from 200m AHD in northwest corner to 143m AHD in southeast corner
Surrounding land uses:	Agriculture, Dwelling houses



**Figure 1.** Locality of Subject Site (source LVRC Intramaps)

## SITE HISTORY AND BACKGROUND

The application has been lodged in response to development compliance action as the site has been used for a poultry farm for up to 1,000 chickens without the necessary approvals. The site has historically been used for cropping, aquaculture and a dwelling house all of which will continue concurrently with the proposed development.

### Proposal

The proposal seeks approval to operate a poultry farm with an associated abattoir. Up to 6,000 birds will be farmed on the premises, consisting of 4,000 free-range laying hens and 2,000 pasture-raised broilers. Layers

will be sourced from an accredited poultry supplier approximately every 3-4 months and broilers will be sourced fortnightly. The development application proposes that approximately 50ha of the property will be used for poultry farming purposes. There will be 2 full time staff, up to 3 casual staff and 4 family members involved in the use. Access will be via the existing driveway from Brown and Zirbels Road. The applicant states that there will be no retail / sales from the premises, however it is noted that the applicant advertising farm tours which have included the sale of meat and eggs.

Any organic waste from the operations (both abattoir and poultry farm) including poultry mortalities, broken eggs or those unsuitable for human consumption, blood from the abattoir and plucked feathers or other unsaleable meat products, is proposed to be composted on site.

Dry composting will occur within sealed and covered containers. The composting mix will include a minimum 300mm dry, co-composting material (e.g. hay or sawdust) in the base of the container and on top of the organic waste. Additional co-composting material will be placed on top if excess odour is noted and to ensure the carbon to nitrogen ratio is appropriate. The compost is left in the containers for two to three months to allow breakdown of organic waste then mixed and moisture added as required.

Any compost will then be used as part of the agriculture uses on the property or used off-site on other properties owned by the applicant.

Under the *Environmental Protection Act 1994*, the proposed use is an Environmentally Relevant Activity (ERA 4 – Poultry Farming, more than 1,000 but not more than 200,000 birds). An Environmental Authority has been granted with conditions by the Department of Agriculture and Fisheries.

#### Animal Product Processing Industry

The proposed abattoir will process broiler birds grown on the farm, up to two days per week. It is anticipated that 100-400 birds will be processed per operational day, and up to a maximum of 20,000 birds per annum, yielding approximately 36 tonnes of meat. This is below the threshold for Environmentally Relevant Activity 25 Meat Processing, which is triggered for processing 1,000t or more of meat or meat products in a year.

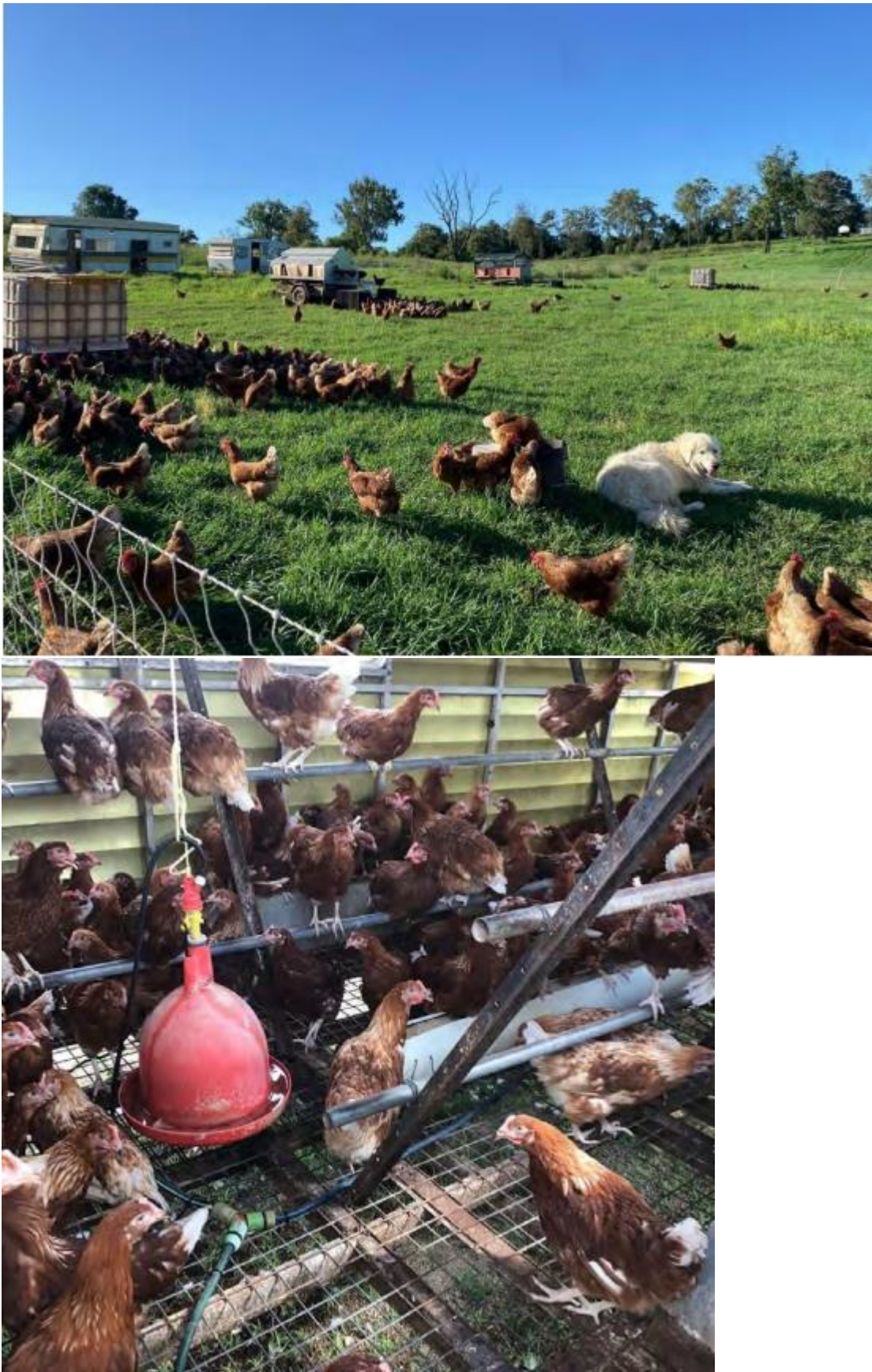
The abattoir will be contained within an insulated building (approximately 30.55m<sup>2</sup> gross floor area). Water for the abattoir will be sourced from the existing dams, tanks and bores on site, and treated to meet food safety standards. Estimated water usage is approximately 1,000 litres per week. Any wastewater will be collected and transferred to an evaporation trough and evaporated over a three-week period, with any remaining solids transferred to a composting container.

#### Intensive Animal Industries

The proposed poultry farm will accommodate up to 6,000 birds (chickens) including layers and broilers for meat production.

The layer birds will be kept in a 1ha open-air area with a 'caravan' for housing. The 'caravan' will be converted for this purpose by replacing the flooring with mesh and installing perches, drinkers and feeders. The caravans and range areas will be rotated every two to three weeks.





Images: Layer birds ‘caravans’ and range area

The broilers will initially be kept in a brooding house for up to two weeks. The brooding house will be approximately 2.4m long x 1.3m wide x 0.7m high with a concrete floor. Broilers will be transferred from the brooding house to shelters with feeders and drinkers. These shelters will be moved daily.

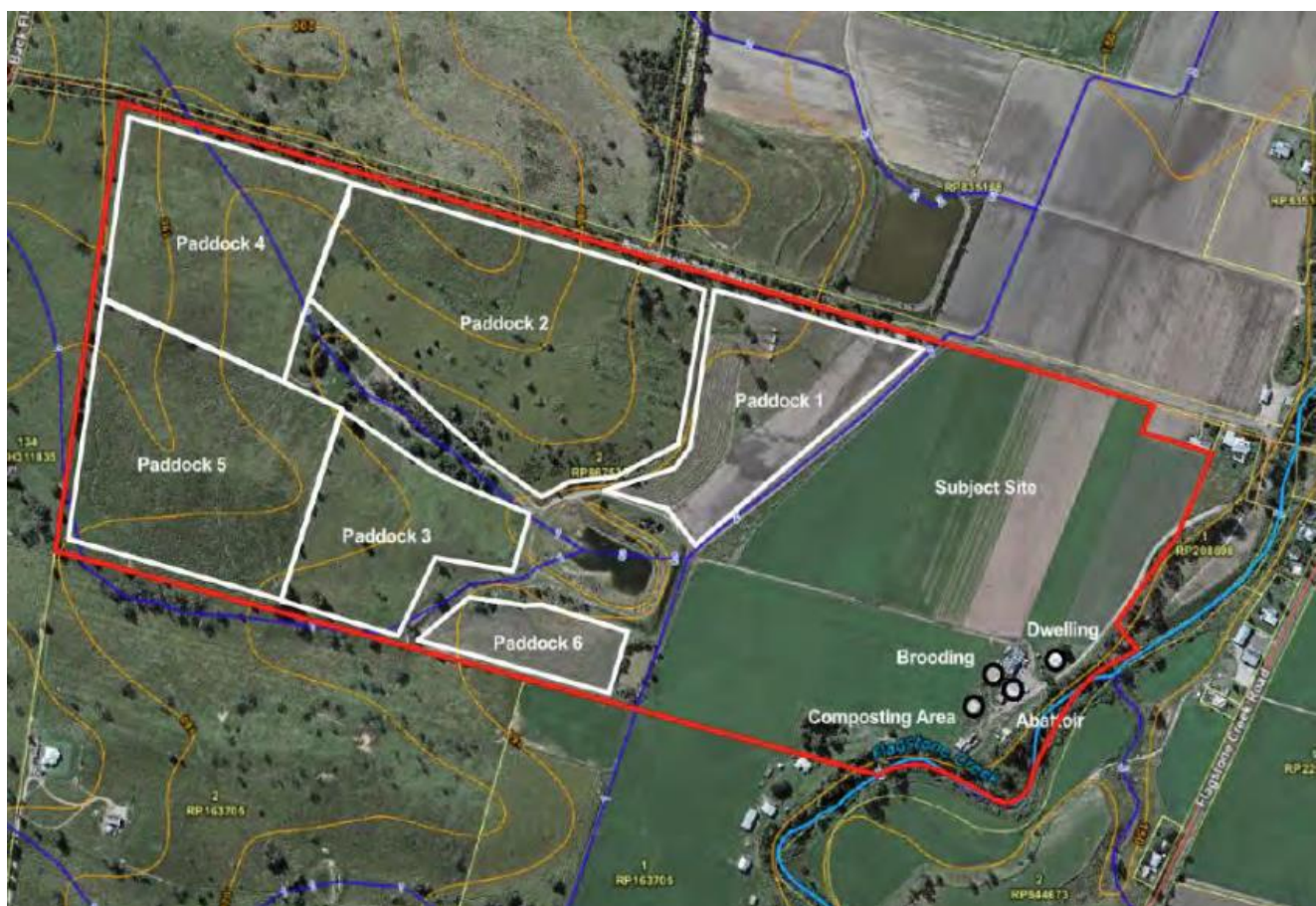


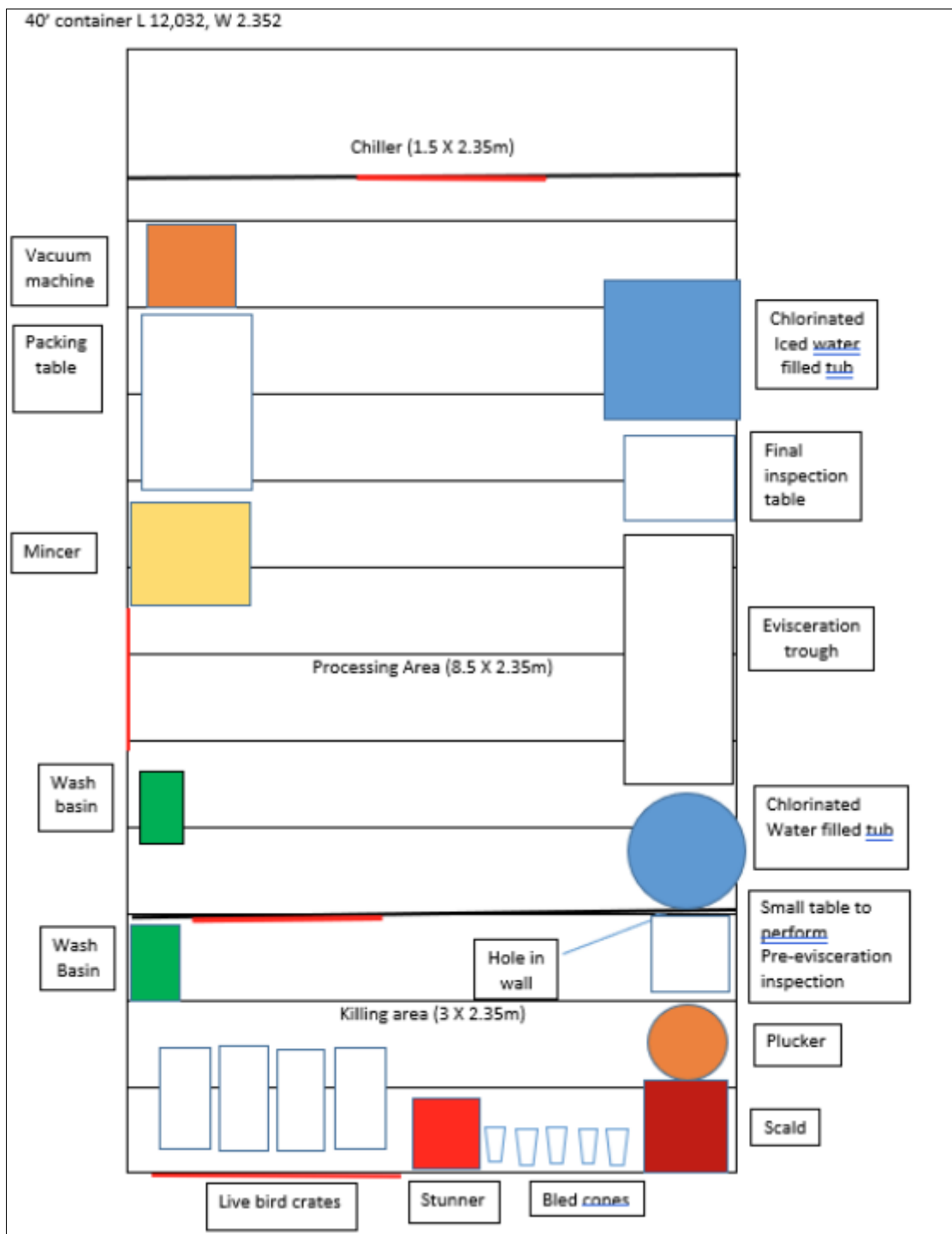
**Image:** Broiler housing



**Image:** Brooding house







Abattoir floor plan

**Figure 2.** Proposed Development Plans

## PLANNING ASSESSMENT

### *Gatton Shire Planning Scheme 2007*

The proposed development is identified as impact assessment under the *Gatton Shire Planning Scheme 2007* (the Planning Scheme) therefore must be assessed against the Planning Scheme as a whole. An assessment has been provided below against the assessment benchmarks relevant to the development proposal.

---

### Assessment against Planning Scheme Codes

The Planning Scheme recognises that Intensive animal industries (e.g. poultry farming) may create adverse impacts such as odour, dust, traffic and noise. The site is located in the Rural general and Rural agricultural zones, to which the following specific outcomes apply:

*Rural General Zone Code, specific outcome (h):*

*Intensive animal industries may be appropriate in this zone. Such uses will be sufficiently separated and buffered from the Shire's towns, villages and rural residential communities so that there will be no adverse impact on the amenity of these areas. Any expansion or intensification of any existing intensive animal industry use which has existing adverse impacts from odour, noise, traffic other impacts on a settlement within the Shire is inconsistent with this zone.*

*Rural Agriculture Zone Code, specific outcome (b):*

*Intensive animal industries are inconsistent with the overall outcomes of the zone particularly where they may impact on a settlement within the Shire as a result of odours, noise or other impacts.*

Specific Outcome (b) of the Rural Agriculture Zone Code identifies that Intensive Animal Industries are inconsistent use in the zone.

The Department of Agriculture and Fisheries has issued an Environmental Authority for ERA 4 – Poultry Farming (more than 1,000 but not more than 200,000 birds) with a suite of conditions that limit the impact of the use. These include quantitative and qualitative requirements, such as:

- Maximum 6,000 birds;
- 3-yearly soil sampling and measurement against set criteria;
- Dust and particulate emission limitations;
- Noise limits;
- Parameters for the use of waste generated by the activity; and
- Poultry farming practises to promote the growth of pasture.

The requirements of the Environmental Authority mitigate impacts to help protect the amenity of surrounding land.

Notwithstanding the Environmental Authority, potential impacts from the proposed use were a key aspect of Council's assessment. In response to Council's Information Request, a Site-Based Management Plan (SBMP) was submitted to demonstrate that the development will not cause adverse impacts to the surrounding area including dust, odour, noise and visual impacts.

Odour impacts have been assessed based on the S-Factor method to determine the minimum required separation distance for the facility from sensitive receptors. The S-Factor method is used in contemporary guidelines for Poultry farms from the Department of Agriculture and Fisheries, AgriFutures Australia as well as Council's draft Lockyer Valley Planning Scheme. The S-Factor method determined a minimum 124m separation distance is required from nearby sensitive receptors (dwellings) with the closest dwelling 238m from the poultry farm range areas.

Further, the S-Factor method is based on tradition poultry farms where birds are kept in sheds. Odour impacts will be reduced as the 6,000 chickens will be moved around the site instead of being concentrated.



Additionally, the chicken shelters and range areas will be regularly rotated across the site so manure will not accumulate in the same area as would be the case of a traditional poultry farm, therefore reducing any odour impacts.

Dust emission from poultry farms is generally caused by mechanical ventilation of sheds, which expels dried manure and other litter. The proposed development which involves regular rotation of the chickens' range area will allow for ground cover to be maintained, with minimal soil exposure underneath the chicken housing, however these areas will be relatively small so as not to cause dust nuisance. The main risk of dust generation associated with the proposed development is from traffic movements along the unsealed Brown and Zirbels Road and the internal tracks.

The development will generate limited additional traffic movements with up to 10 employees and their associated movements which includes deliveries of eggs and meat, and delivery of chickens (fewer than 1 every week).

Dust will be further managed through a 20m setback of the poultry farm areas from all property boundaries and maintaining a minimum 258m minimum setback from the nearest sensitive receptor (refer to Figure below). There are no other poultry farms or abattoirs in close proximity of the land. A condition is recommended that requires the retention of existing vegetation and new planting within the boundary setback area.



**Figure 3.** Aerial image identifying separation distance from nearby sensitive receptors



Noise will mainly be a result of the traffic movements on site, predominantly heavy vehicles. Heavy vehicles will only attend the site once every two weeks when delivering broiler chickens. Therefore, noise is unlikely to cause a nuisance to surrounding residents.

The main area of visual impact as a result of the development is the chicken housing structures (e.g. caravans becoming an eyesore). There would be a maximum of 8 caravans associated with the layer chickens. To mitigate visual impacts, conditions are recommended requiring the number of caravans to be limited to 8 and broiler shelters to be limited to 4 and additional landscaping to be provided within the 20m wide buffer along the property boundaries.

All solid waste generated from the abattoir will be disposed of through the on-site composting facility or off-site to an approved waste disposal location. The composting facility will be managed to ensure all waste is stored within a sealed container to prevent leachate prior to being used on-site. Any liquid waste will be captured and transferred to an evaporation trough with any remaining solid waste transferred to the composting facility. Conditions are recommended relating to waste management on site to ensure this is managed to not cause contamination and the composting facility is kept within sealed containers and kept on an impervious surface.

The development complies with the Rural General Zone Code.

The degree of non-compliance with the Rural Agricultural Zone Code is small, because:

- The majority of the land in this zone will be maintained for cropping purposes within minimal encroachment by the proposed development.
- The use will be undertaken in a way that increases nutrients to support cropping and other agricultural activities.
- The use is assessed as having no detrimental impact on a settlement within the shire.

*Intensive Animal Industries, Animal Product Processing Industries, Kennels and Catteries Code*

Probable Solution A1.5 requires separation distances as follows:

Separation from:	Abattoir	Poultry Farm
Road frontage:	200m – Does not comply	200m – Complies
Natural watercourses:	200m – Does not comply	2000m – Does not comply
Side/rear boundary	200m – Does not comply	200m – Does not comply
Dwelling on surrounding land	200m – Complies	500m – Does not comply

Specific Outcome P1 states

*Facilities associated with a kennel, cattery, intensive animal industries (e.g. piggery, poultry farm, feedlot), and industry being an abattoir or other animal product processing industry, including buildings, pens, other structures and waste disposal sites, must be located, constructed and managed such that the maximum number of animals intended to be kept or processed on the land can be accommodated such that environmental harm or impacts on ecological values are prevented or minimised.*

As discussed above under the Rural General Zone Code, the development can be constructed and managed to ensure it does not cause adverse impacts on ecological values or environmental harm.

Additionally, the development complies with the separation distance requirements in contemporary guidelines for Poultry farms from the Department of Agriculture and Fisheries, AgriFutures Australia and Council's draft Lockyer Valley Planning Scheme. The draft Lockyer Valley Planning Scheme requires separation distances as follows:

- 250m from poultry farm to sensitive land uses (e.g. dwelling house); and
- 50m boundary setbacks for buildings and structures.

The proposal therefore complies with Specific Outcome P1.

Probable Solution A2.1 requires development to be on sites with land less than 10% slope and on land that is not subject to flooding in events greater than 1 in 50 years. The development site is affected by slopes ranging from 10% to 15% and affected by flooding.

Specific Outcome P2 states:

*Facilities are developed on a site which:*

- (a) comprises undulating or flat terrain,*
- (b) is sufficiently elevated to facilitate ventilation and drainage,*
- (c) has adequate vehicle access,*
- (d) is not subject to flooding, and*
- (e) is supplied with a reliable, good quality water supply.*

The subject site consists of undulating terrain and is suitable for the small scale of the chicken housing. As discussed below under the TLPI, the development appropriately manages the flood risk to a tolerable level and any flood affected poultry farm areas can be easily relocated should there be any flooding/drainage issues. The proposal complies with all other aspects of Specific Outcome P2.

The proposal complies with the Intensive Animal Industries, Animal Product Processing Industries, Kennels and Catteries Code.

#### *Landscaping Code*

The applicant has not proposed any additional landscaping. The SBMP recommends retention of the regrowth vegetation on the site. To improve the visual amenity and assist in mitigating dust and odour impacts, a condition is recommended for new planting within the 20m boundary setback area.

The proposal complies with the Landscaping Code.

#### *Lighting Code*

No lighting is proposed as part of the development and hours of operation are limited to 5am to 5pm other than emergencies or animal welfare checks. The Code seeks to ensure that any lighting does not cause nuisance to surrounding receptors, therefore a condition is recommended that any lighting must be directed inwards away from surrounding dwellings. The proposal complies with the Lighting Code.

#### *Services and Infrastructure Code*

The premises has several existing dams as well as bores suitable for use in association with the development. No details of wastewater disposal have been provided, however there is sufficient area of land for any system

should one be required. A condition is recommended requiring wastewater to be treated prior to disposal through an approved wastewater disposal system.

The proposal complies with the Services and Infrastructure Code.

*Vehicle Access, Parking and On-Site Movement Code*

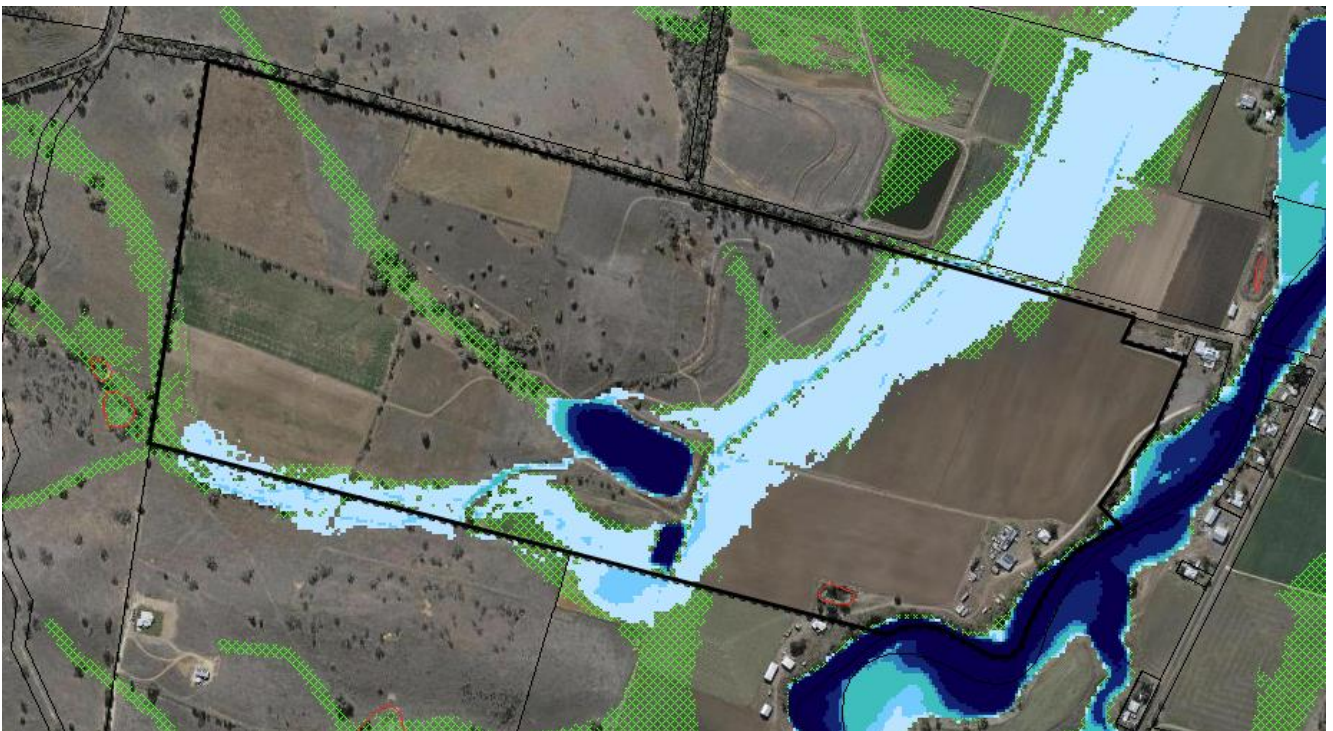
The largest anticipated service vehicle is a Medium Rigid Vehicle and there will be a limited number of additional vehicle movements associated with the use. The surrounding road network is considered to be adequate on this basis. Brown and Zirbels Road has a minimum formed width of 4m and an area either side to allow for passing if necessary. There is a number of internal gravel, sealed driveways and sufficient area to enable a MRV to turnaround on the site. No upgrades are required to the access.

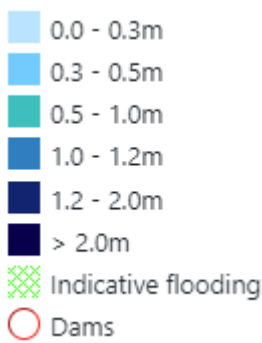
The Planning Scheme does not identify any required rates of car parking for the development. No formal car parking is proposed on site. At most there would be 5 staff members and 4 family members associated with the use. Given the site area, there is suitable area of land available for informal parking by employees within the site.

The proposal complies with the Vehicle Access, Parking and On-Site Movement Code.

**Temporary Local Planning Instrument 2022 Flood Regulation (TLPI)**

The premises is affected by the Flood hazard overlay of the *Temporary Local Planning Instrument 2022 Flood Regulation* (TLPI). Council's latest defined flood level (DFL) mapping confirms the premises is affected by flood inundation for the defined flood event (refer to figure below).





**Figure 4.** Defined Flood Level depth mapping (source LVRC Flood Information Portal)

The proposed new buildings including the abattoir, brooding house and the composting facility will be located above the DFL.

The area where chickens will be kept is affected by flooding, predominantly paddocks 1 and 6. The submitted Site-Based Management Plan (SBMP) has identified this water is overland flow that is very slow moving, shallow flood water. The main concern during flooding is the welfare of the chickens and associated 'caravan' structures and broiler housing. As detailed in the SBMP, the poultry farm will involve daily observation of the area and structures and broiler housing will be moved as necessary. Therefore, it is considered with this regular observation, should there be any flooding of the poultry farm areas, the structures and livestock can be moved as necessary.

The proposal mitigates the risk of flooding to a tolerable and acceptable level and therefore complies with the Flood hazard overlay code.

### Draft Planning Scheme

Pursuant to the Draft Lockyer Valley Planning Scheme, the site is located in the:

- Rural zone
- Overlays:
  - OM1 Agricultural Land overlay
  - OM3A Biodiversity – Ecological Areas overlay
  - OM3C Biodiversity – Waterway and Wetland Habitat overlay
  - OM4 Bushfire hazard overlay
  - OM11 Steep Land overlay
  - OM12A Waterways and water resource catchment – Ecosystems overlay
  - OM12B Waterways and water resource catchment – water resource catchment overlay

Under the draft Lockyer Valley Planning Scheme, the proposed uses are defined as follows:

- Abattoir: High impact industry
- Poultry farm: Intensive animal industry

Under the Draft Planning Scheme, the abattoir component would remain impact assessable however the poultry farm would reduce to code assessable. A poultry farm is a consistent use in the Rural zone, however an abattoir is not a consistent use. The proposed abattoir is directly associated with the poultry farm on the subject site, is of a small scale and can be operated such that it will not adversely affect the existing rural production of the land or surrounding sensitive receptors, or cause adverse environmental impacts. Therefore, the abattoir can be supported on the site. The proposed development is not otherwise considered to cut across a planning intent expressed in the Draft Planning Scheme.

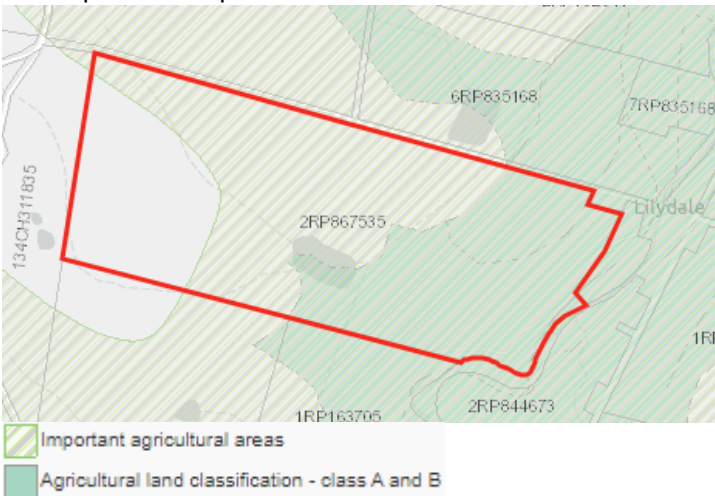
## STATE PLANNING REQUIREMENTS


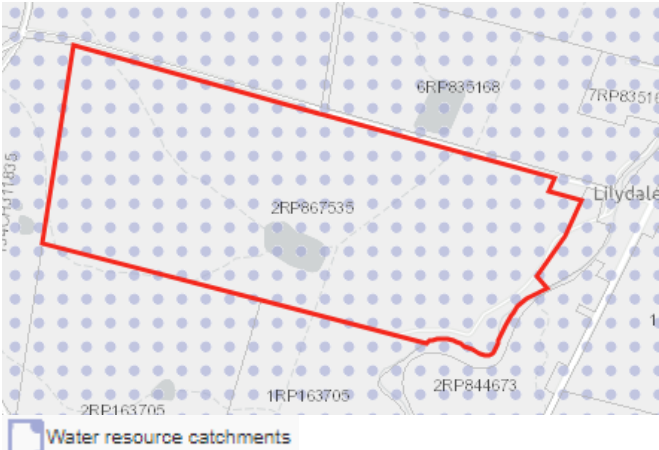
### South East Queensland Regional Plan 2023 (Shaping SEQ)

The site is located in the Regional Landscape and Rural Production Area. The development proposal does not trigger referral to SARA under the *Planning Regulation 2017*. The development for Intensive Animal Industries (poultry farm) and associated Animal Product Processing Industry (abattoir) is consistent with the ShapingSEQ policy document.

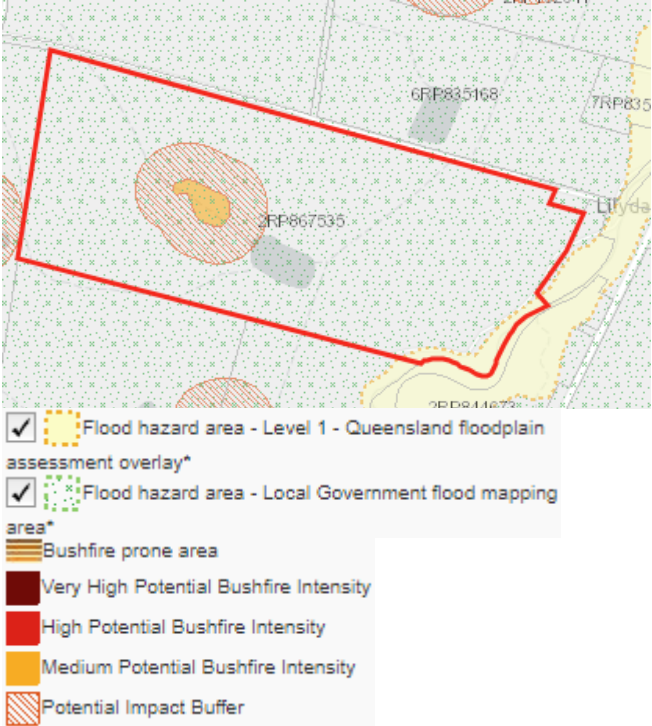
### State Planning Policy (SPP)

As the Planning Scheme does not reflect the current SPP, an assessment of the proposal against relevant state interests has been undertaken.

<b>SPP THEME</b>	<b>ASSESSMENT</b>
<b>Liveable communities and housing:</b> <ul style="list-style-type: none"> <li>Housing supply and diversity</li> <li>Liveable communities</li> </ul>	Not applicable to proposed development
<b>Economic Growth:</b> <ul style="list-style-type: none"> <li>Agriculture</li> <li>Development and construction</li> <li>Mining and extractive resources</li> <li>Tourism</li> </ul>	<p><u>Agriculture</u></p> <p>The proposed development will be carried out on the land in conjunction with existing cropping and aquaculture activities on site. The manner in which the poultry will be carried out will allow for increased nutrients/fertilisation of the agricultural land, thus improving agricultural production sustainably. The development complies with this State interest.</p> 
<b>Environment and heritage:</b> <ul style="list-style-type: none"> <li>Biodiversity</li> <li>Cultural heritage</li> <li>Water quality</li> </ul>	<p><u>Biodiversity</u></p> <p>The subject site contains several watercourses. The development avoids the watercourse except for the northwest corner in paddock 4. The Environmental Authority conditions state that contaminants must not be released to groundwater or in a manner that causes environmental harm.</p> <p>The SBMP details that the poultry farm will be regularly monitored and rotated and will involve soil monitoring to ensure no adverse impacts to the soils. Any</p>

	<p>waste or wastewater generated by the use (predominantly the abattoir) will be captured and composted prior to use elsewhere on site.</p> <p>The development complies with this State interest.</p>  <p><u>Water quality</u></p> <p>The development will involve minimal increase in impervious area (29m<sup>2</sup> increase in GFA representing less than 0.1% of total site area). The proposal involves regular monitoring and rotation of the poultry farm to ensure no excess manure is stockpiled within these areas. The manure from the poultry farm will be fertilise the soil to support agricultural use of the land.</p> <p>Any wastewater generated by the abattoir will be captured through evaporation ponds and any remaining solid waste added to the composting facility. The compost will be stored in sealed containers to prevent leachate.</p> <p>The proposal will not adversely impact upon water quality and complies with this State Interest.</p> 
<p><b>Safety and resilience to hazards:</b></p> <ul style="list-style-type: none"> <li>Emissions and hazardous activities</li> <li>Natural hazards, risk and resilience</li> </ul>	<p><u>Natural hazards, risk &amp; resilience</u></p> <p>The premises is within a Flood hazard area. Refer to the assessment provided above under the TLPI section which demonstrates the development appropriately mitigates the risk to flooding to an acceptable and tolerable level.</p> <p>The premises is within a Bushfire hazard area. The bushfire risk is isolated centrally on the site which will be used for the poultry farm component only</p>



	<p>(layers/broilers housing and range area). As the area is regularly monitored, if there is any bushfire risk, the chickens and their associated infrastructure can be moved. Additionally, there are multiple dams on the promises to provide water for firefighting purposes should it be required. The proposal mitigates the risk of bushfire to a tolerable and acceptable level.</p> <p>The development complies with this State interest.</p>  <p>Legend:</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Flood hazard area - Level 1 - Queensland floodplain assessment overlay*</li> <li><input checked="" type="checkbox"/> Flood hazard area - Local Government flood mapping area*</li> <li> Bushfire prone area</li> <li> Very High Potential Bushfire Intensity</li> <li> High Potential Bushfire Intensity</li> <li> Medium Potential Bushfire Intensity</li> <li> Potential Impact Buffer</li> </ul>
<p><b>Infrastructure:</b></p> <ul style="list-style-type: none"> <li>• Energy and water supply</li> <li>• Infrastructure integration</li> <li>• Transport infrastructure</li> </ul>	Not applicable to proposed development

## REFERRALS

### Internal

The application was internally referred to Council's engineer and plumbing inspector. Relevant conditions have been included in the recommendations.

### External

#### *Planning Regulation 2017 Referrals*

The application did not trigger referral under the *Planning Regulation 2017* (Planning Regulation).

#### Other Referrals

Council officers sought third party advice from Seqwater on the development proposal. Seqwater raised several items including:

- Plan identifying setbacks of development to dams and watercourses;
- Rotation of chicken housing with fencing to ensure no contamination from the use to watercourses;
- On-site sewage management for wastewater from employees;
- Processing liquid waste;
- Processing of solid waste and management composting facility;
- Stormwater management from poultry farm and impervious surfaces;
- Use of bores;
- Confirmation of whether storage of any dangerous goods, hazardous substances or environmentally hazardous materials will be stored on site.

The submitted SBMP details how the development will be managed to ensure no adverse impacts to water quality or surrounding watercourses. Further, the Environmental Authority conditions require the development to be carried out in a manner that does not cause environmental harm or release contaminants into water.

## INFRASTRUCTURE CHARGES

In accordance with section 13 of the *Lockyer Valley Infrastructure Charges Resolution (No. 7) 2023*, a levied charge is applicable to the development proposal and has been calculated as shown in the below table taking into consideration any applicable credits or offsets. An infrastructure charges notice is recommended to be issued.

Charge Type	Demand Unit	No. of Demand Units	Rate	TOTAL
<b>PROPOSED DEMAND</b>				
Charge	High impact industry or special use (animal product processing industry)	29m <sup>2</sup>	\$29.73	\$862.17
TOTAL PROPOSED DEMAND				\$862.17
<b>EXISTING DEMAND</b>				
Credit	Nil (absorbed by Dwelling house)	-	-\$0.00	-\$0.00
TOTAL EXISTING DEMAND CREDIT				-\$0.00
<b>TOTAL AMOUNT PAYABLE</b>				<b>\$862.17</b>

## TRUNK INFRASTRUCTURE

The development is adequately serviced by trunk infrastructure and does not require any additional trunk infrastructure or upgrades of trunk infrastructure. Further, no trunk infrastructure upgrades are identified in Council's Local Government Infrastructure Plan (LGIP).

