Minutes

Lockyer Valley REGIONAL COUNCIL

ORDINARY MEETING OF COUNCIL

MINUTES

20 AUGUST 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 Cheryl Steinhardt**
- **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**
- **Micah Edwards, Group Manager Infrastructure**
- **Susan Boland, Executive Assistant to the CEO**
- **Dee Stewart, Acting Chief Financial Officer (part of meeting)**
- **Neil Wiliamson, Principal Engagement and Communications**
- **Alena Higgins, Team Leader Communications**
- **Kirsty Johnson, Coordinator Financial Services (part of meeting)**
- **Madonna Brennan, Risk, Audit & Corporate Planning Advisor (part of meeting)**
- **Annette Doherty, Manager Planning, Policy & Community Wellbeing (part of meeting)**
- **Michael Dargusch, Coordinator Development Assessment (part of meeting)**
- **Tamme Van Bael, Planning Officer (part of meeting)**
- **Tye Casten, Community Engagement Officer (part of meeting)**
- **Craig Drew, Manager People and Customer Experience (part of meeting)**
- **Shawnee Lyell, Principal Organisational Development & Payroll (part of meeting)**
- **Julie Lyons, Senior Property Officer (part of meeting)**
- **Paul Cuskelly, Manager Waste Services (part of meeting)**
- **Peta Morton, Waste Services Education Officer (part of meeting)**
- **Matt Lennon, Manager Infrastructure Design & Asset Management (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

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

1.2 Opening Prayer

The Mayor led the meeting in prayer, following a minute's silence for those persons recently deceased.

2.0 LEAVE OF ABSENCE

No Leave Of Absence.

3.0 CONDOLENCES/GET WELL WISHES

3.1 Condolences

Author: Bella Greinke, Project Officer
Responsible Officer: Ian Church, Chief Executive Officer

Officer's Recommendation:

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

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

Moved By: **Cr C Steinhardt** **Seconded By:** **Cr M Hagan**
Resolution Number: 24-28/0372

CARRIED
7/0

CONFIRMED

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 Milligan informed the meeting that she has a declarable conflict of interest in Item 12.1, 'MC2021/0073 Application for Development Permit for Material Change of Use for Undefined Use (Stage 2 of a Motor Testing Facility including Rocket Motors) at 613 & 621 Seventeen Mile Road, Helidon'. The nature of the interest is that Councillor Milligan has had a long-standing working relationship with Allan James Payne, a Director of Scotbar Pty Ltd who is the applicant for the Development Permit. Councillor Milligan's relationship with Allan James Payne dates back to the Grantham floods in 2011. Councillor Milligan advised that she will leave the meeting room (including any area set aside for the public) while the matter is discussed and voted upon.

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5.0 MAYORAL MINUTE

No Mayoral Minute.

6.0 CONFIRMATION OF MINUTES

6.1 Confirmation of Ordinary Meeting Minutes - 16 July 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 16 July 2025 be taken as read and confirmed.

RESOLUTION
THAT the minutes of the Ordinary Meeting of the Lockyer Valley Regional Council held on Wednesday 16 July 2025 be taken as read and confirmed.

Moved By: **Cr M Hagan** **Seconded By:** **Cr J Reck**
Resolution Number: 24-28/0373

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 Local Government Association of Queensland Annual Conference Attendance - 2025

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

Purpose:

The purpose of this report is to seek Council's endorsement for Lockyer Valley Regional Council (LVRC) representatives to attend the Local Government Association of Queensland (LGAQ) Annual Conference being held on the Gold Coast from Monday 19 October 2025, to Wednesday 22 October 2025.

Officer's Recommendation:
THAT Council approve the attendance of Mayor Milligan, Councillors Steinhardt and Reck, and the Chief Executive Officer at the Local Government Association of Queensland Annual Conference, to be held on the Gold Coast from 19 October 2025 to 22 October 2025.

RESOLUTION

THAT Council approve the attendance of Mayor Milligan, Councillors Steinhardt and Reck, and the Chief Executive Officer at the Local Government Association of Queensland Annual Conference, to be held on the Gold Coast from 19 October 2025 to 22 October 2025.

Moved By: Cr M Hagan **Seconded By:** Cr C Wilson
Resolution Number: 24-28/0374

CARRIED
7/0

Executive Summary

Council has traditionally sent representatives to the LGAQ Annual Conference. As Councillors Steinhardt and Reck have not attended an Annual Conference before it is recommended that they attend along with the Mayor and Chief Executive Officer.

