

# Minutes



## ORDINARY MEETING OF COUNCIL

### MINUTES

21 FEBRUARY 2024

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## **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, Team Leader Corporate Communications and Design
- Scott Norman, Chief Financial Officer (part of meeting)
- Dee Stewart, Coordinator Accounting Services (part of meeting)
- John Holdcroft, Coordinator Disaster Management Resilience (part of meeting)
- Michelle Kocsis, Disaster Management Advisor (part of meeting)
- Julie Lyons, Senior Property Officer (part of meeting)
- Michelle Lehmann, Property Support Officer (part of meeting)
- Scott Hambleton, Planning Officer (part of meeting)
- Tammee Van Bael, Planning Officer (part of meeting)
- Michael Dargusch, Coordinator Development Assessment (part of meeting)
- Helen McCraw, Senior Economic Development Officer (part of meeting)
- Annette Doherty, Manager Planning, Policy and Community Wellbeing (part of meeting)
- Wanda Schoenfisch, Principal Procurement (part of meeting)
- Tracy Vellacott, Coordinator Special Projects and Tourism (part of meeting)
- Jason Harm, Manager Communities (part of meeting)

### **Media Present**

- Jesse Hamilton, 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**

*Ps. Milton Walit acknowledged the traditional owners of the land on which the meeting is being held.*

**1.2 Opening Prayer**

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

**2.0 LEAVE OF ABSENCE**

*No Leave Of Absence.*

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**3.0 CONDOLENCES/GET WELL WISHES**

**3.1 Condolences**

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

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**Officer's Recommendation:**

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

**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: 20-24/1020**

**CARRIED**

**7/0**

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**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 12.1 'Development Application for a Material Change of Use for Transport Depot at 120 Lower Tenthill Road, Lower Tenthill'. The nature of the interest is that Councillor Cook has a longstanding relationship with the applicant, who is trading as SAS Tranz Pty Ltd. 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.*

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**6.0 CONFIRMATION OF MINUTES**

**6.1 Confirmation of Ordinary Meeting Minutes - 24 January 2024**

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

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

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**Officer's Recommendation:**

**THAT the minutes of the Ordinary Meeting of the Lockyer Valley Regional Council held on 24 January 2024 be taken as read and confirmed.**

**RESOLUTION**

**THAT the minutes of the Ordinary Meeting of the Lockyer Valley Regional Council held on 24 January 2024 be taken as read and confirmed.**

**Moved By: Cr Vela**

**Seconded By:**

**Cr Hagan**

**Resolution Number: 20-24/1021**

**CARRIED**

**7/0**

**7.0 BUSINESS ARISING FROM MINUTES**

*No Business Arising from Minutes.*

**8.0 COMMITTEE REPORTS**

*No Committee Reports.*

**9.0 DEPUTATIONS/PRESENTATIONS**

*No Deputations/Presentations.*

**10.0 EXECUTIVE OFFICE REPORTS**

**10.1 Summary of Council Actual Performance v Budget - 31 January 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 31 January 2024.

**Officer's Recommendation:**

**THAT Council receive and note the Summary of Council Actual Financial Performance versus Budget to 31 January 2024.**

**RESOLUTION**

**THAT Council receive and note the Summary of Actual Financial Performance versus Budget to 31 January 2024.**

**Moved By: Cr Wilson**

**Seconded By:**

**Cr Holstein**

**Resolution Number: 20-24/1022**

**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 31 January 2024.

At 31 January 2024, revenues are over target and expenditures are under target. Variations are mostly the result of timing differences and will be monitored closely over the coming months.

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## 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 31 January 2024.

**Operating Revenue** - Year to date target \$34.63 million actual \$35.26 million or 101.83%

At 31 January 2024, overall operating revenue for the year to date is above 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. 16.13% of the levy was collected as at 14 February 2024.

Charges and Fees over budget by \$0.45 million

The favourable variances in fees and charges relate predominately to higher than expected income from infrastructure charges (\$0.15 million) plumbing and building fees (\$0.14 million) and waste disposal fees (\$0.16 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 Contributions and Donations under budget by \$0.74 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.

**Operating Expenditure** - Year to date target \$40.87 million actual \$38.60 million or 93.77%

Employee Costs on target

Employee costs are on target as at 31 January. Capital wages are also on track, following the changes in the recent budget amendment, and will be monitored going forward as REPA works are finalised. 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 \$2.30 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 (\$0.13 million), Resilient Rivers projects (\$0.34 million), Community Wellbeing projects (\$0.27) and Waste contracts (\$0.24 million).

**Capital Project Expenditure** – Year to date target \$37.20 million actual \$38.49 million or 103.46%

At 31 January 2024, Council has expended \$38.49 million on its capital works program with a further \$11.69 million in committed costs for works currently in progress.

Council has spent \$28.78 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 \$23.55 million spent as at 31 January 2024 with a further \$6.66 million committed. Additional detail is provided in the capital works program within the attachment.

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### Statement of Financial Position

The Statement of Financial Position provides information on the breakdown of Council's assets and liabilities at a point in time. At 31 January 2024, Council had \$55.56 million in current assets compared to \$19.80 million in current liabilities with a ratio of 2.81:1. This means that for every dollar of current liability, there is \$2.81 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 31 January 2024, there has been a net cash outflow of \$11.30 million with \$1.15 million inflow from operating activities; and a net cash outflow of \$11.90 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 31 January, Council's cash balance was \$43.14 million. Council's outstanding debt at 31 January, was \$11.70 million. Unexpended grant funds, which are restricted to be spent in accordance with the terms of the grant, are \$8.67 million.

### Sustainability Measures

The new 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. The Operating Surplus Ratio for January 2024 is skewed by Rates being levied in February 2024. This is expected to even out in the coming months when revenue from Rates increases. 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

#### *Internal Consultation*

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

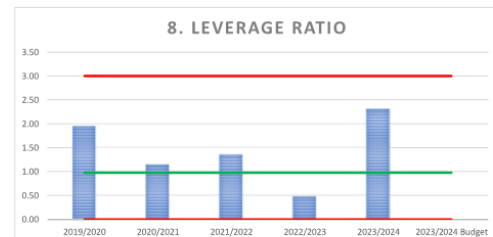
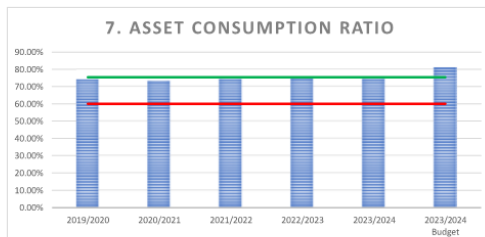
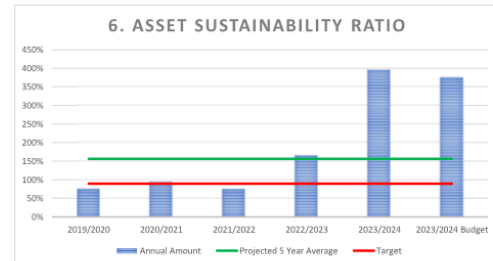
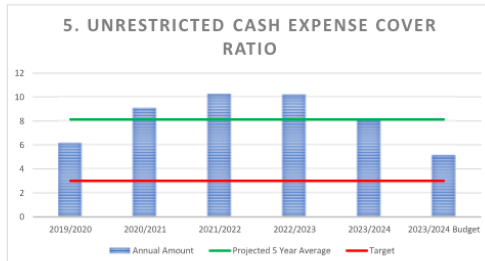
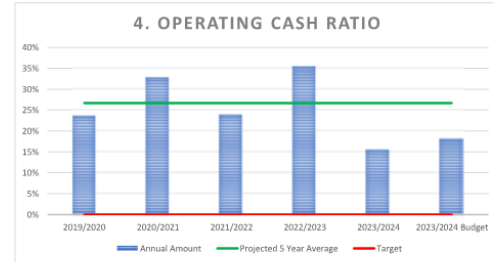
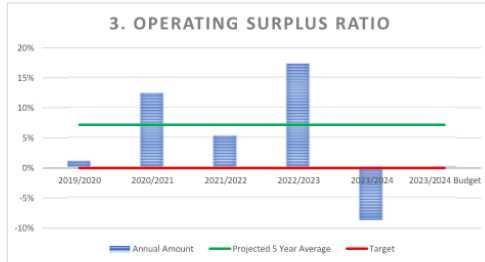
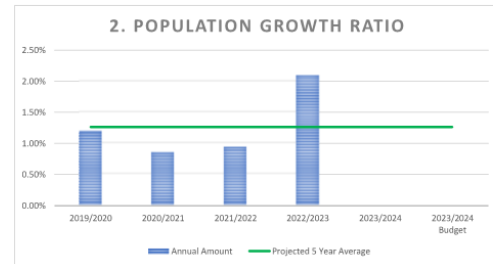
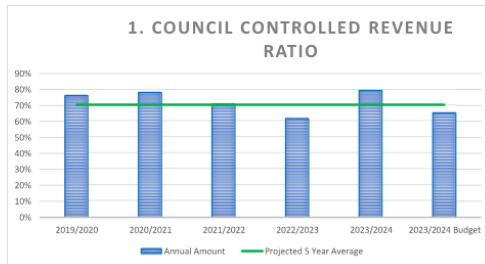
### **Attachments**

- |                   |   |          |
|-------------------|---|----------|
| <a href="#">1</a> | Sustainability Indicators - January 2024    | 2 Pages  |
| <a href="#">2</a> | Monthly Financial Statements - January 2024 | 19 Pages |

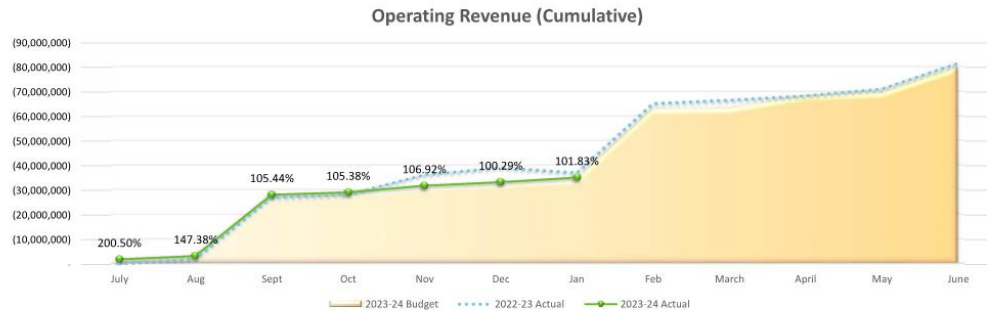


## SUSTAINABILITY MEASURES

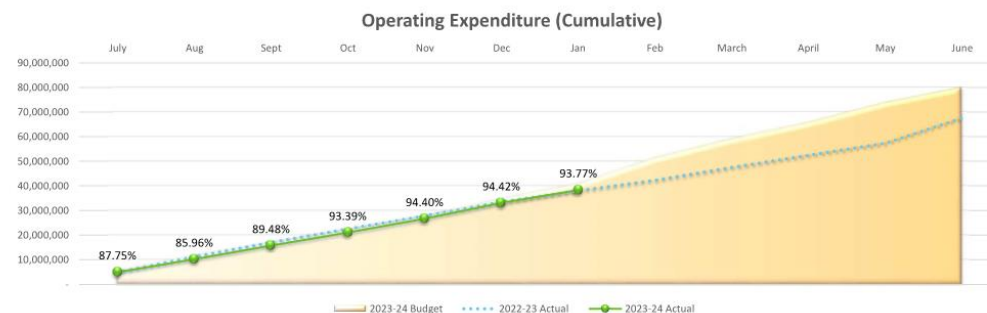
Ratio	Overview	Calculation
1. Council Controlled Revenue Ratio	Council controlled revenue is an indicator of a Council's financial flexibility, ability to influence its operating income and capacity to respond to unexpected financial shocks.	Net Rates, Levies and Charges add Fees and Charges/Total Operating Revenue
2. Population Growth Ratio	Population growth is a key driver of a Council's operating income, service needs and infrastructure requirements into the future.	Prior year estimated population/Previous year estimated population
3. Operating Surplus Ratio	The operating surplus ratio is an indicator of the extent to which operating revenues generated cover operational expenses. Any operating surplus would be available for capital funding or other purposes.	Operating Result/Total Operating Revenue (excluding capital items)
4. Operating Cash Ratio	The operating cash ratio is a measure of a Council's ability to cover its core operational expenses and generate a cash surplus excluding depreciation, amortisation and finance costs.	Operating Result add Depreciation and Amortisation add Finance Costs/Total Operating Revenue
5. Unrestricted Cash Expense Cover Ratio	The unrestricted cash expense cover ratio is an indicator of the unconstrained liquidity available to a Council to meeting ongoing and emergent financial demands which is a key component to solvency. It represents the number of months a Council can continue operating based on current monthly expenses.	(Total Cash and Equivalents add Current Investments Add Available Ongoing QTC Working Capital Facility Limit less Externally Restricted Cash)/Total Operating Expenditure less Depreciation and Amortisation less Finance Costs
6. Asset Sustainability Ratio	The asset sustainability ratio approximates the extent to which the infrastructure assets managed by Council are being replaced as they reach the end of their useful lives.	Capital Expenditure on Replacement of Infrastructure Assets (Renewals)/Depreciation Expenditure on Infrastructure Assets
7. Asset Consumption Ratio	The asset consumption ratio approximates the extent to which Council's infrastructure assets have been consumed compared to what it would cost to build a new asset with the same benefit to the community.	Written Down Replacement Cost of Depreciable Infrastructure Assets/Current Replacement Cost of Depreciable Infrastructure Assets
8. Leverage Ratio	The leverage ratio is an indicator of a Council's ability to repay its existing debt. It measures the relative size of the Council's debt to its operating performance.	Book Value of Debt/Total Operating Revenue less Total Operating Expenditure add Depreciation and Amortisation
9. Asset Renewal Funding Ratio	The asset renewal funding ratio measures the ability of a Council to fund its projected infrastructure asset renewal/replacements in the future.	Total of Planned Capital Expenditure on Infrastructure Asset Renewals over 10 years/Total of Required Capital Expenditure on Infrastructure Asset Renewals over 10 years



**LOCKYER VALLEY REGIONAL COUNCIL**  
**Interim Operating Revenue and Expenditure Dashboard**  
**For the Period Ending 31st January 2024**



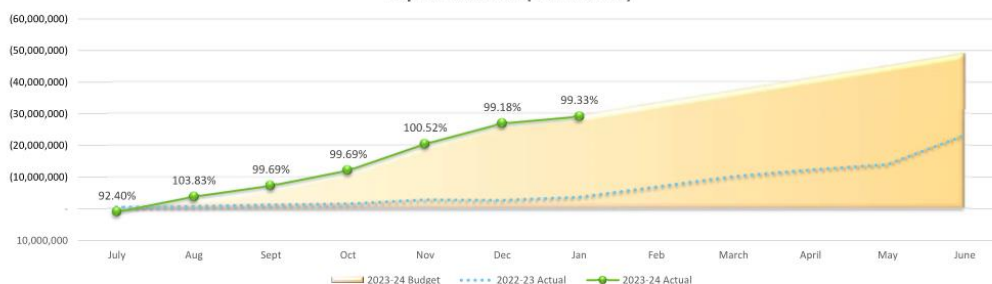
REVENUE TO DATE	Rates and Utility Charges (Gross)	Discount	Charges and Fees	Interest	Operating Grants and Subsidies	Operating Contributions and Donations	Revenue - Contract/Recoverable Works	Other Revenue	Profit from Investments	Total
Actual	(23,772,872)	968,712	(5,174,771)	(1,942,510)	(2,779,983)	(364,490)	(459,611)	(1,737,066)	-	(35,262,591)
Budget	(23,677,583)	972,500	(4,729,507)	(1,481,845)	(2,753,586)	(1,101,167)	(443,333)	(1,413,782)	-	(34,628,303)
Variance	95,290	3,788	445,264	460,665	26,397	(736,677)	16,278	323,284	-	634,288
Target %	100.40%	99.61%	109.41%	131.09%	100.96%	33.10%	103.67%	122.87%	-	101.83%
Movement to Prior Month Target %	→	→	↑	→	→	→	↑	↑	→	→



EXPENDITURE TO DATE	Employee Costs	Goods and Services	Finance Costs	Depreciation	Total
Actual	17,384,906	12,448,291	369,023	8,126,357	38,328,576
Budget	17,625,547	14,752,947	378,466	8,116,565	40,873,525
Variance	240,641	2,304,657	9,443	(9,791)	2,544,949
Target %	98.63%	84.38%	97.50%	100.12%	93.77%
Movement to Prior Month Target %	→	↓	→	→	→

**LOCKYER VALLEY REGIONAL COUNCIL**  
**Interim Capital Revenue and Expenditure Dashboard**  
**For the Period Ending 31st January 2024**

**Capital Revenue (Cumulative)**



REVENUE TO DATE by Type	Capital Grants, Subsidies and Contributions	Profit (Loss) on Disposal of Non Current Assets	Total
Actual	(29,098,811)	-	(29,098,811)
Budget	(29,294,666)	-	(29,294,666)
Variance	(195,855)	-	(195,855)
Target %	99.33%	-	99.33%
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	2,291,562	210,442	28,782,112	7,205,929	38,490,045
Budget	2,743,936	475,750	28,064,739	5,919,733	37,204,158
Target %	83.51%	44.23%	102.56%	121.73%	103.46%
Movement to Prior Month Target %	→	→	↓	→	↓

Lockyer Valley Regional Council (Whole Council)  
Statement of Comprehensive Income  
For the Period Ending January 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	23,772,872	23,677,583	(95,290)	-0.40%
Discount	(1,915,000)	(968,712)	(972,500)	(3,788)	0.39%
Charges and Fees	6,853,449	5,174,771	4,729,507	(445,264)	-9.41%
Interest	2,540,305	1,942,510	1,481,845	(460,665)	-31.09%
Operating Grants and Subsidies	17,951,148	2,779,983	2,753,586	(26,397)	-0.96%
Operating Contributions and Donations	2,397,000	364,490	1,101,167	736,677	66.90%
Revenue - Contract/Recoverable Works	760,000	459,611	443,333	(16,278)	-3.67%
Other Revenue	2,253,913	1,737,066	1,413,782	(323,284)	-22.87%
Profit from Investments	1,805,837	-	-	-	0.00%
<b>Total Recurrent Revenue</b>	<b>80,003,567</b>	<b>35,262,591</b>	<b>34,628,303</b>	<b>(634,288)</b>	<b>-1.83%</b>
<b>Capital Revenue</b>					
Capital Grants, Subsidies and Contributions	48,949,896	29,098,811	29,294,666	195,855	0.67%
Gain on Sale	81,465	25,070	47,521	22,451	47.24%
<b>Total Revenue</b>	<b>129,034,928</b>	<b>64,386,473</b>	<b>63,970,490</b>	<b>(415,982)</b>	<b>-0.65%</b>
Capital Income	-	-	-	-	0.00%
<b>Total Income</b>	<b>129,034,928</b>	<b>64,386,473</b>	<b>63,970,490</b>	<b>(415,982)</b>	<b>-0.65%</b>
<b>Expenses</b>					
<b>Recurrent Expenses</b>					
Employee Costs	30,189,516	17,384,906	17,625,547	240,641	1.37%
Goods and Services	35,389,017	12,448,291	14,752,947	2,304,657	15.62%
Finance costs	437,799	369,023	378,466	9,443	2.50%
Depreciation	13,914,112	8,126,357	8,116,565	(9,791)	-0.12%
<b>Total Recurrent Expenses</b>	<b>79,930,444</b>	<b>38,328,576</b>	<b>40,873,525</b>	<b>2,544,949</b>	<b>6.23%</b>
Capital Expenses	-	274,244	-	(274,244)	0.00%
<b>Total Expenses</b>	<b>79,930,444</b>	<b>38,602,820</b>	<b>40,873,525</b>	<b>2,270,705</b>	<b>5.56%</b>
<b>Net Recurrent Result/Operating Surplus/(Deficit)</b>	<b>73,123</b>	<b>(3,065,985)</b>	<b>(6,245,222)</b>	<b>(3,179,237)</b>	<b>50.91%</b>
<b>NET RESULT AFTER CAPITAL ITEMS</b>	<b>49,104,484</b>	<b>25,783,653</b>	<b>23,096,965</b>	<b>(2,686,688)</b>	<b>-11.63%</b>

Locker Valley Regional Council (Executive Office)  
Statement of Comprehensive Income  
For Period Ending January 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	18,846,081	18,796,027	(50,054)	(0.27)
Discount	(1,665,000)	(850,150)	(847,500)	2,650	(0.31)
Charges and Fees	314,529	201,359	183,475	(17,883)	(9.75)
Interest	2,507,305	1,897,156	1,462,595	(434,561)	(29.71)
Operating Grants and Subsidies	2,995,950	269,612	541,318	271,707	50.19
Revenue - Contract/Recoverable Works	-	1,148	-	(1,148)	-
Other Revenue	1,307,325	758,571	743,631	(14,939)	(2.01)
Profit from Investments	1,805,837	-	-	-	-
<b>Total Recurrent Revenue</b>	<b>44,859,667</b>	<b>21,123,776</b>	<b>20,879,547</b>	<b>(244,229)</b>	<b>(1.17)</b>
<b>Capital Revenue</b>					
Capital Grants, Subsidies and Contributions	517,317	162,203	162,000	(203)	(0.13)
Gain on Sale	-	-	-	-	-
<b>Total Revenue</b>	<b>45,376,984</b>	<b>21,285,979</b>	<b>21,041,547</b>	<b>(244,432)</b>	<b>(1.16)</b>
Capital Income	-	-	-	-	-
<b>Total Income</b>	<b>45,376,984</b>	<b>21,285,979</b>	<b>21,041,547</b>	<b>(244,432)</b>	<b>(1.16)</b>
<b>Expenses</b>					
<b>Recurrent Expenses</b>					
Employee Costs	4,713,826	3,813,605	2,973,550	(840,055)	(28.25)
Goods and Services	2,666,562	939,632	1,299,145	359,513	27.67
Finance costs	386,043	319,254	331,043	11,789	3.56
Depreciation	12,145,019	7,247,547	7,084,594	(162,952)	(2.30)
<b>Total Recurrent Expenses</b>	<b>19,911,450</b>	<b>12,320,037</b>	<b>11,688,332</b>	<b>(631,705)</b>	<b>(5.40)</b>
Capital Expenses	-	-	-	-	-
<b>Total Expenses</b>	<b>19,911,450</b>	<b>12,320,037</b>	<b>11,688,332</b>	<b>(631,705)</b>	<b>(5.40)</b>
<b>Net Recurrent Result/Operating Surplus/(Deficit)</b>	<b>24,948,217</b>	<b>8,803,739</b>	<b>9,191,215</b>	<b>387,476</b>	<b>4.22</b>
<b>NET RESULT AFTER CAPITAL ITEMS</b>	<b>25,465,534</b>	<b>8,965,942</b>	<b>9,353,215</b>	<b>387,273</b>	<b>4.14</b>

Lockyer Valley Regional Council (People, Customer and Corporate Services)  
Statement of Comprehensive Income  
For Period Ending January 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	4,335,864	4,292,147	(43,716)	(1.02)
Discount	(250,000)	(118,561)	(125,000)	(6,439)	5.15
Charges and Fees	875,020	610,980	510,428	(100,552)	(19.70)
Interest	32,000	43,511	18,667	(24,844)	(133.09)
Operating Grants and Subsidies	374,450	364,737	322,950	(41,787)	(12.94)
Operating Contributions and Donations	62,000	62,581	62,000	(581)	(0.94)
Other Revenue	429,076	329,075	327,211	(1,864)	(0.57)
<b>Total Recurrent Revenue</b>	<b>10,106,924</b>	<b>5,628,187</b>	<b>5,408,403</b>	<b>(219,784)</b>	<b>(4.06)</b>
<b>Capital Revenue</b>					
Capital Grants, Subsidies and Contributions	463,416	463,416	463,416	0	0.00
Gain on Sale	-	17,780	-	(17,780)	-
<b>Total Revenue</b>	<b>10,570,340</b>	<b>6,109,383</b>	<b>5,871,819</b>	<b>(237,564)</b>	<b>(4.05)</b>
Capital Income	-	-	-	-	-
<b>Total Income</b>	<b>10,570,340</b>	<b>6,109,383</b>	<b>5,871,819</b>	<b>(237,564)</b>	<b>(4.05)</b>
<b>Expenses</b>					
<b>Recurrent Expenses</b>					
Employee Costs	6,599,618	3,715,641	3,807,159	91,518	2.40
Goods and Services	11,660,382	5,442,861	5,905,857	462,996	7.84
Finance costs	43,856	43,054	42,814	(240)	(0.56)
Depreciation	554,872	156,936	323,675	166,740	51.51
<b>Total Recurrent Expenses</b>	<b>18,858,728</b>	<b>9,358,491</b>	<b>10,079,505</b>	<b>721,014</b>	<b>7.15</b>
Capital Expenses	-	-	-	-	-
<b>Total Expenses</b>	<b>18,858,728</b>	<b>9,358,491</b>	<b>10,079,505</b>	<b>721,014</b>	<b>7.15</b>
<b>Net Recurrent Result/Operating Surplus/(Deficit)</b>	<b>(8,751,804)</b>	<b>(3,730,304)</b>	<b>(4,671,102)</b>	<b>(940,798)</b>	<b>20.14</b>
<b>NET RESULT AFTER CAPITAL ITEMS</b>	<b>(8,288,388)</b>	<b>(3,249,108)</b>	<b>(4,207,686)</b>	<b>(958,577)</b>	<b>22.78</b>

Lockyer Valley Regional Council (Community and Regional Prosperity)  
Statement of Comprehensive Income  
For Period Ending January 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	158,857	157,338	(1,519)	(0.97)
Charges and Fees	5,306,100	4,139,675	3,826,887	(312,788)	(8.17)
Interest	1,000	1,843	583	(1,260)	(215.93)
Operating Grants and Subsidies	8,526,957	1,035,036	788,473	(246,563)	(31.27)
Operating Contributions and Donations	2,335,000	276,307	1,039,167	762,860	73.41
Revenue - Contract/Recoverable Works	-	589	-	(589)	-
Other Revenue	46,259	48,769	28,459	(20,310)	(71.36)
<b>Total Recurrent Revenue</b>	<b>16,529,992</b>	<b>5,661,076</b>	<b>5,840,907</b>	<b>179,831</b>	<b>3.08</b>
<b>Capital Revenue</b>					
Capital Grants, Subsidies and Contributions	34,000	-	-	-	-
Gain on Sale	-	-	-	-	-
<b>Total Revenue</b>	<b>16,563,992</b>	<b>5,661,076</b>	<b>5,840,907</b>	<b>179,831</b>	<b>3.08</b>
Capital Income	-	-	-	-	-
<b>Total Income</b>	<b>16,563,992</b>	<b>5,661,076</b>	<b>5,840,907</b>	<b>179,831</b>	<b>3.08</b>
<b>Expenses</b>					
<b>Recurrent Expenses</b>					
Employee Costs	7,492,268	4,268,277	4,312,853	44,576	1.03
Goods and Services	14,594,750	2,587,384	3,567,319	979,935	27.47
Finance costs	7,900	6,647	4,608	(2,039)	(44.24)
Depreciation	27,603	16,088	16,102	13	0.08
<b>Total Recurrent Expenses</b>	<b>22,122,521</b>	<b>6,878,396</b>	<b>7,900,882</b>	<b>1,022,486</b>	<b>12.94</b>
Capital Expenses	-	-	-	-	-
<b>Total Expenses</b>	<b>22,122,521</b>	<b>6,878,396</b>	<b>7,900,882</b>	<b>1,022,486</b>	<b>12.94</b>
<b>Net Recurrent Result/Operating Surplus/(Deficit)</b>	<b>(5,592,529)</b>	<b>(1,217,320)</b>	<b>(2,059,975)</b>	<b>(842,655)</b>	<b>40.91</b>
<b>NET RESULT AFTER CAPITAL ITEMS</b>	<b>(5,558,529)</b>	<b>(1,217,320)</b>	<b>(2,059,975)</b>	<b>(842,655)</b>	<b>40.91</b>



Lockyer Valley Regional Council (Infrastructure)  
Statement of Comprehensive Income  
For Period Ending January 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	432,070	432,070	-	-
Charges and Fees	357,800	222,757	208,717	(14,041)	(6.73)
Operating Grants and Subsidies	6,053,791	1,097,084	1,100,845	3,761	0.34
Operating Contributions and Donations	-	25,602	-	(25,602)	-
Revenue - Contract/Recoverable Works	760,000	457,874	443,333	(14,541)	(3.28)
Other Revenue	471,253	600,651	314,481	(286,170)	(91.00)
<b>Total Recurrent Revenue</b>	<b>8,506,984</b>	<b>2,836,038</b>	<b>2,499,446</b>	<b>(336,592)</b>	<b>(13.47)</b>
<b>Capital Revenue</b>					
Capital Grants, Subsidies and Contributions	12,958,895	5,702,958	5,669,250	(33,708)	(0.59)
Gain on Sale	81,465	7,291	47,521	40,231	84.66
<b>Total Revenue</b>	<b>21,547,344</b>	<b>8,546,286</b>	<b>8,216,217</b>	<b>(330,069)</b>	<b>(4.02)</b>
Capital Income	-	-	-	-	-
<b>Total Income</b>	<b>21,547,344</b>	<b>8,546,286</b>	<b>8,216,217</b>	<b>(330,069)</b>	<b>(4.02)</b>
<b>Expenses</b>					
<b>Recurrent Expenses</b>					
Employee Costs	11,383,803	5,587,378	6,531,985	944,608	14.46
Goods and Services	6,467,323	3,474,756	3,980,627	505,871	12.71
Finance costs	-	68	-	(68)	-
Depreciation	1,186,618	705,786	692,194	(13,592)	(1.96)
<b>Total Recurrent Expenses</b>	<b>19,037,744</b>	<b>9,767,987</b>	<b>11,204,806</b>	<b>1,436,819</b>	<b>12.82</b>
Capital Expenses	-	274,244	-	(274,244)	-
<b>Total Expenses</b>	<b>19,037,744</b>	<b>10,042,230</b>	<b>11,204,806</b>	<b>1,162,576</b>	<b>10.38</b>
<b>Net Recurrent Result/Operating Surplus/(Deficit)</b>	<b>(10,530,760)</b>	<b>(6,931,949)</b>	<b>(8,705,360)</b>	<b>(1,773,411)</b>	<b>20.37</b>
<b>NET RESULT AFTER CAPITAL ITEMS</b>	<b>2,509,600</b>	<b>(1,495,944)</b>	<b>(2,988,589)</b>	<b>(1,492,645)</b>	<b>49.94</b>

Lockyer Valley Regional Council (2021/2022 Flood Events)  
Statement of Comprehensive Income  
For Period Ending January 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	-	(13,514)	-
<b>Total Recurrent Revenue</b>	<b>118,000</b>	<b>13,514</b>	<b>-</b>	<b>(13,514)</b>	<b>-</b>
<b>Capital Revenue</b>					
Capital Grants, Subsidies and Contributions	43,376,268	27,316,801	27,500,000	183,199	0.67
Gain on Sale	-	-	-	-	-
<b>Total Revenue</b>	<b>43,494,268</b>	<b>27,330,315</b>	<b>27,500,000</b>	<b>169,685</b>	<b>0.62</b>
Capital Income	-	-	-	-	-
<b>Total Income</b>	<b>43,494,268</b>	<b>27,330,315</b>	<b>27,500,000</b>	<b>169,685</b>	<b>0.62</b>
<b>Expenses</b>					
<b>Recurrent Expenses</b>					
Employee Costs	96,000	(350)	56,000	56,350	100.63
Goods and Services	22,000	(69,283)	11,253	80,537	715.67
<b>Total Recurrent Expenses</b>	<b>118,000</b>	<b>(69,634)</b>	<b>67,253</b>	<b>136,887</b>	<b>203.54</b>
Capital Expenses	-	-	-	-	-
<b>Total Expenses</b>	<b>118,000</b>	<b>(69,634)</b>	<b>67,253</b>	<b>136,887</b>	<b>203.54</b>
<b>Net Recurrent Result/Operating Surplus/(Deficit)</b>	<b>-</b>	<b>83,147</b>	<b>(67,253)</b>	<b>(150,401)</b>	<b>223.63</b>
<b>NET RESULT AFTER CAPITAL ITEMS</b>	<b>43,376,268</b>	<b>27,399,948</b>	<b>27,432,747</b>	<b>32,798</b>	<b>0.12</b>

**LOCKYER VALLEY REGIONAL COUNCIL**  
**Statement of Cash Flows**  
**For the Period Ending 31 January, 2024**

	<b>2023-2024 Annual Budget</b>	<b>2023-2024 YTD Actuals</b>
<b><u>Cash flows from operating activities:</u></b>		
<b><u>Receipts</u></b>		
Receipts from customers	78,860,000	37,640,236
Dividend received	-	-
Interest received	2,540,000	1,942,510
<b><u>Payments</u></b>		
Payments to suppliers and employees	(69,051,000)	(38,143,544)
Interest expense	(295,000)	(292,128)
<b>Net cash inflow (outflow) from operating activities</b>	<b>12,054,000</b>	<b>1,147,074</b>
<b><u>Cash flows from investing activities:</u></b>		
Capital grants, subsidies and contributions	48,950,000	25,846,958
Payments for property, plant and equipment	(71,498,000)	(38,564,301)
Payments for investment property	-	-
Net transfer (to) from cash investments	1,174,000	-
Proceeds from sale of property plant and equipment	302,000	818,180
<b>Net cash inflow (outflow) from investing activities</b>	<b>(21,072,000)</b>	<b>(11,899,163)</b>
<b><u>Cash flows from financing activities:</u></b>		
Repayment of borrowings	(12,247,000)	(548,941)
Proceeds from borrowings	-	-
<b>Net cash inflow (outflow) from financing activities</b>	<b>(12,247,000)</b>	<b>(548,941)</b>
<b>Net increase (decrease) in cash and cash equivalents held</b>	<b>(21,265,000)</b>	<b>(11,301,030)</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>43,144,464</b>

**LOCKYER VALLEY REGIONAL COUNCIL**  
**STATEMENT OF FINANCIAL POSITION**  
**As at 31 January, 2024**

	2023-2024 Annual Budget	2023-2024 YTD Actual
<b><u>Current Assets</u></b>		
Cash assets and cash equivalents	34,165,000	25,144,464
Cash investments	-	18,000,000
Trade and other receivables	11,168,000	3,966,514
Inventories	592,000	841,007
Contract Receivable	-	7,609,906
<b>Total Current Assets</b>	<b>45,925,000</b>	<b>55,561,892</b>
<b><u>Non Current Assets</u></b>		
Trade and other receivables	14,735,000	14,734,969
Equity investments	34,723,000	33,548,744
Investment properties	1,782,000	1,781,664
Property, plant and equipment	792,129,000	763,629,689
Intangible assets	62,000	70,118
<b>Total Non Current Assets</b>	<b>843,431,000</b>	<b>813,765,184</b>
<b>TOTAL ASSETS</b>	<b>889,356,000</b>	<b>869,327,075</b>
<b><u>Current Liabilities</u></b>		
Trade and other payables	16,651,000	5,567,047
Provisions	10,588,000	10,682,471
Borrowings	-	587,734
Contract Liability Grants	-	2,960,918
<b>Total Current Liabilities</b>	<b>27,239,000</b>	<b>19,798,170</b>
<b><u>Non Current Liabilities</u></b>		
Provisions	43,904,000	44,015,888
Borrowings	-	11,110,628
<b>Total Non Current Liabilities</b>	<b>43,904,000</b>	<b>55,126,516</b>
<b>TOTAL LIABILITIES</b>	<b>71,143,000</b>	<b>74,924,686</b>
<b>NET COMMUNITY ASSETS</b>	<b>818,214,000</b>	<b>794,402,389</b>
<b><u>Community Equity</u></b>		
Retained surplus (deficiency)	461,909,700	441,739,383
Asset revaluation surplus	356,231,000	352,035,529
Reserves	-	3,693,463
Current Surplus/(Deficit)	73,300	(3,065,985)
<b>TOTAL COMMUNITY EQUITY</b>	<b>818,214,000</b>	<b>794,402,389</b>

LOCKYER VALLEY REGIONAL COUNCIL  
For Period Ended January, 2024

CAPITAL WORKS PROGRAM SUMMARY

	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget
<b>INFRASTRUCTURE</b>					
Camping Grounds	266,021	36,566	131,908	168,474	97,547
Capital Program Delivery	7,946,800	2,472,820	2,188,742	4,661,562	3,285,238
Cemetery	163,000	96,466	48,240	144,706	18,294
DRFA New Event - REPA	37,226,268	23,459,794	6,660,804	30,120,598	7,105,670
Facilities	2,662,875	610,096	489,564	1,099,660	1,563,215
Fleet	5,514,992	1,994,940	725,734	2,720,674	2,794,318
Parks & Open Spaces	340,550	111,431	151,802	263,233	77,317
Total for Group	\$ 54,120,506	\$ 28,782,112	\$ 10,396,794	\$ 39,178,906	\$ 14,941,600

PEOPLE AND BUSINESS PERFORMANCE

Governance and Property	598,718	88,814	49,192	138,006	460,712
Information Communication Technology	437,206	153,751	12,076	165,827	271,379
Public Order & Safety	151,000	-	-	-	151,000
Transfer Stations	2,796,256	2,048,997	63,342	2,112,339	683,917
Waste Disposal	125,000	-	-	-	125,000
Total for Group	\$ 4,108,180	\$ 2,291,562	\$ 124,610	\$ 2,416,172	\$ 1,692,008

COMMUNITY AND REGIONAL PROSPERITY

Community Events	70,000	18,036	8,924	26,960	43,040
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	4,546,566	809,371	5,355,937	3,044,063
Total for Group	\$ 12,589,096	\$ 7,205,929	\$ 856,251	\$ 8,062,180	\$ 4,526,916

EXECUTIVE OFFICE

Disaster Management	679,790	210,442	316,583	527,025	152,765
Total for Group	\$ 679,790	\$ 210,442	\$ 316,583	\$ 527,025	\$ 152,765
Total for Council	\$ 71,497,572	\$ 38,490,045	\$ 11,694,238	\$ 50,184,284	\$ 21,313,288

LOCKER VALLEY REGIONAL COUNCIL  
For Period Ended January, 2024

CAPITAL WORKS PROGRAM

	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
<b>INFRASTRUCTURE</b>										
<b>Cost Centre: Parks &amp; Open Spaces</b>										
<i>Program: Parks and Open Spaces Projects</i>										
Arzac Park Works and Shade Sail	80,000	-	59,380	59,380	20,620	-	80,000	100	75	
BBQ Replacement Upper Grantham Parklands	16,500	3,779	-	3,779	12,721	-	16,500	Not applicable	100	
Jean Biggs Design	24,000	-	24,200	24,200	(200)	-	24,000	30	0	
Narda Lagoon BBQ Ins Repairs May Event	28,000	27,740	-	27,740	260	-	28,000	100	100	
Park Entrance Statement Renewal	-	9,540	-	9,540	(9,540)	-	-	Not applicable	100	
Park Playground Surfacing Improvements	12,000	11,051	-	11,051	949	-	12,000	100	90	Budget to be included in budget review 2.
Park Seating Renewal	110,000	6,920	68,222	75,142	34,858	-	110,000	100	0	
Park Table Setting Renewals	22,550	16,881	-	16,881	5,669	-	22,550	100	85	
Ropehill Comm Sport Cent Shade Shelter	34,500	35,521	-	35,521	(1,021)	-	34,500	100	95	
<b>Parks and Open Spaces Projects Total</b>	<b>13,000</b>	<b>-</b>	<b>151,802</b>	<b>263,233</b>	<b>13,000</b>	<b>-</b>	<b>13,000</b>	<b>Not applicable</b>	<b>0</b>	
	340,550	111,431	-	263,233	77,317	-	340,550			
<b>Cost Centre: Capital Program Delivery</b>										
<i>Program: Bridge Renewal Programme</i>										
Clarke's Bridge, Thornton (LRBG)	242,000	78,865	-	78,865	163,135	242,000	-	100	100	Budget underspend to go to P1103386 Saturated Pavement Crowley Vale Rd(LRRG)
Mahon Bridge (BRP)	1,000,000	263,625	463,101	726,726	273,274	1,000,000	-	20	0	Detailed design underway. Due end of February. Construction cost estimates received within budget
Steinke's Bridge (LRBG)	100,000	108,172	20,845	129,017	(29,017)	100,000	-	100	100	
<b>Bridge Renewal Programme Projects Total</b>	<b>1,342,000</b>	<b>450,662</b>	<b>483,946</b>	<b>954,609</b>	<b>407,391</b>	<b>1,342,000</b>	<b>-</b>			
<i>Program: Future Design Works Programme</i>										
23/24 Culvert Renewal Program	-	24,793	29,591	54,385	(54,385)	-	-	85	Not applicable	Flagstone Creek concepts completed.
23/24 Floodway Renewal Program	-	1,352	-	1,352	(1,352)	-	-	80	Not applicable	
Biggs Road, Whitcott	-	61,091	7,235	68,326	(68,326)	-	-	90	Not applicable	Preliminary plans received
Douglas McInnes Drive	-	48,216	11,994	60,210	(60,210)	-	-	80	Not applicable	Preliminary plans received and some minor additions required.
Edgerton Drive, Plainland (LRCA)	200,000	19,601	1,944	21,545	178,455	140,760	59,240	35	Not applicable	
Footpath Missing Links - Jones Road	-	804	-	804	(804)	-	-	4	Not applicable	
Footpath Missing Links - Jones Road	-	601	-	601	(601)	-	-	20	Not applicable	
Future Design - Footpath Renewal	400,000	3,368	-	3,368	(3,368)	-	400,000	60	Not applicable	Design Budget Holding Project.
Future Project Design-Budget Only	-	-	-	-	400,000	-	-	Not applicable	Not applicable	Final design with Urban Utilities for impact assessment.
John Street South, Laidley	-	45,129	22,914	68,042	(68,042)	-	-	93	Not applicable	
Jubilee Street, Gatton	-	7,942	1,260	9,202	(9,202)	-	-	5	Not applicable	
Laidley CBD Accessibility Review	-	88	-	88	(88)	-	-	11	Not applicable	
Lyme Road, Morton Vale	-	517	-	517	(517)	-	-	3	Not applicable	Scope development underway. Geotech and survey scheduled.
Mary Street, Laidley	-	8,442	1,260	9,702	(9,702)	-	-	5	Not applicable	Survey completed.
Ropehill Road, Upper Tenhill (LRCA)	80,000	40,316	3,955	44,271	35,729	80,000	-	100	Not applicable	
William Street, Gatton	-	(570)	-	(570)	570	-	-	100	Not applicable	
<b>Future Design Works Programme Projects Total</b>	<b>680,000</b>	<b>261,689</b>	<b>80,153</b>	<b>341,843</b>	<b>338,157</b>	<b>220,760</b>	<b>459,240</b>			

	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
<b>Program: Grovel Resheet Programme</b>										
Grovel Resheet Program for 23/24	750,000	466,490	29,313	495,803	254,197	-	750,000	Not applicable	20	
<b>Grovel Resheet Programme Projects Total</b>	<b>750,000</b>	<b>466,490</b>	<b>29,313</b>	<b>495,803</b>	<b>254,197</b>	<b>-</b>	<b>750,000</b>			
<b>Program: Other Infrastructure Projects</b>										
Bridge Improvements	100,000	54,063	-	54,063	45,937	-	100,000	Not applicable	30	
Forest Avenue Drainage	25,000	-	-	-	25,000	-	25,000	0	0	Survey completed. Preliminary design underway.
Gatton Central Drainage Upgrade - Design	440,000	158,693	78,030	236,723	203,277	-	440,000	60	0	Small amount of costs incurred in 23/24. Project substantially completed in 22/23.
Gehike Road/Lorikeet Road (BS)	-	7,238	-	7,238	(7,238)	-	-	100	100	Concept plan completed and sent for review.
Lake Apex Car Park	45,000	18,836	4,305	23,141	21,859	-	45,000	25	Not applicable	Service locating and conflicts plans done.
Lockyer Creek Rd Heildon Profile (LRC4)	184,000	-	-	-	184,000	184,000	-	0	0	Small amount of costs incurred in 23/24. Project substantially completed in 22/23.
Postmans Ridge Road Rehab	120,000	111,777	23,407	135,183	(15,183)	-	120,000	60	Not applicable	Purchase of TSCS is complete. Investigating the purchase of additional counters. Procurement documents underway. Some investigation work required before release to market.
Spa Water Rd Reconstruction (LRC4)	130,000	-	-	-	130,000	130,000	-	0	0	
Spencer & Maitland (Black Spot 22/23)	-	26,585	-	26,585	(26,585)	-	-	100	100	
Survey Equipment	30,000	11,538	-	11,538	18,462	-	30,000	Not applicable	90	
Tenthill Ropeley Rockside Hardt (TID5)	200,000	26,989	20,837	47,826	152,174	-	200,000	Not applicable	10	
<b>Other Infrastructure Projects Projects Total</b>	<b>1,274,000</b>	<b>415,718</b>	<b>126,579</b>	<b>542,297</b>	<b>731,703</b>	<b>314,000</b>	<b>960,000</b>			
<b>Program: Pavement Renewal Programme</b>										
Pavement Rehab A/C Replacement	200,000	94,819	37,879	132,698	67,302	-	200,000	Not applicable	90	90% complete. Final seal to be completed as part of the resal program. Estimated works begin end of February.
Saturated Pavement Crowley Vale Rd(LRRG)	400,800	419,089	25,128	444,217	(43,417)	400,800	-	0	70	Additional budget to come from P103330 Clarke's Bridge Thornton (LRRG)
<b>Pavement Renewal Programme Projects Total</b>	<b>600,800</b>	<b>513,908</b>	<b>63,007</b>	<b>576,915</b>	<b>23,885</b>	<b>400,800</b>	<b>200,000</b>			
<b>Program: Pavement Widening Programme</b>										
Woodlands Rd (Schroeders Rd Bends) TID5	1,600,000	125,361	6,596	131,957	1,468,043	750,000	850,000	100	5	Construction works to begin in February by LVHC crews.
<b>Pavement Widening Programme Projects Total</b>	<b>1,600,000</b>	<b>125,361</b>	<b>6,596</b>	<b>131,957</b>	<b>1,468,043</b>	<b>750,000</b>	<b>850,000</b>			
<b>Program: Seal Renewal Programme</b>										
23/24 Blumen Reseal Program (RTIR)	1,700,000	147,577	1,399,148	1,546,726	153,274	927,079	772,921	100	40	Works began in December 2023. Preparatory works underway. Approximately 40% complete with reseal to follow.
<b>Seal Renewal Programme Projects Total</b>	<b>1,700,000</b>	<b>147,577</b>	<b>1,399,148</b>	<b>1,546,726</b>	<b>153,274</b>	<b>927,079</b>	<b>772,921</b>			

Program: REPA Programme	Budget	Actual	Committed	Total (includes committed costs)		Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
				committed costs	Remaining Budget					
DREA - Feb 2022 - Fred Thomas Pedestrian Bridge	-	472	-	472	(472)	-	-	100	100	
DREA - Feb 2022 - Unsealed Zone 9	-	2,812	-	2,812	(2,812)	-	-	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 8, pt 1	-	338,579	-	338,579	(338,579)	-	-	Not applicable	98	Only minor works remaining at various sites.
DREA - Feb 2022 - Sealed Zones 1, 2 & 3	-	510,502	111,663	622,166	(622,166)	-	-	Not applicable	100	
DREA - Feb 2022 - Unsealed Zone 10, pt 1	-	22,816	21,559	44,376	(44,376)	-	-	Not applicable	100	
DREA - Feb 2022 - Old Laidley Forest Hill Road	-	529,009	333,234	862,243	(862,243)	-	-	Not applicable	100	
DREA - Feb 2022 - Unsealed Zone 4, pt 1	-	561,352	354,308	915,660	(915,660)	-	-	Not applicable	100	
DREA - Feb 2022 - Unsealed Zone 4, pt 2	-	127,719	8,900	136,619	(136,619)	-	-	Not applicable	100	
DREA - Feb 2022 - Pipe Cleanouts	-	31,645	-	31,645	(31,645)	-	-	Not applicable	100	
DREA - Feb 2022 - Berlin Road Landslip	-	2,990,190	-	2,990,190	(2,990,190)	-	-	100	100	
DREA - Feb 2022 - Sealed Zone 9	-	189,209	17,312	206,521	(206,521)	-	-	Not applicable	99	Only minor works remaining at various sites.
DREA - Feb 2022 - Sealed Zone 5	-	262,260	31,053	293,312	(293,312)	-	-	Not applicable	71	Works remaining at one site.
DREA - Feb 2022 - Adelaide Road Floodway	-	275,147	3,544	278,690	(278,690)	-	-	100	100	
DREA - Feb 2022 - Guardrail Repairs	-	6,372	-	6,372	(6,372)	-	-	Not applicable	100	
DREA - Feb 2022 - Sealed Zone 4	-	126,276	2,055	128,331	(128,331)	-	-	Not applicable	93	Only minor works remaining at various sites.
DREA - Feb 2022 - Sealed Zone 3	-	147,158	1,760	148,918	(148,918)	-	-	Not applicable	91	Only minor works remaining at various sites.
DREA - Feb 2022 - Brightview Road REPA	-	76,722	1,899	78,622	(78,622)	-	-	Not applicable	0	
DREA - Feb 2022 - Brightview Road BETTERMENT	-	206,003	1,899	207,902	(207,902)	-	-	100	13	
DREA - Feb 2022 - Sealed Zone 11	-	131,165	15,797	146,962	(146,962)	-	-	Not applicable	97	Only minor works remaining at various sites.
DREA - Feb 2022 - Sealed Zone 1	-	613,410	8,303	621,712	(621,712)	-	-	Not applicable	94	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	155,406	1,104,425	(1,104,425)	-	-	Not applicable	100	
DREA - Feb 2022 - Unsealed Zone 10, pt 2	-	234,649	23,841	258,491	(258,491)	-	-	Not applicable	100	
DREA - Feb 2022 - Sealed Zone 10	-	258,245	-	258,245	(258,245)	-	-	Not applicable	100	
DREA - Feb 2022 - Rockmount Road CH 3220	-	39,571	33,056	72,627	(72,627)	-	-	Not applicable	100	
DREA - Feb 2022 - Cean Road Floodway	-	224,525	-	224,525	(224,525)	-	-	100	100	
DREA - Feb 2022 - Sealed Zone 8	-	926,263	44,362	970,625	(970,625)	-	-	Not applicable	80	Works remaining at one site, with cultural heritage investigation ongoing.
DREA - Feb 2022 - Unsealed Zone 10, pt 3	-	568,297	58,655	626,952	(626,952)	-	-	Not applicable	100	
DREA - Feb 2022 - Sealed Zone 2	-	508,853	-	508,853	(508,853)	-	-	Not applicable	99	Only minor works remaining at various sites.
DREA - Feb 2022 - Sealed Zone 6	-	239,857	356	240,214	(240,214)	-	-	Not applicable	100	
DREA - Feb 2022 - Sealed Zone 7	-	239,003	301	239,304	(239,304)	-	-	Not applicable	98	Only minor works remaining at various sites.
DREA - Feb 2022 - Flagstone Creek Road Rockfall	-	1,099,861	316,272	1,416,132	(1,416,132)	-	-	Not applicable	100	
DREA - Feb 2022 - Floodway Approaches	-	9,653	4,599	14,252	(14,252)	-	-	100	5	
DREA - Feb 2022 - Roches Road CH 1250	-	497,085	197,850	694,935	(694,935)	-	-	100	66	
DREA - Feb 2022 - Final All Zones Submission	-	41,801	48,675	90,476	(90,476)	-	-	100	100	
	-	270,969	14,912	285,881	(285,881)	-	-	Not applicable	96	Only minor works remaining at various sites.