## PUBLIC NOTIFICATION

The application was impact assessable and was publicly notification for a minimum 15 business days between 18 January and 8 February 2024. On 9 February 2024 Council received the notice of compliance confirming public notification had been carried out in accordance with the requirements of the *Planning Act 2016*. Council received two (2) properly made submissions. The following table provides a summary and assessment of the issues raised by the submitters.



ISSUES	COMMENTS
<p>The proposed development will have adverse visual impact to the surrounding properties given the topography of the land. The use of caravans does not detail the minimum standard required which may result in these caravans being an 'eyesore'.</p> <p>Encouraging regrowth long the boundary within the 20m buffer zone does not effectively buffer the use due to the topography of the land.</p>	<p>Conditions are recommended in relation to the chicken housing to reduce the potential for the caravans to be an 'eyesore' this includes additional landscaping, maintaining existing vegetation and limiting the number of caravans.</p>
<p>The proposal will devalue adjoining properties.</p>	<p>Land valuation is not a town planning ground.</p>
<p>The proposal will generate odour which will adversely impact surrounding properties.</p> <p>The plans provided identify inconsistent locations for the compost facility.</p>	<p>The SBMP demonstrates that the development achieves minimum separation distances for odour in accordance with contemporary guidelines and Council's draft Lockyer Valley Planning Scheme.</p> <p>Further, the use will involve regular rotation of the chicken housing and range areas to ensure no excess stockpile of manure.</p> <p>The Environmental Authority also requires the development to be undertaken so odour does not cause an environmental nuisance.</p> <p>Confirmation has been provided from the applicant that the compost facility will be adjacent to the abattoir. The compost facility will need to be located on site in accordance with the approved site plan.</p>
<p>Noise will be an issue from the proposed use.</p>	<p>The main noise will be from traffic, however, the scale of the use will not result in significant additional traffic. The traffic generated will be predominantly vehicles (cars) with some heavy vehicle movements (once every 2 weeks). The vehicle movements are unlikely to cause noise nuisance to surrounding residences and is not out of character with a rural area.</p>
<p>A 20 metre setback is not a suitable separation distance. The development setbacks do not comply with the Planning Scheme and will adversely impact surrounding dwelling houses.</p>	<p>Despite non-compliance with the specified separation distance, the SBMP has demonstrated that the use complies with the higher order Specific Outcome of the Intensive Animal Industries, Animal Product Processing Industries, Kennels and Catteries Code.</p> <p>The proposal is consistent with the separation distances of the draft Lockyer Valley Planning Scheme.</p>
<p>The proposal provides conflicting information on how liquid waste will be treated.</p>	<p>The SBMP details that liquid waste will be captured in evaporation troughs and any remaining solid waste added to the compost facility.</p> <p>A condition is recommended requiring compliance with the SBMP. Should discharge of liquid waste</p>

---

	occur through other means, this will require treatment prior to discharge.
--	--

## CONCLUSION

The proposal:

- Demonstrates that development will not cause adverse environmental impacts (including noise, odour, dust, water quality, traffic);
- Enhances agricultural production of the land;
- Manages waste generated by the development in a sustainable manner; and
- Achieves compliance with planning scheme and state planning requirements through the imposition of development conditions.

It is therefore recommended the development application be approved subject to conditions in accordance with section 60 of the *Planning Act 2016*.

### Options

1. Approve the development application subject to reasonable and relevant conditions.
2. Approve the development application in part subject to reasonable and relevant conditions.
3. Refuse the development application.

### Critical Dates

A decision on the application is due to be made by 2 April 2024 in accordance with the Development Assessment Rules.

## Strategic Implications

### Corporate Plan

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

### Finance and Resource

Should the decision be contested in the Planning and Environment Court financial implications may occur.

### Legislation and Policy

The application has been assessed in accordance with the requirements of the *Planning Act 2016*. Legal implications arising from the recommendation provided in this report are that the applicant and/or submitters may appeal the decision to the Planning and Environment Court.

### Risk Management

The application has been assessed in accordance with the *Planning Act 2016*. Any risks have been mitigated through assessment of the application in accordance with legislative requirements and the recommendation of reasonable and relevant conditions.

## Attachments

- 1 [🔗](#) MC2023/0030 Proposal Plans 2 Pages

SITE-BASED MANAGEMENT PLAN  
9 Dorf Farms Poultry  
9 Dorf Farms

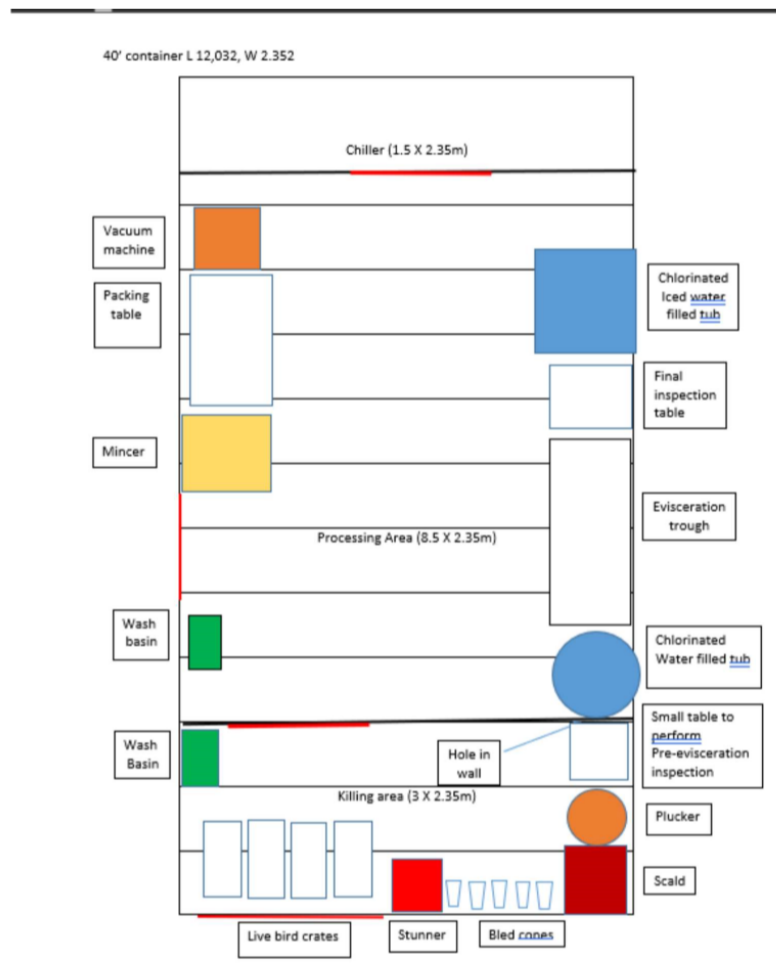
9Dorf Farms  
Site Plan



Figure 3 – Site Plan  
9DF-001



## APPENDIX 5 FLOOR PLAN ABATTOIR



In accordance with Section 150EQ of the Local Government Act 2009, Councillor Cook informed the meeting that he has a declarable conflict of interest in Item 12.2, 'MC2023/0048 Application for Development Permit for Material Change of Use for Caravan Park - 330 Grantham Winwill Road, Winwill.' The nature of the interest is that Councillor Cook has a personal relationship with the McNeill family, who have an adjacent property and have lodged a submission to the application. Councillor Cook left the meeting room (including any area set aside for the public) at 9:33am while the matter was discussed and voted upon.

**12.2 MC2023/0048 Application for Development Permit for Material Change of Use for Caravan Park - 330 Grantham Winwill Road, Winwill**

**Author:** Tammee Van Bael, Planning Officer  
**Responsible Officer:** Amanda Pugh, Group Manager Community & Regional Prosperity

**Purpose:**

The purpose of this report is to consider an application (MC2023/0048) for a Development Permit for Material Change of Use for Caravan Park on Lot 2 RP894841 at 330 Grantham Winwill Road, Winwill.

This application has been assessed in accordance with the requirements of the *Planning Act 2016* and it is recommended that the application be approved subject to conditions.

**Officer's Recommendation:**

**THAT the application (MC2023/0048) for a Development Permit for Material Change of Use for a Caravan Park on Lot 2 RP894841 at 330 Grantham Winwill Road, Winwill, be approved subject to the following conditions:**

No.	Condition	Timing																																													
APPROVED PLANS AND DOCUMENTS																																															
1.	<div>APPROVED PLANS &amp; DOCUMENTS</div> <div>Undertake the approved development generally in accordance with the approved plans and documents, including any amendments where in red on the approved plan(s) or document(s):</div> <table><tr><th>Title</th><th>Plan No.</th><th>Version</th><th>Date</th><th>Prepared By</th></tr><tr><td>Site Plan (as amended)</td><td>1431 S.01</td><td>D</td><td>12/12/2023</td><td>Duke Building Design</td></tr><tr><td>Building Location Plan</td><td>1431 S.02</td><td>B</td><td>12/12/2023</td><td>Duke Building Design</td></tr><tr><td>Floor Plans</td><td>1431 S.03</td><td>B</td><td>12/12/2023</td><td>Duke Building Design</td></tr><tr><td>Elevations Camp Kitchen Room</td><td>1431 S.04</td><td>B</td><td>12/12/2023</td><td>Duke Building Design</td></tr><tr><td>Elevations Reception Shed</td><td>1431 S.05</td><td>B</td><td>12/12/2023</td><td>Duke Building Design</td></tr><tr><td>Elevations Ablution Blocks</td><td>1431 S.06</td><td>B</td><td>12/12/2023</td><td>Duke Building Design</td></tr><tr><td>Elevations Ablutions Blocks</td><td>1431 S.07</td><td>B</td><td>12/12/2023</td><td>Duke Building Design</td></tr></table> <table><tr><th>Title</th><th>Docume</th><th>Version</th><th>Date</th><th>Prepared By</th></tr></table>	Title	Plan No.	Version	Date	Prepared By	Site Plan (as amended)	1431 S.01	D	12/12/2023	Duke Building Design	Building Location Plan	1431 S.02	B	12/12/2023	Duke Building Design	Floor Plans	1431 S.03	B	12/12/2023	Duke Building Design	Elevations Camp Kitchen Room	1431 S.04	B	12/12/2023	Duke Building Design	Elevations Reception Shed	1431 S.05	B	12/12/2023	Duke Building Design	Elevations Ablution Blocks	1431 S.06	B	12/12/2023	Duke Building Design	Elevations Ablutions Blocks	1431 S.07	B	12/12/2023	Duke Building Design	Title	Docume	Version	Date	Prepared By	At all times.
Title	Plan No.	Version	Date	Prepared By																																											
Site Plan (as amended)	1431 S.01	D	12/12/2023	Duke Building Design																																											
Building Location Plan	1431 S.02	B	12/12/2023	Duke Building Design																																											
Floor Plans	1431 S.03	B	12/12/2023	Duke Building Design																																											
Elevations Camp Kitchen Room	1431 S.04	B	12/12/2023	Duke Building Design																																											
Elevations Reception Shed	1431 S.05	B	12/12/2023	Duke Building Design																																											
Elevations Ablution Blocks	1431 S.06	B	12/12/2023	Duke Building Design																																											
Elevations Ablutions Blocks	1431 S.07	B	12/12/2023	Duke Building Design																																											
Title	Docume	Version	Date	Prepared By																																											

Page 90

	<p>required by Council are to be made and the revised Complaints Management Procedure re-submitted to Council.</p> <p>c. Implement the Complaints Management Procedure (or revised Complaints Management Procedures, if relevant).</p> <p>d. Provide a copy of the Complaints Management Procedure (or revised Complaints Management Procedures, if relevant) to all adjoining landowners.</p>	<p>commencement of use.</p> <p>(c) At all times.</p> <p>(d) Prior to commencement of use.</p>
9.	<p><b>COMPLAINTS REGISTER</b></p> <p>A Register of Complaints is to be maintained detailing all complaints received in relation to the operation of the Caravan Park. The register is to include the following details for each complaint:</p> <p>a. the name and location of the complainant (if known);</p> <p>b. the nature of the complaint; and</p> <p>c. how and when the complaint was responded to or actioned.</p> <p>The Register of Complaints is to be made available to Council officers for inspection within two (2) business days upon written request.</p>	At all times.
10.	<p><b>CARAVAN PARK RULES</b></p> <p>A list of rules for guests is to be made available to guests on arrival and at the time of booking, including on any website used for booking. These rules must include advice regarding the follow:</p> <p>a. Camping and caravan may only be within the approval areas, i.e. at least 100m from all property boundaries;</p> <p>b. Guests must not stay on the site for more than 14 nights in any three month period;</p> <p>c. Guests must not access Ma Ma Creek or any other adjoining land;</p> <p>d. No greywater is to be disposed of onsite;</p> <p>e. Dogs must be kept under effective control at all times, and all dog faeces must be collected and disposed of in an appropriate waste receptacle;</p> <p>f. All vehicles must travel at 10km/hr or less on site;</p> <p>g. No motorbikes are to be brought onto the land or used by guests on the land;</p> <p>h. Fires may only be lit when there is no fire ban and must not create a nuisance to comply with Council's Local Law No. 3 (Community and Environmental Management) 2011; and;</p> <p>i. No nuisance is to be created through lights, noise, dust at all times on site. This includes (but is not limited to) any recreational activities and equipment brought to site e.g. LED lighting.</p> <p>Guests are also to be provided with directions to nearest dump points.</p>	At all times.
11.	<p><b>COMMENCEMENT OF USE</b></p> <p>The use must not commence until all conditions of this approval have been complied with.</p>	At all times.
12.	<p><b>COMPLIANCE WITH CONDITIONS</b></p> <p>The developer is responsible for ensuring compliance with this development approval and the conditions of the approval by an employee, agent, contractor, or invitee of the applicant.</p>	At all times.
13.	<p><b>WORKS – APPLICANT'S EXPENSE</b></p> <p>The cost of all works associated with the development and construction of the development, including services, facilities and/or public utility alterations required are met at no cost to the Council or relevant utility provider, unless otherwise stated in a development condition.</p>	At all times.
14.	<p><b>INFRASTRUCTURE CONDITIONS</b></p>	At all times.

	All development conditions contained in this development approval about infrastructure under Chapter 4 of the <i>Planning Act 2016</i> (the Act), should be read as being non-trunk infrastructure conditioned under section 145 of the Act, unless otherwise stated.	
15.	<b>WORKS – DEVELOPER RESPONSIBILITY</b> The applicant must repair any damage to existing infrastructure (e.g. kerb and channel, footpath or roadway) that may have occurred during any works undertaken as part of the development. Any damage that is deemed to create a hazard to the community, must be repaired immediately.	At all times.
16.	<b>WORKS – DESIGN &amp; STANDARD</b> Unless otherwise stated, all works must be designed, constructed, and maintained in accordance with the relevant Council policies, guidelines and standards.	At all times.
17.	<b>WORKS – SPECIFICATION &amp; CONSTRUCTION</b> All engineering drawings/specifications, design and construction works must comply with the requirements of the relevant Australian Standards and must be approved, supervised, and certified by a Registered Professional Engineer of Queensland (RPEQ).	At all times.
18.	<b>MAINTAIN APPROVED DEVELOPMENT</b> The development is to be constructed and maintained in accordance with the approved drawings and documents, and any relevant approvals.	At all times.
<b>ENGINEERING WORK – STORMWATER DRAINAGE WORKS</b>		
19.	<b>STORMWATER DRAINAGE WORKS</b> All stormwater (except for rainwater captured on-site in rainwater tanks) is to be drained from the site and conveyed without causing annoyance or nuisance to any person.	At all times.
<b>EROSION AND SEDIMENT CONTROL</b>		
20.	<b>IMPLEMENT EROSION &amp; SEDIMENT CONTROL PLAN</b> An Erosion and Sediment Control Plan (ESCP) is to be prepared and implemented for the duration of the construction works, and until such time as all exposed soil areas are permanently stabilised (e.g. turfed, hydro mulched, concreted or landscaped etc.). The ESCP must be available on-site for inspection by Council Officers during the works.	At all times.
<b>ENGINEERING WORK –ACCESS</b>		
21.	<b>VEHICULAR ACCESS</b> Design, construct and maintain the approved vehicular access, as per the approved plans and documents, in accordance with the IPWEA Standard Drawing RS-56.  Access must be designed and constructed to accommodate a medium rigid vehicle (15 tonne fire appliance) and include a hardstand within 6m of dedicated fire water supply. The design must include swept paths demonstrating a Medium Rigid Vehicle, Refuse Collection Vehicle and B99 car and caravan can be accommodated.  The vehicle access from the edge of the road pavement to the property boundary must be sealed in bitumen, concrete or asphalt.	Design as part of an Operational Works application. Construction prior to commencement of use. To be maintained at all times.
22.	<b>VEHICULAR ACCESS - DESIGN</b> Any new crossover must be designed such that the edge of the crossover is no closer than 1 metre to any existing or proposed infrastructure, including any stormwater gully pit, maintenance hole, service infrastructure (e.g. power pole, telecommunications pit), and road infrastructure (e.g. street sign, street tree, etc). Design the re-location of any infrastructure services to meet the above criteria as	At the same time as a development application for Operational Work.



	required.	
23.	<b>INTERNAL DRIVEWAYS AND ACCESS</b> Design, construct and maintain all internal driveways and access tracks to be of all-weather, compacted gravel construction and designed to accommodate a Refuse Collection Vehicle from the access point to the waste storage area and B99 car and caravan elsewhere on site	Design as part of an Operational Works application. Construction prior to commencement of use. To be maintained at all times.
24.	<b>PEDESTRIAN PATHWAYS</b> A gravel pedestrian pathway is to be provided from the reception / camp kitchen to the toilet and ablutions facilities.	Prior to commencement of use and to be maintained thereafter.
25.	<b>EMERGENCY EVACUATION ACCESS</b> Design, construct and maintain the 'emergency exit road' as identified on the approved site plan of all-weather, compacted gravel construction designed to accommodate a B99 car and caravan and to maintain existing stormwater flows of overland flow paths.	Design as part of an Operational Works application. Construction prior to commencement of use. To be maintained at all times.
<b>ENGINEERING WORK – ROAD WORKS</b>		
26.	<b>ROAD WORKS – DESIGN &amp; CONSTRUCTION</b> Design and construct a basic right turn treatment (BAR) along the Grantham Winwill Road to provide access/egress to the site, in accordance with Austroads, Manual of Uniform Traffic Control Devices, approved plans and the provisions of a Development Permit for Operational Work.	Design as part of an Operational Works application. Construction prior to commencement of use.
<b>SERVICES</b>		
27.	<b>WATER SUPPLY – GENERAL</b> The development is to be provided with a constant low flow potable water supply system (e.g. rainwater tanks) with a minimum storage capacity of 45,000 litres. A water treatment system is required to ensure potable water is provided.	At all times.
28.	<b>WATER SUPPLY – FIREFIGHTING PURPOSES</b> The development is to be provided with a dedicated, static on-site fire-fighting water supply with a minimum capacity of 10,000 litres.	At all times.
29.	<b>ON-SITE SEWERAGE TREATMENT &amp; DISPOSAL</b> An on-site sewage treatment system is to be provided in accordance with the requirements of the <i>Plumbing and Drainage Act 2018</i> , including the Queensland Plumbing and Wastewater Code. A maximum of 4,000 litres of wastewater is permitted to be treated and disposed of each day.  The wastewater treatment system must:	At all times.

	<ul style="list-style-type: none"> <li>a. Include cattle proof fencing around effluent disposal areas;</li> <li>b. Include provision of a suitable 100% reserve area with required setbacks from watercourses; and</li> <li>c. be setback a minimum of 50m from stream order 1 watercourses and 100m from Ma Ma Creek (a stream order 5 watercourse).</li> </ul> <p>The Plumbing and Drainage Permit application must nominate locations for ablutions facilities and include a dispersive soil management plan of how erosive and dispersive soils will be managed over and near the effluent disposal area to prevent failure.</p>	
30.	<b>CAMP KITCHEN WASTEWATER</b> All wastewater generated by the camp kitchen is to be collected and stored in a holding tank for regular collection by a licensed waste contractor. The holding tank is to have a minimum capacity to hold wastewater from two week's use, with high level alarms set at 70%. Tanks, connections and pipelines are to be maintained and inspected at least annually.	At all times.
31.	<b>GREYWATER</b> All greywater generated must be collected, stored and disposed of off-site at an approved location.	At all times.
32.	<b>ELECTRICITY &amp; TELECOMMUNICATIONS</b> The development is to be connected to a reticulated electricity supply and telecommunications to the standard of the relevant service providers.	At all times.
<b>LANDSCAPING</b>		
33.	<b>EXISTING VEGETATION</b> Existing native vegetation on the land must be retained.	At all times.
34.	<b>LANDSCAPING</b> Establish and maintain landscaping in accordance with an approved landscaping which meets the following: <ul style="list-style-type: none"> <li>a. A minimum of 50 trees must be planted along the eastern boundary (adjacent to Ma Ma Creek);</li> <li>b. Landscaped areas must be subject to ongoing maintenance and replanting programme (if necessary); and</li> <li>c. Landscaping must contain plant species that are endemic to the Region. Plant species selection must be in accordance with Section 8.5.2 Plant Selection of Bushfire Resilient Communities: Technical Reference Guide for State Planning Policy State Interest 'Natural Hazards, Risk and Resilience – Bushfire'.</li> </ul>	Design as part of an Operational Works application. Establish prior to commencement of use. To be maintained at all times.
<b>WASTE MANAGEMENT</b>		
35.	<b>WASTE STORAGE</b> Waste bins must be located throughout the site and at least 10 metres from camp sites. All waste (including dog faeces) must be stored within a waste storage area (e.g. general waste, recyclable waste, pallets, empty drums, etc.). The waste storage area must be: <ul style="list-style-type: none"> <li>a. On an impervious surface (i.e. concrete) and bunded to prevent wastewater discharge onto the land;</li> <li>b. Designed and located (to not cause nuisance to neighbouring properties;</li> <li>c. Screened from any road frontage and adjoining property;</li> <li>d. Of a sufficient size to accommodate commercial type bins that will be serviced by a commercial contractor plus clearance around the bins for manoeuvring and cleaning; and</li> </ul>	At all times.

	e. Provided with a tap and hoses at the waste storage area, and washdown must be drained to the holding tank (used as part of the camp kitchen) and fitted with an approved stormwater diversion valve arrangement in accordance with the provisions of a Trade Waste Permit and the <i>Plumbing and Drainage Act 2002</i> .	
36.	<b>WASTE COLLECTION</b> All waste must be collected by a Council approved commercial contractor within the site.	At all times.
<b>AMENITY - LIGHT</b>		
37.	<b>AMENITY - LIGHTING</b> Maintain outdoor lighting to comply with AS4282:1997 - Control of the obtrusive effects of outdoor lighting.	At all times.
38.	<b>AMENITY - LIGHTING</b> Light sources must be positioned and/or shielded to prevent light spillage outside the boundaries of the premises. This includes any lighting provided by guests (campers).	At all times.
39.	<b>LIGHTING</b> Lighting is to be provided within the development site, including adjacent to the internal driveways and communal facilities as identified on the approved site plan.	At all times.
<b>AMENITY – NOISE</b>		
40.	Noise associated with the Caravan Park must not create a nuisance for surrounding residents.	At all times.
<b>BUSHFIRE</b>		
41.	<b>BUSHFIRE HAZARD ASSESSMENT AND MANAGEMENT PLAN</b> Locate, design, construct and operate the approved development in accordance with the approved Bushfire Management Plan and Bushfire and Flood Hazard Emergency Evacuation Plan*, unless otherwise varied by a condition of this development approval.  *The Bushfire and Flood Hazard Emergency Evacuation Plan is to be used for bushfire evacuation and management purposes only, it is not to be used for flood evacuation and management purposes.	At all times.
<b>FLOODING</b>		
42.	<b>FLOODING</b> Carry out the development in accordance with the approved (or as amended) Flood Emergency Management Plan, subject to the following amendments: a. Sufficient emergency supplies (i.e. water, food, first aid kits) are to be kept on site to support all people on site for the duration the site is isolated in a flood event up to and including the Defined Flood Level event. Any amendment or change to the Flood Emergency Management Plan must be submitted to Council for approval.	At all times.
43.	<b>FLOOD EMERGENCY MANAGEMENT PLAN</b> The Flood Emergency Management Plan (FEMP) must be kept in prominent locations in the proposed development structures.	At all times.
44.	<b>FLOOD EMERGENCY MANAGEMENT PLAN</b> The owner and facility manager and relevant staff as required by the FEMP shall familiarise themselves with the plan. In the case that the land/business is sold or leased to a new person or entity, the current owner/operator of the Caravan park	At all times.

	must ensure the new owner/operator is aware of the processes, requirements and responsibilities intrinsic to the plan. The owner/operator shall hold a formal Register signed by the new owner/operator confirming they have been briefed on and provided with a copy of current FEMP. The Register shall be made available for inspection upon request from Council.	
<b>ADVERTISING DEVICE</b>		
45.	<b>ADVERTISING DEVICES</b> Advertising devices must comply with the following: <ol style="list-style-type: none"> <li>Consist of a maximum of 2 advertising devices only not exceeding a height of 2 metres;</li> <li>Must not be illuminated; and</li> <li>The advertising devices must be wholly located within the boundary of the premises.</li> </ol>	At all times.

#### Advisory Notes

- An applicant may make representations to Council at any time during the applicant appeal period about changing a matter in the Decision Notice (s75 of the *Planning Act 2016*) or Infrastructure Charges Notice (s125 of the *Planning Act 2016*). Only one negotiated decision notice can be issued by Council.
- The development approval will have effect in accordance with Section 71 of the *Planning Act 2016*.
- Works associated with this approval may not start until all necessary approvals have been obtained and relevant conditions complied with (s72 of the *Planning Act 2016*).
- Any additions or modifications to the approved development (not covered in this approval) may be subject to further approval in accordance with the *Planning Act 2016*.
- Any proposal to increase the scale or intensity of the use on the subject land, that is assessable development under the Planning Scheme, would be subject to a separate development application in accordance with the *Planning Act 2016*.
- A permit under Council's Local Law No. 1 (Administration) 2011 and Subordinate Local Law 1.8 (Operation of Caravan Parks) 2011 must be obtained prior to commencement of use and required at all times whilst the use is carried out.
- A permit that is required under Council's Local Law No. 1 (Administration) 2011 and Subordinate Local 1.4 (Installation of Advertising Devices) 2011 for use of a removable A-frame sign at the entrance to the land.
- A Development Permit for Building Works is required for all new buildings and may be required to reclassify / change of use of the existing buildings.
- A Plumbing and Drainage Permit must be obtained prior to commencement of works for all plumbing and drainage infrastructure.
- Council will issue an Infrastructure Charges Notice. These charges are required to be paid prior to the commencement of the use.
- Where a condition requires the submission of a document it must be submitted via email to

[mailbox@lvrc.qld.gov.au](mailto:mailbox@lvrc.qld.gov.au).

**12. Waterway Barrier Works**

A waterway barrier works approval in accordance with the *Planning Act 2016* may be required prior to commencing the development construction.

**13. Fire ants**

Biosecurity Queensland must be notified on 13 25 23 of development occurring in the fire ant biosecurity zone before operational works commence. It should be noted that works involving fire ant carrier materials may be subject to movement controls and failure to obtain necessary approvals from Biosecurity Queensland is an offence. It is a legal obligation to report any sighting or suspicion of fire ants within 24 hours to Biosecurity Queensland on 13 25 23. The Fire Ant Restricted Area as well as general information can be viewed on [the Department of Agriculture and Fisheries website](#).

**14. Biosecurity**

Ensure all prohibited and restricted biosecurity matter under the *Biosecurity Act 2014* is removed appropriately prior to conducting any works on the site. Everyone is obligated under the *Biosecurity Act 2014* to take all reasonable and practical steps to minimise the risks associated with invasive plants under their control. More information on restricted and invasive plants as well as your general biosecurity obligation (GBO) can be viewed on the [Business Queensland website](#).

**15. Aboriginal Cultural Heritage**

The *Aboriginal Cultural Heritage Act 2003* requires anyone who carries out a land use activity to exercise a duty of care. The cultural heritage duty of care is met if the development is conducted in accordance with gazetted cultural heritage duty of care guidelines. Further information on cultural heritage duty of care including a register and database of cultural heritage matters is available on the [DATSIP website](#). Should any aboriginal, archaeological or historic sites, items or places be identified, located or exposed during construction or operation of the development, the *Aboriginal Cultural Heritage Act 2003* requires all activities to cease. Please contact DATSIP for further information.

**16. Flying Foxes**

Some locations within the Lockyer Valley Regional Council area are known as regular/occasional flying-fox roost sites. Unauthorised disturbance to flying-fox roosts is not permitted under Section 88C of the *Nature Conservation Act 1992*. The state government publishes relevant advice in the [Flying-Fox Roost Management Guideline 2013](#).

Grey-Headed Flying Foxes have been observed in Lockyer Valley Regional Council. Any proposed disturbance of this species needs to be referred to the Commonwealth Department of Climate Change, Energy, the Environment and Water as the species is classified as Vulnerable under the *Environment Protection and Biodiversity Conservation Act 1999* (EPBC).

**17. Federal Environmental Protection**

The *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act) ensures that 'nationally significant' animals, plants, habitats and places are protected, and any potential negative impacts are carefully considered. It applies to any group or individual whose actions may have a significant impact on a matter of national environmental significance.

**RESOLUTION**

That item 12.2, 'MC2023/0048 Application for Development Permit for Material Change of Use for Caravan Park - 330 Grantham Winwill Road, Winwill' lay on the table for the purpose of providing additional information.

Moved By: Cr Wilson

Resolution Number: 20-24/1036

**CARRIED**  
**6/0**

**Executive Summary**

This report is in relation to an application (MC2023/0048) for a Development Permit for Material Change of Use for a Caravan Park (maximum 264 persons / 66 sites) on Lot 2 RP894841 at 330 Grantham Winwill Road, Winwill. The application has been assessed in accordance with the requirements of the *Planning Act 2016*.

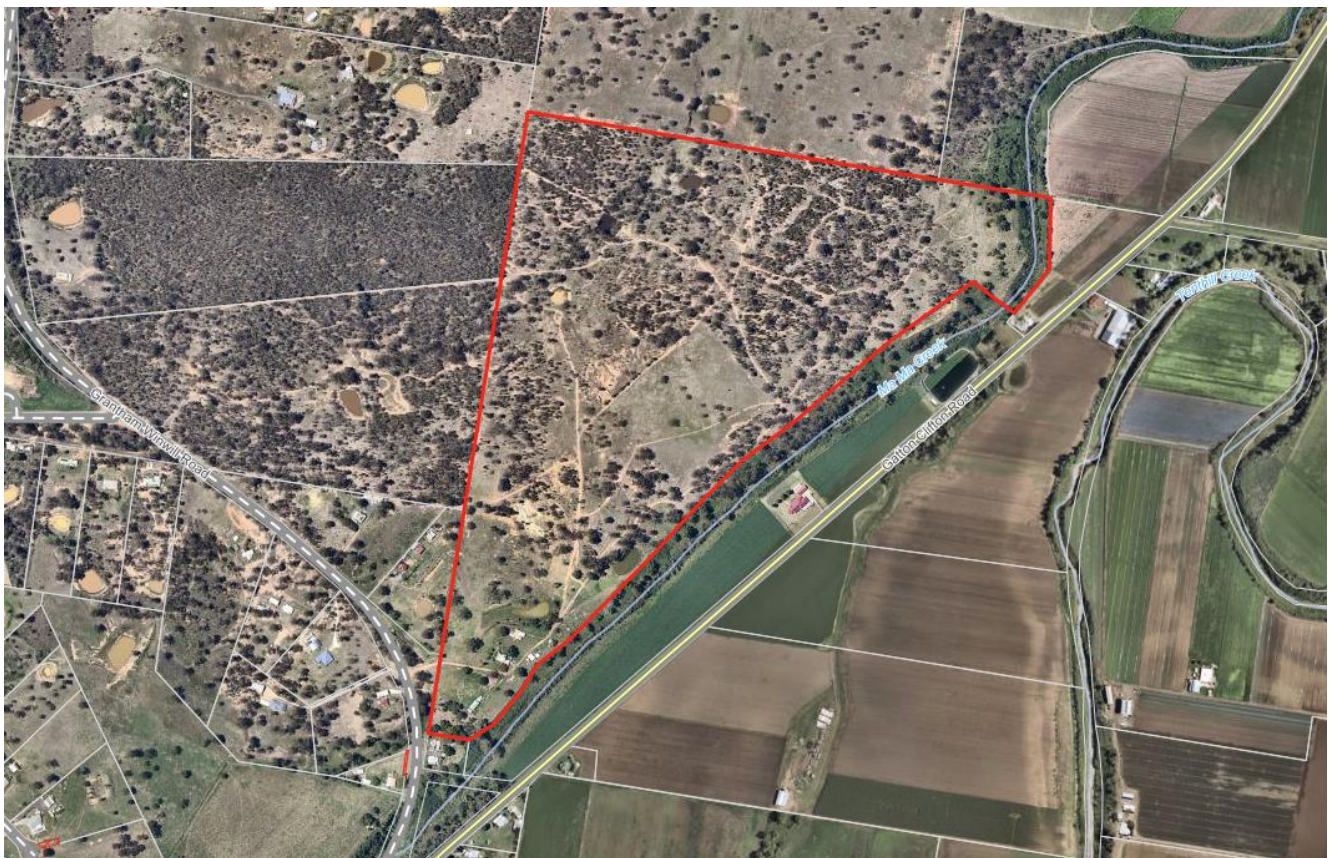
The development at the proposed scale is not appropriate and therefore a reduction in the scale (80 persons / 20 sites) is recommended as at this scale compliance with the applicable assessment benchmarks can be achieved, subject to reasonable and relevant conditions.

TABLE 1 - OVERVIEW	
APPLICATION DETAILS	
Application No:	MC2023/0048
Applicant:	Ma Ma Country Escape
Landowner:	C D Morton & R W Morton
Site address:	330 Grantham Winwill Road, Winwill
Lot and Plan:	Lot 2 RP894841
Proposed development:	Development Permit for Material Change of Use for a Caravan Park (maximum 264 persons / 66 sites)
STATUTORY PLANNING DETAILS	
Planning Scheme:	<i>Gatton Shire Planning Scheme 2007</i>
Zone:	Rural General and Rural Agriculture
Mapped State Planning Policy (SPP) matters:	State Planning Policy (July 2017)
South East Queensland Regional Plan 2017 (Shaping SEQ) regional land use category:	Regional Landscape and Rural Production Area
Referral trigger/s under the <i>Planning Regulation 2017</i> :	Development impacting state transport infrastructure
TLPI:	<i>Temporary Local Planning Instrument 2022 Flood Regulation</i> (effective 21 July 2022) Flood hazard area under the Flood hazard overlay: <ul style="list-style-type: none"> <li>• High hazard</li> <li>• Medium hazard</li> <li>• Low hazard</li> <li>• Investigation area</li> </ul>

	<ul style="list-style-type: none"> <li>Overland flow path</li> </ul>
<b>Overlays:</b>	<ul style="list-style-type: none"> <li>Biodiversity Overlay</li> </ul>
<b>Category of Assessment:</b>	<p>Impact assessable</p> <p>The subject land is located within the Rural General and Rural Agriculture zones A Material Change of Use for a Caravan Park is Impact assessable development under Part 4, Division 3, Table 1 and Division 4, Table 1 of the <i>Gatton Shire Planning Scheme 2007</i>.</p>

## DESCRIPTION OF THE SITE AND SURROUNDS

SITE AND LOCALITY DESCRIPTION	
<b>Land area:</b>	50.9Ha
<b>Existing use of land:</b>	Dwelling house, Caretaker's residence, Animal husbandry (grazing)
<b>Road frontage:</b>	Grantham Winwill Road: 135m
<b>Significant site features:</b>	<p>Vegetated, several existing dams, existing gravel driveway to Grantham Winwill Road</p> <p>Adjoins Ma Ma Creek along the eastern boundary</p>
<b>Topography:</b>	Slopes from 140m AHD at the western boundary down to 114m AHD in the northeast corner (Ma Ma Creek)
<b>Surrounding land uses:</b>	Dwelling houses, Rural uses (cropping, grazing) to north, east and southeast



**Figure 1.** Locality of Subject Site (source LVRC Intramaps)

## SITE HISTORY AND BACKGROUND



An approval for a Caretaker's residence (DA6535/MCU0918) was issued subject to conditions on 25 November 2009. Occupants of the Caretaker's residence are limited to persons actively engaged in a bona fide rural use on the land or caring for immediate family members. Provided a rural use of the land (e.g. grazing) continues, the Caretaker's residence can continue to be used in accordance with the Development Permit.

The application has been lodged in response to development compliance action as the site had been unlawfully used for camping and caravans without the necessary approvals.

### Proposal

The proposal seeks approval for a Caravan Park for up to 264 persons with a maximum of 4 persons per site i.e. 66 sites for short term accommodation (i.e. 21 days or less). The application was originally lodged for up to 300 persons with 75 sites however was reduced in response to a Further Advice letter and submissions.

The applicant has proposed the following maximum number persons at various times, with 'peak times' being long weekends and school holidays:

PERIOD	DAYS	NO. OF GUESTS
Peak period (school holidays and long weekends)	Friday to Monday of Long weekends Friday to Sunday of school holidays	264
	Monday to Thursday of school holidays	200
Non-peak period	Friday to Sunday	180
	Monday to Thursday	50

A number of buildings are proposed in association with the Caravan Park including a reception, camp kitchen and ablutions buildings. The camp kitchen and reception will reuse existing buildings on the premises. The ablutions buildings are new buildings and proposes male, female and disabled toilets and showers. The number of toilets, showers and handbasins proposed meet the provisions of the Draft Planning Scheme for 20 sites.

A new on-site effluent treatment and disposal area and a holding tank is proposed to service the facility. No dump point will be provided. Any greywater generated by guests caravan/camping facilities must be captured and disposed of off site, no greywater will be released on site.

A number of recreational activities are proposed for use by guests including bicycle tracks (no motorbikes), ropes course, zip line, water trampoline, tree climb and swing, kayaks and other recreational use of the existing dams.

Access to the premises will be via the existing access to Grantham Winwill Road. Existing internal gravel tracks will be used for access to the camping/caravan sites and other facilities of the Caravan Park.

