

Minutes



ORDINARY MEETING OF COUNCIL

MINUTES

19 MARCH 2025

UNCONFIRMED

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ATTENDANCE:

Councillors Present

- Cr Tanya Milligan (Mayor) (Chairperson)
- Cr Chris Wilson (Deputy Mayor)
- Cr Michael Hagan
- Cr Anthony Wilson
- Cr Julie Reck
- Cr David Neuendorf

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, Project Officer
- Neil Williamson, Coordinator Engagement and Communications
- Alena Higgins, Team Leader Communications
- Dee Stewart, Coordinator Accounting Services (part of meeting)
- Julie Lyons, Senior Property Officer (part of meeting)
- Michael Dargusch, Coordinator Development Assessment (part of meeting)
- Tammy Thomas, Technical Planning Officer (part of meeting)
- Tammee Van Bael, Planning Officer (part of meeting)
- Nic Jenkins, Manager Facilities (part of meeting)
- Lisa Johnston, Maintenance Planner (part of meeting)

Media Present

- Jesse Hamilton, The Lockyer and Somerset Independent

Apologies

- Cr Cheryl Steinhardt

1.0 MEETING OPENED

The Mayor, Cr Milligan as Chairperson, opened the meeting at 9:01am and welcomed all present.

1.1 Acknowledgement of Country

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

1.2 Opening Prayer

Ps. Rob Edwards led the meeting in prayer, following a minute's silence for those persons recently deceased.

2.0 LEAVE OF ABSENCE

No Leave Of Absence.

UNCONFIRMED

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.

There were no declarations of conflicts of interest made by Councillors at this time.

5.0 MAYORAL MINUTE

MOTION

THAT Mayor Milligan's statement regarding Tropical Cyclone Alfred and Council's response, be read into the minutes as follows:

I wish for the record to have it noted and acknowledged the leadership demonstrated by this Council experienced before, during and after Cyclone Alfred in my absence.

I wish to make particular mention to the Deputy Mayor Cr Chris Wilson, Deputy Chair of the LDMG Cr Michael Hagan and Recovery Chairperson Cr Julie Reck. For all three of these Councillors, this was their first real hands on involvement in being intimately involved with the disaster coordination centre and with our partners in disaster management in a natural disaster given their newly acquired roles in this term of Council.

I wish for it to be also noted, that organisationally this Council was prepared in the leadup and kept our community informed. It was also very heartening to see that our community, unlike any other event before that I have witnessed were proactive, prepared and heeded to advice of Council.

All staff played a pivotal part in this event, from those in customer service, EA's, outside staff, those in the coordination centre and those checking in on their colleagues and providing at times safe space.

I would like to mention that whilst our emergency services people and volunteers all play exceptionally important roles in times of disaster, I do feel that local Councils do at times receive minimal recognition.

Local Councils in times of flooding are the lead agency and do lead locally, with our agency partners members of the Local Disaster Management Group.

Many of our staff leave family behind to step up and assist in natural disasters and at times have their own properties threatened or impacted. Many of our staff are out in the extremes putting our signage to keep community safe and providing intelligence on the local geography and road conditions, and then out efficiently and quickly to assist with recovery and to provide safe access.

I wish to acknowledge this Council in their preparation and now moving forward in recovery. This event has demonstrated that our Council has strong leadership, committed staff, confidence in our people and the ability to make sound judgements for our community to ensure our people are safe and informed.

Moved By: Cr Milligan

Resolution Number: 24-28/0268

**CARRIED
6/0**

6.0 CONFIRMATION OF MINUTES

6.1 Confirmation of Ordinary Meeting Minutes - 19 February 2025

Author: Ian Church, Chief Executive Officer

Responsible Officer: Ian Church, Chief Executive Officer

Officer's Recommendation:

THAT the minutes of the Ordinary Meeting of the Lockyer Valley Regional Council held on Wednesday 19 February 2024 be taken as read and confirmed.

RESOLUTION

THAT the minutes of the Ordinary Meeting of the Lockyer Valley Regional Council held on Wednesday 19 February 2024 be taken as read and confirmed.

Moved By: Cr D Neuendorf

Seconded By:

Cr J Reck

Resolution Number: 24-28/0269

CARRIED

6/0



LOCAL DISASTER MANAGEMENT GROUP

MINUTES

EXTRAORDINARY MEETING #1

5 MARCH 2025

11:00 AM



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LOCAL DISASTER MANAGEMENT GROUP
MEETING MINUTES

5 MARCH 2025

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UNCONFIRMED

ATTENDANCE

Members

Cr Michael Hagan, LVRC (Chair)
Allison McGregor, Queensland Health (via Teams)
Graham Wade, SES
Ian Church, Local Disaster Coordinator
John Holdcroft, LVRC
Michelle Kocsis, LVRC (Deputy)
Rowland Browne, QPS
Damian Van Den Berg, QPS (Deputy)
Paul Hardie, QAS (via Teams)
Paul Storrs, QFD

Advisors

Alana Wahl, Laidley Community Centre (via Teams)
Andrew Campbell, Resources Safety & Health Queensland
Chloe De Marchi, Seqwater (via Teams)
Chris Job, Queensland Parks and Wildlife Service (via Teams)
Cody Cramer, Queensland Reconstruction Authority (via Teams)
Craig Berry, XO District Disaster Management Group (via Teams)
Dane Nice, Energex (via Teams)
Grant Higgs, NBN (via Teams)
Hugh Goodfellow, Department of Education (via Teams)
June Brundell, West Moreton Health
Clayton Rogers, Department Transport and Main Roads (via Teams)
Luke Sawtell, Urban Utilities (via Teams)
Matthew Kelly, QFES (via Teams)
Susan Frost, University of Queensland (via Teams)
Taylor Walker, Southern Queensland Correctional Centre (via Teams)
Trish Jeffers, Southern Queensland Correctional Centre (via Teams)
Anna Wheildon, Red Cross (via Teams)
Mark Banner, Telstra (via Teams)

Observers/Other Attendees

Bella Greinke, Secretariat
Dan McPherson, Local Recovery Coordinator / Deputy Local Disaster Coordinator
Amanda Pugh, Deputy Local Disaster Coordinator
Annette Doherty, Deputy Local Disaster Coordinator
Madonna Gibson, LVRC
Cr Chris Wilson, LVRC
Matt Lennon, LVRC (via Teams)
Jo Stewart, Queensland Parks and Wildlife (via Teams)
Steve Gillan, District Disaster Management Group (via Teams)
Anthony Cooper, SES (via Teams)
Trishia Cutler, TMR (via Teams)
Craig Millikan, LVRC (via Teams)

Danny Rey-Conde, Dept. Local Government, Water and Volunteers (via Teams)

Jason Harm, LVRC (via Teams)

Doug McDonald, Queensland Police Service (via Teams)

Shawnee Lyell, LVRC (via Teams)

Belinda Walker, Department of Education (via Teams)

Simon King, Dept. Public and Community Housing (via Teams)

Apologies

Mayor Tanya Milligan, LVRC

UNCONFIRMED

1. MEETING OPENED

The Chair, Councillor Michael Hagan, opened the meeting at 11:03am.

2. LOCAL DISASTER COORDINATOR UPDATE

- The LDMG made the decision to move to Stand Up as at 1115hrs 5 March 2025.
- Council commenced preparation to respond on Monday and has prepared staffing rosters for the Local Disaster Coordination Centre (LDCC). Rosters will commence as at 1000hrs 6 March 2025.
- 6 locations are being utilised for sandbagging

3. WEATHER BRIEF

- TC Alfred has turned and is making its way towards land, anticipated to make landfall around Brisbane.
- Steady/minimal rainfall anticipated today and tomorrow with significant rainfall Friday – Sunday.
- Catchments are currently dry, with an estimated loss of approx. 60mm rainfall to dry land.
- Currently working on 2 foreseeable scenarios:
 - 25% chance of meeting or exceeding 200mL rain in north west of region with increased rainfall in south east. Catchments should be able to handle this scenario.
 - 10% chance of meeting or exceeding 550m rain in north west and 850mL in south east, likely resulting in inundation and breakouts.
- Important to note the situation is still unpredictable and highly likely to change. Council will continue to monitor.