	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
DRFA - Feb 2022 - Steiner's Bridge REPA	-	186,889	79,496	266,384	(266,384)	-	-	100	100	
DRFA - Feb 2022 - Uffins Road Floodway	-	32,478	3,269	35,747	(35,747)	-	-	Not applicable	100	
DRFA - Feb 2022 - REPA Project Mgt	-	198,612	353,395	552,007	(552,007)	-	-	Not applicable	NA	Project Management Costs Only.
DRFA - May 2022 - Uffins Bridge	-	3,839,701	922,239	4,761,940	(4,761,940)	-	-	100	76	
DRFA - May 2022 - East Egypt Road Landslip	-	2,970,946	372,120	3,343,066	(3,343,066)	-	-	100	99	
DRFA - May 2022 - Mountain View Drive Landslip	-	364,802	1,161,472	1,526,274	(1,526,274)	-	-	100	13	Site establishment has begun.
DRFA - May 2022 - East Egypt Road Landslip, site 3	-	1,483,887	278,068	1,761,955	(1,761,955)	-	-	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>22,832,012</b>	<b>6,499,067</b>	<b>29,331,079</b>	<b>5,645,189</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 Pot.
DRFA - Feb 2022 - Camp Works Sealed	-	261,786	4,630	266,416	(266,416)	-	-	Not applicable	60	
DRFA - Feb 2022 - Camp Works Unsealed	-	457,410	137,107	614,517	(614,517)	-	-	Not applicable	99	
<b>REPA Complementary Works Programme Projects Total</b>	<b>2,250,000</b>	<b>719,196</b>	<b>161,737</b>	<b>880,933</b>	<b>1,369,067</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	129,785	258,457	388,242	4,526,750	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	-	103,205	329,301	432,506	(432,506)	-	-	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>1,994,940</b>	<b>725,734</b>	<b>2,720,674</b>	<b>2,794,318</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	90	
Gatton Cemetery Seam Strip Installation	51,000	36,616	28,130	64,746	(13,746)	-	51,000	Not applicable	10	
Laliley Cemetery Columbarium	50,000	19,751	20,110	39,861	10,139	-	50,000	Not applicable	10	
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		Device delivered.
<b>Cemetery Projects Projects Total</b>	<b>163,000</b>	<b>96,466</b>	<b>48,240</b>	<b>144,706</b>	<b>18,294</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>										
<b>Program: Camping Grounds Projects</b>										
Disabled Toilet Lake Dyer	21,021	-	-	-	21,021	-	-	30	0	Sewer investigations are underway to determine size of the amenities block and approvals. Design determined and awaiting price. Will be a staged project delivered in 2 separate portions.
Renovation of Amenities Block Lake Dyer	245,000	36,566	131,908	168,474	76,526	-	245,000			
<b>Camping Grounds Projects Total</b>	<b>266,021</b>	<b>36,566</b>	<b>131,908</b>	<b>168,474</b>	<b>97,547</b>	<b>-</b>	<b>245,000</b>			
<b>Cost Centre: Facilities</b>										
<b>Program: Facilities Projects</b>										
Accessibility Improvements (LRG4)	857,079	2,211	5,262	7,473	849,606	857,079	-	10	0	Demolition complete and site handover completed 12/10/2023. Installation of new building commenced January 2024.
Alex Geddes Hall Upgrade (BSBR)	662,256	309,450	373,959	683,409	(21,153)	662,256	-	100	30	Not commenced.
DNS Stage 2 Prevention Safety Works	25,000	-	7,873	7,873	17,127	-	25,000	0	0	
Electrical Upgrades	12,248	2,448	-	2,448	9,800	-	12,248	100	80	
Facilities Equipment Replacement	50,000	9,562	5,702	15,264	34,736	-	50,000	Not applicable	10	
Fuel Tank Decommissioning Gatton Depot	20,000	5,471	3,462	8,933	11,067	-	20,000	Not applicable	30	
Gatton Depot Fuel Tank	1,175	1,175	-	1,175	(0)	-	1,175	100	100	
Gatton Equest Cent Stage 1 Multi Year PJ	291,893	385	-	385	291,508	-	291,893	10	0	Contractor engaged and works to commence early 2024.
GSH External Cladding and Gutters	307,000	6,905	46,653	53,559	253,441	-	307,000	100	0	
Half Court Basketball Court Lake Apex	80,000	17,356	5,542	22,898	57,102	-	80,000	95	0	
Laidley/CA Carpark	6,224	6,224	-	6,224	(0)	-	6,224	100	100	
Laidley Saleyards Environmental (SECCSP)	76,000	68,052	-	68,052	7,948	12,000	64,000	95	64	
Replace Furniture Comm & Rec Facilities	23,000	-	-	-	23,000	-	23,000	Not applicable	0	Budget to be included in Budget Review 2.
Roof Height Safety System Upgrades	-	35,945	-	35,945	(35,945)	-	-	100	100	Budget to be included in Budget Review 2.
Storm Event Nov 2023 - LCC Insur Repairs	15,288	15,288	-	15,288	(15,288)	-	-	Not applicable	0	Design inception meeting held and preliminary design and investigation works underway.
Watermain Renewal Laidley Showgrounds	100,000	15,863	12,670	28,533	71,467	-	100,000			
Whitcott Sports Centre Floor Repairs	151,000	113,760	28,440	142,200	8,800	-	151,000	20	0	
<b>Facilities Projects Total</b>	<b>2,662,875</b>	<b>610,096</b>	<b>489,564</b>	<b>1,099,660</b>	<b>1,563,215</b>	<b>1,531,315</b>	<b>1,131,540</b>	<b>100</b>	<b>90</b>	
<b>Total for Group</b>	<b>\$ 54,120,506</b>	<b>\$ 28,792,113</b>	<b>\$ 10,396,794</b>	<b>\$ 39,178,907</b>	<b>\$ 14,941,599</b>	<b>\$ 40,862,242</b>	<b>\$ 13,258,264</b>			

PEOPLE AND BUSINESS PERFORMANCE							Total amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
Cost Centre: Governance and Property											
Program: Legal Services Projects											
Relignment, Subdivd, Sale Tyhrom St	500,000	41,315	17,578	58,993	441,007	-	500,000		Not applicable	40	Survey completed. Applications lodged with service providers for approval.
Subdivision Garton Saleyards	98,718	47,469	31,514	79,013	19,705	-	98,718		Not applicable	25	In design stage for electrical engineering designs and urban utilities.
Legal Services Projects Total	598,718	88,814	49,192	138,006	460,712	-	598,718				
Cost Centre: Information Communication Technology											
Program: Information Communication Technology Projects											
22/23 LVCC Audio Visual Renewals	160,000	-	-	-	160,000	-	160,000		Not applicable	0	Market research being conducted.
Backup Hardware Renewals	18,000	14,383	-	14,383	3,617	-	18,000		Not applicable	100	
Body Camera Renewals	34,500	-	-	-	34,500	-	34,500		Not applicable	0	Procurement early 2024.
Library People Counter Renewals	10,500	-	-	-	10,500	-	10,500		Not applicable	0	Procurement early 2024.
Network Switch Renewals	21,500	-	-	-	21,500	-	21,500		Not applicable	0	
Printer Fleet Renewals	154,000	125,445	12,076	137,521	16,479	-	154,000		Not applicable	98	
UPS Renewal	38,706	13,923	-	13,923	24,783	-	38,706		Not applicable	10	
Information Communication Technology Projects Tot	437,206	153,751	12,076	165,827	271,379	-	437,206				
Cost Centre: Waste Disposal											
Program: Waste Disposal Projects											
Lafley Leachate Tank Replacement	125,000	-	-	-	125,000	-	125,000		0	0	Not commenced.
Waste Disposal Projects Total	125,000	-	-	-	125,000	-	125,000				
Cost Centre: Transfer Stations											
Program: Transfer Station Projects											
Garton Landfill Cell 5 (SECSP)	2,633,415	2,048,997	63,342	2,112,339	521,076	463,416	2,169,999		100	98	Landfill Cell 5 has been completed, filling commenced beginning of Feb 2024.
Materials Recov Fac Asphalt Replacement	32,990	-	-	-	32,990	-	32,990		0	0	
Materials Recovery Facility Fire Systems	51,301	-	-	-	51,301	-	51,301		0	0	
Old Garton Landfill Capping	8,550	-	-	-	8,550	-	8,550		0	0	
Transfer Station Projects Total	2,726,256	2,048,997	63,342	2,112,339	613,917	463,416	2,262,840				
Program: Waste Disposal Projects											
Asphalt Extension rear (MR)	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.
Waste Disposal Projects Total	70,000	-	-	-	70,000	-	70,000				
Cost Centre: Public Order & Safety											
Program: Public Order and Safety Projects											
CCTV Hardware Renewals	151,000	-	-	-	151,000	-	151,000		Not applicable	0	Market research being conducted.
Public Order and Safety Projects Total	151,000	-	-	-	151,000	-	151,000				
Total for Group	\$ 4,108,180	\$ 2,291,562	\$ 124,610	\$ 2,416,172	\$ 1,692,008	\$ 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 Development Projects</i>									
Mountain Bike Trail Hub Structure	450,000	1,500	-	1,500	448,500	-	450,000	10	Mountain Bike Project to be carried forward waiting to secure access agreements
Strategic Land Acquisition	3,163,096	2,633,469	3,750	2,637,219	525,877	-	3,163,096	80	New Whitcott Hub sites have been identified. Purchase of and for flood mitigation largely completed.
<b>Regional Development Projects Projects Total</b>	3,613,096	2,634,969	3,750	2,638,719	974,377	-	3,613,096		
<b>Cost Centre: Tourism Initiatives</b>									
<i>Program: Tourism Projects</i>									
FH Rec. Grounds Parking & Viewing Silos	350,000	-	-	-	350,000	-	350,000	10	Procurement has commenced for detail design of viewing platform and artists painting of the silos.
<b>Tourism Projects Projects Total</b>	350,000	-	-	-	350,000	-	350,000		
<b>Cost Centre: Community Events</b>									
<i>Program: Regional Development Projects</i>									
Christmas Lighting	70,000	18,036	8,924	26,959	43,041	-	70,000	100	Costs to be moved from Operational
<b>Regional Development Projects Projects Total</b>	70,000	18,036	8,924	26,959	43,041	-	70,000		
<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	
Flood Mitigation Options Laidley	75,000	-	3,750	3,750	71,250	-	75,000	0	
Integrated Land Mgmt. Plan Grant (SSR)	34,000	-	30,556	30,556	3,544	34,000	-	0	Trailer acquisition underway, awaiting delivery.
<b>Growth and Policy Projects Projects Total</b>	149,000	-	34,206	34,206	114,794	34,000	115,000		
<b>Cost Centre: Community Wellbeing</b>									
<i>Program: Pest Management Projects</i>									
Weed Wiper Herbicide Applicator	7,000	6,359	-	6,359	641	-	7,000	100	Weed wiper received.
<b>Pest Management Projects Projects Total</b>	7,000	6,359	-	6,359	641	-	7,000		
<b>Cost Centre: Voluntary Home Buy Back</b>									
<i>Program: Voluntary Home Buy Back</i>									
Voluntary Home Buy Back Scheme	8,400,000	4,546,566	809,371	5,355,937	3,044,063	8,400,000	-	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 will soon commence.
<b>Voluntary Home Buy Back Projects Total</b>	8,400,000	4,546,566	809,371	5,355,937	3,044,063	8,400,000	-		
<b>Total for Group</b>	<b>\$ 12,589,096</b>	<b>\$ 7,205,929</b>	<b>\$ 856,251</b>	<b>\$ 8,062,180</b>	<b>\$ 4,526,916</b>	<b>\$ 8,424,000</b>	<b>\$ 4,155,096</b>		

EXECUTIVE OFFICE					Total Amount of Funding		Design Completion %	Construction Completion %	Comments
	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget				
<b>Cost Centre: Disaster Management</b>									
<i>Program: Disaster Management Projects</i>									
DM Donga Pathway	29,300	23,239	-	23,239	6,061	-	100	95	All site works complete and awaiting final certificate of occupancy. In planning phase. Awaiting site confirmation and approval.
Flood Intelligence Infrastructure	28,490	-	-	-	28,490	-	5	0	
Flood Warning System Upgrade	40,000	-	-	-	40,000	-	75	0	
ORRF Flood Cameras & Electronic Signage	582,000	187,203	316,583	503,786	78,214	517,317	100	15	
<b>Disaster Management Projects Projects Total</b>	<b>679,790</b>	<b>210,442</b>	<b>316,583</b>	<b>527,025</b>	<b>152,765</b>	<b>517,317</b>			
<b>Total for Group</b>	<b>\$ 679,790</b>	<b>\$ 210,442</b>	<b>\$ 316,583</b>	<b>\$ 527,025</b>	<b>\$ 152,765</b>	<b>\$ 517,317</b>			
<b>Total for Council</b>	<b>\$ 71,497,572</b>	<b>\$ 38,490,045</b>	<b>\$ 11,694,238</b>	<b>\$ 50,184,284</b>	<b>\$ 21,313,288</b>	<b>\$ 50,276,975</b>			
						<b>\$ 21,220,597</b>			

## Request for Exemption to Engage a Supplier

**Purpose:**

**Officer's Recommendation:**

## RESOLUTION

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

## Executive Summary

Given Aquamonix Pty Ltd are uniquely placed to provide these services in the required timeframes, it is recommended that Council resolve that in accordance with Section 235 (b) of the Local Government Regulation 2012 to enter into a contract without first inviting written quotes or tenders because of the specialised nature of the services that are sought and it would be impractical to invite quotes or tenders.

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## Proposal

Aquamonix Pty Ltd has been providing services relating to the operations and maintenance of the flood warning network infrastructure since August 2022. After the rain event in December 2023, five sites had been identified as requiring repairs, and after the subsequent recent rain event, assessment of all sites will be required to be undertaken.

### Attachment A lists

- Current invoices for services already provided but not yet paid
- Known repairs - service not yet provided (not CDO Eligible)
- Damage assessment post flood operations to ensure sites are working as intended
- Flood operations damage repairs (currently known) but service not yet provided
- Unknown repairs as needed and if required

In August 2022, a Request for Quote process was undertaken for Flood Warning Network Infrastructure Operation and Maintenance. Aquamonix Pty Ltd was engaged to provide these services until 30 June 2023. An extension of twelve months was approved by the Chief Executive Officer on 29 June 2023, taking the arrangement through until 30 June 2024.

The value of the contract has now exceeded \$200,000 excluding GST and the process taken back in 2022 no longer meets legislative requirements. A new procurement process will be commenced in April, in preparation for engagement of a supplier from 1 July 2024.

In accordance with Section 235 (b) of the Local Government Regulation 2012, a local government may enter into a medium-sized contractual arrangement without first inviting written quotes or tenders if the local government resolves that, of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders.

A Council Resolution is sought to engage Aquamonix to a maximum value of \$190,000 excluding GST to complete assessments, repairs and maintenance until 30 June 2024. This estimate is based on a worst-case scenario with the actual cost provided at the completion of the assessments. The attached list (Attachment 1) totals up to just under \$150,000 excluding GST, the additional \$40,000 has been added as a contingency for authorised expenditure to cover currently unknown repairs.

The servicing of the infrastructure is critical to Council's ability to respond during a rain event hence the need to engage a supplier that has the experience to do the repairs and assessment required.

### Options

1. Do not apply an exception to enter into a medium-sized contractual arrangement with Aquamonix to provide maintenance and repair services to the flood warning network infrastructure system. Council will then need to seek quotes for the repairs and assessments.

### Critical Dates

Supplier engagement start date Monday 26 February 2024 and end date of 30 June 2024.

### **Strategic Implications**

#### Corporate Plan

Lockyer Community – Foster community resilience and coordinate the community's response to disaster events.

Finance and Resource

Unexpected expenditure, some will be recoverable from Disaster Response funding.

Legislation and Policy

Local Government Act 2009

Local Government Regulations 2012

LVRC Purchasing Policy

Risk Management

Key Corporate Risk Code and Category: FE2 - Finance and Economic.

Key Corporate Risk Descriptor: Decision making governance, due diligence, accountability and sustainability.

Consultation

*Internal Consultation*

Chief Financial Officer

Disaster Management Advisor

Principal Procurement

**Attachments**

- 1 [📄](#) Flood Warning Network Infrastructure - Assessment and Repairs 2 Pages



Flood Warning Network Infrastructure - Assessments and Repairs			
AquamoniX Purchase Order - PU030692	Cost GST excl	Contract LVRC-22-040	
<b>Known cost for identified repairs:</b>			
<b>Current invoices for services already provided</b>			
74475 – Monthly ALERT monitoring	\$ 910.00		
Invoice 74500 – Unscheduled Repairs Warrego Highway gauge, Main Camp gauge and siren testing	\$ 3,100.00		
Invoice 74505 – Woodlands Road Signage Manual Switch	\$ 914.50		
Invoice 74506 – Woodlands Road Signage Upgrade	\$ 2,075.00		
<b>Known Repairs - Not CDO Eligible - service not yet provided</b>			
Woodlands Road river height (calibration) and Whiteway Road camera (battery failure) \$3465 (GST Inc)	\$ 3,150.00	Refer to Quote - QT_AQ23402	
Review and improve camera night vision settings - 12 sites	\$7,200	Est cost 2hrs / site x 12 sites 24hrs @ \$300/hr based on industry rates (travel not required) - 1 person	
<b>Flood operations damage repairs (currently known) but service not yet provided</b>			
Thornton School Road river height ALERT gauge (buried sensor)	\$ 4,680.00	AQX Tax Invoice 71868 15/12/2022 similar works (Thornton School Road) & CPI increase 4% since Dec22	Consumer Price Index, Australia   Australian Bureau of Statistics (abs.gov.au)
		Dec 2022 - Buried sensor /relocation \$ \$4500 x-gst (Thornton School Road)- attached to email - average repair	
<b>Confirmed cost of identified repairs: \$ 22,029.50</b>			

Flood Warning Network Infrastructure - Assessments and Repairs			
<b>Repairs and Maintenance yet to be identified - projects maximum cost</b>			
Damage assessment post flood operations to ensure sites are working as intended			
Option 1: — Council owned river height ALERT gauges only - 17 sites	\$ 16,535.20	Based on Schedule of Prices O&M Works in AQX Submission - LVRC -22-040 Variation Flood warning infrastructure OM #1	
Option 2: Damage Assessment all ALERT gauges (rain & river) - 32 sites	\$ 31,125.00	based on Schedule of Prices O&M Works in AQX Submission - LVRC -22-040 Variation Flood warning infrastructure OM #1	
Option 3 - 2 man team - single day this would only get 2-3 sites assessed	\$ 3,000.00	Day trip only - 2 man team \$3000/day Ex GST - refer to quote - QT_AQ23402	
Damage Assessment Report to identify repairs required	\$ 1,475.00	Pricing Report \$1475 - Schedule of Prices O&M Works in AQX Submission - LVRC -22-040 Variation Flood warning	
<b>Assessment costs for all infrastructure sites: \$ 52,135.20</b>			
Flood operations damage repairs (unknown) - 3 additional sites	\$ 17,850.00	See above and next field	
		Dec 2022 - Reinstatement of sensor & pipework ex gst \$5950(unction View) - attached to email - more complex access /repair	
<b>Unknown repairs as needed and if required</b>	<b>Pricing Report \$1475 - Schedule of Prices/Repairs in AQX Submission - LVRC -22-040 Variation Flood warning infrastructure OM #2&amp;#3 &amp; factor in 3hr travel time</b>	Hourly rates based on quote QT_AQ23402 ( 2 man team \$375/hr)	
Gauge power failure	\$ 3,055.00	Pricing Report \$1475 - Schedule of Prices/Repairs in AQX Submission - LVRC -22-040 Variation Flood warning infrastructure OM #2&#3 & factor in 3hr travel time for 2 man team	
Camera power failure per site	\$ 1,875.00	Pricing Report \$1475 - Schedule of Prices/Repairs in AQX Submission - LVRC -22-040 Variation Flood warning infrastructure OM #2&#3 & factor in 3hr travel time for 2 man team	
Other failure		Pricing Report \$1475 - Schedule of Prices/Repairs in AQX Submission - LVRC -22-040 Variation Flood warning infrastructure OM #2&#3 & factor in 3hr travel time for 2 man team	
<b>Projected cost of possible post assessment repairs</b>	<b>\$ 74,915.20</b>	Hourly rates based on quote QT_AQ23402 ( 2 man team \$375/hr) - Council supplies battery (in DM stock)	
<b>Projected total excluding Other Failure items</b>	<b>\$ 149,079.90</b>	<b>**Does not include "Other Failure" items</b>	

## 11.0 PEOPLE, CUSTOMER AND CORPORATE SERVICES REPORTS

### 11.1 Application for Renewal of a Shooting Range Approval under the Weapons Act 1990 - Toowoomba Pistol Club (Helidon) Inc.- Lot 2 on RP165419

**Author:** Michelle Lehmann, Property Support Officer

**Responsible Officer:** Dan McPherson, Group Manager People, Customer and Corporate Services

#### **Purpose:**

The purpose of this report is to consider the Toowoomba Pistol Club (Helidon) Inc. renewal of their Weapons license through Queensland Police for the continuation of operations at the shooting range located at Lot 2 on RP165419. As part of their application for renewal of a shooting range approval under the *Weapons Act 1990*, Toowoomba Pistol Club (Helidon) Inc. require a letter of non-objection from Lockyer Valley Regional Council to support their renewal application.

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

**THAT with respect to the proposed application for re-approval of the shooting range operated by the Toowoomba Pistol Club (Helidon) Inc. on Lot 2 RP165419, Council resolve to authorise the Chief Executive Officer to issue a letter of no objection to the Toowoomba Pistol Club's application for renewal of their shooting range approval, including the conduct of target shooting and weapons training activities on the site, under the *Weapons Act 1990*.**

#### **RESOLUTION**

**THAT with respect to the proposed application for re-approval of the shooting range operated by the Toowoomba Pistol Club (Helidon) Inc. on Lot 2 RP165419, Council resolve to authorise the Chief Executive Officer to issue a letter of no objection to the Toowoomba Pistol Club's application for renewal of their shooting range approval, including the conduct of target shooting and weapons training activities on the site, under the *Weapons Act 1990*.**

**Moved By:** Cr Holstein

**Seconded By:**

Cr Hagan

**Resolution Number: 20-24/1024**

**CARRIED  
7/0**

#### **Executive Summary**

The Purpose of this Renewal Application by the Toowoomba Pistol Club (Helidon) Inc. is for the continuation of lawful operation of the shooting range on Lot 2 RP165419 and to determine whether Council has any objection to their application for renewal, including the conduct of target shooting and weapons training activities on the site.

#### **Proposal**

Since 1990, the Toowoomba Pistol Club (Helidon) Inc, has operated a shooting range at 230 Andersons Road, Helidon described as Lot2 on RP165419.

An aerial map showing the location of the shooting range site is **Attachment 1** to this report.

Under the *Weapons Act 1990* the Toowoomba Pistol Club (Helidon) Inc. must obtain approval from the Queensland Police every 5 years for the operation of the shooting range. The current approval expires in February 2024.

In support of the Application, Toowoomba Pistol Club (Helidon) Inc. is required to submit a letter from Council as the relevant local authority offering no objection to the Club's application. A copy of this application is **Attachment 2** to this report.

The Toowoomba Pistol Club (Helidon) Inc. has confirmed on the application for renewal that they conduct target and training activities with specific types of weapons on the range. These consist of the weapons noted within Categories A, B, C and H, as listed below.

#### **CATEGORY 'A' WEAPONS**

Each of the following is a category A weapon if it has not been rendered permanently inoperable —

- a miniature cannon under 120cm in barrel length that is a black powder and muzzle loading cannon, depicting a scale model of an historical artillery piece or navel gun;
- an air rifle;
- a rim-fire rifle (other than a self-loading rim-fire rifle);
- a shotgun other than a lever action shotgun, pump action shotgun or self-loading shotgun;
- a powerhead;
- a break action shotgun and rim-fire rifle combination;
- an air gun.

#### **CATEGORY 'B' WEAPONS**

Each of the following is a category B weapon if it is not been rendered permanently inoperable —

- a muzzle loading firearm;
- a single shot centre-fire rifle;
- a double barrel centre-fire rifle;
- a repeating centre-fire rifle;
- a break action shotgun and centre-fire rifle combination;
- a lever action shotgun with a magazine capacity of not greater than 5 rounds

#### **CATEGORY 'C' WEAPONS**

Each of the following is a category C weapon if it is not been rendered permanently inoperable —

- a semiautomatic rim-fire rifle with a magazine capacity no greater than 10 rounds;
- a semiautomatic shotgun with a magazine capacity no greater than 5 rounds;
- a pump-action shotgun with a magazine capacity no greater than 5 rounds

#### **CATEGORY 'H' WEAPONS**

As regulated in Section 7 of the Weapons Categories Regulation 1997

- All concealable firearms less than 75 cm in length.

As the application is for renewal of the shooting range approval to continue the current activities on the range for the next 5 years without modification, the recommendation made in this report is to offer no objection to the application so that a new approval can be issued to the Club.

Options

1. Support the approval of the Toowoomba Pistol Club (Helidon) Inc. renewal application and provide a non-objection letter.
2. Object to supporting the application and provide reasons.

Previous Council Resolutions

The last time Council considered such an application for the Club was on 16 January 2019:

**RESOLUTION**

**THAT with respect to the proposed application for re-approval of the shooting range operated by the Toowoomba Pistol Club (Helidon) Inc. on Lot 2 RP165419, Council authorise the Chief Executive Officer to provide written notice for the purposes of the application that Council has no objection to the application or the target shooting and weapons training activities being conducted on the range site.**

**Moved By: Cr Holstein**

**Seconded By: Cr Hagan**

**Resolution Number: 16-20/1209**

**CARRIED**

**7/0**

Critical Dates

The current license expires in February 2024 and a new application is required to be made prior to the expiry date.

**Strategic Implications**

Corporate Plan

Lockyer Valley Regional Council Corporate Plan 2022-2027:

5. Lockyer Leadership and Council – Compliant with relevant legislation.

Finance and Resource

No financial or resource implications for council are anticipated.

Legislation and Policy

Section 101 of the Weapons Act 1990 provides that a range approval may be granted if:

- (a) the range will be used for –
  - (i) conducting an approved training course; or
  - (ii) the sport of target shooting; and
- (b) the location, construction and equipment of the range is appropriate having regard to the need to protect persons from death or injury and property from unlawful destruction or damage; and
- (c) the application complies with Section 99.

For the application to comply with Section 99 of the Act, Item 11 of the approved application form requires written non-objection to the activities being conducted from Council to be provided in support of the application.

### Consultation

#### *Internal Consultation*

The following teams have been given the opportunity to review and provide comment in relation to this report:

- ✓ Community and Regional Prosperity
- ✓ People, Customer and Corporate Services
- ✓ Infrastructure
- ✓ Finance

### **Attachments**

- 1** [↓](#) Attachment 1 1 Page
- 2** [↓](#) Attachment 2 6 Pages







FORM 15B  
QUEENSLAND  
WEAPONS ACT 1990  
SECTION 99



Ver. 3 — 06/12/2019

APPLICATION/RENEWAL FOR A SHOOTING RANGE APPROVAL

You are required to satisfy the Authorised Officer that you have a genuine reason to hold an APPROVAL

Please COMPLETE ELECTRONICALLY AND PRINT or WRITE IN BLOCK LETTERS clearly and legibly in BLUE or BLACK pen

SECTION 1. APPLICATION TYPE

Choose one	<input checked="" type="checkbox"/>	New application	<input type="checkbox"/>	or	Renewal	<input checked="" type="checkbox"/>	Approval Number	81001621
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SECTION 2. BUSINESS DETAILS OF SHOOTING RANGE

<i>Lot on plan (RP no.) can be found on rates notice</i>	Registered business name	Toowoomba Pistol Club Helidon Inc			
	Property name/ Lot on plan				
	Street number and name	230 Andersons Road			
	Suburb/locality	Helidon			
	State	QLD	Postcode	4344	
	ACN	6994973016			
	ABN				
	Contact details				
	Work			Fax	
	Mobile	0438178723			
Email	sec.tpc@gmail.com				
Is the club/business incorporated? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Choose one <input checked="" type="checkbox"/>					
If 'Yes', you must attach a copy of the Certificate of Incorporation					
Business Postal Address (if different to above)					
Postal address (e.g.) PO Box	PO Box 14				
Suburb/ Locality	Toowoomba				
State	QLD	Postcode	4350		

SECTION 3. LOCATION OF SHOOTING RANGE

<i>Provide details of the location of the shooting range. If the address differs from the business address in Section 2 of this form.</i>	Property name/ Lot on plan			
	Street number and name	230 Andersons Road		
	Suburb/locality	Helidon		
	State	QLD	Postcode	4344
	Contact phone no.	0438178723		

SECTION 4. APPLICANT/REPRESENTATIVE DETAILS

<i>Provide details and supporting evidence if your name has changed due to:</i> <ul style="list-style-type: none"><li>• marriage;</li><li>• change of name etc.</li></ul>	Mr <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Other <input type="checkbox"/>			
	Family name	Beck		
	Given name(s)	John George		
	Date of birth	27	FEB	1968
	Driver licence no	11062305		
	Town of birth	Dirranbandi		
	Country of birth	Australia		
	Former name(s)			



### SECTION 5. FIREARMS LICENCE HISTORY OF APPLICANT/REPRESENTATIVE

	Have you ever in Queensland or elsewhere been issued with a licence or authority relating to firearms or weapons?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Choose one <input checked="" type="checkbox"/>	
	Licence number	30031479	State Issued	QLD		
	(Only one required)					
	Date issued		2011	Expiry date	27 FEB 2027	
	Day	Month	Year	Day	Month	Year

### SECTION 6. APPROVED SAFETY COURSE

	If you are <b>NOT</b> the holder of a current firearms licence in Queensland or elsewhere you may be required to produce a copy of a current approved firearms training course certificate which was issued within the 12 month period immediately prior to this application.
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### SECTION 7. RESIDENTIAL DETAILS

<i>You must provide proof of this e.g.,</i> <ul style="list-style-type: none"><li>• Rates notice</li><li>• gas/electricity account not more than 12 months old.</li></ul> <i>Lot on plan (RP No.) can be found on rates notice.</i>	<b>Current address</b>			
	Property name/ Lot on plan			
	Street number and name	169 Wallers Road		
	Suburb/locality	Ringwood		
	State	QLD	Postcode	4343
	How long have you lived at this address		7	
		Month	Year	
	<b>Postal Address (if different from above)</b>			
	Postal address (e.g. PO Box)			
	Suburb/locality			
State		Postcode		
<b>Previous Address (if at current address for less than 5 years)</b>				
Street number and name				
Suburb/locality				
State		Postcode		
<b>Contact details</b>				
Work		Fax		
Mobile	0488401575			
Email	john.sharon7@me.com			

### SECTION 8. FURTHER INFORMATION

The authorised officer must consider the need to protect persons from death or injury and property from unlawful destruction or damage when taking into consideration the granting of an approval under the Act. Conditions will be imposed where necessary to ensure such protection of persons and property.			
	Indicate as relevant by a cross <input checked="" type="checkbox"/> in box(es)		
	(a) Have you ever in Queensland or elsewhere EVER been the subject of a Domestic Violence Order regardless of outcome or passage of time?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
	(b) Have you in Queensland or elsewhere EVER been charged with any offence, this includes any traffic and/or criminal offence(s) that resulted in a Court attendance? (Please tick yes if you were charged but not convicted or a conviction was not recorded)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
	(c) Have you in Queensland or elsewhere EVER been the subject of a firearms prohibition/exclusion order?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
	(d) Have you in Queensland or elsewhere been EVER refused a licence or authority for a firearm or weapon?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
	(e) Have you in Queensland or elsewhere been EVER had a licence or authority for a weapon that has been canceled disqualified, suspended or revoked?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If you have answered YES to any questions in this section you must provide full details. (If insufficient space below, please provide further details on a separate sheet.)			

## SECTION 9. MEDICAL HISTORY

Please indicate if you have EVER required treatment for any of the following Indicate as relevant by a cross ☒ in box(es)

(a) serious sight impairment	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	(d) psychiatric or emotional problems	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
(b) fits, dizziness or blackouts	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	(e) alcohol or drug related problems	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
(c) brain injury	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	(f) physical impairment	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

If you have answered YES to any questions in this section you must provide full details of the illness/injury and details of the treatment, and doctor's certificate is to be provided to clarify the condition DOES NOT affect your ability to possess or use a firearm. (If insufficient space below, please provide further details on a separate sheet.)

## SECTION 10. LEGITIMATE ACTIVITY/PURPOSE

Please attach  
the required  
documentation as  
it applies to your  
legitimate activity/  
purpose.

**LEGISLATION RESTRICTS THE USE OF WEAPONS TO THE FOLLOWING APPROVED ACTIVITIES OR PURPOSES:**

Indicate by a cross in white ☒ box(es) only

**SHOOTING RANGE APPROVAL OR MODIFICATION**

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
A	B	C	D	H	M

The sport of target shooting or conducting a training course approved by the Commissioner of Police under the *Weapons Act 1990* [S. 10(4) or 124].

**CATEGORY 'A' WEAPONS**

Each of the following is a category A weapon if it has not been rendered permanently inoperable —

- a miniature cannon under 120cm in barrel length that is a black powder and muzzle loading cannon, depicting a scale model of an historical artillery piece or navel gun;
- an air rifle;
- a rim-fire rifle (other than a self-loading rim-fire rifle);
- a shotgun other than a lever action shotgun, pump action shotgun or self-loading shotgun;
- a powerhead;
- a break action shotgun and rim-fire rifle combination;
- an air gun.

**CATEGORY 'B' WEAPONS**

Each of the following is a category B weapon if it is not been rendered permanently inoperable —

- a muzzle loading firearm;
- a single shot centre-fire rifle;
- a double barrel centre-fire rifle;
- a repeating centre-fire rifle;
- a break action shotgun and centre-fire rifle combination;
- a lever action shotgun with a magazine capacity of not greater than 5 rounds

**CATEGORY 'C' WEAPONS**

Each of the following is a category C weapon if it is not been rendered permanently inoperable —

- a semiautomatic rim-fire rifle with a magazine capacity no greater than 10 rounds;
- a semiautomatic shotgun with a magazine capacity no greater than 5 rounds;
- a pump-action shotgun with a magazine capacity no greater than 5 rounds.

**CATEGORY 'D' WEAPONS**

**NOTE:** Category 'D' may only be used for training purposes.

Each of the following is a category D weapon —

- a self-loading centre-fire rifle designed or adapted for military purposes or a firearm that substantially duplicates a rifle of that type in design, function or appearance;;
- a non-military style self-loading centre-fire rifle;
- a self-loading shotgun with a magazine capacity of greater than 5 rounds;
- a pump-action shotgun with a magazine capacity of greater than 5 rounds;
- a self-loading rim-fire with a magazine capacity of more than 10 rounds;
- a lever-action shotgun with a magazine capacity of greater than 5 rounds.

**CATEGORY 'H' WEAPONS**

As regulated in Section 7 of the Weapons Categories Regulation 1997

- All concealable firearms less than 75 cm in length.

**CATEGORY 'M' WEAPONS**

As regulated in Section 7A(g) of the Weapons Categories Regulation 1997

- Any crossbow designed to be discharged by the use of two hands that, when discharged, is capable of causing damage or injury to property or capable of causing bodily harm.

## SECTION 11. SHOOTING RANGE APPROVAL

	<p>The minimum standards for range construction can be obtained by referring to our website, or contacting Weapons Licensing (07) 3015 7777</p> <p>In support of your application, you must ensure that you attach the following documentation:</p> <ol style="list-style-type: none"><li>1. A current and signed letter on business letterhead authorising the applicant to be the representative for this application;</li><li>2. Details of the approved shooting club permit or approved association/training entity in control of the proposed range;</li><li>3. A locality plan of the proposed range site (e.g. BLIN/Cadastral map) and surrounding area with at least a 5 km radius of the site to scale 1:250,000 (not required for an indoor range application);</li><li>4. A scaled surveyed plan of the proposed site to include the property boundary, firing point, centre line, target line and stop butt (if applicable);</li><li>5. Longitudinal and cross sectional plans detailing the height, location and nature of the devices proposed to prevent the escape of projectiles.</li><li>6. Where other than earth embankments are to be utilised, a large scale plan drawing of the intended construction and specifications or materials (e.g. baffles, bullet catcher, enclosures);</li><li>7. Type of target system proposed (e.g., turning target, metal target, falling plate, paper target);</li><li>8. Photographs of the proposed range site;</li><li>9. Aerial photographs are also preferable (in some instances may be required);</li><li>10. Details and verification of the site occupation arrangements by the entity (e.g., leasing agreements, property titles or firing rights agreement for the site held by the entity). This is to include the entire danger areas;</li><li>11. Written non-objection from the local authority or council for the body to conduct the activities at the proposed range site;</li><li>12. Documentation from the local authority or council advising of the area zoning, activities, approved for the proposed area, any proposed future activities or zoning of the area (e.g., other sporting venues, housing or industrial development);</li><li>13. Categories of the shooting disciplines proposed to be conducted at the range (e.g., day target, full bore rifle, pistol, archery—clout/target). This is to include advice of match types, weapon types to be used and calibres; AND</li><li>14. Advise whether the range is to be used for any other purposes (e.g., training or testing firearms/crossbows).</li></ol>
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## APPLICANT CHECKLIST

Failure to complete this section may result in a delay in processing the application

**Applicant checklist — Before lodging this application at your local Queensland police establishment, please ensure the following documentation is attached to your application (if applicable):**

Indicate as relevant by a cross ☒ in box(es)

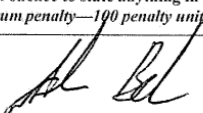
<input type="checkbox"/>	Evidence of Name Change e.g. current Australian Photo Driver Licence, Australian Passport, Adult Proof of Age Card (formerly 18+ card), Full Birth Certificate, Marriage Certificate, Divorce certificate and/or Change of Name Certificate: relevant to change.
<input checked="" type="checkbox"/>	Evidence of current Residential Address e.g. Copy of Rates Notice, Gas/Electricity (not more than 12 months old) Driver Licence.
<input type="checkbox"/>	Where you have answered YES to any question in Section 8. Further information or Section 9. <b>Medical History</b> , written details are provided.
<input type="checkbox"/>	Evidence of completed <b>Safety Training Course</b> e.g. copy of <i>Safety Course Certificate completed within the preceding 12 months</i> .
<input checked="" type="checkbox"/>	Shooting Range documentation supporting your application.

**Please present your application and all documentation in person at a Queensland police establishment**  
Ensure Section 12 Certification is signed and dated as relevant.

## SECTION 12. CERTIFICATION

I certify that the information I have given is true and correct in every detail AND I have attached the Annexure(s) relevant to this application

**Please note: it is an offence to state anything in a document kept, given or made under the *Weapons Act 1990* that is false or misleading.**  
*Maximum penalty—100 penalty units or 2 years imprisonment.*



Signature of licensee/representative

Date

Day Month Year

**Privacy Collection Statement**

The collection of this information is authorised by the *Weapons Act 1990*. The information will be used for the administration and enforcement of the *Weapons Act 1990*. The information you provide will not be used or disclosed without your consent unless such use or disclosure is authorised or required by law, including the *Weapons Act 1990* (Qld), *Police Service Administration Act 1990* (Qld) and the *Information Privacy Act 2009* (Qld). You have the right to access personal information that the QPS holds about you, subject to any exceptions in relevant legislation. If you wish to seek access to your personal information or inquire about the handling of your personal information, please contact QPS Right to Information and Privacy by email at [rti@police.qld.gov.au](mailto:rti@police.qld.gov.au) or by telephone (07) 3364 4666

SECTION 13. POLICE STATION USE/CHECKLIST

Applicant Details	
Family name	<input type="text"/>
Given Name(s)	<input type="text"/>
Date of Birth	<input type="text"/> <input type="text"/> <input type="text"/> <small>Day Month Year</small>
<input type="text"/>	
Police Establishment OR	
<input type="text"/>	
Police Station Stamp	
Date received	<input type="text"/> <input type="text"/> <input type="text"/> <small>Day Month Year</small>
<input type="text"/>	\$ <input type="text"/> . <input type="text"/> <small>Police Station Receipt no. Amount received</small>
<b>100 Point Check for Identification</b>	
The applicant is required to provide <b>ONE Primary</b> document <b>AND TWO Secondary</b> documents to your satisfaction	
<b>Primary documents—60 Points each Provide only ONE</b>	<b>Secondary documents—20 Points Each Provide any TWO</b>
<input type="checkbox"/> Australian Photo Driver Licence <i>current or expired less than 2 years</i>	<input type="checkbox"/> Other Photo Id—e.g. Student ID current
<input type="checkbox"/> Australian or Foreign Passport <i>current or expired less than 2 years</i>	<input type="checkbox"/> Medicare Card
<input type="checkbox"/> Australian Weapons Licence <i>current or expired less than 2 years</i>	<input type="checkbox"/> Credit Card/Financial Institution Debit Card
<input type="checkbox"/> QLD or Federal Police officer Photo ID current	<input type="checkbox"/> Dept of Veterans Affairs/Centrelink Pensioner Concession Card
<input type="checkbox"/> Australian Defence Force Photo ID current	<input checked="" type="checkbox"/> Named Bill—e.g. Rates, Telephone
<input type="checkbox"/> Australian Birth Certificate— <i>Only accepted for a Minor's Application</i>	<input type="checkbox"/> Rental Lease Agreement
<b>Receiving member</b>	<b>Officer in Charge</b>
Name <input type="text"/>	Name <input type="text"/>
Rank & Reg. No./ Level & Payroll <input type="text"/>	Rank & Reg. No./ Level & Payroll <input type="text"/>
Signature <input type="text"/>	Signature <input type="text"/>
Date <input type="text"/> <input type="text"/> <input type="text"/> <small>Day Month Year</small>	Date <input type="text"/> <input type="text"/> <input type="text"/> <small>Day Month Year</small>
Please ensure that the Police Station Checklist on the next page is completed prior to forwarding this application to Weapons Licensing.	

### POLICE STATION CHECKLIST

*Police Station Checklist—Please ensure that all information/documentation indicated below is included/attached. Where an attachment or information is missing, please retain the application until the file is complete.*

*Indicate as relevant by a cross [X] in box(es)*

- ☐ 100 Point Check for identification complete with required **proof of ID documents**. **Primary and/or secondary documents** presented.  
(Please Note: Copies of Proof of ID documents are not required to be supplied to WL)
- ☐ Prescribed fee receipted and receipt details with amount paid noted on the application.
- ☐ Evidence of **Name Change** e.g. current Australian Photo Driver Licence, current Australian Passport, Adult Proof of Age Card (formerly 18+ card), Full Birth Certificate, Divorce Certificate and/or Change of Name Certificate; relevant to the change.
- ☐ Evidence of **Current Residential Address** e.g. Copy of Rates Notice, Gas/Electricity Account (not more than 12 months old) Driver Licence
- ☐ Where the applicant has answered YES to any question in Section 8. **Further Information** or Section 9. **Medical History**, written details provided
- ☐ Evidence of completed **Safety Training Course** e.g. copy of Queensland Safety Course Certificate completed within the preceding 12 months, or a clear copy of a **current Queensland Weapons Act Licence**
- ☐ Shooting Range documentation supporting your application.
- ☐ Section 12. Certification has been completed.

#### Supporting Documentation

**All supporting documentation is physically attached (on paper) for sending with the application**

Choose one [X]

Yes ☐ No ☐

#### OR

**All supporting documentation is being sent electronically (email sent to weapons.ranges@police.qld.gov.au)**

Choose one [X]

Yes ☐ No ☐

Date     
Day Month Year

## 12.0 COMMUNITY AND REGIONAL PROSPERITY REPORTS

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 12.1 'Development Application for a Material Change of Use for Transport Depot at 120 Lower Tenthill Road, Lower Tenthill'. The nature of the interest is that Councillor Cook has a longstanding relationship with the applicant, who is trading as SAS Tranz Pty Ltd. Councillor Cook left the meeting room (including any area set aside for the public) at 9:21am while the matter was discussed and voted upon.

### 12.1 Development Application for a Material Change of Use for Transport Depot at 120 Lower Tenthill Road, Lower Tenthill

**Author:** Scott Hambleton, Contract Planner  
**Responsible Officer:** Amanda Pugh, Group Manager Community & Regional Prosperity

#### Purpose:

The purpose of this report is to consider an application (MC2022/0076) for a Development Permit for Material Change of Use for Transport Depot on Lot 252 CC2723 at 120 Lower Tenthill Road, Lower Tenthill.