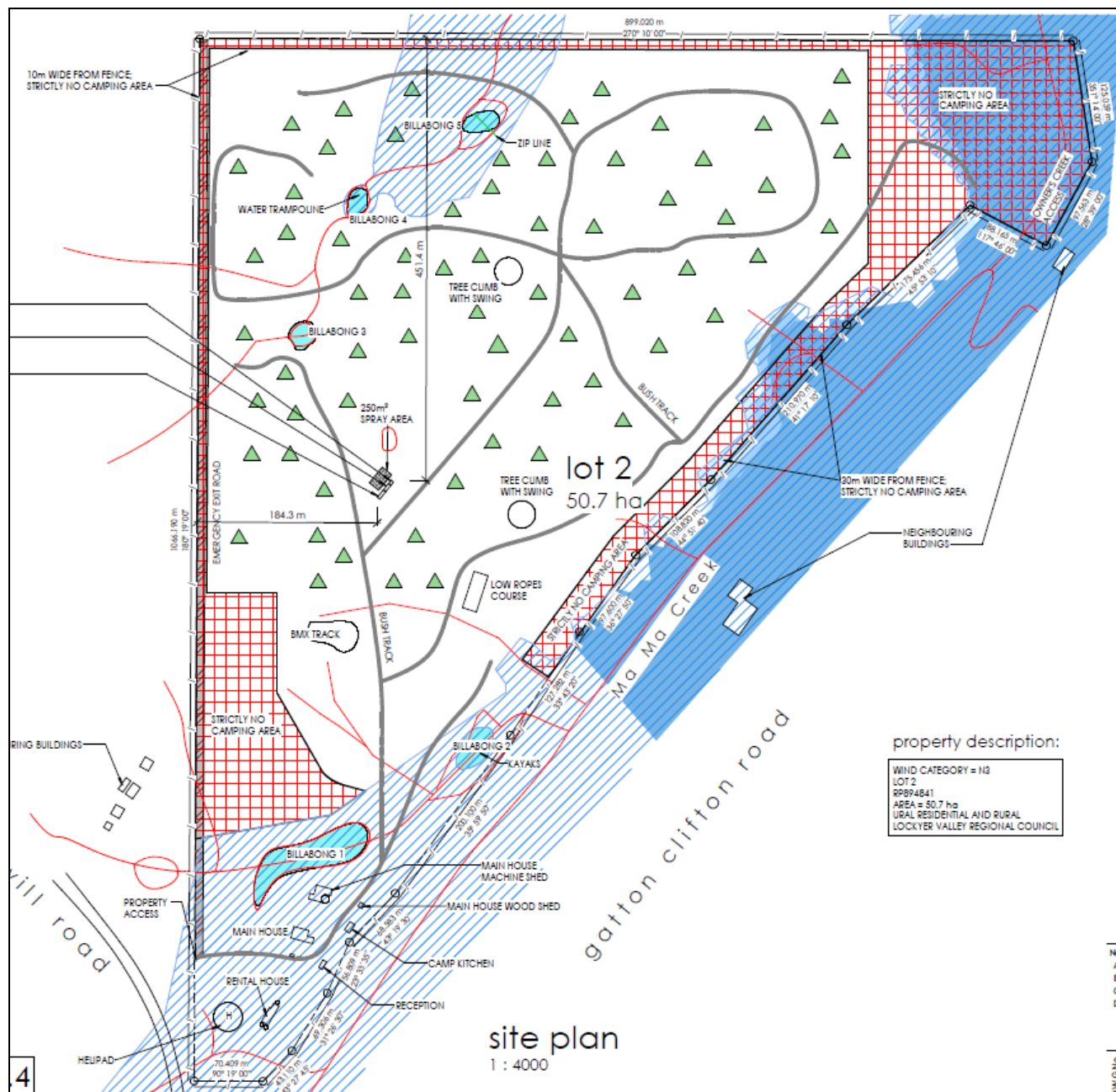
A free standing 'A-frame' sign is proposed within the road reserve and a sign affixed to the front fence is proposed.

The existing vegetation will be maintained and additional vegetation planted, using local indigenous species proposed along the Ma Ma Creek side boundary to rehabilitate this area.

No formal car parking spaces are proposed.



MATERIAL CHANGE OF USE	DEVELOPMENT PARAMETERS
	Proposed
Gross floor area	190.43m <sup>2</sup>
Building height / storeys	Maximum 3.84m / 1 storey
Setbacks	Minimum 10m from all side boundaries



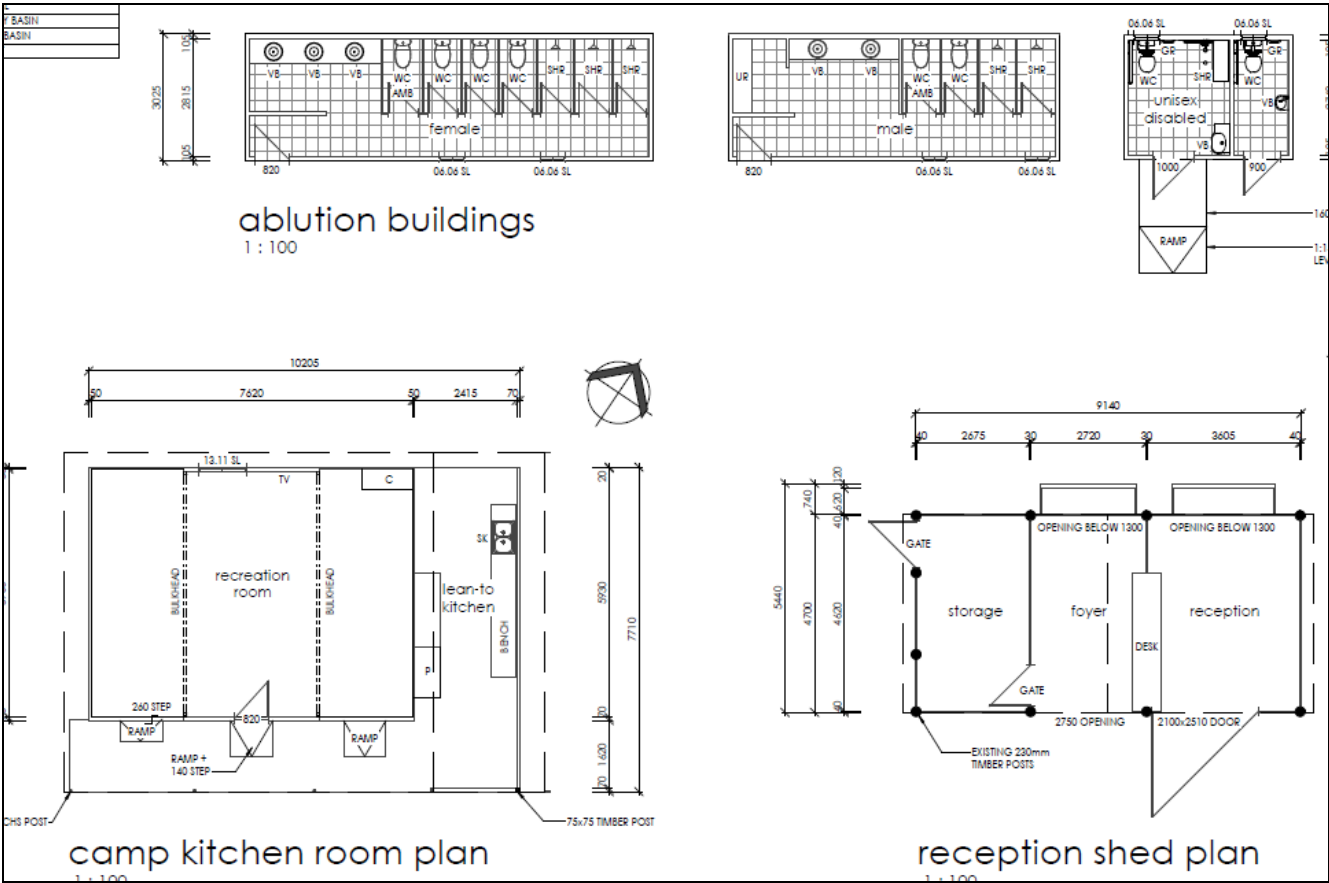




Figure 15. The larger sign on the fence (6.5/A1.1)

**Figure 2.** Proposed Development Plans

## PLANNING ASSESSMENT

### *Gatton Shire Planning Scheme 2007*

The proposed development is identified as impact assessment under the *Gatton Shire Planning Scheme 2007* (the Planning Scheme) and therefore must be assessed against the Planning Scheme as a whole. An assessment has been provided below against the assessment benchmarks relevant to the development proposal.

### **Assessment against Planning Scheme Codes**

#### *Desired Environmental Outcomes (DEOs)*

The proposed development (maximum 264 persons) places a number of DEOs at risk of non-compliance due to the scale of the development. In particular:

- (a) *Gatton Shire's natural environment is protected, so that biodiversity, ecological processes and air, land and water quality are maintained.*
- (d) *Places, areas or sites identified as being susceptible to land degradation, including erosion, landslip and contamination are protected and further degradation minimised.*
- (e) *...the rural character, significant natural features, cultural heritage and landscape values of the Shire are protected and enhanced.*
- (n) *...low-impact tourism activities based on the scenic and rural values of the Shire are encouraged to contribute to the economic growth of the Shire.*

The Caravan Park as proposed would accommodate a maximum 264 persons at peak times (long weekends and Friday to Sunday on school holidays), scaled down to a maximum of 50 persons during midweek of non-peak times. The proposed scale of the development is not considered appropriate to protect and enhance the rural character and landscape values (DEO(e)) nor is it a low-impact tourism activity (DEO(n)) for the following reasons:

- Noise impacts associated with the use from guests and recreational activities on site. This is of particular concern during the evening and night-time periods where there is limited background noise.
- Lighting impacts from guests lighting their sites which may be directed (even inadvertently) towards surrounding residences creating nuisance.
- Dust impacts from the increased traffic movements and recreational activities on site. Dust impacts may be exacerbated during dry periods due to reduced ground cover and the erosive/dispersive soil.
- Visual impacts with sites being visible to surrounding residents due to insufficient separation distance (10m) from property boundaries. Multiple caravans, campervans, tents and associated vehicles and structures create a character that is vastly different to the existing rural character of the land.

The applicant provided a Complaints Management Procedure with complaints to be investigated within 24 hours of receipt. However, if there complaints about noise, dust or lighting nuisance, investigation and resolution of the issue will be required within a much shorter time period.

The site is not serviced by reticulated sewerage, therefore an On-Site Effluent Disposal System is required. The applicant submitted an On-Site Effluent Disposal Report ('the Report') to demonstrate that a system (treatment and disposal on site) can be implemented based on the proposed scale, with the following limitations:

- A maximum of 4,000 litres of wastewater can be treated per day; and
- Wastewater generated during peak periods will exceed 4,000 litres per day. The Report identifies that following a peak period, it will take 2 weeks to treat all wastewater.

The Report states that water usage was measured on one weekend when camping and caravanning were being conducted on the site, and water usage at a rate of 23 litres/person/day was observed. However, there is no evidence that amenities (toilets, showers) were provided on site during this period.

The Report demonstrates that the proposed on-site system can accommodate the proposal, but only subject to the following assumptions:

- Only 70% of persons will shower on any given day (i.e. 30% of persons will not shower);
- Toilets will be used by each person three times per day (2 half flush, 1 full flush);
- Wash basins will be used by each person three times per day;
- 35% of guests will arrive early on the first day and use facilities for 75% of the day;
- 65% of guests will arrive late on the first day and use facilities for 25% of the day;
- 50% of guests will leave early and use none of the facilities.

Based on the above, the Report adopts a water usage rate of 35.5 litres/person/day. By comparison, Australian Standard (AS) 1547 identifies the typical wastewater flow allowance of 50 litres/person/day for camping grounds in recreation areas (excludes kitchen, laundry). AS1547 states that *'these flows are minimum rates unless actual flows from past experience can be demonstrated'*.

The Report is not acceptable in its current form because it fails to demonstrate that the reduced wastewater flow allowance (i.e. 35L/person/day) should be adopted. Notably:

- Many of the assumptions in the Report (e.g. showering and toilet usage) appear unreasonable and cannot be regulated or enforced.
- Reliance on water usage rate over a single weekend where no toilets, showers or other facilities were provided is not representative of the proposal and therefore does not provide sufficient evidence to demonstrate a reduced rate.



Considering the above, the wastewater flow allowance adopted for the proposal should be as per AS1547, being 50 litres/person/day. The maximum wastewater treatment per day is 4,000 litres. Therefore, the development can support a maximum of 80 persons (20 sites) per day.

The proposal protects the natural environment through retaining existing vegetation, additional trees being planted using native species along Ma Ma Creek to further enhance the biodiversity of this area, minimal new buildings, minimal earthworks/disturbed areas, no greywater discharge on site and construction of a wastewater treatment and disposal system.

Aerial imagery (refer to Figure below) indicates the site is affected by dispersive/erosive soils, which includes the proposed location of the wastewater treatment system and disposal area. Land degradation is likely to be exacerbated by the increased vehicle and pedestrian movements on site which may cause increased sediment and bank erosion to Ma Ma Creek. To reduce the potential for land degradation it is recommended that the scale of the use be reduced (less persons) and all sites be setback a minimum of 100m from all property boundaries (discussed in detail below). The 100m setback will result in sites being well setback from Ma Ma Creek to reduce the effects of land degradation on Ma Ma Creek.



**Figure 3.** Aerial image indicating dispersive/erosive soils (source LVRC Intramaps)

The development does not involve vegetation clearing and only minimal earthworks proposed in association with the construction of the ablutions building. Sites for camping/caravans will be dispersed throughout.

The premises is within a bushfire prone area and flood hazard area. Bushfire and flood emergency management plans have been provided to manage the use during an event.

All elements of the proposed Caravan Park are located outside the flood areas with the exception of an

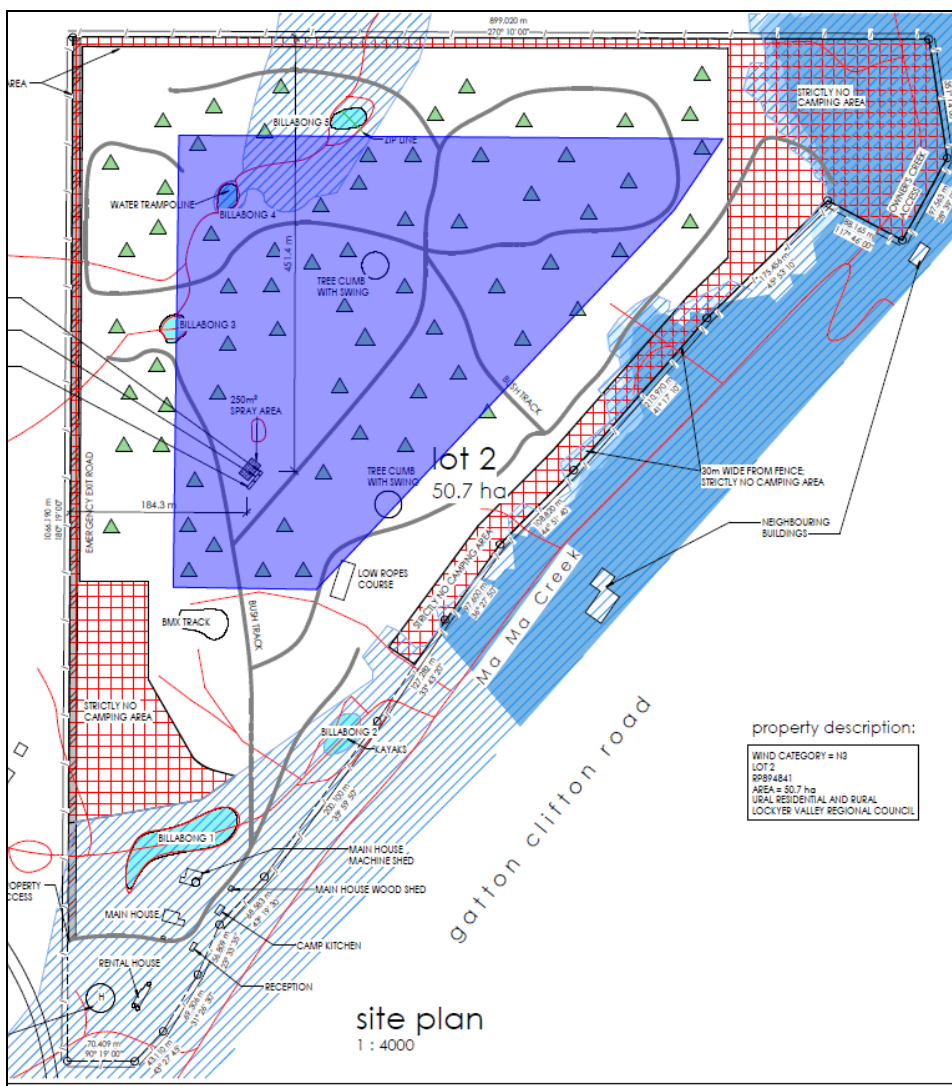
internal access and recreational activities. To mitigate flood risk, an emergency evacuation track is proposed along the western boundary, above the flood area, to enable evacuation in a flood. However, should the main internal access track be flooded, it is likely that roads external to the site will also be flooded, meaning people will need to shelter in place until such time as it is safe to leave.

Conditions are recommended for bushfire mitigation measures including water supply and firebreaks.

A reduced scale for a maximum of 80 persons for the Caravan Park with the following mitigation measures would significantly reduce the environmental and amenity impact of the proposed development:

- All campsites to be located a minimum 100m from all property boundaries. Refer to Figure below identifying the 100m setback;
- Requirement for all lighting, including guests' lighting at their sites, be positioned or shielded to not cause glare or nuisance to surrounding residential properties;
- No motorbikes are permitted to be used by guests;
- Any dog brought on to the site must be kept under effective control;
- Limit the length of guests' stay to short-term only, e.g. for a maximum of 14 consecutive days with no long term or permanent occupation of campsites permitted;
- An on-site manager is to be available at all times on the premises, and their contact details provided to adjoining residents/landowners to allow any nuisance relating to the use and investigation of complaints.

With the above measures, the proposal supports achievement of the DEOs.



**Figure 4.** Proposal plan showing in purple the area more than 100m from property boundaries

#### Rural General Zone Code

Specific Outcome (k) states '*all other defined uses and other not defined uses, not specifically identified in Table 1 are not consistent with the purpose of the zone*'. A Caravan Park is not listed in the Table of assessment, therefore is an 'other defined use' and therefore not consistent with the purposes of the zone. However, the proposed development can comply (subject to limitations) with the Desired Environmental Outcomes which allows Council to consider the proposal. The following assessment is based on the proposal including the limitations detailed in the previous section.

Specific Outcome (f) states:

*A range of other recreational, educational or tourism related uses is supported in the zone, where:*

- (i) *the intensity and scale of the use does not reduce the amenity or operational effectiveness of neighbouring properties;*
- (ii) *there are no adverse impacts on the natural environment, including:*
  - (A) *vegetation or other features identified as having significant ecological values; and*
  - (B) *downstream water quality;*
- (iii) *there are no impacts on the quality of the visual landscape as uses involve only limited buildings or*

*structures that are designed, sited and of a scale consistent with the natural environmental and landscape features;*

- (iv) the site is connected to the Shire road network and urban centres by roads capable of accommodating the type and volume of traffic likely to be generated; and*
- (v) the site has access to an appropriate water supply, liquid and solid waste disposal systems and electricity supply adequate for all on-site purposes.*

The development complies in part with Specific Outcome (f) as follows:

- (i) Existing vegetation will be retained and only minimal earthworks proposed. This will assist to maintain the existing rural character. The majority of sites, recreational activities and amenities buildings are located to be screened from nearby properties through topography and vegetation. It is recommended that the maximum number of guests be reduced to 80, and all sites be setback a minimum of 100m from all property boundaries. This means all sites will be at least 150m from adjoining cropping land. This will protect the operational effectiveness and ongoing use of this agriculture land. Conditions are recommended requiring lighting to be directed or shielded to prevent spillage beyond the boundary. A complaints management procedure will be implemented to ensure nuisance to nearby residents is addressed. Dust can be reduced by limiting the speed of vehicles on the land, and the applicant has suggested a maximum speed limit onsite of 10km/hr. Conditions are recommended to require an on-site manager to be available on site at all times. With implementation of these measures, the intensity and scale of the use mitigates adverse impacts to the amenity and operational effectiveness to neighbouring properties.
- (ii) Adverse impacts on the natural environment will be minimised through maintaining existing vegetation, providing additional landscaping to the Ma Ma Creek boundary, wastewater treated prior to discharge and all sites being setback at least 100m from Ma Ma Creek.
- (iii) The proposed development will predominantly use existing buildings with the exception of the ablutions buildings (64.74m<sup>2</sup> gross floor area). The ablutions building and camping/caravan sites will be screened from surrounding properties and roads through topography, existing vegetation, and the required 100m setback to all property boundaries.
- (iv) The land is accessed via Grantham Winwill Road, which will be suitable to accommodate the type and volume of traffic generated subject to construction of a basic right turn (BAR) treatment and upgrading of the existing driveway.
- (v) The proposed development can be serviced by appropriate water supply, wastewater treatment and disposal system, and electricity supply.

The main area of non-compliance with Specific Outcome (f) relates to amenity to neighbouring properties. Measures have been recommended to reduce any adverse amenity impacts including reduction in the number of guests to 80 persons, requiring all sites to be setback a minimum of 100m from property boundaries. Further, as demonstrated above the development can meet the DEOs. The draft Lockyer Valley Planning Scheme also supports tourism, which includes Caravan parks/Tourist parks, in the rural area. Therefore, considering the measures implemented as discussed above and the DEOs/draft Lockyer Valley Planning Scheme supporting the use, the development is recommended for approval at a reduced scale.

The proposal minimises impacts to water quality through minimal increase in impervious area and minimal earthworks. Conditions are recommended requiring all greywater to be disposed of off-site and the wastewater treatment system and disposal area to be adequately setback from watercourses.

Despite being an inconsistent use in the zone, the proposed development can meet the DEOs and Specific Outcome (f).



---

*Rural Agriculture Zone Code*

Only a small portion of the land along Ma Ma Creek is located within the Rural Agriculture zone. The proposed development does not include the use of any land within this zone.

*Caravan and Relocatable Home Parks Code*

The internal road layout exceeds the maximum lengths specified under Probable Solution A4.1 which stipulates a maximum 150m for the main circulation road and 100m for access roads. Specific Outcome P4 states:

*The park is designed and laid out:*

- (a) to respond to significant natural environmental features,*
- (b) to provide attractive internal streetscapes,*
- (c) to provide an internal road network that adequately and safely provides for the movement of vehicles, caravans and pedestrians,*
- (d) to significantly segregate areas of separate types of accommodation,*
- (e) to incorporate effective buffer areas to road frontages and incompatible adjoining use,*
- (f) to provide adequate open space areas for recreation, and*
- (g) to allow landscaping throughout the site which can enhance the appearance of the park and contribute to pleasant micro-climatic conditions.*

The code is more suited to a traditional Caravan Park in a more urban setting. The size of the land (50.9ha) and separation distances between sites necessitates internal road lengths longer than stated in Probable Solution A4.1. The internal road networks are designed to adequately and safely operate as per Specific Outcome P4.

Probable Solution A6.1 requires each site to be within 100m of communal toilet, ablution and laundry facilities. The majority of the sites are located more than 100m from the ablutions building. No laundry facilities are proposed. Specific Outcome P6 states:

*Each individual site which is not intended to accommodate a fully self-contained residential unit is located within an easy, short walking distance of, but not immediately adjacent to, a building providing amenity facilities.*

Ablution facilities consisting of separate buildings for male, female and disabled facilities are proposed. The maximum separation distance from an individual site to the ablutions building is 560m, which is considered to still be within walking distance.

Achieving the required 100m from communal facilities would necessitate additional building work and clearing, or sites being located in close proximity to each other. This would adversely affect the rural landscape and character of the area and provide a lesser experience for guests. The intention of the proposed use is to provide short term accommodation that takes advantage of the rural character of the land. It is also noted that many caravans are now self-contained and these guests may not rely on the communal facilities. On this basis, it is considered that the development is consistent with Specific Outcome P6.

Probable Solution A7.2 requires in internal paved pedestrian paths to access the park entry and communal facilities. No internal paved path is proposed. Specific Outcome P7 states:

*Adequate provision on-site, at locations convenient to use, of the following:*

- (a) toilet and ablution facilities,*

- (b) laundry and clothes drying facilities,
- (c) pedestrian paths,
- (d) rubbish bins, and
- (e) fire-fighting facilities.

Conditions are recommended requiring lighting to be provided to the communal facilities, including reception, camp kitchen and toilet and ablutions facilities, and a pedestrian gravel pathway to be provided from the reception and camp kitchen to the toilet and ablutions facilities.

The proposal can comply with the Caravan Park and Relocatable Home Parks Code.

#### *Biodiversity Overlay Code*

The land is included within the Biodiversity overlay (refer to Figure 3 below). No vegetation clearing is proposed. The applicant has proposed to plant along the boundary adjacent to Ma Ma Creek with local indigenous species to further enhance this area. The Ma Ma Creek ecological corridor will be retained and enhanced through additional vegetation in accordance with Specific Outcome P3.

With the recommended 100m setback of all sites from property boundaries, the sites will avoid areas within the Biodiversity Overlay and no additional clearing is required.

It is recommended that conditions be included requiring existing vegetation to be maintained and for the revegetation along the Ma Ma Creek boundary.

The above will ensure that the biodiversity areas are protected from impacts associated with the development, and the proposal complies with the Biodiversity Overlay Code.



**Figure 5.** Biodiversity overlay

#### *Advertising Device Code*

A 2.25m x 1.10m advertising device is proposed to be attached to the fence advertising the Caravan Park. The proposed advertising device is not illuminated. This advertising device complies with the Code.

The other sign is an A-frame sign with a maximum height of 1m and temporarily placed within the road reserve adjacent to the mailbox. This sign will need an approval in accordance with *Subordinate Local Law No 1.4 (Installation of Advertising Devices) 2011*.

The proposal can comply with the Advertising Device Code.

#### *Building Work Code*

All structures have a building height of less than 8.5m and are setback a minimum of 20m from the front boundary and 10m from side and rear boundaries.

The proposal complies with the Building Work Code.

#### *Earthworks Code*

No earthworks are identified as being required. Earthworks may potentially be required for the ablutions block; however these earthworks can be managed through the building approval process.

#### *Landscaping Code*

The land contains a significant amount of existing vegetation which is proposed to be retained and planting of local indigenous species is proposed along the Ma Ma Creek boundary to enhance this area. This will help screen the development from nearby properties and the road.

Probable Solutions A2.1 and A2.2 require dense planting of a minimum 3m wide between sensitive and incompatible uses and a Caravan Park and this outcome is more appropriate in an urban environment. Specific Outcome P2 states *“a landscape buffer is provided between the new development and existing or likely future incompatible/or sensitive uses on adjoining land such that the privacy and amenity of the adjoining use will be maintained and a sensitive interface provided”*. The development provides a minimum setback of 100m from all property boundaries and retains all existing vegetation over the site providing vegetated buffering between the sites and adjoining properties and therefore provides an appropriate buffer having regard to privacy and amenity.

The proposal can comply with the Landscaping Code.

#### *Lighting Code*

No outdoor lighting is proposed to be permanently installed as part of the Caravan Park. The use will involve temporary lighting provided by guests at their site. Specific Outcome P2 requires outdoor lighting to be *‘consistent with the character of the local area and does not cause unreasonable disturbance or nuisance because of emission of light’*. The rural character of the area means there is limited external light pollution. As such conditions are recommended requiring any lighting, including temporary lighting from guests’ sites, to be directed or shielded to prevent spillage beyond the boundaries of the site.

The proposal can comply with the Lighting Code.

#### *Services and Infrastructure Code*

The premises is not serviced by Urban Utilities' (UU) reticulated water supply system; therefore a condition is recommended requiring a minimum 45,000 litres potable water supply be provided on site.

The premises is not serviced by UU's sewerage system, as such an on-site wastewater treatment and disposal system is required to service the development. An On-Site Effluent Management Report, prepared by Reid Consulting Engineers, was submitted with the application and reviewed by Council's Building and Plumbing team. The proposed treatment system is able to treat 4,000 litres of wastewater per day. Further discussion is provided above under the Desired Environmental Outcomes on wastewater treatment and disposal, and a recommendation made to reduce the number of guests based on the limited capacity of the treatment system.

The premises is connected to an electricity supply. The existing access will be used for access from Grantham Winwill Road.

The proposal can comply with the Services and Infrastructure Code.

#### *Vehicle Access, Parking and On-Site Movement Code*

The development will use the existing access (minimum 3.7m wide, gravel) from Grantham Winwill Road. A Traffic Impact Assessment (TIA), prepared by Pekol Traffic and Transport, was submitted with the application. The TIA demonstrated that the existing access achieves a safe sight distance of 78m, which exceeds Austroads requirements. It was recommended that the driveway be upgraded in accordance with IPWEA Standard Drawing RS-056 with the design able to accommodate a B99 car and caravan. To prevent erosion and the tracking of sediment, it is recommended the driveway crossover to the property boundary be sealed (e.g. bitumen, asphalt, concrete).

The TIA was reviewed by Council's Development Engineer and based on the findings of the report it was recommended that a basic right turn (BAR) treatment be constructed for vehicle movements into the site from Grantham Winwill Road. Conditions are recommended for this turn treatment construction to ensure safe and efficient movement of vehicles.

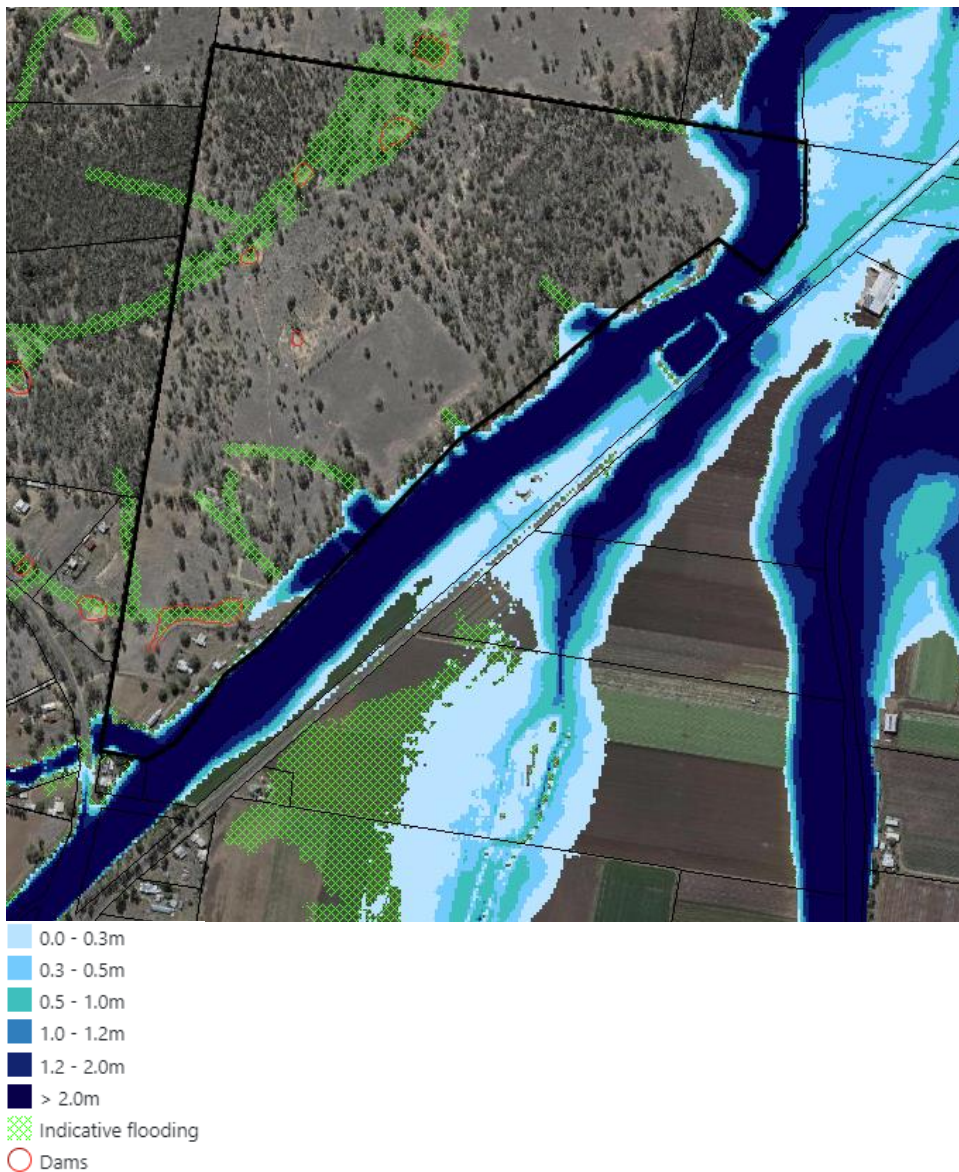
Probable Solution A10.1 of the code requires car parking at a rate of 1 space for each site, plus 1 car washing bay for each 10 relocatable home and caravan sites. No formal car parking or car washing bays are proposed as part of the development. Specific Outcome P10 states '*sufficient parking spaces are provided accommodate the amount and type of vehicle traffic expected to be generated by the development*'.

No formal car parking spaces are provided on site, however there is sufficient area adjacent to each site for parking of a single vehicle. Additionally at the entry to the Caravan Park there is in excess of 120m for queuing of vehicles. As the use is for short term accommodation only, no car washing bays are considered necessary. Given the rural character of the development proposal, the proposed car parking arrangement is considered appropriate.

The proposal can comply with the Vehicle Access, Parking and On-Site Movement Code.

#### **Temporary Local Planning Instrument – Flood Regulation (TLPI)**

The land is located within the Flood hazard overlay (low, medium and high hazard, flood investigation area and overland flow paths) of the TLPI and Council's latest flood mapping (refer below) confirms that the site is subject to flooding in the Defined Flood Level (1%AEP) event (DFL).



**Figure 6.** Defined Flood Level depth mapping

The proposed development is located outside the mapped DFL with the exception of the access track and a dam used for recreational activities. An emergency road is provided along the western boundary for evacuation during a flood emergency. However, it is likely that should the internal access track be flooded, roads external to the site will also be flooded preventing evacuation of guests.

During a flood event the premises is isolated as a result of flooding of Grantham Winwill Road. A Flood Emergency Management Plan (FEMP), prepared by a Registered Professional Engineer Queensland (RPEQ) was submitted with the application to address flood management during a flood event, and included:

- all camping/caravan sites are located above the Defined Flood Level (DFL);
- a nominated vehicle evacuation route to the Warrego Highway via Grantham Winwill Road, Grantham Scrub Road, Carpendale Road, Flagstone Creek Road and Gatton Helidon Road (refer to figure below);
- the evacuation route floods and is impassable in a 5% AEP flood event and greater and is estimated to be impassable for 12 hours;
- on-site managers will manage the evacuation of guests and will monitor BOM river height gauges and alerts from the Early Warning Network. When gauges reach a predetermined level, individuals will need to shelter in place;

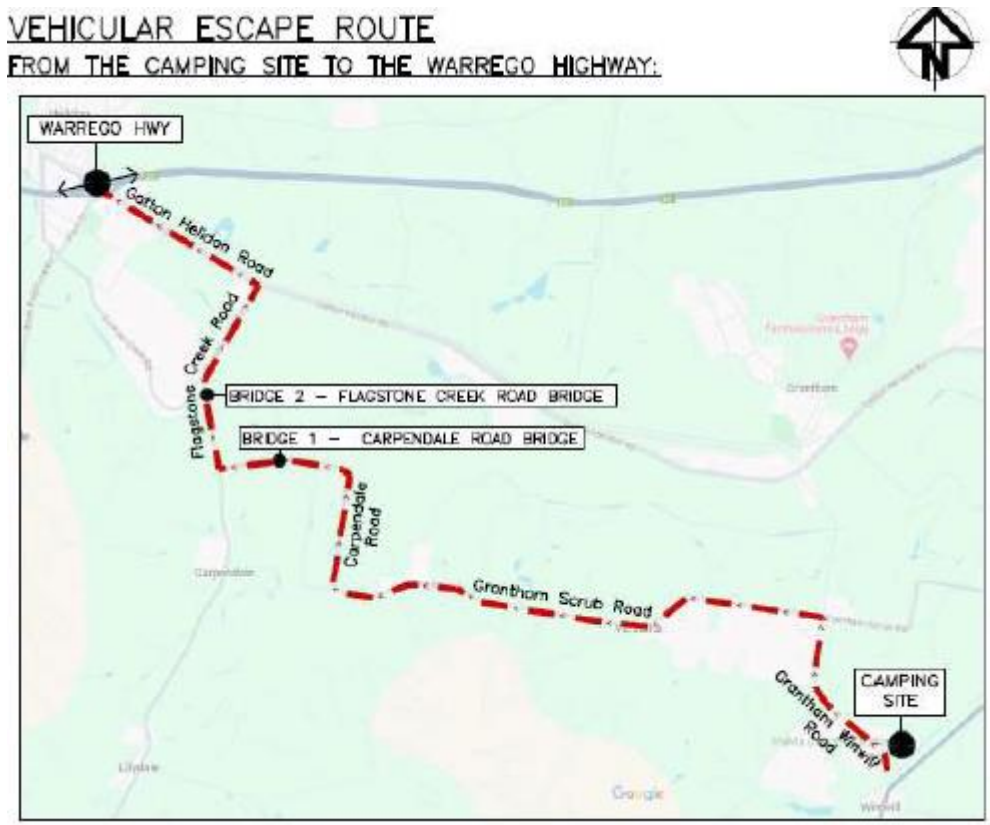


- any guests that shelter in place will need to make provision for their own food and water supply;
- on-site managers will seek to cancel bookings during extreme weather events and most guests will leave early, therefore it is estimated that 20 persons will be on site during a flood event;
- all staff are to be trained and familiar with the FEMP; and
- the FEMP must be updated every 5 years.

It is recommended a condition be included requiring the implementation of the FEMP, subject to the following amendment:

- Requirement for the on-site managers to have sufficient supply for all guests (80 persons) for the duration of the evacuation route being impassable.

With the above, the development appropriately mitigates the risk of flood to a tolerable level. The proposal complies with the Flood Hazard Overlay Code.



**Figure 7.** Designated vehicle escape route

### Draft Planning Scheme

Pursuant to the draft *Lockyer Valley Planning Scheme*, the land is located in the:

- Rural Zone;
- Overlays:
  - OM1 Agricultural land overlay
  - OM3A Biodiversity overlay – Ecological Areas
  - OM3B Biodiversity overlay – Wildlife Habitat
  - OM3C Biodiversity overlay – Wetland habitat
  - OM4 Bushfire hazard overlay

- OM7 Flood Hazard overlay map
- OM10 Scenic landscape overlay
- OM11 Steep land overlay
- OM12B Waterways and water resource catchment overlay – Water resource catchment
- OM13 High risk soils overlay
- OM16 Transport noise corridor overlay

Under the Draft Planning Scheme, the proposal would be defined as a Tourist park and remain Impact Assessable. Tourism uses, including Tourist parks, are envisaged and consistent with the outcomes of the Rural zone under the Draft Planning Scheme, where they protect rural amenity, environmental values and scenic landscape and do not conflict with adjoining activities..

As discussed above, the development through reasonable and relevant conditions will mitigate adverse impacts to rural amenity, environmental values and scenic amenity. The proposal complies with the outcomes of the Tourism Uses Code. The proposed development is not otherwise considered to cut across a planning intent expressed in the Draft Planning Scheme.

### STATE PLANNING REQUIREMENTS

#### South East Queensland Regional Plan 2017 (Shaping SEQ)

The land is located in the Regional Landscape and Rural Production Area. The development proposal is for a Tourist Activity, but as the capacity will be less than 300 persons, the proposal was not required to be referred to SARA under the *Planning Regulation 2017*.

The South East Queensland Regional Plan 2023 (ShapingSEQ) was released during the application process and regard has been given to this updated document.