Proposal

Council sends delegates to the LGAQ Annual Conference each year as it provides the opportunity to debate and vote on motions submitted by individual Councils. Two delegates from each Council will vote on each motion and the Mayor has suggested that Councillors Reck and Steinhardt be the voting delegates. When it comes to speaking to Councils proposed motion Councillor Reck has agreed to move the motion and speak to it initially, after which the normal rules of debate will be followed. Those motions that are passed at the Conference form the basis for LGAQ priority tasks and lobbying activities for the following twelve months, therefore it is important from the perspective of advancing local government as an industry, to participate in the debate.

Council has submitted the following motion to be included in the 2025 Annual Conference Motion Agenda:

That the LGAQ call on the Queensland Government to commit to the South East Queensland Community Stimulus Package being a permanently funded program, as it has done for the Works for Queensland funding program.

Council resolved to submit this motion at the Ordinary Meeting held on 16 July 2025.

The Conference is titled "Pathways to Liveability" and the draft program is attached for Councillors information.

Options

1. Approve the Mayor, Chief Executive Officer and Councillors Steinhardt and Reck to attend the conference.
2. Approve the Mayor, Chief Executive Officer and a selected number of Councillors to attend the conference.

Previous Council Resolutions
Ordinary Council Meeting 21 August 2024
LGAQ Annual Conference Attendance

Critical Dates
The places will need to be booked and paid prior to the Early Bird Registration closure in mid-September.

Strategic Implications

Corporate Plan
Lockyer Leadership and Council

Finance and Resource
Council's corporate membership with the LGAQ includes two registrations at the Annual Conference. The remaining registrations will be funded through Council's training and development budget.

At the time of writing, costs for other registrations are yet to be confirmed by the LGAQ.

Accommodation fees are not included and will be additional costs.

Legislation and Policy
There are no specific legal implications in relation to this report. The matters raised in this report are compliant with the Expenses Reimbursement and Provision of Facilities for Councillors Policy.

Risk Management
Key Corporate Risk Category: P1
Reference & Risk Descriptor: Political
Intergovernmental relationships/relationships with other key stakeholders

Consultation
This matter has been discussed with the Mayor, Councillors and Chief Executive Officer.

Attachments

1⇩ LGAQ Conference Preliminary Program 11 Pages

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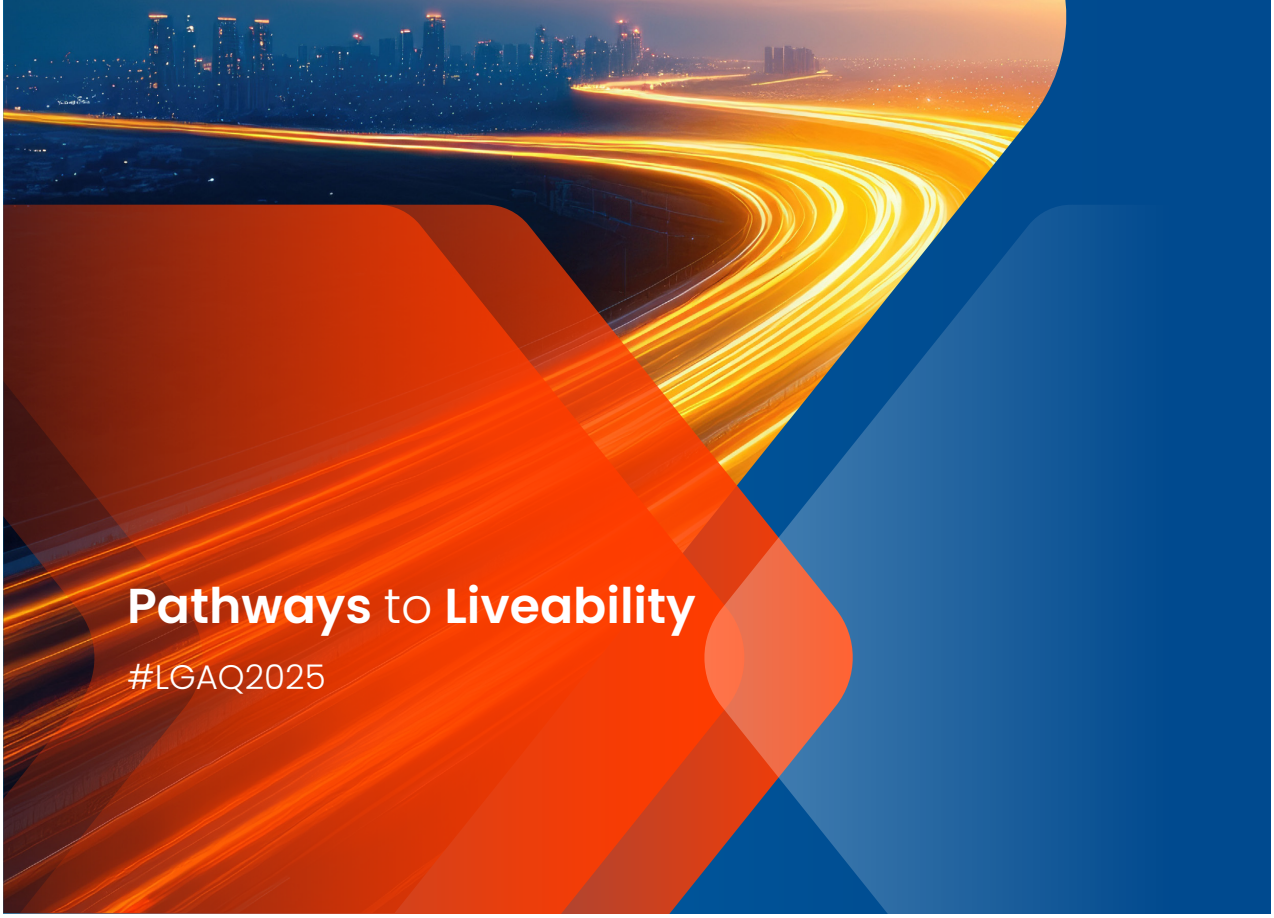
LGAQ