The 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 (MC2022/0076) for a Development Permit for Material Change of Use for Transport Depot on Lot 252 CC2723 at 120 Lower Tenthill Road, Lower Tenthill, be approved subject to the following conditions:**

No.	Condition	Timing																				
APPROVED PLANS AND DOCUMENTS																						
1.	<p><b>APPROVED PLANS &amp; DOCUMENTS</b></p> <p>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):</p> <table><tr><th>Title</th><th>Plan No.</th><th>Revision / Amended</th><th>Date</th><th>Prepared By</th></tr><tr><td>Site Layout Plan</td><td>16541 C-SK001</td><td>C</td><td>31/08/2022</td><td>RMA Engineers</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>Transport Depot – 120 Lower Tenthill Road, Lower Tenthill – Preliminary Engineering Assessment Report</td><td>16541</td><td>R0</td><td>31/08/22</td><td>RMA Engineers</td></tr></table>	Title	Plan No.	Revision / Amended	Date	Prepared By	Site Layout Plan	16541 C-SK001	C	31/08/2022	RMA Engineers	Title	Document No.	Revision / Amended	Date	Prepared By	Transport Depot – 120 Lower Tenthill Road, Lower Tenthill – Preliminary Engineering Assessment Report	16541	R0	31/08/22	RMA Engineers	At all times.
Title	Plan No.	Revision / Amended	Date	Prepared By																		
Site Layout Plan	16541 C-SK001	C	31/08/2022	RMA Engineers																		
Title	Document No.	Revision / Amended	Date	Prepared By																		
Transport Depot – 120 Lower Tenthill Road, Lower Tenthill – Preliminary Engineering Assessment Report	16541	R0	31/08/22	RMA Engineers																		

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>GENERAL HOURS OF OPERATION</b> The hours of operation for the development are limited to 7.00am to 10.00pm, with the exception of: (a) Truck movements, which are permitted to occur only between 5.00am and 10.00pm.	At all times.
4.	<b>REFRIGERATION PLANT</b> The operation of truck refrigeration plant is limited as follows: (a) No operation between 10.00pm and 7.00am; (b) Between the hours of 7.00am to 10.00pm, only if the truck is parked in the location marked "refrigeration plant only permitted to operate in this location" on the approved site plan.	At all times.
5.	<b>VEHICLE LIMITS - APPROVED USE</b> The number of trucks parked or stored on the land at any one time must not exceed: <ul style="list-style-type: none"> <li>• 3 articulated vehicles; and</li> <li>• 1 B-Double vehicle.</li> </ul>	At all times.
6.	<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.
7.	<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.
8.	<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.
9.	<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.
10.	<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.
11.	<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.

12.	<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.
<b>ACOUSTIC AMENITY – GENERAL</b>		
13.	<b>TRUCK MANAGEMENT</b> Unnecessary or excessive engine revving or idling and truck movements must not occur. Truck movements and idling on the site must be minimised as far as reasonably practicable.	At all times.
14.	<b>PLANT AND EQUIPMENT</b> All plant and equipment are to be serviced and maintained regularly to ensure that they are running correctly and therefore not producing excessive noise emissions. Service and maintenance records are to be kept and made available for inspection at any time upon request by Council.	At all times.
15.	<b>REFUSE SERVICING</b> Refuse servicing of the approved development is to occur between the hours of 7.00am and 6.00pm Monday to Saturday.	At all times.
<b>ACOUSTIC AMENITY – COMPLAINTS MANAGEMENT</b>		
16.	A record of all noise complaints received and investigation results, including corrective actions undertaken, must be maintained and made available for inspection at any time upon request by Council.	At all times.
<b>ENGINEERING WORK – STORMWATER DRAINAGE WORKS</b>		
17.	<b>SUBMIT STORMWATER MANAGEMENT PLAN</b> A detailed Site-based Stormwater Quality Management Plan (SBSMP) certified by a Registered Professional Engineer of Queensland (as recommended in the approved engineering report) is to be submitted to Council. In addition to other relevant stormwater quality management issues, the SBSMP must contain all development infrastructure within the development premises. The SBSMP must include: (i) A suitably scaled plan showing the stormwater catchment and sub-catchments for pre-development and post-developed scenarios; (ii) Include full calculations, including where necessary electronic files from industry standard modelling software (including both electronic model files and results files) and all details of the modelling assumptions to support the proposed water quality management strategy; (iii) Include detailed engineering plans with details of any new drainage systems, or amendments and upgrading of existing drainage systems to implement the proposed drainage strategy; and (iv) Incorporate details of ongoing maintenance and management actions required about any proposed detention basin and retention systems. The SBSMP must demonstrate the development provides for stormwater quality treatment measures that achieve the applicable design objectives listed in Part G, Appendix 2 (Stormwater management design objectives) of the State Planning Policy and SEQ Water Development Guidelines.	Prior to the commencement of any site works.
18.	<b>STORMWATER DRAINAGE WORKS – DESIGN, CONSTRUCTION &amp; MAINTENANCE</b> All internal and external stormwater drainage necessary to service the development are to be designed by a Registered Professional Engineer Queensland (RPEQ) and constructed in accordance with the Queensland Urban Drainage Manual 2017, the approved plans and drawings including the approved SBSMP.	At all times.



19.	<b>STORMWATER DRAINAGE WORKS – LAWFUL POINT OF DISCHARGE</b> The lawful point of discharge for the development is to Tenthill Creek. All minor stormwater flows that fall or pass onto the site are to be discharged to the lawful point of discharge without causing annoyance or nuisance to any person in accordance with the Queensland Urban Drainage Manual (QUDM).	At all times
20.	<b>STORMWATER DRAINAGE WORKS</b> All stormwater (except for rainwater captured on-site in rainwater tanks) is to be drained from the site and carried without causing annoyance or nuisance to any person. All works must be designed in accordance with the Queensland Urban Drainage Manual (QUDM).	At all times
21.	<b>IMPLEMENT EROSION &amp; SEDIMENT CONTROL PLAN</b> Implement and maintain an Erosion and Sediment Control Plan for the duration of the construction works, and until such time all exposed soil areas are permanently stabilised (e.g. turfed, hydro mulched, concreted on landscaped etc.).	As indicated
<b>ENGINEERING WORK – SEWERAGE INFRASTRUCTURE</b>		
22.	<b>ON-SITE SEWERAGE TREATMENT &amp; DISPOSAL</b> Provide and maintain on-site sewage 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.
<b>ENGINEERING WORK – CARPARKING AND ACCESS</b>		
23.	<b>ON-SITE CAR PARKING</b> Design, construct and maintain all car parking and access works generally in accordance with the approved plans AS2890-1: 2004 Parking facilities – Off-street car parking, AS/NZS2890.6: 2009 Parking facilities – Off-street car parking for people with disabilities, Manual of Uniform Traffic Control Devices (Queensland).	At all times.
24.	<b>DRIVEWAYS AND ON SITE MANOUEVRING</b> Design, construct and maintain all driveways, internal circulation areas, manoeuvring areas, loading and unloading areas and refuse collection facilities in accordance with the standards specified in AS2890.2: 2018 - Parking facilities – Off-street commercial vehicle facilities and AS2890.5:1993 – Parking facilities – On-street parking.	At all times
25.	<b>SURFACE TREATMENT</b> (a) All laydown and trafficable ground surfaces of the subject land must be sealed with a concrete, bitumen or asphalt finish. Note: the minimum areas to be sealed are identified by Council on the approved site plan. (b) Provide certification from an RPEQ that this condition has been satisfied.	
26.	<b>SIGNAGE AND LINE MARKING</b> Signage and line marking must be provided in accordance with AS1742 Manual of Uniform Traffic Control Devices and in accordance with the Manual of Uniform Traffic Control Device (MUTCD).	At all times.
27.	<b>ON-SITE CAR PARKING</b> Provide and retain 5 car parking spaces and 1 for people with disabilities on-site in accordance with the approved plans.	At all times.
28.	<b>ON-SITE CAR PARKING – PEOPLE WITH DISABILITIES</b> Ensure parking spaces for people with disabilities and access to them complies with AS1428.1:2009 Design for access and mobility – General requirements for access – New building work and AS/NZS 2890.6:2009 Parking facilities - Off-street parking for people with disabilities.	At all times.

29.	<b>B-DOUBLE ROUTE AND SITE ACCESS</b> B-Doubles may only access the site via from a road that is approved by the National Heavy Vehicle Regulator (NHVR) for B-Doubles. At this time, only Tenthill Creek Road is an approved for B-Doubles.	At all times.
30.	<b>VEHICULAR ACCESS</b> (a) Design, construct and maintain a sealed vehicle entry and exit crossover to Lower Tenthill Road and Tenthill Creek Road, as per the approved plans and documents, in accordance with IPWEAQ Standard Drawing RS-051 Vehicle Crossings Heavy Duty (general wide configuration) and AS2890.2 Parking facilities Part 2: Off-street commercial vehicle facilities. The crossover splay is to be designed to accommodate turning movements of a 25m long B-Double. (b) Certification from an RPEQ confirming that part (a) of this condition is complied with to be submitted to Council.	Within 3 months of the approval taking effect.
31.	<b>VEHICULAR ACCESS - DESIGN</b> Design any new crossovers 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 required.	At all times.
<b>SERVICES</b>		
32.	<b>ELECTRICITY &amp; TELECOMMUNICATIONS</b> Connect the development to reticulated electricity supply and telecommunications to the standard of the relevant service provider.	Prior to commencement of the use and at all times thereafter.
33.	<b>WATER DISTRIBUTOR-RETAILER RETICULATED WATER</b> Connect the development to water reticulation services to the standard of the relevant service provider.	Prior to commencement of the use and at all times thereafter.
<b>AMENITY – LIGHT</b>		
34.	<b>AMENITY - LIGHTING</b> Install and maintain outdoor lighting to comply with AS4282:1997 - Control of the obtrusive effects of outdoor lighting	At all times.
35.	<b>AMENITY - LIGHTING</b> Light sources at the premises must be positioned and shielded to prevent light spillage outside the boundaries of the premises.	At all times.
<b>WASTE MANAGEMENT</b>		
36.	<b>WASTE STORAGE</b> Store all waste within a waste storage area (e.g. general waste, recyclable waste, pallets, empty drums, etc.). The waste storage area must be: (i) Designed and located to not cause nuisance to residents of neighbouring properties; (ii) Screened from the road frontage and adjoining property; (iii) 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.	At all times
37.	<b>LIQUID WASTE STORAGE</b> Store all liquid waste (e.g. oil, waste oil, paint tins, acid drums, batteries, etc.) that cannot be disposed of in an on-site industrial waste treatment system in	At all times

	a covered area on an impervious surface and ensure it is contained in a manner capable of containing the liquids in case of spillage.	
38.	<b>WASTE COLLECTION</b> All waste must be collected by a Council approved commercial contractor within the site. Kerb side collection will not be accepted for the approved development.	At all times
<b>LANDSCAPING</b>		
39.	Retain all existing landscaping along the Lower Tenthill Road frontage in the locations identified as "Existing Landscaping" on the approved site plan.	At all times.
<b>FLOODING</b>		
40.	<b>STORAGE OF HAZARDOUS MATERIALS – FLOOD HAZARD AREAS</b> Undertake the development such that the manufacture or storage in bulk of hazardous materials or hazardous chemicals occurs above the 0.2% AEP flood event. Alternatively, structures used for the manufacturing or storage of hazardous materials or hazardous chemicals are: (i) Anchored to prevent off-site transport of the structure during a flood event; and (ii) Any tank openings not provided with a liquid tight seal (e.g. an atmospheric vent) are extended so the opening is above the defined flood level.	At all times
41.	<b>HYDRAULIC IMPACT ASSESSMENT</b> Provide a Hydraulic Impact Assessment (HIA) prepared by a suitably qualified Registered Professional Engineer Queensland (RPEQ) demonstrating that the proposed development does not cause actionable nuisance, worsening, redirection or concentration of flooding/stormwater to upstream, downstream or nearby properties. The HIA must be prepared to assess all events up to an including the 1% AEP.	Prior to the commencement of any site works.
42.	<b>FLOOD RISK MANAGEMENT PLAN</b> The development is to be carried out in accordance with a Flood Risk Management Plan (FRMP) for the proposed development that has been prepared by an RPEQ and submitted to Council. This FRMP is to include the following as a minimum: (i) Details on operational roles and responsibilities (i.e. training of staff, role redundancy, backup staff, briefing and management of staff and customers, periodic and regular flood drills and refresher training, maintenance of documentation and awareness measures and logging/record keeping of operational actions, reporting framework to Council); (ii) Details regarding awareness and preparation in the event of a flood event (i.e. knowing the risk, understanding the vulnerability, preparation requirements for the wet season, documentation and planning, provision of an emergency kit, management of pets/animals); (iii) Trigger criteria and flood emergency responses (i.e. when to leave, when to stay, risk management of property and people and services management); and (iv) Post event action planning (i.e. steps to reoccupy after an event/move back, management of clearances required). <b>Advisory note:</b> The FRMP must be prepared in accordance with current accepted engineering practices in relation to flood risk management and the proposed use.	(a) Prior to commencement of use  (b) At all times

43.	<p><b>FLOOD RISK MANAGEMENT PLAN</b></p> <p>The Flood Risk Management Plan (FRMP) must be kept in prominent locations in the proposed development structures.</p> <p>The owner and facility manager and relevant staff as required by the FRMP shall familiarise themselves with the plan. In the case that the use approved under this development permit is sold or leased to a new person or entity, the current owner/s or agent/s who own or manage the approved use shall be responsible to ensure the new owner or the agent is aware of the requirement and responsibilities relating to the plan. The owner or agent shall hold a formal Register signed by the new owner or the agent confirming they have been briefed on and provided with a copy of current FRMP. The Register shall be made available for inspection upon request from the Council.</p>	At all times
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**Advisory Notes**

1. 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.
2. The development approval will have effect in accordance with Section 71 of the *Planning Act 2016*.
3. 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*).
4. 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*.
5. 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*.
6. 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).

**7. 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](#).

**8. 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](#).

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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.

#### 10. Advice about Urban Utilities

An application will need to be made directly to Urban Utilities for any water supply and wastewater connections for the proposed development.

### RESOLUTION

**THAT the application (MC2022/0076) for a Development Permit for Material Change of Use for Transport Depot on Lot 252 CC2723 at 120 Lower Tenthill Road, Lower Tenthill, 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 Layout Plan</td><td>16541 C-SK001</td><td>C</td><td>31/08/2022</td><td>RMA Engineers</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>Transport Depot – 120 Lower Tenthill Road, Lower Tenthill – Preliminary Engineering Assessment Report</td><td>16541</td><td>R0</td><td>31/08/22</td><td>RMA Engineers</td></tr></table></div>	Title	Plan No.	Revision / Amended	Date	Prepared By	Site Layout Plan	16541 C-SK001	C	31/08/2022	RMA Engineers	Title	Document No.	Revision / Amended	Date	Prepared By	Transport Depot – 120 Lower Tenthill Road, Lower Tenthill – Preliminary Engineering Assessment Report	16541	R0	31/08/22	RMA Engineers	At all times.
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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>GENERAL HOURS OF OPERATION</b> The hours of operation for the development are limited to 7.00am to 10.00pm, with the exception of: (a) Truck movements, which are permitted to occur only between 5.00am and 10.00pm.	At all times.
4.	<b>REFRIGERATION PLANT</b> The operation of truck refrigeration plant is limited as follows: (a) No operation between 10.00pm and 7.00am; (b) Between the hours of 7.00am to 10.00pm, only if the truck is parked in the location marked "refrigeration plant only permitted to operate in this location" on the approved site plan.	At all times.
5.	<b>VEHICLE LIMITS - APPROVED USE</b> The number of trucks parked or stored on the land at any one time must not exceed: • 3 articulated vehicles; and • 1 B-Double vehicle.	At all times.
6.	<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.
7.	<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.
8.	<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.
9.	<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.
10.	<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.
11.	<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.

12.	<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.
<b>ACOUSTIC AMENITY – GENERAL</b>		
13.	<b>TRUCK MANAGEMENT</b> Unnecessary or excessive engine revving or idling and truck movements must not occur. Truck movements and idling on the site must be minimised as far as reasonably practicable.	At all times.
14.	<b>PLANT AND EQUIPMENT</b> All plant and equipment are to be serviced and maintained regularly to ensure that they are running correctly and therefore not producing excessive noise emissions. Service and maintenance records are to be kept and made available for inspection at any time upon request by Council.	At all times.
15.	<b>REFUSE SERVICING</b> Refuse servicing of the approved development is to occur between the hours of 7.00am and 6.00pm Monday to Saturday.	At all times.
<b>ACOUSTIC AMENITY – COMPLAINTS MANAGEMENT</b>		
16.	A record of all noise complaints received and investigation results, including corrective actions undertaken, must be maintained and made available for inspection at any time upon request by Council.	At all times.
<b>ENGINEERING WORK – STORMWATER DRAINAGE WORKS</b>		
17.	<b>SUBMIT STORMWATER MANAGEMENT PLAN</b> A detailed Site-based Stormwater Quality Management Plan (SBSMP) certified by a Registered Professional Engineer of Queensland (as recommended in the approved engineering report) is to be submitted to Council. In addition to other relevant stormwater quality management issues, the SBSMP must contain all development infrastructure within the development premises. The SBSMP must include: (i) A suitably scaled plan showing the stormwater catchment and sub-catchments for pre-development and post-developed scenarios; (ii) Include full calculations, including where necessary electronic files from industry standard modelling software (including both electronic model files and results files) and all details of the modelling assumptions to support the proposed water quality management strategy; (iii) Include detailed engineering plans with details of any new drainage systems, or amendments and upgrading of existing drainage systems to implement the proposed drainage strategy; and (iv) Incorporate details of ongoing maintenance and management actions required about any proposed detention basin and retention systems. The SBSMP must demonstrate the development provides for stormwater quality treatment measures that achieve the applicable design objectives listed in Part G, Appendix 2 (Stormwater management design objectives) of the State Planning Policy and SEQ Water Development Guidelines.	Prior to the commencement of any site works.
18.	<b>STORMWATER DRAINAGE WORKS – DESIGN, CONSTRUCTION &amp; MAINTENANCE</b> All internal and external stormwater drainage necessary to service the development are to be designed by a Registered Professional Engineer Queensland (RPEQ) and constructed in accordance with the Queensland Urban Drainage Manual 2017, the approved plans and drawings including the approved SBSMP.	At all times.

19.	<b>STORMWATER DRAINAGE WORKS – LAWFUL POINT OF DISCHARGE</b> The lawful point of discharge for the development is to Tenthill Creek. All minor stormwater flows that fall or pass onto the site are to be discharged to the lawful point of discharge without causing annoyance or nuisance to any person in accordance with the Queensland Urban Drainage Manual (QUDM).	At all times
20.	<b>STORMWATER DRAINAGE WORKS</b> All stormwater (except for rainwater captured on-site in rainwater tanks) is to be drained from the site and carried without causing annoyance or nuisance to any person. All works must be designed in accordance with the Queensland Urban Drainage Manual (QUDM).	At all times
21.	<b>IMPLEMENT EROSION &amp; SEDIMENT CONTROL PLAN</b> Implement and maintain an Erosion and Sediment Control Plan for the duration of the construction works, and until such time all exposed soil areas are permanently stabilised (e.g. turfed, hydro mulched, concreted on landscaped etc.).	As indicated
<b>ENGINEERING WORK – SEWERAGE INFRASTRUCTURE</b>		
22.	<b>ON-SITE SEWERAGE TREATMENT &amp; DISPOSAL</b> Provide and maintain on-site sewage 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.
<b>ENGINEERING WORK – CARPARKING AND ACCESS</b>		
23.	<b>ON-SITE CAR PARKING</b> Design, construct and maintain all car parking and access works generally in accordance with the approved plans AS2890-1: 2004 Parking facilities – Off-street car parking, AS/NZS2890.6: 2009 Parking facilities – Off-street car parking for people with disabilities, Manual of Uniform Traffic Control Devices (Queensland).	At all times.
24.	<b>DRIVEWAYS AND ON SITE MANOUERVING</b> Design, construct and maintain all driveways, internal circulation areas, manoeuvring areas, loading and unloading areas and refuse collection facilities in accordance with the standards specified in AS2890.2: 2018 - Parking facilities – Off-street commercial vehicle facilities and AS2890.5:1993 – Parking facilities – On-street parking.	At all times
25.	<b>SURFACE TREATMENT</b> (a) All laydown and trafficable ground surfaces of the subject land must be sealed with a concrete, bitumen or asphalt finish. Note: the minimum areas to be sealed are identified by Council on the approved site plan. (b) Provide certification from an RPEQ that this condition has been satisfied.	
26.	<b>SIGNAGE AND LINE MARKING</b> Signage and line marking must be provided in accordance with AS1742 Manual of Uniform Traffic Control Devices and in accordance with the Manual of Uniform Traffic Control Device (MUTCD).	At all times.
27.	<b>ON-SITE CAR PARKING</b> Provide and retain 5 car parking spaces and 1 for people with disabilities on-site in accordance with the approved plans.	At all times.
28.	<b>ON-SITE CAR PARKING – PEOPLE WITH DISABILITIES</b> Ensure parking spaces for people with disabilities and access to them complies with AS1428.1:2009 Design for access and mobility – General requirements for access – New building work and AS/NZS 2890.6:2009 Parking facilities - Off-street parking for people with disabilities.	At all times.



29.	<b>B-DOUBLE ROUTE AND SITE ACCESS</b> B-Doubles may only access the site via from a road that is approved by the National Heavy Vehicle Regulator (NHVR) for B-Doubles. At this time, only Tenthill Creek Road is an approved for B-Doubles.	At all times.
30.	<b>VEHICULAR ACCESS</b> (a) Design, construct and maintain a sealed vehicle entry and exit crossover to Lower Tenthill Road and Tenthill Creek Road, as per the approved plans and documents, in accordance with IPWEAQ Standard Drawing RS-051 Vehicle Crossings Heavy Duty (general wide configuration) and AS2890.2 Parking facilities Part 2: Off-street commercial vehicle facilities. The crossover splay is to be designed to accommodate turning movements of a 25m long B-Double. (b) Certification from an RPEQ confirming that part (a) of this condition is complied with to be submitted to Council.	Within 3 months of the approval taking effect.
31.	<b>VEHICULAR ACCESS - DESIGN</b> Design any new crossovers 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 required.	At all times.
<b>SERVICES</b>		
32.	<b>ELECTRICITY &amp; TELECOMMUNICATIONS</b> Connect the development to reticulated electricity supply and telecommunications to the standard of the relevant service provider.	Prior to commencement of the use and at all times thereafter.
33.	<b>WATER DISTRIBUTOR-RETAILER RETICULATED WATER</b> Connect the development to water reticulation services to the standard of the relevant service provider.	Prior to commencement of the use and at all times thereafter.
<b>AMENITY – LIGHT</b>		
34.	<b>AMENITY - LIGHTING</b> Install and maintain outdoor lighting to comply with AS4282:1997 - Control of the obtrusive effects of outdoor lighting	At all times.
35.	<b>AMENITY - LIGHTING</b> Light sources at the premises must be positioned and shielded to prevent light spillage outside the boundaries of the premises.	At all times.
<b>WASTE MANAGEMENT</b>		
36.	<b>WASTE STORAGE</b> Store all waste within a waste storage area (e.g. general waste, recyclable waste, pallets, empty drums, etc.). The waste storage area must be: (i) Designed and located to not cause nuisance to residents of neighbouring properties; (ii) Screened from the road frontage and adjoining property; (iii) 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.	At all times
37.	<b>LIQUID WASTE STORAGE</b> Store all liquid waste (e.g. oil, waste oil, paint tins, acid drums, batteries, etc.) that cannot be disposed of in an on-site industrial waste treatment system in	At all times

	a covered area on an impervious surface and ensure it is contained in a manner capable of containing the liquids in case of spillage.	
38.	<b>WASTE COLLECTION</b> All waste must be collected by a Council approved commercial contractor within the site. Kerb side collection will not be accepted for the approved development.	At all times
<b>LANDSCAPING</b>		
39.	Retain all existing landscaping along the Lower Tenthill Road frontage in the locations identified as "Existing Landscaping" on the approved site plan.	At all times.
<b>FLOODING</b>		
40.	<b>STORAGE OF HAZARDOUS MATERIALS – FLOOD HAZARD AREAS</b> Undertake the development such that the manufacture or storage in bulk of hazardous materials or hazardous chemicals occurs above the 0.2% AEP flood event. Alternatively, structures used for the manufacturing or storage of hazardous materials or hazardous chemicals are: (i) Anchored to prevent off-site transport of the structure during a flood event; and (ii) Any tank openings not provided with a liquid tight seal (e.g. an atmospheric vent) are extended so the opening is above the defined flood level.	At all times
41.	<b>HYDRAULIC IMPACT ASSESSMENT</b> Provide a Hydraulic Impact Assessment (HIA) prepared by a suitably qualified Registered Professional Engineer Queensland (RPEQ) demonstrating that the proposed development does not cause actionable nuisance, worsening, redirection or concentration of flooding/stormwater to upstream, downstream or nearby properties. The HIA must be prepared to assess all events up to an including the 1% AEP.	Prior to the commencement of any site works.
42.	<b>FLOOD RISK MANAGEMENT PLAN</b> The development is to be carried out in accordance with a Flood Risk Management Plan (FRMP) for the proposed development that has been prepared by an RPEQ and submitted to Council. This FRMP is to include the following as a minimum: (i) Details on operational roles and responsibilities (i.e. training of staff, role redundancy, backup staff, briefing and management of staff and customers, periodic and regular flood drills and refresher training, maintenance of documentation and awareness measures and logging/record keeping of operational actions, reporting framework to Council); (ii) Details regarding awareness and preparation in the event of a flood event (i.e. knowing the risk, understanding the vulnerability, preparation requirements for the wet season, documentation and planning, provision of an emergency kit, management of pets/animals); (iii) Trigger criteria and flood emergency responses (i.e. when to leave, when to stay, risk management of property and people and services management); and (iv) Post event action planning (i.e. steps to reoccupy after an event/move back, management of clearances required). <b>Advisory note:</b> The FRMP must be prepared in accordance with current accepted engineering practices in relation to flood risk management and the proposed use.	(a) Prior to commencement of use  (b) At all times

43.	<p><b>FLOOD RISK MANAGEMENT PLAN</b></p> <p>The Flood Risk Management Plan (FRMP) must be kept in prominent locations in the proposed development structures.</p> <p>The owner and facility manager and relevant staff as required by the FRMP shall familiarise themselves with the plan. In the case that the use approved under this development permit is sold or leased to a new person or entity, the current owner/s or agent/s who own or manage the approved use shall be responsible to ensure the new owner or the agent is aware of the requirement and responsibilities relating to the plan. The owner or agent shall hold a formal Register signed by the new owner or the agent confirming they have been briefed on and provided with a copy of current FRMP. The Register shall be made available for inspection upon request from the Council.</p>	At all times
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#### Advisory Notes

1. 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.
2. The development approval will have effect in accordance with Section 71 of the *Planning Act 2016*.
3. 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*).
4. 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*.
5. 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*.
6. 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).

#### 7. 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](#).

#### 8. 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](#).

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**10. Advice about Urban Utilities**

An application will need to be made directly to Urban Utilities for any water supply and wastewater connections for the proposed development.

**Moved By: Cr Holstein**

**Seconded By:**

**Cr Wilson**

**Resolution Number: 20-24/1025**

**CARRIED**

**5/1**

*For: Councillors Holstein, Milligan, Wilson, Hagan and Vela*

*Against: Councillor Qualischefski*

**EXECUTIVE SUMMARY**

This report considers an application (MC2022/0076) for a Development Permit for Material Change of Use for Transport Depot on Lot 252 CC2723 at 120 Lower Tenthill Road, Lower Tenthill.

APPLICATION DETAILS	
<b>Application No:</b>	MC2022/0076
<b>Applicant:</b>	SAS Tranz Pty Ltd C/- Precinct Urban Planning
<b>Landowner:</b>	Craig Toohill
<b>Site address:</b>	120 Lower Tenthill Road, Lower Tenthill
<b>Lot and Plan:</b>	Lot 252 CC2723
<b>Proposed development:</b>	Development Permit for Material Change of Use for Transport Depot
STATUTORY PLANNING DETAILS	
<b>Planning Scheme:</b>	<i>Gatton Shire Planning Scheme 2007</i>

<b>Zone:</b>	Rural Agricultural 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 Planning Regulation 2017:</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>• High hazard</li> <li>• Medium hazard</li> <li>• Low hazard</li> <li>• Investigation area</li> <li>• Overland flow path</li> </ul>
<b>Overlays:</b>	Biodiversity Overlay (Significant Habitat Area)
<b>Category of Assessment:</b>	Impact Assessment

#### DESCRIPTION OF THE SITE AND SURROUNDS

SITE AND LOCALITY DESCRIPTION	
<b>Land area:</b>	1.0354 Hectares
<b>Existing use of land:</b>	Dwelling and sheds
<b>Road frontage:</b>	Approx. 31m to Tenthill Creek Road (B-Double Route) Approx. 217m to Lower Tenthill Road
<b>Significant site features:</b>	Tenthill Creek and significant vegetation along rear boundary
<b>Topography:</b>	Flat site pad at 118m AHD before sloping down to Tenthill Creek at 107m AHD
<b>Surrounding land uses:</b>	Lower Tenthill State School to west Rural service industry to south Dwelling houses to north-east and east Agricultural uses to south-east



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

## SITE HISTORY AND BACKGROUND

The application has been lodged as a result of compliance action.

## PROPOSAL

The proposal seeks approval for a Transport Depot which is presently operating on the land without an effective Development Permit. The matter came to Council's attention when investigating the construction of additional buildings on the land which do not have a building works approval. The Transport Depot includes 4 trucks, being 3 AVs and 1 B-Double. The trucks are stored on the site, before being dispatched to collect produce from local farms and transport this out of region. Some of the trucks include refrigeration plant, which is utilised whilst the truck is parked to cool the container prior to produce collection.

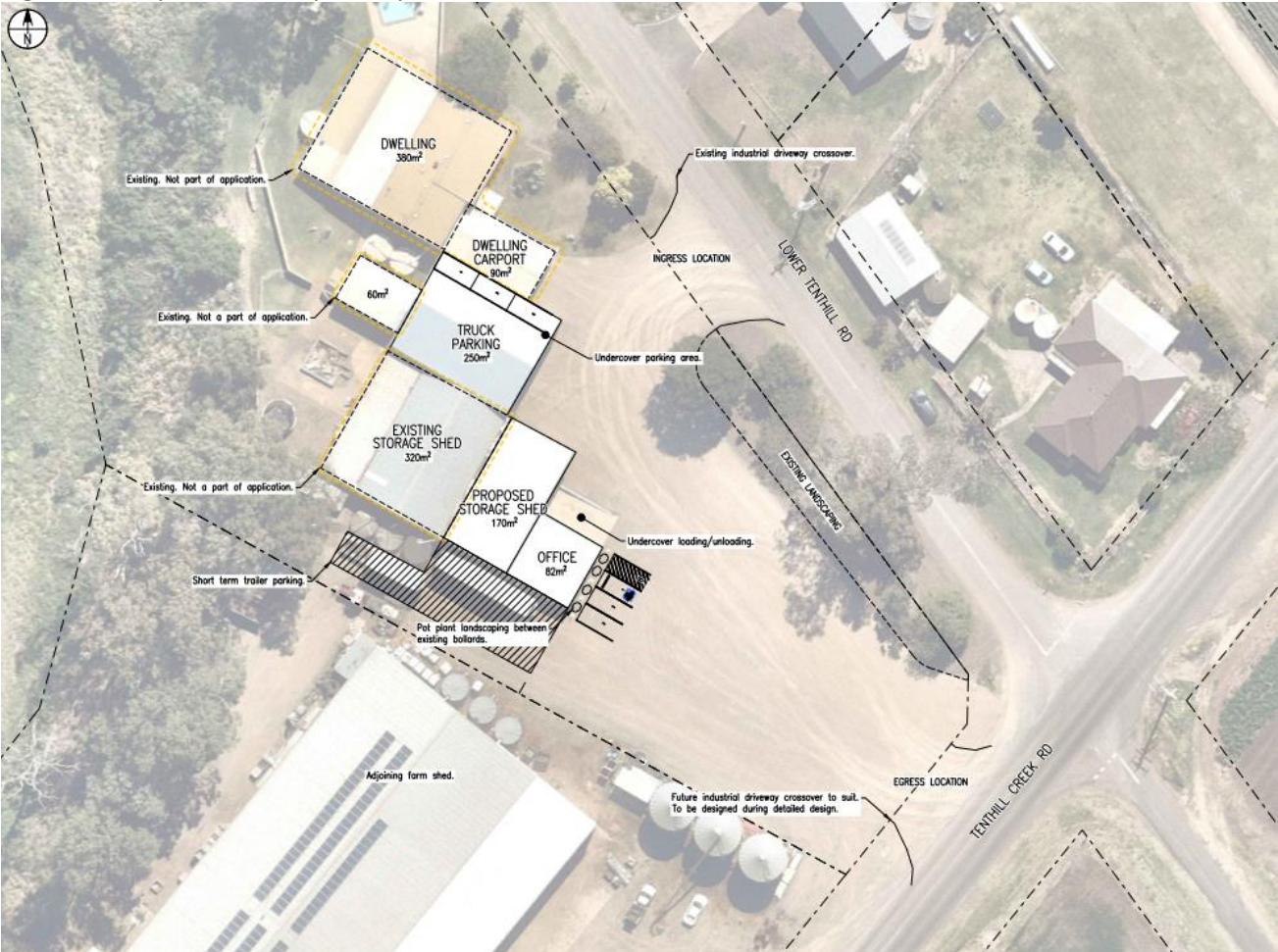
A typical journey involves the AVs returning to the site after 2-3 days. The B-Double travels interstate and will typically return to the site after 3-5 days.

The site plan provided with the application identifies the proposed development as:

- A 250m<sup>2</sup> covered truck parking area;
- 170m<sup>2</sup> storage shed and 82m<sup>2</sup> office. The office is used for the business and includes a kitchenette which can be utilised by truck drivers;
- 2 crossovers, one via Lower Tenthill Road and one via Tenthill Creek Road. Tenthill Creek Road is a National Heavy Vehicle Regulator (NHVR) approved B-Double route;
- 6 carparking spaces, including 3 tandem spaces in the truck parking area and 3 formalised spaces for visitors (including 1 PWD space) in front of the office.



Figure 2. Proposed development plans



SITE PLAN



VIEW OF THE TRANSPORT DEPOT – OFFICE (LEFT) THROUGH TO TRUCK PARKING (RIGHT)



**B-DOUBLE ROUTE**

The application includes existing structures on the land which are used for the Transport Depot but do not have necessary development permits (including building approvals). No vegetation clearing along Tenthill Creek to the rear of the site will occur.

The site is connected to the reticulated water system, electricity and telecommunications. A new on-site effluent disposal system will be installed.

A noise impact assessment was provided to assess the noise impacts of the development on nearby sensitive receivers. The report concludes that noise from the proposed development, notably reverse beepers and truck refrigeration unit operation between the hours of 10.00pm and 7.00am cannot meet the noise criterion. Noise mitigation measures (such as an acoustic barrier) were not considered by the applicant.

A traffic review prepared by a Registered Professional Engineer of Queensland (RPEQ) has been submitted and identifies:

- through swept paths showing the largest design vehicle can enter and exit the site in forward gear and without any adverse traffic issues;
- the applicant will need to seek NHVR approval for a B-Double permit for the section of Lower Tenthill Road between the site access and Tenthill Creek Road;
- if a B-Double permit cannot be obtained, a vehicle can utilise Tenthill Creek Road access instead and turn-around onsite;
- a B-Double can access the site from Lower Tenthill Road without any adverse traffic issues; and
- there are sufficient sight lines for the development on both roads.

MATERIAL CHANGE OF USE	DEVELOPMENT PARAMETERS
	Proposed
Gross floor area	502m <sup>2</sup>
Building height / storeys	Single-storey
Setbacks	Approx. 13m to southern side



	Approx. 15m to northern side (Lower Tenthill Road) Approx. 50m to frontage (Tenthill Creek Road)
<b>Parking</b>	6 carparking spaces, including a PWD space
<b>Landscaping / Communal and Private Open Space</b>	Existing trees along Lower Tenthill Road and along Tenthill Creek to be retained

#### PLANNING ASSESSMENT

##### *Gatton Shire Planning Scheme 2007*

The assessment against the Planning Scheme considered the following:

- Desired Environmental Outcomes
- Rural Agriculture Zone Code
- Biodiversity Overlay Code
- Advertising Devices Code
- Building Work Code
- Earthworks Code
- Landscaping Code
- Lighting Code
- Services and Infrastructure Code
- Vehicle Access, Parking and On-Site Movement Code
- Industrial Development Code

#### **Assessment against Desired Environmental Outcomes**

The proposed development will support the Desired Environmental Outcomes, subject to the imposition of certain conditions.

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

The proposed development complies with all Probable solutions of the relevant codes, except those addressed below.

##### **Rural Agricultural Zone Code**

Specific Outcome	(a)(v)Non-agricultural uses and related development occurs in the zone only where such uses are connected to the Shire road network and urban centres by roads capable of accommodating the type and volume of traffic likely to be generated.
Applicant's response:	The site was previously utilised as a packing and grading facility and then the produce would be transported from site, however due to changes in farm operations and business needs, the packing and grading activities are now undertaken on farm and the transport picks up from them. It is noted that the scale of the use is not commensurate with trucking uses located within the industry zones, but one where the owner/operators live on site and operate four long-haul trucks, which frequently are not on site, as they are on the road.
Officer's assessment:	The site has frontage to Tenthill Creek Road which is an approved B-Double route. However, Lower Tenthill Road is not an approved B-Double route. It will be necessary for the applicant obtain National Heavy Vehicle Regulator (NHVR) approval for their B-Double truck to utilise Lower Tenthill Road should they wish the B-Double to access the land via Lower Tenthill Road. Until this occurs, all B-Double access must be via Tenthill Creek Road, which has been demonstrated by an RPEQ to be safe. A condition can be included noting that B-doubles

	are restricted to Tenthill Creek Road only, and use of Lower Tenthill Creek Road would be subject to an approval being obtained from the NHVR.
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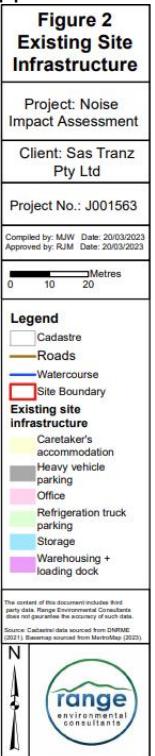
### Industrial Development Code

Probable solution	<b>A1.1</b> Premises are located on a regular-shaped site having: (a) an area of at least 2,000 m <sup>2</sup> and (b) a frontage of not less than 40 m.
Specific Outcome	<b>P1</b> Premises used for industrial purposes are established on a site having sufficient area and dimensions to accommodate the building or buildings, associated parking area, service vehicle provisions, landscaping, vehicle access and on-site movement.
Applicant's response:	The proposed development is already established and complies with all points in A1.1.
Officer's assessment:	The premises is not of regular shape and the Tenthill Creek Road frontage is less than 40m. Despite this, the development has been demonstrated to be of sufficient area and dimensions to accommodate the buildings, parking areas, vehicle access and on-site movements as demonstrated through the supporting technical material discussed in this report. The development complies with P1.

Probable solution	<b>A10.1</b> A site based management plan is prepared.
Specific Outcome	<b>P10.</b> The impacts of noise generated on the site on occupants of neighbouring sites is minimised.
Applicant's response:	No response provided
Officer's assessment:	<p>To demonstrate compliance with Specific Outcome P10, the applicant provided a noise impact assessment which modelled and assessed the noise generated by the proposed development.</p> <p>The assessment demonstrated that noise from the proposed development, notably use of reverse beepers and truck refrigeration unit operation, cannot meet the adopted noise criterion for the night-time period (10pm – 7am). Permanent mitigation measures (such as an acoustic barrier) have not been proposed by the applicant.</p> <p>There is little choice but to restrict hours of operation to achieve compliance with P10.</p> <p>The noise impact assessment has been reviewed by an external expert at the request of council officers. The external expert identified:</p> <ul style="list-style-type: none"> <li>• <i>Conclusions are consistent with what would be expected for a facility such as that examined, especially regarding the impact of night time operation of truck refrigeration units and the lack of physical noise mitigation measures. Regarding the latter it can only be assumed that the applicant does not wish to invest in physical control measures such as an acoustic barrier and would rather rely on management based controls.</i></li> <li>• <i>Having examined the assessment I conclude that the criteria are appropriate, and modelling has been carried out competently and appropriately for the scale and established nature of the development.</i></li> <li>• <i>No further information is required to continue with the assessment regarding noise impacts on nearby residential sensitive receptors.</i></li> </ul> <p>Council's expert recommends any approval be subject to conditions which:</p> <ul style="list-style-type: none"> <li>• Limit general hours of operation as follows:</li> </ul>

- 7.00am to 10.00pm - Loading/unloading of trucks of their goods using forklifts.
- 5.00am to 10.00pm - Ingress and egress of trucks to the site including movements throughout the site.
- 7.00am to 6.00pm Mondays to Saturdays - Refuse servicing.
- Parking of trucks with refrigeration plant running overnight is not to occur onsite. All truck refrigeration units must either be switched off by 10.00pm or relocated offsite. Refrigeration units must not be switched back on until after 7.00am.
- Between the hours of 7.00am to 10.00pm, all trucks with running refrigeration units must be parked only between the southern boundary of the lot and the southern façade of the adjacent building, such that truck refrigeration units are obscured from Lower Tenthill Road by onsite buildings (refer 'Refrigeration truck parking' area in the image below).
- Record all noise complaints received and investigated.

The development can comply with P10 through the inclusion of conditions about hours of operation and activities carried out on site, and the conditions recommended by Council's expert have been streamlined and included in the recommended conditions of approval.



Probable solution	<b>A11.1</b> A site based management plan is prepared.
Specific Outcome	<b>P11</b> Emissions of odour, dust and air pollutants are minimised such that: (a) nuisance is not caused beyond the site boundaries, (b) applicable State and national legislative requirements are satisfied, and (c) air quality conducive to the life, health and well-being of people is maintained.
Applicant's response:	<i>It is considered that the scale and nature of the use will not generate a significant amount of odour, dust and air pollutants.</i>
Officer's assessment:	A site based management plan has not been provided with respect to odour, dust and air. The development for a Transport Depot in a locality characterised with other agricultural activities which utilise trucks and machinery is not expected to cause odour or air nuisance. With respect to dust, the conditions recommended in this report required the development's crossovers and manoeuvring areas to be sealed to minimise dust impacts.

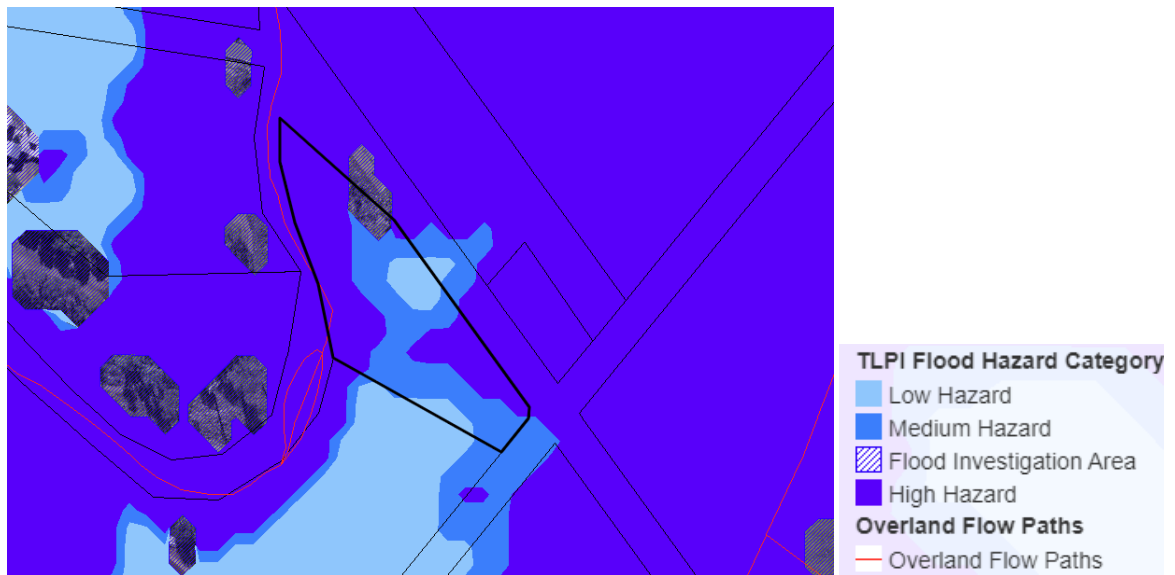
Officer's recommendation:	Through conditions requiring access and manoeuvring areas to be sealed, determine the proposal complies with P11.
Probable solution	<b>A12.1</b> A site based management plan is prepared.
Specific Outcome	<b>P12</b> Stormwater leaving the site does not contaminate surface water or ground water.
Applicant's response:	<i>Refer to Engineering Report.</i>
Officer's assessment:	Council's engineers have reviewed the referenced engineering report and note its recommendations that the development does not require stormwater detention but should include a stormwater management plan to address and mitigate stormwater quality impacts. The development can comply with P12 through the inclusion of the conditions requiring a stormwater quality management plan be provided for the purpose of achieving compliance with the water quality targets outlined in the State Planning Policy and SEQwater development guidelines. Through the conditions, the development will manage stormwater to ensure it does not contaminate surface water or ground water.

The proposal complies with all other relevant Probable solutions of the applicable codes because it:

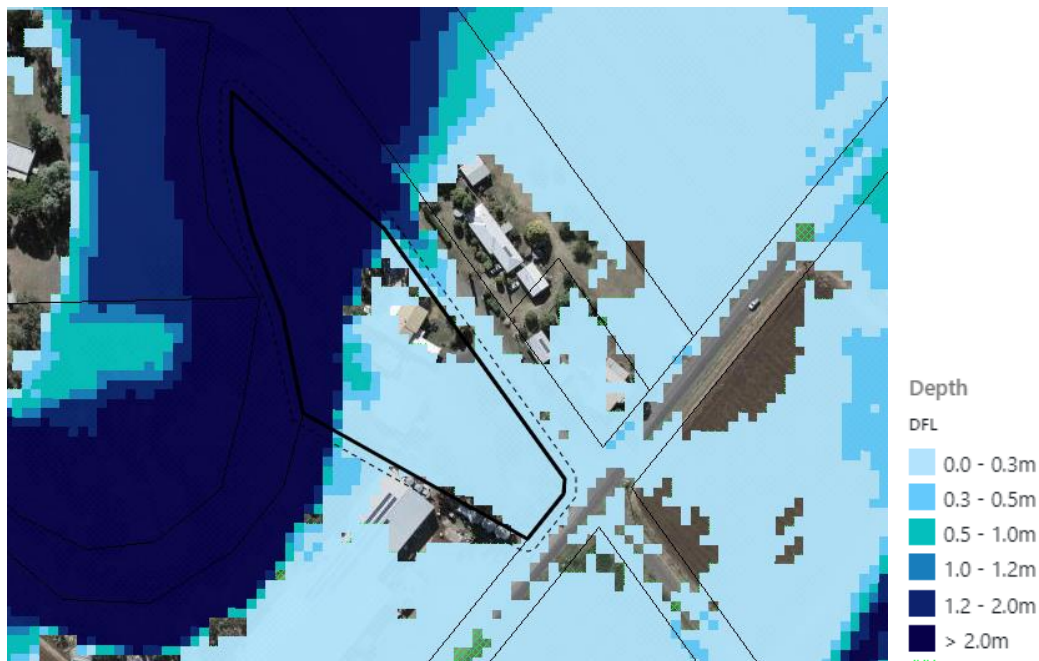
- Occurs within parts of the site which are not subject to any mapped biodiversity areas;
- Does not interfere with Tenthill Creek or the existing vegetation adjacent to it;
- Does not including advertising devices;
- Has a maximum building height less than 8.5 metres and complies with the minimum setback requirements;
- Retains remaining trees and vegetation along Lower Tenthill Road which act as an appropriate landscape buffer between the development and the road;
- Will incorporate outdoor lighting pursuant to Australian Standards;
- Will be connected to the reticulated water system, a new on-site effluent disposal system and the electricity network via overhead power lines;
- Will include a new industrial driveway crossover to Tenthill Creek Road and Lower Tenthill Road;
- Has demonstrated through swept path assessments that vehicles anticipated for the use can access and manoeuvre through the site;
- Includes sufficient areas for carparking and includes 6 car parking spaces.