Grow Outcome 5.1 seeks to enable growth in a manner that avoids fragmentation of productive rural land. The premises has historically been used for grazing cattle and it is intended for this to continue in conjunction with the Caravan Park. Land to the east of the premises is used for cropping and the development provides for a 150m separation distance between the use and cropping land.

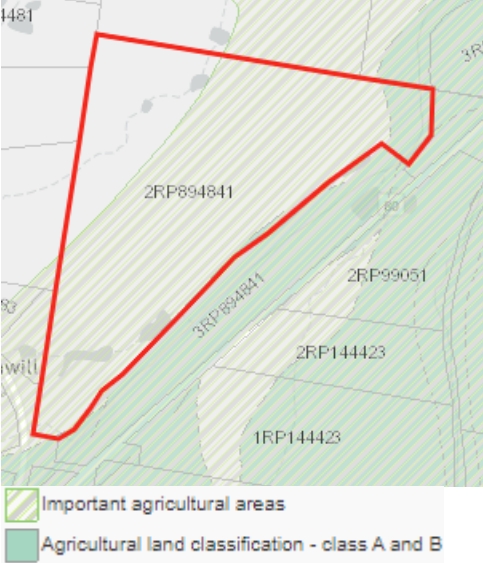
Prosper Outcome 6.2 seeks to facilitate tourism activities in rural areas that are accessible and socially, culturally and environmentally sustainable. The proposed development provides for a tourism activity in a rural area that retains the existing rural character of the area and vegetation.

The proposal complies with the South East Queensland Regional Plan.

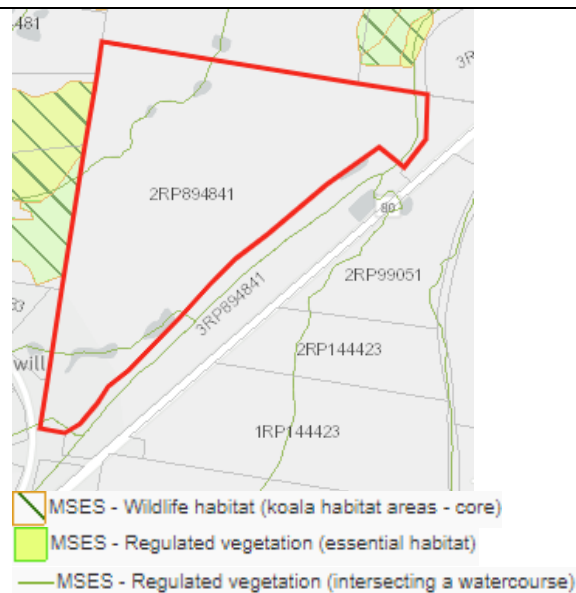
#### State Planning Policy (SPP)

As the Planning Scheme does not reflect the current SPP, an assessment of the proposal against relevant state interests has been undertaken.

<b>SPP THEME</b>	<b>ASSESSMENT</b>
<b>Liveable communities and housing:</b> <ul style="list-style-type: none"><li>• Housing supply and diversity</li><li>• Liveable</li></ul>	Not applicable to proposed development

communities	
<p><b>Economic Growth:</b></p> <ul style="list-style-type: none"> <li>• Agriculture</li> <li>• Development and construction</li> <li>• Mining and extractive resources</li> <li>• Tourism</li> </ul>	<p><u>Agriculture</u></p> <p>The land includes areas identified as Important agricultural areas and Agricultural land classification – class A and B.</p> <p>The development avoids that part of the land identified as Agricultural land classification – class A and B. Adjacent properties to the east are used for cropping purposes. A 150m separation provides an adequate buffer between the Caravan Park and cropping land.</p> <p>The premises has historically been used for grazing cattle which will continue in conjunction with the Caravan Park.</p> <p>The State interest envisages co-location of agricultural uses which includes agricultural tourism.</p> <p>The proposal complies with this State interest.</p> 
<p><b>Environment and heritage:</b></p> <ul style="list-style-type: none"> <li>• Biodiversity</li> <li>• Cultural heritage</li> <li>• Water quality</li> </ul>	<p><u>Biodiversity</u></p> <p>The land includes the Matters of State Environmental Significance (MSES) of Wildlife habitat (koala habitat areas – core) and Regulated vegetation (essential habitat and intersecting a watercourse)</p> <p>The development avoids koala habitat areas and essential habitat. All sites avoid the watercourses. Existing dams will be retained and used as part of recreational activities. Some of the internal access tracks will traverse watercourses (gullies). All internal access tracks are existing with the exception of the northernmost access track. Conditions are recommended requiring implementation of erosion and sediment control and the access being designed, constructed and maintained so as to ensure no redirection or ponding of water. The proposal minimises adverse impacts to the MSES and complies with this State interest.</p>





#### Water quality

The premises is located within a Water supply buffer area and Water resource catchment. As the site is within the Water supply buffer area, Third Party Advice was sought from Seqwater (refer to the Other Referrals heading for further information).

The development will result in limited increase in impervious area (64.74m<sup>2</sup>) for the ablution buildings with minimal earthworks as part of construction of these buildings. No other earthworks are proposed. Therefore, the development will have minimal impact on stormwater drainage to, from or through the site and consequently minimal impact on water quality.

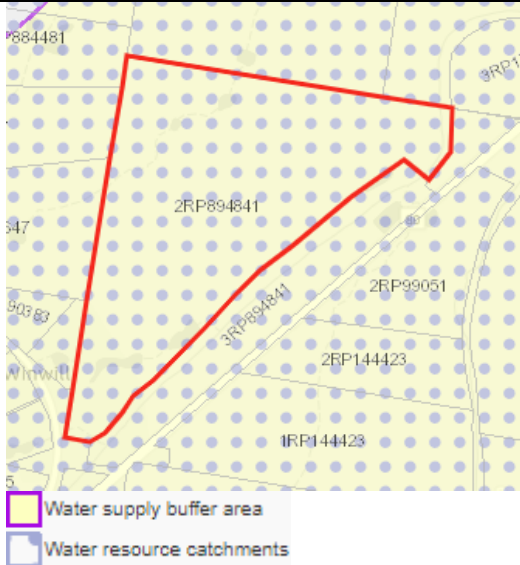
It is proposed all greywater generated by the development (including individual sites) to be captured and disposed of lawfully off-site. A condition is recommended that prevents greywater discharge on site.

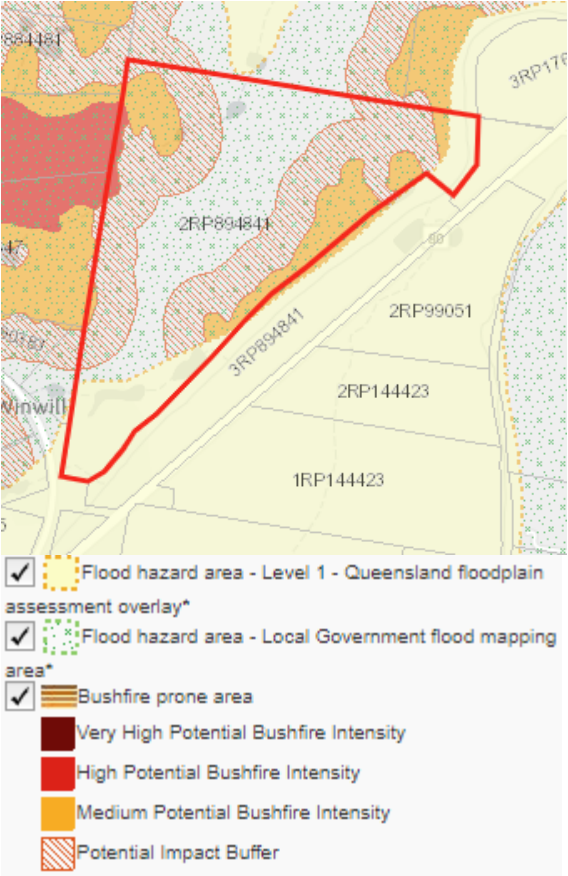
The premises is not serviced by Urban Utilities' sewerage network, therefore an on-site wastewater treatment and disposal facility is required. To minimise adverse impacts to water quality, it is recommended conditions be included requiring:

- Minimum 50m setback from stream order 1 watercourses and 100m from Ma Ma Creek (stream order 5 watercourse) including portable toilets; and
- Dispersive soil management plan of how erosive and dispersive soils will be managed over and near the effluent disposal area to prevent failure.

The reduction in the number of guests to a maximum of 80 will reduce the wastewater generation and impacts of land degradation from regular vehicle/pedestrian movements, therefore reducing adverse impacts to water quality.

The proposal complies with this State interest.

	
<p><b>Safety and resilience to hazards:</b></p> <ul style="list-style-type: none"> <li>• Emissions and hazardous activities</li> <li>• Natural hazards, risk and resilience</li> </ul>	<p><u>Natural hazards, risk &amp; resilience</u></p> <p>The premises is located within the Flood hazard area – Level 1 – Queensland floodplain assessment overlay, Flood hazard area – Local Government flood mapping and Bushfire prone area.</p> <p>An assessment is provided above under the TLPI heading demonstrating the flooding risk to persons and property is mitigated to an acceptable level and the development will not hinder disaster management response or recovery.</p> <p>A Bushfire Management Plan (BMP), prepared by Range Environmental Consultants was submitted with the application. Bushfires are most likely to approach from the west and northwest. An emergency evacuation track is provided along the western boundary to provide a 20m wide firebreak from the hazardous vegetation to the west. This ensures adequate separation of the sites from hazardous vegetation. The site will be maintained to ensure low fuel loads of 8 tonnes/ha or less. Any new landscaping is to incorporate low flammability species to reduce the bushfire risk.</p> <p>Any new buildings within the bushfire prone area will need to comply with AS3959. The access to Grantham Winwill Road by a sealed access must be maintained to ensure safe and unhindered access in an event.</p> <p>The site has several existing dams available for use by rural fire vehicles and the BMP recommended a minimum water supply storage of 10,000 litres solely for fire fighting purposes and appropriate fittings and equipment.</p> <p>An emergency evacuation plan was submitted with the application which included:</p> <ul style="list-style-type: none"> <li>• Implementation of an Emergency Planning Committee for documentation, implementation and maintenance of the evacuation plan;</li> <li>• All persons on-site to be notified when the Australian Fire Danger Rating System (AFDRS) for the area is 'high' or greater, an advice warning from the Queensland Fire and Emergency Services (QFES) is issued or under direction of the Rural Fire Brigade.</li> <li>• All persons are to be evacuated from site when the AFDRS is 'extreme' or</li> </ul>

	<p>‘catastrophic’, smoke or fire is observed locally, fire alarms triggered, QFES issues a Watch and Act or emergency warning, or under direction of the Rural Fire Brigade.</p> <ul style="list-style-type: none"> <li>• The site must not be operated when the AFDRS is ‘extreme’ or ‘catastrophic’.</li> <li>• Operations can recommence when the bushfire threat reduces.</li> </ul> <p>It is recommended that conditions be included relating bushfire management.</p> <p>The proposal complies with this State interest.</p> 
<p><b>Infrastructure:</b></p> <ul style="list-style-type: none"> <li>• Energy and water supply</li> <li>• Infrastructure integration</li> <li>• Transport infrastructure</li> </ul>	<p>Not applicable to proposed development</p>

## REFERRALS

### Internal

The application was internally referred to Council’s Development Engineer and Plumbing Inspector. Relevant conditions have been included in the recommendations.

### External

### Planning Regulation 2017 Referrals

The application was referred under following triggers under the Planning Regulation:

Referral status	Referral Agency	Referral trigger	Referral response
Concurrence	DSDILGP (SARA)	Schedule 10, Part 9, Division 4, Subdivision 1, Table 1 of <i>Planning Regulation 2017</i> – Development impacting state transport infrastructure	13 October 2023 (Reference No. 2306-35320 SRA)

SARA's referral response had no requirements.

### Other Referrals

Council officers sought Third Party Advice under s34 of the Development Assessment Rules from Seqwater due to the premises being located within a Water supply buffer area and being unsewered. Seqwater provided their response on 22 November 2023 (Reference No. F23/1184). Seqwater assessed the application against the *Seqwater Development Guidelines for Water Quality Management in Drinking Catchments 2017* and concluded that the development can comply with the Development Guidelines subject to recommending the following conditions:

1. Wastewater generated by the camp kitchen is to be collected and stored in a holding tank for regular collection by a licensed waste contractor. The holding tank is to have a minimum two week capacity with high level alarms set at 70%. Tanks, connections and pipelines are to be maintained and inspected at least annually.
2. The on-site wastewater treatment and disposal facilities servicing the two existing dwellings must be inspected and certified by a licensed plumber that they are in good working order, regularly service and of adequate size. Any upgrades required are to comply with the Seqwater Development Guidelines and Land Use Risk Tool.
3. Submission of an amended on-site effluent management report to Seqwater and Council with several amendments to the report including:
  - a. Sub-surface effluent disposal method;
  - b. Site plan demonstrating adequate setbacks of amenities buildings, wastewater treatment and effluent disposal areas from watercourses;
  - c. Identify cattle proof fencing around effluent disposal areas;
  - d. Provision of suitable 100% reserve area with required setbacks from watercourses;
  - e. Effluent treatment system capacity, holding tanks and effluent disposal area based on maximum occupancy for the site;
  - f. Identify a nominated area for portable toilets with required setbacks from watercourses and specifying frequency of use, number and capacity of portable toilets;
  - g. Amend the hydraulic load calculations to factor in camp occupation during the week;
  - h. Confirm how erosive/dispersive soils will be managed to prevent failure of disposal facilities; and
  - i. Details of how greywater generate at each campsite will be captured, stored and disposed to prevent disposal of untreated greywater to the ground.
4. Maximum 300 persons on site at any one time.
5. Waste storage/bin areas to be hardstand with bunding to capture washdown water which is then directed to on-site wastewater treatment and disposal facilities.
6. Manure for stables and horse-riding activities to be collected and removed off-site by a licensed waste contractor.

7. The effluent reserve area to be clear of buildings, structures, vehicular movement paths or other activities.
8. All access routes through the site must be compacted gravel surface.
9. Stormwater from the development must achieve the load reductions as per the Seqwater Development Guidelines.

It is recommended Condition 1 be included as a condition to ensure that wastewater generated by the camp kitchen is treated prior to disposal.

Requiring the existing wastewater treatment and disposal facilities to be inspected, certified and where necessary upgraded, is not reasonable or relevant in the context of the development application. The existing systems service the existing dwellings on the premises and no changes are proposed to these dwellings. It is not recommended this condition be included.

It is recommended that Condition 3 items c, d, f, h and i be included as conditions to ensure wastewater treatment and disposal is managed in a manner that doesn't cause contamination or adverse effects to the surrounding ecosystems. Council's Plumbing team have assessed the submitted On-Site Effluent Management Report and determined that wastewater can be treated and discharged, therefore an amended report is not recommended as a condition.

Council officer's recommended condition to limit the number of guests to 80 will mean 4 above is not relevant. Condition 5 is recommended to be included to ensure no adverse impacts to the surrounding environment as a result of the waste bins.

Condition 6 is not recommended to be included as the premises has historically been used for grazing with no requirement for collection and disposal of manure. This is considered to be an onerous required in a rural area.

Condition 7 is not recommended as Council's Plumbing team have not determined a reserve area is required for effluent.

Condition 8 is recommended to reduce dust impacts as a result of the development.

Condition 9 is not recommended as there will be minimal changes to stormwater throughout the site such that water quality is unlikely to be adversely affected.

## INFRASTRUCTURE CHARGES

In accordance with section 13 of the *Lockyer Valley Infrastructure Charges Resolution (No. 7) 2023*, a levied charge is applicable to the development proposal and has been calculated as shown in the below table taking into consideration any applicable credits or offsets. An infrastructure charges notice is recommended to be issued.

Charge Type	Demand Unit	No. of Demand Units	Rate	TOTAL
<b>PROPOSED DEMAND</b>				
Charge	Accommodation (short term) – group of 3 sites	6	\$6,882.43	\$41,294.58
	Accommodation (short term) – group of 2 sites	1	\$5,571.99	\$5,571.99
TOTAL PROPOSED DEMAND				\$46,866.57
<b>EXISTING DEMAND</b>				

Credit	Nil (absorbed by Dwelling house)	-	-	-\$0.00
TOTAL EXISTING DEMAND CREDIT				-\$0.00
TOTAL AMOUNT PAYABLE				\$46,866.57

As per the *Lockyer Valley Infrastructure Charges Resolution (No. 7) 2023*, the adopted charge for Accommodation (short term) for a Caravan park is \$5,571.99 for each group of 2 sites or less or \$6,882.43 for each group of 3 sites. Therefore, for a total of 20 sites this equates to 7 demand units.

## TRUNK INFRASTRUCTURE

The development is adequately serviced by trunk infrastructure and does not require any additional trunk infrastructure or upgrades of trunk infrastructure. Further, no trunk infrastructure upgrades are identified in Council's Local Government Infrastructure Plan (LGIP).

## PUBLIC NOTIFICATION

The application was impact assessable and was publicly notified for a minimum 15 business days between 26 October 2023 and 16 November 2023. On 17 November 2023 Council received the notice of compliance confirming public notification had been carried out in accordance with the requirements of the *Planning Act 2016*. There were 75 properly made submissions and 6 not properly made submissions received; of these 42 were in support and 39 in objection to the proposal. The following table provides a summary and assessment of the issues raised by the submitters.

ISSUES	COMMENTS
Support for Ma Ma Creek Escape as it brings tourism and growth to the Region and is a benefit to the community.	Low-impact tourism activities are supported in this zone. The assessment provided above demonstrates that the development can be approved subject to reasonable and relevant conditions.
Support for proposal - The use will not cause impacts to entering/exiting, visual amenity or noise to Lot 1 RP82599.	Lot 1 RP82599 is a small lot immediately to the south of the subject site. The submitter states no impacts and no mitigation measures are considered necessary in relation to Lot 1 RP82599. There are no elements of the Caravan Park located in proximity to this land. The entrance to the Caravan Park is located 120m north of this land.
There is no demonstrated need for the Caravan Park of this size in this location as there are a number of other camping facilities in the area.  The use does not have an economic benefit to the community as all guests bring their own food and other supplies.	A needs assessment was not provided. However, the Planning Scheme supports low-impact tourism activities within the rural area. It is recommended the scale of the caravan park is significantly reduced so it is of an appropriate scale.  The use will bring additional tourists to the Region which will have economic benefit to the Region, but this is not relied upon as a reason for approval.
The proposal conflicts with the Desired Environmental Outcomes of the Planning Scheme: <ul style="list-style-type: none"> <li>The proposal is an overdevelopment of a farmsite leading to erosion and degradation of</li> </ul>	As detailed above under the Desired Environmental Outcome (DEO) heading, the development complies with the DEOs.

<p>soil, water and natural vegetation and cause dust, lighting and noise nuisance.</p> <ul style="list-style-type: none"> <li>• The use is not appropriately serviced by toilets/showers, water or sewer.</li> <li>• The use is out of character with the surrounding agricultural and rural residential surroundings and will cause significant visual impact on the high scenic amenity of Gatton Clifton Road.</li> <li>• The use is an out of centre development and not reflective of the hierarchy of centres.</li> <li>• The use does not appropriately allow for evacuation in a flood event.</li> <li>• The scale of the development is inappropriate for the site and will detract from the rural landscape character and amenity.</li> <li>• The proposal is not a low impact tourism use and there is no demonstrated overriding need.</li> <li>• The local road network is not able to support the proposed development.</li> </ul>	
<p>The proposal conflicts with the draft Lockyer Valley Planning Scheme being an inconsistent use in the Rural and Rural residential zones.</p> <p>The development will allow for non-rural uses (urban in nature) to intrude upon the rural areas and is not appropriate for the rural zone.</p>	<p>The Planning Scheme allows for low-impact tourism activities within the area, which includes Caravan parks.</p> <p>Tourist parks are consistent uses in the Rural zone under the Draft Planning Scheme.</p>
<p>The proposal conflicts with the State Planning Policy:</p> <ol style="list-style-type: none"> <li>(1) Agriculture and agricultural development opportunities are promoted and enhanced in important agricultural areas (IAAs).</li> <li>(2)(b) avoiding development that will have an irreversible impact on, or adjacent to, ALC Class A or Class B;</li> <li>(2)(c) maintaining or enhancing land conditions and the biophysical resources underpinning ALC Class A or Class B land.</li> </ol> <p>The land has previously been used for agricultural purposes and these will be severely limited by the proposed development.</p> <p>The use does not provide for an adequate buffer to surrounding agricultural production and rural uses.</p> <p>One of the major purposes of the RLARPA within the SEQ Regional Plan is to protect agricultural production and reduce fragmentation of agricultural lands. In conjunction with the State Planning Policy (SPP), this is a key component of</p>	<p>A condition is recommended requiring all campsites to be setback a minimum of 100m from all property boundaries to reduce any impacts to the surrounding agricultural production. This will provide a separation of at least 150m from cropping land which will allow for these activities to continue.</p> <p>All waste generated will need to be appropriately managed and disposed of to ensure no adverse impacts to agricultural production.</p> <p>The development complies with the State interest for Agriculture under the State Planning Policy.</p>

<p>the State and Local Government planning regime. The proposed application does not meet the basic requirements of the SPP for Agriculture.</p> <p>The use will disrupt cropping activities on adjacent and nearby important agricultural land (good quality agricultural land). The premises is adjacent to GQAL Class A used for agricultural purposes. The use has the potential to prevent continued agricultural production as chemical spraying cannot occur. Chemical spraying cannot occur with bystanders.</p> <p>The use will compromise nearby agricultural production and impact upon food safety and high standard quality.</p>	
<p>The use will devalue surrounding agricultural land.</p>	<p>Land valuation is not a town planning matter.</p>
<p>The development will generate excess traffic. Traffic entering/exiting the subject site and at the Gatton Clifton Road/Grantham Winwill Road will be unsafe due to the additional traffic from the development.</p> <p>Traffic does not currently abide by the speed limit and this will be worsened.</p> <p>There are existing blind spots in both directions at the access point for the site.</p> <p>There is only one access point which is a concern if there is a fire or flood.</p> <p>The site access is inappropriate and results in guests turning in other driveways.</p> <p>Grantham Winwill Road is used by many heavy vehicles and agricultural tractors. Guests with caravans will create safety issues being unfamiliar with the area.</p> <p>The roads to and from the site need to be maintained to cater for the impact to the roads by the use.</p>	<p>A Traffic Impact Assessment (TIA) submitted with the application demonstrated that access to and from the site can function safely and efficiently subject to construction of a basic right turn (BAR) treatment and upgrading the existing driveway.</p> <p>Traffic not abiding by speed limits is a police matter.</p> <p>The driveway is located to achieve compliance with the safe sight distance requirements as per Austroads.</p> <p>An alternative internal access driveway is proposed along the western boundary to enable evacuation during a natural hazard event. The main access is unlikely to be flooded.</p> <p>The development's impact on the Gatton Clifton Road/Grantham Winwill Road intersection has been assessed by SARA as part of their referral. SARA had no requirements for the development.</p> <p>Maintenance of local roads is a responsibility of Council.</p>
<p>300 persons on the small site and location is not appropriate. The scale is inappropriate for the area and does not integrate well with the existing settlement pattern.</p> <p>The number of persons and campsites should be reduced to reduce the negative impact of the development on the surrounding area.</p>	<p>The Planning Scheme allows for low-impact tourism activities within the area, which includes Caravan parks.</p> <p>The development at the scale proposed is not appropriate and likely to cause amenity issues and environmental degradation. It is recommended that the scale of the use be reduced to a maximum of 80 guests and all campsites to be setback a minimum of 100m from all property boundaries.</p>
<p>The development has the potential to exceed 300</p>	<p>A condition is recommended limiting the number of</p>



<p>persons.</p> <p>The use has the potential to evolve over time including permanent cabins, length of time guests stay, additional outdoor entertainment uses and other commercial/industrial uses.</p>	<p>persons on site. If there is any non-compliance with this condition, this will be managed through the compliance process.</p> <p>No cabins either short term or longer term are proposed. The applicant has advised that guests will be limited to staying a maximum of 14 consecutive days. If permanent occupation were introduced or other uses proposed, this would be subject to relevant approvals in accordance with the <i>Planning Act 2016</i> and the Planning Scheme.</p>
<p>If approved it should be conditional that there is no long term permanent residency of any caravans on the premises, only short term. There also needs to be a cap on growth.</p>	<p>The applicant has advised that the Caravan Park will be for short term occupancy only, with no long term or permanent residents. Conditions are recommended limiting the maximum number of persons and length of stay to a maximum of 14 consecutive nights.</p>
<p>The application indicates day use facilities however no information has been provided on the number of patrons for the day use including whether this will be included in the 300 persons.</p>	<p>It is recommended the development be limited to a maximum of 80 guests, including any patrons of day use facilities.</p>
<p>The proposal for grey water storage on vans (no onsite discharge) will need to be managed.</p>	<p>A condition is recommended requiring all greywater generated to be captured and disposed of off-site. It is recognised that this is a difficult matter to enforce.</p>
<p>The development could lead to habitat destruction, soil erosion and disruption of natural drainage systems. The integrity of agricultural land must be preserved to maintain a healthy and sustainable environment.</p>	<p>The scale of the proposed development is recommended to be reduced to limit any adverse impacts on the environment and surrounding agricultural areas. Further, all campsites are required to be setback a minimum of 100m from the property boundaries to manage any impacts.</p>
<p>The use will deplete limited water resources available in the Region.</p>	<p>Water used on site will be either from collected rainwater or external sources. The development will not utilise the existing bore on site.</p>
<p>Ma Ma Creek is an order 5 creek of significance. This should be revegetated with local native species suitable for the site.</p>	<p>The applicant has proposed and conditions are recommended for planting to be provided along the Ma Ma Creek boundary.</p>
<p>The use will cause contamination to stream water and underground aquifers which will impact upon the agricultural industry in the Lockyer Valley Region.</p> <p>The use will adversely impact upon water quality to the adjoining creek and wider Lockyer Creek and associated catchment.</p>	<p>Any wastewater generated is required to be treated prior to disposal through an approved wastewater disposal system. Any waste generated will need to be collected and disposed of at an approved waste disposal location. All greywater generated will be collected and disposed of lawfully off-site. These conditions will mitigate contamination to waterways and aquifers.</p> <p>A condition is recommended requiring all campsites to be a minimum of 100m from property boundaries therefore providing a suitable buffer to Ma Ma Creek.</p>
<p>The proposal is not separated from Ma Ma Creek</p>	<p>The proposal does not include an access to Ma Ma</p>

as the application indicates an access point to the Creek.	Creek. An access in the north-eastern corner is provided for the landowners.
The application has not addressed how stormwater quantity or quality will be managed.	The proposed development results in very minimal increase in impervious area (ablutions facilities). These facilities are located a minimum of 180m from the nearest property boundary which will mitigate adverse impacts on stormwater quantity or quality.
The development has the potential to cause impacts to the wildlife/fauna in the area. The premises contains native vegetation which is habitat for various fauna species.	The development seeks to retain existing vegetation with no vegetation clearing proposed. Additionally, the development is located outside of the mapped Biodiversity Overlay.
The use does not appropriately manage natural hazards and has the potential to cause risk to life.  The emergency plan is inadequate as severe flooding can occur in any month of the year.	Management plans have been provided for bushfire and flood to demonstrate appropriate management during natural hazard events. The development appropriately manages the natural hazard risk to a tolerable level.
The development is in an area cut off very quickly by fast moving floods which is a risk to campers with limited knowledge of the area. This could affect other landholders who may need urgent assistance.  The draft Lockyer Valley Planning Scheme requires development "does not increase Council's disaster management plan".	As discussed above under the TLPI section, a Flood Emergency Management Plan was submitted with the application to address management of the use and guests during a flood event. The on-site managers will be responsible for evacuation of guests and ensuring they shelter in place when evacuation is no longer prudent or safe. With appropriate conditions, the development can be managed during a flood event to an acceptable level.
A flood impact assessment has not been completed by an experienced flood engineer.	Council's latest flood modelling demonstrates that the use, with the exception of an access track, is entirely above the Defined Flood Level.
The emergency vehicle and pedestrian access used in 1%AEP flood events is well below the required level as the area has had four floods in excess of the 1%AEP.	A review of the historical flood information for the site (2011, 2013, 2017 flood events) demonstrates the emergency access is located above the flood level of these events. It is likely that if the use of the emergency access is warranted due to internal flooding, the site will be isolated due to roads along the evacuation route being flooded.
There is not an appropriate provision of water solely for firefighting on the premises as the majority of water is proposed to be used by guests.	A condition is recommended requiring a minimum 10,000 litres of water supply solely for firefighting purposes in accordance with the recommendations of the Bushfire Management Plan.
The development will pose an unreasonable burden on emergency services. The number of persons and activities on site may result in neighbouring properties being used as the access point or command area during an incident.	The development site has suitable access for emergency vehicles and sufficient area on site for use if required. The use will bring additional persons to the area, however is not considered to be of such a significant scale that emergency services would be unreasonably burdened.
The on-site effluent disposal report does not	The on-site effluent report includes assumptions that

<p>appropriately consider the amount of water that will be used on site, and uses a figure less than the estimated 70 litres/person/day use in Brisbane. Therefore, the report does not demonstrate that the system can cater for the flows.</p> <p>During a flood event there is potential for untreated wastewater to discharge to waterways/creek due to the loss of power and insufficient supply during a flood event.</p>	<p>may underestimate the amount of wastewater generated per person. AS1547 includes a standard wastewater generation rate of 50 litres/person/day for camping grounds (that are not fully serviced). Therefore, an assessment has been undertaken based on wastewater generation as per AS1547 which limits the maximum number of guests to 80 to meet the 4000 litres effluent treatment and disposal per day.</p> <p>A holding tank is required to ensure any wastewater generated that cannot be treated due to system failures can be contained until such time as it can be treated.</p>
<p>The Complaints Management Register does not include delegation of who can accept complaints, e.g. if the manager is on leave or in other unforeseen circumstances.</p>	<p>It is recommended that the contact details of the onsite manager are provided to neighbours and requiring a manager to be on-site at all times the Caravan Park is operating. This will ensure any complaints received can be actioned. There will be more than one on-site manager.</p>
<p>The use will increase the fire ant/biosecurity risk due to bikes, camping equipment etc. which could affect all farms in the area.</p>	<p>Management of fire ants is governed through the National Fire Ant Eradication Program by Biosecurity Queensland. All individuals have a general biosecurity obligation (GBO) under the <i>Biosecurity Act 2014</i> to take all reasonable steps to ensure fire ants do not spread.</p> <p>If any organic materials are produced, stored or moved in association with the use, then an individual has an obligation to meet the requirements as per the <i>Biosecurity Regulation 2016</i>.</p>
<p>A sufficient buffer zone needs to be provided directly adjacent to neighbouring properties planted with local native species. The use will negatively affect the amenity of the surrounding area due to noise and recreational activities.</p>	<p>It is recommended that a condition be included requiring all campsites to be a minimum of 100m from all property boundaries. This setback will mitigate negative impacts on the amenity of the surrounding area.</p>
<p>The use will generate noise, dust and environmental degradation from 300 people. A noise impact assessment has not been provided demonstrating that there will be no adverse impact to nearby dwellings.</p>	<p>It is recommended that the scale of the use be reduced to a maximum of 80 persons and all campsites are to be setback a minimum of 100m from all property boundaries. Further conditions will also be imposed to mitigate environmental impacts.</p>
<p>The development will be highly visible from Gatton Clifton Road and will adversely impact on the amenity of the rural landscape.</p>	<p>The scale of the use is recommended to be reduced to a maximum of 80 persons. Further, all campsites are to be setback a minimum from all property boundaries. The use also seeks to retain existing vegetation and provide additional planting along the boundary with Ma Ma Creek, which the closest boundary to the Gatton Clifton Road. The combination of the above factors and topography of the land will reduce visibility to Gatton Clifton and ensure the rural landscape is maintained.</p>
<p>The use as it has been operating prior to approval has resulted in trespassers entering neighbouring</p>	<p>Trespass is a police matter.</p>

<p>property on numerous occasions.</p> <p>There is a 15 megalitre irrigation dam on adjoining land which is only separated from the Caravan Park by a barbed wire fence. This presents a safety risk with contamination of water from people illegally entering neighbouring properties.</p> <p>There will be an increased security risk associated with up to 300 persons being allowed to stay on site.</p> <p>There is also risk of people consuming produce grown on neighbouring land which could have been recently chemically treated.</p> <p>There is risk to persons trespassing as neighbouring owners have gun licences and laser beams to discourage feral pests and vermin.</p>	<p>Behaviour of patrons is not a town planning matter.</p>
<p>Lighting associated with the use will cause nuisance to surrounding properties.</p>	<p>A condition is recommended requiring lighting to be shielded or directed away from surrounding properties so as not to cause nuisance.</p>
<p>The use allows for campfires which has the risk to start a bushfire which is a risk to guests and surrounding properties.</p> <p>The smoke associated with campfires will cause air quality impacts to nearby residents and is an environmental hazard.</p>	<p>Campfires can only be lit during times there is no fire ban in place as determined by QFES. All campfires will need to comply with Local Law No. 3 (Community and Environmental Management 2011 and the associated Subordinate Local Law.</p>
<p>The livestock (cattle and horses) on neighbouring properties will be adversely impacted by dogs brought to site by guests.</p> <p>The dogs barking will cause nuisance to livestock. Dog faeces will contaminate nearby dams and creeks.</p>	<p>A condition is recommended requiring all dogs brought to the Caravan Park to be under effective control of the owner and all faeces to be appropriately disposed of.</p>
<p>Is the operator required to hold relevant insurances for the business and will neighbouring properties be indemnified from trespass, stray dogs or damage?</p>	<p>Holding business insurance is not a town planning requirement.</p> <p>Any issues of trespass or damage is a police matter.</p> <p>Stray dog issues are regulated through Council's Local Laws.</p>
<p>The use will adversely affect the enjoyment of surrounding rural properties.</p>	<p>With the combination of the 100m setback distance, reduced number of guests and recommended conditions relating to lighting, control of dogs, etc. the use will not adversely affect the enjoyment of surrounding persons.</p>
<p>Some campsites are a significant distance from the ablutions block.</p>	<p>Sites are within 560m of the ablutions facilities which is still within easy walking distance.</p>
<p>The development will cause an increased risk of</p>	<p>A condition is recommended requiring provision of</p>

waste (rubbish) being littered on site and surrounding sites.	waste bins with the camping area and all waste generated is to be collected and disposed of at an approved waste disposal location.
No details have been provided demonstrating how animal waste generated by the petting zoo will be managed or disposed of.	The petting zoo will generate waste, however this is likely to align with existing grazing activities on site.

## CONCLUSION

The proposed development:

- Can be conditioned to ensure it is a low-impact tourism activity at a scale of 80 persons;
- At a reduced scale, can appropriately manage waste and wastewater;
- Can be conditioned to ensure appropriate setbacks from property boundaries and Ma Ma Creek to maintain the rural character and amenity and agricultural values and environmental management;
- Appropriately manages the natural hazard (bushfire, flood) risk through implementation of management plans;
- Will not affect the safety or efficiency of Grantham Winwill Road; and
- Achieves compliance with planning scheme and state planning requirements through the imposition of development conditions.

It is therefore recommended the development application be approved subject to conditions in accordance with section 60 of the *Planning Act 2016*.

### Options

1. Approve the development application subject to reasonable and relevant conditions.
2. Approve the development application in part subject to reasonable and relevant conditions.
3. Refuse the development application.

### Critical Dates

A decision on the application is due to be made by Council by 12 April 2024.

## Strategic Implications

### Corporate Plan

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

### Finance and Resource

Should the decision be contested in the Planning and Environment Court financial implications may occur.

### Legislation and Policy

The application has been assessed in accordance with the requirements of the *Planning Act 2016*. Legal implications arising from the recommendation provided in this report are that the applicant and/or submitters may appeal the decision to the Planning and Environment Court.

### Risk Management

The application has been assessed in accordance with the *Planning Act 2016*. Any risks have been mitigated through assessment of the application in accordance with legislative requirements and the recommendation of reasonable and relevant conditions.

Consultation

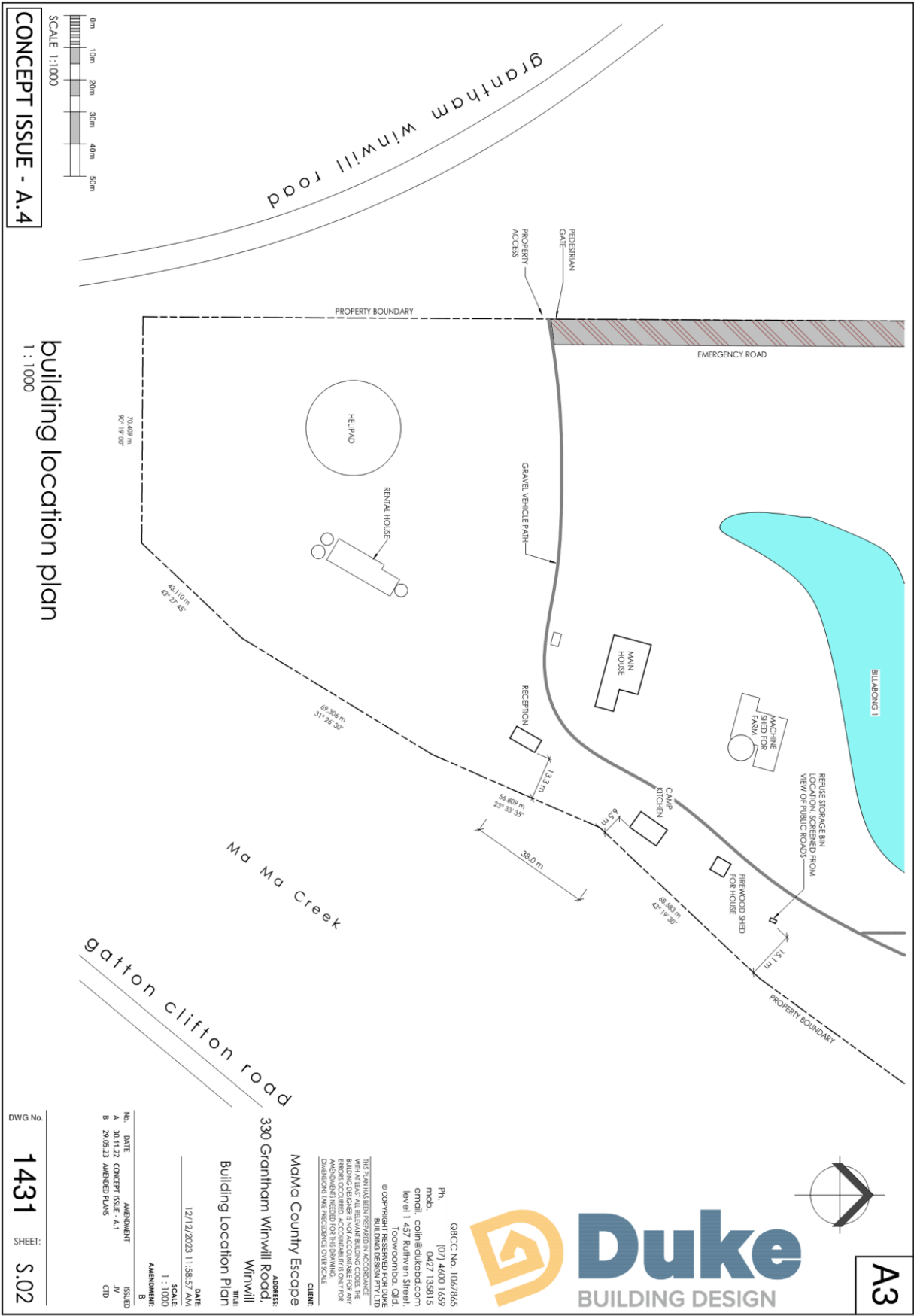
*Portfolio Councillor Consultation*

A workshop was held with Councillors on the proposed development in February 2024.