4. ROAD IMPACTS

- Not discussed.

5. EVACUATION CENTRES

- Gatton Shire Hall and Laidley State High School will be opened as evacuation centres. Council will not be encouraging attendees to evacuation centres unless as last resort.

6. KEY MESSAGES

- Council is putting out a range of messaging around preparation for the cyclone.
- Planning to do messaging in the next day reminding people that mainstream media will focus on areas like Brisbane and Gold Coast so may not be applicable to the Lockyer Valley.

7. AGENCY UPDATES

7.1 COUNCIL

- No further update.

7.2 QUEENSLAND FIRE DEPARTMENT

- Prepared for the event with sufficient staff rostered.
- Swiftwater rescue teams will arrive tomorrow and operate from Gatton.
- There is a shortage of sandbags around the state.
- Emergency Management Coordinator would like to have further discussion with Council comms regarding Australian Warning System.

7.3 QUEENSLAND POLICE SERVICE

- Prepared for the event with sufficient staff rostered. Plan for increased staff from Friday.
- Have sufficient accommodation for staff.

7.4 QUEENSLAND AMBULANCE SERVICE

- Prepared for the event with sufficient staff rostered.
- Have sufficient accommodation for staff.

7.5 STATE EMERGENCY SERVICE

- 2 x operational flood boats currently available. 1 x flood boat anticipated to arrive Wednesday afternoon.
- All vehicles are fuelled and operational.
- Have sandbags available for their crews.
- Food and water supplies available.

7.6 QUEENSLAND HEALTH / WEST MORETON HEALTH

- Prepared for the event with sufficient staff rostered.

7.7 DEPT. TRANSPORT AND MAIN ROADS

- Actively monitoring Mt Whitestone and had people attend site this morning to ensure no equipment faults. Automatic barriers will go up if there is too much movement from the landslip.
 - If this happens they will notify as soon as possible.
- Happy to work with Council to utilise the variable message signage (VMS).

7.8 DEPT. EDUCATION

- 21 schools have been closed for Thursday and Friday.

7.9 SEQ WATER

7.10 URBAN UTILITIES

- Finalising preparation across all asset bases.
- assessing vulnerable assets with the most important being water reservoir roofs.
- Risks include loss of power/comms as well as flooding risks.
- No current issues to Lockyer Valley services.

7.11 SOUTHERN QUEENSLAND CORRECTIONAL CENTRE

7.12 UNIVERSITY OF QUEENSLAND

- UQ Gatton campus is closed until Monday 10/03/2025.
- 210 students remain on campus and have been advised to shelter in place where possible.
- Essential staff only are on site.

7.12 LAIDLEY COMMUNITY CENTRE

7.13 LOCKYER COMMUNITY CENTRE

7.14 RED CROSS

- "Register, Find, Reunite" is active and can be utilised.

7.15 ENERGEX

- No planned power outages for the Lockyer Valley.

7.16 TELSTRA

7.16 NBN

7.18 DEPT. LOCAL GOVERNMENT, WATER AND VOLUNTEERS (COMMUNITY RECOVERY)

7.19 QUEENSLAND RECONSTRUCTION AUTHORITY

7.20 NATIONAL EMERGENCY MANAGEMENT AGENCY

7.21 QUEENSLAND RAIL

7.22 QUEENSLAND PARKS AND WILDLIFE SERVICE

- Prepared for the event with sufficient staff rostered.
- Signage has been placed up notifying location closures.

7.23 DEPT. RESOURCES

7.24 DEPT. AGRICULTURE AND FISHERIES

8. GENERAL BUSINESS

- Further discussion between Council comms and housing department regarding identified homeless/vulnerable in Lockyer Valley
- Lockyer Valley not currently active with Queensland Reconstruction Authority (QRA). QRA representative to further investigate and update.
- A query was asked around public transport in the Lockyer Valley.
 - *Since the conclusion of the meeting the following has been advised: All train services between Brisbane and Toowoomba will cease at 1700hrs 5/03/2025. All other services will cease at 140hrs 6/3/25. At this time recommencement of services is unknown and is dependent on availability of staff and damage to the network.*
- Council will put in a Request For Assistance to DDMG for more sandbags.
- Council staff are investigating the Laidley flood barrier.

9. NEXT SITUATION REPORT

Not advised.

10. NEXT MEETING

To be advised. Likely AM 6/03/2025

11. MEETING CLOSED

There being no further business, the meeting closed at 11:50am.



LOCAL DISASTER MANAGEMENT GROUP

MINUTES

EXTRAORDINARY MEETING #2

6 MARCH 2025

11:00 AM



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ATTENDANCE

Members

Cr Michael Hagan, LVRC (Chair)
Terry Kowald, Queensland Health (via Teams)
Allison McGregor, Queensland Health (via Teams)
Graham Wade, SES
Ian Church, Local Disaster Coordinator
John Holdcroft, LVRC
Rowland Browne, QPS
Damian Van Den Berg, QPS (Deputy) (via Teams)
Paul Hardie, QAS (via Teams)
Paul Storrs, QFD

Advisors

Alana Wahl, Laidley Community Centre (via Teams)
Chloe De Marchi, Seqwater (via Teams)
Cody Cramer, Queensland Reconstruction Authority (via Teams)
Craig Berry, XO District Disaster Management Group (via Teams)
Dane Nice, Energex (via Teams)
Hugh Goodfellow, Department of Education (via Teams)
June Brundell, West Moreton Health
Linda Roberts, Lockyer Valley Community Centre (via Teams)
Laura Williams, Dept. Transport and Main Roads (via Teams)
Matthew Kelly, QFES
Susan Frost, University of Queensland (via Teams)
Trish Jeffers, Southern Queensland Correctional Centre (via Teams)
Themelina Johns, Urban Utilities (via Teams)
Anna Wheildon, Red Cross (via Teams)
Mark Banner, Telstra (via Teams)

Observers/Other Attendees

Bella Greinke, Secretariat
Dan McPherson, Local Recovery Coordinator / Deputy Local Disaster Coordinator
Amanda Pugh, Deputy Local Disaster Coordinator (via Teams)
Annette Doherty, Deputy Local Disaster Coordinator
Madonna Gibson, LVRC
Michelle Hardie, LVRC (via Teams)
David Grant, BoM (via Teams)
Cr Chris Wilson, LVRC
Kylie Naumann, LVRC
Neil Williamson, LVRC (via Teams)
Shawnee Lyell, LVRC
John Stewart, Queensland Parks and Wildlife (via Teams)
Anthony Cooper, SES (via Teams)
Graham Cray, LVRC (via Teams)

Danny Rey-Conde, Dept. Local Government, Water and Volunteers (via Teams)

Jason Harm, LVRC (via Teams)

Belinda Walker, Department of Education (via Teams)

Simon King, Dept. Housing and Public Works (via Teams)

Apologies

Mayor Tanya Milligan, LVRC

Matt Lennon, LVRC

UNCONFIRMED

1. MEETING OPENED

The Chair, Cr Hagan, opened the meeting at 11:01am.

2. WEATHER BRIEF

- TC Alfred's path deviated from what was expected, so landfall is now anticipated Friday night or Saturday early morning.
- It remains at category 2 intensity
- Anticipate heavy to intense rainfall Friday and Saturday with an increase of wind gusting up to 90km/h.
- As at 0800hrs today it is sitting approx. 280km off the coast.
- Currently working on 2 foreseeable scenarios:
 - 25% chance of 5-10mm rain today, 20-40mm Friday, 100-200mm Saturday, 50+mm Sunday.
 - 10% chance of 20-50mm rain today, 200-300mm Friday.

3. LOCAL DISASTER COORDINATOR UPDATE

- LDCC is fully operational. Overnight rosters have been delayed and looking to commence Friday night.
- Will begin sending situation reports to the DDMG.