#### **TEMPORARY LOCAL PLANNING INSTRUMENT (TLPI)**

The site is located within all TLPI flood layers and review of Council's Flood Information Portal confirms the site is subject to flood inundation. (Refer to the maps below.) However, as per Section 5.3 of the TLPI, the flood hazard overlay code does not apply to development for a Transport depot. Further consideration of the TLPI is not required.



TEMPORARY LOCAL PLANNING INSTRUMENT MAPPING



FLOOD INFORMATION PORTAL MAPPING

#### DRAFT LOCKYER VALLEY PLANNING SCHEME

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

- Rural Zone
- Overlays:
  - OM3A Biodiversity – Ecological areas
  - OM3C Biodiversity – Wetland habitat
  - OM5 Cultural heritage
  - OM7 Flood hazard
  - OM10 Scenic landscape
  - OM11 Steep land
  - OM12B Waterways and water resource catchments – Water resource catchment

Under the Draft Planning Scheme, the proposal would remain Impact Assessable and be subject to similar planning parameters. Notably, the Draft Planning Scheme identifies Transport Depot as a 'consistent use' in the Rural Zone. Subject to the imposition of the conditions included in this recommendation, the proposal would comply with the Rural Zone 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 2023 (Shaping SEQ)

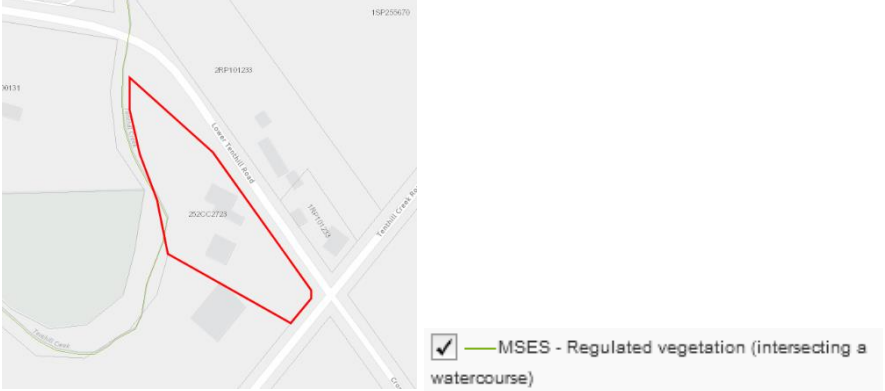
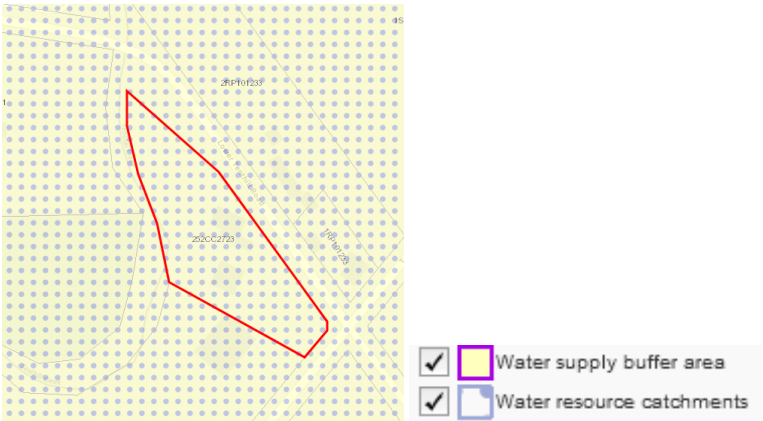
The site is located in the Regional Landscape and Rural Production Area. The development application does not trigger the regulatory provisions for Shaping SEQ. The proposal is for a Transport depot that directly supports local agricultural producers through the packing and transporting of locally grown produce. Therefore, the proposal is consistent with the purpose of the Regional Landscape and Rural Production Area.

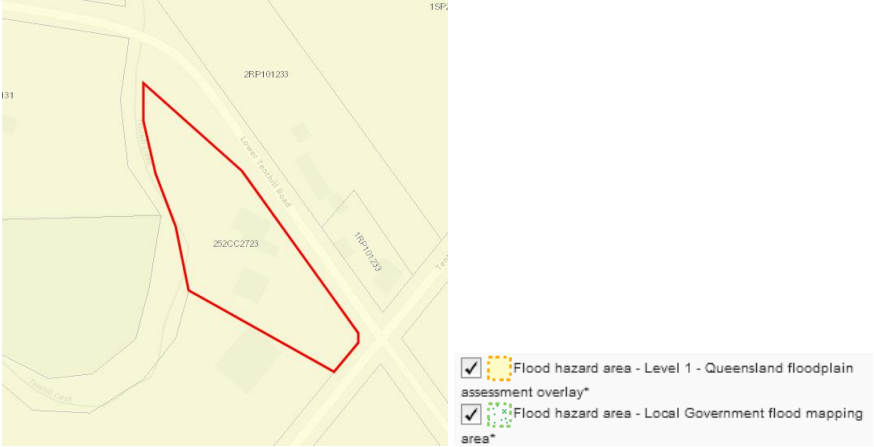
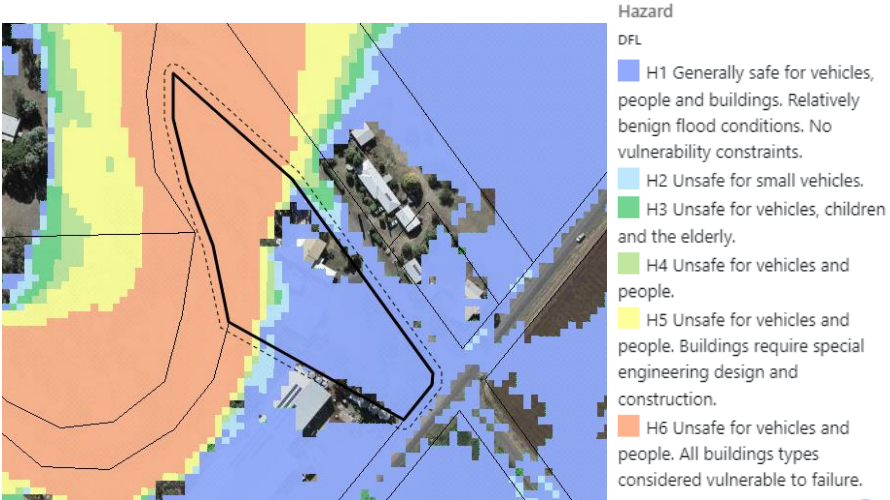
### State Planning Policy (SPP)

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

SPP THEME	ASSESSMENT
<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 the 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 site is mapped as an Important agricultural area and Agricultural land classification – class A and B. The proposal is for a Transport depot which transports local agricultural produce, and therefore directly supports surrounding agricultural uses. The site is only 1ha in size and contains a dwelling house, existing structures and vegetation associated with Tenthill Creek, and is therefore not suitable for agricultural purposes. It is also physically separated from agricultural land by roads, existing industrial development and Tenthill Creek. The proposal is of a small-scale and will not adversely impact surrounding agricultural land. The proposal complies with the State Interest.</p>  <p>Legend:</p> <ul style="list-style-type: none"> <li>✓ Important agricultural areas</li> <li>✓ Agricultural land classification - class A and B</li> </ul>



<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 site contains MSES – Regulated vegetation (intersecting a watercourse) which is associated with Tenthill Creek. The proposal will not impact on the existing vegetated interface to Tenthill Creek. The proposal therefore complies with the State Interest.</p>  <p><u>Water quality</u></p> <p>The site is within a Water supply buffer area and Water resource catchment. The proposal will be connected to the reticulated water supply and involve the installation of a new on-site effluent disposal system. Recommendations are included requiring a stormwater management plan to assess and manage stormwater impacts. Through the conditions, the proposal complies with the 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 and resilience</u></p> <p>The site is within a Flood hazard area and is subject to flood inundation.</p>

	<div></div> <p>The location of the development on the land is within the area of lowest flood risk on the land and is identified in Council’s Flood Information Portal as <i>“generally safe for vehicles, people and buildings”</i>. The development is for a Transport Depot and therefore compatible with the flood risk associated with this part of the land. However, the development proposes new buildings (which are constructed) within an area subject to flood inundation. To ensure the buildings do not increase flood risks to adjacent premises a recommendation of this report is a hydraulic impact assessment be provided. The nature of the use is compatible with the identified flood risk however to ensure flood impacts to neighbouring premises are not increased conditions are recommended to ensure the development complies with the State Interest.</p> <div></div>
<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 the proposed development.</p>



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## REFERRALS

### Internal

The application was internally referred to Council's engineer. 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).

#### ***Expert Noise Review***

In response to submissions, a noise impact assessment was sought from the applicant. To ensure the noise issues associated with the development were appropriately assessed and considered, Council officers commissioned an external expert review of the submitted noise impact assessment. The external expert concluded:

*That noise from the depot, and notably reverse beeper use, and truck refrigeration unit operation between the hours of 10PM and 7AM cannot meet the adopted criterion and as mitigation measures (such as an acoustic barrier) were not considered there is little choice but to restrict hours of operation, at least for selected noise sources/activities, to control noise impacts.*

*Conclusions are consistent with what would be expected for a facility such as that examined, especially regarding the impact of night time operation of truck refrigeration units and the lack of physical noise mitigation measures. Regarding the latter it can only be assumed that the applicant does not wish to invest in a physical control measures such as an acoustic barrier and would rather rely on management based controls.*

*Having examined the assessment I conclude that the criteria are appropriate, and modelling has been carried out competently and appropriately for the scale and established nature of the development. There are, as noted above some assumptions made lacking justification and the report containing inconsistencies as well as missing some detail to allow for greater scrutiny, however if these aspects were addressed via the provision of an amended assessment, this detail would not change the overall outcome of the assessment.*

*No further information is required to continue with the assessment regarding noise impacts on nearby residential sensitive receptors, as it is considered **conditions can be imposed to address the predicted impact on Receptor 4.***

*Attached are a number of recommended acoustic conditions of approval that align with the recommendations outlined in the Range report - that is focus on management related controls - for your consideration. As a side note, in circumstances where an assessment performed does not predict compliance nor fully investigate noise control measures to bring about compliance it is common for a physical control to be imposed, most often an acoustic barrier as a condition of approval. In this situation however this is not recommended. This is because noise height information is not confirmed in the assessment to provide an indication of the height the barrier would need to be, which would be best placed along the boundary of the depot yard fronting Lower Tenthill Road to encompass all noise sources.*

*The position of truck refrigeration units on refrigerated trailers typically means their top is at least 4 to 4.3 metres high above ground level, and these being the most impactful noise source and are mobile would mean this acoustic barrier would likely need to be at least 3m high, if not higher, and with a return atop. A barrier of this height and nature is a significant structure, would be costly to construct and likely lead to perverse scenic amenity impacts given the rural nature of the locality.*

## 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 below taking into consideration any applicable credits. If the application is approved, an infrastructure charges notice will be issued.

Charge Type	Demand Unit	No. of Demand Units	Rate	TOTAL
<b>PROPOSED DEMAND</b>				
Charge	Transport depot	502m2	\$23.13	\$11,611.26
TOTAL PROPOSED DEMAND				\$11,611.26
<b>EXISTING DEMAND</b>				
Credit	Nil (absorbed by Dwelling house)		\$0	\$0.00
TOTAL EXISTING DEMAND CREDIT				\$11,611.26
<b>TOTAL AMOUNT PAYABLE</b>				<b>\$11,611.26</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 notified for a minimum 15 business days between 20 October and 10 November 2022. On 15 November 2022, Council received the notice of compliance confirming public notification has been carried out in accordance with the requirements of the *Planning Act 2016*.

One properly made submission was received, with the key issues discussed below.

ISSUE	RESPONSE
<p><b>Traffic congestion and safety</b></p> <p>Operator utilises Lower Tenthill Road, which is not a B-Double route.</p> <p>The B-double has cut the blind corner at the intersection of Lower Tenthill Road and Tenthill Creek Road and crossed the directional line marking. This raises safety risks with school traffic and farm vehicles travelling the road and is exacerbated by the lack of street lighting for night-time travel.</p>	<p>Lower Tenthill Road is not a designated NHVR B-Double route. Therefore, the applicant must obtain the required NHVR approval for Lower Tenthill Road as a B-Double route, or ensure B-Doubles use Tenthill Creek Road only (which is an approved B-Double route)</p> <p>Swept path diagrams provided by the applicant's RPEQ demonstrate that:</p> <ul style="list-style-type: none"> <li>B-Double trucks can safely access the site via Tenthill Creek Road, turn around on-site and exit via Tenthill Creek Road;</li> <li>Should NHVR approval be gained, a B-Double can access the site from Lower Tenthill Road without creating adverse traffic issues. The width of the road can cater for a truck and car passing, and there is adequate mutual sight</li> </ul>

	<p>distance between the drivers of the truck and oncoming vehicle to navigate turning at the intersection.</p> <p>Ongoing law enforcement issues regarding disruptive or alleged unlawful driving matters should be reported to and addressed by the Queensland Police Service.</p> <p>The applicant's RPEQ considered street lighting in the locality and concluded '<i>given the rural nature of Tenthill Creek Road, low traffic volumes on the external road network, and the expected low night-time development use of the development (i.e. maximum of 4 truck movements), no adverse safety issues have been identified from the absence of lighting at the accesses</i>'. Council officers agree with the assessment, and the development does not in isolation warrant street lighting. It is further noted the conditions of this report restrict the development to between the hours of 5am-10pm for ingress and egress of trucks.</p> <p>This is not grounds to refuse the development application.</p>
<p><b>Noise pollution</b> Parking location of refrigerated trucks close to nearby dwellings.</p> <p>The below map (similar to one provided by the submitter) shows the location where the trucks are sometimes parked, which has on several occasions disrupted sleep at night time due to the loudness of the refrigeration plant.</p> 	<p>A noise impact assessment has been provided by the applicant. Refer to 'Assessment against Planning Scheme Codes' and 'Expert Noise Review' sections of this report as to how the development can be conditioned to minimise noise impacts as required by the planning scheme. Particular conditions are recommended about refrigeration plant vehicle parking and operating hours to address the submitter's concerns.</p> <p>This is not grounds to refuse the development application.</p>
<p><b>Location of development</b> The submitter contends this area of the community is not suitable for heavy vehicles.</p>	<p>The preceding sections of this report demonstrate the development is appropriate for the locality in the circumstances noting:</p> <ul style="list-style-type: none"> <li>• The Rural Agricultural Zone code supports non-agricultural uses in the zone where they are 'allied to agricultural activities' which this development is;</li> <li>• The development is located on approved B-Double route;</li> <li>• It has been demonstrated the development will not cause traffic safety issues;</li> <li>• Through conditions, noise impacts to sensitive receptors can be minimised.</li> </ul>

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<b>Property values</b> The submitter contends the development would negatively impact property values.	This is not grounds to refuse the development application. Section 45(5)(b) of the <i>Planning Act 2016</i> identifies an Impact Assessment cannot be carried out against or have regard to a <i>person's personal circumstances, financial or otherwise</i> . Further consideration of this issue is not required.
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## CONCLUSION

The proposal:

- Aligns with the overall outcomes for the Rural Agricultural Zone;
- Is located along an approved B-Double route;
- Has demonstrated it will not cause traffic safety issues;
- Noise impacts to sensitive receptors can be minimised through conditions; 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

Option A: Approve the development application subject to reasonable and relevant conditions.

Option B: Approve the development application in part subject to reasonable and relevant conditions.

Option C: Refuse the development application.

### Critical Dates

The applicant's decision period expired 30 September 2023 and they elected not to further extend it. As an Impact Assessable development application, the applicant has "Deemed Refusal" rights after this date

## Strategic Implications

### Corporate Plan

Lockyer Planned – A development assessment process that facilitates sustainable outcomes for the Community

### Finance and Resource

There will be financial implications if the decision is contested in the Planning and Environment Court

### 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 may appeal the decision to the Planning and Environment Court.

### Risk Management

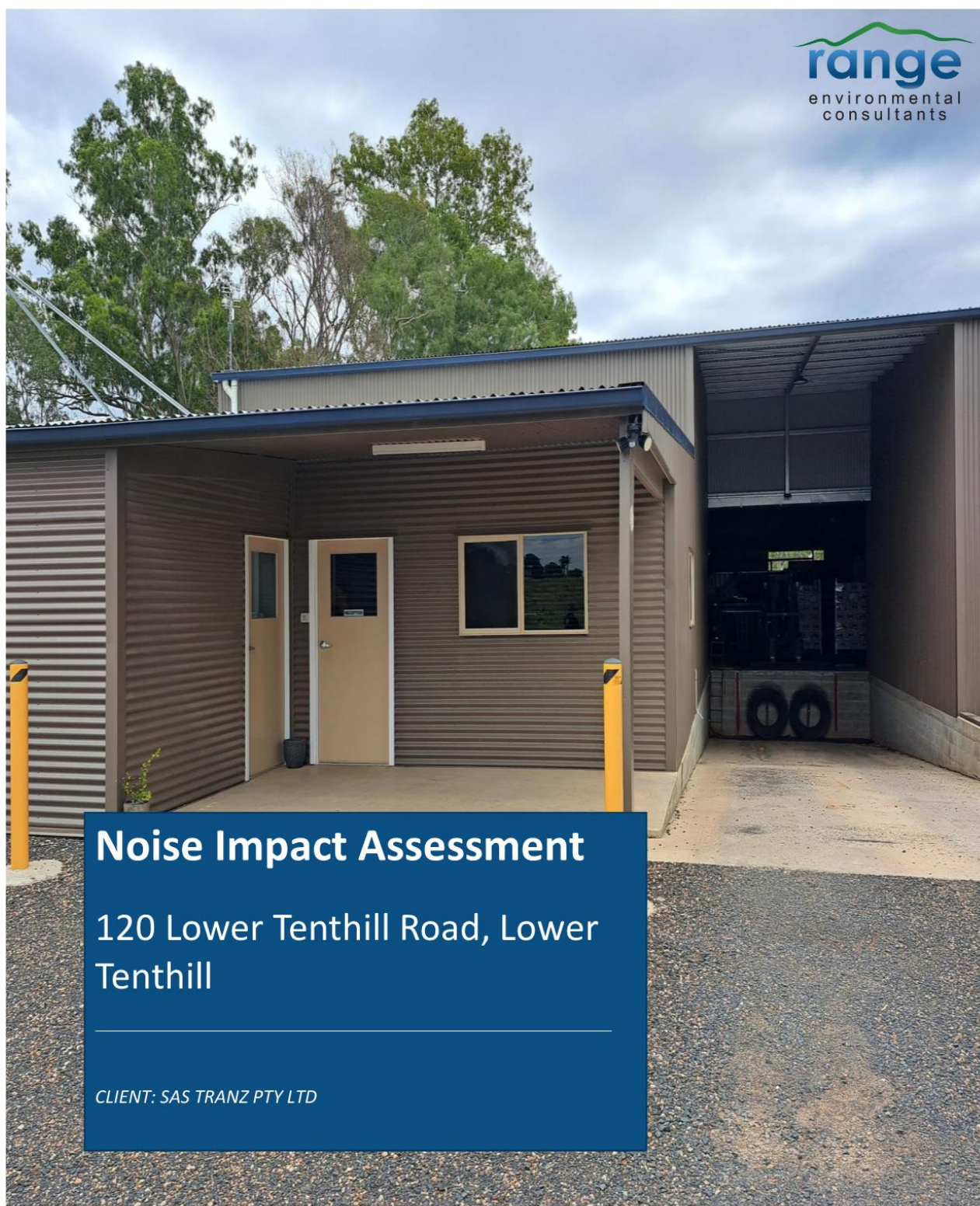
The application has been assessed in accordance with the *Planning Act 2016*. Any risks have been mitigated through assessment of the application in accordance with legislative requirements and the recommendation of reasonable and relevant conditions

### Consultation

Refer to the public notification section of this report.

**Attachments**

- 1 [↓](#) MC2022.0076 Noise Impact Assessment 37 Pages
- 2 [↓](#) MC2022.0076 Engineering Report 14 Pages
- 3 [↓](#) MC2022.0076 Site Layout Plan 1 Page



PROJECT NO. J001563

STATUS FINAL

DATE 21/12/2023

[rangeenviro.com.au](http://rangeenviro.com.au)



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Where site inspections, testing, surveying, or fieldwork have taken place, this report is based on the site conditions and information made available by the Client or their agents or nominees during the visit, the visual observations, and any subsequent discussions with regulatory authorities. It is further assumed that normal activities were being undertaken at the site on the day of the site visit(s), unless explicitly stated otherwise.

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## Document Control

Version	Purpose	Lead Author	Reviewer	Approver	Date
1.	Final Report	RJM	RJM	LMT	21/12/2023



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Noise Impact Assessment  
120 Lower Tenthill Road, Lower Tenthill

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## 1 Introduction

Range Environmental Consultants (Range Environmental) was engaged by Sas Tranz Pty Ltd (hereafter 'the Client') to prepare a noise impact assessment for an existing transport depot at 120 Lower Tenthill Road, Lower Tenthill (hereafter 'the site'). The site is formally described as Lot 252 CC2723 and is located within the Lockyer Valley Regional Council (LVRC) Local Government Area (LGA) (see Figure 1).

This noise impact assessment was prepared to address LVRC's Further Advice letter (Reference: MC2022/0076), dated 18 November 2022 outlined below at Section 1.1.

### 1.1 LVRC Further Advice

Item 2 of LVRC's Further Advice letter (Reference: MC2022/0076), dated 18 November 2022 is outlined below.

#### Issue

*The land and its surrounds are included in a Rural Agricultural Zone. Overall Outcome (2) of the Industrial Development Code requires development is consistent with the desired character of the precinct and amenity of the locality. Further, Desired Environmental Outcome (e) requires the rural character... of the Shire are protected and enhanced.*

*As per above related to hours of operation, there is potential for noise impacts to adjoining neighbours particularly to the east, only approximately 50m from the truck parking area. Truck start-ups in the early morning or late at night have the potential to adversely impact on adjacent residents. In addition, the planning report site photographs identify refrigeration trucks utilised as part of the operation.*

*To demonstrate compliance with the relevant assessment benchmarks and the Desired Environmental Outcomes the following information is required.*

#### Information Required

1. *Confirm where trucks will park on the site. It is understood they may park anywhere within the existing manoeuvring area, and possibly as identified below.*
2. *Submit a noise impact assessment which demonstrates the anticipated type of trucks (including B-Double and refrigeration trucks) can be accommodated on the site 24/7 without adversely impacting nearby sensitive receptors. Identify any mitigations required.*





## 2 Project Description

### 2.1 Site Description & Hours of Operation

The Client currently operates a transport depot at 120 Lower Tenthill Road, Lower Tenthill (formally described as Lot 252 CC2723) (Figure 1). The site is zoned as Rural Agricultural Land under the Gatton Council Planning Scheme 2007 (v2) and has a total area of approximately 0.956 hectares (ha).

The site consists of the following infrastructure (Figure 2):

- Caretaker's accommodation and associated infrastructure.
- Office.
- Warehouse with undercover loading/unloading dock.
- General storage shed.
- Gravel pad for heavy vehicle parking (separate area for refrigeration truck parking) and access/turnaround.

The Client currently operates with four (4) trucks (three (3) semi-trailers and one (1) B-double) which service the surrounding agricultural community and transport produce within Queensland and interstate. During peak season (November to January), semi-trailers typically return to the site every 2-3 days and B-doubles every 3-5 days. Outside of the peak season, the number of truck movements is typically less frequent.

Minor mechanical works occur inside the closed shed at the site during the day-time period (7:00am to 6:00pm). Truck movements may occur at anytime to meet the requirements of the transport industry, however, night-time movements (10:00am to 7:00am) are only likely to occur during peak season.

### 2.2 Operational Noise Sources

The primary noise sources at the site are as follows:

- Light vehicle movements.
- Heavy vehicle movements (some trucks that access the site are fitted with refrigeration equipment). Heavy vehicles accessing the site per day varies greatly. Further information is provided at Section 5.4 regarding modelling assumptions.
- Unloading/loading of vehicles.
- Forklifts operating inside the warehouse.
- Warehousing and loading dock operations.
- Reverse beepers.

As shown at Figure 2, the infrastructure and primary noise sources within the site are mostly concentrated within the eastern portion of the site.



## 2.3 Noise Sensitive Receptors

The nearest most potentially affected noise sensitive receptors are shown in Figure 3 and Table 1.

Table 1 Noise sensitive receptor details

Receptors	Street Address	Real Property Description	Receptor Type
Receptor 1	77 Lower Tenthill Road Lower Tenthill	Lot 2 RP112305	Existing dwelling
Receptor 2	90 Lower Tenthill Road Lower Tenthill	Lot 289 SP200131	Existing school
Receptor 3	119 Lower Tenthill Road Lower Tenthill	Lot 2 RP101233	Existing dwelling
Receptor 4	392 Tenthill Creek Road Lower Tenthill	Lot 1 RP101233	Existing dwelling
Receptor 5	19 Cross Road Lower Tenthill	Lot 4 SP255670	Existing dwelling
Receptor 6	33 Cross Road Lower Tenthill	Lot 5 SP255670	Existing dwelling
Receptor 7	32 Cross Road Lower Tenthill	Lot 50 RP888075	Existing dwelling
Receptor 8	34 Cross Road Lower Tenthill	Lot 15 RP888075	Existing dwelling



Noise Impact Assessment  
120 Lower Tenthill Road, Lower Tenthill



Figure 3 Noise Sensitive Receptors



### 3 Ambient Noise Measurements

In the absence of site-specific ambient noise levels, the following assessment undertaken proximate to the site was referenced. A noise impact assessment was undertaken by Rodney Stevens Acoustics Pty Ltd (RSA) (Reference: 220489R1), dated 16 August 2022 for a proposed development at the site's neighbouring property to the south (formally described as Lot 16 CH3180). The purpose of the report was to assess potential noise impacts from one (1) proposed shed and one (1) office building in addition to the existing operations. Table 2 below shows an extract of the ambient noise level results at Lot 16 CH3180 prior to the proposed development. This provides a reasonable indication of the ambient noise levels at nearby sensitive receptors.

Table 2 Indication of ambient noise levels (RSA, 2022)

Measurement Descriptor	Measured Noise Level		
	Daytime (7am to 6pm)	Evening (6pm to 10pm)	Night-time (10pm to 7am)
Variable ( $L_{Aeq}$ )	61	57	52
Rating Background Level (RBL)	39	32	28

#### 3.1 Acoustic Environment

The surrounding land uses, and land zoning includes:

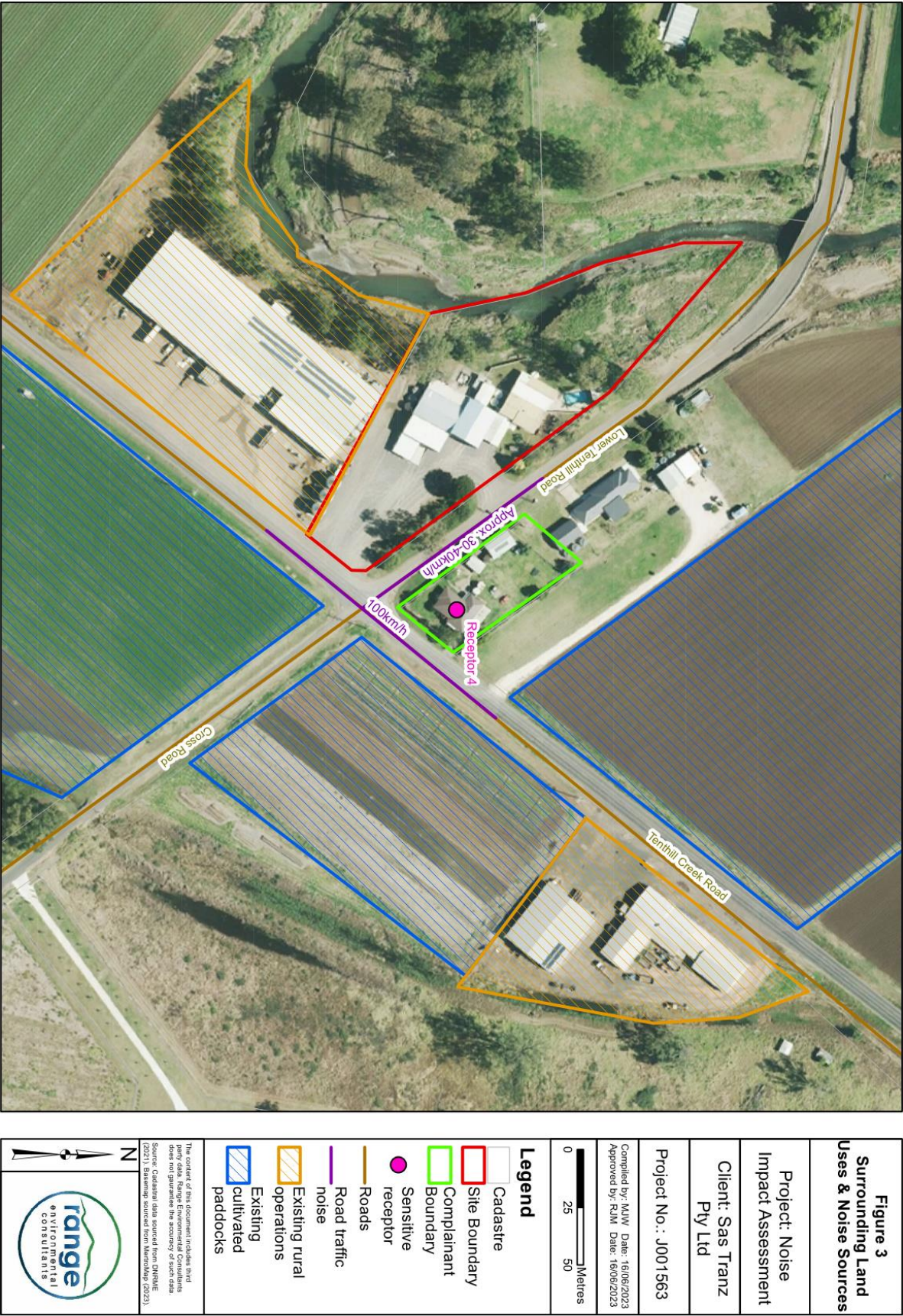
- North: Rural Agricultural (residential dwellings and agricultural land).
- East: Rural General (residential dwellings and agricultural land).
- South: Rural Agricultural (residential dwellings and agricultural land).
- West: Community Facility (Tent Hill Lower State School) and Rural Agricultural (agricultural land).

Field observations during Range Environmental's site inspection noted the following noise sources proximate to the site and Receptor 4 (Figure 4):

- The most dominant, most frequent and closest noise source to Receptor 4 was road traffic noise from Lower Tenthill Road (north) and Tenthill Creek Road (east).
- Existing rural operations (south and north-east).
- Existing cultivated paddocks and associated tractor movements.

#### 3.2 Noise Attenuation

There were no noise attenuation measures currently in place at the site or at nearby sensitive receptors.





## 4 Noise Assessment Criteria

Overall Outcome (2) of the Industrial Development Code under the Gatton Shire Planning Scheme requires development is *consistent with the desired character of the precinct and amenity of the locality*. Further, Desired Environmental Outcome (e) requires *the rural character... of the Shire are protected and enhanced*.

The most relevant noise descriptors for noise emissions from the site were  $L_{Aeq}$  and  $L_{max}$ .

As there were no defined noise assessment criteria, the following were applied to this assessment:

- Section 4.2: Background creep criteria under the Environmental Protection Policy 2008.
- Section 4.3: Sleep disturbance criteria under the Environmental Protection Agency (EPA) Planning for Noise Control Guideline 2004.

### 4.1 EPP Noise 2019

The Acoustic Quality Objectives (AQO) provided at Schedule 1 of the Environmental Protection (Noise) Policy 2019 (EPP Noise) (Table 3) provide noise assessment criteria, however, it does not consider background creep as outlined in the previous EPP Noise 2008 and is therefore not as site-specific when considering the amenity of the nearby sensitive receptors, particularly during the night-time period in a rural area.

**Table 3 Acoustic Quality Objectives from the EPP Noise 2019**

Sensitive Receptor	Time of Day	$L_{Aeq,adj,1hr}$	$L_{A10,adj,1hr}$	$L_{A01,adj,1hr}$
Residence (for outdoors)	Day and evening	50	55	65
Residence (for indoors) <sup>1</sup>	Day and evening	42	47	52
	Night	37	42	47

### 4.2 EPP Noise 2008

As outlined above at Section 4.1, the current EPP Noise 2019 does provide a 'background +' criteria for background creep. Therefore, the previous criteria applied under the EPP Noise 2008 was used for this assessment to reasonably consider the amenity of the nearby rural sensitive receptors. As shown below at Table 4, the background creep criteria was applied as follows:

- Variable noise ( $L_{Aeq}$ ): the ambient noise levels (Table 2) and added 5 dB(A) to the day, evening and night-time periods to calculate the noise assessment criteria for variable noise sources ( $L_{Aeq}$ ).

<sup>1</sup> Values have been corrected by 7 dBA to account for the façade attenuation provided by a normal, naturally ventilated building with opened windows (ASK Consulting Engineers, 2011 & EPA, 2004).

Table 4 Background creep variable noise assessment criteria from the EPP Noise 2008

Measurement Descriptor	Measured Noise Level		
	Daytime (7am to 6pm)	Evening (6pm to 10pm)	Night-time (10pm to 7am)
Rating Background Level (RBL) (Table 2)	39	32	28
Allowable exceedance above ambient background (dBA) (at façade)	5	5	5
Variable noise assessment criteria ( $L_{Aeq}$ ) (dBA) at the dwelling façade	44	37	33

### 4.3 Sleep Disturbance

The Desired Environmental Outcomes does not specifically refer to criteria for sleep disturbance and the  $L_{max}$  noise descriptor. Therefore, the night-time sleep disturbance criteria specified by the EPA (2004) was used in this assessment - The corresponding external level is 52 dBA  $L_{Amax}$  at the façade of a dwelling for a normal, naturally ventilated building with partially closed windows.

## 5 Noise Impact Assessment

### 5.1 Approach

Forecast noise emissions from the site were calculated with SoundPlan v8.0, using the prediction method ISO 9613-2: (1996) which, by default, presents noise levels at the receptor for meteorological conditions which are favourable for propagation from the sound source to the receptor. The predicted noise levels are considered to represent the average propagation under meteorological conditions including wind and temperature inversion.

All prediction models have limits to their accuracy of prediction. This is due to the inherent nature of the calculation algorithms that go into the design of the models, the assumptions made in the implementation of the model, and the availability of good source sound power data. ISO 9613-2 has an estimated accuracy for broadband noise of  $\pm 3$  dB at 1000 metres. Atmospheric and meteorological factors are not considered significant at the distances involved.

### 5.2 Noise Source Levels

Noise source design sound power levels (SWL) and sound pressure levels (SPL) of activities considered representative of those at the site were used as follows (Table 5):

- Truck mounted refrigeration plant were sourced from specifications provided by the supplier (Appendix A).
- All remaining noise sources: SoundPlan v8.0.

Table 5 Design noise source power levels (SWL) and source pressure levels (SPL)

Name	Descriptor	Sound Power Levels and Sound Pressure Levels in dB(Z)								Total in dB(A)
		63 Hz	125 Hz	250 Hz	500 Hz	1 kHz	2 kHz	4 kHz	8 kHz	
Warehousing and Loading Dock (Internal SPL)	L <sub>eq</sub>	79	74	71	66	64	61	59	57	70
Truck mounted refrigeration plant (SWL)	L <sub>eq</sub>	101	95	92	87	86	84	79	73	92
Forklift Driving (SWL dB/m)	L <sub>eq</sub>	70	64	60	58	58	54	50	47	62
Forklift Lifting (SWL)	L <sub>eq</sub>	83	77	73	71	71	67	63	60	75
Reverse Beeper (SWL)	L <sub>max</sub>	96	96	96	96	96	96	96	96	103
Truck Movement (SWL)	L <sub>eq</sub>	102	96	92	90	90	86	82	79	94

### 5.3 Input Parameters

Key noise sources from the proposed development considered in this assessment include:

- Light vehicle movements.

Noise Impact Assessment

120 Lower Tenthill Road, Lower Tenthill

- Heavy vehicle movements (some trucks that access the site are fitted with refrigeration equipment). Heavy vehicles accessing the site per day varies greatly.
- Unloading/loading of vehicles.
- Forklifts operating inside the warehouse.
- Warehousing and loading dock operations.
- Reverse beepers.

The cumulative noise emissions from the variable noise sources were modelled. Discreet noise sources were modelled separately. The noise source locations are presented below in Figure 5.

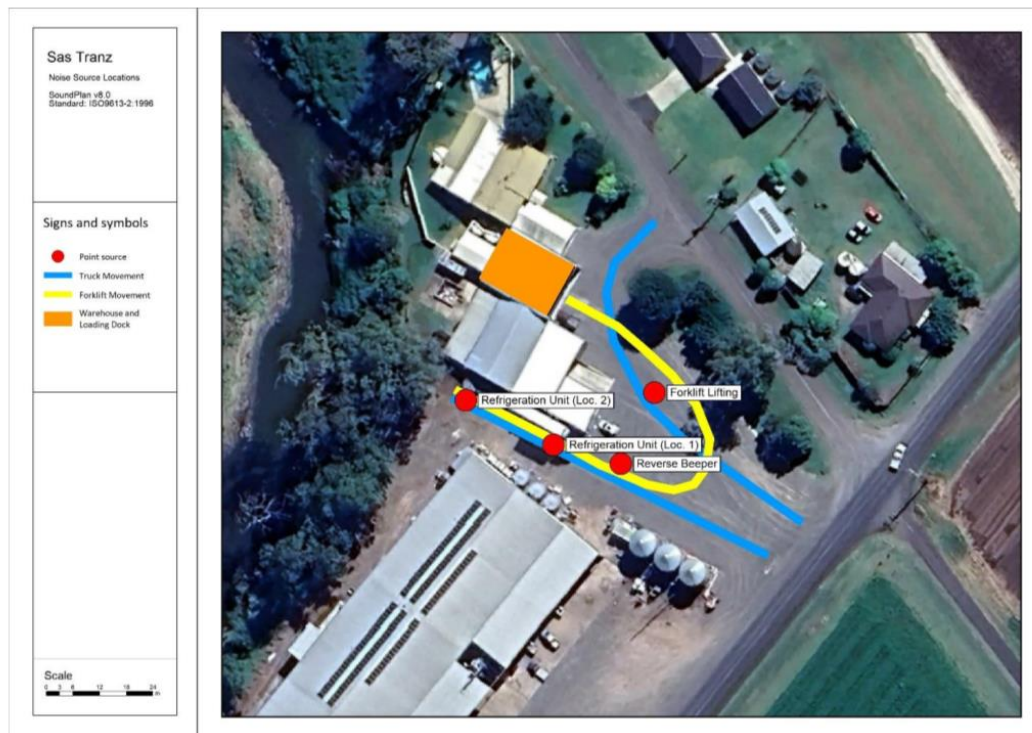


Figure 5 Noise source locations

## 5.4 Model Assumptions

The noise sources considered in the noise impact assessment are outlined below and in Table 6.

1m ground contours were sourced from Geoscience Australia. Point receivers were located 1m from the building façade at a height of 1.8m above ground level. Forecast noise levels were façade-affected. A ground absorption of 0.5 was applied.

The internal SPL from the warehouse is based on a nominal level intended to represent general warehouse noise. Internal noise emanated through all facades and roof with a transmission loss of 25 Rw nominally representing corrugated iron. The SE façade of the warehouse was modelled as an opening.

The client identified the refrigerated truck plant to be an A-500 model and the noise level was sourced from the provided specification at Appendix A. The SPL was 67 dB(A) at 7 m, which was applied in this assessment as an SWL of 92 dB(A) with a directivity index of 3 dB. The refrigeration truck plant was modelled at the location that it is currently understood to be parked overnight (see Location 2 shown at Figure 5). Location 2 represents the most screened location without implementing additional attenuation measures.

Truck movements were represented by line sources entering and exiting the site and parking on the southern side of the warehouse at a rate of 2 vehicles per hour (vph) (Figure 5 and Table 6).

Forklift movements were represented by an SWL of 62 dB per metre in the line source locations shown at Figure 5 and forklift lifting was represented by a point source outside of the warehouse.

A reverse beeper SWL of 103 dB was applied as 30 seconds per hour during all periods of the day to represent truck and forklift movements at the site.

Cumulative noise emissions from variable noise sources were modelled. Discreet noise sources were modelled separately.

**Table 6 Noise sources considered in the noise impact assessment**

Source	Day	Evening	Night	Variable (L <sub>eq</sub> )	Discreet (L <sub>max</sub> )
Warehousing and Loading Dock (Internal SPL)	100%	-	-	Yes	-
Truck mounted refrigeration plant (SWL)	100%	100%	100%	Yes	-
Forklift Driving (SWL dB/m)	100%	-	-	Yes	-
Forklift Lifting (SWL)	100%	-	-	Yes	-
Reverse Beeper (SWL)	30sec / hr	30sec / hr	30sec / hr	Yes	Yes
Truck Movement (SWL)	2 vph at 10kph	2 vph at 10kph	2 vph at 10kph	Yes	Yes

## 5.5 Noise Attenuation

The model did not include acoustic attenuation measures such as fencing.

## 5.6 Weather Conditions

Noise modelling has been made using the prediction methodology ISO9613-2: 1996 which, by default, presents noise levels at the receptor for meteorological conditions which are favourable for propagation from the sound source to the receptor. The predicted noise levels are considered to represent the average propagation under meteorological conditions including wind and temperature inversion.

## 5.7 Predicted Noise Levels at Noise Sensitive Receptors

As shown in the following sections – variable noise emissions from the proposed development were predicted to comply with the relevant noise assessment criteria at sensitive receptors during the day and evening periods (7am to 10pm) and discreet noise emissions demonstrated practical compliance.

Noise level contour diagrams are provided at Appendix B.

### 5.7.1 Variable ( $L_{Aeq}$ ) Noise Sources

Predicted variable noise levels and a comparison with the relevant noise assessment criteria for the day, evening and night-time periods are provided at Table 7 to Table 9 below.

**Table 7 Comparison of predicted cumulative variable noise levels ( $L_{Aeq}$ ) with assessment criteria (day)**

Receptor	Receptor Level & Facade	Descriptor	Predicted noise level at the receptor ( $L_{Aeq}$ )	Variable noise assessment criterion ( $L_{Aeq}$ )
Receptor 1	Ground - East	$L_{eq}$	23	44 (day)
Receptor 2	Ground - East	$L_{eq}$	33	
Receptor 3	Ground - South-west	$L_{eq}$	37	
Receptor 4	Ground - South-west	$L_{eq}$	42	
Receptor 5	Ground - West	$L_{eq}$	29	
Receptor 6	Ground - West	$L_{eq}$	25	
Receptor 7	Ground - North	$L_{eq}$	27	
Receptor 8	Ground – North-west	$L_{eq}$	27	

**Table 8 Comparison of predicted cumulative variable noise levels ( $L_{Aeq}$ ) with assessment criteria (evening)**

Receptor	Receptor Level & Facade	Descriptor	Predicted noise level at the receptor ( $L_{Aeq}$ )	Variable noise assessment criterion ( $L_{Aeq}$ )
Receptor 1	Ground - East	$L_{eq}$	23	37 (evening)
Receptor 2	Ground - East	$L_{eq}$	33	
Receptor 3	Ground - South-west	$L_{eq}$	33	
Receptor 4	Ground - South-west	$L_{eq}$	37	
Receptor 5	Ground - West	$L_{eq}$	28	
Receptor 6	Ground - West	$L_{eq}$	23	
Receptor 7	Ground - North	$L_{eq}$	26	
Receptor 8	Ground – North-west	$L_{eq}$	26	



**Table 9 Comparison of predicted cumulative variable noise levels ( $L_{eq}$ ) with assessment criteria (night)**

Receptor	Receptor Level & Facade	Descriptor	Predicted noise level at the receptor ( $L_{Aeq}$ )	Variable noise assessment criterion ( $L_{Aeq}$ )
Receptor 1	Ground - East	$L_{eq}$	23	33 (night)
Receptor 2	Ground - East	$L_{eq}$	33	
Receptor 3	Ground - South-west	$L_{eq}$	33	
Receptor 4	Ground - South-west	$L_{eq}$	37	
Receptor 5	Ground - West	$L_{eq}$	28	
Receptor 6	Ground - West	$L_{eq}$	23	
Receptor 7	Ground - North	$L_{eq}$	26	
Receptor 8	Ground – North-west	$L_{eq}$	26	

### 5.7.2 Discreet Noise Sources

Predicted discreet noise levels and a comparison with the relevant noise assessment criteria are provided in Table 10 for the night-time period.

**Table 10 Comparison of predicted discreet ( $L_{max}$ ) noise levels with assessment criteria (night)**

Receptor	Receptor Level & Facade	Descriptor	Predicted noise level at the receptor ( $L_{Amax}$ )	Sleep disturbance noise assessment criterion ( $L_{Amax}$ )
Receptor 1	Ground - East	$L_{max}$	24	52 (night)
Receptor 2	Ground - East	$L_{max}$	33	
Receptor 3	Ground - South-west	$L_{max}$	49	
Receptor 4	Ground - South-west	$L_{max}$	55	
Receptor 5	Ground - West	$L_{max}$	36	
Receptor 6	Ground - West	$L_{max}$	31	
Receptor 7	Ground - North	$L_{max}$	35	
Receptor 8	Ground – North-west	$L_{max}$	33	

## 6 Discussion

Table 7 and Table 8 demonstrated compliance for the site's operations (including refrigeration plant on trucks) during the day and evening periods only (7am to 10pm). Table 9 showed a 4 dB(A) exceedance of the night-time variable noise assessment criteria at Receptor 4, which was caused by the refrigeration plant on trucks being parked at Location 2 shown at Figure 5. Therefore, refrigeration plant on trucks parked at Location 2 shown at Figure 5 should not be operated at the site between the hours of 10pm to 7am.

Table 10 showed a 3 dB(A) exceedance of the night-time discreet noise assessment criteria at Receptor 4, which was caused by predicated noise emissions from the reverse beeper. Practical compliance with the discreet ( $L_{max}$ ) noise assessment criteria was demonstrated as follows:

- Forklifts are not proposed to be operated during the night-time period and trucks parking at the site during the night-time period do not need to reverse to access the site's parking areas. Therefore, reverse beeper noise emissions are unlikely to occur during the night-time period.
- The Department of Environment and Science (DES) (2020) note that a change in noise level of 3 dB(A) is 'just perceptible'.

As outlined at Section 2.1 and Table 6, the site's operations occur predominately during the daytime period (7am to 6pm), which complied with the relevant noise assessment criteria.

## 7 Recommendations

The following noise management measures are recommended for the site:

- Avoid unnecessary revving or idling of plant and equipment at the site.
- Park heavy vehicles away from sensitive receptors as far as reasonably practicable. The Site Manager shall ensure all relevant staff are aware of the required parking location for refrigeration trucks at the site during the day and evening-time periods as outlined below.
  - Refrigeration trucks shall park within the designated area on the south side of the office (see Location 2 at Figure 5). Refrigeration plant on trucks at Location 2 at Figure 5 shall only operate during the day and evening periods (7am to 10pm).
  - Any required night-time operations shall be undertaken offsite away from sensitive receptors.
- Maintain all plant and equipment in accordance with the manufacturer's specifications.
- Maintain trafficable areas and repair potholes as soon as reasonably practicable.