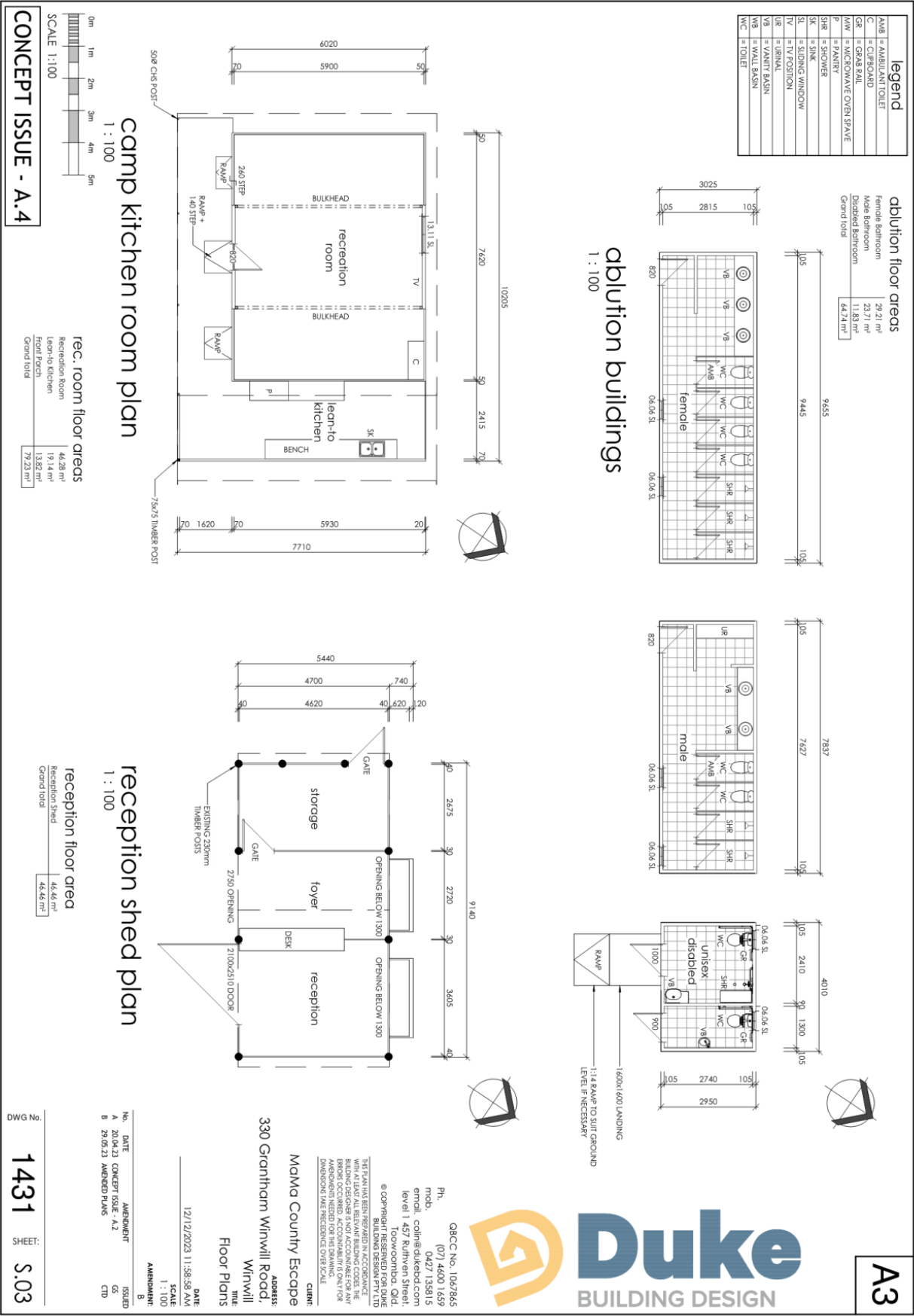
**Attachments**

1 [📄](#) MC2023/0048 Proposal Plans 7 Pages

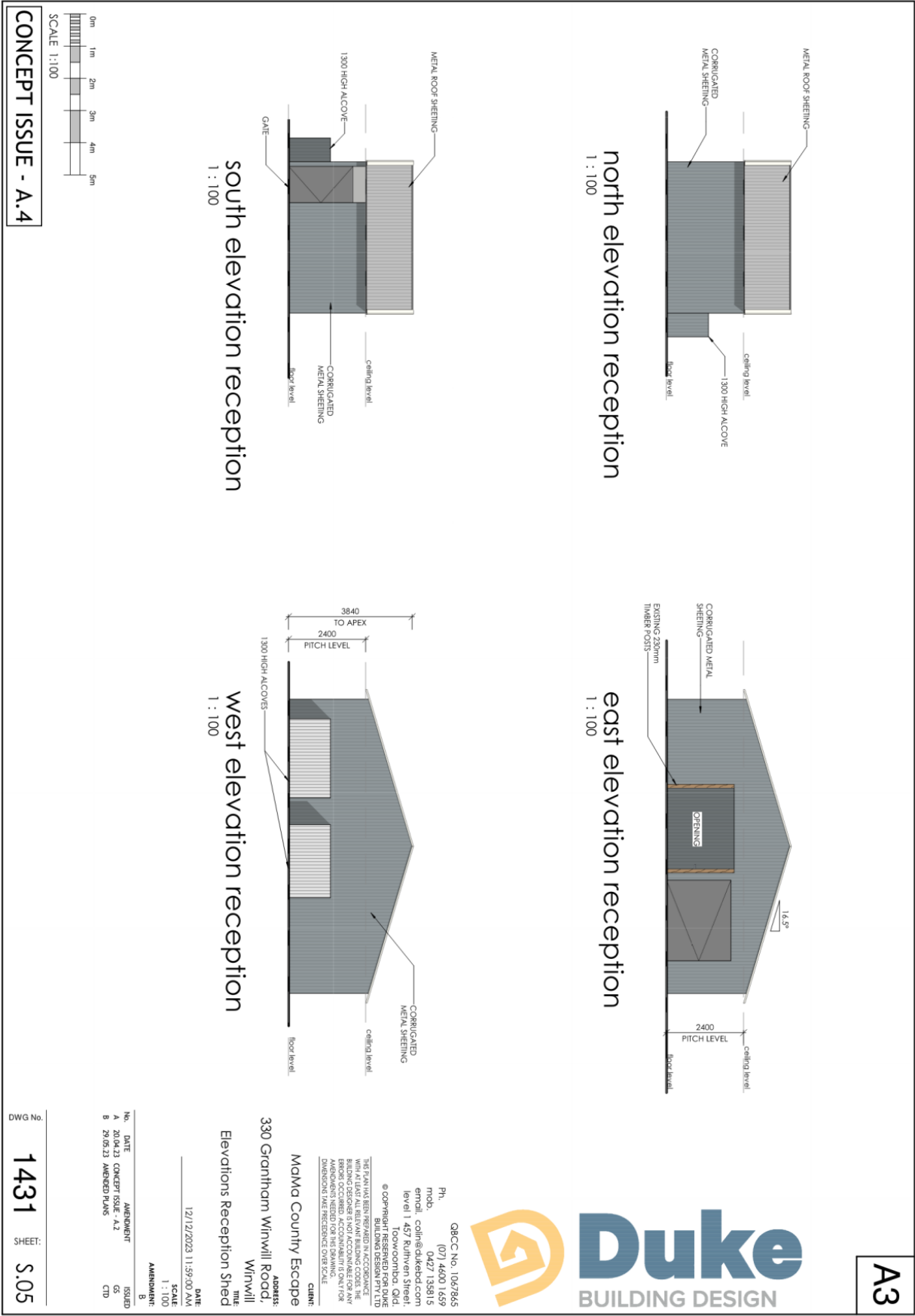




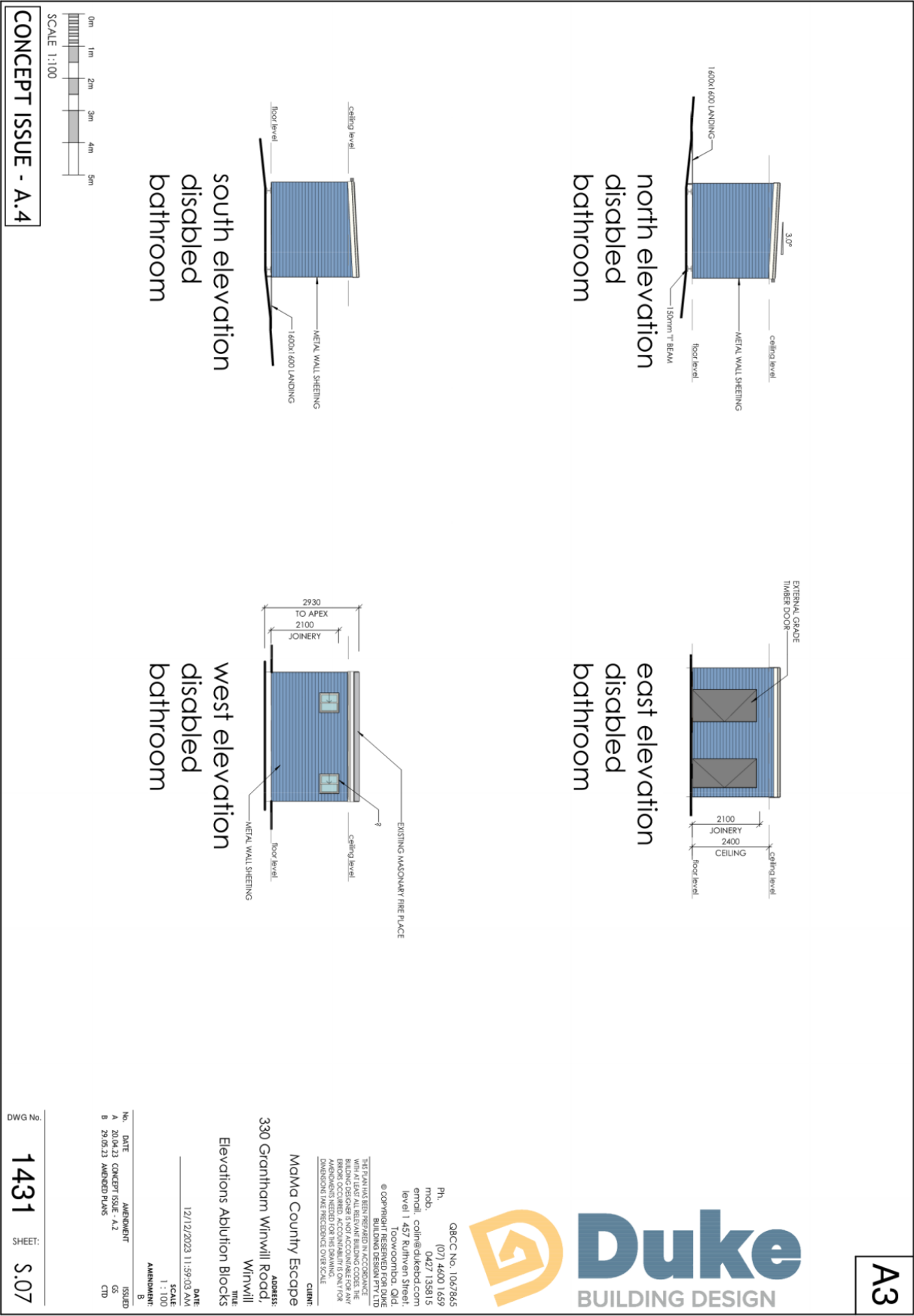












*Councillor Cook returned to the meeting at 9:58am.*

### 13.0 INFRASTRUCTURE REPORTS

#### 13.1 Revision of the Lake Apex Community Advisory Committee Terms of Reference

**Author:** Brendan Sippel, Principal Parks, Recreation and Cemeteries  
**Responsible Officer:** John Keen, Group Manager Infrastructure

#### **Purpose:**

The purpose of this report is to present to Council the revised Terms of Reference for the Lake Apex Community Advisory Committee.

#### **Officer's Recommendation:**

**THAT Council adopt the revised Lake Apex Community Advisory Committee Terms of Reference as attached.**

#### **RESOLUTION**

**THAT Council adopt the revised Lake Apex Community Advisory Committee Terms of Reference dated March 2024 and as attached to these minutes.**

**Moved By: Cr Wilson**

**Seconded By:**

**Cr Hagan**

**Resolution Number: 20-24/1037**

**CARRIED  
7/0**

#### **Executive Summary**

The Lake Apex Community and Advisory Committee (the Committee) was formed in 2009 to provide an opportunity to maximise long-term community outcomes of the entire Lake Apex-Lake Freeman Parklands (the Parklands) by promoting and guiding development, protection, enhancement and sustainability of the Parklands through a partnership between community stakeholders and Lockyer Valley Regional Council (Council).

Key functions of the group are:

- Monitoring the implementation of the Lake Apex Master Plan as a cooperative venture between Council and the broader community;
- Reporting to Council and the wider community on the development and implementation of the Lake Apex Master Plan and the state of the Lake Apex-Lake Freeman wetlands.

The Committees Terms of Reference has been updated to include amendments which enhance meeting undertakings and reflect the current community group users of the Parklands.

### Proposal

The Terms of Reference provides a guideline on how the Committee will be governed to achieve the Committee's purpose. The current Lake Apex Community Advisory Committee Terms of Reference were adopted on 18 August 2021 and are due for a review. The review resulted in several changes including:

- Addition of the 'Definitions' heading. *(Section 1 of ToR)*
- Removal of a Gatton Village Markets representative as this community group as they no longer hold regular markets within the Parklands. *(Section 3 of ToR)*
- Addition of wording to keep the meetings strategically focused, ensuring operational and maintenance matters are reports directly to Council officers externally to the meetings. *(Section 4 of ToR)*
- The addition of being able to extend the meeting frequency. Meetings are currently being held 3 monthly, however the Committee wish to either decreased or increase the meeting frequency if required. *(Section 5.1)*
- Addition of the ability if deemed necessary or urgent by Council officers, to initiate a flying minute to agree to time sensitive matters via email outside of a Committee meeting. *(Section 5.9 of ToR)*

### Options

1. Council resolves to endorse the amended Terms of Reference to include the outlined changes.
2. Council resolves not to endorse the amended Terms of Reference.

### Previous Council Resolutions

Ordinary Council meeting 27 March 2019

*THAT Council adopt the revised Terms of Reference for the Lake Apex Community Advisory Committee, as attached to these Minutes, with the inclusion of a representative from each of the Skate Park users and Dog Off-Leash area users.*

Moved By: Cr Cook

Seconded By: Cr Vela

CARRIED 7/0

Ordinary Council meeting 18 August 2021

*THAT Council adopt the revised Lake Apex Community Advisory Committee Terms of Reference, as attached to these minutes, which amends the membership of the Committee to include the addition of one (1) representative from the Gatton Village Markets.*

*And further;*

*THAT one (1) representative from each future community group that utilise the Lake Apex parklands on a regular basis be invited to the Lake Apex Community Advisory Committee meetings without the adoption of further Council resolutions.*

Moved By: Cr Holstein

Seconded By: Cr Hagan

Resolution Number: 20-24/0399

CARRIED 7/0

### Strategic Implications

#### Corporate Plan

Lockyer Community - Provide and maintain spaces and facilities that are appropriate for the needs of individuals, groups and the community as a whole.

Lockyer Community - 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.

Finance and Resource

There are no financial implications associate with this report.

Legislation and Policy

There are no policy implications associated with this report.

Risk Management

There is minimal risk associated with the changes made to the Terms of Reference.

Key Corporate Risk Code and Category: Infrastructure and Assets

Key Corporate Risk Descriptor: Planning, managing and maintaining assets for the future

Consultation

*Portfolio Councillor Consultation*

Councill J Holstein chair of the Committee and Councillor M Hagan were consulted about the amendments to the Terms of Reference at Committee meeting on 8 November 2023.

*Internal Consultation*

✓ Senior Governance Office

*External Consultation*

The Committee were consulted and agreed to the changes at the Committee meeting on 8 November 2023.

*Community Engagement*

On adoption of the revised Terms of Reference, the Committee will be notified.

**Attachments**

1 [↓](#) Lake Apex Community Advisory Committee Terms of Reference 7 Pages





# Lake Apex Community Advisory Committee Terms of Reference

March 2024

## Document Control

This page will be re-issued every time amendments are made to controlled documents. Amended documents will have their revision status and issue date updated accordingly.

Version	Clause(s)	Changes	Author	Issue Date
0		Initial Document	Unknown	2009
1		Amendment to representatives and modernised information	Unknown	March 2019
2		Amendment to representatives and modernised information	Brendan Sippel	August 2021
3		Reviewed	Governance	11/08/2021
4		Amendment to representatives and modernised information	Brendan Sippel	September 2023
5		Reviewed	Governance	October 2023
6		Reviewed	Brendan Sippel	March 2024

## Contents

1.	Definitions .....	1
2.	Purpose .....	1
3.	Membership .....	1
4.	Role of Members .....	2
5.	Meetings .....	2
4.1	Frequency .....	2
4.2	Quorum and Attendance .....	2
4.3	Chairperson .....	2
4.4	Guests .....	2
4.5	Authority .....	2
4.5	Delegates .....	3
4.6	Agenda .....	3
4.7	Meeting Procedures .....	3
4.8	Meeting Minutes .....	3
4.9	Flying Minutes .....	3
6.	Remuneration .....	3
7.	Code of Conduct .....	3
8.	Review .....	4

## 1. Definitions

<i>Council</i>	Lockyer Valley Regional Council.
<i>Council Meeting</i>	Ordinary Council Meeting held within the Council Chambers.
<i>Regular user group</i>	A Community Group that utilises the Lake Apex Parklands for a reoccurring event on a regular basis.
<i>Consensus</i>	General, but not necessarily unanimous, agreement among members of the group.
<i>Parklands</i>	Lake Apex and Lake Freeman formally lot 18 on RP225190, lot 2 on RP80264 and lot 100 on RP846013.

## 2. Purpose

The Lake Apex Community Advisory Committee (the Committee) has been established to maximise long-term community outcomes of the entire Lake Apex-Lake Freeman Parklands (the Parklands) by promoting and guiding development, protection, enhancement and sustainability of the Parklands through a partnership between community stakeholders and Lockyer Valley Regional Council (Council).

## 3. Membership

The Committee will comprise:

Position	Representative
Lockyer Valley Regional Council – Councillors	2
Friends of Lake Apex	1
Lockyer Chamber of Commerce and Industry	1
Lights on the Hill Trucking Memorial Inc	1
Gatton and District Historical Society Inc	1
2 <sup>nd</sup> Lockyer Light Horse Troop Inc	1
Gatton parkrun	1
Lockyer Valley Billy Cart Association	1
Non-affiliated community member	1
<b>Total</b>	<b>10</b>
LVRG Manager Community Facilities (observer)	
LVRG Manager Planning, Policy and Community Wellbeing (observer)	
LVRG Group Manager Infrastructure Works and Services (observer)	
LVRG officer to provide secretarial support (observer)	

As future community stakeholders become regular users of the Parklands, the Committee agree to invite one (1) member of the community group to attend meetings without formal amendment to the Terms of Reference. In addition, as Community Groups no longer utilise the Parklands for the initial intended purpose, the Committee must endorse at a committee meeting to agree to dissolve the membership and the Terms of Reference endorsed at a Council meeting. The dissolved membership must be communicated to the Community Group in writing thereafter.

## 4. Role of Members

It is incumbent on each member to ensure they are fully prepared for all meetings.

All representatives of the Lake Apex Community Advisory Committee will:

- Comply with these Terms of Reference
- Remain strategically focused, ensuring operational and maintenance matters are reported directly to Council officers externally to this meeting.
- Raise strategic concerns in line with the Masterplan on behalf of their community group not from a personal perspective
- Declare any real or perceived conflicts of interest at the commencement of each meeting; and
- May be required to leave the meeting for any discussions in which they may have a real or perceived conflict of interest.

## 5. Meetings

### 4.1 Frequency

Meetings will be held every three (3) months with the date and time of subsequent meetings to be confirmed at the conclusion of each meeting, unless otherwise agreed to by the Committee.

### 4.2 Quorum and Attendance

A minimum of five (5) members are required to form a quorum made up of not less than two (2) appointed LVRC councillors and three (3) of the appointed Lake Apex Community Advisory Committee members.

### 4.3 Chairperson

The Chair of the Lake Apex Community Advisory Committee shall be a Lockyer Valley Regional Councillor whose portfolio includes Infrastructure. If this Councillor is not in attendance, the duties of chair will fall to the other Councillor who is a member of the Lake Apex Community Advisory Committee or who is attending as a delegated representative of the Chair.

### 4.4 Guests

The Lake Apex Community Advisory Committee may call upon experts from time to time to assist them to carry out the functions of the committee. The Committee may appoint working groups (whose members may include Committee members and/or other individuals considered by the Committee to have relevant expertise) to provide relevant advice. Such working groups shall be appointed with specific terms of reference and for defined periods.

Council reserves the right to use other mechanisms for community engagement especially when existing memberships are not adequately represented by Lake Apex Community Advisory Committee membership.

### 4.5 Authority

The Lake Apex Community Advisory Committee is an advisory group and does not have the authority to direct Council or Council staff or authorise purchasing or payments.

The Committee can make representations and recommendations to Council.

Minor procedural decisions or recommendations to Council shall be decided by consensus. Where consensus cannot be reached no decision shall be recorded however a general record of the discussion should be noted.

#### 4.5 Delegates

Members of the Committee are expected to attend unless a delegate is able to be nominated (as per section 2 of the Terms of Reference) due to the lack of availability of the member.

#### 4.6 Agenda

The agenda, including any associated material will be made available for members via email prior to the scheduled meeting.

#### 4.7 Meeting Procedures

A Council officer will take a record of the issues, actions and responsibilities arising from each Lake Apex Community Advisory Committee meeting. The members will be invited to comment on the record at the following meeting to ensure accuracy.

Council will provide secretarial support to the Lake Apex Community Advisory Committee.

Refer to the *Lockyer Valley Regional Council Code of Meeting Practice* for further meeting procedure information.

#### 4.8 Meeting Minutes

Accurate Minutes will be kept of each meeting of the Lake Apex Community Advisory Committee.

Minutes from the meetings will be made available as soon as possible after each meeting. The minutes of the meeting shall be submitted to committee members for ratification at the next subsequent meeting of the committee.

Extracts from the minutes may be communicated to all staff and relevant stakeholders as appropriate.

The Minutes of meetings of the Lake Apex Community Advisory Committee will be provided to the:

- Lockyer Valley Regional Council, and;
- All representatives of the Community Advisory Committee

#### 4.9 Flying Minutes

If deemed necessary or urgent by Council officers, Council will initiate a flying minute to agree to time sensitive matters via email outside of a Committee meeting. All representatives are required to reply to the email with their community groups response. Once all representatives' responses have been received via email, an email from a Council representative will be circulated to all committee members to advise of the outcome noting this is not a final outcome until the meeting minutes are endorsed at a Council meeting.

## 6. Remuneration

Community representation on the Lake Apex Community Advisory Committee is on a voluntary basis and is not eligible for any form of remuneration or reimbursement of expenses, unless previously authorised by the Group Manager Infrastructure.

## 7. Code of Conduct

Lake Apex Community Advisory Committee members will abide by the *Lockyer Valley Regional Council Employees Code of Conduct*. A copy will be provided to all members prior to their first meeting.

## 8. Review

Council may, at any time after consultation with the Lake Apex Community Advisory Committee, vary these Terms of Reference. The Lake Apex Community Advisory Committee may recommend to Council variations to the Terms of Reference which Council will consider.

The Terms of Reference will be reviewed on an annual basis.

**14.0 ITEMS FOR INFORMATION**

**GENERAL BUSINESS**

**THAT Council receive and note the following items for information:**

**14.1 - Chief Executive Officer's Monthly Report - February 2024**

**14.2 - Group Manager People Customer and Corporate Services Monthly Report - February 2024**

**14.3 - Group Manager Community and Regional Prosperity's Monthly Report - February 2024**

**14.4 - Group Manager Infrastructure Monthly Report - February 2024 .**

**Moved By: Cr Holstein**

**Seconded By:**

**Cr Hagan**

**Resolution Number: 20-24/1038**

**CARRIED**

**7/0**

**14.1 Chief Executive Officer's Monthly Report - February 2024**

**Author:** Ian Church, Chief Executive Officer

**Responsible Officer:** Ian Church, Chief Executive Officer

**Purpose:**

This report provides Council with a summary of key operational activities undertaken by the Chief Executive Officer's Group during February 2024.

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

**Executive Summary**

The activities covered in this report include Strategic Planning; Internal Audit and Risk; Procurement; Disaster Management; Community Development and Engagement and Advocacy. The Finance function is subject to separate reporting.

**Proposal**

That this report be received and noted.

**Attachments**

[1](#) Monthly Group Report - Executive Office - February 2024 15 Pages





# Executive Office

MONTHLY GROUP REPORT  
February 2024



## HIGHLIGHTS

Flood Restoration Program Update

Expenditure incurred during and after the three declared events has been substantial and it is important to ensure all eligible costs are reimbursed. The following table provides a snapshot of costs submitted for reimbursement and approved, as at 4 March 2024.

Event/Description	Expenditure	Ineligible Expenditure inc Trigger Points	Approved Amount	Received Amount
Fred Thomas Pedestrian Bridge	\$ 168,434.14	\$ 55,039.73	\$ 216,836.80	\$ 110,303.21
Unsealed Roads Zone 9	\$ 166,711.36	\$ 58,556.82	\$ 234,227.26	\$ 121,241.38
Unsealed Roads Zone 2	\$ 119,463.30	\$ -	\$ 185,977.43	\$ 117,435.82
Unsealed Roads Zone 3	\$ 277,205.72	\$ -	\$ 375,635.52	\$ 267,118.58
Unsealed Roads Zone 1	\$ 302,254.47	\$ 129,831.45	\$ 533,690.10	\$ 168,040.32
Lifitin Bridge	\$ 4,057,211.08	\$ 243,428.00	\$ 5,620,951.60	\$ 3,807,897.49
Unsealed Roads Zone 8 Part 2	\$ 420,819.18	\$ -	\$ 515,749.32	\$ 412,823.61
Unsealed Roads Zone 8 Part 1	\$ 545,786.13	\$ -	\$ 641,853.47	\$ 528,539.28
Unsealed Roads Zone 8 Part 3	\$ 322,288.26	\$ -	\$ 298,006.79	\$ 268,206.11
Sealed Roads Zones 1,2,and 3 Submission 1	\$ 346,567.59	\$ -	\$ 542,704.28	\$ 351,832.73
Unsealed Roads Zone 10 - Part 1	\$ 511,678.21	\$ -	\$ 686,821.75	\$ 486,378.58
Old Laidley Forest Hill Road CH 1800 - (Betterment and REPA)	\$ 111,916.34	\$ 6,000.00	\$ 263,006.16	\$ 117,721.53
Unsealed Roads Zone 4 - Part 1	\$ 711,991.74	\$ -	\$ 867,359.19	\$ 676,870.28
Unsealed Roads Zone 4 - Part 2	\$ 937,410.79	\$ -	\$ 1,121,366.34	\$ 891,500.37
Unsealed Roads Zones 11-18	\$ 133,964.45	\$ -	\$ 129,406.86	\$ 116,466.17
Woolshed Creek Road Floodway CH 400	\$ 345,050.50	\$ -	\$ 339,694.04	\$ 305,724.64
RCP and RCBC Desilting and Clean Outs	\$ 175,617.05	\$ -	\$ 184,537.83	\$ 166,084.05
East Egypt Road Landslip	\$ 3,163,359.36	\$ -	\$ 2,686,968.29	\$ 2,418,271.46
Berlin Road Landslip	\$ 3,081,892.74	\$ -	\$ 3,383,967.35	\$ 3,045,570.62
Sealed Roads Zone 9	\$ 262,737.44	\$ -	\$ 434,114.94	\$ 272,960.33
Sealed Roads Zone 5	\$ 302,626.76	\$ -	\$ 621,788.32	\$ 304,530.28
Adare Road Floodway	\$ 278,518.01	\$ -	\$ 183,830.62	\$ 165,447.56
Guardrail Restoration	\$ 196,101.41	\$ -	\$ 232,393.50	\$ 184,437.15
Sealed Roads Zone 4	\$ 211,405.82	\$ -	\$ 303,114.17	\$ 167,710.59

Event/Description	Expenditure	Ineligible Expenditure inc Trigger Points	Approved Amount	Received Amount
Sealed Roads Zone 3	\$ 178,736.81	\$ -	\$ 329,842.84	\$ 170,757.08
Brightview Road (Betterment and REPA)	\$ 590,393.68	\$ 175,000.00	\$ 2,185,115.98	\$ 655,534.79
Sealed Roads Zone 11 - 18	\$ 176,804.14	\$ -	\$ 257,224.61	\$ 172,880.42
Mountain View Drive Landslip	\$ 786,383.14	\$ -	\$ 1,881,186.56	\$ 564,355.97
Sealed Roads Zone 1 and Town Extras	\$ 650,287.18	\$ -	\$ 1,516,649.55	\$ 652,293.68
East Egypt Road Landslip - Site 3	\$ 1,511,906.31	\$ -	\$ 636,832.46	\$ 573,149.21
Unsealed Roads Zone 5	\$ 789,410.28	\$ -	\$ 1,033,685.01	\$ 759,887.07
Unsealed Roads Zone 6	\$ 1,063,510.16	\$ -	\$ 1,576,557.26	\$ 1,120,785.14
Unsealed Roads - Zone 10 - Part 2	\$ 435,748.49	\$ -	\$ 714,432.10	\$ 414,512.96
Sealed Roads Zone 10	\$ 270,153.52	\$ -	\$ 151,780.62	\$ 136,602.56
Sealed Roads Zone 8	\$ 1,463,271.25	\$ -	\$ 709,970.06	\$ 638,973.05
Unsealed Roads Zone 10 - Part 3	\$ 806,978.42	\$ -	\$ 1,124,600.90	\$ 766,968.33
Sealed Roads Zone 2	\$ 558,211.05	\$ -	\$ 664,940.63	\$ 521,318.40
Sealed Roads Zone 6	\$ 255,619.69	\$ -	\$ 397,137.23	\$ 233,731.37
Sealed Roads Zone 7	\$ 264,369.23	\$ -	\$ 203,539.93	\$ 183,185.94
Unsealed Roads Zone 7	\$ 1,149,768.75	\$ -	\$ 1,365,828.54	\$ 1,121,002.34
Flagstone Creek Road Rockfall	\$ 10,560.52	\$ -	\$ 736,438.78	\$ 220,931.63
Reconstruction of Floodway Approaches (Betterment and REPA)	\$ 631,705.68	\$ 178,000.00	\$ 1,512,733.53	\$ 478,195.32
All Zones Final	\$ 639,278.01	\$ -	\$ 421,447.60	\$ 379,302.84
Steinkes Bridge Railing	\$ 289,430.57	\$ -	\$ 37,886.07	\$ 34,097.46
Flood Gauge Repairs	\$ 21,470.70	\$ -	\$ 23,617.77	\$ 20,599.27
Liftins Road Floodway Approaches	\$ 32,478.46	\$ -	\$ 104,512.20	\$ 33,842.78
Project Management Expenditure included in all submissions	\$ 1,523,276.69	\$ -	\$ -	\$ -
<b>TOTAL FOR REPA</b>	<b>31,250,764.58</b>	<b>\$ 845,856.00</b>	<b>\$38,189,962.16</b>	<b>\$25,326,019.75</b>

## BUSINESS IMPROVEMENT & STRATEGY

### **Audit and Risk Management**

The Audit and Risk Management function links to the Corporate Plan by assisting Council with good governance practices and managing corporate risks.

### **Audit and Risk Management Committee**

The next meeting of the Audit and Risk Management Committee (ARMC) is scheduled for Tuesday 12 March 2024. As noted in last month's report, a half day ARMC annual planning workshop will also be conducted with the Executive Leadership Team (ELT) on that day.

The annual ARMC Planning Session will include a session on organisational scene setting, internal audit planning along with a workshop session to finalise outstanding ARMC actions from 2023.

The draft agenda for the ARMC Meeting will include:

- Reports covering financial performance, ICT and Cybersecurity; Work Health and Safety; Governance and a CEO update.
- Internal audit activity update including status of 2023-2024 internal audit plan.
- Review of Council's 3-year Internal Audit Plan with particular focus on 2024-25 activities
- Annual review of the Internal Audit Charter and the performance of Internal Audit.
- External audit update, including Council's 2024 External Audit Plan.
- Audit Register progress update, including commentary on the Auditor-General's Local Government Report 2023.
- Corporate Risk Management Update – status of identification of strategic risks and strategic risks register progress reporting.

### **Audit Register Status Update**

The following table identifies the number of current active action items on the Audit Register by their level of risk to Council. In order to improve the completion of outstanding items, follow up reminders and offers of assistance have been made to Council Officers responsible for actioning the outstanding recommendations.

Review (audit)	Total No of Rec.	Number of Current Active Recommendations by Risk Level				Completed Rec.
		High	Medium	Low	Improve	
Tendered Contract Review	20	0	3	1	1	15
Payroll and Remuneration Processes	10	1	0	0	0	9
Payroll and Vendor Analytics	9	0	1	0	0	8
Lessons Learned from Pandemic	4	1	2	0	0	1
Property Management Review	10	0	2	0	0	8
Disaster Response (On Ground)	14	1	0	0	0	13
Plant and Fleet Utilisation Review	19	2	9	7	0	1
Environmental Compliance Management	2	0	2	0	0	0



Review (audit)	Total No of Rec.	Number of Current Active Recommendations by Risk Level				Completed Rec.
		High	Medium	Low	Improve	
Revenue Management Review	13	0	5	7	0	1
Waste Fees & Levies Review	8	0	0	8	0	0
External Audit Items	9	0	7	1	1	0
<b>Total</b>	<b>118</b>	<b>5</b>	<b>31</b>	<b>24</b>	<b>2</b>	<b>56</b>

Progress reporting on audit recommendations was completed this month by the responsible officers. This progress update will be presented to the ARMC in March 2024.

#### ***Internal Audit Status Update***

A draft report for the Fuel Management Review was received this month for management to review and respond to the findings and recommendations made. This report will be presented to the ARMC in draft form, to enable the remainder of the internal audit reporting process to be completed in accordance with Council's guideline for audit recommendations. The Committee will be requested to endorse the amendment of the 2023/2024 internal audit schedule to include an audit on the Capitalisation of Project Expenses in place of Records Management. The ARMC will also be requested to endorse the revised 3 year (2024-2027) Internal Audit Plan.

#### ***Corporate Risk Management and Business Continuity Status Update***

Draft Strategic Risk Treatment Plans for each risk currently listed on Council's Strategic Risk Register were presented to and discussed with ELT at their monthly operational meeting held 19 February 2024. At present there are 27 Strategic Risks identified on Council's Strategic Risk Register.

The draft Business Continuity Policy and a draft Business Continuity Framework are under review to ensure they align with Council's organisational structure and corporate publications. Once this review has been completed, they will be distributed to the project stakeholders to review and provide feedback. The next phase of the project will work with Council's ICT area to develop ICT specific business continuity plans.

#### **Corporate Planning and Performance Reporting**

The Corporate Planning and Performance Reporting function links to the Corporate Plan by assisting to: "Provide leadership and contemporary management systems that drive a coordinated and connected organisation".

There is no action to report this month on the Corporate Planning and Performance Reporting function.

#### **Council Business**

##### ***Election 2024***

Reminders of the implications and restrictions of caretaker period continue to be communicated to all staff.

Development of training material for onboarding of Councillors is in progress. Development of the draft Councillor Handbook is due to be completed by the end of February, ready for circulation at the beginning of the new term of Council.

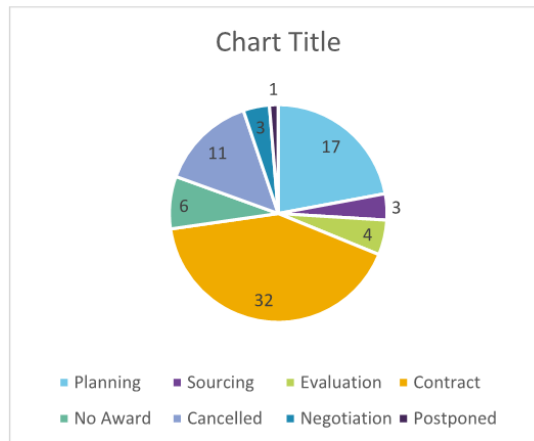
## PROCUREMENT

The timetable for the 2024/2025 budget preparation workshops has also been included in Councillors calendars.