Every Queensland **community** deserves to be a liveable one

129th LGAQ ANNUAL CONFERENCE

Preliminary Program

20-22 October
Gold Coast Convention and Exhibition Centre



Pathways to **Liveability**

#LGAQ2025

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GOLD SPONSORS

LGMS LOCAL GOVERNMENT MUTUAL SERVICES

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WELCOME TO **GOLD COAST**

Welcome to Australia's greatest lifestyle city, the magical Gold Coast.

We are a city on the move, with record population growth and rapid expansion across key employment sectors including sport, screen, light manufacturing, medical research, marine and tourism.

Since 2012, our city economy has grown by 50 per cent, from $30 billion in 2012-13 to $45.8 billion today.

Today, the Gold Coast is the second largest local government in Australia, with a $2.5 billion annual budget.

Like all councils, we are working hard to manage growth while maintaining frontline services. Our motto is to "deliver the services people expect, at a price they can afford".

The Local Government Association of Queensland (LGAQ) Annual Conference is an opportunity to exchange ideas, build partnerships and engage with industry peers.

Whether it's roads, rubbish, playgrounds or community events, local government has an impact on everyone's lives.

As mayor, I welcome delegates and encourage you to make the most of your time at the conference.

I'm sure there will be robust discussion about the pressures all councils face as we are forced to take on more costs and responsibilities from the State and Federal governments. What I have learned as mayor is that by working together at a local government level, we can collectively advocate for better outcomes for our communities.

I wish delegates and LGAQ officials well throughout the 2025 conference and encourage you to stay a little longer and soak up the fun in Australia's favourite holiday destination.

Mayor Tom Tate

SUNDAY 19 OCTOBER 2025

TIME	TOPIC
12:00pm – 4:30pm	**Policy Executive Meeting**
9:00am – 12:00pm	**Peak Services Professional Development Courses** **Media Relations and Community Engagement for Elected Members** **Facilitator: Kim Skubris, Media and Communications Specialist** Designed for elected members and council media advisors, this workshop focuses on managing media, gaining coverage and crafting impactful speeches. Led by Kim Skubris, an experienced journalist and media expert with over 30 years in international journalism and a trusted advisor to Queensland councils, this session offers practical, insider knowledge and skills on how to craft compelling messages; how to understand what journalists want; writing and pitching inspiring speeches and managing the media during news events.
1:00pm – 4:00pm	**Conflicts of Interest for Councillors** **Facilitator: Donna Neilson, Senior Local Government Advisor** Our Conflicts of Interest workshop will enable councillors to understand when they need to declare a conflict of interest in a matter being discussed or decided by Council, and their obligations under the *Local Government Act 2009*. This workshop will help clarify the difference between a Prescribed Conflict and a Declarable Conflict, and the actions to be taken in each situation. Topics will also include declaring conflicts; identifying close associates and related parties; duty to report conflicts; offences; unsuitable meeting conduct and outcomes; corrupt conduct; behavioural standards and recent changes to the Code of Conduct explained.
2:00pm – 5:00pm	**Registration** Delegates, observers, trade, corporate and accompanying persons.