## 8 Complaint Management Procedure

All complaints shall be forwarded to the Site Manager:

- Name: Toby Toohill
- Email: toby@sastranz.com.au
- Phone: 0422 879 757

All complaints shall be recorded by the Site Manager in the complaint log (Appendix C). The following details must be recorded for all complaints received:

- Time, date, name and contact details of the complainant.
- Reason for complaint.
- Any investigations undertaken.
- Conclusions formed.
- Any actions taken.

All complaints shall be investigated and managed in accordance with Figure 6.

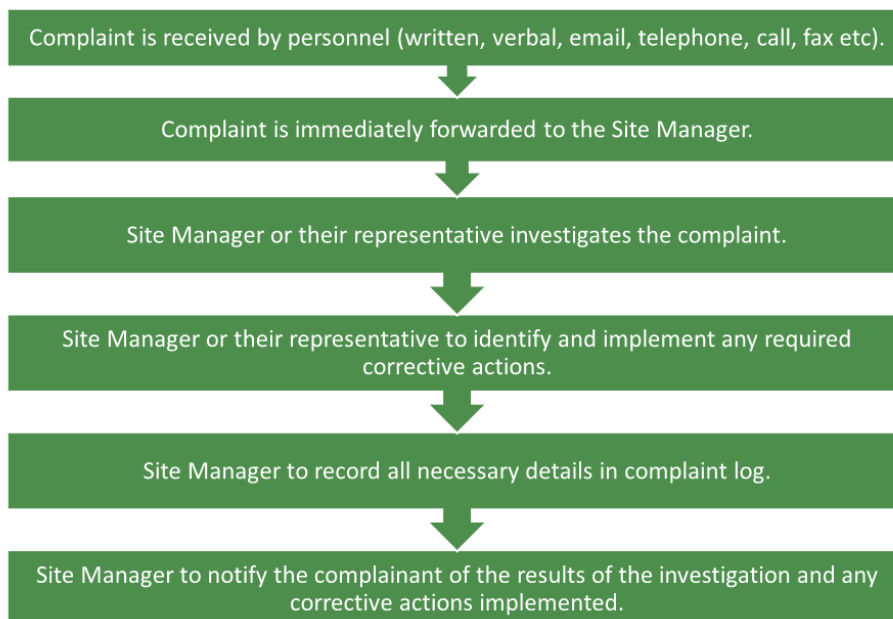


Figure 6 Complaint management flow chart

## 9 Summary

- Range Environmental Consultants was engaged by Sas Tranz Pty Ltd to prepare a noise impact assessment for an existing transport depot at 120 Lower Tenthill Road, Lower Tenthill in response to Item 2 of LVRC's Further Advice letter (Reference: MC2022/0076), dated 18 November 2022.
- Noise emissions from the site's truck movements were assessed against the background creep criteria under the EPP Noise 2008 and the EPA 2004 sleep disturbance criteria.
- The site's operations occur predominately during the daytime period (7am to 6pm), which complied with the relevant noise assessment criteria. Refrigeration plant on trucks at Locations 1 and 2 at Figure 5 shall only operate during the day and evening periods (7am to 10pm). Any required night-time operations shall be undertaken offsite.
- The Client should continue to implement the noise management measures shown at Section 7.

## 10 References

ASK Consulting Engineers. 2011. Noise Reduction through Facades with Open Windows, Paper Number 37.

Australian Standard AS1055:2018 - Acoustics - Description and measurement of environmental noise.

Department of Environmental and Science. 2020. Noise Measurement Manual.

Environmental Protection Agency. 2004. Planning for Noise Control Guideline. State of Queensland. Brisbane, Queensland.

Rodney Stevens Acoustics Pty Ltd. 16 August 2022. Noise Impact Assessment (Reference: 220489R1).

# Appendices

Noise Impact Assessment  
120 Lower Tenthill Road, Lower Tenthill

## Appendix A Refrigeration Plant Specifications

JOB NUMBER J001563

STATUS Final

DATE 21/12/2023

27



# Technical Specifications

A - SERIES MODELS

A - 3 6 0

A - 4 0 0

A - 5 0 0

REFRIGERATION CAPACITY: SYSTEM NET COOLING CAPACITY  
AT 30 °C AMBIENT TEMPERATURE UNDER A.T.P. CONDITIONS

Return air temperature to evaporator

°C	0	-20	0	-20	0	-20
----	---	-----	---	-----	---	-----

Capacity on engine power

W	15600	8100	16200	8300	19500	10400
---	-------	------	-------	------	-------	-------

Capacity on electric standby

W	12700	6600	13000	6700	14600	8400
---	-------	------	-------	------	-------	------

HEATING CAPACITY: BOX TEMPERATURE +2 °C

Capacity on engine power  
(Outside air temperature: -20 °C)

W	10750	10750	15900
---	-------	-------	-------

AIRFLOW: INDEPENDENT FROM UNIT ENGINE SPEED  
SELECTABLE WITHIN RANGE @ SET POINT & PULL DOWN

Default @ Pull Down	m³/hr	5000	5000	5500
---------------------	-------	------	------	------

Airflow volume @ 0 Pa static pressure

Max @ Pull Down	m³/hr	5500	5500	6000
Default @ Set Point	m³/hr	3400	3400	3400
Max @ Set Point	m³/hr	5000	5000	5500

WEIGHT: INCLUDES BATTERY

kg	830	830	830
----	-----	-----	-----

Model Standard

DIMENSIONS

Height	mm	2270	2270	2270
--------	----	------	------	------

Width	mm	2076	2076	2076
-------	----	------	------	------

Depth	mm	440	440	440
-------	----	-----	-----	-----

SOUND PRESSURE LEVEL

dB(A)	65	65	67
-------	----	----	----

High Speed Diesel

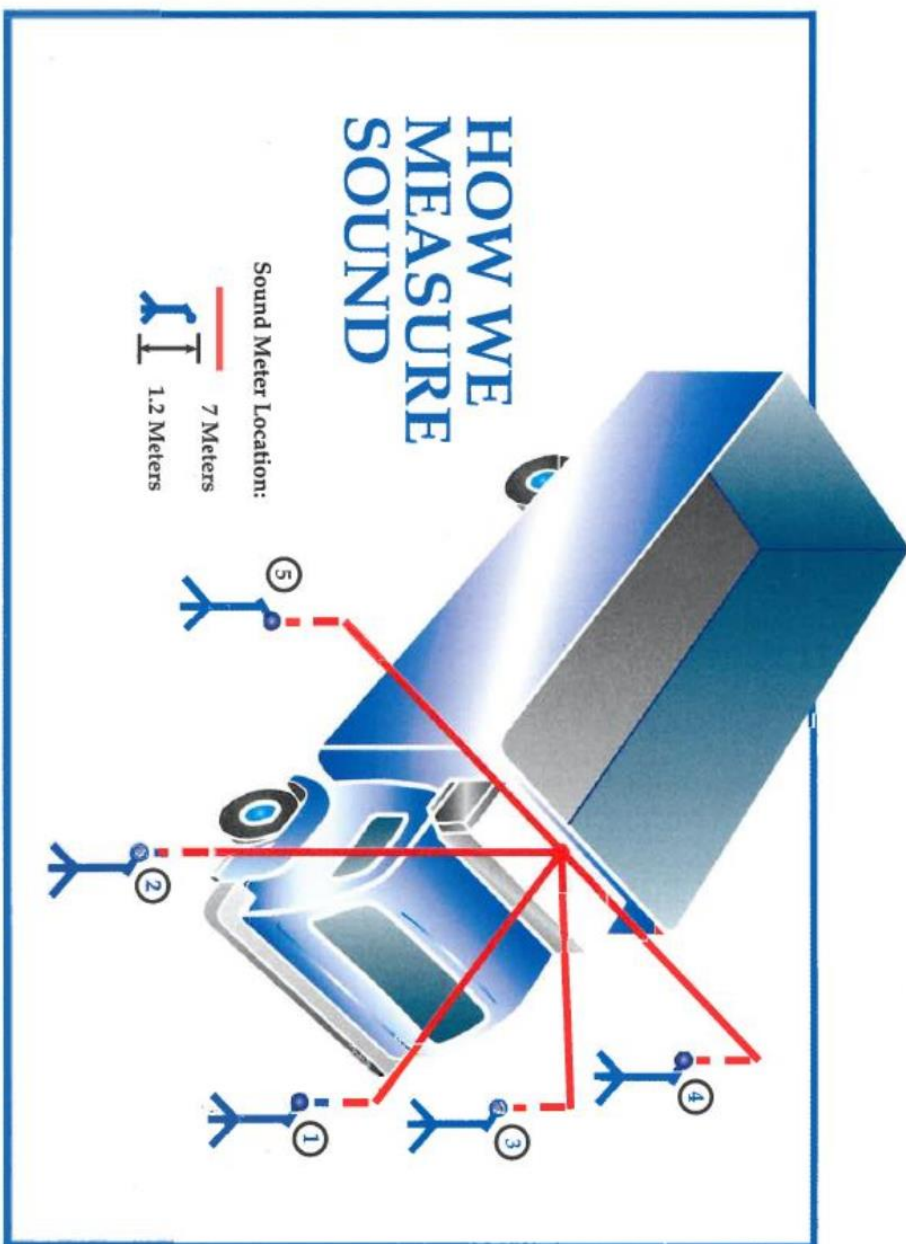
dB(A)	64	64	64
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Electric Standby

dB(A)	64	64	64
-------	----	----	----

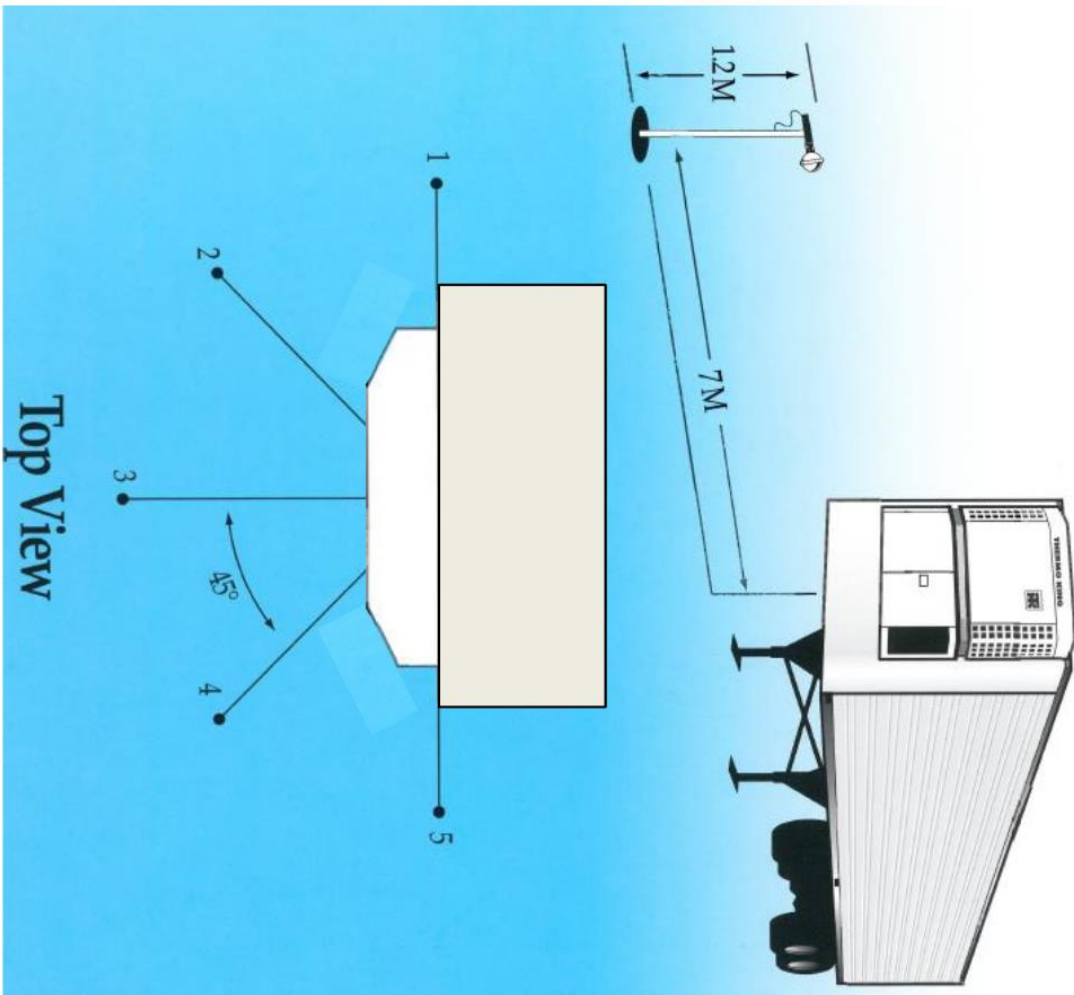


## Sound Measurement, Transport Refrigeration units DIN Standard. 8958



\*All measurements made using DIN 8958 (1) in combination with StVZO method (5-point average at 7 meters with 40 dBA background level and unit elevated to 3 meters).

## Sound Measurement, Transport Refrigeration units DIN Standard. 8958



Noise Impact Assessment  
120 Lower Tenthill Road, Lower Tenthill

## Appendix B Noise Contour Diagrams

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Noise Impact Assessment

120 Lower Tenthill Road, Lower Tenthill



Noise contours at 1.8m, daytime cumulative variable noise sources. Levels are in dB(A),  $L_{eq}$

Noise Impact Assessment

120 Lower Tenthill Road, Lower Tenthill



Noise contours at 1.8m, evening time cumulative variable noise sources. Levels are in dB(A),  $L_{eq}$



Noise Impact Assessment

120 Lower Tenthill Road, Lower Tenthill



Noise contours at 1.8m, night-time cumulative variable noise sources. Levels are in dB(A),  $L_{eq}$

Noise Impact Assessment

120 Lower Tenthill Road, Lower Tenthill



Noise contours at 1.8m, night-time cumulative discrete noise sources. Levels are in dB(A),  $L_{max}$



Noise Impact Assessment  
120 Lower Tenthill Road, Lower Tenthill

Appendix C Complaint Log

JOB NUMBER J001563

STATUS Final

DATE 21/12/2023

Date & Time Received	Date, Time & Method of Acknowledgment	Complaint Name & Contact Details	Nature of Complaint	Investigation Findings	Corrective Actions Identified	Date Corrective Actions Implemented	Date of Complaint Close-out Notice



## Transport Dept - 120 Lower Tenthill Road | Lower Tenthill

Preliminary Engineering Assessment Report

Date 31 Aug 2022

Project Number 16541



## REPORT CONTROL SHEET

<b>RMA ref. no:</b>	16541
<b>Project name:</b>	Shed - 120 Lower Tenthill Road   Lower Tenthill
<b>Report title:</b>	
<b>Report author:</b>	Aleacia Olm

Document control						
Revision	Author	Reviewer	Approved for issue			
			Name	RPEQ no.	Signature	Date
<b>R0</b>	Aleacia Olm	Joshua Goodall	Aleacia Olm			31 August 2022

### Disclaimer:

*This report is a professional opinion based on the information available at the time of writing. It is not intended as a quote, guarantee or warranty and does not cover any latent defects.*

*This report will comment on the Civil infrastructure to the project and may outline probable costs but the extent of the commission of RMA does not extend to detailed cost feasibility, as such the costs should not be relied on for financing arrangements.*

*The conclusions in this report should not be read in isolation. We recommend that its contents be reviewed in person with the author so that the assumptions and available information can be discussed in detail to enable the reader to make their own risk assessment in conjunction with information from other sources.*



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## 1. Introduction

### 1.1 Background

RMA Engineers have been commissioned by Toby Toohill to prepare a Preliminary Engineering Assessment Report to support a development application for the proposed small transport depot over the following land:

- 120 Lower Tenthill Road, Lower Tenthill QLD 4343 - Lot 252 CC2723

### 1.2 Proposed development

The proposed development is for a small transport depot facility which will include a storage shed, undercover loading/unloading, undercover parking and site office.

The property has the existing structures/operations and other features:

- Two existing driveway access. One located off Lower Tenthill Creek Road and the other located off Tenthill Creek Road
- An existing farm storage and packing shed
- Landscaping along the boundary frontages
- Existing gravel vehicle turnaround
- Existing water storage tanks
- Existing OSD System.

The proposed development will utilise some of the existing storage sheds, access driveways and other features as part of the development. Refer to proposed site plan provided in **Appendix A**.

The development site is within the Rural Agricultural Zone under the Gatton Planning Scheme. We understand the proposed development under the current Gatton Planning Scheme will be a Transport Depot.



Figure 1-1 Development Site Plan





Figure 2-2 Site Layout

### 1.3 Scope

This report provides general comments on the following:

- Civil works including Bulk Earthworks
- Service connections
- Traffic and parking
- Stormwater drainage
- Site service
- Engineering Code responses to Council Planning Scheme.

This report has been based on the following:

- Discussions between RMA and the client
- Lockyer Valley Regional Council Pre-lodgement Meeting Notes, reference PM2021/0110, dated 15<sup>th</sup> December 2021.
- Proposed Site Plan
- Dial Before you Dig (DBYD) search results

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This report has been prepared specifically for the Client, site and project. It has been written solely for the purpose of providing engineering advice on the above issues for the Council and the Client for this development site. Please note that this report has been compiled based on the information that is current at the time of report printing, and that the recommendations supplied within this report are based solely on the above.

## 2. Site characteristics

### 2.1 Location and Description

The proposed development is located at 120 Tenthill Creek Road, Lower Tenthill QLD 4343, on land described as Lot 252 on CC2723, respectively (refer **Figure 2-1**).

The development site is zoned as Rural Agricultural Land under the Gatton Council Planning Scheme and has a total area of approximately 0.956 Hectares.

The land is being used as a residential dwelling, vegetable packing floor and storage sheds with a large gravel vehicle turnaround area. The land has minimal fall (less than 0.5% on the existing gravel area).



Figure 2-1 - Site Locality Plan



### 3. Engineering

#### 3.1 Street Network and Traffic

##### 3.1.1 General

The proposed traffic generated on a weekly basis from the Transport Depot consists of the following:

- 3 Semi
- 1 Interstate B-Double
- 5 cars (4 drivers cars and 1 visitor)

Based on operational considerations – the truck movements are determined around transportation shifts. The purpose of the Transport Depot is a location for a truck to be transferred to another driver and deployed to a new location. From the client, it was determined that this would only occur every two to three days for an individual semi. And the interstate B-double would be away from the site for more than 3 – 5 days. Considering the location and the external surrounding catchments the generation at this site is considered minor.

The allowance for parking is defined under the vehicle access, parking and onsite movement code as 0.6 spaces for each truck in the fleet plus 1 space for each 150m<sup>2</sup> of gross floor area. Therefore, a total of 5.73 park are required. There has been an allowance of 6 parking spaces. Refer to site layout plan in **Appendix A**.

The entry to the site be off Lower Tenthill Creek Road as per the existing access. All vehicles will exit off Tenthill Creek Road as per the existing site access. Refer to **Appendix A** and **Figure 3-1-1**.

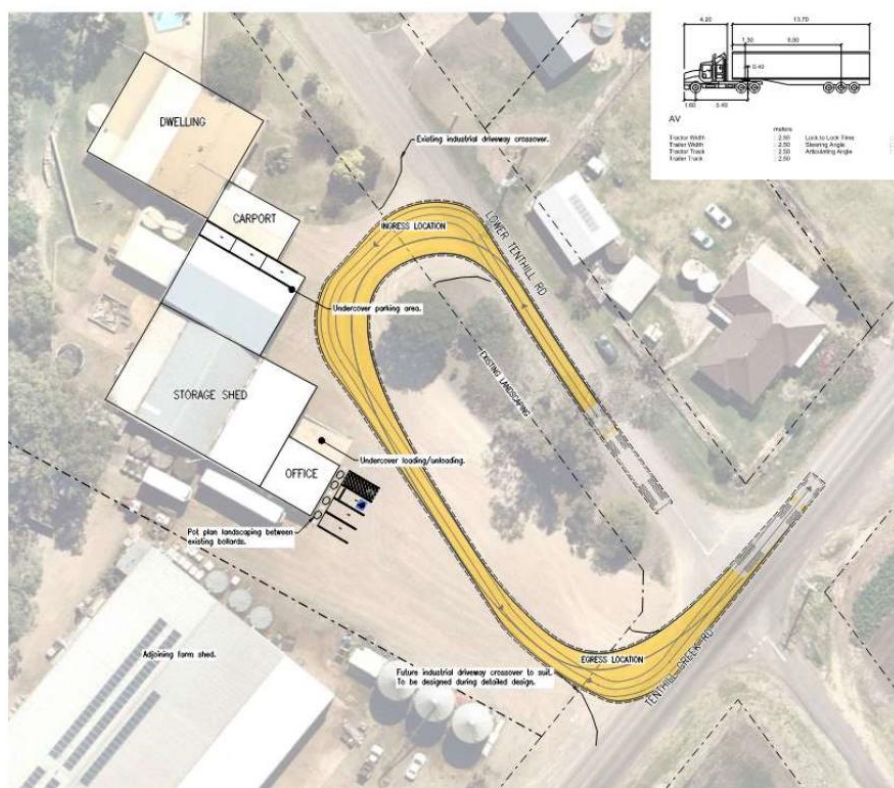


Figure 3-1-1 – Site Access Flow

## 3.2 Stormwater Quantity

### 3.2.1 General

Council's overlays indicate the site is located with the flood investigation area with surrounding low and medium hazard areas. **Figure 3-2-1** shows Council's online TLPI Flood Hazard Overlay. Council's flood hazard mapping indicates that the site is located with the flood investigation area, low, medium and high hazard areas.





Figure 3-2-1 - Council TLPI Flood Hazard Overlay

As the development is a Transport Depot under the Gatton Planning Scheme, the development does not trigger the TLPI.

The development site is part of a much larger catchment contributing to Tenthill Creek.

The overall stormwater management strategy is broken up as follows:

- In the area where development will not result in a nuisance on downstream neighbouring properties or road infrastructure, runoff will discharge undetained from the site.

Site flows ultimately discharge via overland flow to Tenthill Creek. Given the location of the site and the size of the upstream catchment and the site's flood impacts, implementing stormwater mitigation devices are not considered necessary.

A flood impact assessment will be undertaken to assess flood impacts relating to the proposed development. The assessment will compare pre-developed and post-developed scenarios to determine impacts to neighbouring properties and infrastructure. We understand Council has updated their regional hydraulic flood model. Once the council model has been obtained the assessment will be undertaken.



### 3.2.2 Is Detention Desirable?

Developments generally increase impervious surfaces when compared to existing conditions. With the addition of impervious surfaces, peak flow rates generated from within a development are increased. To mitigate the increase in post-development peak flow rates, detention systems can be incorporated into the development. Detention systems generally throttle post-development peak flow rates to less than or equal to pre-development peak flow rates.

Development sites located within close proximity to waterways have an issue where blindly adopting on-site detention may in fact create an actionable nuisance to neighbouring downstream properties. On-site detention manipulates the off-site discharge hydrograph such that peak flow rates are reduced to pre-development levels, however the time for flows to leave the site are delayed and extended.

Where a site is located close to a catchment outlet, as is the case for this site, off-site peaks delayed by a detention system may coincide with peaks from the upstream catchment, resulting in overall worsening of peak flow rates on downstream properties.

For that reason, locating detention systems close to a catchment outlet is generally considered undesirable.

Sites discharging to a neighbouring waterway with a large upstream catchment are often best left undetained. Particularly in cases such as this where the change in flow rates resulting from the development are insignificant.

In our opinion, a detention system should not be adopted for stormwater management within the development given the size of the upstream catchment and the relatively small scale of the development.

### 3.2.3 Proposed Stormwater

Roof water from proposed and existing sheds will be directed to existing stormwater tanks onsite. The tank overflows will discharge to Tenthill Creek.

## 3.3 Stormwater Quality

### 3.3.1 General

State Planning Policy Mapping identifies the development site is located within the water resource catchments overlay. The State Planning Policy 2017 (SPP) states that assessment benchmarks for water quality apply to a development in water resource catchments and avoids potential adverse impacts on surface waters and groundwaters to protect drinking water supply environmental values.

SEQwater assessment benchmarks for assessable development applies to the development.

A Stormwater Management Plan will address State Planning Policy and SEQwater Development Guidelines assessment benchmarks through the implementation of stormwater quality devices on site.

## 3.4 Earthworks

### 3.4.1 Proposed Earthworks

The development requires minimum earthworks as the existing gravel vehicle turnaround areas are quite substantial. The site accesses will be defined as per council's requirements. Additional

Page 8 of 14



gravel will be placed to allow better truck maneuvering. The proposal to extend the gravel area will not impact or divert existing overland flow paths. Proposed grades are minimal and match into existing.

### 3.5 Services

#### 3.5.1 Wastewater Generations

The ultimate site caters for four truck drivers dropping off or picking up vehicles (trucks) depending on their shift rotation. The facility includes a site office that allows the drivers to drop off transport paperwork. The site office is not used for daily office business.

There is an existing toilet located onsite plumbed into an existing OSD system.

The site office will have a small kitchenette (one basin) to allow the drivers to make tea or coffee. It is proposed that this is plumbed into the existing system. Based on the schedule the kitchenette is not used daily. However, a conservative approach would be:

- 4 truck drivers;
- 1 visitor
- 1 Coordinator

It is assumed that the total wastewater generated at the site is determined in accordance with AS1547:2012 Appendix G and H in accordance with section 5.3 Design Flows (Table H4).

TABLE H4  
TYPICAL DOMESTIC WASTEWATER DESIGN FLOW ALLOWANCES  
- DOMESTIC WASTEWATER FROM COMMERCIAL PREMISES - NEW ZEALAND

Source	Typical wastewater design flows (L/person/day)	
	On-site roof water tank supply	Reticulated community or a bore-water supply
Motels/hotels		
- guests, resident staff		220
- non-resident staff		30
- reception rooms		20 - 30
- bar trade (per customer)		20
- restaurant (per diner)		25 - 30
Tearooms/lunch bars (per customer)		
- without restroom facilities	10	15
- with restroom facilities	15	25
Community halls		
- banqueting	20	30
- meetings	10	15
School (pupils plus staff)		15 - 30
Rural factories, shopping centres	30	50
Camping grounds		
- fully serviced	100	130
- recreation areas	50	65

NOTE: These flows should be used for design purposes unless past experience demonstrates lower actual flows. Design flows should be based on the maximum figure in the range unless justification for lower values can be provided by way of actual water use data. Although guidance is provided for flow allowances for non-household activities, this Standard does not provide specific requirements for commercial loads, for example in commercial kitchens and laundries (see 1.9 definition of domestic wastewater).



**Table 1: Anticipated Wastewater Flows Generated**

Area	Maximum No. of Staff onsite *	Number of additional visitors **	Total People onsite	Adopted Wastewater design flow (L/person/day)	Total Design Flows L/day	Total EP (based on 200 = EP)
Total	5	1	6	40*	240	1.2
Existing House	-	-	2.7	-	540	2.7
TOTAL	5	1	8.7	-	780	3.9

*\*It should be noted that we have allowed for the maximum number of staff. It is highly unlikely all staff would be onsite at once due to scheduling*

*\*\* Number of additional visitors as this is not open to the public it is very conservative.*

*\*\*\* Note a higher L/person/day has been adopted based on additional flows generated a tea room.*

Based on the total staff numbers and the total design flows calculated, it can be determined that demand does not exceed the total number of equivalent persons (EP) onsite to trigger assessment for an ERA63. During detailed design further assessments will be undertaken regarding the existing system capacity.

### 3.5.2 Water demand

The existing site is serviced by the following:

- Rain water tanks (based on roof area)
- Town water connection located on Lower Tenthill Creek Road
- A bore.

From the wastewater generation table, we have assumed the following water demand requirements.

**Table 4: Summary of Water Demand**

Area	Total L/day	Comments
Office/Amenities	312	Additional 30% usage allowance to consider loss or landscaping
Existing House	540	Currently serviced by Rainwater tank, bores, and Town water
<b>Total</b>	<b>852</b>	

We have based the amount required on the worst case. Based on the current water infrastructure

Page 10 of 14





(tanks, bore and town water connection) the proposed development should be serviced generally in accordance with the use. Further investigations will be undertaken during detailed design.

### 3.6 Electricity and telecommunication services

A site inspection confirmed that the site is currently serviced by existing electrical connection. As the development electrical draw is low (site office lights and general storage shed lighting), it is assumed that the proposed development can be serviced with the same connection. This will be confirmed during detailed design.

Refer **Appendix B** for Dial Before You Dig electricity and telecommunication services.

## 4. Codes Responses

We have prepared preliminary engineering responses to codes from the Gatton Shire Planning Scheme. Code responses on the performance criteria for the proposed development in relation to the codes are included **Appendix C**.

## 5. Conclusion

The following comments summarise the results of an assessment of the development proposal against Council's requirements for services.

The report has addressed the engineering requirements associated with the development relating to the:

- Traffic generated from the development.
- Stormwater quantity - Given the location of the site and the size of the upstream catchment, implementing stormwater mitigation devices is not considered necessary. A flood impact assessment will be undertaken to assess flood impacts relating to the proposed development.
- Stormwater quality - A Stormwater Management Plan will address State Planning Policy and SEQwater Development Guidelines assessment benchmarks through the implementation of stormwater quality devices on site.
- On-site effluent disposal – The existing infrastructure should be adequate for the proposed development. Further investigations will be undertaken at detailed design.
- Water service – Existing water connection will service the proposed development.

RMA provides the above assessment and the information contained in the attached appendices based on the information outlined on page 4 of this report.

Based on the findings of this report, it is demonstrated that acceptable or performance solutions to the relevant Council codes are available for development, and that the proposed development can appropriately be achieved for all engineering requirements.



Site Name: 120 Lower Tenthill Road, Lower Tenthill  
Project Name: Transport Depot  
Scale: 1:250 (A1)  
Date: 31 August 2022

NO.	REVISION	DATE
1	ISSUED FOR PERMIT	31/08/2022
2	REVISED FOR COMMENTS	01/09/2022
3	REVISED FOR COMMENTS	01/09/2022
4	REVISED FOR COMMENTS	01/09/2022
5	REVISED FOR COMMENTS	01/09/2022
6	REVISED FOR COMMENTS	01/09/2022
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100	REVISED FOR COMMENTS	01/09/2022

**RMA**  
Engineers  
120 LOWER TENTHILL RD  
LOWER TENTHILL, QLD, 4343

**SAS TRANZ PTY LTD**  
120 LOWER TENTHILL RD  
LOWER TENTHILL, QLD, 4343

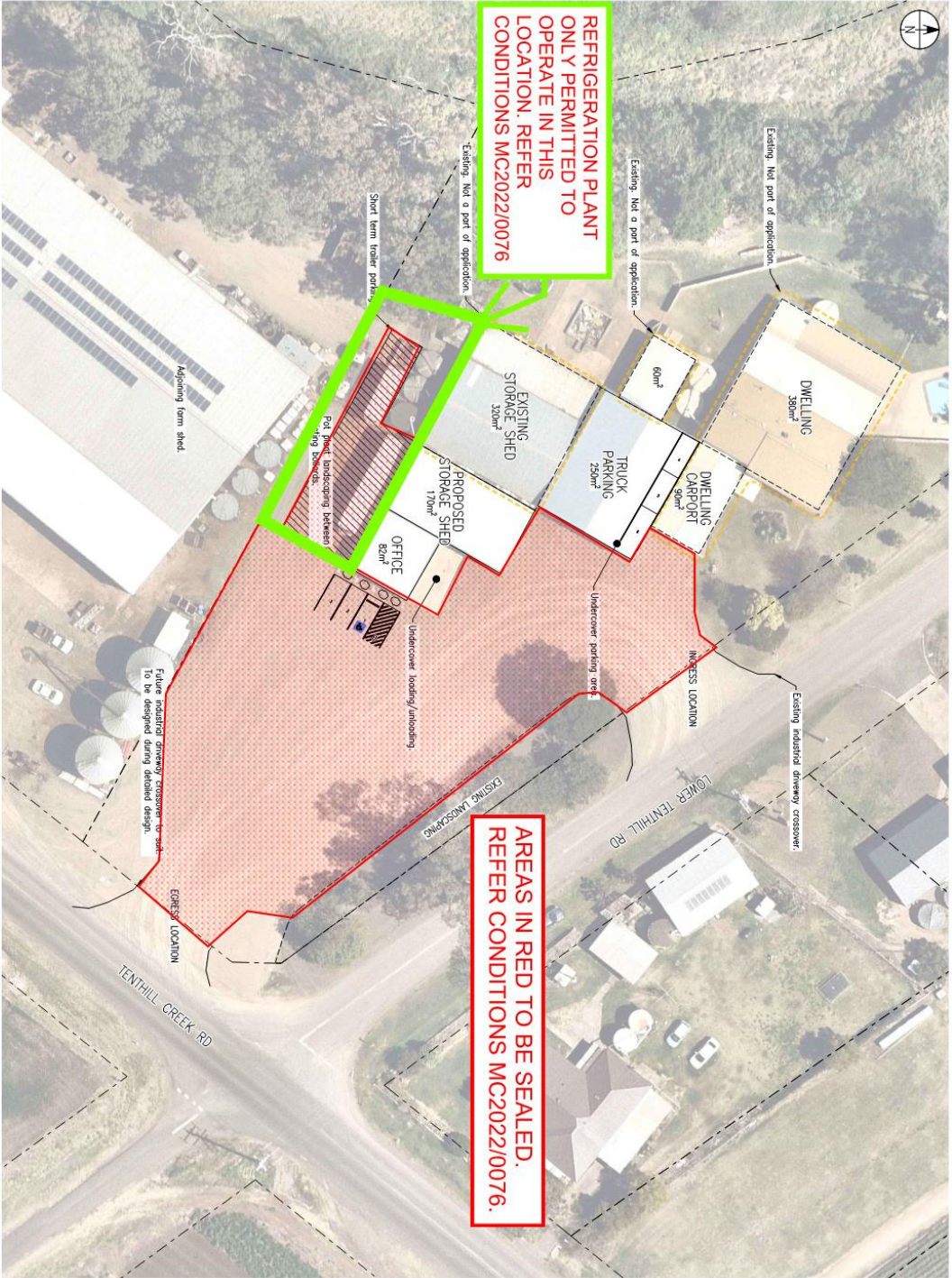
**TRANSPORT DEPOT**  
120 LOWER TENTHILL RD  
LOWER TENTHILL, QLD, 4343

**SITE LAYOUT PLAN**

**PRELIMINARY**  
31 August 2022

# SITE LAYOUT PLAN

Scale 1:250 (A1)



**PRELIMINARY**  
31 August 2022

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1:250(A1) 1500(A3)

THIS DOCUMENT IS  
UNCONTROLLED  
AND A SEPARATE IDENTIFICATION  
NUMBER SHALL BE PROVIDED IN ITS PLACE

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Councillor Cook returned to the meeting at 9:38am.

**12.2 RL2023/0050 Application for Development Permit for Reconfiguring a Lot for Boundary Realignment - 1 Dennis Minson Drive & Lake Apex Drive, Gatton**

**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 (RL2023/0050) for a Development Permit for Reconfiguring a Lot for Boundary Realignment (2 lots into 2 lots) of Lots 18 & 19 RP225190 at 1 Dennis Minson Drive and Lake Apex Drive, Gatton.

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 (RL2023/005) for a Development Permit for Reconfiguring a Lot for Boundary Realignment (2 lots into 2 lots) of Lots 18 & 19 RP225190 at 1 Dennis Minson Drive and Lake Apex Drive, Gatton, be approved subject to the following conditions:**

No.	Condition	Timing										
APPROVED PLANS AND DOCUMENTS												
1.	<p><b>APPROVED PLANS AND DOCUMENTS</b></p> <p>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):</p> <table><tr><td>Title</td><td>Plan No.</td><td>Revision / Amended</td><td>Date</td><td>Prepared By</td></tr><tr><td>Plan of Revised Boundary</td><td>-</td><td>-</td><td>01/02/2024</td><td>LVRC</td></tr></table>	Title	Plan No.	Revision / Amended	Date	Prepared By	Plan of Revised Boundary	-	-	01/02/2024	LVRC	At all times.
Title	Plan No.	Revision / Amended	Date	Prepared By								
Plan of Revised Boundary	-	-	01/02/2024	LVRC								
SERVICES												
2.	<p><b>SERVICES</b></p> <p>Submit to Council evidence from a Cadastral Surveyor that all services associated with the Childcare centre at 1 Dennis Minson Drive are fully contained within the lot they serve. Where any part of an existing service is found to cross a lot boundary, the encumbrance must be resolved by either:</p> <p>(i) Removing the encumbrance;</p> <p>(ii) Submitting an amended plan identifying the encumbrance and showing a revised boundary alignment; or</p> <p>(iii) Registering an easement in accordance with the <i>Land Title Act 1994</i> over the encumbrance such it burdens/benefits the respective lots where required.</p>	Prior to endorsement of Survey Plan.										

**RESOLUTION**

**THAT the application (RL2023/005) for a Development Permit for Reconfiguring a Lot for Boundary Realignment (2 lots into 2 lots) of Lots 18 & 19 RP225190 at 1 Dennis Minson Drive and Lake Apex Drive, Gatton, be approved subject to the following conditions:**

No.	Condition	Timing										
APPROVED PLANS AND DOCUMENTS												
1.	<p><b>APPROVED PLANS AND DOCUMENTS</b></p> <p>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):</p> <table><tr><td>Title</td><td>Plan No.</td><td>Revision / Amended</td><td>Date</td><td>Prepared By</td></tr><tr><td>Plan of Revised Boundary</td><td>-</td><td>-</td><td>01/02/2024</td><td>LVRC</td></tr></table>	Title	Plan No.	Revision / Amended	Date	Prepared By	Plan of Revised Boundary	-	-	01/02/2024	LVRC	At all times.
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**Moved By: Cr Hagan**

**Seconded By:**

**Cr Cook**

**Resolution Number: 20-24/1026**

**CARRIED**

**7/0**

**Executive Summary**

This report considers an application (RL2023/0050) for a Development Permit for Reconfiguring a Lot for Boundary Realignment (2 lots into 2 lots) of Lots 18 & 19 RP225190 at 1 Dennis Minson Drive and Lake Apex Drive, Gatton.

<b>TABLE 1 - OVERVIEW</b>	
<b>APPLICATION DETAILS</b>	
<b>Application No:</b>	RL2023/0050
<b>Applicant:</b>	Lockyer Valley Regional Council
<b>Landowner:</b>	Lockyer Valley Regional Council
<b>Site address:</b>	1 Dennis Minson Drive and Lake Apex Drive, Gatton
<b>Lot and Plan:</b>	Lots 18 & 19 RP225190

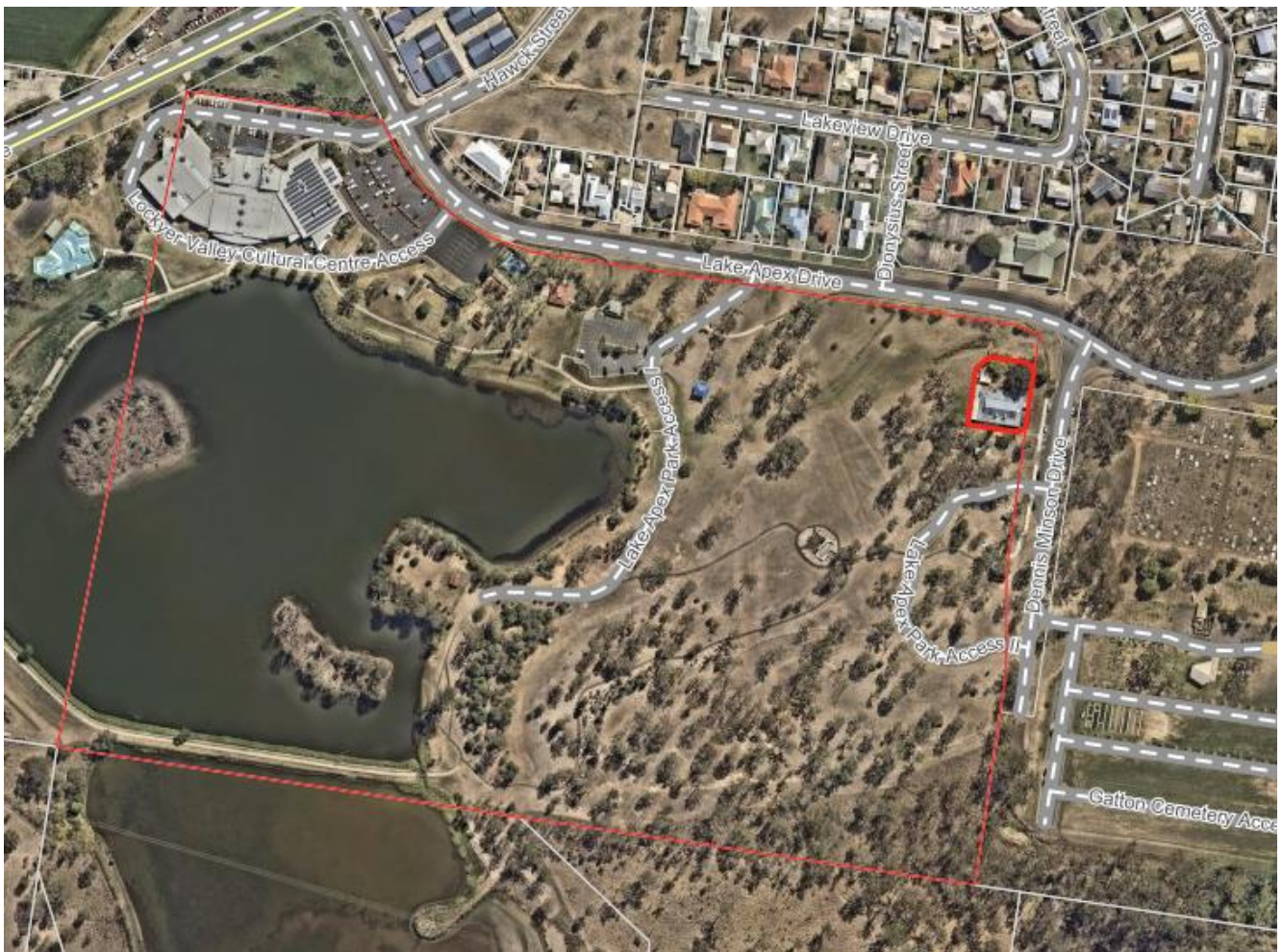
<b>Proposed development:</b>	Development Permit for Reconfiguring a Lot for Boundary Realignment (2 lots into 2 lots)
<b>STATUTORY PLANNING DETAILS</b>	
<b>Planning Scheme:</b>	<i>Gatton Shire Planning Scheme 2007</i>
<b>Zone:</b>	Open Space and Recreation
<b>Mapped State Planning Policy (SPP) matters:</b>	State Planning Policy (July 2017)
<b>South East Queensland Regional Plan 2023 (Shaping SEQ) regional land use category:</b>	Urban Footprint
<b>Referral trigger/s under the <i>Planning Regulation 2017</i>:</b>	Nil
<b>TLPI:</b>	<p><i>Temporary Local Planning Instrument 2022 Flood Regulation</i> (effective 21 July 2022)</p> <p>Flood hazard area under the Flood hazard overlay:</p> <ul style="list-style-type: none"> <li>• High hazard</li> <li>• Medium hazard</li> <li>• Low hazard</li> <li>• Investigation area</li> <li>• Overland flow path</li> </ul>
<b>Overlays:</b>	Not Applicable
<b>Category of Assessment:</b>	<p>Code assessable</p> <p>The subject land is located within the Open Space and Recreation zone which identifies Reconfiguring a Lot as Code assessable development under Part 4, Division 2, Table 2 of the <i>Gatton Shire Planning Scheme 2007</i>. The TLPI Flood hazard overlay does not change the category of assessment.</p>

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.

#### DESCRIPTION OF THE SITE AND SURROUNDS

<b>SITE AND LOCALITY DESCRIPTION</b>	
<b>Land area:</b>	<p>Lot 18: 19.3ha</p> <p>Lot 19: 1,442m<sup>2</sup></p>
<b>Existing use of land:</b>	<p>Lot 18: Community facility (cultural centre, recreational facilities)</p> <p>Lot 19: Childcare centre</p>
<b>Road frontage:</b>	<p>Lake Apex Drive: 438m</p> <p>Dennis Minson Drive: 330m</p>
<b>Significant site features:</b>	Lake Apex, existing car parking and accesses, existing mature vegetation particularly in the southeast
<b>Topography:</b>	Slopes from 125.5m AHD in the south east to 109m AHD in north west
<b>Surrounding land uses:</b>	Residential uses (dwelling houses, multiple dwellings) and Place of worship to north, Cemetery to east, Lake Freeman and vacant land to south, Park to west





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

## SITE HISTORY AND BACKGROUND

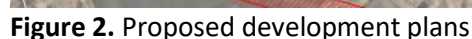
Lot 18 contains the Gatton Childcare Centre (owned by Lockyer Valley Regional Council) which has been operational since 1989, with the associated car parking area on adjoining Lot 19. Lot 19 has historically been used for community purposes with the Lockyer Valley Cultural Centre, Lake Apex, recreational facilities and associated infrastructure on the land.

## Proposal

The proposal seeks to realign the boundaries of the two (2) lots. The intent of the boundary realignment is to contain the existing Childcare centre and associated infrastructure (car park) wholly within the one allotment, i.e. proposed Lot 1. The realignment will also rectify the slight encroachment of buildings over the existing boundary.

The existing access arrangements and service connections will be retained as part of the development.

RECONFIGURING A LOT	DEVELOPMENT PARAMETERS
Number of Proposed Lots	2
Area of Proposed Lots	Proposed Lot 1: 2,920m <sup>2</sup> Proposed Lot 2: 19.52ha



***Gatton Shire Planning Scheme 2007***

- Reconfiguring a Lot Code
- TLPI Flood Hazard Overlay Code

The proposed development complies with all Probable solutions of the relevant codes, except where noted below.

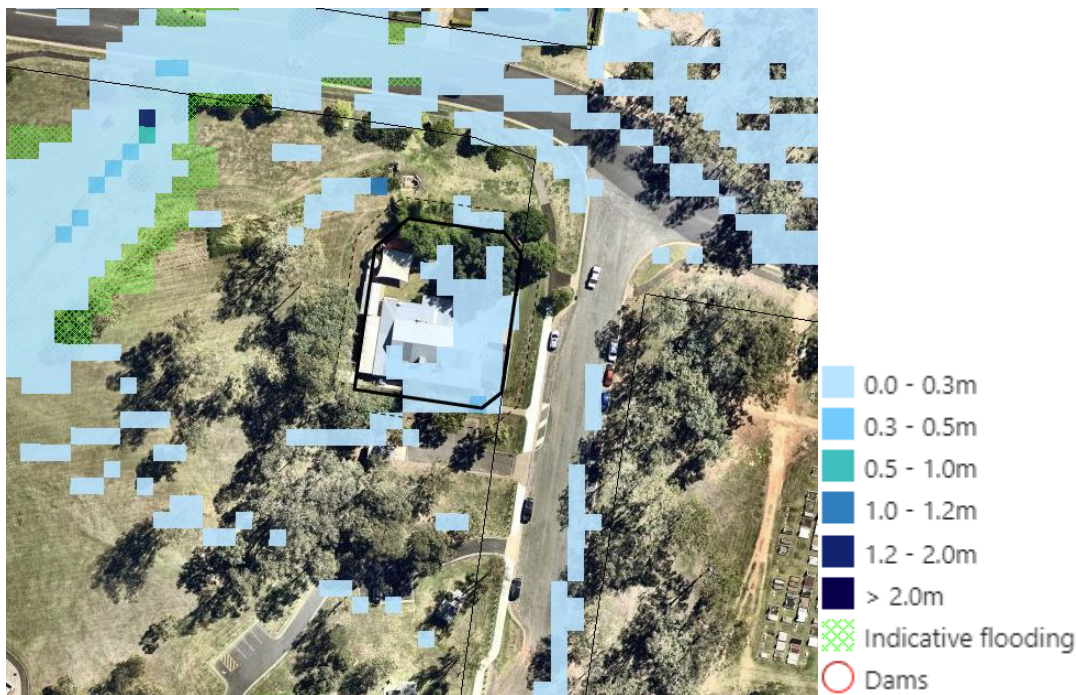
The proposal complies with all relevant Probable solutions of the Reconfiguring a Lot Code because it:

- Does not result in an increase in the number of lots;
- Provides for lot sizes and layout that are suitable for the continued use of the land for a Childcare centre and Community facility. The development will improve the situation through the Childcare centre being wholly located within a single lot;
- Does not involve any changes to access or servicing arrangements;
- Has access to the full range of urban services including water, sewer, stormwater, electricity and telecommunications; and
- All buildings and services will be wholly located within the lot they serve.