4. EVACUATION CENTRES

- Centres are ready to go but not currently open. Looking to open centres Friday afternoon.

5. KEY MESSAGES

- Key messaging to residents remains the same around preparation.
- Messaging to media that not all SEQ Council's are providing the same level of support as incorrect information is being widespread.

6. AGENCY UPDATES

6.1 QUEENSLAND DEPARTMENT

- Swift water crews are now established in Gatton and Plainland and appropriately staffed.

6.2 STATE EMERGENCY SERVICE

- 3 flood boats are now operational in the Lockyer Valley

6.3 SEQ WATER

- Are preparing for the isolation of the Lowood plant and are making arrangements for helicopter access available for staff movements as required.

6.4 URBAN UTILITIES

- Flooding may have impacts on their facility to produce water from the Lowood SeqWater plant so reservoirs have been topped up as they will act as needed.

6.5 DEPT. LOCAL GOVERNMENT, WATER AND VOLUNTEERS (COMMUNITY RECOVERY)

- Will reach out regarding recovery preparations.

6.6 DEPT. HOUSING AND PUBLIC WORKS

- Have tried to reach out to known homeless in the area but were unsuccessful.
- Will have further conversations with Council's community engagement offline.

6.7 QUEENSLAND RECONSTRUCTION AUTHORITY

- A draft activation request has been raised and needs to be lodged by the representative and will then be included in the next round of action for this event.

7. GENERAL BUSINESS

No General Business.

8. NEXT SITUATION REPORT

1030hrs 7/03/2025 to ldmg@lvrq.qld.gov.au

9. NEXT MEETING

1100hrs 7/03/2025

10. MEETING CLOSED

There being no further business, the meeting closed at 11:20am.

Minutes



LOCAL DISASTER MANAGEMENT GROUP

MINUTES

EXTRAORDINARY MEETING #3

7 MARCH 2025

11:00 AM

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ATTENDANCE

Members

Cr Michael Hagan, LVRC (Chair)
Terry Kowald, Queensland Health (via Teams)
Allison McGregor, Queensland Health (via Teams)
Graham Wade, SES
Ian Church, Local Disaster Coordinator
John Holdcroft, LVRC
Michelle Kocsis, LVRC (Deputy)(via Teams)
Rowland Browne, QPS
Dan Curtain, QPS (Deputy) (via Teams)
Paul Hardie, QAS (via Teams)
Paul Storrs, QFD

Advisors

Alana Wahl, Laidley Community Centre (via Teams)
Chloe De Marchi, Seqwater (via Teams)
Cody Cramer, Queensland Reconstruction Authority (via Teams)
Craig Berry, XO District Disaster Management Group (via Teams)
Dane Nice, Energex (via Teams)
Hugh Goodfellow, Department of Education (via Teams)
Grant Higgs, NBN (via Teams)
June Brundell, West Moreton Health (via Teams)
Jenny Luke, West Moreton Health (via Teams)
Linda Roberts, Lockyer Valley Community Centre (via Teams)
Laura Williams, Dept. Transport and Main Roads (via Teams)
Matthew Kelly, QFES
Susan Frost, University of Queensland (via Teams)
Taylor Walker, Southern Queensland Correctional Centre (via Teams)
Themelina Johns, Urban Utilities (via Teams)
Anna Wheildon, Red Cross (via Teams)
Mark Banner, Telstra (via Teams)

Observers/Other Attendees

Bella Greinke, Secretariat
Dan McPherson, Local Recovery Coordinator / Deputy Local Disaster Coordinator
Amanda Pugh, Deputy Local Disaster Coordinator (via Teams)
Annette Doherty, Deputy Local Disaster Coordinator
Madonna Gibson, LVRC
Michelle Hardie, LVRC (via Teams)
Cr Chris Wilson, LVRC
Kylie Naumann, LVRC
Neil Williamson, LVRC (via Teams)
Shawnee Lyell, LVRC
Paul Cuskelly, LVRC (via Teams)

9.0 DEPUTATIONS/PRESENTATIONS

No Deputations/Presentations.

10.0 EXECUTIVE OFFICE REPORTS

10.1 Appointment of Deputy Local Disaster Coordinator and Local Recovery Coordinator

Author: John Holdcroft, Coordinator Disaster Management Resilience

Responsible Officer: Ian Church, Chief Executive Officer

Purpose:

The purpose of this report is to seek Council's endorsement to appoint the following Council Officers to the identified disaster management roles:

- Chief Financial Officer a Deputy Local Disaster Coordinator.
- Group Manager, People, Customer and Corporate Services as the Local Recovery Coordinator.

Officer's Recommendation:

THAT Council endorse the submission to the Chair of the Lockyer Valley Local Disaster Management Group, Mayor Milligan, to appoint the Council officers in the following positions to the identified disaster management role:

- 1. The Chief Financial Officer as a Deputy Local Disaster Coordinator.**
- 2. Group Manager, People, Customer and Corporate Services as the Local Recovery Coordinator.**

RESOLUTION

THAT Council endorse the submission to the Chair of the Lockyer Valley Local Disaster Management Group, Mayor Milligan, to appoint the Council officers in the following positions to the identified disaster management roles:

- 1. The Chief Financial Officer as a Deputy Local Disaster Coordinator.**
- 2. Group Manager, People, Customer and Corporate Services as the Local Recovery Coordinator.**

Moved By: Cr M Hagan

Seconded By:

Cr A Wilson

Resolution Number: 24-28/0271

CARRIED

6/0

Executive Summary

In accordance with the *Disaster Management Act 2003*, Council has the principal responsibility of establishing the Lockyer Valley Local Disaster Management Group (LDMG) for the local government area to ensure disaster management and disaster operations are facilitated within the local government area.

It is the responsibility of the Chairperson of the LDMG to appoint, in writing, a Deputy Local Disaster Coordinator (LDC) of the group and a Local Recovery Coordinator (LRC) of the group.

Proposal

To ensure key Council Officers have appropriately defined roles, responsibilities, and delegated authority to be able to respond to disasters, this report seeks Council's endorsement to make a submission to the Chair of the Lockyer Valley LDMG, Mayor Milligan, to appoint the Officers currently in the following position within Council to the identified disaster management roles:

- Chief Financial Officer to the position of Deputy Local Disaster Coordinator.
- Group Manager, People, Customer and Corporate Services to the position of the Local Recovery Coordinator.

The applicable Council Officer has the necessary expertise and experience to perform the functions of a Deputy Local Disaster Coordinator to direct disaster operations in times of a disaster event.

The applicable Council Officer has the necessary expertise and experience to perform the functions of a Local Recovery Coordinator to direct recovery operations from a disaster in accordance with the *Disaster Management Act 2003*.

Strategic Implications

Corporate Plan

Lockyer Community

- Enhance wellbeing and safety of the community.

Lockyer Leadership and Council

- Compliant with relevant legislation.

Finance and Resource

Budget implications will continue to be addressed through existing allocations.

Legislation and Policy

The appointment of a Deputy LDC complies with Section 35 of the *Disaster Management Act 2003*, and the appointment of a LRC complies with Section 30(f) of the *Disaster Management Act 2003* ensuring consistency with the Local Disaster Management Groups functions and the Local Disaster Management Plan.

Risk Management

Key Corporate Risk Code and Category: LCL1

Key Corporate Risk Descriptor: Legal Compliance and Liability

Compliance management – regulatory or contract compliance, litigation, liability and prosecution.

Attachments

There are no attachments for this report.

10.2 Summary of Council Actual v Budget - 28 February 2025

Author: Kylie King, Financial Accountant; Dee Stewart, Coordinator Accounting Services
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 28 February 2025.

Officer's Recommendation:

THAT Council receive and note the Summary of Council Actual Financial Performance versus Budget to 28 February 2025.

RESOLUTION

THAT Council receive and note the Summary of Council Actual Financial Performance versus Budget to 28 February 2025.

Moved By: Cr C Wilson

Seconded By:

Cr M Hagan

Resolution Number: 24-28/0272

**CARRIED
6/0**

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 28 February 2025.