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MONDAY 20 OCTOBER 2025

TIME	TOPIC
8:00am – 5:00pm	**Registration** Delegates, observers, trade, corporate and accompanying persons.
8:30am – 12:30pm	**Roads and Transport Forum** Queensland's transport network serves as the backbone of our economic vitality and community wellbeing. At this year's Roads and Transport Forum, experts will delve into crucial themes such as sustainability in infrastructure, enhancing disaster resilience and response and the role of technology in modernising our transport systems. Each of these essential topics drives forward the progress of our transport networks to meet the dynamic needs of Queensland's communities.
10:00am – 10:30am	**Morning Tea**
12:30pm – 1:30pm	**Lunch**
1:15pm – 5:00pm	**Indigenous Leaders Forum** Since 2011, the Indigenous Leaders Forum (ILF) has been a valuable way for First Nations councils to come together to share their successes, discuss specific challenges and put forward issues they would like the LGAQ's support to address. The Forum is held twice-yearly.
1:30pm – 2:30pm	**Optional Sessions** **Session 1:** Governance Unpacked: Balancing Risk, Trust and Accountability **Session 2:** Disaster Management – Council 2 Council
2:30pm – 3:00pm	**Afternoon Tea**
3:00pm – 5:00pm	**Council Segment Forums** Rural and Remote councils · Resources councils SEQ councils · Coastal councils Come and join with your council peers in one of four forums to discuss, share and debate key issues. This is also your opportunity to talk with each other and Policy Executive members about ways the LGAQ can help and support your council.
5:15pm – 7:15pm	**Welcoming Ceremony and Networking Event** 5:15pm Welcome to Country 5:20pm Welcome to the Gold Coast 5:25pm Response Mayor Matt Burnett, President, LGAQ 5:30pm Sponsor Address Tim Fynes-Clinton, Executive Partner, King & Company Solicitors
5:35pm – 7:15pm	**Networking Event in the Trade Exhibition Hall**
7:00pm – 9:00pm	**Young Councillor Cohort Networking Event** Supported by Brighter Super

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TUESDAY 21 OCTOBER 2025

TIME	TOPIC
7:00am – 8:15am	**CEO Breakfast** Supported by Telstra
8:00am – 5:00am	**Registration** Delegates, observers, trade, corporate and accompanying persons.
8:30am	**Welcome** Master of Ceremonies Tim Cox, Senior Communications Advisor, LGAQ
8:35am	**Call to Order and Presidential Address** Cr Matt Burnett, Mayor, Gladstone Regional Council and President, LGAQ
8:45am	**Presentation of the Policy Executive**
8:55am	**Setting the Scene: Leadership and Pathways to Liveability** Alison Smith, Chief Executive Officer, LGAQ
9:00am	**Official Opening**
9:10am	**The Road Ahead: Futures Thinking and Leadership in Action**
9:40am	**The AI Intersection of Risk vs Opportunity**
9:55am	**Sponsor Address – Telstra**
10:00am	**When Life Imitates Art**
10:30am	**Morning Tea**
11:00am	**Council Showcases Part 1**
12:00pm	**Sponsor Address – Brighter Super**
12:05pm	**Lunch**
1:05pm	**Council Showcases Part 2**
2:05pm	**Politics, Death and Religion – Let's Start the Conversation**
2:35pm	**State Opposition Update**

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TUESDAY 21 OCTOBER 2025 Continued

TIME	TOPIC
2:45pm	**The 2032 Olympics & Paralympics – Will They Change Everything?**
3:15pm	**Peak Services Update**
3:25pm	**Afternoon Tea**
3:50pm	**ALGA Update** President Matt Burnett
4:00pm	**Policy Update**
4:30pm	**Close Day 1**
6:15pm	**Awards Ceremony and Gala Dinner – Supported by Hastings Deering** Dinner theme/dress code: **Surfs up–Beach Gala** Get ready for a relaxed yet stylish evening! This year we embrace the laid-back charm of the Gold Coast with a touch of elegance. **Ideas on What to Wear:** • **For women:** Flowy dresses, linen or resort-wear sets, dressy wedges. Think tropical prints, light fabrics, and a bit of glam. • **For men:** Lightweight shirts (linen), tailored pants or chinos. Jackets are optional, ties not required. • **Accessories:** Sunglasses, hats, and beach-inspired jewellery are welcome—but keep it elevated and evening-ready.
11:30pm	**Dinner Concludes**