TLPI

The premises is included within the Flood hazard overlay of the *Temporary Local Planning Instrument 2022 Flood Regulation* (TLPI). The development involves realigning the boundaries of two (2) existing lots. No new lots are created. Additionally no new works or changes to access arrangements are proposed. Therefore, the development does not increase the risk of flooding to persons or property. The proposal complies with the Flood hazard overlay code.



**Figure 3.** Defined Flood Level event flood depth mapping (source LVRC Flood Information Portal)

**Draft Lockyer Valley Planning Scheme**

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

- Community facilities zone and Open space zone
- Overlays:
  - OM3A Biodiversity – Ecological Areas overlay
  - OM3B Biodiversity – Wildlife Habitat overlay
  - OM3C Biodiversity – Waterway and Wetland Habitat overlay
  - OM4 Bushfire hazard overlay
  - OM7 Flood Hazard overlay
  - OM10 Scenic Landscape overlay
  - OM12A Waterways and water resource catchment – Ecosystems overlay
  - OM12B Waterways and water resource catchment – water resource catchment overlay

Following review of the Draft Lockyer Valley Planning Scheme, it is considered that the current and draft planning schemes are generally consistent in regard to the proposed development and the subject allotments. The Draft Planning Scheme does not introduce any new components which would result in the development being inconsistent with the outcomes sought under the Draft Planning Scheme.


## STATE PLANNING REQUIREMENTS

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

The site is located in the Urban Footprint. The development proposal is for boundary realignment in the Urban Footprint, and there are no requirements in the *Planning Regulation 2017* applicable to the development proposal.

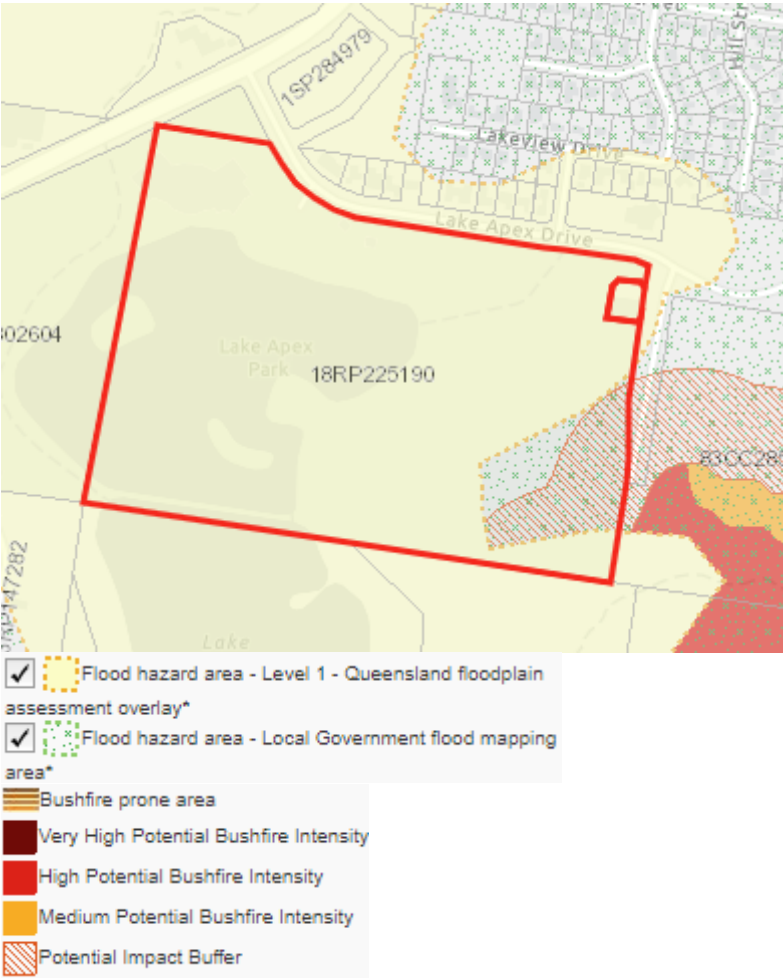
### State Planning Policy

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

SPP THEME	ASSESSMENT
<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 premises is located within an urban area and due to the size of the lots (existing and proposed) and current use of the land, it is not considered that the land could be used for agricultural purposes. The proposal 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 proposed new boundary will avoid Matters of State Environmental Significance (MSES) and no works are proposed as part of the development within the MSES. The proposal complies with this State interest.</p>



	<p>  MSES - Wildlife habitat (endangered or vulnerable)   MSES - Wildlife habitat (special least concern animal)   MSES - Wildlife habitat (koala habitat areas - core)   MSES - Regulated vegetation (essential habitat)   MSES - Regulated vegetation (intersecting a watercourse)   MSES - High ecological value waters (wetland) </p> <p><b>Water quality</b></p> <p>The development does not create any new lots and no earthworks or changes to stormwater or access is proposed. Therefore, due to the nature of the development, it will not result in adverse impacts on water quality. The proposal complies with this State interest.</p> <p>  Water supply buffer area   Water resource catchments </p>
<p><b>Safety and resilience to hazards:</b></p> <ul style="list-style-type: none"> <li>Emissions and hazardous activities</li> </ul>	<p><b>Natural hazards, risk and resilience</b></p> <p>The development is for a boundary realignment of two (2) existing lots. No new lots are created. Additionally no new works or changes to access arrangements are proposed. Therefore, the development does not</p>

<ul style="list-style-type: none"> <li>Natural hazards, risk and resilience</li> </ul>	<p>increase the risk of flooding or bushfire to persons or property. 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

### External Referrals

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

## INFRASTRUCTURE CHARGES

Infrastructure charges are not applicable to this development because the demand for the proposed development does not exceed the existing demand, as per the *Lockyer Valley Infrastructure Charges Resolution (No. 7) 2023*.

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## 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).

## CONCLUSION

The proposal:

- Provides for lot sizes and shapes suitable for the existing uses to be carried out;
- Ensures services and buildings are wholly located within the lot they serve;
- Does not result in any new works or changes to access or stormwater arrangements; and
- Achieves compliance with planning scheme and state planning requirements.

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.

### Previous Council Resolutions

At the General Meeting of the Gatton Shire Council on 13 July 1988, a letter from the Department of Family Services was presented advising that the Minister had approved the land in Dennis Minson Drive as a suitable site for construction of a day care centre.

### Critical Dates

In accordance with the *Planning Act 2016* and *Development Assessment Rules*, Council as assessment manager must decide the application within 35 business days, being 4 March 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 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

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**Attachments**

1 [↓](#) RL2023/0050 Proposal Plan 1 Page





**12.3 Request for Exceptions under funding from the Locally Led Economic Recovery Program (LLERP)**

**Author:** Tracy Vellacott, Senior Tourism and Events Officer  
**Responsible Officer:** Amanda Pugh, Group Manager Community & Regional Prosperity

**Purpose:**

The purpose of this report is to seek a Council resolution to enter into contractual arrangements for projects specified under the Locally Led Economic Recovery Program (LLERP) without first obtaining multiple written quotes due to sole supplier status, and the specialisation of suppliers needed to complete projects under the grant funding - noting some suppliers will be Tier 2 (i.e. value between \$5,000 and \$15,000) and some will be Tier 3 (value between \$15,000 and \$200,000).

**Officer's Recommendation:**

**THAT Council enter into contractual arrangements with suppliers for projects required under the Locally Led Economic Recovery Project without inviting multiple written quotes, in accordance with section 235(a) of the Local Government Regulation 2012, including but not limited to:**

- Why Leave Town Pty Ltd for the purchase of Lockyer Valley Gift Cards;
- Interactivink for the design and print of the 2024 Destination Tourism Guide;
- Southern Queensland Country Tourism for regional destination marketing extension campaigns;
- Specialist Apps Limited for development of a Lockyer Valley visitor app; and
- Local and specialist media organisations for the strategic planning of campaigns and booking and buying of campaign advertising for regional marketing purposes.

**RESOLUTION**

**THAT Council enter into contractual arrangements with suppliers for projects required under the Locally Led Economic Recovery Project without inviting multiple written quotes, in accordance with Section 235(a) of the Local Government Regulation 2012, including but not limited to:**

- Why Leave Town Pty Ltd for the purchase of Lockyer Valley Gift Cards;
- Interactivink for the design and print of the 2024 Destination Tourism Guide;
- Southern Queensland Country Tourism for regional destination marketing extension campaigns;
- Specialist Apps Limited for development of a Lockyer Valley visitor app; and
- Local and specialist media organisations for the strategic planning of campaigns and booking and buying of campaign advertising for regional marketing purposes. .

**Moved By:** Cr Holstein

**Seconded By:**

Cr Vela

**Resolution Number: 20-24/1027**

**CARRIED  
7/0**



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### Executive Summary

Council's Procurement Guideline requires Council to seek at least two written quotes from suitably qualified suppliers to source goods and services valued between \$5,000 and \$15,000 and at least three written quotes for goods and services between \$15,000 and \$200,000. The guideline provides exceptions in certain circumstances, and this report seeks approval to apply exceptions for the purpose of:

- Purchasing Lockyer Valley Gift Cards from Why Leave Town - the sole supplier for the Lockyer Valley Gift Card program.
- Interactivink for the design and print of the 2024 Destination Tourism Guide – specialised supplier of visitor guides to state, regional and local tourism bodies and Councils;
- Southern Queensland Country Tourism for regional destination marketing extension campaigns – specialised destination media buying power with discounts and value-added benefits beyond government rates;
- Specialist Apps Limited for a Lockyer Valley visitor app – specialist app company helping local councils with technology to create deeper visitor engagement; and
- Additional local and specialist media organisations for the strategic planning of campaigns and booking and buying of campaign advertising for regional marketing purposes.

In accordance with Section 235(a) of the Local Government Regulation 2012, a local government may enter into a contractual arrangement without first inviting written quotes or tenders if the local government resolves it is satisfied that there is only one supplier who is reasonably available.

### Proposal

Lockyer Valley Regional Council received grant funding of \$224,000 to deliver seven projects under the Locally Led Economic Recovery Program (LLERP) to support small business in local communities. The five elements requiring exception, total \$190,000, with the two remaining elements being sourced through Local Buy and a normal procurement threshold process. The projects seek to accelerate Laidley's cultural and social recovery from the 2022 flooding event, through increased marketing initiatives via the Laidley Spring Festival and wider regional marketing initiatives. A lift in strategic marketing of the region will help drive economic buoyancy of tourism, retail and hospitality businesses in the region.

#### *Why Leave Town*

An identified activity under the LLERP funding is the production and set up of a stock of Lockyer Valley Gift Cards, ensuring they are available for consumer purchase. It is intended Council purchase 3000 Lockyer Valley Gift Cards at a total quoted cost of \$8823.10. The costs associated with production and setup of the gift cards are between \$2.95 and \$3.25 per card, depending on the number ordered. Council has previously purchased Lockyer Valley Gift Cards for use as low value competition or incentive prizes and ad hoc staff rewards and/or Christmas gifts. Why Leave Town is the sole supplier of Lockyer Valley Gift Cards through their arrangement with the Lockyer Valley Chamber of Commerce, Industry and Tourism.

#### *Interactivink*

LLERP funding provides for the design and print of the 2024 Destination Tourism Guide, with inclusion of a business directory feature to encourage a "Shop Local" campaign. Interactivink are a specialised supplier of visitor guides to state, regional and local tourism bodies and Councils. They currently hold the design rights to production of Lockyer Valley's existing tourism guide, and it is proposed that the majority of content and layout be replicated in the new guide with minor refreshes across content and imagery.

#### *Southern Queensland Country Tourism (SQCT)*

LLERP funding provides for Council's Regional Tourism Organisation, Southern Queensland Country Tourism, to deliver regional destination marketing extension campaigns to stimulate visitation and spend to the Lockyer

Valley region. SQCT offers specialised destination media buying power with discounts and value-added benefits beyond government rates.

#### *Specialist Apps Limited*

Under the LLERP funding Council must develop a mobile app to improve the visitor experience and visitation to the region. Specialist Apps Limited has a well-documented reputation of helping local councils and tourism destinations to apply innovative technology to create deeper visitor engagement, including an event management tool that will be relevant for Laidley Spring Festival.

#### *Laidley Spring Festival Marketing Campaign*

LLERP funding will provide significant funds to create an intensive marketing campaign across traditional and contemporary media channels. Council will work with local media, along with additional specialist media organisations for the strategic planning of campaigns and booking and buying of campaign advertising for regional marketing purposes.

The above detailed exceptions are sought to assist Council to fulfil funding deed commitments associated with the Locally Led Economic Recovery Program funding, within the timeframes stipulated.

#### Options

1. Council approves exceptions to enter into contractual arrangements with suppliers as listed.
2. Council does not approve exceptions to enter into contractual arrangement with suppliers as listed.

#### Previous Council Resolutions

Nil

#### Critical Dates

The Locally Led Economic Recovery Grant is required to be finalised by 30 June 2024.

### **Strategic Implications**

#### Corporate Plan

Lockyer Business, Farming and Livelihood

- Encourage opportunities for the Lockyer Valley to drive economic and community outcomes.
- Maximise opportunities through engagement and partnership with stakeholders to achieve a strong resilient economy.

#### Finance and Resource

Allocated funds from the Locally Led Economic Recovery Grant will be utilised for the projects as outlined.

#### Legislation and Policy

Council's Procurement Guideline requires Council to seek at least two written quotes from suitably qualified suppliers to source goods and services valued between \$5,000 and \$15,000, and at least three written quotes from suitably qualified suppliers to source goods and services valued between \$15,000 and \$200,000. An exception to these requirements is available where Council resolves it is satisfied that there is only one supplier who is reasonably available (sole suppliers).

#### Risk Management

Key Corporate Risk Category: FE2

Reference and Risk Descriptor: Finance and Economics – Decision making governance, due diligence, accountability and sustainability.

Consultation

*Internal Consultation*

Procurement Team

Special Projects & Tourism Team

*External Consultation*

Lockyer Chamber of Commerce, Industry and Tourism

Specialist Apps Limited

Interactivink

Southern Queensland Country Tourism

**Attachments**

There are no attachments for this report.

**Author:** Tracy Vellacott, Senior Tourism and Events Officer  
**Responsible Officer:** Amanda Pugh, Group Manager Community & Regional Prosperity

The purpose of this report is to seek a Council resolution to enter into a Tier 2 (i.e. value between \$5,000 and \$15,000) contractual arrangement with Energex for design and relocation of the stay pole situated within the Forest Hill Silo Precinct, without first obtaining multiple written quotes, as Energex is the sole supplier and owner of the assets.

**THAT Council enter into a contractual arrangement with Energex for the design and relocation costs of an Energex stay pole situated at 24 Railway Street, Forest Hill, within the Forest Hill Silo Precinct, without inviting multiple written quotes, in accordance with section 235(a) of the Local Government Regulation 2012.**

**THAT Council enter into a contractual arrangement with Energex for the design and relocation of an Energex stay pole situated at 24 Railway Street, Forest Hill, within the Forest Hill Silo Precinct, without inviting multiple written quotes, in accordance with Section 235(a) of the Local Government Regulation 2012.**

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

Council's Procurement Guideline requires Council to seek at least two written quotes from suitably qualified suppliers to source goods and services valued between \$5,000 and \$15,000. The guideline provides exceptions in certain circumstances, and this report seeks approval to apply an exception for the purpose of purchasing Energex services, as they own the pole asset that needs to be relocated for the Silo project to proceed in accordance with the adopted Concept Plan.

## Proposal

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There is no alternative supplier to Energex for both the design and construction of Energex assets – it is not possible to get alternative quotes.

As Energex is the sole supplier and owner of the assets, an exception is being sought to procure Energex services for the design and construction associated with the relocation of the Energex stay pole at 24 Railway Street, Forest Hill.

The removal and relocation of the stay pole is required to enable the entry road to be built. The alternative is to redesign the entry road, which would ultimately impact the viewing experience of the silo art with vehicle movements. This is not in accordance with the adopted Concept Plan.

#### Options

1. Council approves an exception to enter into a Tier 2 contractual arrangement with Energex.
2. Council does not approve an exception to enter into a Tier 2 contractual arrangement with Energex.

#### Previous Council Resolutions

Nil

#### Critical Dates

Council is required to nominate a date for the relocation of the stay pole, noting that Council is working to avoid potential Energex delays that could impact the construction phase of the Silo project.

#### **Strategic Implications**

#### Corporate Plan

Lockyer Business, Farming and Livelihood

- Encourage opportunities for the Lockyer Valley to drive economic and community outcomes.
- Maximise opportunities through engagement and partnership with stakeholders to achieve a strong resilient economy.

#### Finance and Resource

Allocated funds from the Silo Project will be utilised for the purchase of Energex services.

#### Legislation and Policy

Council's Procurement Guideline requires Council to seek at least two written quotes from suitably qualified suppliers to source goods and services valued between \$5,000 and \$15,000. An exception to this requirement is available where Council resolves it is satisfied that there is only one supplier who is reasonably available (sole suppliers).

#### Risk Management

Key Corporate Risk Category: FE2

Reference and Risk Descriptor: Finance and Economics – Decision making governance, due diligence, accountability and sustainability.

#### Consultation

#### *Internal Consultation*

Procurement

Special Projects and Tourism

*External Consultation*

Energex

Place Design Group (Contract Awardees for VRC-23-079 Forest Hill Silos Viewing Precinct Detailed Design)

**Attachments**

There are no attachments for this report.



### 13.0 INFRASTRUCTURE REPORTS

*No Infrastructure Reports.*

### 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 - January 2024**

**14.2 - Group Manager People, Customer and Corporate Services Monthly Report – January 2024**

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

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

**Moved By: Cr Holstein**

**Seconded By:**

**Cr Cook**

**Resolution Number: 20-24/1029**

**CARRIED**

**7/0**

#### 14.1 Chief Executive Officer's Monthly Report - January 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 January 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 - January 2024 21 Pages



# Executive Office

**MONTHLY GROUP REPORT**  
**January 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. Report as at 13 February 2024.

Report as at 13/02/2024				
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	\$ 3,894,601.83	\$ 243,428.00	\$ 5,620,951.60	\$ 3,391,862.32
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	\$ 341,762.44	\$ -	\$ 542,704.28	\$ 333,214.90
Unsealed Roads Zone 10 - Part 1	\$ 511,678.21	\$ -	\$ 686,821.75	\$ 551,157.76
Old Laidley Forest Hill Road CH 1800 - (Betterment and REPA)	\$ 111,916.34	\$ 6,000.00	\$ 263,006.16	\$ 78,901.85
Unsealed Roads Zone 4 - Part 1	\$ 711,991.74	\$ -	\$ 867,359.19	\$ 763,131.60
Unsealed Roads Zone 4 - Part 2	\$ 937,410.79	\$ -	\$ 1,121,366.34	\$ 1,003,939.36
Unsealed Roads Zones 11-18	\$ 127,718.68	\$ -	\$ 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	\$ 3,104,511.52	\$ -	\$ 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	\$ 258,098.77	\$ -	\$ 434,114.94	\$ 180,802.07
Sealed Roads Zone 5	\$ 289,272.05	\$ -	\$ 621,788.32	\$ 276,346.02
Adare Road Floodway	\$ 282,215.70	\$ -	\$ 183,830.62	\$ 165,447.56
Guardrail Restoration	\$ 196,101.41	\$ -	\$ 232,393.50	\$ 184,456.98
Sealed Roads Zone 4	\$ 169,940.38	\$ -	\$ 303,114.17	\$ 130,555.62
Sealed Roads Zone 3	\$ 158,853.99	\$ -	\$ 329,842.84	\$ 152,167.14
Brightview Road (Betterment and REPA)	\$ 248,083.45	\$ 175,000.00	\$ 2,185,115.98	\$ 655,534.79
Sealed Roads Zone 11 - 18	\$ 167,604.72	\$ -	\$ 257,224.61	\$ 148,574.67
Mountain View Drive Landslip	\$ 421,059.81	\$ -	\$ 1,881,186.56	\$ 564,355.97
Sealed Roads Zone 1 and Town Extras	\$ 624,132.62	\$ -	\$ 1,516,649.55	\$ 655,594.36
East Egypt Road Landslip - Site 3	\$ 1,483,886.76	\$ -	\$ 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	\$ 1,135,175.68
Unsealed Roads - Zone 10 - Part 2	\$ 435,748.49	\$ -	\$ 714,432.10	\$ 442,988.01

Sealed Roads Zone 10	\$ 269,802.39	\$ -	\$ 151,780.62	\$ 136,602.56
Sealed Roads Zone 8	\$ 1,419,252.73	\$ -	\$ 709,970.06	\$ 638,973.05
Unsealed Roads Zone 10 - Part 3	\$ 806,978.42	\$ -	\$ 1,124,600.90	\$ 835,021.11
Sealed Roads Zone 2	\$ 544,939.89	\$ -	\$ 664,940.63	\$ 555,886.84
Sealed Roads Zone 6	\$ 255,619.69	\$ -	\$ 397,137.23	\$ 252,122.49
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	\$ 1,191,224.52
Flagstone Creek Road Rockfall	\$ 9,653.27	\$ -	\$ 736,438.78	\$ 220,931.63
Reconstruction of Floodway Approaches (Betterment and REPA)	\$ 518,834.25	\$ 178,000.00	\$ 1,512,733.53	\$ 453,820.06
All Zones Final	\$ 536,540.82	\$ -	\$ 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	\$ 34,680.03
Project Management Expenditure included in all submissions	\$ 1,497,936.60	\$ -	\$ -	\$ -
<b>TOTAL FOR REPA</b>	<b>\$ 29,872,108.76</b>	<b>\$ 845,856.00</b>	<b>\$ 38,189,962.16</b>	<b>\$ 25,129,515.99</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 draft agenda for the ARMC meeting will include the following:

- Reports covering ICT and Cybersecurity; Work Health Safety; Governance and a CEO update.
- 2024/2025 internal audit plan.
- Risk management and business continuity update.
- A review of the internal audit charter and Committee performance.
- Auditor Generals 2023 Local Government report.
- Fuel management internal audit report.
- Scope for the upcoming wages capitalisation internal audit.
- Financial performance.
- Audit register update.

### 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
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>

The Audit Register has been tasked to responsible officers to complete progress reporting on outstanding audit recommendations.

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

Audit fieldwork for the review of Council's fuel management practices was completed during January 2024. A slight delay was experienced with visits to Council work sites due to the rain event that occurred in the final week of January 2024. A draft report for the Fuel Management Review is anticipated to be received during February for management to consider. The final internal audit for the 2023/2024 financial year will cover Council's processes for capitalising wages. This has been identified as an area of risk from a financial perspective by understating the value of assets and impacting Council's estimated operational surplus.

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

A draft Strategic Risk Register and supporting treatment plans have been developed in preparation for review by the ELT. These documents will be presented to ELT at their monthly Operational meeting scheduled for 12 February 2024. At present there are 27 Strategic Risks identified on Council's Strategic Risk Register.

Following on from the Critical Functions Workshop facilitated by Council's Internal Auditors in December 2023, a draft Business Continuity Policy and Business Continuity Framework have been developed for Council. These documents are currently being reviewed 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.

#### **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***

A reminder of the implications and restrictions of the Caretaker Period was communicated to all staff on the commencement of the Caretaker Period on 29 January 2024.

Development of training material for onboarding of Councillors is in progress. Material includes a Councillor Handbook and a Decision-Making Framework, with the information contained in these documents to assist with guiding the content included in the Councillor Induction Program. I have previously distributed the draft Councillor Handbook index for the information of Councillors. Should you have any feedback, queries or comments please contact me.

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

## PROCUREMENT

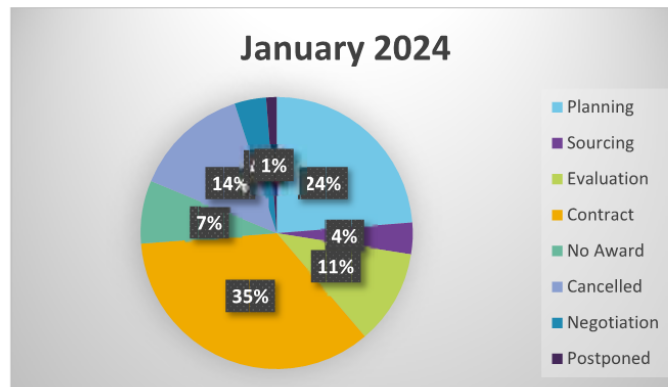
Group	Progress		
Infrastructure Delivery	November 2023	December 2023	January 2024
LVRC-23-058 Tyres & Tyre Related Services	Evaluation phase of RFQ Closed 26/9/2023	Awarded to Goodyear Autocare Gatton	
LVRC-23-059 Columbarium Wall Laidley Cemetery		Sourcing of RFQ – opened 1/12/23; Evaluated -closed 8/12/23	Awarded to Heritage Stonecraft and Design
LVRC-23-060 Lake Dyer Amenities Design & Construction	Sourcing of RFQ via Local Buy panel	Awarded to Asset Cabins and Homes	
LVRC-23-065 Brightview Road Rehabilitation Project	RFQ via Local Buy panel – awarded to Stabilised Pavements of Australia Pty Ltd (SPA)		
LVRC-23-071 Flagstone Creek Road Rockfall Protection Fencing	Sourcing of RFT – opened 3/11/2023	Evaluation of RFT – closed 7/12/2023	Evaluation of RFT – closed 7/12/2023
LVRC-23-085 Crowley Vale Rd Pavement Repairs	Sourcing of RFQ – opened 24/11/2023	Evaluation of RFQ – Closed 1/12/2023	Awarded to Fulton Hogan Industries Pty Ltd
LVRC – 23-086 Road Condition Assessment	Sourcing of RFQ via Local Buy panel – opened 15/12/2023	Evaluation of RFQ – closed 12/1/2024	Awarded to National Transport Research Organisation
LVRC-23-090 Tree Removal			Sourcing RFQ – opened 11/1/24; Evaluation – closed 25/1/24
Infrastructure Fleet	November 2023	December 2023	January 2024
LVRC-23-041 Earthmoving Equipment – Backhoe Loader	Planning phase – for Limited RFQ process	Planning phase – for Limited RFQ process	Sourcing of RFQ – opened 8/1/24; Evaluation of RFQ - closed 25/1/2024
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	Planning phase – for Limited RFQ process	Sourcing of RFQ – opened 22/1/24
LVRC-23-044 Trucks - 6 items	Evaluation of RFQ – Closed 16/11/2023	Evaluation of RFQ – Closed 16/11/2023	Evaluation of RFQ – Closed 16/11/2023
LVRC-23-068 Skid Steer	Awarded to Hastings Deering Australia Pty Ltd		
Waste	November 2023	December 2023	January 2024
LVRC-22-044 Waste Facilities Supervision	Contract negotiation	Contract negotiation	Contract negotiation
LVRC-22-045 MRF Kerbside Recyclable Processing	Contract negotiation	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
LVRC-24-002 Supply of Material Handling Machine			Planning for tender process
Community Facilities	November 2023	December 2023	January 2024
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	Sourcing of RFQ – opened 15/11/2023; closed 29/11/2023	Awarded to Saunders Havill Group	
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Planning and Development	November 2023	December 2023	January 2024
LVRC-23-079 Forest Hill Silo Viewing Precinct Design	Evaluation of RFQ – Closed 17/11/2023	Awarded to Place Design Group Pty Ltd	
LVRC-23-070 Resilient People and Places	Awarded to Psa Consulting (Australia) Pty Ltd		
LVRC-23-078 Christmas Carnival Market Coordinator	Awarded to Spirit of the Valley Events Inc		
LVRC-23-080 First Nations Land Management Assessments	Evaluation – RFQ closed 15/11/2023	Evaluation – RFQ closed 15/11/2023	Evaluation – RFQ closed 15/11/2023
LVRC – 23-083 Lead Advisor for LVSWs Optimisation Assessment Phase 1	Sourcing of RFQ – opened 20/11/2023	Evaluation – RFQ closed 8/12/2023	Awarded to Kellogg Brown & Root Pty Ltd
LVRC-23-084 Lockyer Valley Cultural Heritage Study		Planning for RFQ process	Sourcing of RFQ – opened 29/1/2024
LVRC – 23-087 GIS Support	Planning for Quotation process	Sourcing of RFQ – opened 11/12/2023; closed 15/12/2023; Evaluation	Awarded to Proterra Group
LVRC-24-008 Laidley Spring Festival Market Coordinator			Planning for RFQ process
Procurement and Stores	November 2023	December 2023	January 2024
LVRC-22-052- Traffic Control Ad-hoc Services	Planning for tender process	Planning for tender process	On hold
LVRC-23-069 Bituminous Product and Services (panel)	Planning for tender release	Planning for tender release	Planning for tender release
LVRC-23-075 Trade Services Preferred Supplier Arrangement	Planning for tender release	Planning for tender release	Planning for tender release
Executive Office	November 2023	December 2023	January 2024
LVRC-22-022 – Corporate Uniforms	Planning for tender process	Planning for tender process	Planning for tender process
LVRC-23-056 Revenue Notice Production	Planning for Quotation process	Sourcing of RFQ – Opened 13/12/.2023; Closed 22/12/2023	Awarded to Print Mail Logistics

PROCUREMENT STAGE	
Planning	19
Sourcing	3
Evaluation	9
Contract	28
No Award	6
Cancelled	11
Negotiation	3
Postponed	1

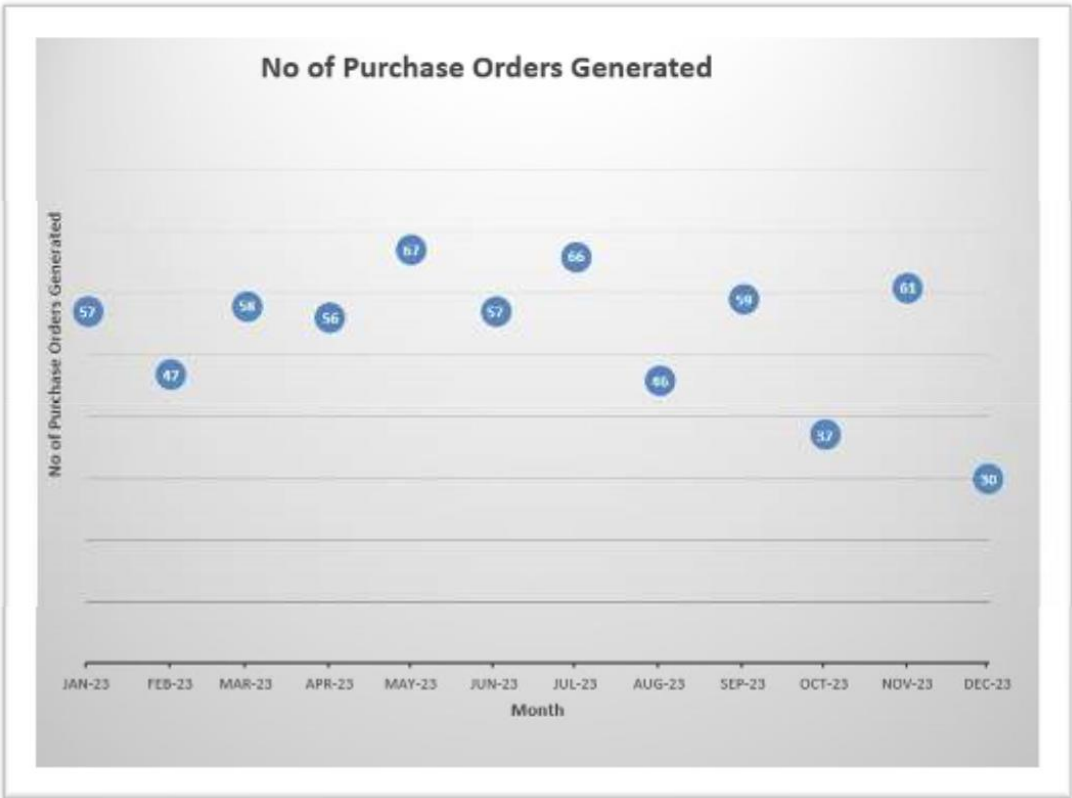


### Stores Data

OVERALL PURCHASING DATA	November 2023	December 2023	January 2024
No of Purchase Orders Generated	61	30	50
Total Value of Purchase Orders Generated	\$298,362	\$160,705.00	\$253,174.81
Total Value of Largest Spend to a Single Supplier	\$168,660	\$106,357.00	\$163,793.88

INVENTORY DATA	November 2023	December 2023	January 2024
No of New Items Added	24	3	6
No of Items made Inactive	0	0	0
Total Number of Inventory Items	1324	1327	1333

NOVEMBER TOP FIVE SUPPLIER SPEND TOTALS (LARGEST \$ TO LEAST \$)	
OCWEN ENERGY	\$168,660
DELNORTH PTY LTD	\$34,397
BORAL CONS	\$19,866
KARREMAN QUARRIES	\$15,400
TAYLOR SAFETY	\$8,537
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	\$163,793.88
BORAL CONS	\$34,056.00
DELNORTH PTY LTD	\$8,540.40
JNL INDUSTRIES	\$7,884.88
HASTINGS DEERING AUSTRALIA	\$7,109.79



DISASTER MANAGEMENT

Corporate Plan Action - Disaster Management Framework development and implementation

Corporate Strategic Planning

The Disaster Management team have undertaken strategic planning for 2024, including the Corporate Plan action to develop and implement the Disaster Management Framework.



delivery of

<b>Community Education, External Engagement &amp; Partnerships</b>	<b>Building Inclusive Disaster Resilient Communities (BIDRC) Local Action Group</b>
	Council officers attended a meeting hosted by Queenslanders with Disability Network (QDN) as part of the BIDRC project. BIDRC is grounded in Disability Inclusive Disaster Risk Reduction (DIDRR). DIDRR means making sure that people with a disability have the same opportunity to access emergency preparedness information, to participate in emergency preparedness programs in their community and to be included as a

stakeholder in local community emergency planning processes. This project builds on and supports the work already happening in Council and the community.

#### Training & Exercises



##### Situational Awareness System Training

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

##### Incident Management System (IMS) Software Training

Prior to the activation of the Local Disaster Coordination Centre, training was provided to officers to familiarise them with the IMS.

During activation, mentoring was provided to those with less practical experience in Local Disaster Coordination Centre roles to increase depth in our capacity to respond to events.

#### Local Disaster Management Group



The scheduled Local Disaster Management Group meeting was held on Thursday 1 February 2024. Agenda items included the endorsement of the updated Local Disaster Management Plan and a review and incident debrief of the hail and storm events in November and December 2023.

The updated Local Disaster Management Plan will be presented to Council for approval before being made available on Council's website.

An extra-ordinary meeting was conducted as a result of the activated response to the severe weather event on Tuesday 30 January 2024.

#### Flood Intelligence System



Warrego Highway and Thornton School Road gauges are operational and are back on public view on the Bureau of Meteorology website. The Whiteway Road camera and Woodlands Road river height gauge are scheduled for repair with faults identified during flood operations. Council identified a suspected issue with water levels at the Glenore Grove gauge which has been reported to the asset owner, Seqwater.

#### Incidents/Operations



##### January 2024 Weather Event

The complex weather system was a result of a slow-moving trough interacting with deep tropical moisture and the effects of Ex-Tropical Cyclone Kirrily in Northern Queensland.

The Local Disaster Management Group (LDMG) moved to Lean Forward on Sunday, 28 January 2024 due to mid catchment heavy rainfall overnight leading to a major flood warning by the Bureau for Laidley.

Highest rainfall totals overnight fell across the mid catchment West Woodbine to Thornton. 6 hourly rainfall totals to 0600hrs, 28/01/2024 were:

- Mt Berryman - 215mm
- Thornton School Road - 179mm
- West Woodbine - 148mm

Total rainfall in excess of 200mm in 8 hours saw rapid rises in Laidley Creek and Sandy Creek (Forest Hill) with the majority of flow remaining within

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banks. A breakout of Sandy Creek saw the flow path operate for a short period and stayed contained in the breakout flow path. Council officers undertook road safety activities signing, closing, and reopening roads.

The LDMG moved to Stand Up at 0400hrs on Tuesday, 30 January due to overnight rainfall and potential for impact on the community, particularly the Laidley and Forest Hill townships. Widespread rainfall with heavier falls in the eastern side of the region saw rapid responses in the very wet Laidley and Sandy Creek (Forest Hill) catchments.

An Emergency Alert was issued for the Laidley township at 0430hrs Tuesday, 30 January that stated, *"An Emergency Alert (Watch and Act) has been issued for Laidley from the Lockyer Valley Regional Council. Council advises flooding may occur in the Laidley town area and water levels may rise rapidly. Residents in low lying areas are encouraged to enact their emergency plan. The Laidley State High School evacuation centre will open for those seeking safe shelter. Stay up to date with the latest information from the Bureau. Listen to local radio or visit [disaster.lvrc.qld.gov.au](https://disaster.lvrc.qld.gov.au) for more information. For flood assistance contact the State Emergency Service (SES) on 132 500. For life threatening emergencies phone Triple Zero (000)."*

An Emergency Alert was issued for the Forest Hill township as at 0440hrs Tuesday, 30 January that stated, *"An Emergency Alert (Watch and Act) has been issued for Forest Hill from the Lockyer Valley Regional Council. Council advises flooding may occur in the Forest Hill township and water levels may rise rapidly. Residents in low lying areas are encouraged to enact their emergency plan. Stay alert and up to date with the latest information from the Bureau. Listen to local radio or visit [disaster.lvrc.qld.gov.au](https://disaster.lvrc.qld.gov.au) for more information. For flood assistance contact the SES on 132 500. For life threatening emergencies call Triple Zero (000)."*

Flooding occurred in the lower area of Forest Hill and the Laidley business district.

The Warrego Highway closed at approximately 0200hrs 30/01/2024. Traffic had started moving again by 0900hrs 30/01/2024.

The Bureau issued a major flood warning for Glenore Grove, but this was later changed by the Bureau.

Damage assessments were undertaken on 9 commercial buildings and 28 houses. 16 properties sustained minor damage and two commercial properties sustained moderate damages.

Council accepted domestic and small business flood waste free of charge at Gatton, Laidley and Lockyer Waters until COB Monday, 12 February.

In response to the disaster, Counter Disaster Operations and Reconstruction of Essential Public Assets assistance has been activated to assist Council.

Rural Aid is offering financial assistance and free counselling to farmers affected by the November 2023 hailstorm or the December 2023/January 2024 storms or floods that impacted the Lockyer Valley. Primary producers will need to be registered (if not already), by filling out a short online form at <https://faa.ruralaid.org.au/>.

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Rural Aid's qualified counsellors are based across Australia. Rural Aid can connect with clients via telephone or in person.

Funding of up to \$5000 is now available for local not-for-profit sport and recreation organisations impacted by the January 2024 floods through the Queensland Government's Sport and Recreation Disaster Recovery Program.

Details of available [Flood Recovery Support](#) can be found on Council's website.

#### State Emergency Service (SES) Monthly Report



The Lockyer Valley SES currently has 32 members with two new probationary members and two prospective new members who have submitted paperwork to join. Active members for each group:

- Forest Hill – 6
- Gatton – 14
- Laidley – 10

SES responded to 59 requests for assistance tasks in January and coordinated requests for assistance for washouts by Rural Fire Service from the Severe Weather Event - Jan 2024.

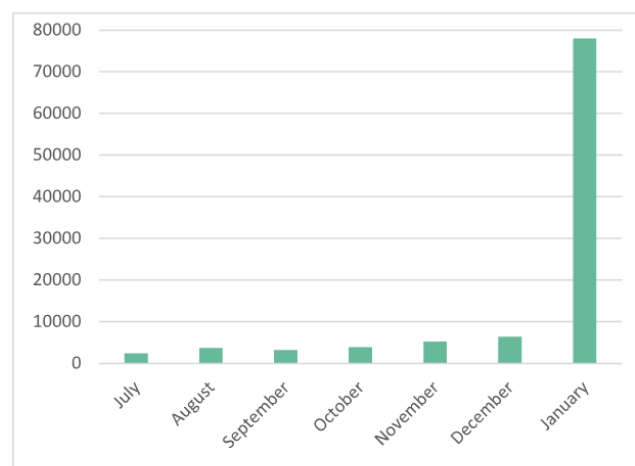
SES members spent 104.75 hours responding to requests for assistance for the period 26 December to 29 January.

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

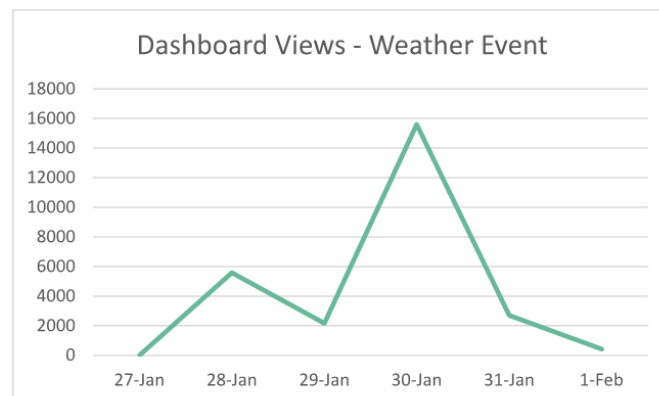
92.5 hours were spent in training and development. Sessions provided for members included a debrief following the storm response and a CPR course.

#### Disaster Dashboard

The severe weather event saw a dramatic rise in the number of views of the Disaster Dashboard. A chart of screen page views over the last few months demonstrates this increase:



Traffic on the Dashboard was greatest on 30 January with 15,602 users accessing the site. Graphical representation of views during the weather event is represented below:

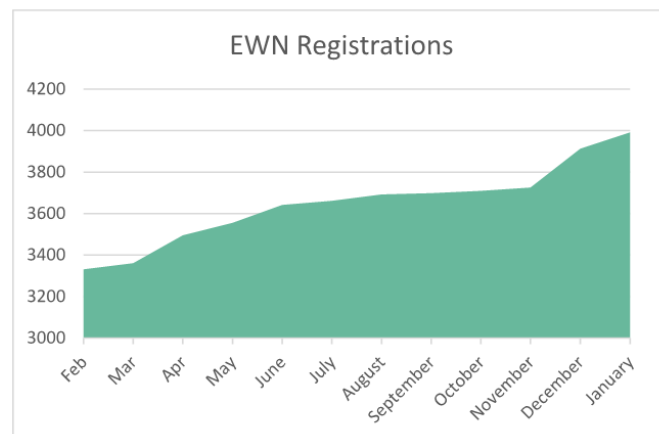


The language feature of the Dashboard was also well used with the following languages accessed: Chinese, Korean, Japanese, Danish, German, Italian, Afrikaans, Dutch and French.

#### Early Warning Network

Another increase was seen this month in the number of EWN subscribers – up almost 79 to 3992. This again can be attributed to promotion of the service through Facebook during the severe weather event. The sharpest spike in new subscribers was on 29 and 30 January with the majority coming from the eastern half of the region.

Residents can register for this free service at EWN or through the [Disaster Dashboard](#).





## 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



## MEDIA ENQUIRIES



## ONLINE ENGAGEMENT



## CORPORATE DESIGN



## CORPORATE WEBSITE

## MOST VISITED WEB PAGES

1. Grantham Siren & Flood Cameras
2. Flood Information & Regulation
3. Disaster Dashboard

**40,046** TOTAL ACTIVE USERS**65.49%** ENGAGEMENT RATE

Compared to January 2023, Total Active Users has had an **increase** of **27,248** users. Engagement rate was not recorded in January 2023.

## COMMUNITY CONNECT NEWSLETTER

## TOP 3 READ ARTICLES

1. My Community Diary
2. EasyGrants
3. Disaster Dashboard

**597** Subscribers**36.01%** open rate  
(Industry average < 25%)

Compared to January 2023, Council has had a **decrease** in the newsletter's open rate by **11.77%**. Total Subscribers **increased** by **11** subscribers.

## FIXED VMS SIGN

**9** VMS Activations

- Happy New Year
- Storm Season
- Flash Flooding
- Heatwave Warning
- Australia Day
- Flooded, Forget It
- Potential Heavy Rain, Drive Safely
- Road Closed, Expect Delays
- Proceed with Caution, Flooding Ahead

## 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

10 MEDIA RELEASES



4 PAID ADVERTISEMENTS

Compared to January 2023, Council has had a **decrease** of 1 media releases.

## MEDIA ENQUIRIES

12 RADIO



11 TV



6 PRINT



5 OTHER



Compared to January 2023, Council has had an **increase** of 16 media enquiry.

## ONLINE ENGAGEMENT

47 FACEBOOK POSTS



Reach: 26,265  
Shares: 20

Compared to January 2023, Council has had an **increase** of 19 Facebook posts.

7 INSTAGRAM POSTS



Reach: 484  
Reactions: 27

Compared to January 2023, Council has had a **decrease** of 21 Instagram posts.

16 X POSTS



Impressions: 250  
Shares: 4

Compared to January 2023, Council has had a **decrease** of 12 Twitter posts.

3 LINKEDIN POSTS



Impressions: 2513  
Reactions: 61

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.

0 PAID POSTS

## CORPORATE DESIGN

24 PROJECTS



58 DESIGNS

Compared to January 2023, Council has had an **increase** of 9 project and an **increase** of 27 separate designs.



4 PHOTOSHOOTS

Photoshoots were not recorded in January 2023.



1 INTERNAL



0 EXTERNAL

Compared to January 2023, Council has had an **increase** of 1 internal video and a **decrease** of 2 external videos.

## CORPORATE WEBSITE

## MOST VISITED WEB PAGES

1. Grantham Siren & Flood Cameras
2. Flood Information & Regulation
3. Disaster Dashboard

40,046



TOTAL ACTIVE USERS

65.49% ENGAGEMENT RATE

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## FIXED VMS SIGN



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- Copy New Year
- Storm Season
- Flash Flooding
- Festive Warning
- Aussie Day
- Hooded, Forget it
- Potential Heavy Rain, Drive Safely
- Road Closed, Expect Delays
- Proceed with Caution, Flooding Ahead

## COMMUNITY DEVELOPMENT & ENGAGEMENT

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



**7** projects received engagement support in January:

- Naming of Facilities and Fields
- Flood Impacted Parks
- Waste Reduction and Recycling Plan
- Lockyer Waters Community Centre
- 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 program* areas for community-led projects that increase the resilience and social connectedness of local communities.
- Engagement with various communities is ongoing to support development of community groups in those areas, including Lockyer Waters, Grantham and Helidon. These opportunities have significant potential to boost the everyday resilience of the communities as well as their capacity to respond to community needs, including at times when the community is disaster impacted.
  - The Grantham community group is holding a community meeting on Tuesday, 6 February to further discuss formation of the group and consider establishment of a working committee to move forward with their objectives.
  - Lockyer Waters Hall Committee is set to hold an Annual General Meeting soon, as construction of the new Lockyer Waters Hall continues.
  - The Engagement Team is arranging to meet with members of the Helidon community to discuss formation of a Helidon community group and how Council can provide support.
- Mr Brody Horne received funding through Council's Ambassador Support Program, representing the region at the Bulls Masters U16 Youth Cup.
- Two Minor Community Grants were provided for the following events:
  - Gatton Swimming Club Inc. – 2024 Australia Day 800m Classic – \$500
  - Lockyer Equestrian Group – Brenda Wittmann Classic Championship Dressage – \$1000



- A Needs Assessment Survey has been developed and provided to local sporting clubs to complete. The survey covers topics such as governance, participation, finance, operations, infrastructure, technology and more. The purpose of the survey is to gather information that will help Council understand the current state of sporting clubs in the Lockyer Valley, identify any challenges or gaps, and explore opportunities for development. The information gathered will be used to guide future initiatives and support the growth of local sporting clubs.