At 28 February 2025, revenues are above target and expenditures are under target.

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 28 February 2025.

Operating Revenue - Year to date target \$73.13 million actual \$74.70 million or 102.15%

At 28 February 2025, overall operating revenues for the year to date are above target.

Rates and Utility Charges (Gross) on target.

The second rates levy for 2024/2025 was issued on the 3 February 2025 with a due date of 5 March 2025. 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. 85.46% of the rates levy was collected as at 12 March 2025.

Charges and Fees above budget by \$0.63 million.

This favourable variance is predominantly due to Infrastructure Charges (\$0.39 million) and Building and plumbing fees and charges (\$0.26 million). Charges and fees for the child care centre are under budget due to the sale of the child care centre in December.

Interest above budget by \$0.63 million

Interest is performing above budget due higher than expected cash balances and interest rates.

Operating Grants and Subsidies under budget by \$0.38 million.

The major variances are due to:

- -\$0.47 million for Laidley Disaster Ready Funding project. Milestone 2 payment isn't due until the initial funding has been surpassed and at this point project expenditure is less than expected.
- -\$0.28 million due to timing of funding for Community & Regional Prosperity projects
- -\$0.40 million for Roads to Recovery due to delays in the delivery of works. Measures are in place to ensure the works are completed by 30 June 2025.
- \$0.25 million for SEQCSP received for the Tenthill Flood Plain Drainage re-instatement.
- \$0.15 million for the final milestone payment of LGGSP funding for Asset Condition Assessments.
- \$0.28 million due to the receipt of QRA funding which relates January 2024 flood event.

Operational grants will be closely monitored for the timing and recognition of income and the overall effect on the operating surplus.

Operating Contributions and Donations under budget by \$0.33 million.

The unfavourable variance relates predominantly to Resilient Rivers projects commencing later than originally forecasted. There is a corresponding underspend on goods and services for this funded project.

Contract / Recoverable Works under budget by \$0.21 million.

The unfavourable variance relates to RMPC works and is timing in nature. This is expected to resolve in the coming months.

Other Revenue is above target by \$0.46 million.

The favourable variances in Other Revenue predominantly relate to:

- \$0.09 million timing of annual lease revenue. This is expected to even out over the remainder of the Financial Year.
- \$0.08 million Income Tax Instalment for Urban Utilities
- \$0.12 million Rates Legal Fee Recovery
- \$0.06 million Rates Change of ownership and Paper notice fees

Operating Expenditure - Year to date target \$57.63 million actual \$49.69 million or 86.23%

Employee Costs under budget by \$0.60 million

Employee costs are below target as at 28 February 2025 due to a number of factors. The larger variances are due to:

- Vacancies within various positions on Council's established workforce during the financial year.
- Leave taken over the Christmas shutdown period resulting in a reduction in provisions carried on the Statement of Financial Position.

The impact of vacancies across the organisation will be reviewed in the upcoming budget review and if required, the Vacancy Factor will be altered appropriately.

Capitalised wages are also below target primarily due to vacancies and leave utilised in the Capital Delivery teams. Finance staff are continuing to review the capture of capitalised wages to ensure wages are correctly costed to the capital program.

Goods and Services under budget by \$7.19 million.

Variations are mostly due to timing differences across the board. The most significant variances are:

- Waste contracts \$0.57 million
- Growth and Policy projects \$2.1 million
- Regional Development projects including Water Initiatives \$3.15 million
- Civil operations contracts \$0.41 million

Capital Project Revenue – Year to date target \$10.36 million actual \$6.34 million or 61.24%

Revenue from capital grants is recognised as the capital works are expended in accordance with accounting standards. Expenditure on funded capital works is expected to decrease due to the focus shifting to emergent and immediate reconstruction works because of damage sustained to the region from Ex Tropical cyclone Alfred. Any funded capital projects which are incomplete at the end of the financial year will be carried forward into the 2025/2026 financial year along with associated capital funding income.

Capital Project Expenditure – Year to date target \$29.75 million actual \$14.14 million or 47.54%

At 28 February 2025, Council has expended \$14.14 million on its capital works program with a further \$13.82 million in committed costs for works currently in progress.

Council has spent \$12.35 million on the delivery of infrastructure projects with the main focus of the 2024/2025 capital works program moving away from the restoration of flood damaged roads under the REPA program and moving towards the renewal of existing assets. \$23.43 million has been included in the capital works budget for roads and related infrastructure. Additional detail is provided in the capital works program within the attachment.

Statement of Financial Position

The Statement of Financial Position provides information on the breakdown of Council's assets and liabilities at a point in time. At 28 February 2025, Council had \$80.63 million in current assets compared to \$22.44 million in current liabilities with a ratio of 3.59:1. This means that for every dollar of current liability, there is \$3.59 in assets to cover it.

Statement of Cash Flows

The Statement of Cash Flows provides information on the amount of cash coming in and going out. As at 28 February 2025 there has been a net cash inflow of \$21.26 million with \$15.95 million inflow from operating activities. There was a net cash inflow of \$5.30 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 28 February, Council's cash balance was \$51.91 million. Unexpended grant funds, which are restricted to be spent in accordance with the terms of the grant, are \$13.29 million.

Sustainability Measures

The Local Government Sustainability Framework represents the Department's approach to working with Queensland Councils on sustainability challenges. It covers both financial and non-financial indicators.

The financial sustainability measures are 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, based on the five year average, set by the Department for the Lockyer Valley Regional Council. Graphical representation of Council's financial performance for each of the sustainability measures 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 2024-25 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

Attachments

- 1 [↓](#) Monthly Finance Report - February 2025 16 Pages
- 2 [↓](#) Sustainability Indicators February 2025 1 Page

Proposal

The Manager has been managing Land No. 168401 and 168511 (**the Land**) since 12 April 2017 in conjunction with their adjoining land, Land No. 168071. The Agreement is due to expire on 5 July 2025 and the Manager has requested to enter into a new Agreement over the Land.

The Agreement allows the Manager to perform the Management Services on the Land and grants the Manager a licence to use the sheds on Land No. 168401 (Licenced Area) in accordance with the terms of the Agreement.

Management Services include:

- the control of noxious weeds, pests and vermin;
- the maintenance of the bores;
- the maintenance of the buildings; and
- the mowing and baling of grass and related vegetation.

The Land is shown below in yellow with the Manager's adjoining land shown in blue:

Area	Approximately 32.073 hectares
Tenure	Freehold
Zoning	Sport and Recreation



The Licence Area over the sheds on Land No. 168401 is shown below:



Options

- Option 1 - Apply the exception contained in Section 236(1)(c)(iii) of the *Local Government Regulation 2012* and offer a new Agreement to the current Manager.
- Option 2 - Advise the Manager that their request has been denied and a new Agreement will not be granted and provide reasons.

Previous Council Resolutions

Council's Ordinary Meeting on 12 April 2017 – Resolution Number 16-20/0426
Council's Ordinary Meeting on 17 February 2021 – Resolution Number 20-24/0240

Strategic Implications

Corporate Plan

Lockyer Leadership and Council

- Excellence in customer service to our community
- Compliant with relevant legislation

Finance and Resource

The Licence Fee for the sheds on Land No. 168401 payable by the Manager is \$1.00 per annum if demanded. The Management Fee payable by Council is currently \$1.00 per annum if demanded.

The Manager is responsible for all outgoings and maintenance, and costs and maintenance in relation to the bores. The Manager is also responsible for obtaining Public Liability Insurance.

No further costs are anticipated for Council as the Agreement can be prepared internally by Council's Senior Property Officer.

Legislation and Policy

Section 236(1)(c)(iii) of the *Local Government Regulation 2012* provides an exception from the requirement to go to tender if the disposal is for the purpose of renewing a lease to the current tenant.

Risk Management

Key Corporate Risk Code and Category: LCL1

Key Corporate Risk Descriptor: Legal Compliance and Liability
Compliance management – regulatory or contract compliance, litigation, liability and prosecution

Consultation

Internal Consultation

The following teams have been provided the opportunity to provide comment:

- ✓ Communities
- ✓ Infrastructure
- ✓ Facilities
- ✓ Planning, Policy and Community Wellbeing
- ✓ Parks, Recreation and Cemeteries

Attachments

There are no attachments for this report.