Group	Progress		
Infrastructure Delivery	December 2023	January 2024	February 2024
LVRC-23-058 Tyres & Tyre Related Services	Awarded to Goodyear Autocare Gatton		
LVRC-23-059 Columbarium Wall Laidley Cemetery	Sourcing of RFQ – opened 1/12/23; Evaluated -closed 8/12/23	Awarded to Heritage Stonecraft and Design	
LVRC-23-060 Lake Dyer Amenities Design & Construction	Awarded to Asset Cabins and Homes		
LVRC-23-071 Flagstone Creek Road Rockfall Protection Fencing	Evaluation of RFT – closed 7/12/23	Evaluation of RFT – closed 7/12/23	Awarded to Bellrise Investments Pty Ltd
LVRC-23-085 Crowley Vale Rd Pavement Repairs	Evaluation of RFQ – Closed 1/12/23	Awarded to Fulton Hogan Industries Pty Ltd	
LVRC – 23-086 Road Condition Assessment	Evaluation of RFQ – closed 12/1/24	Awarded to National Transport Research Organisation	
LVRC-23-090 Tree Removal		Sourcing RFQ – opened 11/1/24; Evaluation – closed 25/1/24	Awarded to Treebiz Tree Services
LVRC-24-005 Tenthill Creek Road – Design		Sourcing RFQ – opened 31/1/24	Sourcing RFQ – opened 31/1/24
LVRC-24-019 Demolition of Lake Dyer Amenities Building			Planning for RFQ process
Infrastructure Fleet	December 2023	January 2024	February 2024
LVRC-23-041 Earthmoving Equipment – Backhoe Loader	Planning phase – for Limited RFQ process	Sourcing of RFQ – opened 8/1/24; Evaluation of RFQ - closed 25/1/24	Evaluation of RFQ - closed 25/1/24
LVRC-23-042A Minibus	Evaluation of RFQ - closed 10/8/2023	Evaluation of RFQ - closed 10/8/2023	Evaluation of RFQ - closed 10/8/2023
LVRC-23-043 Mowers - 4 items	Planning phase – for Limited RFQ process	Sourcing of RFQ – opened 22/1/24	Evaluation of RFQ – closed 6/2/24
LVRC-23-044 Trucks - 6 items	Evaluation of RFQ – Closed 16/11/23	Evaluation of RFQ – Closed 16/11/23	Awarded to Wideland Group (4 trucks) and Black Truck & Ag (1 truck)
Waste	December 2023	January 2024	February 2024
LVRC-22-044 Waste Facilities Supervision	Contract negotiation	Contract negotiation	
LVRC-22-045 MRF Kerbside Recyclable Processing	Contract negotiation	Contract negotiation	
LVRC-22-076 Leachate Management Services	Contract negotiation	Contract negotiation	Contract negotiation
LVRC-23-033 Scrap Metal Recycling & Related Transport Services	Planning for tender process	Planning for tender process	Planning for tender process
LVRC-24-001 Green and Timber Waste Mulching		Planning for tender process	Planning for tender process

LVRC-24-002 Supply of Material Handling Machine		Planning for tender process	Planning for tender process
<b>Community Facilities</b>	<b>December 2023</b>	<b>January 2024</b>	<b>February 2024</b>
LVRC-23-072 Management of Lake Dyer Caravan and Camping Ground	Planning for tender process	Planning for tender process	Planning for tender process
LVRC-23-082 Jean Biggs Park Detailed Design	Awarded to Saunders Havill Group		
<b>Planning and Development</b>	<b>December 2023</b>	<b>January 2024</b>	<b>February 2024</b>
LVRC-23-079 Forest Hill Silo Viewing Precinct Design	Awarded to Place Design Group Pty Ltd		
LVRC-23-080 First Nations Land Management Assessments	Evaluation – RFQ closed 15/11/23	Evaluation – RFQ closed 15/11/23	Awarded to Wirrinyah Pty Ltd
LVRC – 23-083 Lead Advisor for LVSWs Optimisation Assessment Phase 1	Evaluation – RFQ closed 8/12/23	Awarded to Kellogg Brown & Root Pty Ltd	
LVRC-23-084 Lockyer Valley Cultural Heritage Study	Planning for RFQ process	Sourcing of RFQ – opened 29/1/24	Sourcing of RFQ – closes 1/3/24
LVRC – 23-087 GIS Support	Sourcing of RFQ – opened 11/12/23; closed 15/12/23; Evaluation	Awarded to Proterra Group	
LVRC-24-008 Laidley Spring Festival Market Coordinator		Planning for RFQ process	Planning for RFQ process
<b>Procurement and Stores</b>	<b>December 2023</b>	<b>January 2024</b>	<b>February 2024</b>
LVRC-22-052- Traffic Control Ad-hoc Services	Planning for tender process	On hold	
LVRC-23-069 Bituminous Product and Services (panel)	Planning for tender release	Planning for tender release	Sourcing of RFQ – Opened 26/2/2024
LVRC-23-075 Trade Services Preferred Supplier Arrangement	Planning for tender release	Planning for tender release	Planning for tender release
<b>Executive Office</b>	<b>December 2023</b>	<b>January 2024</b>	<b>February 2024</b>
LVRC-22-022 – Corporate Uniforms	Planning for tender process	Planning for tender process	Planning for tender process
LVRC-23-056 Revenue Notice Production	Sourcing of RFQ – Opened 13/12/23; Closed 22/12/23	Awarded to Print Mail Logistics	

PROCUREMENT STAGE	
Planning	17
Sourcing	3
Evaluation	4
Contract	32
No Award	6
Cancelled	11
Negotiation	3
Postponed	1



### Stores Data

OVERALL PURCHASING DATA	December 2023	January 2024	February 2024 (1st-28th)
No of Purchase Orders Generated	30	50	34
Total Value of Purchase Orders Generated	\$160,705.00	\$253,174.81	\$194,040.00
Total Value of Largest Spend to a Single Supplier	\$106,357.00	\$163,793.88	\$140,865.00

INVENTORY DATA	December 2023	January 2024	February 2024 (1st-28th)
No of New Items Added	3	4	11
No of Items made Inactive	0	0	0
Total Number of Inventory Items	1327	1306	1317

DECEMBER TOP FIVE SUPPLIER SPEND TOTALS (LARGEST \$ TO LEAST \$)	
OCWEN ENERGY	\$106,357
BORAL CONS	\$17,028
KARREMAN QUARRIES	\$13,270
JNL INDUSTRIES	\$11,590
BLACK TRUCK & AG	\$3,610
JANUARY TOP FIVE SUPPLIER SPEND TOTALS (LARGEST \$ TO LEAST \$)	
OCWEN ENERGY	\$131,146.00
DELNORTH PTY LTD	\$8,540.40
JNL INDUSTRIES	\$7,884.88
ELDERS	\$6,721.00
HASTINGS DEERING AUSTRALIA	\$4,574.00
FEBRUARY TOP FIVE SUPPLIER SPEND TOTALS (LARGEST \$ TO LEAST \$)	
OCWEN ENERGY	\$140,865.00
BORAL CONS	\$17,028.00
TAYLOR SAFETY	\$6,647.00
JNL INDUSTRIES	\$6,155.00
TRAFFIC CONTROL SUPPLIES	\$5,856.00





## COMMUNICATIONS



The Communications Team manages a range of media and communications products ranging from media releases and social media posts, to design of posters, signs and fact sheets, to videography and media events, as well as website management. Our primary function is to provide meaningful and timely information to the community on Council decisions, programs and services through a range of mediums.

## EXTERNAL MEDIA

12 MEDIA RELEASES



5 PAID ADVERTS

Compared to February 2023, Council has had a **decrease** of 4 media releases and an **increase** of 3 paid adverts.

## MEDIA ENQUIRIES



7 RADIO



2 TV



5 PRINT



0 OTHER

Compared to February 2023, Council has had a **decrease** of 1 media enquiry.

## ONLINE ENGAGEMENT

28 FACEBOOK POSTS



Reach: 10,827  
Shares: 6

Compared to February 2023, Council has had a **decrease** of 5 Facebook posts.

6 INSTAGRAM POSTS



Reach: 759  
Reactions: 30

Compared to February 2023, Council has had a **decrease** of 24 Instagram posts.

14 X POSTS



Impressions: 177  
Shares: 0

Compared to February 2023, Council has had a **decrease** of 14 X posts.

2 LINKEDIN POSTS



Impressions: 1047  
Reactions: 24

There is no data for 2023 to compare.

## PAID SOCIAL MEDIA CAMPAIGNS

Paid campaigns help reach new and existing customers, drive engagement, build awareness, and can target specific sub-audiences.

1 PAID POSTS

## CORPORATE DESIGN

28 PROJECTS



58 DESIGNS

Compared to February 2023, Council has had an **increase** of 3 project and a **decrease** of 3 separate designs.



5 PHOTOSHOOTS

Photoshoots were not recorded in February 2023.



0 INTERNAL

0 EXTERNAL

Compared to February 2023, Council has had the **same** number of internal videos and a **decrease** of 3 external videos.

## CORPORATE WEBSITE

## MOST VISITED WEB PAGES

1. Grantham Siren & Flood Cameras
2. Current Vacancies
3. Council Elections

17,333 TOTAL ACTIVE USERS

55.09% ENGAGEMENT RATE



Compared to February 2023, Total Active Users has had an **increase** of 6,155 users. Engagement rate was not recorded in February 2023.

## COMMUNITY CONNECT NEWSLETTER

## TOP 3 READ ARTICLES

1. Council Grants and Funding
2. E-Notice Registration Form
3. Community Skills Program

594 Subscribers

50.84% open rate  
(Industry average < 25%)

Compared to February 2023, Council has had an **increase** in the newsletter's open rate by 4.59%. Total Subscribers **increased** by 8 subscribers.

## FIXED VMS SIGN



5 VMS Activations

- Road Closed Ahead
- Proceed with Caution
- Be Aware, Stay Informed
- Prepare Your Home
- It's Storm Season

## DISASTER MANAGEMENT

## Corporate Plan Action - Disaster Management Framework development and implementation

## Corporate Strategic Planning

Disaster Management has undertaken strategic planning for 2024 including the delivery of Corporate Plan action to develop and implement the Disaster Management Framework.


**Community  
Education External  
Engagement &  
Partnerships**


Nil at the time of writing this report. An update covering two months will be provided at the next Ordinary meeting of Council.

**Training & Exercises**

**Evacuation Centre Training**

Council officers with a role in Evacuation Centre management were provided with training on how to access State web applications and dashboards to assist in providing situational awareness across a number of hazards.

**Guardian Training.**

Guardian training was provided to staff from the Communication and Media team to familiarise them with the Guardian system and the link between Guardian and social media campaigns.

**Local Disaster  
Management Group**


The next scheduled Toowoomba District Disaster Management Group meeting is due to be held on Wednesday 13 March 2024. Council representatives will be in attendance and provide a brief on the recent flood operation in January 2024.

**Flood Intelligence  
System**


The Whiteway Road, Mulgowie School Road and Narda Lagoon camera battery replacements are underway and the Woodlands Road river height gauge is scheduled for repair due to faults identified during flood operations.  
A post operational review of flood monitoring infrastructure is currently underway.

**Incidents/Operations**


Nil incidents or operations conducted for this period.

DRFA funding for Counter Disaster Operations and Reconstruction of Essential Public Assets has been activated as a result of the late January 2024 flooding.

**State Emergency  
Service (SES)**

The Lockyer Valley SES currently has 29 active members with four new probationary members and one prospective new member taking the number up to 34. Active members for each group:

- Forest Hill – 6
- Gatton – 14

**Monthly Report**

- Laidley – 9

SES responded to 33 requests for assistance tasks in February. Five washouts by Rural Fires Service from the Severe Weather Event in January 2024.

SES members spent 66 hours responding to requests for assistance for the February period.

All groups participated in capability planning for the coming months including development of training programs.

355 hours were spent in training and development. Sessions provided for members included debrief following storm response and CPR course.

**Disaster Dashboard**

Nil at the time of writing this report. An update covering two months will be provided at the next Ordinary meeting of Council.

**Early Warning  
Network**

Nil at the time of writing this report. An update covering two months will be provided at the next Ordinary meeting of Council.

COMMUNITY DEVELOPMENT & ENGAGEMENT

Strategic Priority 1 – Engage with the community to ensure the community’s views, values and aspirations inform Council decision-making.



8 projects received engagement support during February:

- Naming of Facilities and Fields
- Gatton Shire Hall external works
- Waste Reduction and Recycling Plan
- Lockyer Waters Community Centre
- Social and Community Infrastructure Study
- Transport and Main Roads projects
- Woodlands Road roadworks
- Itinerant and Multicultural Farm Workers

Strategic Priority 2 – Support community groups to increase their capacity, resilience, and sustainability.



- Council continues to provide financial support to community groups and hall committees through the *Community Safer Places* and *Community Recovery and Resilience Officer (CRRO) program* areas for community-led projects that increase the resilience and social connectedness of local communities.
- Engagement is ongoing to support development of community groups in Lockyer Waters, Grantham and Helidon. These development opportunities have significant potential to boost the everyday resilience of those communities as well as their capacity to respond to community needs, including at times when their community is disaster impacted.
  - The Grantham community group held a meeting on 6 February to discuss formation and incorporation of the group and the establishment of a working committee to move forward with their objectives. They have another community event on Sunday, 3 March and their next meeting is on Tuesday, 12 March.
  - Lockyer Waters Hall Committee is set to hold an Annual General Meeting soon, as construction of the new Lockyer Waters Hall continues. Council’s CRRO met with them on 13 February and will meet with them again on Tuesday, 5 March.
  - The Engagement Team continues to liaise with members of the Helidon community to discuss formation of a Helidon community group and how Council can provide support.
- Work continues with sporting clubs in the region to build their capacity. At least ten clubs have reported success in the Queensland Government’s *Active Women and Girls Program*, with clubs receiving \$7,500 in funding so far to promote women and girls’ participation in sport. At least 20 clubs have applied, and more application outcomes are to be announced over the next month.
- An application has been submitted by Council for the Australian Sports Commission’s *“Play Well” Participation Grant Program*. The program is titled “Sport for all in the Lockyer Valley”. If successful, the grant will fund multiple “Come and Try” multisport events across the region during the 2024-2025 financial year, with the goal of addressing barriers for the community to participate in sport. There will be targeted “Come and Try” events for groups that commonly face barriers to participate, such as women and girls, seniors, people with a disability and the multicultural community. Interest has been received from state sporting organisations to participate in the program, and successful applications will be announced in April.

My Community Directory: February 2024

Top 5 searched categories	Top 5 most viewed services
---------------------------	----------------------------



1. Community Clubs & Interest Groups	1. Youth Insearch
2. Sport	2. Lifeline Shop – Crowley Vale
3. Health Services	3. Toowoomba Chinese New Year Group Inc.
4. Youth Services	4. Laidley & Districts Netball Association
5. Education	5. Laidley Junior Rugby League Club

**Strategic Priority 3 – Develop and deliver programs, in consultation and collaboration with stakeholders, to promote community wellbeing and resilience, including recovery from adverse events.**



Community recovery and resilience engagement continues through:

- Attendance at the bi-monthly Multicultural BBQ at Littleton Park, Gatton hosted by Lockyer Community Centre's Community Action for a Multicultural Society worker. The most recent BBQ was held on 22 February and was well attended. The next event is on Thursday, 21 March.
- Support and attendance at a recent joint meeting of the Lockyer Valley Hall Network and Gatton Committee on the Ageing (Gatton COTA) on 20 February. This event included a presentation from a representative from Volunteering Queensland about volunteer recruitment and management. Several collaboration opportunities were identified from the event including new membership for Gatton COTA and volunteering opportunities. Ongoing engagement with Gatton COTA includes assistance with organisational governance, volunteer recruitment and person-centred disaster preparedness.



- Further opportunities identified to collaborate with Volunteering Queensland. This includes planning for additional volunteer recruitment and management workshops for community groups, including sport and recreation clubs and arts and culture organisations. Volunteering Queensland are keen to support these workshops.
- Ongoing liaison with a Wellbeing Officer from a local Pacific Australia Labour Mobility (PALM) Scheme employer. That officer has recently left the employer but continues to provide volunteer support to the workers. Most recently they attended the Lockyer Valley Hall Network event and have been able to connect with Gatton COTA and other organisations about volunteering opportunities for the PALM workers.
- Planning for Youth Week events, with promotion to be released early in March. Council will be running a Youth Expo on Wednesday, 10 April, with local youth service providers invited to hold a stall and small activity. Over ten providers have expressed interest in exhibiting at the event, and other major attractions will include laser tag and a mobile gaming trailer. A skateboarding jam session will also be held at Lake Apex, Gatton on Friday, 12 April.

**Strategic Priority 4 – Strengthen and utilise partnerships with NGOs and government agencies to improve support services and programs for vulnerable members of the community.**



- Representatives from the Department of Treaty, Aboriginal and Torres Strait Islander Partnerships, Communities and the Arts attended the most recent interagency meeting and continue to seek opportunities for collaboration and engagement with Traditional Owners and First Nations people in the Lockyer Valley. This has included preliminary discussions regarding support for our region with Reconciliation Week and NAIDOC Week events.
- Ongoing support has been provided to Queenslanders with Disability Network (QDN) for the Building Inclusive Disaster Resilient Communities (BIDRC) project, following a community forum held in November.

#### Community Support Interagencies

Staff are involved in the following networks that aim to identify human and social service gaps and trends, and improve service delivery through strategic networking and partnerships:

- Lockyer Youth Agency Network (LYAN)
  - The next LYAN meeting is scheduled for Thursday, 29 February via Microsoft Teams.
- Lockyer Valley Service Provider Interagency (LVSPI)
  - The next LVSPI meeting for 2024 will be held in-person at Laidley Sports Complex on Thursday, 28 March 2024 from 11am.
  - The Engagement Team will also facilitate a special LVSPI meeting targeted at organisations providing health and social services for older residents at 1pm on the same day.

#### Advocacy

##### ***Inland Rail***

As noted in last months report there is now very limited work being undertaken on the two sections of inland rail proposed to traverse the Lockyer region. Council will continue to advocate for the alignment with the least impact on our community.

---

**14.2**

**Group Manager People Customer and Corporate Service Monthly Report - February 2024**

**Author:**

Dan McPherson, Group Manager People, Customer and Corporate Services

**Responsible Officer:**

Dan McPherson, Group Manager People, Customer and Corporate Services

---

**Purpose:**

This report provides Council with a summary of key operational activities undertaken by the People, Customer and Corporate Services performance group during February 2024.

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

**Executive Summary**

This report provides Council with a summary of key operational activities undertaken by the People, Customer and Corporate Services Group during February 2024.

**Proposal**

That this report be received and noted.

**Attachments**

1 [↓](#) Monthly Group Report - People Customer and Corporate Services - February 2024 9 Pages





# People, Customer and Corporate Services

MONTHLY GROUP REPORT  
FEBRUARY 2024



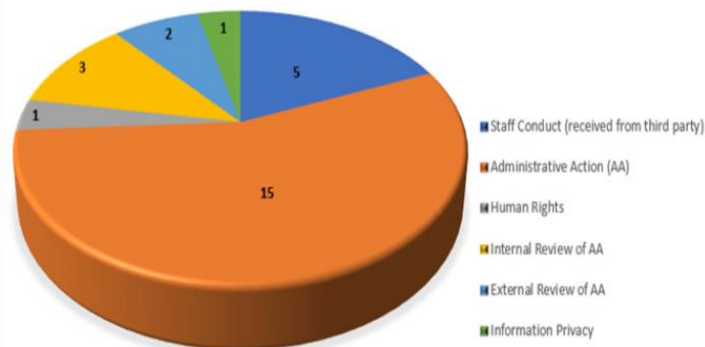
## PEOPLE, CUSTOMER AND CORPORATE SERVICES

### GOVERNANCE AND PROPERTY

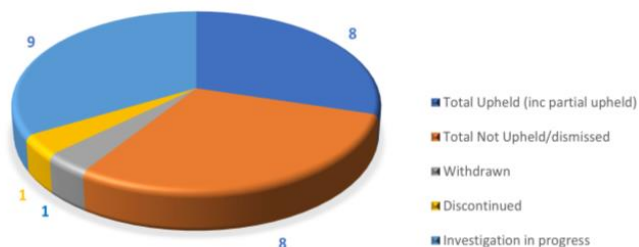
#### COMPLAINTS MANAGEMENT SYSTEM UPDATE

Below is an overview of complaints received through Council's Complaints Management System for the 2023/2024 financial year to the end of February 2024.

OVERVIEW OF TYPES OF COMPLAINTS RECEIVED DURING 2023/24



COMPLAINTS BY STATUS FOR 2023/24

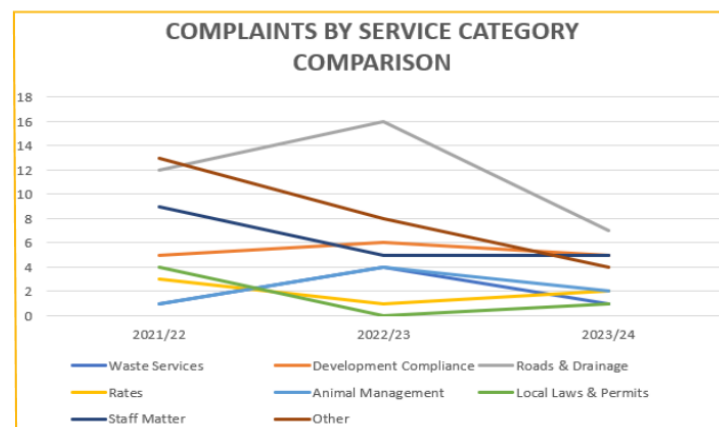
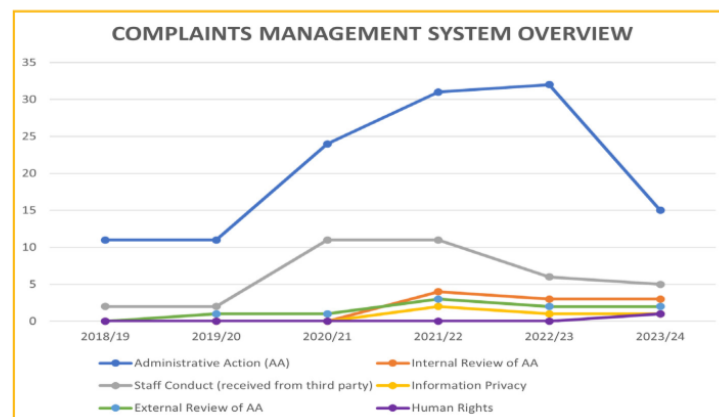


COMPLAINTS BY SERVICE CATEGORY 2023/24



## GOVERNANCE AND PROPERTY

A historical comparison of complaints by type and service category is set out below:

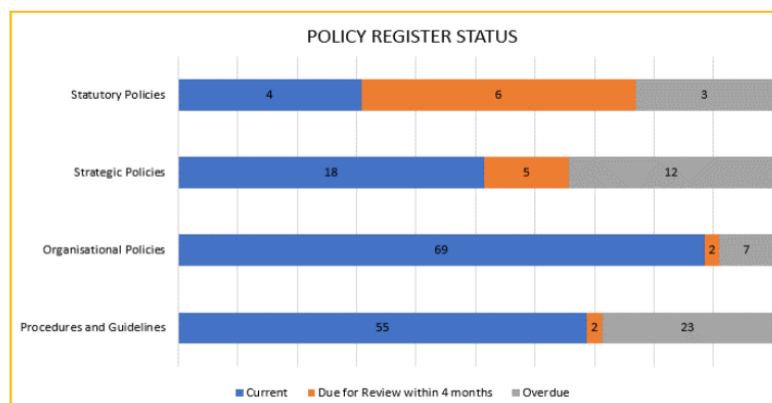


### POLICY REGISTER UPDATE

The following chart provides information on the status of Council's Policies, Procedures and Guidelines as at the end of February 2024. No policies have been presented to Council for adoption during the current caretaker period, although work to review a number of policies and procedures is ongoing.

Of the policies and procedures that are overdue and due for review within 4 months:

- 10 are expected to be reviewed and adopted as part of the 2024/2025 budget process; and
- 6 are expected to be reviewed and workshopped with Council as part of the new Councillor onboarding program prior to presentation to Council for adoption.

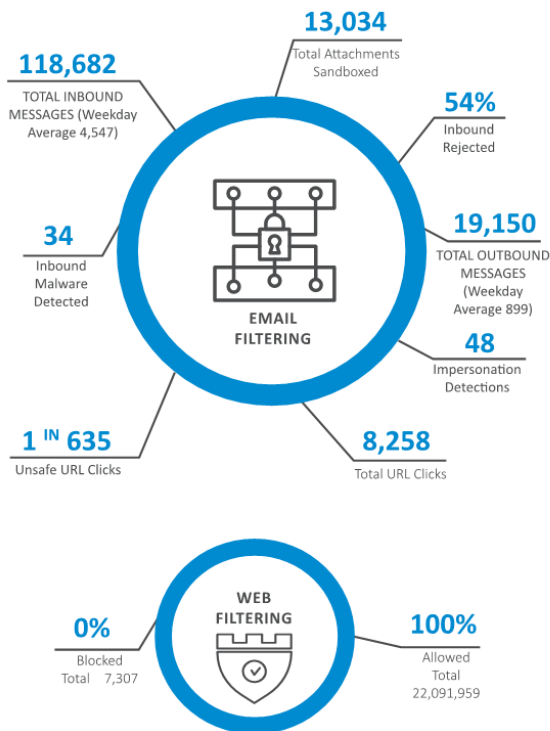


## INFORMATION COMMUNICATION TECHNOLOGY

The ICT Team is continuing to focus on improving Council's cyber security maturity levels. An updated Cyber Security Strategy was approved by the ICT Steering Committee this month. The primary objective of the strategy is to guide Council in enhancing protection against threats to the confidentiality, integrity, and availability of its systems and data. Twelve initiatives have been identified and grouped into four categories as per the following: Security Leadership, Technical Security, Managing Securely, and Cyber Resilience.

The initiatives in the strategy will be delivered over the next three years, with the strategy to be reviewed annually. One initiative has been completed, and another commenced, with detailed planning ongoing for four other initiatives to be delivered this year. The strategy will be shared with Councillors once finalised.

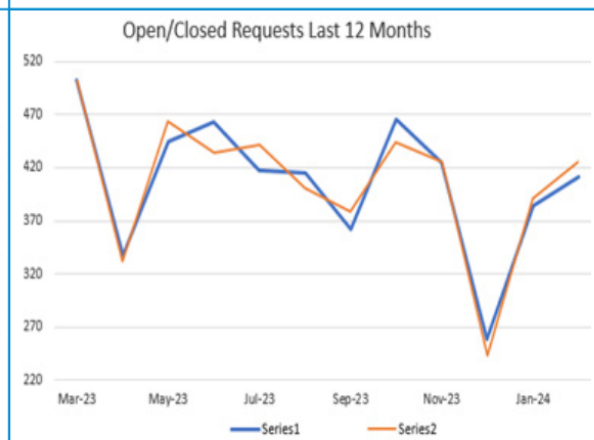
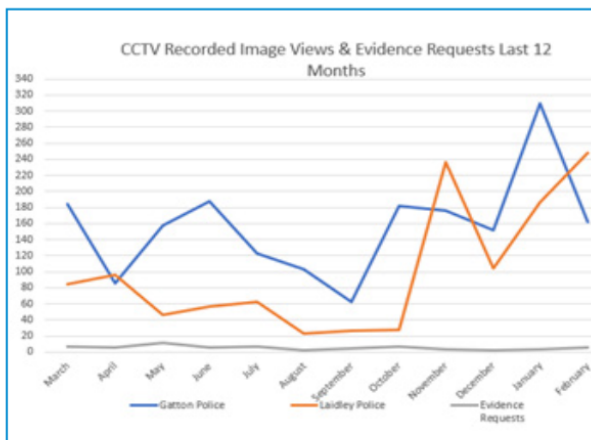
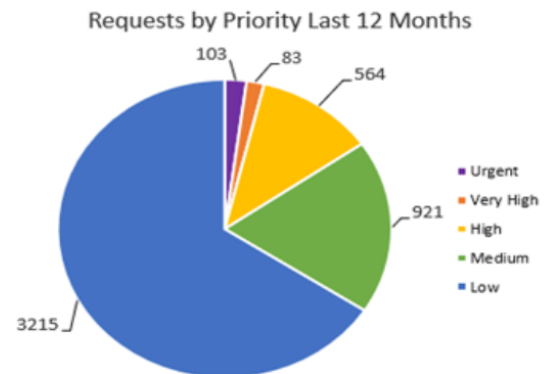
### EMAIL AND WEB PROTECTION



### NETWORK PERFORMANCE SNAPSHOT



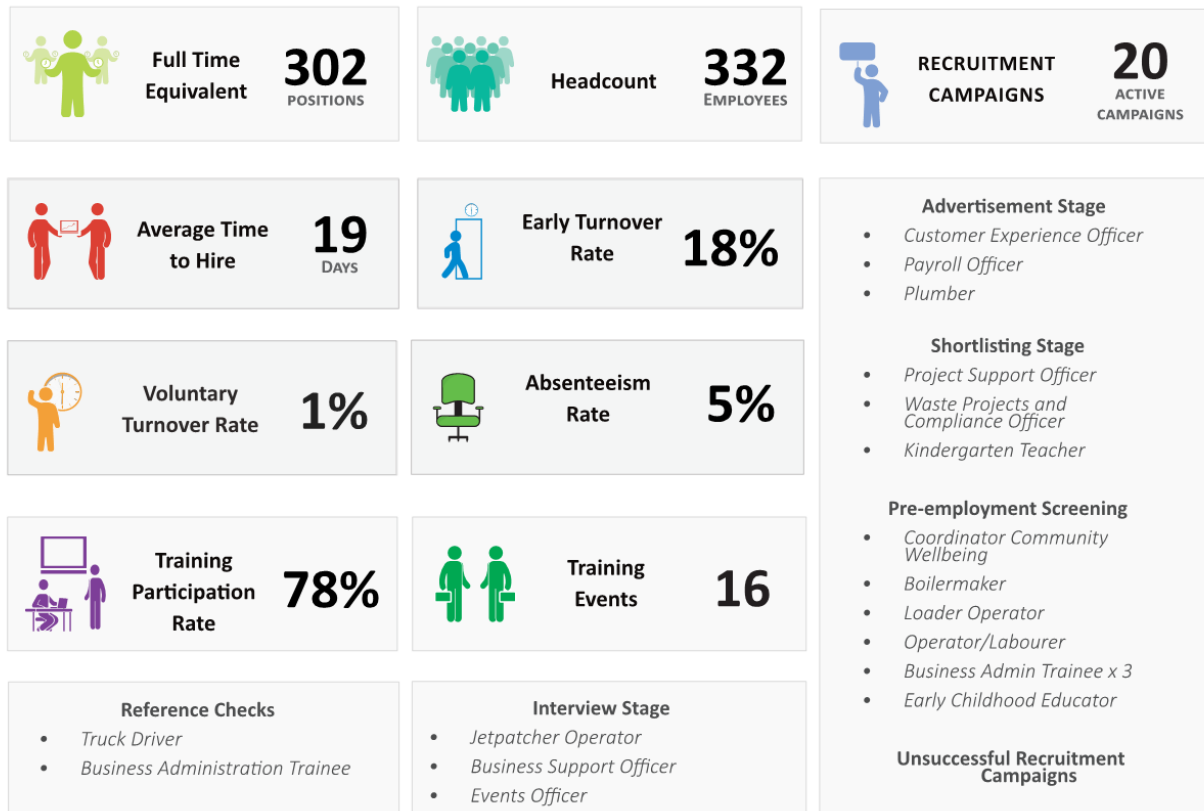
### UNPLANNED NETWORK DOWNTIME





## PEOPLE AND CUSTOMER EXPERIENCE

### ORGANISATIONAL DEVELOPMENT AND PAYROLL



### CORPORATE TRAINING

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>Accredited Unit - RIIRIS301 Apply Risk Management Processes</li> <li>Certificate in Human Resources - HR Essentials</li> <li>Disaster Management Training - Queensland Disaster Management Arrangements</li> <li>First Aid Training - Provide Basic Emergency Life Support</li> <li>First Aid Training - Provide Cardiopulmonary Resuscitation</li> <li>First Aid Training - Provide First Aid</li> <li>Governance Compliance Training - Authorised Persons</li> <li>Governance Compliance Training - Gifts</li> <li>Governance Compliance Training - Public Interest Disclosures - Managers and Supervisors</li> <li>Governance Compliance Training - Public Interest Disclosures</li> </ul> | <ul style="list-style-type: none"> <li>Internal Compliance Training - Employee Code of Conduct</li> <li>Internal Compliance Training - Workplace Bullying and Harassment</li> <li></li> <li>Safety Compliance Training - Emergency Evacuation Course: General Evacuation</li> <li>Safety Compliance Training - Fire Warden (Emergency Control Team)</li> <li>Safety Compliance Training - Work Health and Safety Induction</li> <li>Traffic Management - Implement Traffic Management Plans</li> <li>Traffic Management - Traffic Management Implementation Program Card</li> </ul> |
|--|---|

PEOPLE AND CUSTOMER EXPERIENCE

INFORMATION MANAGEMENT

PROJECT UPDATES

Disposal of Physical Records

The project is ongoing for the assessment and disposal of Council records and during the month, the Information Management Team scanned and registered over 80 archived files and large documents that will be approved for the destruction of the physical record. The scanning work combined with the ongoing processing of other records is steadily decreasing the number of cartons in storage and the associated storage and retrieval costs.

During February, another ten cartons were authorised for destruction. In addition, further quantities of more recent physical documents and files were finalised for disposal in accordance with our approved auditing processes, eliminating any long-term costly storage of these records.

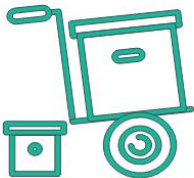


INFORMATION MANAGEMENT SNAPSHOT

	February 2024	Year to date
Mail/Email items processed	2,084	3,601
Requests for files/boxes	48	83

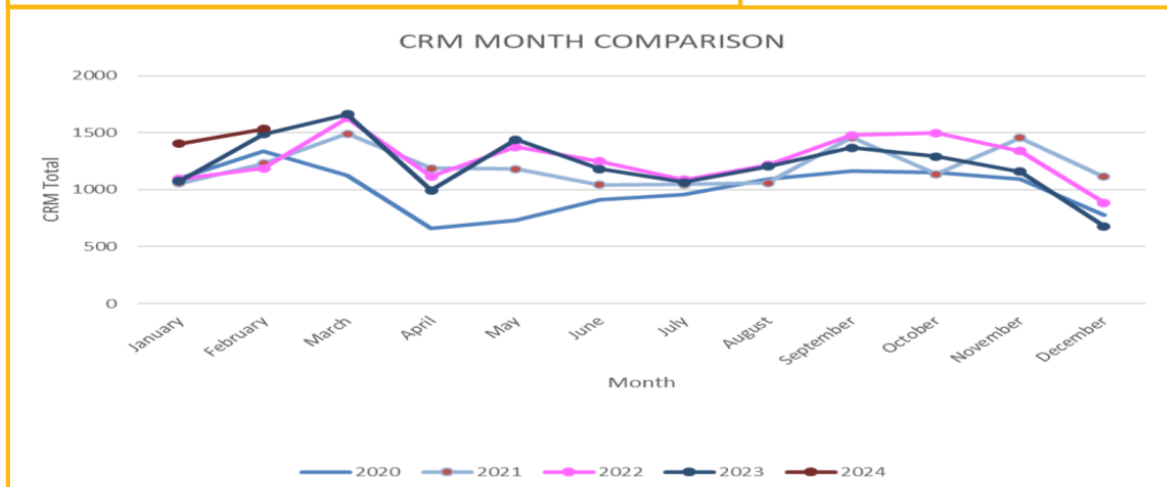
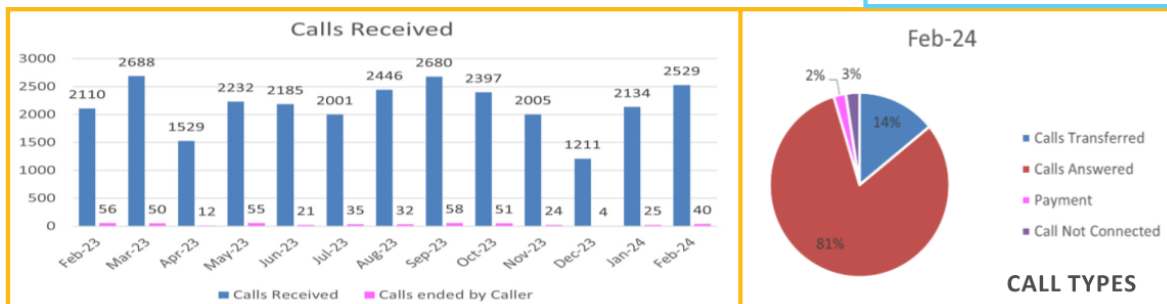
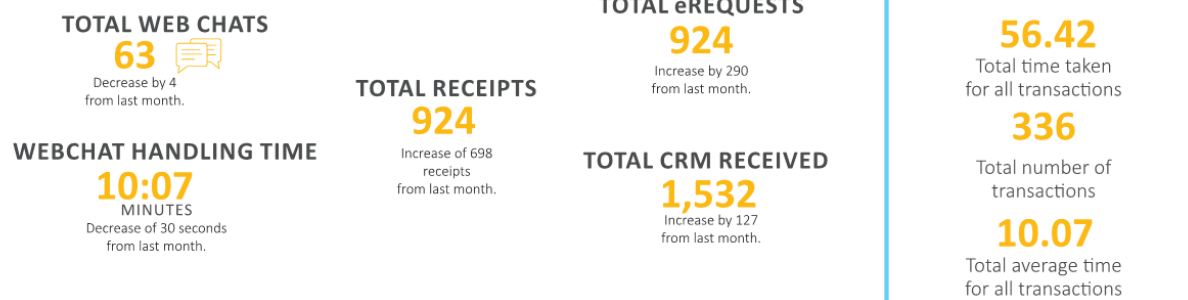
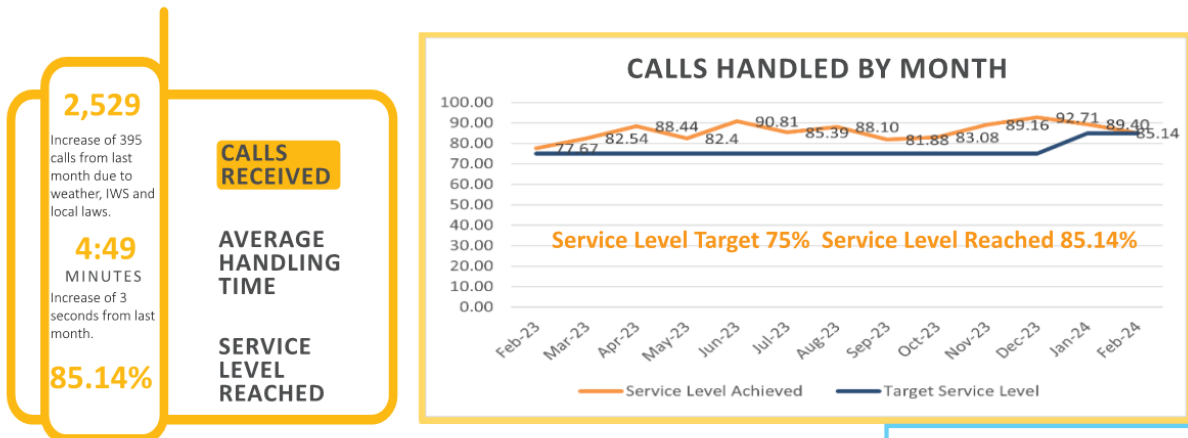
RIGHT TO INFORMATION APPLICATIONS

	2024	2023	2022	2021	2020	2019
Number of applications received	1	13	9	14	10	2



## PEOPLE AND CUSTOMER EXPERIENCE

### CUSTOMER CONTACT



## PEOPLE AND CUSTOMER EXPERIENCE

### WORK HEALTH AND SAFETY



## MEASURING OUR SAFETY PERFORMANCE

**FEBRUARY 2024**

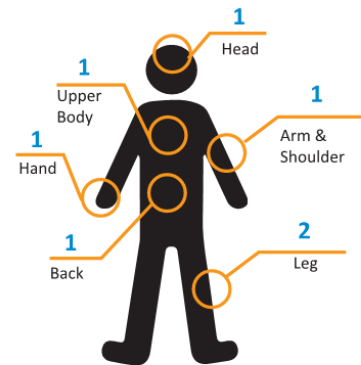
#### INJURIES BY CLASSIFICATION TYPE

**7**  
INJURIES  
OCCURRED



	<b>2</b>	LOST TIME
	<b>2</b>	MEDICAL ONLY
	<b>0</b>	FIRST AID
	<b>3</b>	REPORTABLE ONLY
	<b>0</b>	NEAR MISS

#### AREAS OF THE BODY MOST AFFECTED



#### KEY FACTORS ASSOCIATED WITH ASSET INCIDENTS

**6**  
ASSET INCIDENTS  
OCCURRED



	<b>2</b>	PROPERTY DAMAGE
	<b>4</b>	PLANT VEHICLE/ INCIDENT
	<b>0</b>	ANIMAL STRIKE
	<b>0</b>	FIRE

#### KEY FACTORS ASSOCIATED WITH ENVIRONMENTAL INCIDENTS

**0**  
ENVIRONMENTAL  
INCIDENTS  
OCCURRED

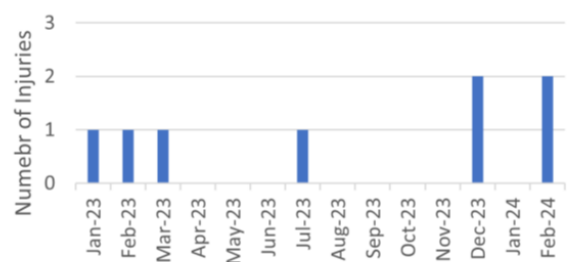


	<b>0%</b>	SPILLS
	<b>0%</b>	CONTAMINATION

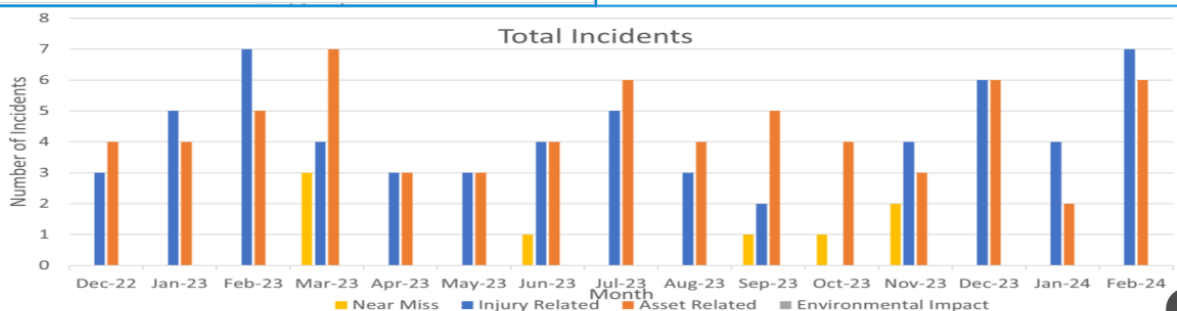
Days Lost



Lost Time Injuries



Total Incidents

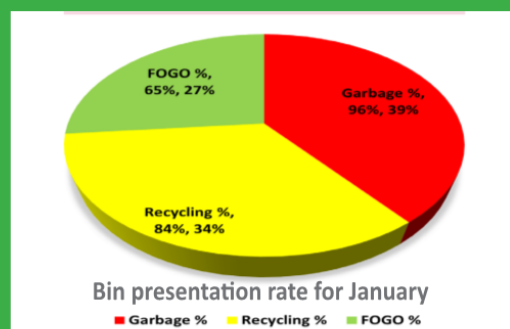
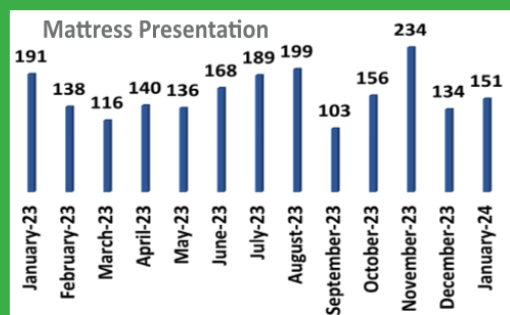
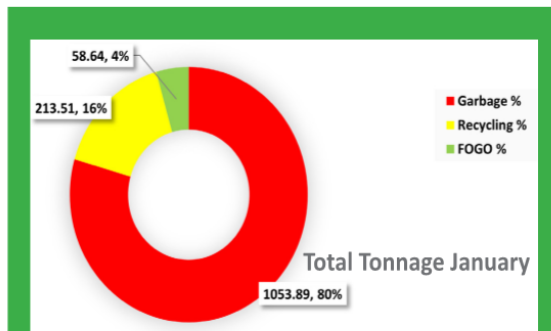




## WASTE SERVICES

### WASTE MANAGEMENT

- General audit of accessibility for contractors being undertaken after recent heavy rainfall.
- Anuha - MRF equipment and make good requirements are almost completed.
- Contractor encountered a lag of approximately 3 weeks in supply of wheelie bins from the manufacturer. This had an impact on new/replacement bin deliveries to residents, however now rectified.
- Very small amount of 'flood waste' received - approximately 30 tonne in total.