#### My Community Directory: January 2024

Top 5 searched categories	Top 5 most viewed services
1. Sport	1. Lifeline Shop – Crowley Vale
2. Education	2. Laidley Crisis Care & Accommodation
3. Health Services	3. Youth Insearch
4. Community Clubs & Interest Groups	4. Gatton SES Unit
5. Accommodation Services	5. Laidley & Districts Netball Association

**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 whenever possible. The next BBQ is scheduled for Thursday, 22 February.
- Ongoing liaison with a Wellbeing Officer from a local Pacific Australia Labour Mobility (PALM) Scheme employer resulted in a Multicultural BBQ being hosted at a major accommodation facility in the Lockyer Valley on Saturday, 20 January.
  - The event provided important social connections and information to PALM Scheme workers to improve their disaster preparedness as well as information about the Early Warning Network, and a sign-on opportunity for local sporting clubs.



- The Wellbeing Officer also attended the Lockyer Valley Service Provider Interagency meeting on Tuesday, 23 January to network with other agencies and identify volunteer opportunities for the PALM workers who are keen to volunteer in the community. Some of the workers are investigating volunteer opportunities with local Rural Fire Service brigades.
- A great outcome from the BBQ is that around 30 PALM workers have started attending training with the Gatton Black Pigs Rugby Union Football Club, resulting in important social and community connections for the workers as well as boosting the sustainability of the club.



- The Engagement Team has met with Gatton Committee on the Ageing (Gatton Seniors) regarding holding a joint meeting between the Lockyer Valley Hall Networking Group and Gatton Seniors on Tuesday, 20 February. This event will include a presentation from a representative from Volunteering Queensland about volunteer recruitment and management. The aim of connecting Gatton Seniors with the Lockyer Valley Hall Network Group is collaboration between these groups, which will hopefully yield other benefits. Ongoing engagement with Gatton Seniors also includes assistance with organisational governance, volunteer recruitment and person-centred disaster preparedness.
- Connecting with local youth service providers to gauge interest in a Youth Week program for 2024. A positive response has been communicated by providers and planning is moving forward to facilitate the program in early 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 Lockyer Valley Service Providers Interagency meeting and continue to seek opportunities for collaboration and engagement with Traditional Owners and First Nations people in the Lockyer Valley.
- Ongoing support is being provided to Queenslanders with Disability Network (QDN) for the Building Inclusive Disaster Resilient Communities (BIDRC) project, following the community forum held in November.
  - QDN have prepared a report which is to be used as the basis for further community disaster planning between people with disability, Council, emergency services, and service providers. Liaison with Council's Disaster Management team is ongoing regarding some of the responses to the report, including improving the accessibility of evacuation centres.
  - QDN hosted the Local Action Group meeting on Wednesday, 17 January.

- BIDRC is a funded project and QDN resources will reduce from March 2024. The Engagement Team has provided feedback through the Community Recovery & Resilience Officer program to QDN, University of Sydney and other agencies about the importance of ongoing resources being available to QDN, Council and other stakeholders to improve the disaster resilience of people with disability and other vulnerable people.

#### 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 first LVSPI meeting for 2024 was held in-person at Gatton Shire Hall on Tuesday, 23 January. The meeting was attended by 40 stakeholders and the forum continues to build on attendance, providing support agencies with opportunities to network and collaborate.
  - The next meeting is an in-person meeting on Thursday, 28 March at Laidley Sports Complex. A pre-meeting networking event at Laidley Community Centre is also planned to connect agencies with vital local social service providers.

## ADVOCACY

### Advocacy

#### **Inland Rail**

There has been limited engagement from the Australian Rail Track Corporation (ARTC) regarding the Inland Rail Project. Since the response by the Australian Government to the Independent Review of Inland Rail, there has been minimal work carried out in the Queensland sections of the project. Inland Rail has focussed their efforts, and their expenditure, on the sections of rail south of Parkes. There has been no clarity on the scope of works north of Parkes and no budgetary commitment to these works.

There have been staff reductions at ARTC (certainly in Queensland) and the Public Private Partnership (PPP) arrangements for the sections from Gowrie to Kagaru will no longer proceed. Regionerate Rail, the entity designated by ARTC as the preferred PPP tenderer, will no longer be involved in the project. This recognised the concerns raised in the Independent Review of Inland Rail that reported to government earlier this year. These concerns, regarding a PPP method of delivery, had been raised repeatedly by Council in submissions including to the Independent Review and the Senate Inquiry into Inland Rail. It is hoped an improved delivery mechanism with closer oversight from government will be developed.

The Office of the Coordinator General has advised the existing deadlines for the Environmental Impact Assessment (EIS) work are in late 2024 and early 2025. However, given the limited work being undertaken on these projects at this time, it is likely that these will need to be extended. It will be important that Council continues to advocate for the alignment with the least impact on our community and it is considered that the Australian Government and the Queensland Government should adopt that focus as well. A photograph of the existing rail bridge near Murphy's creek demonstrates what can be achieved – an attractive piece of functioning infrastructure which is isolated from residential areas and has relatively modest impacts.





This can be distinguished from the current proposal from ARTC to run double stacked container trains through the centre of Gatton. It is clear the impacts of such trains operating through residential areas will have enormous impacts. When the EIS project recommences, it will be important that council continues to advocate for the optimal alignment.



The Position Paper approved by Council in 2018 has stood the test of time and can be utilised to assert Council's stance on this project. Council has never sought to stop the project but rather to work with ARTC to obtain the optimal outcome.

The principles contained in that Paper are, that with respect to the proposed Inland Rail project, there should be:

1. No loss of connectivity (where the proposed corridor severs existing access, alternate access should be provided of comparable or better standard);
2. No flood impacts (from new rail corridors and where existing rail corridor is utilised the opportunity should be taken to improve flood resilience);
3. Mitigated amenity impacts (noise, vibration, light, visual, dust, smell);
4. Limited (as far as possible) loss of good quality agricultural land;
5. Promotion of integrated transport planning (to allow for future passenger transport and the support for active transport).

These need to be balanced to obtain the optimal alignment and railway operation.

**14.2**

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

**Proposal**

That this report be received and noted.

**Attachments**

[1](#) Monthly Group Report - People Customer and Corporate Service - January 2024 10 Pages



# People, Customer and Corporate Services

MONTHLY GROUP REPORT  
JANUARY 2024



## PEOPLE, CUSTOMER AND CORPORATE SERVICES



# Happy New Year!

### 2024 Goals for PCCS:

- *Waste Strategy including public feedback.*
- *Prepare 4 Business Administration Trainees for success.*
- *Customer Experience reach an average service level target of 85% for 2024.*
- *Commence Connected Council projects.*
- *ICT training available for all staff.*
- *Implement Pulse Survey result improvements.*
- *Continual improvement to our Local Recovery plan for the good of our Community.*
- *Implement a strong Cybersecurity Strategy.*
- *Become a values based organisation and be "One Team - One Council".*

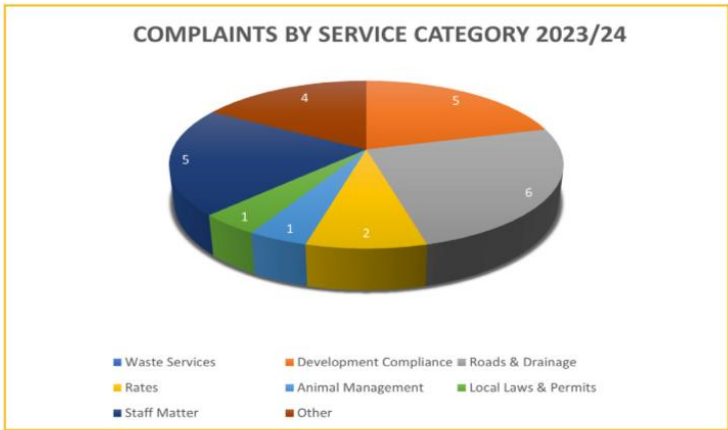
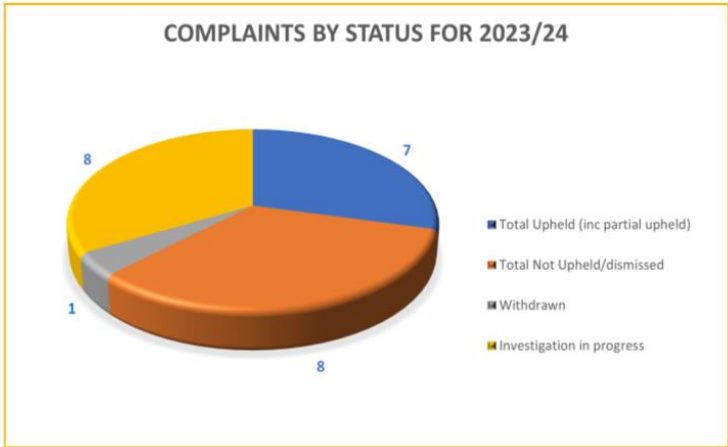
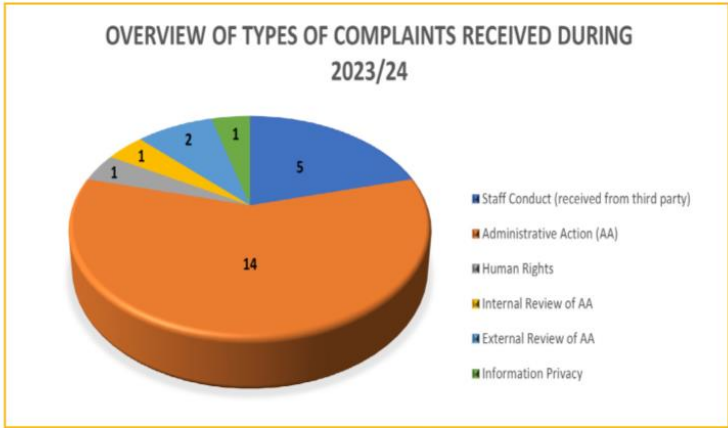
***Thank you to our Team for all your hard work over the past year and we look forward to kicking some goals in 2024!***



PEOPLE, CUSTOMER AND CORPORATE SERVICES

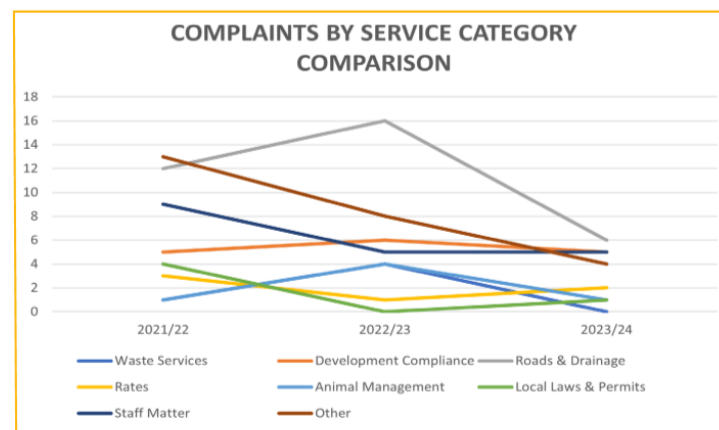
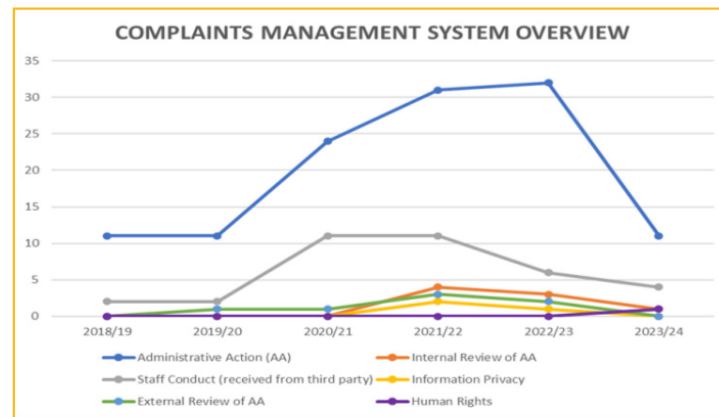
GOVERNANCE AND PROPERTY

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



## GOVERNANCE AND PROPERTY

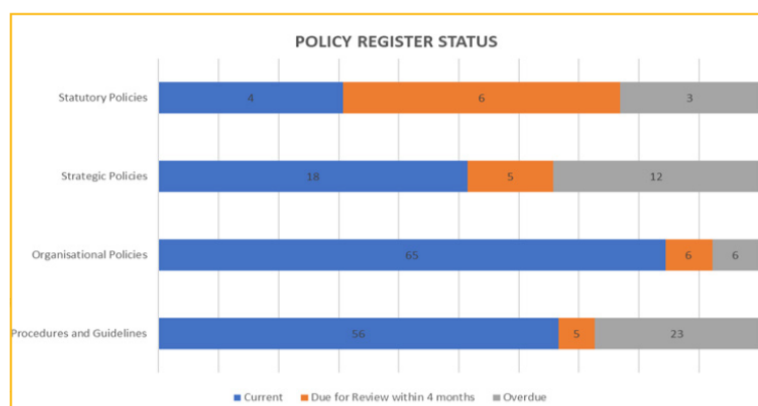
A historical comparison of complaints by type and service category is set out below:



### POLICY REGISTER UPDATE

The following chart provides information on the status of Council's Policies, Procedures and Guidelines as at the end of January 2024. The Governance and Property team continue to work with, and provide assistance to, policy owners whose policies are either overdue or due for review.

Currently there are a number of statutory and strategic policies and procedures under review which will be adopted during the 2024/2025 budget process. The Infrastructure and Communities teams are also progressing the review of a number of policies and these will be presented for adoption following the post-election meeting.





## INFORMATION COMMUNICATION TECHNOLOGY

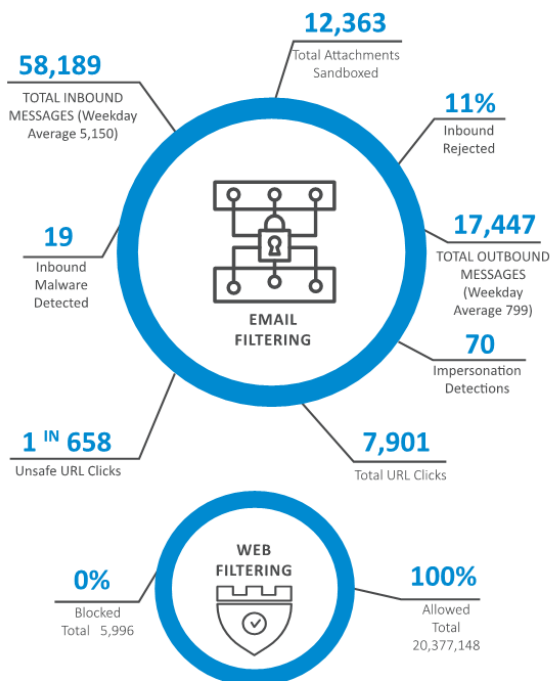
With the start of a new calendar year it is an opportunity to review the ICT Teams priorities. Our strategic priorities are:

- Cyber Security,
- TechnologyOne,
- Customer Focus, and
- ICT Staff Training.

Budget driven priorities include, planned asset management hardware renewals of selected audio visual equipment, body cameras, UPS power management, network switching infrastructure, mobile devices, and new hardware for selected waste transfer sites to improve security.

Project driven priorities include, implementing a new workplace health and safety application to improve the capturing, reporting and management of incidents and hazards, replacing the current IT service management solution with a solution that has greater functionality and support improving the ICT Teams customer focus. Other priorities include disaster recovery, business continuity planning, risk management, web security, and more.

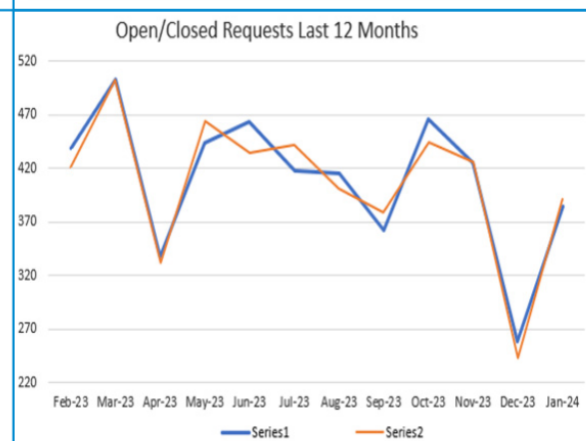
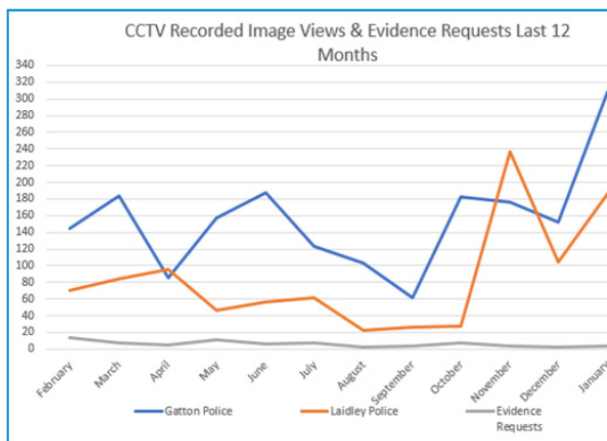
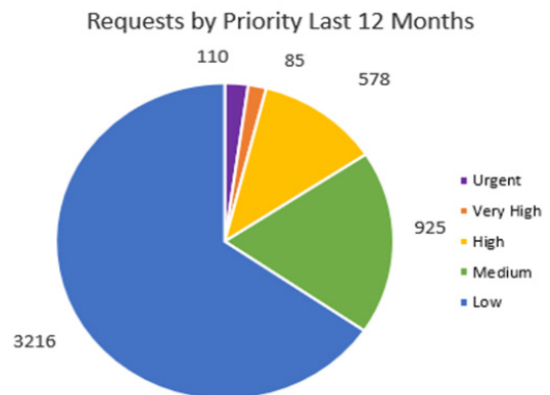
### EMAIL AND WEB PROTECTION



### NETWORK PERFORMANCE SNAPSHOT

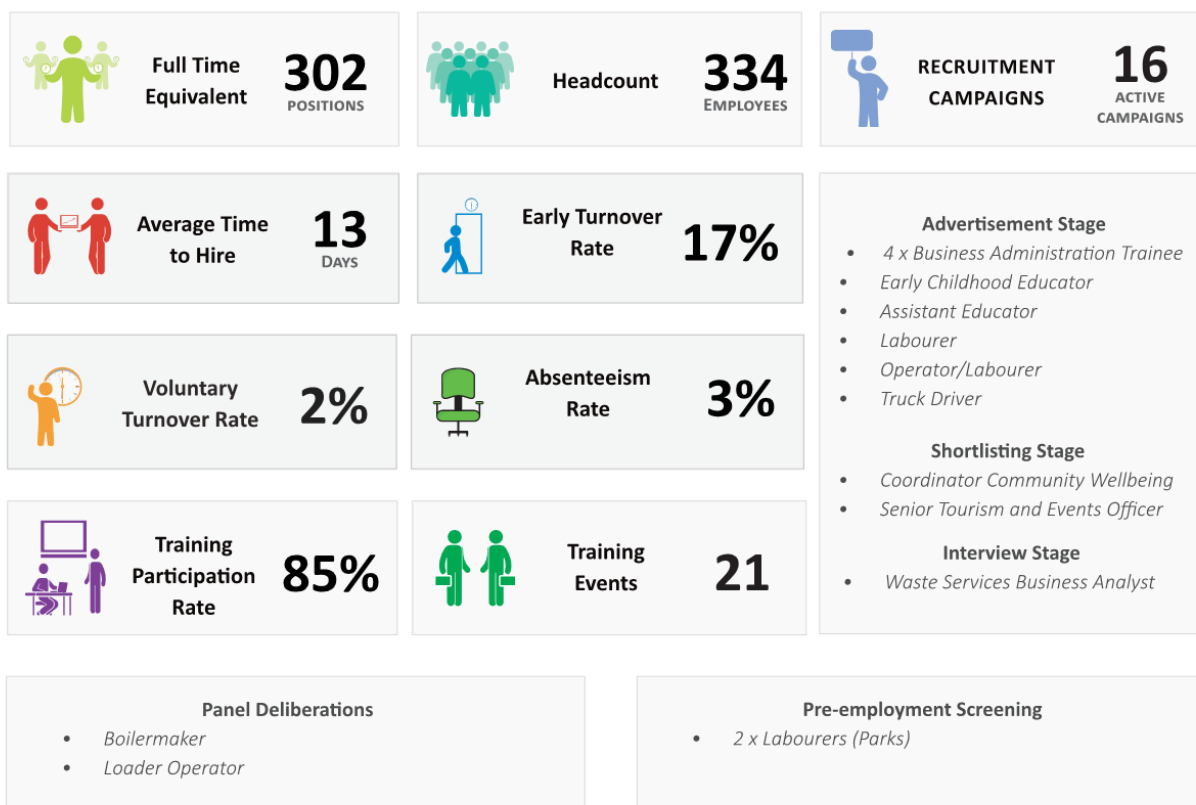


### UNPLANNED NETWORK DOWNTIME



## PEOPLE AND CUSTOMER EXPERIENCE

### ORGANISATIONAL DEVELOPMENT AND PAYROLL



### CORPORATE TRAINING

- |   |  |
|---|--|
| <ul style="list-style-type: none"> <li>• AHCCHM304 Transport and Store Chemicals</li> <li>• AHCCHM307 Prepare and Apply Chemicals to Control Pest, Weeds and Diseases</li> <li>• Disaster Management Training - Introduction to Evacuation Centre Management (Module 1)</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 Emergency First Aid Response in an Education and Care Setting</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> </ul> | <ul style="list-style-type: none"> <li>• Governance Compliance Training - Public Interest Disclosures</li> <li>• Internal Compliance Training - Corporate Induction</li> <li>• Internal Compliance Training - Employee Code of Conduct</li> <li>• Internal Compliance Training - Workplace Bullying and Harassment</li> <li>• Safety Compliance Training - Drug and Alcohol Awareness</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 - The Witness: Robbery Safety and Security Program</li> <li>• Safety Compliance Training - Work Health and Safety Induction</li> <li>• Traffic Management - Control Traffic with Stop-Slow Bat</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 150 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 December, another five 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.

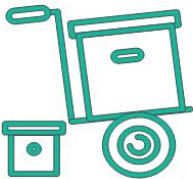


INFORMATION MANAGEMENT SNAPSHOT

	January 2024
Mail/Email items processed	1,517
Requests for files/boxes	35

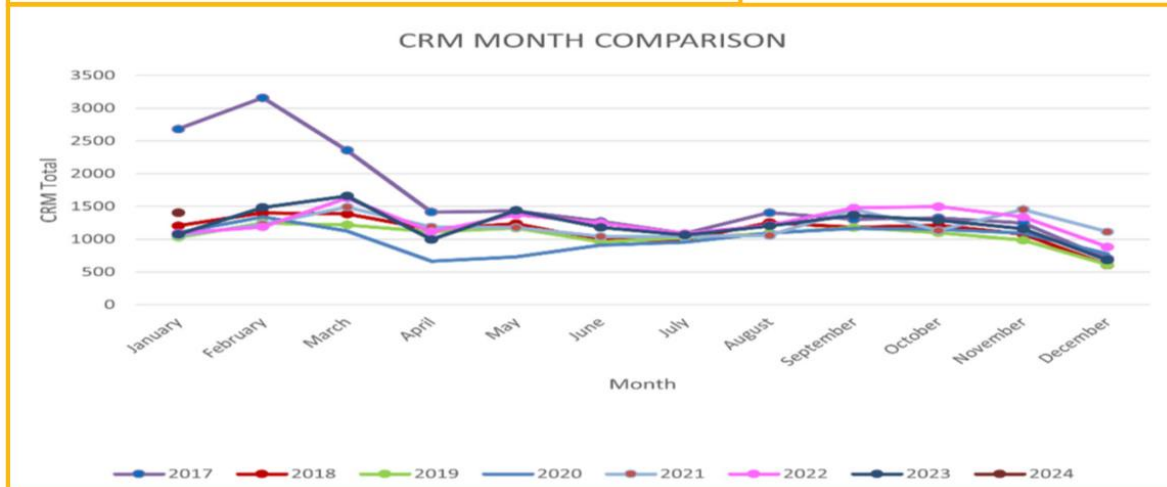
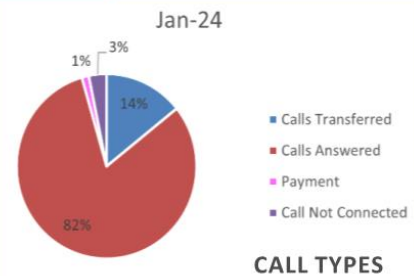
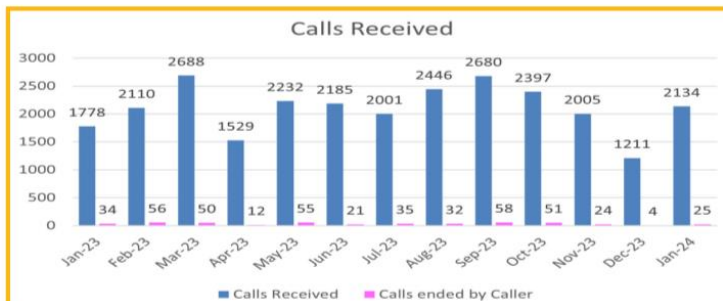
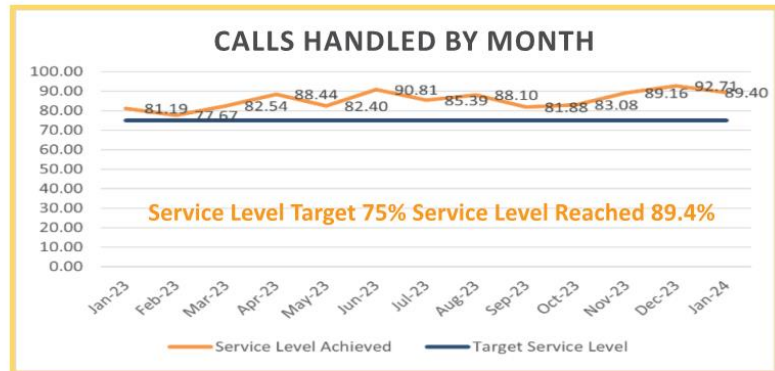
RIGHT TO INFORMATION APPLICATIONS

	2024	2023	2022	2021	2020	2019	2018
Number of applications received	0	13	9	14	10	2	8



## PEOPLE AND CUSTOMER EXPERIENCE

### CUSTOMER CONTACT



PEOPLE AND CUSTOMER EXPERIENCE

WORK HEALTH AND SAFETY



MEASURING OUR  
SAFETY PERFORMANCE

JANUARY 2024

INJURIES BY CLASSIFICATION TYPE

4  
INJURIES  
OCCURRED



0

LOST TIME



0

MEDICAL ONLY



1

FIRST AID



3

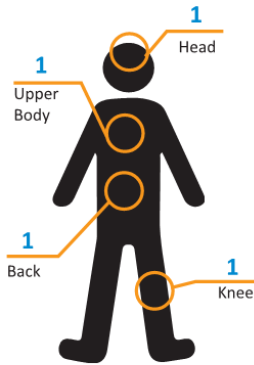
REPORTABLE ONLY



0

NEAR MISS

AREAS OF THE BODY MOST AFFECTED



KEY FACTORS ASSOCIATED WITH ASSET INCIDENTS

2  
ASSET INCIDENTS  
OCCURRED



2

PROPERTY  
DAMAGE



0  
PLANT VEHICLE/  
INCIDENT



0  
ANIMAL STRIKE



0  
FIRE

KEY FACTORS ASSOCIATED WITH ENVIRONMENTAL  
INCIDENTS

0  
ENVIRONMENTAL  
INCIDENTS  
OCCURRED



0%

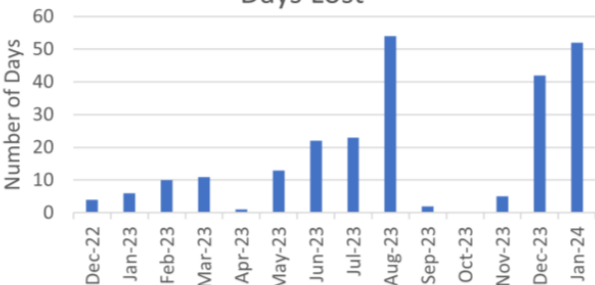
SPILLS



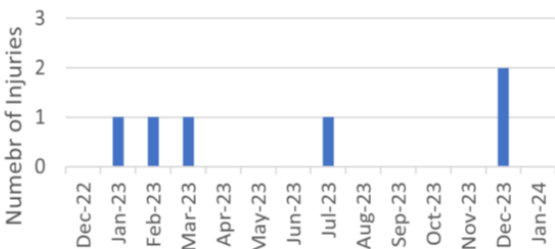
0%

CONTAMINATION

Days Lost



Lost Time Injuries



Total Incidents

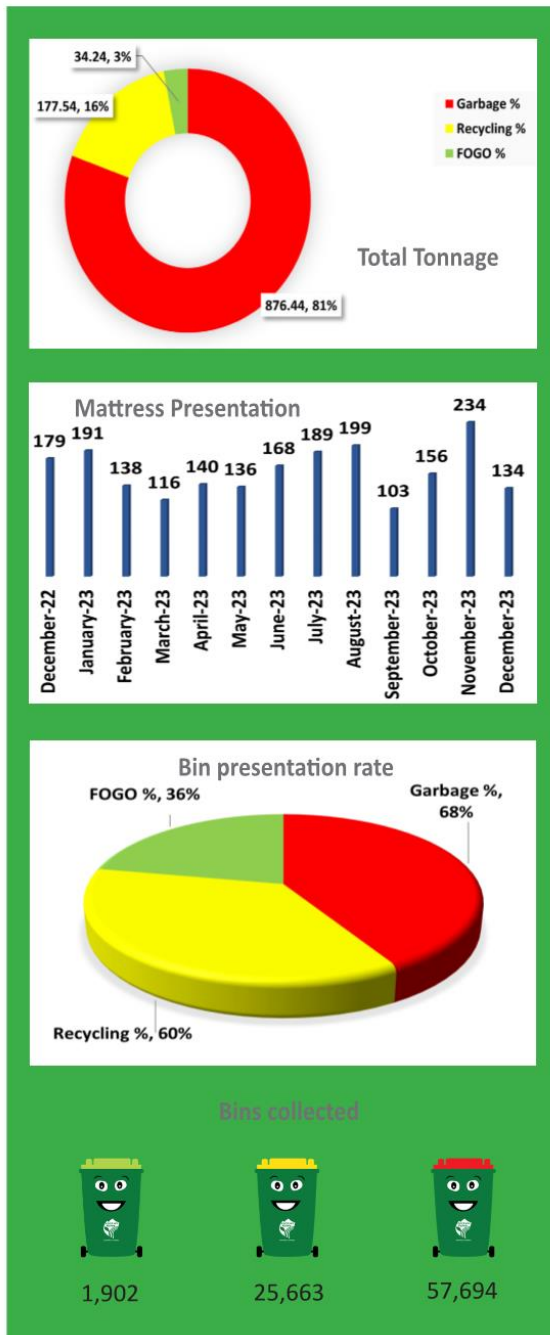




## WASTE SERVICES

### WASTE MANAGEMENT

- A very small volume of flood waste was presented to transfer stations this month.
- Waste is working on building their new team. Temporary Waste Manager- Mike Gerlach has completed his term and now available as needed. Waste are currently recruiting for a Project Officer and an Education Officer and we have filled the vacant Waste Business Analyst role.
- Cell 5 is officially open to the public.





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

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

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**Purpose:**

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

<b>This document is for Council's information only.</b>
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**Executive Summary**

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

**Proposal**

That this report be received and noted.

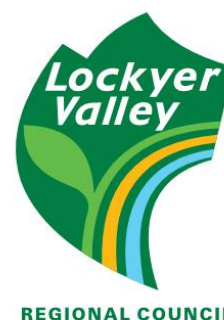
**Attachments**

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



# Community and Regional Prosperity

MONTHLY GROUP REPORT  
JANUARY 2024



## PERFORMANCE REPORTING

### KEY GROUP PROJECTS



#### LOCAL FLOODPLAIN MANAGEMENT PLAN (LFMP)

##### Floodplain Management - Regional

The Queensland Reconstruction Authority (QRA) 5 year review of the Brisbane River Strategic Floodplain Management Plan (SFMP) is in the early stages as is the regional evacuation planning and review of building regulation. Council has agreed to the QRA request for a joint funding application for the 5 year SFMP review. QRA will undertake and administer the joint application. The SFMP management group meeting was postponed by QRA to early February 2024.

The Bureau of Meteorology (BOM) will be initiating engagement with Council in early February 2024 in relation to the \$234M BOM flood warning program.

##### Laidley North Flood Mitigation Concept

The Laidley North Flood Mitigation Concept design report was adopted by Council 15 November 2023. Discussions are continuing with the owner/Developer of the balance of Cunningham Park and Grandchester Estate, No Limit Pty Ltd, on progressing the mitigation works. Council is developing a Heads of Agreement with the Developer based on the adopted scheme to provide a formal agreed framework to move forward. A draft Heads of Agreement will be provided to the developer in early February 2024.



#### FLOOD MODELLING - ENGINEERING

Planning is on hold for the extension of the Lockyer Creek model "2022 Calibration of the Lockyer Creek". Scoping and procurement will be progressed once the Local Flood Management Plan (LFMP) is complete. The calibration project outputs will be coordinated with the works for the revised new flood hazard overlay. QRA has 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. Some identified limitations of the 2022 LiDAR will need to be managed and this has been communicated to the consultant.

Potential funding under the QRA program "RHF property level flood information portal initiative" is now open and may 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 scheme mapping sets.

Meetings with QRA on both projects were postponed due the recent flood event.



#### EQUINE COLLABORATIVE PRECINCT

No further update.



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

Following a Council Workshop, investigations have continued to source a suitable parcel of land for the hub.



#### LAKE APEX AND LAKE FREEMAN REIMAGINING PROJECT

- Range Environmental have completed the onsite bathymetric survey and are about to commence work on the GEOTEC and contamination studies. It is anticipated that a report outlining findings will be finalised by the end of February.
- GENENG have been engaged to complete a Storm Water Management Plan.



#### FOREST HILL SILO PROJECT

- Inception meeting held in January with consultants, Place Design Group & Bligh Tanner.
- Owner's consent from the Department of Resources received over the Silo Project land.
- Discussions with utility companies commenced including early relocation of Energex power pole.
- Pre-lodgement meeting held on town planning requirements.



#### 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 is currently being drafted.





## COMMUNITIES

### TOURISM

#### QUEENSLAND TRANSPORT MUSEUM



348

TICKET SALES



170

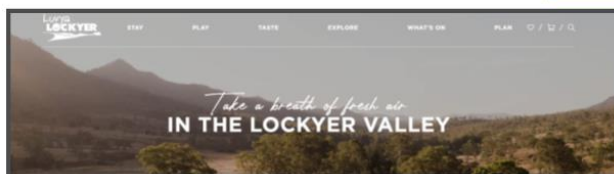
FREE ENTRY



\$2,340

TOTAL TICKET  
REVENUE

#### Visitor Information Centre Statistics



#### LUVYA LOCKYER WEBSITE

23 NOV - 30 NOV



14,000  
WEBSITE VIEWS

5,316  
NEW VISITORS

#### AUDIENCE

68%	BRISBANE	7.8%	NSW	2.4%	VIC
1.2%	CAIRNS	1%	OVERSEAS		

#### VISIT LOCKYER VALLEY FACEBOOK



235,500  
PAGE REACH

6,500  
TOTAL FOLLOWERS

19  
POSTS

#### AUDIENCE

13.6%	BRISBANE	7.8%	TOOWOOMBA
7.7%	GATTON	12.3%	IPSWICH

### EVENTS

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



1

#### COUNCIL LED EVENTS

During January there was one Council led event.

- Australia Day Awards and Citizenship Ceremony – 26 January 9am-12.30pm
- Over 350 attendees, significant growth from 2023.
- 46 nominations for 31 individuals/groups.
- Supported by funding from NADC.
- Gerrard Gosens was the Lockyer Valley Ambassador and gave a motivational speech



2

#### PROJECTS IN PLANNING

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



1

#### COMMUNITY GROUPS/ EVENTS GIVEN ASSISTANCE

- Gatton and District Historical Society: \$1000 community event funding and event equipment assistance
- Laidley and District Historical Society: \$1000 community event funding and event equipment assistance



2

#### UPCOMING COMMUNITY EVENTS

Ongoing assistance was provided to:

1. Das Neumann Haus, Laidley Pioneer Village and Gatton and District Historical Society for Heritage Festival 2024: organisation of festival assistance and community event funding
2. ANZAC Day Ceremonies at Laidley and Helidon.

3

## LIBRARIES AND GALLERIES



**61,382**

ITEMS IN OUR COLLECTION



**639**

ACQUISITIONS

Physical & eResources

In comparison to 472 in January 2023



**90.3%**

ITEMS ISSUED

VIA SELF-SERVICE

KPI 85%



**11,001**

PHYSICAL  
LOANS

In comparison to 10,764 in January 2023. Including audiobooks, books, DVDs, magazines, literacy kits, CDs, seeds, and toys.



**2,571**

ELECTRONIC  
LOANS

In comparison to 2,500 in January 2023.



**13,572**

TOTAL LOANS

Increase of 47% in comparison to last month

**18,793**



ACTIVE LIBRARY  
MEMBERS

In comparison to 17,181 in January 2023

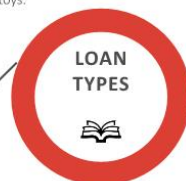


**184**

NEW LIBRARY  
MEMBERS

**81.1%**

Physical loans



**18.9%**

Electronic  
Loans



**45**

IN PERSON  
EVENTS

Total Attendees:  
694



**12,017**

VISITORS

**8,474** Gatton Library

Increase of 2,199

**3,543**

Laidley Library  
Increase of 1,092

### LIBRARIES - EVENTS

Our January events at Gatton and Laidley Libraries included:

- Monthly – Lockyer Valley Cancer Support Groups (Gatton), movie matinees, book chat (Laidley), book club (Gatton) and the online book club.
- Fortnightly- Digital literacy sessions, writing group, Child health nurse (Gatton)
- Weekly – JP in the community sessions, Craft Group (Gatton) and Crochet group (Gatton)
- Special events – Damien Linnane author talk, school holiday activities – family movie fun, Rescue Charlottes web, Racing caterpillars, school readiness chat for kids with Queensland Health, Lego boat challenge and scavenger hunt.

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


### LIBRARIES UPDATE

- Our monthly statistics are impressive for January and show the highest visitors and loans for the current financial year. This is a relief considering our December statistics were the among the lowest for the same period.
- Council received a letter from State Library of Queensland regarding our annual report:
- Summary of Lockyer Valley Regional Council's reporting outcomes:
- "I commend you on the significant increase in physical visits and attendance at Lockyer Valley libraries this year. Early childhood and children's programs are a key focus of the programming offered and have resulted in more families coming to the library. It is anticipated that these numbers will continue to grow with the longer operating hours for Gatton Library." We are really proud of this feedback as we continually strive to provide quality library services for the community.
- We also received the following message from a mother of a child who received a Santa letter before Christmas:  
"I'd just like to say a huge thank you to whoever was responsible for replying to the Santa letters. You made the reply so personal. My 4 year-old grandson was just so excited when he got his own letter in the mail then, when I read it to him, he showed it to everyone he met. You really helped make the lead up to Christmas a very special time. Thank you again." Overall we posted 204 Santa letters out to happy children, and received a further 26 with no return address.
- 7 News Toowoomba visited over the school holidays. We were featured on the nightly news about our school holiday activities and our libraries being vibrant, dynamic spaces for the community, a big change from the old perception of the quiet spaces with shushing librarians. View it on their Facebook page.
- School holidays have concluded, we had fantastic attendance at our activities, and many families utilised our library spaces over the break to enjoy the toys, resources and air conditioning.





LIBRARIES AND GALLERIES CONTINUED



LIBRARY UPDATE CONTINUED...


- One of our school holiday activities the 'Summer Reading Club' encourages children to read over the holiday period, a time where typically students "slide backwards". The program promotes literacy skills and bridges children's learning from one school year to the next. The more the children read, the more chances they had to go into the draw to win our prizes. Here are some happy prize winners!
- We hosted a talk with author, artist, magazine editor and podcast host Damien Linnane. Damien's story is very interesting, from his tough childhood to his prison time due to an act of vigilantism, and his determination to forge the life he wants to live. He is the subject of an ABC Art Works documentary, so the film crew captured the event. Watch this space to see how you can watch this fascinating story when the documentary is released. Thank you to Cr Hagan who attended this event.

ART GALLERY UPDATE


- Symphony by Lockyer Valley Art Society Inc. (LASI) has just finished up at the Lockyer Valley Art Gallery. This exhibit was a colourful, expressive display of art by members of the group. The next exhibition being installed is On Display, artworks from Lockyer Valley Regional Council Art Collection. This exhibition showcases selected works from Council's collection, that have been acquired over the years. The works have been retrieved from storage and taken off the walls for this unique exhibit.
- The 2024 exhibition schedule has been finalised and the brochure distributed. Visit the website to see what's on in the Art Gallery this year.

REGIONAL ARTS AND DEVELOPMENT FUNDING (RADF)

- Successful applications from Round 1 2023/24 have been notified so they can begin their projects.



CHILDCARE




UPDATE



Gatton childcare has had a busy but an exciting start to our new year with welcoming new families and seeing the friendly faces of returning ones.

We have started our kindy programming and are looking forward to implementing the Kindy Uplift Funding. From 2024, the Queensland Government is increasing its investment in early childhood education, inviting all approved kindergarten providers to participate in Kindy Uplift. The funding will be used to respond to children's learning and development needs through evidence-based initiatives that lift outcomes for kindergarten children, such as; fund programs, resources, support and professional development to build educator capability and support inclusion, including sessional and long day care kindergarten services. All children enrolled in kindergarten are eligible for free kindy in 2024.

Children were over the moon to find we had a little visitor in our playground recently. While outside a few of children happened to come across a long neck turtle! The children were very excited and enjoyed learning some facts about him. After spending the morning taking photo's and drawing portraits we decided that Miss Bobbie and Miss Tash should take him back to his home at the lake. All the children stood at the fence and watched as we drove Mr Turtle to the lake and let him go. The Educators are planning to organise an excursion to the lake in the coming weeks to see if we can see him again.



86%  
TOTAL  
OCCUPANCY RATE  
In comparison to 80% in  
January 2023



5

Attachment 114.3Page 191



## PLANNING POLICY AND COMMUNITY WELLBEING

### GROWTH AND POLICY



#### Strategic Planning

We are here



Drafting

State Interest  
Check

Community  
Consultation

Submissions  
review

Adoption

The Growth and Policy team met with the Department of Housing, Local Government, Planning and Public Works (DHLGPPW) to discuss the current status of the Draft Planning Scheme. Council subsequently received a Notice to Pause a Timeframe to enable further internal discussion. To progress Council's decision to remove the Flood hazard overlay from the Draft Planning Scheme, the decision to make a Temporary Local Planning Instrument (Flood Regulation) (TLPI) was made at the January 2024 meeting. The TLPI has been submitted to the State for approval to adopt.

#### Economic Development

The wrap up from the 2023 Shop Local campaign resulted in 65 participating local businesses and over 20,000 competition entries. The program generated almost \$500,000 in economic impact assuming a \$15 spend per entry. Council's online presence and social media support for the campaign generated over 25,000 interactions and 171 hits to the Shop Local page on the website.



Image source: LVRC, Shop Local 2023

The **Social and Community Infrastructure study** has moved to the next phase of stakeholder engagement where consultants will be surveying the community and targeted groups to provide input in the data. The baseline study compares services and infrastructure currently available in the region with the State average.

#### Integrated Land Management Plan



Funded  
project

Council officers participated in the second tranche of Overall Fire Hazard Assessment workshops. The learnings from the workshop will assist officers in determining the overall fire risk natural areas pose to assets and infrastructure and will be utilised as part of the multi-criteria assessment framework.

The consultants providing the Nature-based Recreation and Tourism (NBRT) study have produced a framework to assist Council in determining the NBRT values associated with natural areas and parcels in Council's ownership or management.

To close out the assessment phase of the project, bushfire risk alongside First Nations land management assessments will formalise the individual plans and influence a range of actions to be undertaken giving consideration to site ecology, NBRT values and time/cost benefits.