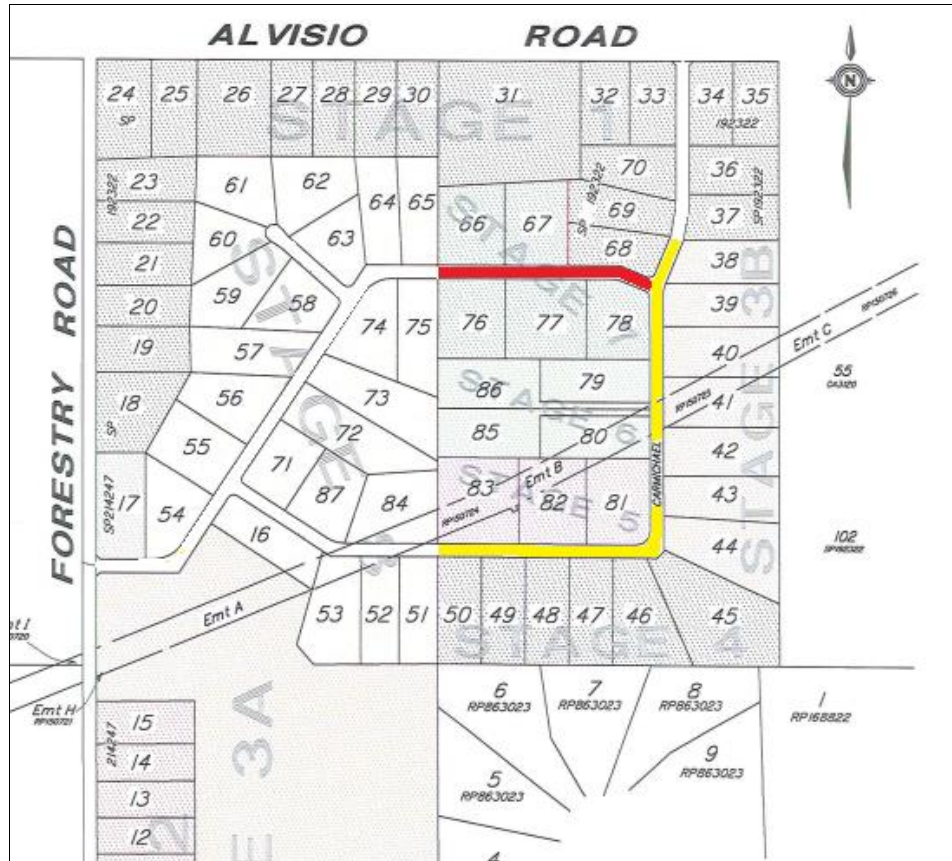


Figure 1. Extract of plan prepared by SMK (Gatton) Pty Ltd dated 19 July 2012 (amended by Council)

Proposal

Council is responsible for assigning an official name to every gazetted road that is used to access properties. All proposed road names are considered in accordance with Council's *Naming of Roads, Park, Landmarks and Facilities Policy* and AS/NZS 4819:2011. Under Council's policy, road names are to be appropriate and relevant, and from nominated categories.

This development was approved in 2009. The development has nine stages, with only the first three stages completed at this time. The developer is now proposing to complete Stages 3B to 7, which include the first section of the new road (in red) and an extension of Carmichael Road.

The applicant has provided the following suggestions for the name of the new road:

- Plantation Street
- Lumber Avenue

In accordance with Council's policy, the suggested names are considered appropriate as they are consistent with Forestry Road, the main rural collector road along the western boundary of the development.

It is recommended that Council approve the name 'Plantation Road'. A search of existing road names has been undertaken to ensure the recommended name is not used elsewhere in the region. The road type 'Road' is considered appropriate as it is an open way or public passage primarily for vehicles.

Options

1. Council approves the road name in accordance with the Officer's recommendation.
2. Council approves a road name other than as recommended.

Strategic Implications

Corporate Plan

Lockyer Valley Regional Council Corporate Plan 2022–2027:

A development assessment process that facilitates sustainable outcomes for the community.

Finance and Resource

There will be no costs associated with the supply or installation of the road signage associated with the subdivision development, as these are the Developer's responsibility under the conditions of their Development Permit.

Legislation and Policy

All proposed road name is considered in accordance with Council's *Naming of Roads, Park, Landmarks and Facilities Policy* and AS/NZS 4819:2011.

Risk Management

Officers have researched the suggested road names and made a recommendation that meets Council's policy.

Consultation

Suggestions for the road name were provided by the applicant.

Attachments

There are no attachments for this report.

UNCONFIRMED

12.2 MC2024/0049 Change Representations - Tourist Attraction and Caravan Park - 24 Railway Street, Forest Hill

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

Purpose:

The purpose of this report is to consider change representations in relation to the Development Permit issued for a Material Change of Use for a Tourist Attraction and Caravan Park at 24 Railway Street, Forest Hill, and a request to reduce infrastructure charges levied in relation to this development.

Officer's Recommendation:

- 1. THAT Council agrees to the change representations made in relation to the Development Permit (MC2024/0049) for Material Change of Use for a Tourist Attraction and Caravan Park on Lot 149 CC2675 at 24 Railway Street, Forest Hill, and Conditions 1, 28 & 29 be amended as follows:**

No.	Condition	Timing																																																																											
1.	<p>APPROVED PLANS & DOCUMENTS</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 border="1"> <thead> <tr> <th>Title</th> <th>Plan No.</th> <th>Revision/Amended</th> <th>Date</th> <th>Prepared By</th> </tr> </thead> <tbody> <tr> <td>Landscape Plan</td> <td>-</td> <td>05</td> <td>17/02/25</td> <td>Place Design Group</td> </tr> <tr> <td>Landscape Plan</td> <td>-</td> <td>05</td> <td>17/02/25</td> <td>Place Design Group</td> </tr> <tr> <td>Staging Plan 1 of 2</td> <td>-</td> <td>05</td> <td>03/12/24</td> <td>Place Design Group</td> </tr> <tr> <td>Staging Plan 2 of 2</td> <td>-</td> <td>05</td> <td>03/12/24</td> <td>Place Design Group</td> </tr> <tr> <td>Cover Sheet and Drawing Index</td> <td>C000</td> <td>P2</td> <td>01/10/24</td> <td>Bligh Tanner</td> </tr> <tr> <td>Project Notes – Sheet 1 of 2</td> <td>C010</td> <td>P1</td> <td>07/05/24</td> <td>Bligh Tanner</td> </tr> <tr> <td>Project Notes – Sheet 2 of 2</td> <td>C011</td> <td>P1</td> <td>07/05/24</td> <td>Bligh Tanner</td> </tr> <tr> <td>Siteworks Plan – Sheet 1</td> <td>C300</td> <td>P2</td> <td>01/10/24</td> <td>Bligh Tanner</td> </tr> <tr> <td>Siteworks Plan – Sheet 2</td> <td>C301</td> <td>P2</td> <td>01/10/24</td> <td>Bligh Tanner</td> </tr> <tr> <td>Siteworks Plan – Sheet 3</td> <td>C302</td> <td>P2</td> <td>01/10/24</td> <td>Bligh Tanner</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th>Title</th> <th>Document No.</th> <th>Revision/Amended</th> <th>Date</th> <th>Prepared By</th> </tr> </thead> <tbody> <tr> <td>Forest Hill Silos Concept Design</td> <td>1022087</td> <td>05</td> <td>February 2025</td> <td>Place Design Group</td> </tr> <tr> <td>Forest Hill Silo – Site-based Stormwater Management Plan</td> <td>2023.0979</td> <td>2</td> <td>10/06/24</td> <td>Bligh Tanner</td> </tr> <tr> <td>Geotechnical</td> <td>1-27318</td> <td>1</td> <td>19/03/24</td> <td>Soil Surveys</td> </tr> </tbody> </table>	Title	Plan No.	Revision/Amended	Date	Prepared By	Landscape Plan	-	05	17/02/25	Place Design Group	Landscape Plan	-	05	17/02/25	Place Design Group	Staging Plan 1 of 2	-	05	03/12/24	Place Design Group	Staging Plan 2 of 2	-	05	03/12/24	Place Design Group	Cover Sheet and Drawing Index	C000	P2	01/10/24	Bligh Tanner	Project Notes – Sheet 1 of 2	C010	P1	07/05/24	Bligh Tanner	Project Notes – Sheet 2 of 2	C011	P1	07/05/24	Bligh Tanner	Siteworks Plan – Sheet 1	C300	P2	01/10/24	Bligh Tanner	Siteworks Plan – Sheet 2	C301	P2	01/10/24	Bligh Tanner	Siteworks Plan – Sheet 3	C302	P2	01/10/24	Bligh Tanner	Title	Document No.	Revision/Amended	Date	Prepared By	Forest Hill Silos Concept Design	1022087	05	February 2025	Place Design Group	Forest Hill Silo – Site-based Stormwater Management Plan	2023.0979	2	10/06/24	Bligh Tanner	Geotechnical	1-27318	1	19/03/24	Soil Surveys	At all times.
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	Investigation – Forest Hill Silos Mural Project				Engineering Pty Ltd	
	Forest Hill Silos – Flood Emergency Management Plan	2023.0979	1	08/04/24	Bligh Tanner	
	Transport Engineering Report	24BRT0123	1	13/06/24	TTM Consulting Pty Ltd	
	Operational Refuse Management Plan	24BRT0123	-	03/02/25	TTM Consulting Pty Ltd	
28.	LANDSCAPING A landscaped buffer is to be provided and maintained immediately to the west of the camping area as identified on the approved plans. The landscaped buffer must be a minimum width of 1.5m and include species that have a minimum height of 2m at maturity.					Prior to commencement of the use and at all times thereafter.
WASTE MANAGEMENT						
29.	WASTE STORAGE Waste is to be stored within a waste storage area (e.g. general waste, recyclable waste, pallets, empty drums, etc.) as shown on the approved plans and managed in accordance with the approved Operational Refuse Management Plan. Any wastewater generated by cleaning of waste bins must be disposed of lawfully.					At all times.