#### Bins collected in January



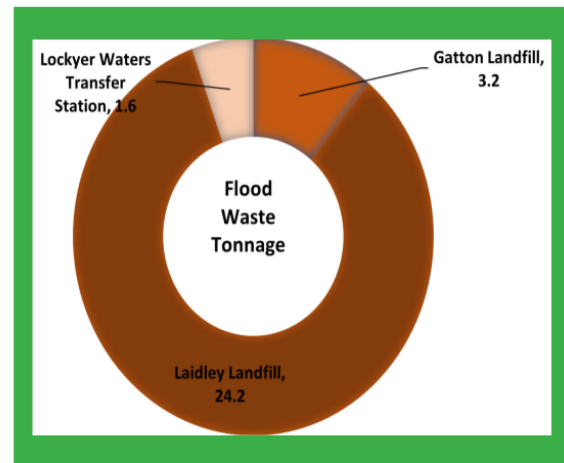
2,753



28,875



65,030



**9,447**  
**TOTAL PATRONS TO ALL  
WASTE FACILITIES IN  
JANUARY 2024**

---

**14.3** **Group Manager Community and Regional Prosperity Monthly Report - February 2024**

**Author:** Amanda Pugh, Group Manager Community & Regional Prosperity  
**Responsible Officer:** Amanda Pugh, Group Manager Community & Regional Prosperity

---

**Purpose:**

This report provides Council with a summary of key operational activities undertaken by the Community and Regional Prosperity Group during February 2024.

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

**Executive Summary**

This report provides Council with a summary of key operational activities undertaken by the Community and Regional Prosperity Group during February 2024.

**Proposal**

That this report be received and noted.

**Attachments**

[1](#) Community and Regional Prosperity Monthly Group Report - February 2024 10 Pages



# Community and Regional Prosperity

MONTHLY GROUP REPORT  
FEBRUARY 2024





## PERFORMANCE REPORTING

### KEY GROUP PROJECTS



#### LOCAL FLOODPLAIN MANAGEMENT PLAN (LFMP)

Floodplain Management - Regional

The SFMP management group meeting occurred in early February 2024. There has been change in key personnel, and QRA may have made changes to their strategies. A meeting will be set up to discuss some key issues arising.

A meeting was held with BOM in relation to the \$234M BOM flood warning program. BOM have provided a 5 year timeframe for the project. Based on the meeting it appears that BOM may have made changes to their proposed scope. There is uncertainty over whether they will be taking over our gauges system or providing prediction tools. Council's Disaster Management Team are setting up a meeting to discuss this with the project manager.

The Department of Energy and Climate (DEC, formally EPW) has engaged with Council regarding their parts of the Resilient Homes Fund (Resilient retrofit program and Home raising program). Delivery dates for these programs have been extended. DEC has offered to provide data on the both sub-programs. Officers encouraged DEC to engage with QRA regarding the resilience findings in relation to improved circumstances for dwelling insurance and building regulation.



#### FLOOD MODELLING - ENGINEERING

Planning has been on hold for the extension of the QRA WP3 project Lockyer Creek model "2022 Calibration of the Lockyer Creek". Discussions have been held with QRA regarding the progress of the project. QRA successfully gained an extension of the overall grant program from the Federal government. QRA will have a high level of oversight into the scope and project. The QRA WP3 project can provide update underlying engineering inputs to the scheme review. The calibration project outputs will be coordinated with the works for the revised new Flood hazard overlay of the Draft Planning Scheme. Some identified limitations of the 2022 LiDAR will need to be managed. Additional QRA funds may be available to support the overall flood assessment scheme works.

Applications for funding under the QRA program "RHF property level flood information portal initiative" close in late March 2024. Meetings with respect to the proposed FIP update scope with QRA were positive. It is likely that this funding may be able to be used to complete the Flood Information Portal (FIP) management system and update the interface functions for the new planning scheme mapping sets.



#### TOOWOOMBA AND LOCKYER VALLEY ESCARPMENT MOUNTAIN BIKE TRACK PROJECT

Following the Council workshop investigations have continued for a suitable parcel of land for the hub.



#### EQUINE COLLABORATIVE PRECINCT

- Letter was sent to Racing Queensland CEO, Jason Scott
- CEO Racing Queensland responded and scheduled a Teams meeting on Tuesday, 20 February to establish a reconnection.
- Racing Queensland has committed to a further meeting in April.



#### LAKE APEX AND LAKE FREEMAN REIMAGINING PROJECT

Field works:

- Range Environmental completed bathymetric surveying works in January 2024 with Geotechnical and environmental soil testing in February 2024.
- Between the completion of the bathymetric survey works and soil investigation works water depth increased significantly across both waterbodies.
- During soil investigation works the depth of water within Lake Apex was measured between 1.8 and 3m and within Lake Freeman was measured generally between 1 and 1.5m.
- The soil material encountered was generally consistent across both lakes.
- Sediment material was described as a dark grey clayey silt, with a very loose, wet and soft consistency. This material was generally only a few centimetres thick and maximum up to about 10cms.
- Underlying material was described as a hard to stiff silty clay. It is possible that whenever a new layer of silt is deposited it is compressed and forms the new clay base of the waterbody. Due to this clay, it made it difficult to obtain material deeper than approximately 0.4-0.5m from the lake base.

Schedule:

- Draft geotechnical and environmental (soil testing) reports to be provided to Council in mid-March. Samples collected are currently undergoing lab analysis.
- Following provision of reports to Council, further consideration of the results of soil testing works and options available to Council is to be undertaken.



#### FOREST HILL SILO PROJECT

- Project Plan for SEQ Liveability funding being prepared – closes 12 April 2024.
- Survey work is nearing completion and geotechnical work about to commence.
- Pre-lodgement meeting held with Planning Department - requested a community and economic needs assessment, flood emergency management plan (RPEQ certified), traffic impact assessment/consent plans (RPEQ certified), and waste management plan as part of the DA process.



#### QUEENSLAND TRANSPORT MUSEUM (QTM) TRANSITION

- A letter was received from Mr McVean on 6 December 2023 advising of his difficulty in committing to delivering his proposed management of the Queensland Transport Museum. A response has been drafted.

## COMMUNITIES

### TOURISM

#### QUEENSLAND TRANSPORT MUSEUM



447

TICKET SALES



83

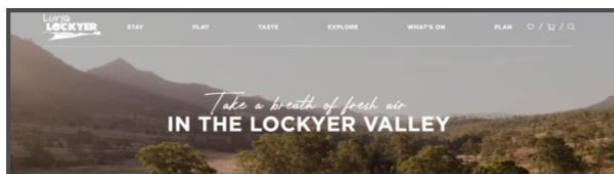
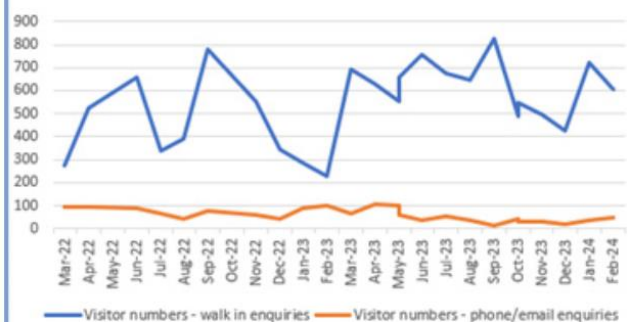
FREE ENTRY



\$2,328

TOTAL TICKET  
REVENUE

#### Visitor Information Centre Statistics



#### LUVYA LOCKYER WEBSITE 23 NOV - 30 NOV



11,000  
WEBSITE VIEWS  
5,100  
NEW VISITORS

#### AUDIENCE (VIEWS PER LOCATION)

70.2%	QLD	6.1%	NSW
		23.7%	OVERSEAS

#### VISIT LOCKYER VALLEY FACEBOOK



13,000  
PAGE REACH  
6,650  
TOTAL FOLLOWERS  
12  
POSTS

#### AUDIENCE

20.3%	BRISBANE	5.8%	TOOWOOMBA
3.7%	GATTON	7.9%	IPSWICH

### EVENTS

Ongoing support is being provided to a range of community event organisers. Support includes advice and equipment.



0

COUNCIL LED EVENTS

During February there were no Council led events.



2

PROJECTS IN PLANNING

- ANZAC Day – 25 April 2024
- Laidley Spring Festival – 6, 7 & 8 September 2024



1

COMMUNITY GROUPS/ EVENTS  
GIVEN ASSISTANCE

- Das Neumann Haus, Laidley Pioneer Village and Gatton District Historical Society – Heritage Festival marketing and event planning assistance – 27 April 2024.



2

UPCOMING COMMUNITY EVENTS

Ongoing assistance was provided to:

1. Colours of the Lockyer – 24 March 2024

## LIBRARIES AND GALLERIES



**62,271**  
ITEMS IN OUR COLLECTION



**1,661**  
ACQUISITIONS

Physical & eResources  
In comparison to 417 in February 2023



**89.4%**  
ITEMS ISSUED  
VIA SELF-SERVICE  
KPI 85%

### eRESOURCES

PLATFORM	JANUARY 2024	JANUARY 2023
eAudiobooks & eBooks (Borrowbox)	<b>2,015</b>	<b>1,880</b>
eMagazines (BorrowBox)	<b>253</b>	<b>283</b>
eMovies (Beamafilm)	<b>90</b>	<b>25</b>



**9,258**  
PHYSICAL  
LOANS

In comparison to 8,963 in February 2023. Including audiobooks, books, DVDs, magazines, literacy kits, CDs, seeds, and toys.



**2,188**  
ELECTRONIC  
LOANS

In comparison to 2,155 in February 2023.



**11,446**  
TOTAL LOANS  
Increase of 19% in comparison to last month

**18,967** **ACTIVE LIBRARY MEMBERS**

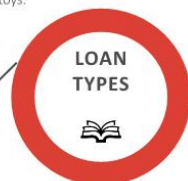
In comparison to 17,290 in February 2023



**176**  
NEW LIBRARY MEMBERS

**81%**

Physical loans



**19%**  
Electronic Loans



**70**  
IN PERSON  
EVENTS  
Total Attendees:  
1,124



**11,971** VISITORS

**8,038**  
Gatton Library  
Decrease of 436

**3,933**  
Laidley Library  
Increase of 390

### LIBRARIES - EVENTS

Our February events at Gatton and Laidley Libraries included:

- Weekly - JP in the community sessions, craft group (Gatton), First 5 Forever children's story times (four sessions a week at each branch), crochet group
- Bimonthly- Digital literacy sessions, writing group (Laidley), child health nurse (Gatton)
- Monthly- Lockyer Valley Cancer Support Group (Gatton), movie matinees, book chat (Laidley), book club (Gatton), online book club, story time at Gatton Childcare Centre
- Special events- Music on the mat, Rachael Johns author talk, human book event, make a bear children's activity.

\* All events are run by our library staff and the Cancer Support group, Child Health Nurse and health checks are library supported.

### LIBRARIES UPDATE

- Story time sessions commenced at the beginning of the month after a break over the holidays, we have had many new faces to our sessions, and lots of continuing attendees. Our story times promote early childhood literacy, imagination, play and exposure to books and reading.
- Laidley Library has reopened on a Saturday morning from 9am to 11.30am, a JP will also be available from 9.30am to 10.30am on a Saturday morning. This is in response to the feedback from our library survey, and the success of Saturday morning statistics from Gatton Library.
- Author Rachael Johns visited the Lockyer Valley on "Library Lovers Day" – 14 Feb. This event was well attended with over 70 attendees. Rachael spoke about her latest book, The Other Bridget with the main character being a Librarian who loves coffee, books and the people in her community.
- Our next guest author talk is Selina Win Pe on Thursday 7 March at 6.30pm. Selina will share her story and her book Untold truths: A journey of a 'will of courage'. As a Lindt café siege survivor, Selina's Journey was born from significant personal trauma. Tickets are \$5.00 each and are available online.
- Superintendent Megan Crossley from the "new prison" visited as part of our human book series on Thursday. 20 people heard her story which included details about her early career as well as a day in the life of someone in custody. Chief Superintendent Tamara Bambrick's talk in Laidley was postponed until Monday 11 March, registrations can be made on our website.
- Our What's On Brochure for March to May is live, you can view the brochure on our website.





## LIBRARIES AND GALLERIES CONTINUED



### ART GALLERY UPDATE

- The LVRC Council art collection On Display has closed. The next exhibition will open on 1 March. This exhibition "Paint the Town" is a travelling exhibition and showcases the works of 28 talented emerging and established artists from across regional Queensland. We are the last gallery in this exhibitions tour which started in February 2022 at Cairns.

### REGIONAL ARTS AND DEVELOPMENT FUNDING (RADF)

- RADF Round 2 will open in the next fortnight.
- Two workshops, funded by RADF are being planned. The first workshop will be Hints and Tips for photographing art works (for social media, art awards and promotions) and will be held on 21 March in the Davson Room.



Weston Campbell, Town Meets Town, 2021, photograph, 56 x 77cm, image courtesy the artist and Flying Arts Alliance. Photo: Louis Lim.

## CHILDCARE



### UPDATE

Earlier in the month we said goodbye to our Kindy Teacher Miss Amali. We want to wish her the best of luck for the future. We have recently commenced interviews to fill our Kindergarten Teacher position and hope to have someone starting in the next couple of weeks.

The children have been busy celebrating various occasions:

- Tell a fairy tale day
- Chinese New Year
- Excursion to the library
- Shrove Tuesday, and
- National Pizza day.

Last month we had a visitor in our playground, Timmy the turtle. The children spent the morning watching him, drawing him, talking about where he might live and what he would eat. Miss Tash and Miss Bobby returned him to his home "Lake Apex" after a short visit.

On our way to our excursion to the Library, we all stopped by the lake to check on Timmy the turtle and say hello to his friends. The children loved the follow-up and were very excited to see Timmy in his home.



89%

**TOTAL  
OCCUPANCY RATE**

In comparison to 82% in  
February 2023



## PLANNING POLICY AND COMMUNITY WELLBEING

### GROWTH AND POLICY



#### Strategic Planning

We are here



Drafting

State Interest  
Check

Community  
Consultation

Submissions  
review

Adoption

The State Government's decision making timeframe in relation to the approval of the Draft Planning Scheme is still on pause while they consider of the use of an updated Temporary Local Planning Instrument (Flood Regulation) in conjunction with the Draft Planning Scheme.

To progress other elements of the planning scheme, public consultation for the Proposed LGIP Amendment for stormwater opened on 21 February and is scheduled to close on 15 March. This amendment will enable Council to levy charges for stormwater infrastructure on commercial and industrial development.

#### Economic Development

Council is in the late stages of planning a marketing campaign to promote local shopping and the Lockyer Valley Gift Card. This is a grant funded initiative, through the Locally Led Economic Recovery Fund, to support local business and is also providing substantial support to the Lockyer Chamber of Commerce, Industry and Tourism.

Promotional activities will include newspaper and radio advertising designed to encourage shopping in local stores in the Lockyer Valley. The economic benefits of encouraging a \$10 weekly increase in local spending, by local residents, can add \$18.9m to local retail and help create 187 new jobs.



#### Integrated Land Management Plan

Funded  
project

Bird Life Queensland undertook bird surveys during February at Seven Mile Lagoon determining that bird numbers have remained consistent. Some threatened species were observed.

Council has engaged Wirrinayah Pty Ltd to undertake assessments of each of the parcels in the Integrated Land Management project. The assessments will form part of the wholistic land management plan, and will examine the potential benefits cultural burning may have on reducing the overall risk and improving ecological condition.

The final Bushfire Risk Assessment report has been provided to Council. Fireland Consultancy assessed each of the 16 properties focussing on risks to life, critical infrastructure and built assets and provided strategies to manage the identified risks.



#### Project delivery status

Growth and Policy has numerous projects and studies underway that support the delivery of Council's strategies and Growth Management Plan.

##### Underway

- LGIP Stormwater Amendment
- Nature Based Tourism and Recreation Study
- Social and Community Infrastructure Study
- First Nations Land Management assessment

##### Procuring

- Matters of Local Environmental Significance Study
- Cultural Heritage Study

##### To be scoped

- Growth Management Plan
- Local Government Infrastructure Plan

#### Flood Information Portal - February 2023



**1295** Views via Council's website page



**4519** Direct FIP webpage views

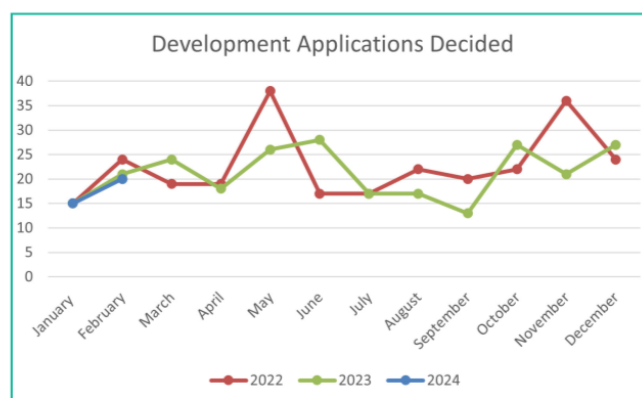
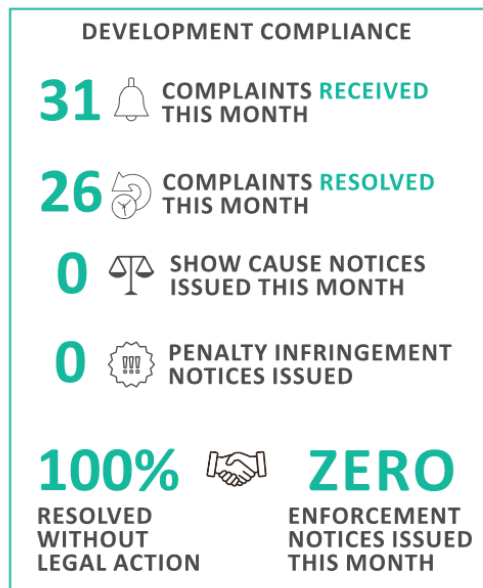
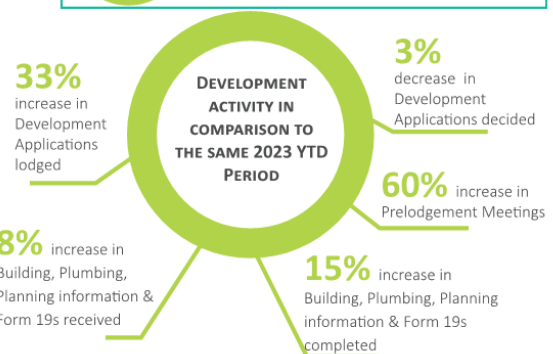
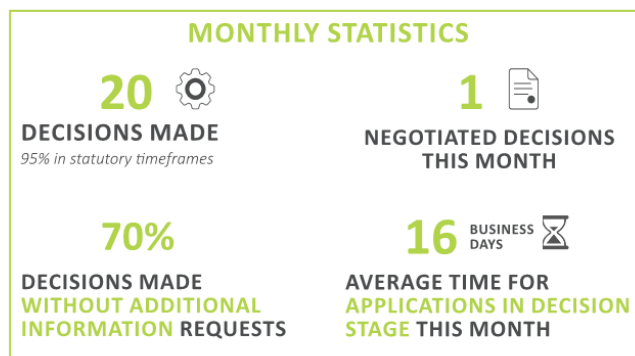
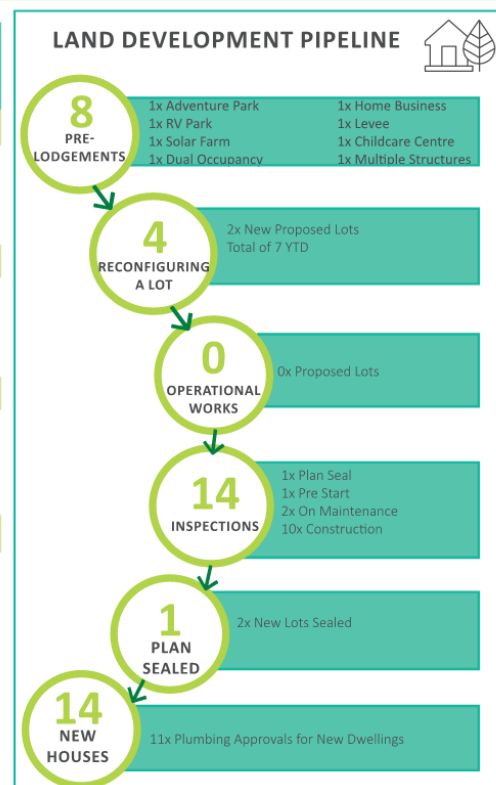


**343** FIP reports generated



## DEVELOPMENT ASSESSMENT

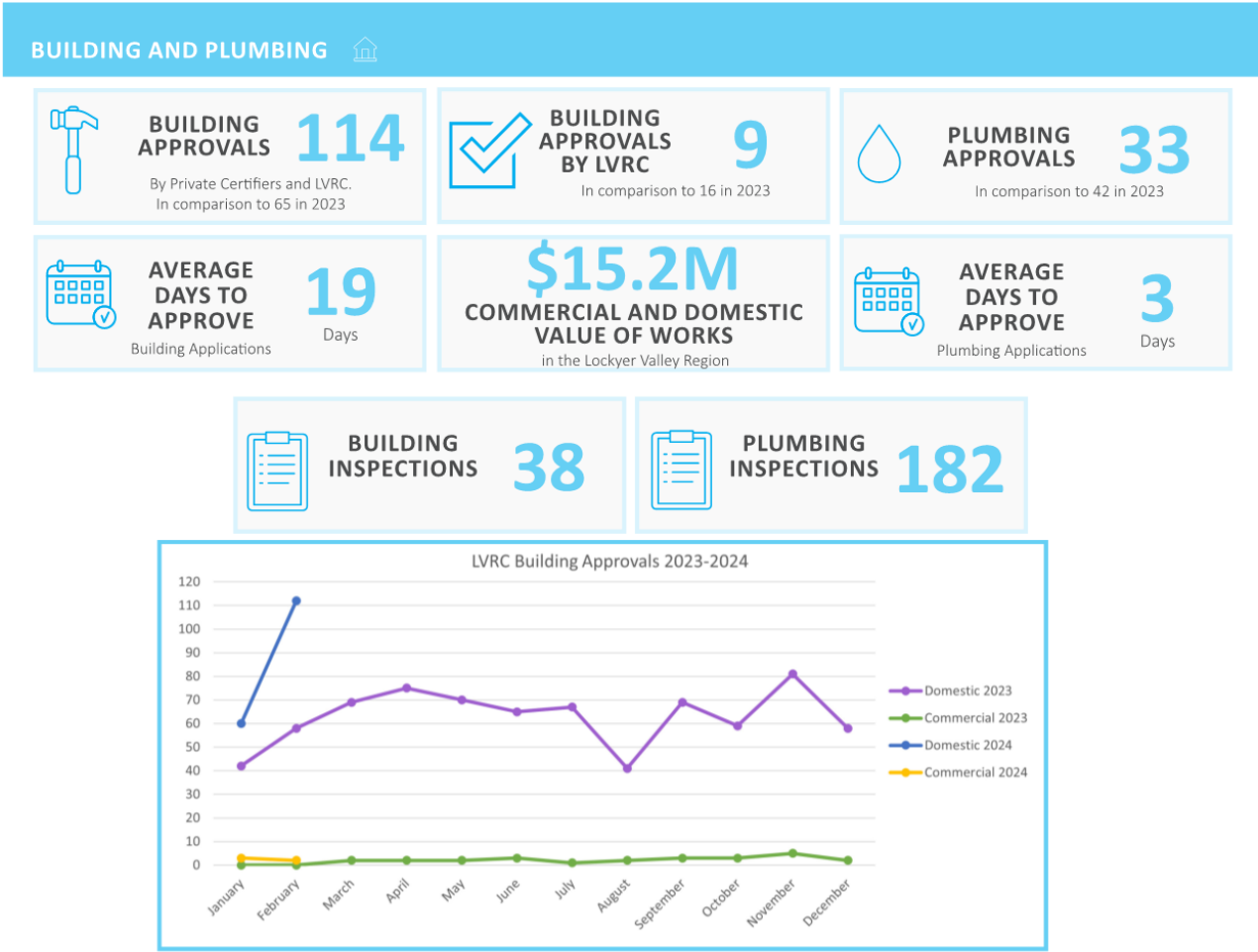
ACTIVITY	CURRENT MONTH	2024 YTD	2023 SAME YTD PERIOD
<b>DEVELOPMENT APPLICATIONS</b>			
RECEIVED	26	52	39
WITHDRAWN	1	1	1
DECIDED	20	35	36
<b>EXEMPTION CERTIFICATES</b>			
RECEIVED	1	1	6
WITHDRAWN	0	0	0
DECIDED	1	1	1
<b>BUILDING, PLUMBING, PLANNING INFORMATION AND FORM 19S</b>			
RECEIVED	42	66	61
WITHDRAWN	1	1	1
COMPLETED	41	63	55
PRELODGE MEETINGS HELD	8	16	20



**INFRASTRUCTURE CHARGES PAID**  
YTD = \$318,346.75



**INFRASTRUCTURE CHARGES OUTSTANDING**  
= \$50,756.04



## COMMUNITY AND WELLBEING

### LVRC PROPERTY MANAGEMENT

- Vegetation management at the koala fodder forest area at Shorelands Drive.
- Revegetation project planning at Centenary Park, Thornton.

### PEST MANAGEMENT

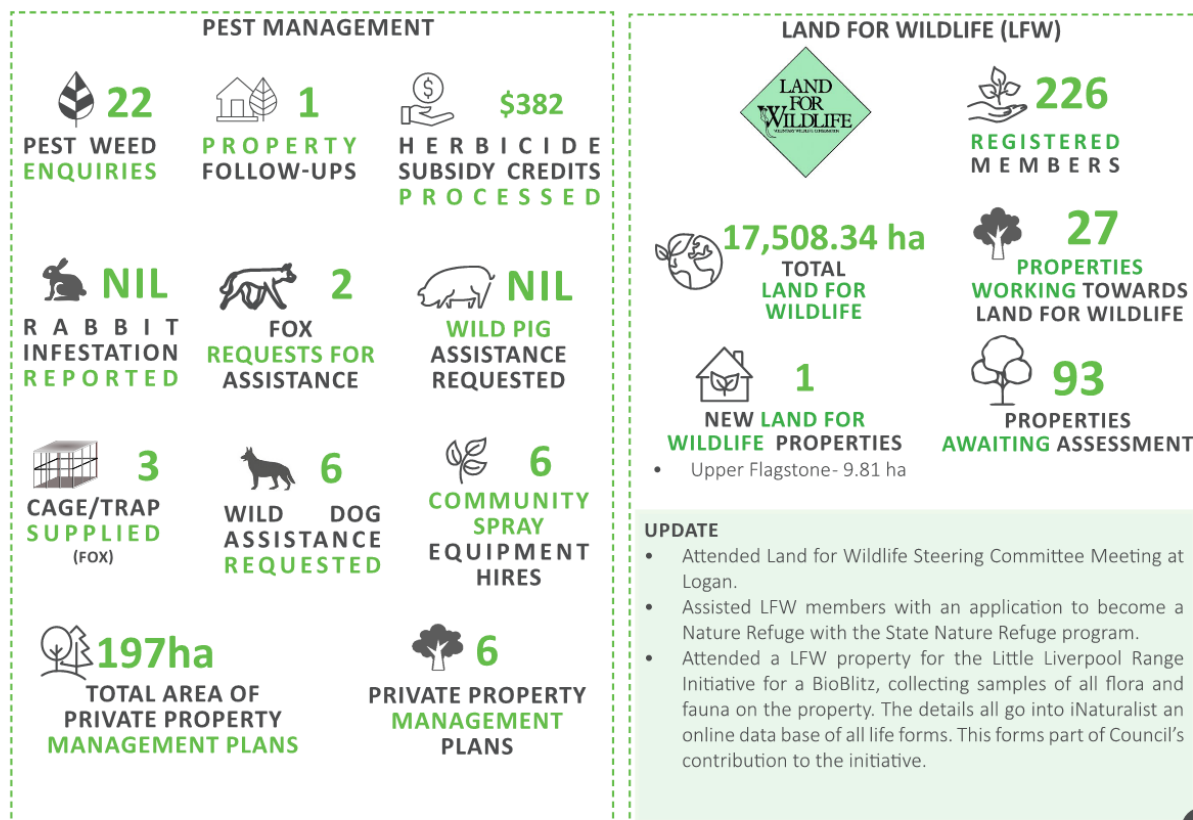
- Attended the National Fire Ant Eradication Program Partnership Group Meeting in Logan to collaborate with community representatives and industry stakeholders, with regards to GBO requirements for fire ant management.
- Attended the Biosecurity Advisory Committee meeting in Toowoomba and presented Council's Narda Lagoon Water Lettuce Treatment Program using the CLIPPER HERBICIDE tablets.
- Attended the Combined Council Forum at the Fire Ant Facility in Logan to discuss required resources for Council's fire ant management and organise the delivery of acquired resources.

### RESILIENT RIVERS

- Vegetation control including slashing and weed spraying at various revegetation sites on Lockyer Creek.
- Meeting with Lockyer Turf Club to discuss revegetation proposal at Gatton Racecourse.
- Workshop with SEQ partners of Resilient Rivers to discuss next stages of City Deal and project works.
- Site inspection of project areas with Council of Mayors South East Queensland (COMSEQ) program manager, including procurement of materials for civil works.
- Monitoring workshop with DESI to develop plan for on going monitoring at Resilient Rivers project sites.

### ENVIRONMENTAL COLLABORATION

- Dashboard Koala Meeting at Griffith University and Department of Environment and Science.
- Flying Fox quarterly Monitoring Gatton, Laidley, & Helidon roosts for Department Environment and Science.
- Fireland consultancy fuel load training at Lake Apex and in the field.
- Meeting with GrowCom to discuss granted funded project with landholders working in creeks in the Lockyer Valley.
- Provided letters of support to traditional owner groups for Indigenous Ranger Program funding.
- Collaboration with UQ on sediment tracking project, collection of sampling devices in the Lockyer Valley post flood.
- Healthy Land and Water, Water by Design group completed an audit and workshop of erosion and sediment control systems.
- Released cats claw creeper biocontrol beetles at various sites with Healthy Land and Water.



## ENVIRONMENTAL HEALTH

**185**  
FOOD  
LICENCES ISSUED  
YTD



**3**  
NEW OR AMENDED  
FOOD BUSINESS  
LICENCES ISSUED

**5**  
LICENSED FOOD  
BUSINESS  
INSPECTIONS

 **2**  
PERSONAL  
APPEARANCE SERVICES  
LICENCES YTD

**6** LOCAL LAWS PERMITS YTD



**3** CARAVAN



**1** MOBILE  
VENDORS



**1** CAMPING



**1** MARKET

### ENVIRONMENTAL HEALTH PROJECTS

#### RSVP (Mosquito Trapping)

Round 2 completed for Laidley and Withcott (involved 15 Ovi-traps). The traps for Gatton this month have been left out longer and will be included in the March round.

#### Caravan Park Water Sampling

Round 3 completed with 6 samples taken. There was an issue identified and now resolved.

#### Food Safety Training

Food safety training delivered for volunteers from the Senior Citizens Centre in Gatton

## LOCAL LAWS

**195**



NUMBER OF CUSTOMER  
REQUESTS RECEIVED

In comparison to 150 in  
February 2023

**11**



NUMBER OF DOGS  
IMPOUNDED

In comparison to 15 in  
February 2023

**29**



KENNEL LICENCES  
ISSUED YTD

In comparison to 38 in 2023-2024

**68**



TOTAL NUMBER  
OF INFRINGEMENT  
NOTICES ISSUED YTD

In comparison to 49 in 2023-2024

**226**

NUMBER OF CUSTOMER  
REQUESTS RESOLVED

In comparison to 148 in  
February 2023

**9**



NUMBER OF DOGS  
RELEASED/REHOMED

In comparison to 15 in  
February 2023

**58**



EXCESS ANIMAL  
PERMIT RENEWALS  
YTD

In comparison to 84 in 2022-2023



NUMBER OF DOGS  
REGISTERED

**6,850** YTD 23-24

In comparison to 8,347 in 2022-2023

## ILLEGAL DUMPING / LITTERING UPDATE

Illegal Dumping Statistics have been collated based on review of CRMs received and actioned year to date.



**4**

TOTAL NUMBER OF  
INFRINGEMENTS YTD  
ISSUED = \$27, 566

In comparison to 13  
(\$21,274) in 2023- 2024



**21**

ILLEGAL DUMPING  
INCIDENTS

In comparison to 31 in  
February 2023



APPROXIMATELY **300**  
WHEELIE BINS OF  
ILLEGALLY DUMPED  
WASTE YTD

In comparison to 1281 in  
2023-2024

WASTE TYPES  
ILLEGALLY  
DUMPED YTD  
(APPROXIMATE %)



**27%** Demolition Materials  
**20%** Tyres

**23%** Household Waste

**13%** Wrecked Vehicles

**10%** Mattresses/Furniture

**3%** Green Waste

**2%** Hazardous/Asbestos

**2%** White Goods

---

**14.4** **Group Manager Infrastructure Monthly Report - February 2024**

**Author:** John Keen, Group Manager Infrastructure  
**Responsible Officer:** John Keen, Group Manager Infrastructure

---

**Purpose:**

This report provides Council with a summary of key operational activities undertaken by the Infrastructure Group during February 2024.

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

**Executive Summary**

This report provides Council with a summary of key operational activities undertaken by the Infrastructure Group during February 2024.

**Proposal**

That this report be received and noted.

**Attachments**

1 [↓](#) Monthly Infrastructure Group Report - February 2024 14 Pages





# Infrastructure

MONTHLY GROUP REPORT  
FEBRUARY 2024



2024 Weather Event

PROGRAM OVERVIEW UPDATE

- In February Council was activated for Counter Disaster Operations, Emergency Works and Restoration of Essential Public Assets under the Ex-TC Kirrily event.
- Emergency Works response is well underway with crews in multiple zones removing silt and establishing safe access to the most affected areas.
- Defects for these emergency works are being collected and prioritised to ensure a targeted response across the region.