Image source: LVRC, Alice Creek NR

#### 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

- Tourism Study
- Growth Management Plan

#### Flood Information Portal - January 2023



**3398** Views via Council's  
website page



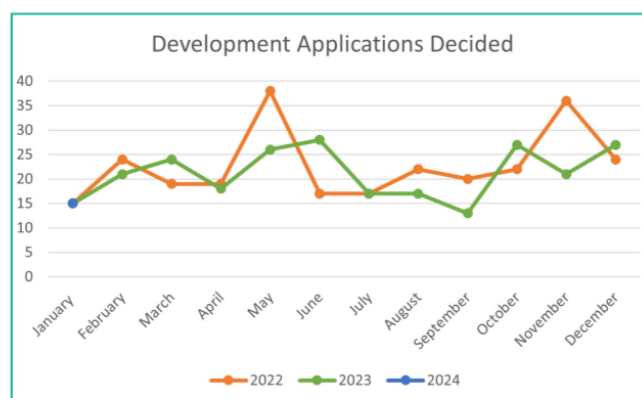
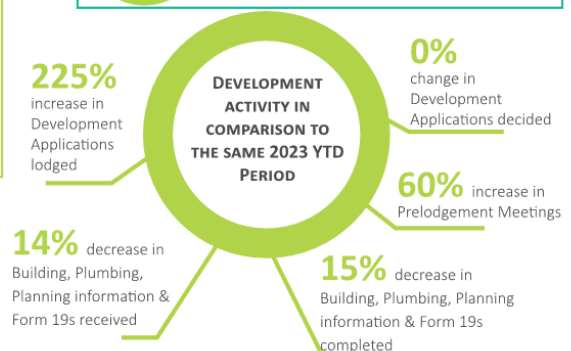
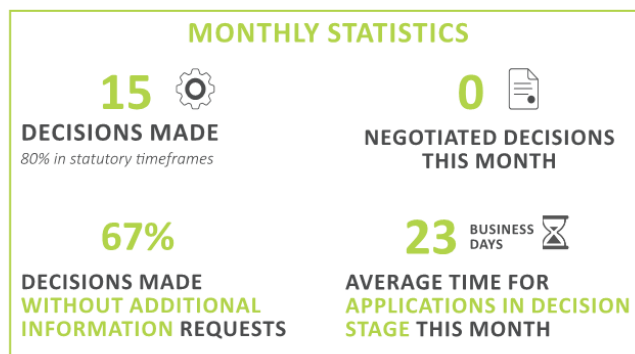
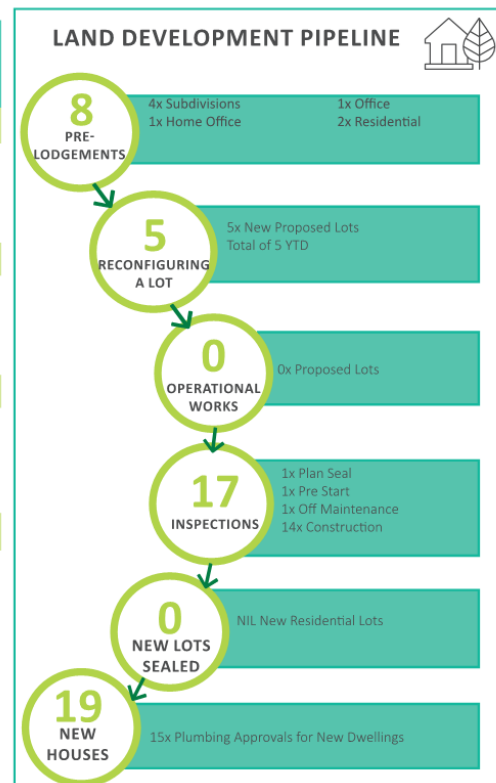
**4278** Direct FIP  
webpage views



**345** FIP reports  
generated

## DEVELOPMENT ASSESSMENT

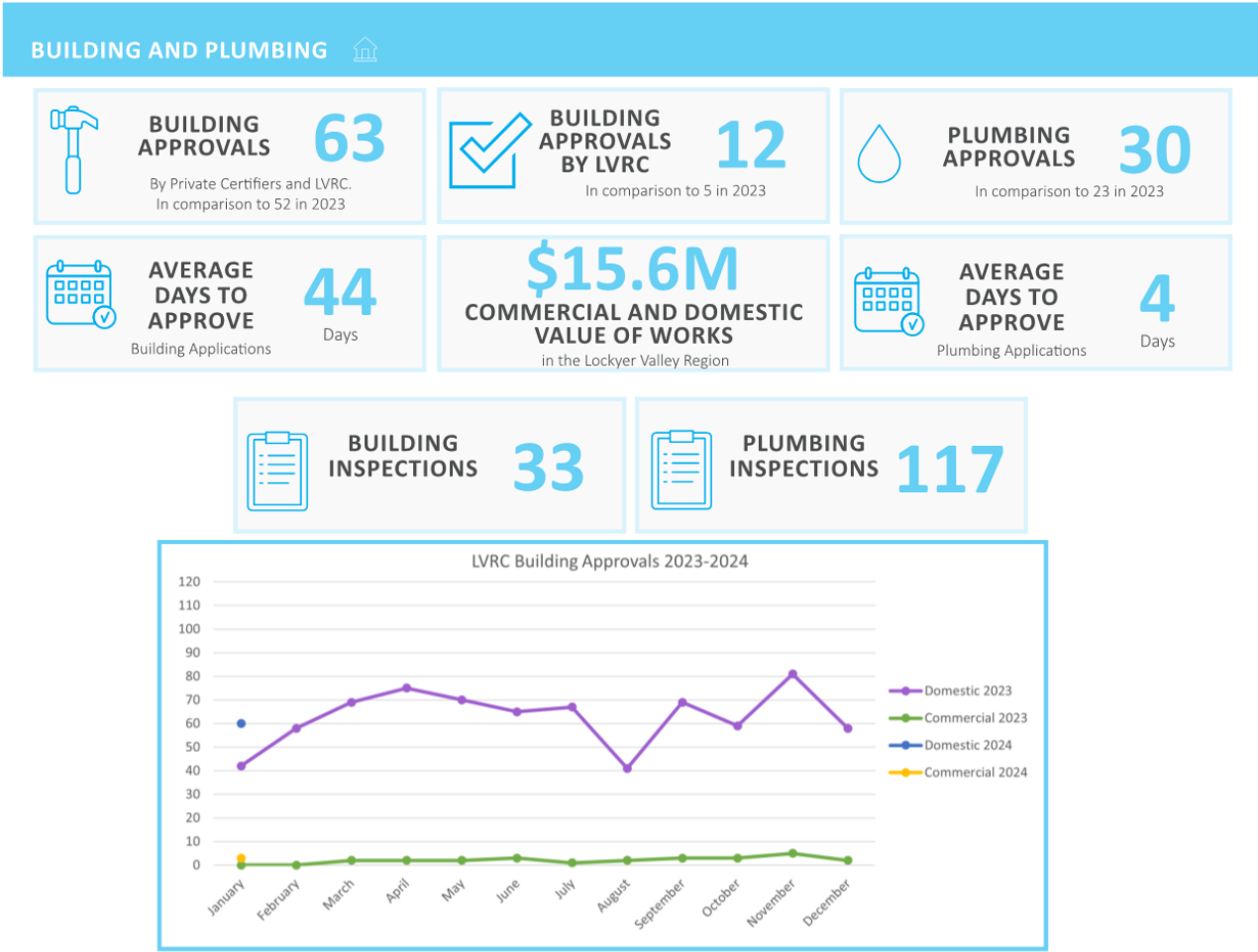
ACTIVITY	CURRENT MONTH	2024 YTD	2023 SAME YTD PERIOD
<b>DEVELOPMENT APPLICATIONS</b>			
RECEIVED	26	26	8
WITHDRAWN	0	0	0
DECIDED	15	15	15
<b>EXEMPTION CERTIFICATES</b>			
RECEIVED	0	0	0
WITHDRAWN	0	0	0
DECIDED	0	0	0
<b>BUILDING, PLUMBING, PLANNING INFORMATION AND FORM 19S</b>			
RECEIVED	24	24	28
WITHDRAWN	0	0	0
COMPLETED	22	22	26
PRELODGE MEETINGS HELD	8	8	5



**INFRASTRUCTURE CHARGES PAID**  
YTD = \$19,517.75



**INFRASTRUCTURE CHARGES OUTSTANDING**  
= \$284,717.36





## COMMUNITY AND WELLBEING

### LVRC PROPERTY MANAGEMENT

- Fence repair at 7 Mile Lagoon property and bird survey completed with Birdlife Australia.
- Release of cats claw creeper jewel beetle on several properties as part of biocontrol weed control program.
- Meeting with Fireland Consulting to review bushfire management plans developed for Council properties.

### PEST MANAGEMENT

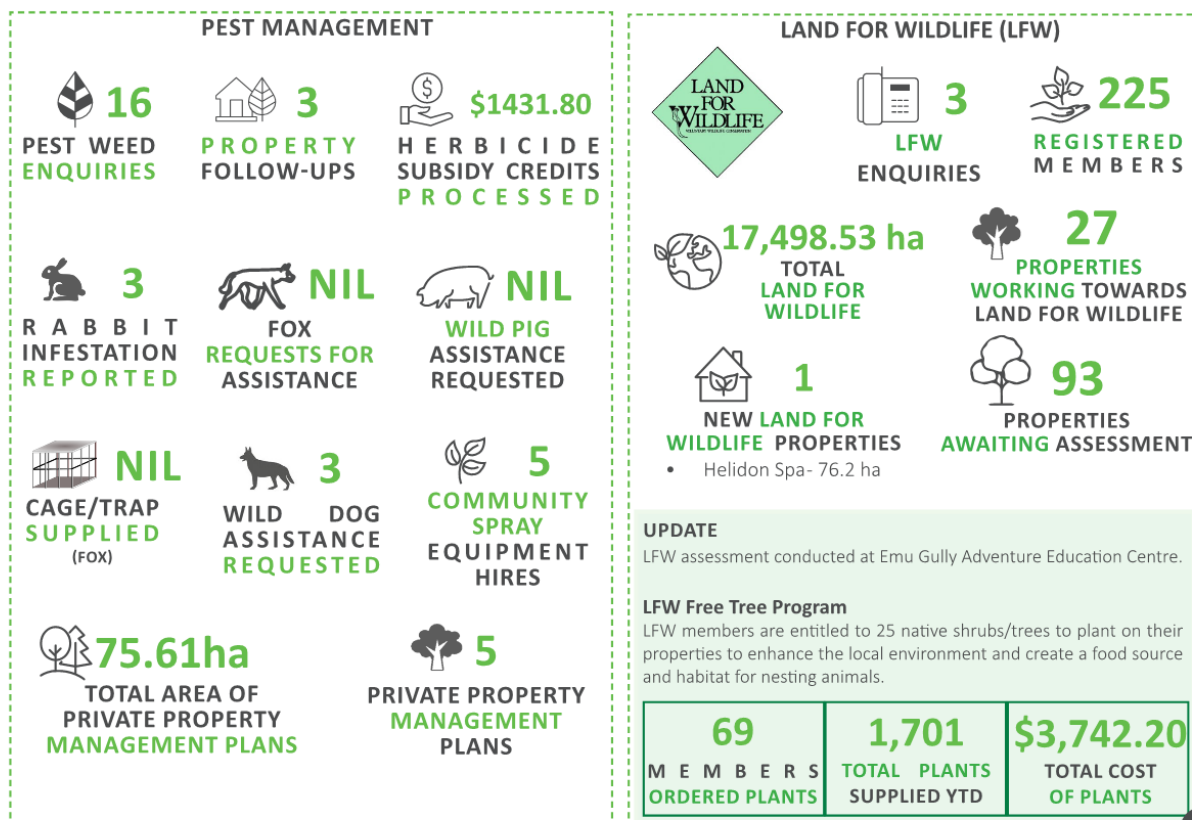
- Attended 4 Fire Ant meetings regarding the General Biosecurity Obligations for fire ant management and soil management and risks, and updates on the National Fire Ant Eradication Response Plan 2023-2027 and the new operational areas defined as Eradication Zone and Surveillance/Suppression zones. Topics outlined and discussed were participating Local Governments within the Suppression Zone will, in consultation with DAF, develop a plan outlining fire ant treatment and surveillance activities to be conducted on the land and that all self-management plans should be consistent with any requirements set out by DAF. This includes all necessary resources (Fire Bait and some mechanical bait distributors/spreaders) to be supplied by the National Program.
- Attended the Biosecurity and Stock Routes Update Webinar hosted by LGAQ.
- Tiger Pear treatments on Woodlands Road, Gatton.
- External Contractor Tender Process completed for the treatment of Yellow Bells at Cunningham's Lookout at Laidley.
- Site heat monitoring of Flying foxes at Laidley, Gatton and Helidon.

### RESILIENT RIVERS

- Maintenance of revegetation site at Parklea reserve, weed control and vegetation slashing
- Resilient Rivers workshop with program manager and other catchment officers
- Applied to State for approvals in relation to the Tenthill catchment project, engineering works in the creek
- Site inspection at Thornton, Laidley Creek to develop revegetation plan for creek bank area to stabilise earthworks
- Meeting with Lockyer Turf Club to discuss proposed revegetation project on Lockyer Creek at racecourse

### ENVIRONMENTAL COLLABORATION

- LUCI Blue Cap Bird workshop with the Little Liverpool Range Initiative at Old Hidden Vale.
- Met with the Community Engagement Team to include the Community Environmental Grants Program on Smarty Grants.
- Site visit at Mt Sylvia to survey Madeira Vine for madeira vine beetle release with Healthy Land and Water.
- Work with LUCI project planning and scope development for the Bunyas to Border Initiative, site inspections conducted at 4 properties.
- Attended workshop at Mulgowie with Healthy Land and Water and Alluvium Consulting for landholder engagement and project delivery.



## ENVIRONMENTAL HEALTH

**187**  
FOOD  
LICENCES ISSUED  
YTD



**2**  
NEW OR AMENDED  
FOOD BUSINESS  
LICENCES ISSUED

**4**  
LICENSED FOOD  
BUSINESS  
INSPECTIONS

**2**  
PERSONAL  
APPEARANCE  
SERVICES  
LICENCES YTD



**6** LOCAL LAWS PERMITS



**3** CARAVAN



**1** ROADSIDE  
STALL



**1** CAMPING



**1** MARKET

### ENVIRONMENTAL HEALTH PROJECTS

#### RSVP (Mosquito Trapping)

Round one completed for Laidley, Gatton and Withcott. 25 Ovi-traps were used.

#### Caravan Park Water Sampling

Sampling commenced with 6 samples taken. All samples passed.

## LOCAL LAWS

**234**



NUMBER OF CUSTOMER  
REQUESTS RECEIVED

In comparison to 156 in  
January 2023

**17**



NUMBER OF DOGS  
IMPOUNDED

In comparison to 16 in  
January 2023

**30**



KENNEL LICENCES  
ISSUED YTD

In comparison to 38 in 2023-2024

**60**



TOTAL NUMBER  
OF INFRINGEMENT  
NOTICES ISSUED YTD

In comparison to 49 in 2023-2024

**220**

NUMBER OF CUSTOMER  
REQUESTS RESOLVED

In comparison to 165 in  
January 2023

**9**



NUMBER OF DOGS  
RELEASED/REHOMED

In comparison to 17 in  
January 2023

**58**



EXCESS ANIMAL  
PERMIT RENEWALS  
YTD

In comparison to 84 in 2022-2023



NUMBER OF DOGS  
REGISTERED

**6,781** 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 20 in  
January 2023



APPROXIMATELY **326**  
WHEELIE BINS OF  
ILLEGALLY DUMPED  
WASTE YTD

In comparison to 1281 in  
2023-2024

WASTE TYPES  
ILLEGALLY  
DUMPED YTD  
(APPROXIMATE %)



**24%** Demolition Materials

**22%** Tyres

**21%** Household Waste

**13%** Wrecked Vehicles

**10%** Mattresses/Furniture

**3%** Green Waste

**2%** Hazardous/Asbestos

**2%** White Goods

### ILLEGAL DUMPING INCIDENT

On 25 January 2024 the Illegal Dumping Officer and Local Laws Officers responded to a report of a sheet of asbestos falling off a vehicle, outside the Medical Centre on William Street, Gatton. Action was taken to ensure the main part of the sheeting was contained and bagged, however there was substantial debris scattered over the road. Staff engaged the assistance of QPS to close the road as part of a risk strategy, and obtained the assistance of QFRS and IWS to decontaminate the roadway and clean up the debris for public safety. A sample returned a positive result for asbestos. Investigations were undertaken, however the vehicle and offender have not been identified.

10

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**14.4**

**Group Manager Infrastructure Monthly Report - January 2024**

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

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

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**Purpose:**

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

<b>This document is for Council's information only.</b>
---

**Executive Summary**

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

**Proposal**

That this report be received and noted.

**Attachments**

1 [↓](#) Monthly Infrastructure Group Report - January 2024 18 Pages





# Infrastructure

MONTHLY GROUP REPORT  
JANUARY 2024



## 2024 Weather Event

## OVERVIEW

- In late January 2024, the Lockyer Valley region received more than 300mm of rain over a short period of time within a catchment that was already saturated from previous rain. The heavy rainfall, contained to the south – eastern upper stream catchments lead to stream rises resulting in damage to Councils roads infrastructure to the south eastern half of the region being Lefthand Branch, Thornton, Mulgowie, Mount Berryman, Ingoldsby and Laidley.
- The Local Disaster Management Group moved its activation level from 'Lean Forward' to 'Stand Up' on 30/01/2023, with the Local Disaster Coordination Centre fully staffed from 29/01/2024 until 30/01/2024. The Laidley State High School Evacuation Centre was operational from 4.30am on 30/01/2024 to 12.30pm 30/01/2024 to assist those in need of shelter.
- 108 requests were triaged to the Infrastructure Group to action within Councils Disaster Management program between 29/01/2024 to 07/02/2024.
- A BBQ and electrical switchboard at Narda Lagoon Park, Laidley was damaged and insurance claim is being prepared. Edmund Park, Mulgowie also sustained damage as pictured below.
- The Laidley Recreation Reserve grounds were inundated including the sheds and the softball dugouts. Fields were closed to undertaken bacterial testing. The irrigations lines have been flushed and additional field maintenance and aeration was undertaken to break up the silt and debris.
- Council is currently undertaking emergent works to restore access across the Councils Road network.
- Detailed damage assessments within the park and road networks have commenced to identify the scale and scope of the damage sustained however until this is completed the scope is unknown. The initial estimate is likely to be between \$5m to \$10m.
- The weather event was officially activated by the Queensland Reconstruction Authority (QRA) and formally defined as *Communities within Far North and Southern Queensland affected by Tropical Cyclone Kirrily, associated rainfall and flooding, commencing 25 January 2024.*
- Lockyer Valley Regional Council qualify for Counter Disaster Operations and Reconstruction of Essential Public Assets relief funding. This funding will assist with the short and long-term reconstruction of the road infrastructure. The complexity of the reconstruction program is unknown until the entire road network is assessed, however the in line with the QRA funding guidelines Council will have 2 years to undertaken the reconstruction works.
- The QRA CEO, Major General Jake Ellwood undertook a site visit on 2 February 2024 with the Mayor, Council's CEO and officers to gain an understanding of the extent of the damage to the road network.



Woodlands Road, Glen Cairn  
6:18pm 28.01.2024



Southern Breakout Mulgowie School Road, Mulgowie  
5:02am 30.01.2024





McGrath Bridge, Mulgowie - Mulgowie School Road  
5:03am 30.01.2024



McGrath Bridge, Mulgowie - Mulgowie School Road  
9:03am 30.01.2024



Clarke's Bridge - Thornton School Road, Thornton  
9:03am 31.01.2024



Intersection of Warrego Highway and Forest Hill Fernvale Road,  
Glenore Grove  
2:49pm 30.01.2024

#### DAMAGE SUSTAINED



Whitehouse Road, Laidley Heights  
29/01/2024



Adare Road, Adare  
31/01/2024



McGarrigal Bridge, McGarrigal Road, Mulgowie  
31/01/2024



Forestry Road, Adare  
30/01/2024





Mount Berryman Road, Mount Berryman  
31/01/2024



Mount Berryman Road, Mount Berryman  
31/01/2024



Dalton Road, Mount Berryman  
31/01/2024



Lefthand Branch Road, Lefthand Branch  
31/01/2024



Patrick Street, Laidley  
30/01/2024



Smith Road, Flagstone Creek  
31/01/2024



Palmer Lane, Mulgowie  
31/01/2024



Edmund Park, Mulgowie  
31/01/2024





Main Camp Creek Road, Thornton  
31/01/2024



Main Camp Creek Road, Thornton  
31/01/2024



Cole Gully Road, Lefthand Branch  
06/02/2024



Goulds Road, Ingoldsby  
31/01/2024



Goulds Road, Ingoldsby  
31/01/2024



Reibstein Gully Road, Lefthand Branch  
31/01/2024



Narda Lagoon BBQ  
12/02/2024

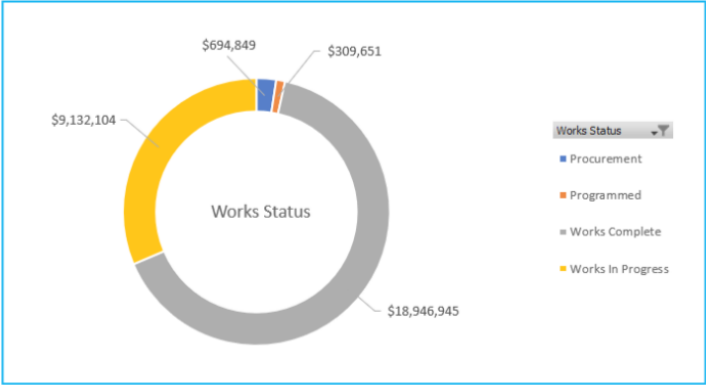


Narda Lagoon  
31/01/2024

2022 Weather Events

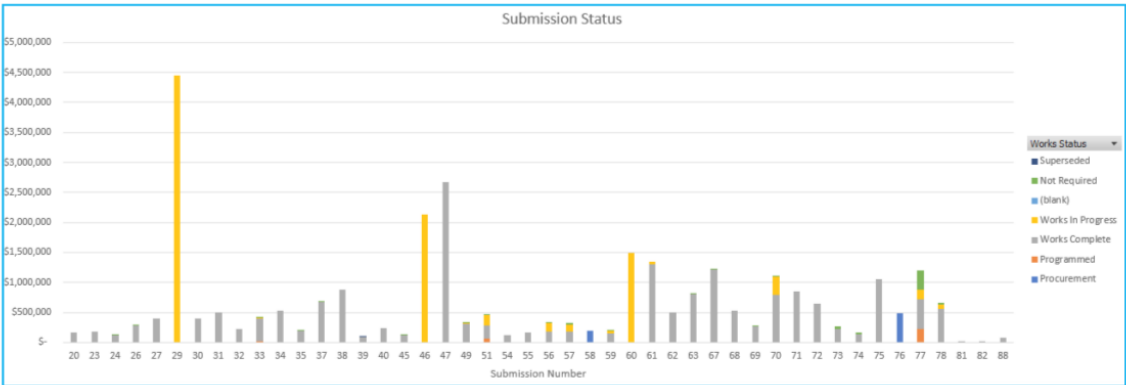
PROGRAM OVERVIEW UPDATE

- \$29,083,549 worth of works approved by the Queensland Reconstruction Authority (QRA).
- Current restoration value of the two events is estimated at \$48.5M including Infrastructure Restoration Works and Emergency Works.



SUBMISSION STATUS

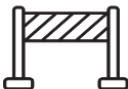
- 51 submissions have been approved with 11 lodged with the QRA for acquittal.



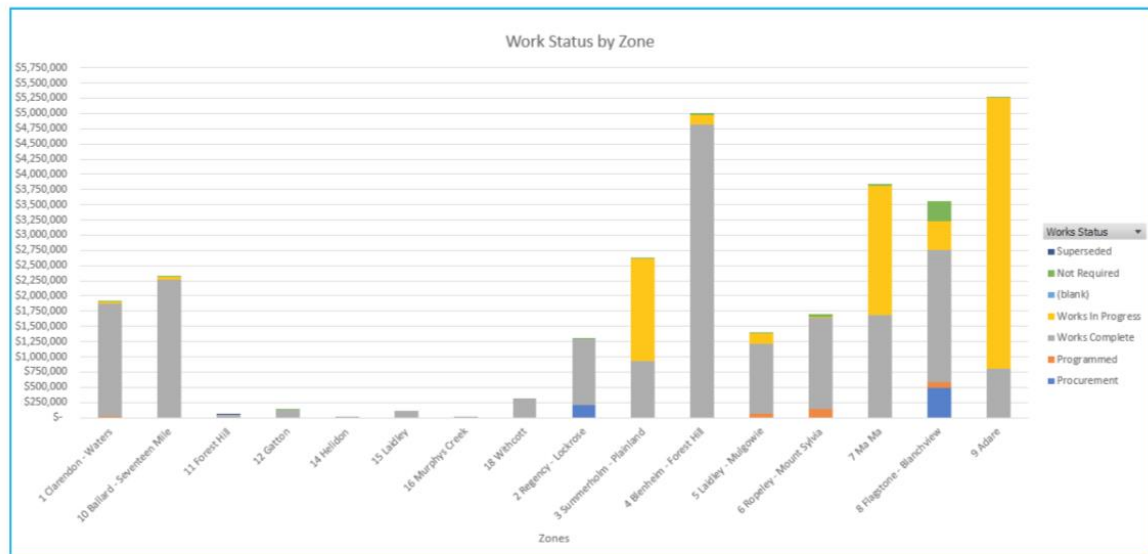
RECONSTRUCTION OF ESSENTIAL PUBLIC ASSETS PROGRAM & BETTERMENT

Program updates are as below:

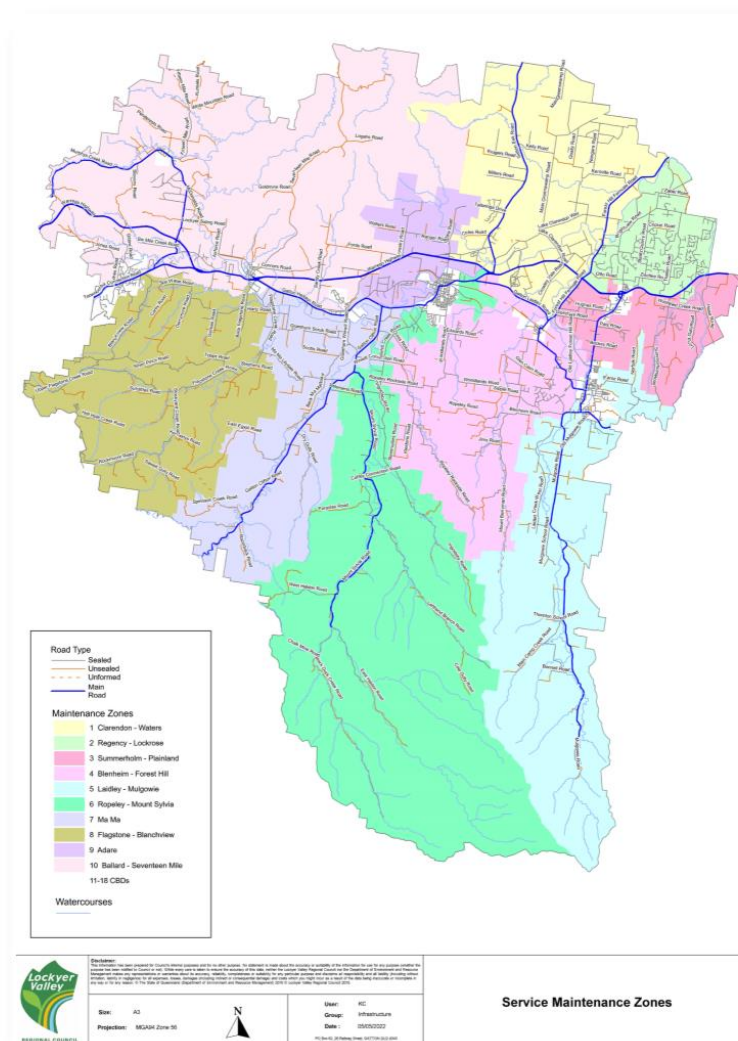
- The grading program is now completed.
- Landslip remediation work at Berlin Road and East Egypt Road are completed. Sheetpiling at Liftins Bridge has commenced and tracking well. Mountain View Drive landslip remediation works have also commenced.
- Delivery of the two sealed road pavement contracts 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:

- Biggs Road, Withcott
- 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 in March 2024 with an expected completion date by mid-June 2024.

### 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 95% finished additional subsoil works, with the final seal expected to begin late February-early March 2024 by a third party contractor.
- Expected completion date by early-March 2024.





**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.

**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. The completion date has been delayed to the end of February 2024 due to wet weather impacts.

**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 2024, with 90% of the preparation works completed to date.
- Final seals are scheduled to be completed by end of March 2024.



Rangeview Drive, Gatton



West Haldon Road, West Haldon



**ROBINSON ROAD, GATTON - LANDSLIP**

- Sheet piles have arrived to site following delays due to industrial action at various Australian ports.
- Crane / piling rig set up to commence on 2 February
- Sheet piling to begin on 5 February
- Rock was found to be shallower than expected resulting in the sheet piles not having to be driven in as deep as expected
- Minor scour was caused by the January 2024 weather event on the Logan Street side of the creek bank which is currently being priced for rectification.

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

- Piling rig pads have been prepared and the site is ready to begin sheet piling
- Sheet piles have been delivered to site and are awaiting the piling rig to finish piling at Robinson Road before moving to Mountain View Drive.





## DESIGN &amp; CONSTRUCTION WORKS - PROJECTS COMPLETED

**FORESTRY ROAD, ADARE - CULVERT REPLACEMENT**

- Damage was sustained to the Forestry Road, Adare culvert during the 2022 weather event. Under the Queensland Reconstruction Authority Reconstruction of Essential Public Assets funding the culvert will be replaced.
- The existing damaged culvert has been removed and new concrete pipes have been craned into position.
- This project was delivered through Council and contractors and was completed in January 2024.

**FLOODWAY EXTENSION PROJECT - VARIOUS LOCATIONS**

- Damage was sustained to twenty-one concrete floodways across the Lockyer Valley Region during the rain events in 2022. Funding to extend and repair the floodways was sourced from the Rectification of Public Assets (REPA). The funded works will minimise damage to council assets during future rain events.
- The locations of the floodways are; Upper Flagstone Road, Ingoldsby Road, Thomas Road, Paynter Road, Sawpit Gully Road, Flagstone Road, Rockmount Road, Dallingers Road, Left Hand Branch Road, McGarrigal Road and Stockyard Creek Road.
- The project is now completed.



Dallingers Road, Mount Sylvia



Dallingers Road, Mount Sylvia



Thomas Road, Upper Lockyer



Thomas Road, Upper Lockyer

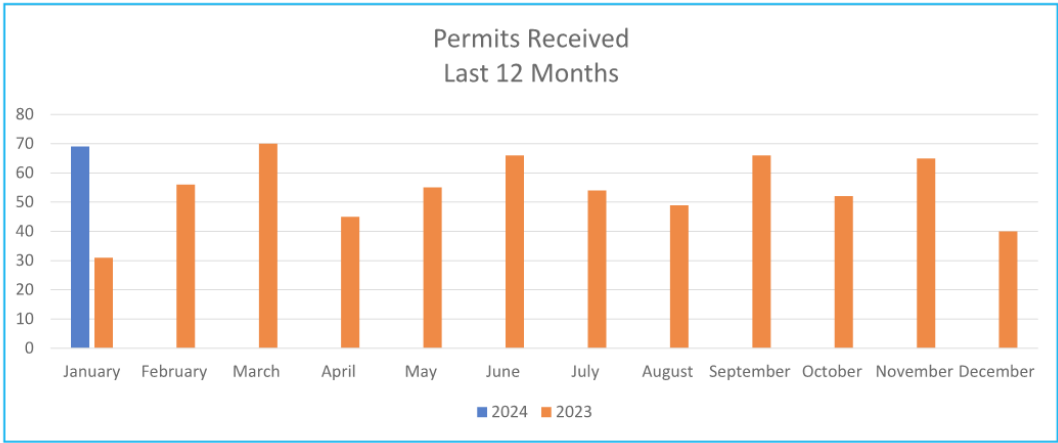
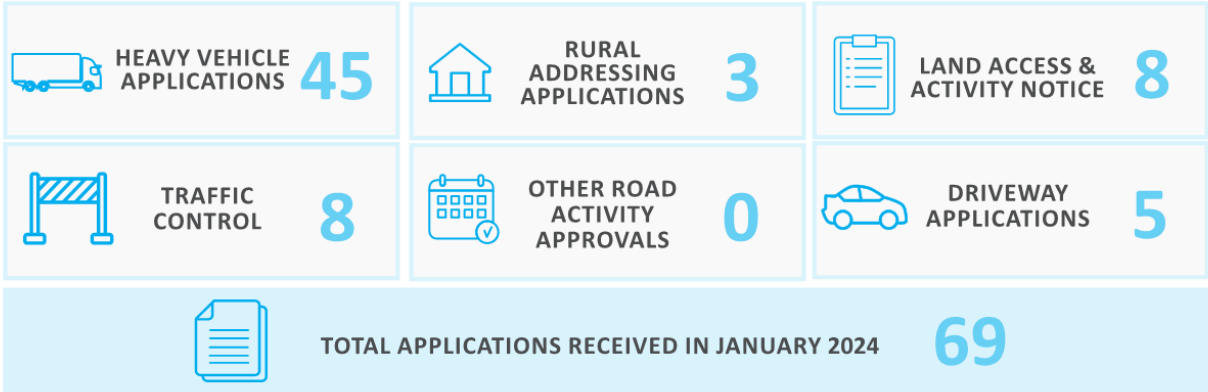


DESIGN & CONSTRUCTION WORKS - PROJECTS UPCOMING

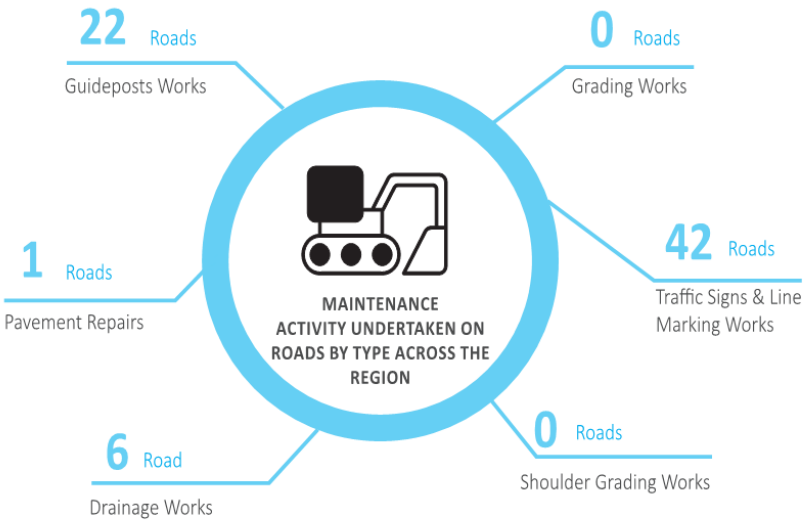
- The following projects are scheduled to commence construction works:
  - \* Ropehill Road Pavement Rehabilitation
  - \* Edgerton Drive Pavement Rehabilitation

Operations & Maintenance

WORKS ON ROADS PERMITS & APPLICATIONS



MAINTENANCE WORKS



Infrastructure Planning

ASSET MANAGEMENT

- Council officers are continuing to work through Stormwater CCTV Inspection data and incorporate it into the asset register, following completion of the contractor inspections. The asset register data will be updated to reflect the current condition.
- 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.
- Asset officers are preparing capital works project lists and verifying priorities for consideration for future budgets.
- Quotations for mini-bus are receiving updated pricing.
- Quotation trucks has been received. Officers are in the evaluation stage, with clarification sought from the Tenders. Orders will be procured once the evaluation team is satisfied with the offers.
- We have a contractor assisting with the development of the Fleet Audit outcomes to improve our Fleet Management practices and processes.
- We are getting road safety audits completed on Laidley Creek West Road, Preston Boundary Road and Silver Pinch Road to review the safety concerns raised by customers requests and therefore assessing the options available. The contractor has been engaged for all roads, with now assessments underway. The Laidley Creek West Road it at review stage with Council Officers. The Preston Boundary and Silverpinch Roads are still being developed by the Contractor.
- Tenders for the replacements of the mowers and backhoe are currently out to market. Officers will assess the tenders in due course.
- Continued processing of capital completions
- Processing of developer-contributed assets
- Preparation of data for valuation of Drainage and Waste asset classes
- Routine RMPC inspections
- Completion of routine defect inspections in Zone 7, and commencement of routine defect inspections in Zone 8
- Condition inspections of 166 assets

DEFECT OVERVIEW

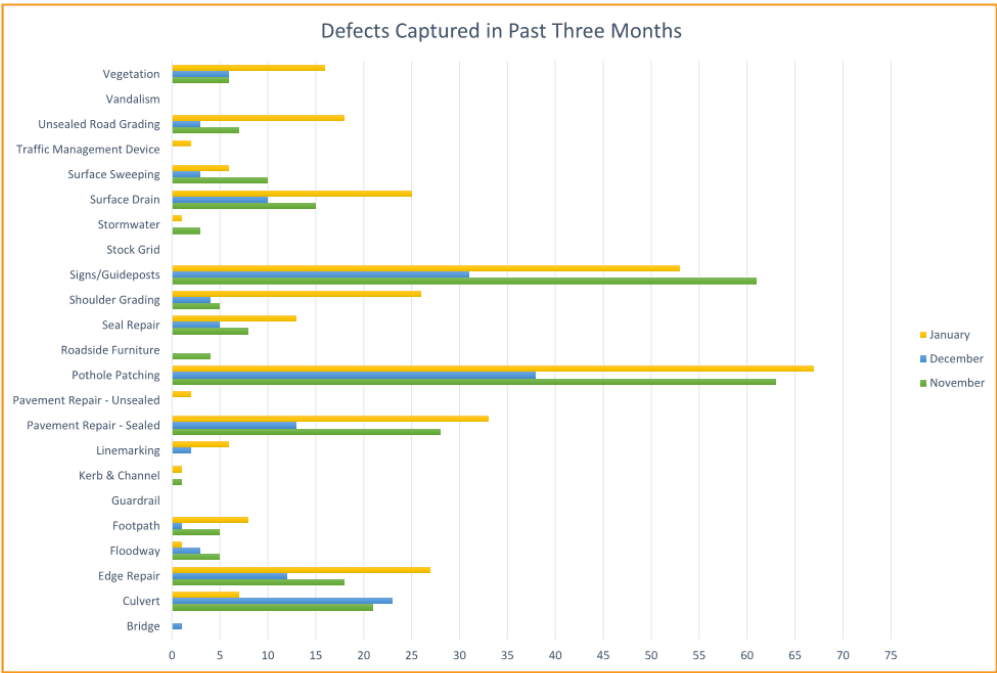
TOTAL DEFECTS  
CAPTURED IN  
JANUARY 2024

312

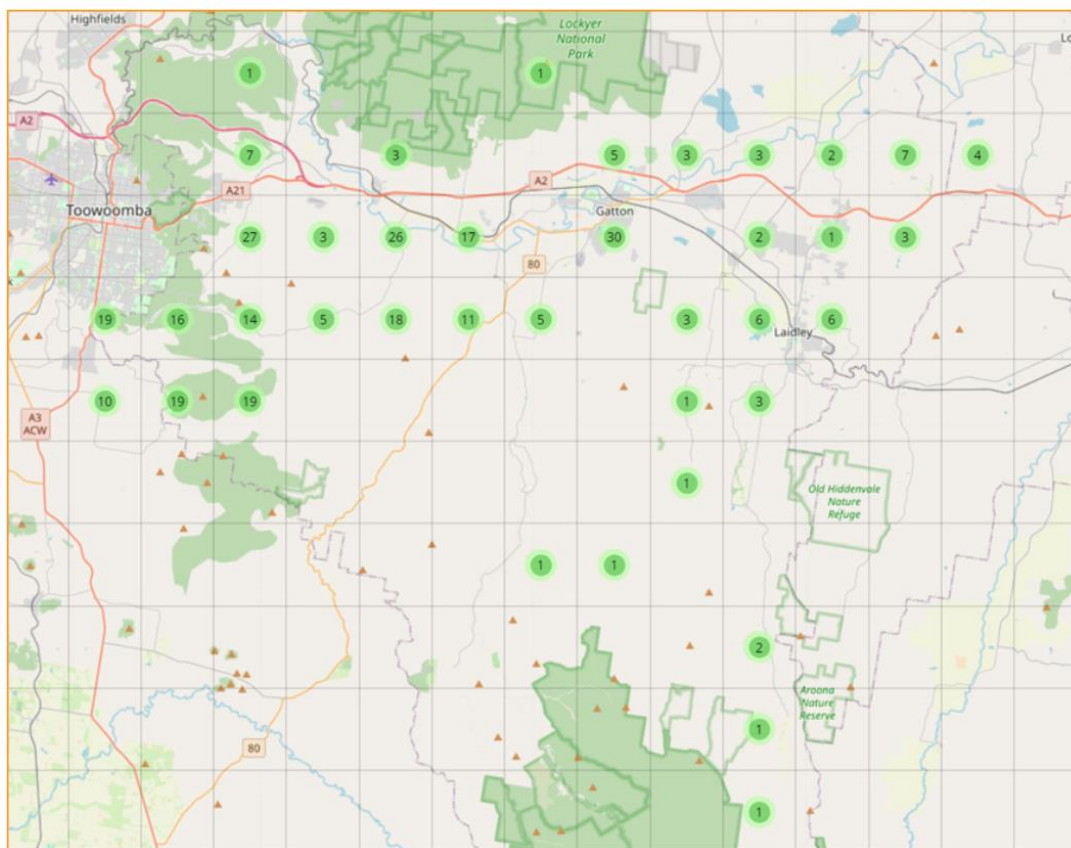


225

DEFECTS COMPLETED  
IN JANUARY 2024



## DEFECTS COLLECTED THROUGHOUT THE REGION - JANUARY 2024



## Community Recreation &amp; Facilities Branch Highlights

## CAPITAL WORKS - PROJECTS UNDERWAY

**LOCKYER WATERS FACILITY HALL**

- The prefabricated building is expected to be ready by late February 2024. Site works have commenced and Council and the contractor are working through updated documentation.

## 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>Design RFQ's released to market.</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

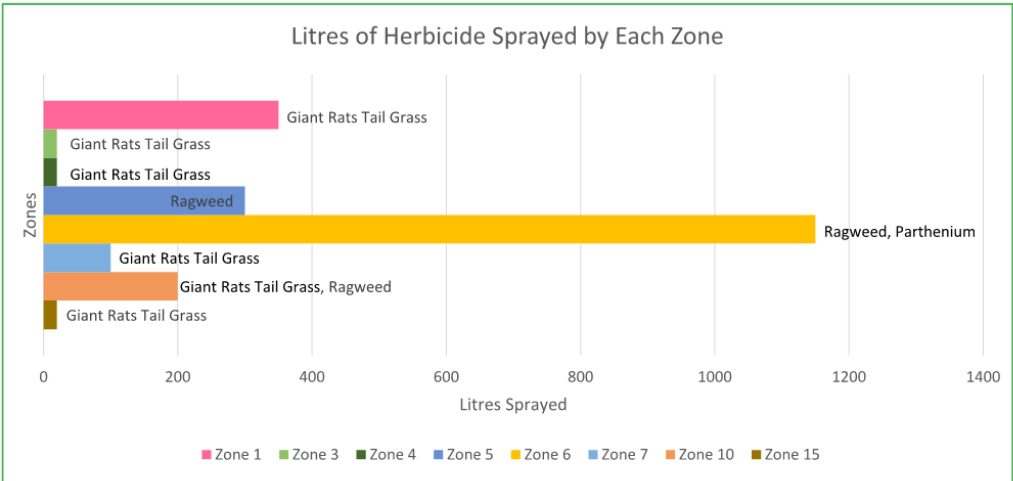
- Spraying roadside furniture in Zones 8 and 18 – total of 10,000L of herbicide sprayed
- Roadside Slashing in Zones 1, 6 and 7
- Mowing has been ongoing across the entire region. The current weather conditions are causing a significant backlog of works and therefore Council have engaged contractors to assist with roadside slashing, town drains and mowing of vacant properties.

Event Assistance

- Lockyer Valley Regional Council Australia Day Event

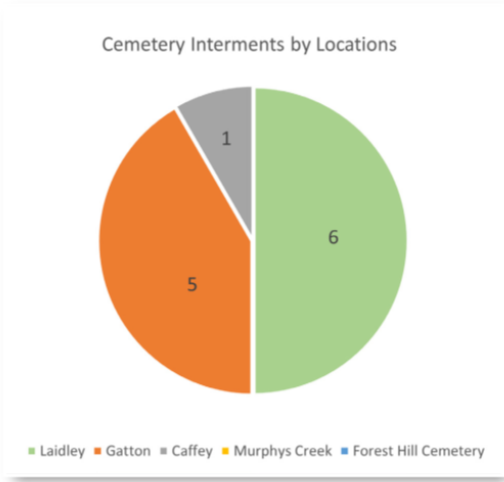
Declared Weeds

- Roadside treatments primarily in zones 6 and 1, targeting Giant Rats Tail Grass.
- Surveys and treatments of the Department of Transport and Main Roads road network as per the RMPC contract.



Cemetery Works

- Extra backfilling of graves is being undertaken due to the substantial amount of rain received.





**FACILITIES MAINTENANCE WORKS****WITHCOTT SPORTS CENTRE, WITHCOTT**

- Works started to replace the centre flooring with a more durable material to address quality and safety concerns.

**FLOOD RESPONSE**

- Assisted with response to flooding around the region at various locations including the Laidley Recreation Reserve grounds.





**HELIDON RSL**

- Replaced the deck at the back of the building.

**DAL RYAN MEMORIAL POOL - DECEMBER 2023****VISITATIONS**

- 6,328 total facility visitation for December which is a 164% increase compared to November 2023.
- No swimming carnivals were held.

**LOCKYER VALLEY SPORTS & AQUATIC CENTRE - DECEMBER 2023****VISITATIONS**

- 15,213 total facility visitation for December which is a 8.7% decrease compared to November 2023
- Total active memberships for December is 445 which is a 10.3% decrease compared to November 2023.

**LEARN TO SWIM PROGRAM**

- 657 active enrollments in the Learn to Swim Program, which is a 3.5% decrease on November 2023.
- 18 new students joined within the month and 8 students canceled.

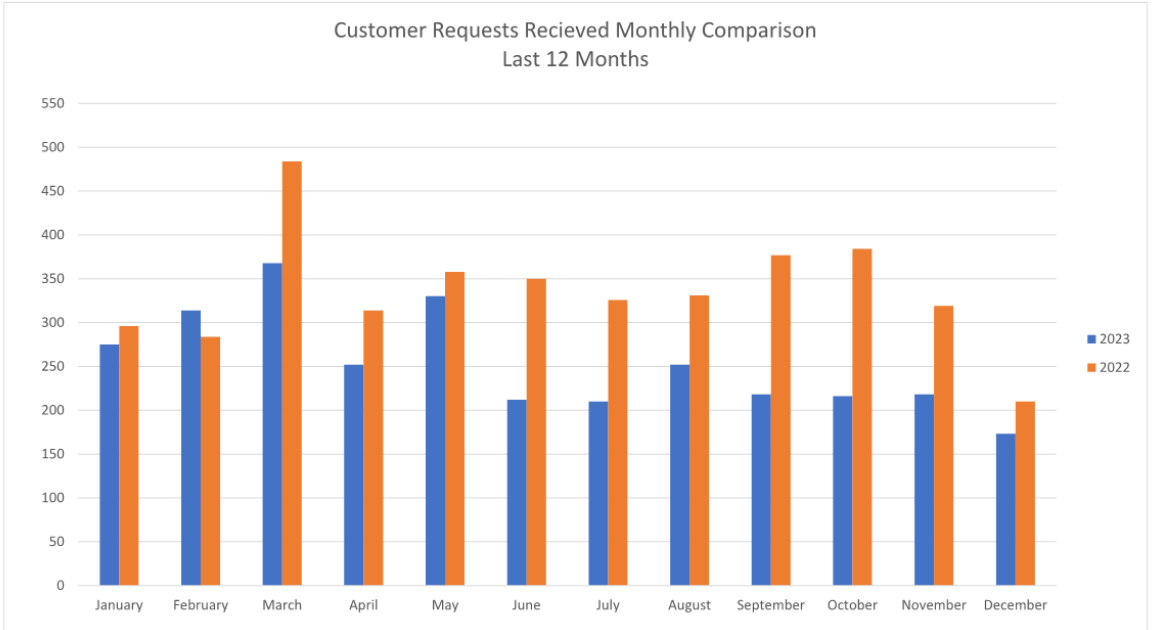
**HEALTH CLUB PROGRAMMING**

- 32 group fitness classes were held with 266 attendees.

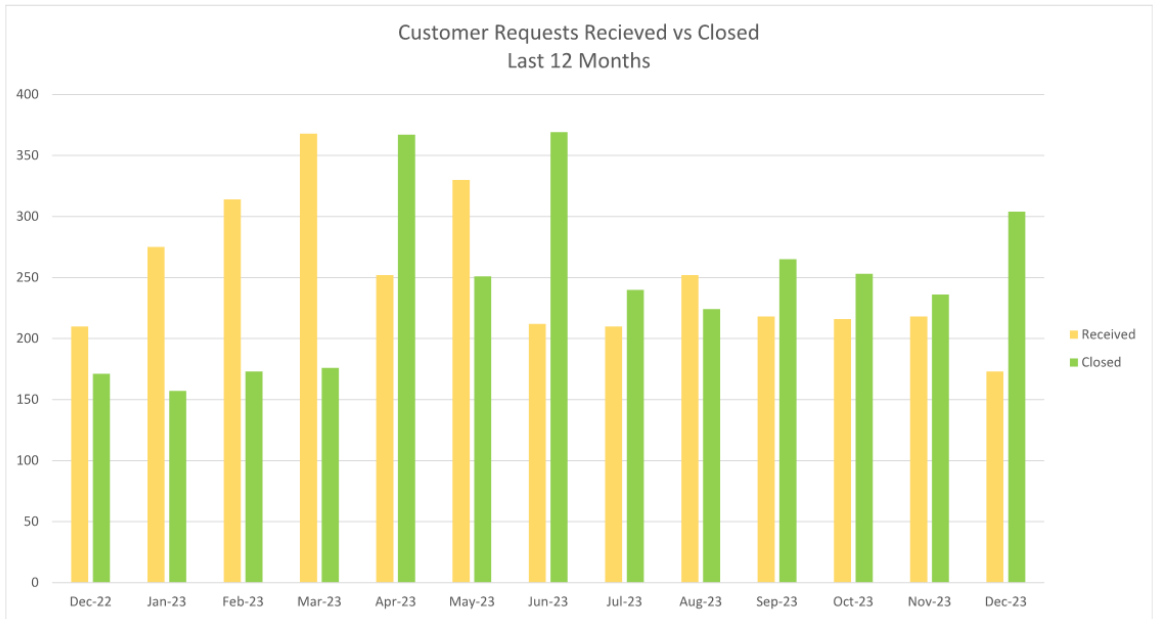
**SCHOOLS AND GROUP BOOKINGS**

- 1 schools attended the facility for a variety of booking and programs including:
  - \* Withcott and Helidon State Schools Carnival
- Group Bookings
  - \* Lockyer Valley Community Centre - Christmas movie event
  - \* Queensland Corrective Services - Recruit training

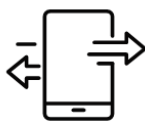
CUSTOMER CONTACT



Data as at 8 January 2024



Data as at 8 January 2024



**15.0 CONFIDENTIAL ITEMS**

*No Confidential Items.*

**16.0 MEETING CLOSED**

*There being no further business, the meeting closed at 10:40am.*