- 2. THAT Council confirm infrastructure charges are payable in accordance with the Infrastructure Charges Notice ICN (MC2024/0049) dated 18 December 2024 for the development approved by Development Permit (MC2024/0049) for Material Change of Use for a Tourist Attraction and Caravan Park on Lot 149 CC2675 at 24 Railway Street, Forest Hill.**

RESOLUTION

- 1. THAT Council agree to the change representations made in relation to the Development Permit (MC2024/0049) for Material Change of Use for a Tourist Attraction and Caravan Park on Lot 149 CC2675 at 24 Railway Street, Forest Hill, and Conditions 1, 28 & 29 be amended as follows:**

No.	Condition	Timing																																			
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WASTE MANAGEMENT						
29.	WASTE STORAGE Waste is to be stored within a waste storage area (e.g. general waste, recyclable waste, pallets, empty drums, etc.) as shown on the approved plans and managed in accordance with the approved Operational Refuse Management Plan. Any wastewater generated by cleaning of waste bins must be disposed of lawfully.					At all times.
<p>2. THAT Council confirm infrastructure charges are payable in accordance with the Infrastructure Charges Notice ICN (MC2024/0049) dated 18 December 2024 for the development approved by Development Permit (MC2024/0049) for Material Change of Use for a Tourist Attraction and Caravan Park on Lot 149 CC2675 at 24 Railway Street, Forest Hill.</p>						
Moved By:		Cr D Neuendorf	Seconded By:		Cr J Reck	
Resolution Number: 24-28/0275						
CARRIED						
6/0						

Executive Summary

At the Ordinary Meeting on 18 December 2024, Council resolved to approve a Development Application for Material Change of Use for a Tourist Attraction and Caravan Park at 24 Railway Street, Forest Hill, subject to conditions.

Council has received change representations in relation to conditions of the application, and also a request to reduce the infrastructure charges levied for the development. The request in relation to the infrastructure charges was not submitted during the appeal period for the infrastructure charges notice.

This report considers the change representations and the applicant's request about the infrastructure charges.

Proposal

APPLICATION DETAILS	
Application No:	MC2024/0049
Applicant:	Lockyer Valley Regional Council
Landowner:	State land (reserve 130 - for recreation)
Site address:	24 Railway Street, Forest Hill
Lot and Plan:	Lot 149 CC2675
Proposed development:	Development Permit for Material Change of Use for Tourist Attraction and Caravan Park

A Development Permit for Material Change of Use for a Tourist Attraction and Caravan Park was approved subject to conditions on 18 December 2024. The approval was for the construction of a viewing platform associated with the Forest Hill Silos and establishment of an area to accommodate tourist caravans, campervans and tents.

The approval was granted subject to conditions including:

- Approved staging of the development as follows:
 - Stage 1: viewing platform and access, car parking and road works, stormwater and landscaping
 - Stage 2A: caravan park, internal driveway, landscaping
 - Stage 2B: construction of amenities building, shelter with picnic settings and barbecue facilities
- Limiting the number of sites and length of stay for the caravan park;
- Stormwater management;
- Car parking, internal access and upgrades to Railway Street with appropriate construction management;
- Connection to services;
- Landscaping;
- Waste management; and
- Implementation of a Flood Emergency Management Plan.

An infrastructure charges notice (ICN) was issued in accordance with the *Lockyer Valley Infrastructure Charges Resolution (No. 8) 2024*. The levied charges were based on the impervious area for the Tourist attraction (no associated gross floor area), and the number of sites for the Caravan park. An extract of the ICN is shown below including breakdown of the total payable for each stage and in total.

Charge Type	Demand Unit	No. of Demand Units	Rate	TOTAL
PROPOSED DEMAND				
Charge	Accommodation (short term) (Stage 2A)	33	\$6,130.35	\$202,301.55
	Other use (charge is decided by Council) – Stormwater network only (levied as though Place of assembly)	Stage 1: 2,948	\$12.21	\$35,995.08
		Stage 2B: 131	\$12.21	\$1,599.51
TOTAL PROPOSED DEMAND				\$239,896.14
EXISTING DEMAND				
Credit	Nil	-	-	-
TOTAL EXISTING DEMAND CREDIT				-\$0.00
TOTAL AMOUNT PAYABLE STAGE 1				\$35,995.08
TOTAL AMOUNT PAYABLE STAGE 2A				\$202,301.55
TOTAL AMOUNT PAYABLE STAGE 2B				\$1,599.51
TOTAL AMOUNT PAYABLE				\$239,896.14

Change representations

The applicant has made change representations in relation to Conditions 1, 28 and 29 as follows:

- Condition 1: amend the list of approved plans and documents to include amended site plans, landscape concept plans and operational waste management plan.
- Condition 28: remove the requirement for fencing along part of the western side boundary on the basis of that additional landscape planting will provide screening.
- Condition 29: remove the waste storage condition and rely upon the submitted Operational Refuse Management Plan which includes:
 - No bin washing infrastructure provided on site;
 - Cleaners supply and remove materials for bin cleaning as needed; and
 - Bins replaced on site when necessary.