WEATHER EVENT DEFECTS

TOTAL DEFECTS  
CAPTURED

641

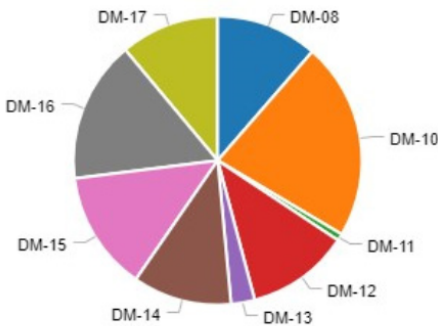


113

TOTAL DEFECTS  
COMPLETED

Defect Types

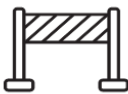
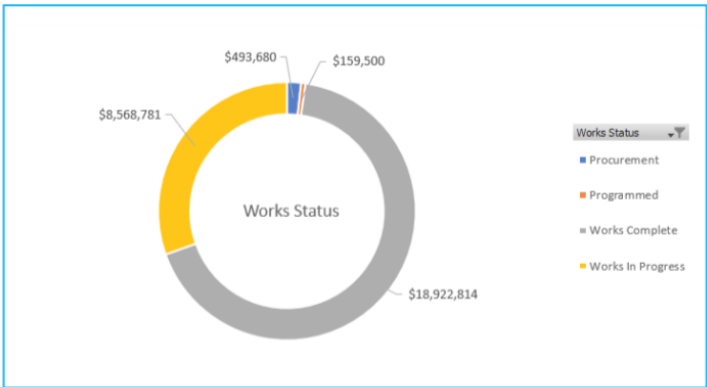
DM8 - Signs and Guideposts  
DM10 - Silt and debris  
DM11 - Vegetation Clearing  
DM12 - Pothole repairs  
DM13 - Seal/pavement repairs  
DM14 - Pipe clean out  
DM15 - Rock fill  
DM16 - Bulk fill  
DM17 - Light grading



2022 Weather Events

PROGRAM OVERVIEW UPDATE

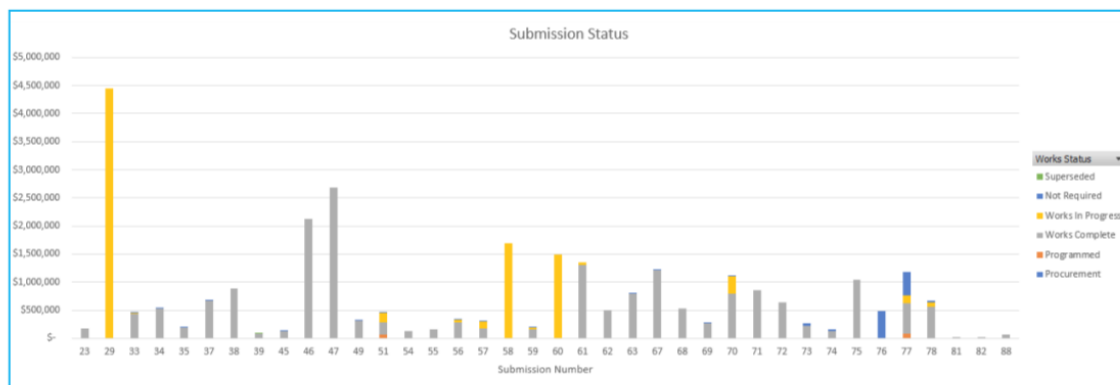
- \$28,144,774 worth of works approved by the Queensland Reconstruction Authority (QRA).
- Current restoration value of the two events is estimated at \$48.3M including Infrastructure Restoration Works and Emergency Works.





## SUBMISSION STATUS

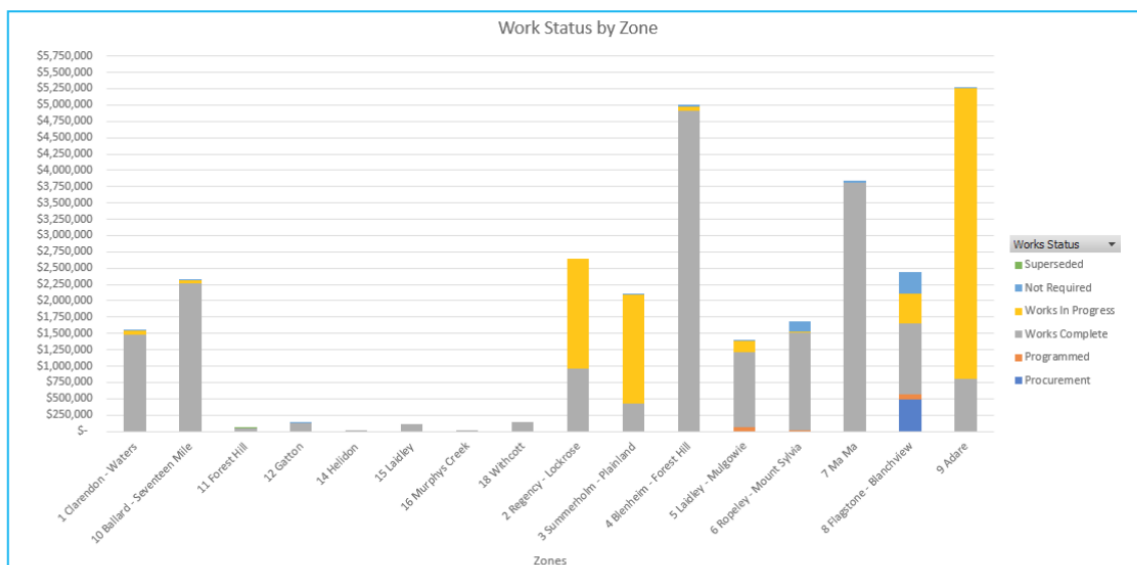
- 51 submissions have been approved with 11 lodged with the QRA for acquittal.



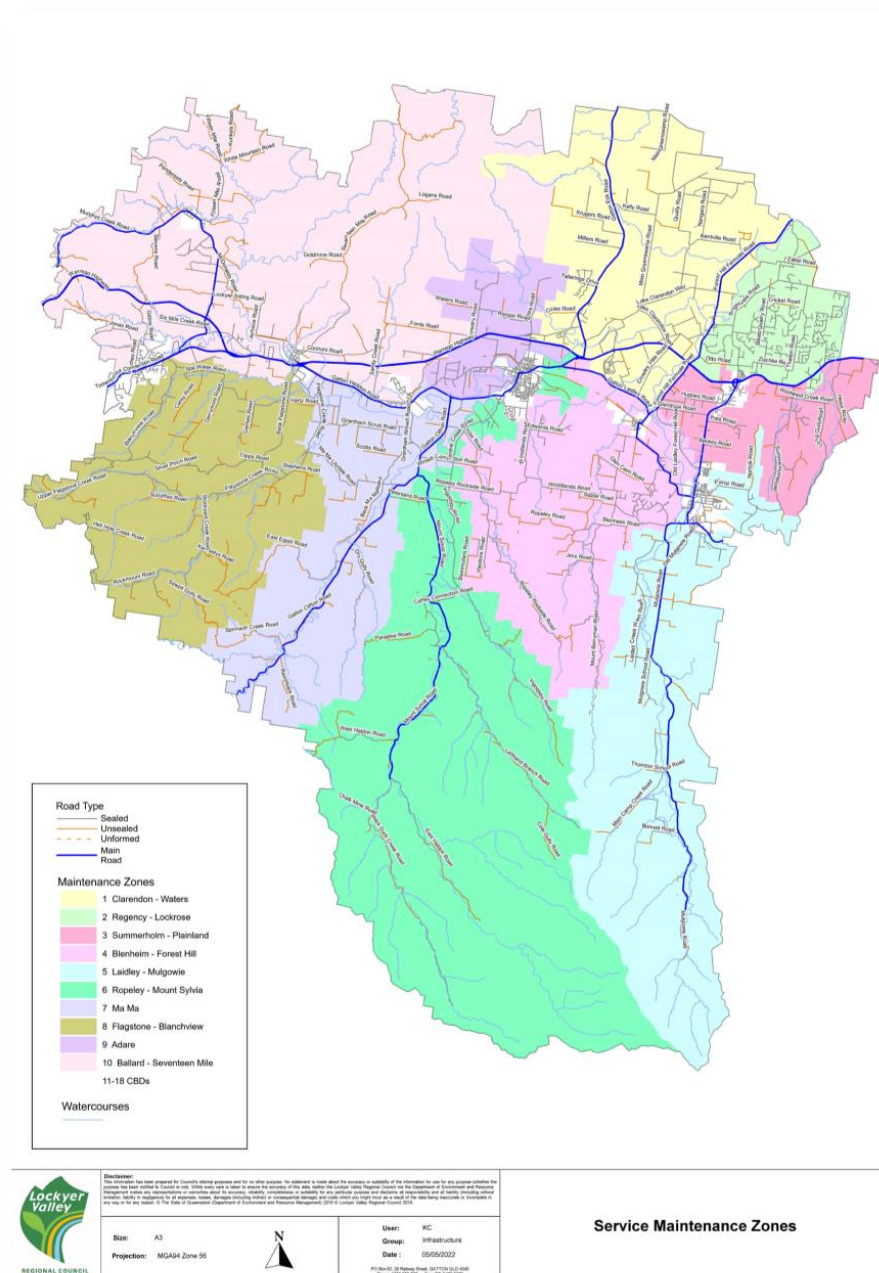
## RECONSTRUCTION OF ESSENTIAL PUBLIC ASSETS PROGRAM &amp; BETTERMENT

Program updates are as below:

- Sheet piling at Liftins Bridge has commenced and tracking well. Mountain View Drive landslip remediation works have also commenced.
- Delivery of the two sealed road pavement contracts is nearing completion with only minor sites remaining due to subcontractor and cultural heritage holdups.
- Contract for the repair of the rockfall fence on Flagstone Creek Road has been awarded and is expected to be completed by the end of April.



Infrastructure works conducted in the Lockyer Valley region are undertaken by maintenance zones. Maintenance zones here-within the report are mentioned. The below map can be utilised to determine the area of the region the maintenance zone refers to.



## Infrastructure & Engineering Service Branch Highlights

### DESIGN & CONSTRUCTION WORKS - PROJECTS UNDERWAY

The following projects are currently in the concept design phase:

- Edgerton Drive, Plainland – Pavement Reconstruction
- Fairway Drive, Kensington Grove – Footpath Missing Link

The following projects are currently in the detailed design phase:

- Postman's Ridge Road, Helidon Spa – Pavement Rehabilitation
- Flagstone Creek Road – Culvert Replacement
- QRRRF Flood Signage and Cameras
- Lake Apex Parking and Accessibility
- Gatton Central Drainage – Drainage Upgrades
- Laidley Watermain
- Douglas McInnes Drive – Drainage Improvements
- John Street South, Laidley

#### WOODLANDS / SCHRODERS ROAD, WOODLANDS - REHABILITATION

- Woodlands Road is one of the Lockyer Valley's highest trafficked roads and is considered an arterial road and a key link between the Gatton township and the Laidley township. The roads current formation is a narrow two-lane sealed road with limited sight distance, misshapen road pavement which provides poor rideability and requires frequent maintenance expenditure. Thanks to joint funding from the Transport Infrastructure Development Scheme (TIDS) and Council, some key objectives for the rehabilitation of Woodlands Road are to widen the road to accommodate for heavy vehicles, reconstruct the pavement for the full length to provide a new design life, improve rideability, sight distances, intersection layout and road table drains.
- Contractors have completed the tree clearing and the fencing reinstatement is underway.
- The delivery of the remainder works have been delayed due to wet weather events, however, will be carried out by Council crews and are scheduled to begin March 18 2024 with an expected completion date by late-June 2024.
- Stakeholder engagement is currently underway.

#### PAVEMENT REHABILITATION PROGRAM 2023/24

- This program is 100% funded by Council and it aims to rehabilitate and widen the narrow sections of MaMa Lilydale Road after sustaining significant damage from the 2022 rain event. This will achieve a pavement width of 5.5 metres and provide a safer road formation for the wider community.
- Council crews have completed the widenings, with the final seal to be completed by a third-party contractor in conjunction with the 2023/24 bitumen reseal program.
- Expected completion date in April 2024.



DURING



DURING

#### CROWLEY VALE ROAD, CROWLEY VALE - SATURATED PAVEMENT

- The Local Recovery and Resilient Grant (LRRG) program is funding pavement and drainage repairs along Crowley Vale Road after the saturated pavement sustained numerous defects during the 2022 floods. Also, Council are liaising with the Department of Transport and Main roads to complete additional asphalt works South of the Warrego Highway to tie in with our project.
- Council crews have completed rectification works to the drainage components and are 100% finished additional subsoil works, with the final seal expected to begin late February-early March 2024 by a third party contractor.



**MAHON BRIDGE, CARPENDALE**

- Mahon Bridge was originally built in 2009 however, sustained severe damage in January 2013 floods. Funding from the Bridges Renewal Program (BRP) is allowing us to replace the existing concrete bridge and design a resilient structure that will sustain substantial floods, provide improved flood resilience to the community, and provide heavy vehicle connectivity to the district from the west.
- Early investigation, design and geotechnical/environmental reports have been completed.
- The preliminary design has been reviewed and a third party engineering consultant has begun the detailed design phase. Expected completion is March 2024.
- High Risk Species Management Plan has commenced, and the construction phase procurement is underway.

**BRIGHTVIEW ROAD, GLENORE GROVE - DRAINAGE AND PAVEMENT REHABILITATION**

- Brightview Road is a rural arterial road connecting Gehrke Road and Forest Hill Fernvale Road at Glenore Grove and thanks to the Building Better Regions (BBR) fund Lockyer Valley Regional Council can proceed with drainage upgrades and the rehabilitation of the pavement due to its poor condition.
- Council Infrastructure crews have completed the civil and drainage works and a specialised third party contractor has begun the pavement reconstruction. Final seals are scheduled to begin beginning of March with an overall project completion date by end of March 2024, slightly delayed due to wet weather impacts.



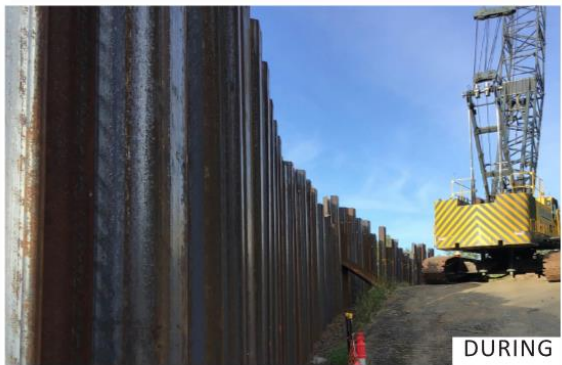
DURING



DURING

**ROBINSON ROAD, GATTON - LANDSLIP**

- Sheet piling has begun and is expected to be completed in early to mid-March.
- The sheet piles are now being driven to design depth following some of the early sheet piles encountering rock shallower than expected.
- The minor scour which was caused by the January 2024 weather event on the Logan Street side of the creek bank was sent into QRA and a contractor has been engaged to rectify this as part of the January flood 2024 event recovery works.
- Following sheet piling, soil nailing and other activities will continue on site until completion.



DURING



DURING

**MOUNTAIN VIEW DRIVE, HATTON VALE - LANDSLIP**

- Once sheet piling works are completed at the Robinson Road site, the piling rig will be mobilised to the Mountain View Drive site to commence works. This is expected to take place in mid March weather pending.

**BITUMEN RESEAL PROGRAM 2023/2024**

- Lockyer Valley Regional Council are seeking to reseal approximately 170,000m<sup>2</sup> (22 roads) of existing road pavement as asset renewal works for its sealed roads. This program is joint funded by both Council and the State Government through the Roads to Recovery Program (RTR).
- The objective of the RTR Program is to contribute to the Infrastructure Investment Program through supporting maintenance of the nation's local road infrastructure asset, which facilitates greater access for Australians and improved safety, economic and social outcomes.
- Contract has been awarded to a third-party contractor and commenced in December 2023, with 90% of the preparation works completed to date.
- Final seals have been delayed due to wet weather impacts and is scheduled to be completed by end of April 2024.



Niemeyer Road, Hatton Vale



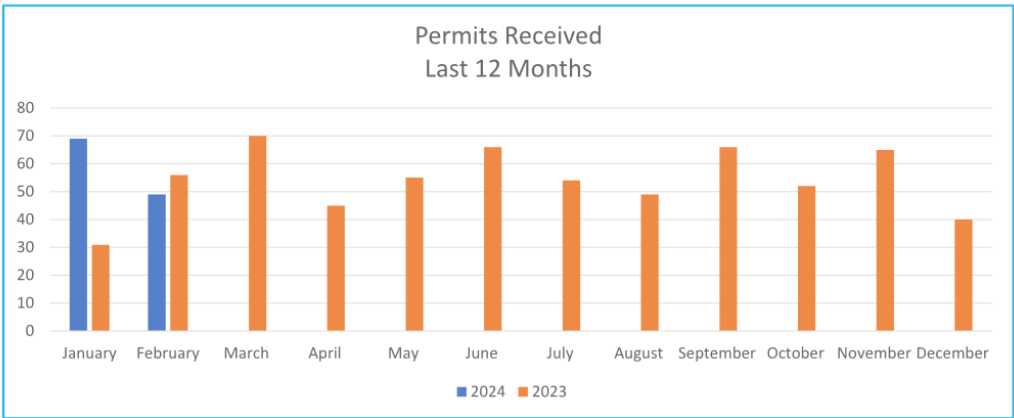
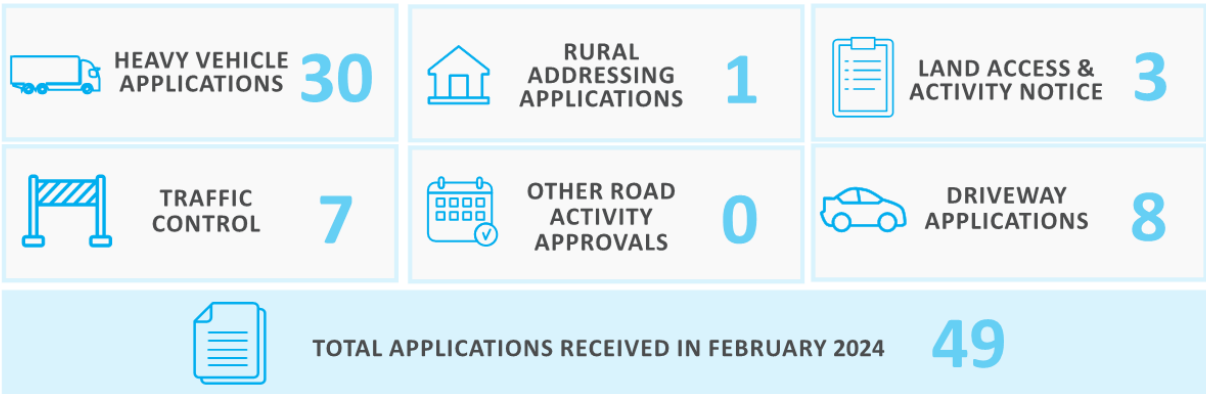
Rangeview Drive, Gatton

**ROPEHILL ROAD, TENTHILL CREEK - ROAD RECONSTRUCTION AND REHABILITATION WORKS**

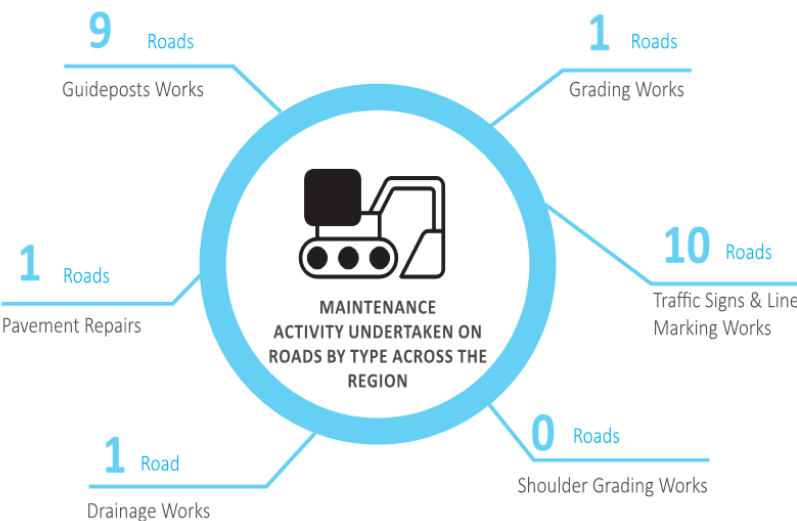
- Ropehill Road is a cul-de-sac street and is classified as Rural Access Road. The primary function of Ropehill Road is to provide access to large rural residential properties and the Ropehill Cricket Grounds. The eastern half of Ropehill Road, falls within the extents of flooding inundation from the local and regional catchments.
- Successful funding from the Local Roads & Community Infrastructure Program, Phase 4 (LRCI4) will provide the means to replace the pavement with Cement Treated Base (CTB) material which aims for better stabilisation and resistant against water. The Ropehill Road and Mt Sylvia Road intersection will also be upgraded to suit heavy vehicle turns (12.5m bus) in order to improve safety and efficiency of the intersection.
- Construction is scheduled to begin mid-March and expected to run across 4 weeks with traffic management in place during works.

Operations & Maintenance

WORKS ON ROADS PERMITS & APPLICATIONS



MAINTENANCE WORKS





Infrastructure Planning

ASSET MANAGEMENT

- Flood damage inspections following the January event have been completed in all parts of the region – over 600 defects have been recorded, to help inform Emergency Works repairs.
- Road Condition Assessment offer from National Transport Research Organisation has been accepted to provide the condition survey. Inspections are expected to comment in early March and be completed by June.
- Quotations for mini-bus are receiving updated pricing.
- The truck quotations have been evaluated and the purchase order has been prepared.
- Tenders for the replacements of the mowers and backhoe have been received and the evaluation team are review the tenders with various clarifications.
- We have a contractor assisting with the development of the Fleet Audit outcomes to improve our Fleet Management practices and processes.
- Road safety audits are being completed on Laidley Creek West Road, Preston Boundary Road and Silver Pinch Road to review safety concerns raised by customers. A contractor has been engaged for all three roads, with assessments now underway. The assessment for Laidley Creek West Road has been completed. The Preston Boundary Road assessment has also been received, Council officers are reviewing this report. The Silver Pinch draft report was received on 1 March. This has not yet been reviewed.
- Asset officers are preparing capital works project lists and verifying priorities for consideration for future budgets.
- Valuation of Councils Drainage and Waste assets is underway.
- Routine RMPC inspections were completed.

DEFECT OVERVIEW

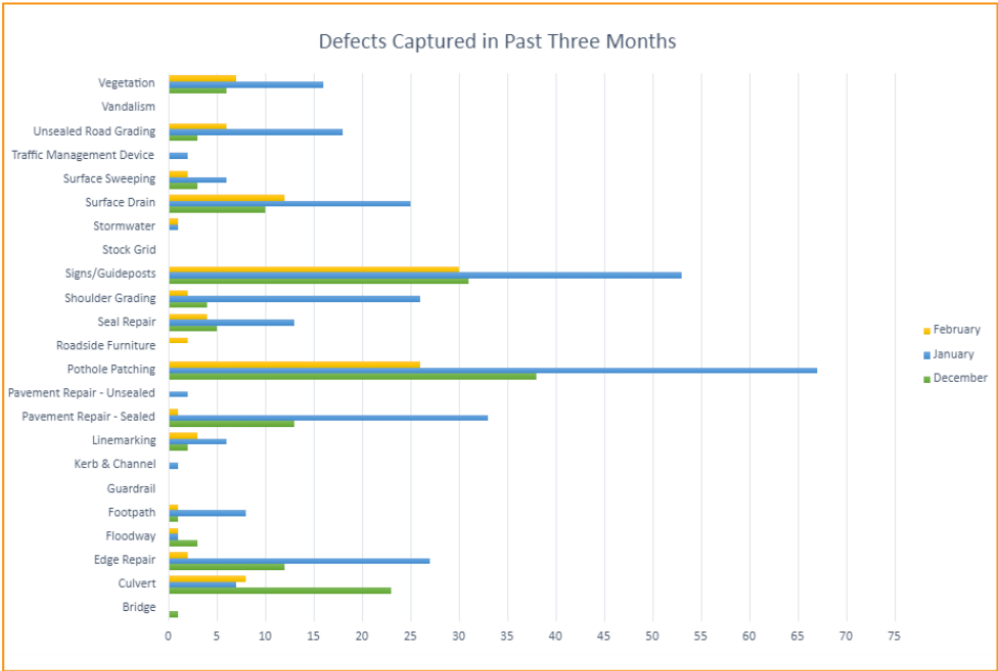
TOTAL OPERATIONAL  
DEFECTS CAPTURED  
IN FEBRUARY 2024

108



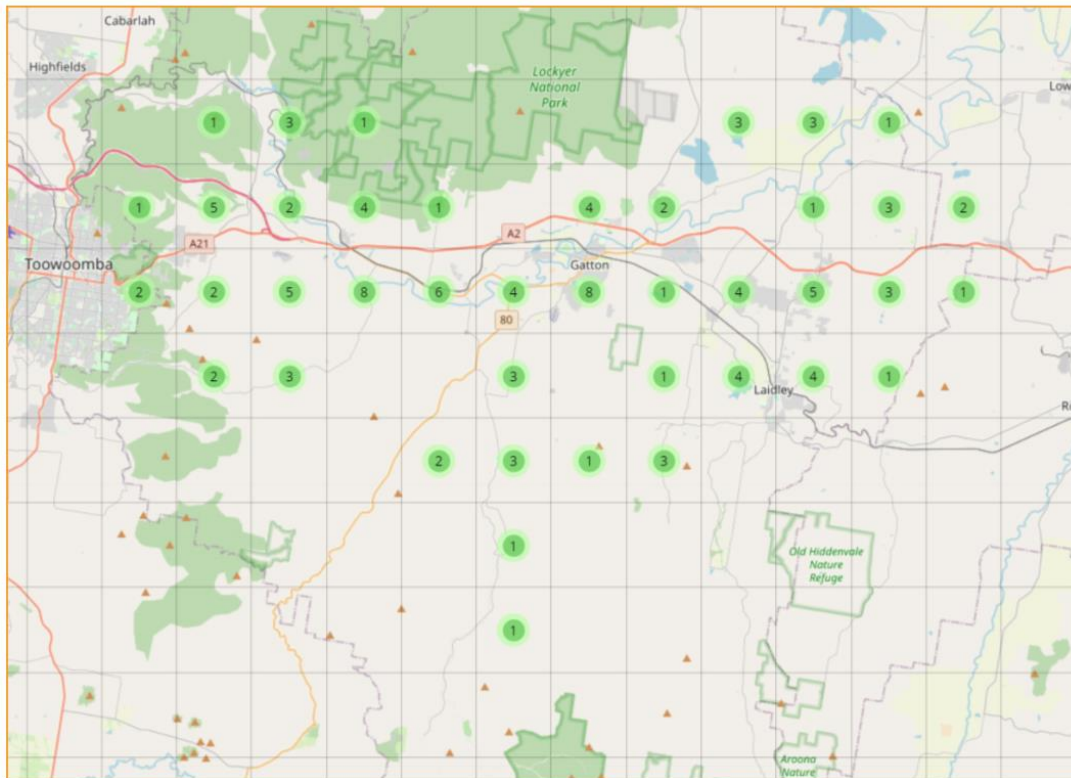
0

TOTAL OPERATIONAL  
DEFECTS COMPLETED  
IN FEBRUARY 2024





## DEFECTS COLLECTED THROUGHOUT THE REGION - FEBRUARY 2024

*Community Recreation & Facilities Branch Highlights*

## CAPITAL WORKS - PROJECTS UNDERWAY

**LOCKYER WATERS FACILITY HALL**

- The building is currently being constructed onsite.

**LAIDLEY CEMETERY COLUMBARIUM**

- Columbarium Wall has been completed. Turfing to be begin in the next 2-3 weeks.

**GATTON CEMETERY SEAM STRIP INSTALLATION**

- Excavation works have been completed. Contractor to return to complete the seam strips in the coming weeks.

## CAPITAL WORKS - PROJECTS COMPLETED

**GATTON SHIRE HALL WEATHERPROOFING**

- Weatherproofing works have been completed at the Gatton Shire Hall, which consisted of silicone/caulking application, sealant and paint application to both internal (behind the stage area only) and exterior.

## CAPITAL WORKS - UPCOMING PROJECTS

Project	Status	Expected Commencement Date
Lake Dyer Amenities Block	<ul style="list-style-type: none"> <li>Contractor engaged to manufacture, deliver, and install accessible amenities (stage 1).</li> </ul>	Install approx. April 2024.
Das Neumann Haus – Cleaning and Bird Proofing	<ul style="list-style-type: none"> <li>Evaluation completed.</li> </ul>	To be confirmed.
Lake Apex - Half Basketball Court	<ul style="list-style-type: none"> <li>Design completed. Request for tender to be developed for construction.</li> </ul>	To be confirmed.
Gatton Shire Hall Weatherproofing	<ul style="list-style-type: none"> <li>Contractor has been engaged. Works to be undertaken in February and May 2024.</li> </ul>	February and May 2024.
Park Playground Surfacing Improvements	<ul style="list-style-type: none"> <li>Contractor engaged.</li> </ul>	To be confirmed.
Accessibility Program	<ul style="list-style-type: none"> <li>Procurement underway for design phase.</li> </ul>	To be confirmed.

## MAINTENANCE WORKS

**Furniture Maintenance / Landscaping**

- Standard maintenance as required across parks within the region.

**Playground Maintenance**

- Playground maintenance and repairs, as required.

**Mowing/Slashing**

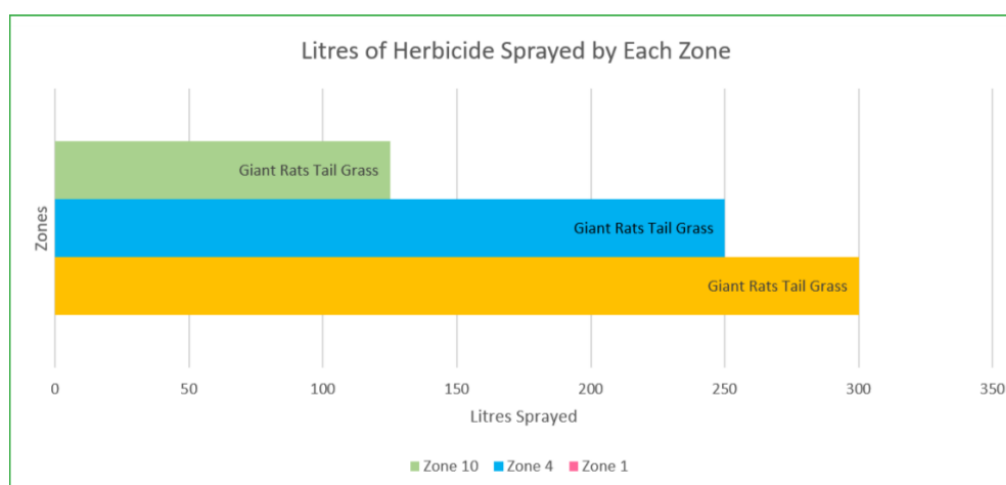
- Mowing , ongoing across all town centres and cemeteries. Additional contractors hired to assist with town drains and vacant blocks in Laidley, Gatton and Plainland areas.
- Spraying for Khaki weed commenced in Gatton town Parks, late this month.
- Roadside slashing in Zones 2, 3, 4, 6, 8, 9 and 10.
- Spraying roadside furniture in Zones 1, 2 and 3. Total of 1100L of herbicide sprayed

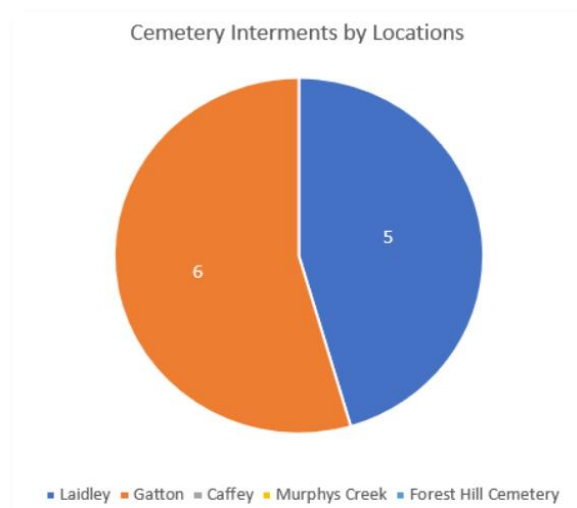
**Event Assistance**

- Lockyer Valley Regional Council Australia Day Event

**Declared Weeds**

- Roadside treatments primarily in zones 1 and 6, targeting Giant Rats Tail Grass.





## FACILITIES MAINTENANCE WORKS

### WITHCOTT SPORTS CENTRE, WITHCOTT

- Flooring project completed and handed over. Purchasing pickle ball nets and equipment.



### FLOOD RECOVERY CLEAN UP

- The amenities buildings at the Laidley Recreation Grounds and Mulgowie were cleaned after the flooding event.



Laidley Recreation Reserve Amenities



Laidley Recreation Reserve Amenities

**FACILITIES MAINTENANCE WORKS**

- Laidley Cultural Centre - asbestos and debris removal from function room. Structural engineer planning for reconstruction works. Coordinating resource collection day with user groups.
- Glenore Grove Cricket Club – realignment of fence boundary.
- Laidley Pioneer Village – roof repair and skylight replacement.
- Helidon Girl Guides – Electrical and plumbing compliance works completed in preparation to hire facility.
- Laidley Recreation Grounds path lights – underground cable repair undertaken.
- Planning for window replacement for Mayor's Office and Council Chambers, Gatton Child Care front door replacement, roofing inspections of multiple sites resulting from storm damage, developing preventative maintenance schedule for air conditioning.

**DAL RYAN MEMORIAL POOL - JANUARY 2024****VISITATIONS**

- 1,937 total facility visitation for January 2024 which is a 69% decrease compared to December 2023.
- No swimming carnivals were held.

**LOCKYER VALLEY SPORTS & AQUATIC CENTRE - JANUARY 2024****VISITATIONS**

- 14,864 total facility visitation for January 2024 which is a 2.3% decrease compared to December 2023
- Total active memberships for January 2024 is 504 which is a 13.3% increase compared to December 2023.

**LEARN TO SWIM PROGRAM**

- 579 active enrollments in the Learn to Swim Program, which is a 11.9% decrease on December 2023.
- 45 new students joined within the month and 7 students canceled.

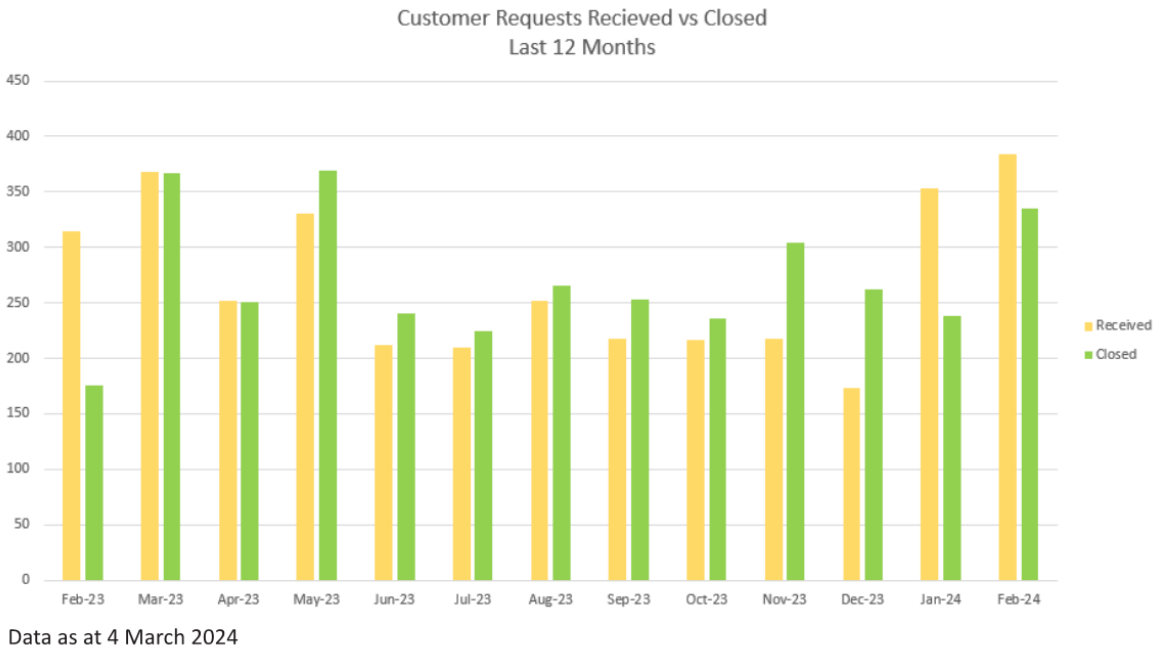
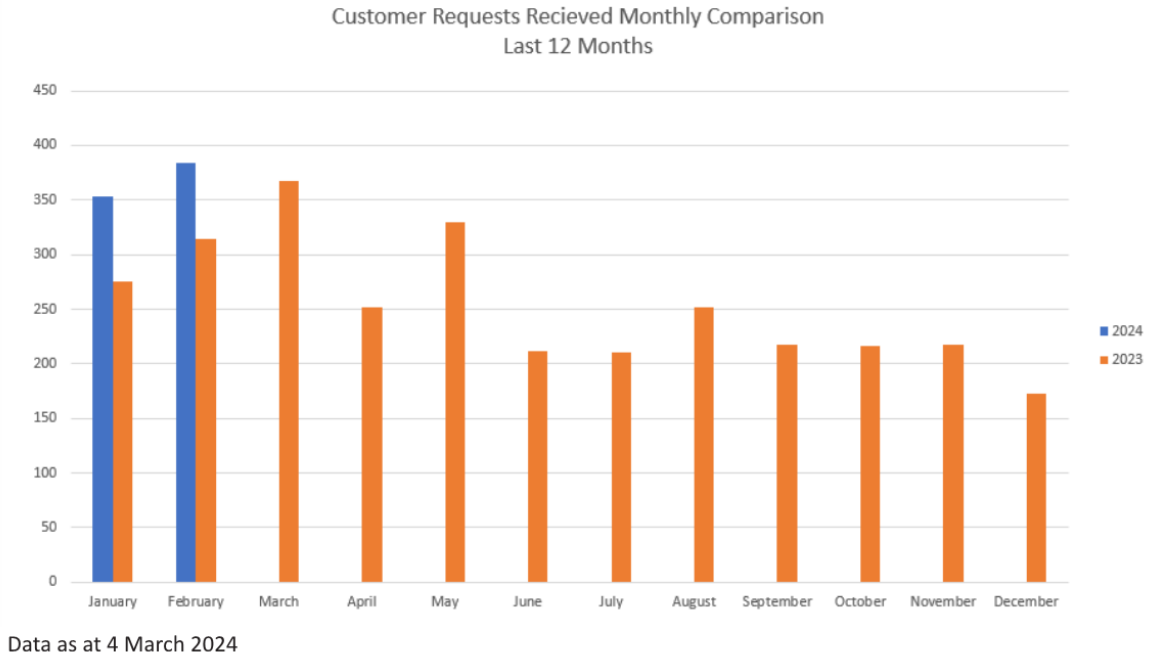
**HEALTH CLUB PROGRAMMING**

- 42 group fitness classes were held with 393 attendees.

**SCHOOLS AND GROUP BOOKINGS**

- 2 schools attended the facility for a variety of booking and programs including:
  - \* Faith Lutheran College swimming carnival
  - \* Our Lady of Good Counsel swimming carnival
- Group Bookings
  - \* Lockyer Community Centre inflatable party
  - \* South West Qld Thunder Football Club testing day
  - \* Gatton Swimming Club Kemp Carnival and Australia Day Carnival.
  - \* Queensland Corrective Services - Recruit training

CUSTOMER CONTACT



**15.0 CONFIDENTIAL ITEMS**

*No Confidential Items.*

**16.0 MEETING CLOSED**

*The Mayor and Councillors each took the opportunity to thank their fellow Councillors and reflect on the previous term of Council. The Mayor thanked retiring Deputy Mayor Cr Cook and retiring Councillors Holstein and Vela for their service to the Lockyer Valley and wished them well for the future.*

*The Chief Executive Officer thanked all Councillors for their commitment to the region and community and their support for the organisation and staff. The Chief Executive Officer wished the Councillors not returning all the best for the future.*

*There being no further business, the meeting closed at 10:52am.*