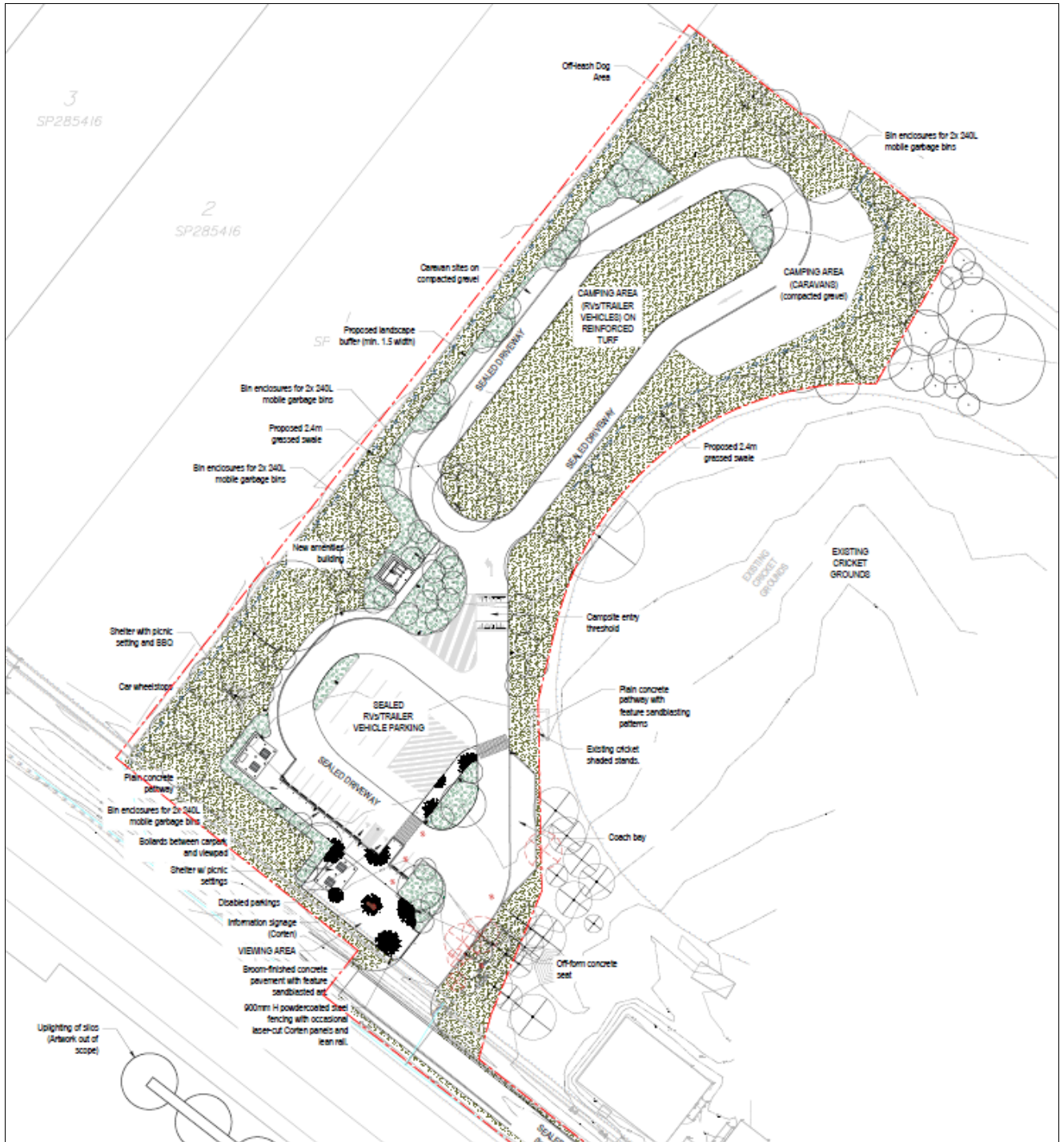


Figure 1. Amended Site Plan



Figure 2. Amended landscaping plan

Assessment of Change Representations

The change representations have been assessed in accordance with Section 76(1) of the Act against and having regard to the matters that were considered when assessing the development application, to the extent relevant.

Condition 1.

It is recommended the list of approved plans and documents in Condition 1 be amended to include the latest plans and documents submitted to Council.

Condition 28.

Condition 28 states as follows:

28. FENCING

Provide and maintain a solid screen fence along the western side boundary adjacent to the camping area as identified on the approved plans. The fence must be a minimum of 1.8m in height.

The applicant has requested the condition be amended to:

- Remove the requirement for a solid screen fence on the basis that amended site plans and landscape concept plans have been provided showing a landscape buffer with a minimum width of 1.5m immediately to the west of the camping area;
- Allow for retention of the existing post and barb wire fence (refurbished as required to ensure it is in appropriate condition) along the western side boundary.

The applicant stated that the changes can be supported on the basis that the additional landscape will address the potential reverse amenity impacts which the screen fencing was intended to address.

Landscaping in accordance with the amended plan will provide a buffer between the camping area and adjoining cropping and will enhance and soften the appearance of the development. It will also allow for the retention of the section of wire fencing.

- It is recommended Condition 28 is amended as follows:

28. ~~LANDSCAPING FENCING~~

~~A landscaped buffer is to be provided and maintained immediately to the west of the camping area solid screen fence along the western side boundary adjacent to the camping area as identified on the approved plans. The landscaped buffer fence must be a minimum width of 1.5m and include species that have a minimum height of 2m at maturity of 1.8m in height.~~

Condition 29.

Condition 29 states as follows:

29. WASTE STORAGE

Store all waste within a waste storage area (e.g. general waste, recyclable waste, pallets, empty drums, etc.) as shown on the approved plans. The waste storage area must be:

- (a) Designed to not cause nuisance to neighbouring properties;
- (b) Screened from any road frontage and adjoining property;
- (c) Of a sufficient size to accommodate bins that will be serviced by a commercial contractor plus clearance around the bins for manoeuvring and cleaning; and
- (d) Provided with a tap and hoses at the waste storage area, and washdown must be drained to the sewer and fitted with an approved stormwater diversion valve arrangement in accordance with the provisions of a Trade Waste Permit and the Plumbing and Drainage Act 2018.

The applicant has requested this condition be amended to reference the Operational Refuse Management Plan, which includes:

- Anticipated refuse generation rates and corresponding number of bins required;
- Waste bins (both general and recycling bins) within a lockable enclosure or bin stand and stored on a concrete pad;
- Indicative bin storage points;
- Collection by Council's refuse collections contractor (as Council is the intended site operator); and
- Cleaners supplying and removing all materials for bin cleaning, including correct disposal of dirty water. Alternatively, dirty bins will be replaced with clean bins, with dirty bins cleaned off-site.

The Operational Refuse Management Plan provides for a suitable number and type of waste bins to be provided on site, and all waste bins will be stored on a concrete pad, serviced by an approved waste contractor and cleaned as necessary with wastewater disposed of lawfully. The Operational Refuse Management Plan will ensure that waste is managed appropriately regardless of whether Council is the operator.

It is recommended Condition 29 is amended as follows:

29. WASTE STORAGE

~~Store all waste~~ **Waste is to be stored** within a waste storage area (e.g. general waste, recyclable waste, pallets, empty drums, etc.) as shown on the approved plans **and managed in accordance with the approved Operational Refuse Management Plan. Any wastewater generated by cleaning of waste bins must be disposed of lawfully. The waste**

storage area must be:

- (a) — Designed to not cause nuisance to neighbouring properties;*
- (b) — Screened from any road frontage and adjoining property;*
- (c) — Of a sufficient size to accommodate bins that will be serviced by a commercial contractor plus clearance around the bins for manoeuvring and cleaning; and*
- (d) — Provided with a tap and hoses at the waste storage area, and washdown must be drained to the sewer and fitted with an approved stormwater diversion valve arrangement in accordance with the provisions of a Trade Waste Permit and the Plumbing and Drainage Act 2018.*

Assessment of Request for Reduced Infrastructure Charges

The applicant has requested a 50% reduction in the infrastructure charges for the Caravan park component of the development, i.e. Stage 2A:

- Current levied amount: \$202,301.55
- Proposed reduced amount: \$101,150.78

The applicant's town planning consultant provided the following justification:

The development will transform currently underutilised land into a vibrant tourist attraction that will encourage visitors to visit and stay in the area, thereby increasing economic activity and contributing to additional community facilities in the surrounding area.

The following matters have been considered in determining whether there are any town planning grounds for reducing infrastructure charges:

1. The justification provided by the applicant's town planning consultant;
2. Whether any policy exists within which infrastructure charges may be reduced; and
3. Whether works required in the conditions of approval by the developer are trunk infrastructure.

The justification provided by the applicant is largely due to the economic and community benefit to the Region as a result of the development. The justification does not:

- Contend that any works required by the conditions of approval should be trunk infrastructure;
- State the ICN was calculated or issued incorrectly; or
- Identify any reason under the *Planning Act 2016* for Council to waive the infrastructure charges.

Additionally, there is no policy for the reduction of infrastructure charges in effect.

Council officers cannot recommend reducing infrastructure charges based on the justification provided by the applicant, i.e. there is no mechanism in the *Planning Act 2016* or infrastructure charges resolution to reduce charges based on economic or community benefit.

Condition 5 states that all conditions imposed are non-trunk infrastructure. Whilst the conditions of approval include stormwater and road works, some of which are external to the site, these are not trunk infrastructure having regard to the *Planning Act 2016* because:

- The works are not identified in Council's Local Government Infrastructure Plan (LGIP);
- A conversion application has not been submitted to convert any works required by the approval to trunk infrastructure; and
- The conditions were imposed for construction of stormwater and road infrastructure is an internal network and necessary to connect the premises to external infrastructure and protect and maintain the

safety and efficiency of the infrastructure network.

As the works are non-trunk infrastructure, the cost of works cannot be refunded or offset against the infrastructure charges.

Section 123 of the *Planning Act 2016* allows the recipient of an infrastructure charges notice and the local government to agree about either or both of the following:

- (a) whether the levied charge under the notice may be paid other than as required under section 122 including whether the charge may be paid by instalments;
- (b) whether infrastructure may be provided instead of paying all or part of the levied charge.

This option would be available if Council decides to not require payment of some or all of the infrastructure charges because (non-trunk) infrastructure is being provided as part of the development.

Options

1. Council agrees to the change representations but requires payment of the infrastructure charges in accordance with the ICN and *Planning Act 2016*.
2. Council agrees to the change representations and agrees to commence negotiations for an Infrastructure Agreement with the applicant.
3. Council does not agree with the change representations and requires payment of the infrastructure charges in accordance with the ICN and *Planning Act 2016*.
4. Council does not agree with the change representations but agrees to commence negotiations for an Infrastructure Agreement with the applicant.

Previous Council Resolutions

Ordinary Meeting 18 December 2024 (Resolution Number 24-28/0217)

Resolution: The development application for a Material Change of Use for a Tourist Attraction and Caravan Park be approved subject to conditions.

Critical Dates

A decision on the change representations must be made by Council by 31 March 2025 in accordance with the *Planning Act 2016*.

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

If the Council decided to reduce or waive infrastructure charges, it would have less funding available for works on trunk infrastructure.

Legislation and Policy

The change representations have 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.

The *Planning Act 2016* specifies the circumstances when infrastructure charges can be waived or offset. As detailed in this report, Officers have not identified any statutory reason for the infrastructure charges to be

waived or offset in this circumstance. The appropriate statutory mechanism to negotiate about infrastructure and infrastructure charges is through an infrastructure agreement.

Risk Management

The change representations and request for reduced infrastructure charges have been assessed and considered in accordance with the *Planning Act 2016*. Any risks have been mitigated through assessment of the application in accordance with legislative requirements.

Consultation

Prior to the original decision of Council in December 2024, the application was subject to public notification which resulted in one properly made submission and one not properly made submission. In assessing the change representations, Council officers have considered the submissions received.

Attachments

- | | | |
|-------------------|-------------------------------------|----------|
| 1 | MC2024/0049 Site Plans | 2 Pages |
| 2 | MC2024/0049 Landscape Concept Plans | 15 Pages |
| 3 | MC2024/0049 Waste Management Plan | 10 Pages |

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Executive Summary

The *Hail Damage Repair Project* was assigned by Council's insurer to Trace Project Management who awarded JLG to undertake the remedial onsite works for, repairing roof infrastructure on Council owned facilities throughout the region that were damaged by hailstorms in December 2023.

As part of the tender process, contractors were asked to provide complementary works pricing options for minor works not covered by insurance, that would benefit the facilities longevity and energy efficiency.

JLG have quoted the total cost of the complementary works at \$305,543 ex GST. Officers wish to enter into a contractual arrangement with JLG due to the specialised nature of the services and their existing knowledge of the project.

In accordance with Council's Procurement Policy and Procurement Guideline, for works expected to cost \$200,000 and above ex GST (Tier 3 threshold) requires Council to seek tenders before entering a large-sized contractual arrangements or alternatively apply a relevant exception from doing so. This report seeks to apply an exception from tendering the complementary works in accordance with *Section 235(b) of the Local Government Regulation 2012*;

A local government may enter into a medium-sized contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tenders if-

- *the local government resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders.*

Proposal

Severe hailstorms in December 2023 caused significant damage to the roofs of various Council buildings. In response, Council's insurance provider has approved the necessary repairs and contracted Trace Project Management to oversee the project. JLG has been appointed to conduct the onsite works.

As part of the tender process, contractors were asked to provide pricing options for minor works not covered by insurance. These additional components have been identified as being beyond their useful lifespan and their replacement would contribute to improve energy efficiency across the buildings. Given the buildings maintenance history, addressing these components is crucial to prevent further deterioration and enhance long-term sustainability.

Seeking additional quotes from other suppliers for the complementary works would be inefficient as the program has been determined and works are expected to commence in March 2025. Continuity of the project under one contractor would ensure a streamlined coordination of works, minimises disruption to ongoing repairs and maintains cost efficiencies. JLG is already familiar with the specific needs and conditions of the buildings which would further support their ability to effectively complete the additional works.

Each building will undergo a final inspection as part of the staged works program to determine the need for these additional components.

Buildings that have been affected by hail damage include:

- Withcott Sports Complex
- Gatton Shire Hall
- Gatton Sports and Aquatic centre
- Gatton SES building
- Gatton Council Administration Building
- Gatton Works Depot

Complementary works will be undertaken to all these facilities, with works to the Gatton Sport and Aquatic Centre and the Gatton Council Administration building occurring in the 2025/26 financial year.

Options

1. Council approve an exception to enter into a Tier 3 large-sized contractual arrangement with Johns Lyng Group and approve a 2024/25 budget amendment and a 2025/26 capital budget submission to cover the costs of the complementary works.
2. Council does not approve an exception to enter into a Tier 3 large-sized contractual arrangement with Johns Lyng Group.

Critical Dates

To ensure Council remains compliant with procurement guidelines, a contract needs to be established prior to invoices being received, anticipated April 2025.

Strategic Implications

Corporate Plan

Lockyer Community

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

Lockyer Planned

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

Finance and Resource

The complementary works expenses will be covered within the 2024/25 capital budget review and the 2025/26 capital budget as outlined below. These figures align with the works program.

2024/25 financial year \$105,477.00 ex GST

2025/26 financial year \$200,066.00 ex GST

Legislation and Policy

Council's Procurement Guideline requires Council to tender for goods and services. An exception to this requirement is available where Council resolves that because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite multiple tenders.

This report and recommendation align with the Local Government Regulation 2012 and Council's Procurement Policy.

Risk Management

Key Corporate Risk Category: FE2

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

The complementary works are expected to not impede on the expected completion date being December 2025.

Consultation

Internal Consultation

On 30 January 2025 Council officers met with the following Councillors and staff providing awareness of the significant works required:

- Mayor Milligan
- Cr Anthony Wilson
- Cr Cheryl Steinhardt
- Cr Christopher Wilson
- Cr David Neuendorf
- Cr Julie Reck
- Cr Michael Hagan
- Principal Procurement
- Principal Safety

Further, the Principal Procurement and Coordinator Accounting Services have been advised of the requested exception.

Attachments

There are no attachments for this report.

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14.0 ITEMS FOR INFORMATION

No Information Items.

15.0 CONFIDENTIAL ITEMS

NO CONFIDENTIAL ITEMS.

16.0 MEETING CLOSED

There being no further business, the meeting closed at 9:35am.

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