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WEDNESDAY 22 OCTOBER 2025

TIME	TOPIC
8:15am	**Conference Resumes**
8:20am	**The Cost Shift Gridlock**
8:35am	**Annual General Meeting – Voting Overview** Darren Leckenby, Chief Financial Officer & Company Secretary, LGAQ
8:40am	**Motions Debate**
10:15am	**Sponsor Address – Oly Homes**
10:20am	**Morning Tea**
10:50am	**Motions Debate**
12:30pm	**Lunch**
1:30pm	**Motions Debate**
3:00pm	**Emerging Issue**
3:10pm	**Motions Debate**
4:10pm	**Close of Conference**

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CONFERENCE **REGISTRATION** (GST incl)

Registration prices are per person.

Early Bird Registration – prior to and including 3 October 2025	
Council or State Government observer	**$1700.00**
5 or more observers from one Council/Government Department	**$1550.00**
Corporate (Private Sector)	**$3300.00**
After 3 October 2025	
Council or State Government observer	**$1800.00**
5 or more observers from one Council/Government	**$1650.00**
Department Corporate (Private Sector)	**$3400.00**
Early Bird One Day Registration – prior to and including 3 October 2025	
Council or State Government observer	**$850.00**
Corporate (Private Sector)	**$1330.00**
After 3 October 2025	
Council or State Government observer	**$1060.00**
Corporate (Private Sector)	**$1760.00**
Functions	
Welcoming Ceremony – Monday evening (20 October 2025) (Accompanying persons, day registrations and additional trade exhibitors)	**$85.00**
Dinner	
Gala Dinner – Tuesday evening (21 October 2025)	**$195.00**

Please note that the Welcoming Ceremony on the Monday evening is included in the conference fee for delegates, observers and corporates attending the full three days of conference.

Accompanying persons are welcome to attend the Welcoming Ceremony and Gala Dinner.

Register via links below or online at **www.lgaq.asn.au** under the Events Tab 129th LGAQ Annual Conference.

Delegate/Observer Individual

Registration Booking

Delegate Observer Group

Registration Booking

Corporate

Registration Booking

CONFERENCE **SHIRT** (Council delegates/observers only)

Council delegates and observers will be issued with **ONE** shirt whilst at conference. These need to be ordered online as part of your conference registration. Please select your size carefully, as there won't be the opportunity to change your size once at conference.

The sizing is as follows:

Mens Modern Fit	S	M	L	XL	2XL	3XL	5XL

Ladies Modern Fit	8	10	12	14	16	18	20	22	24

LGAQ
Every Queensland community deserves to be a liveable one
CONFERENCE AND EXHIBITION ENQUIRIES
MEMBERS HOTLINE:
1300 542 700
EMAIL:
events@lgaq.asn.au
ADDRESS:
LOCAL GOVERNMENT HOUSE
25 EVELYN STREET
NEWSTEAD, QLD 4006
X @LGAQ
INSTAGRAM @localgovqld
FACEBOOK /localgovqld
LINKEDIN local-government-association-of-queensland/

10.2 2025 Christmas Closure and Public Holiday Closure

Author: Susan Boland, Executive Assistant to the CEO
Responsible Officer: Ian Church, Chief Executive Officer

Purpose:

The purpose of this report is to seek Council's approval to cease normal business operations from 1:00pm on Wednesday 24 December 2025 and to re-open on Monday 5 January 2026, for the annual Christmas closure. Skeleton crews and emergency on-call staff will not be part of the closure.

Officer's Recommendation:
THAT Council approve the closure of Council facilities and operations from 1:00pm on Wednesday 24 December 2025 until Friday 2 January 2026 inclusive, with normal business hours resuming Monday 5 January 2026.

RESOLUTION

THAT Council approve the closure of Council facilities and operations from 1:00pm on Wednesday 24 December 2025 until Friday 2 January 2026 inclusive, with normal business hours resuming Monday 5 January 2026.

Moved By: **Cr M Hagan** **Seconded By:** **Cr J Reck**
Resolution Number: 24-28/0375

CARRIED
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Executive Summary

Historically, Council has endorsed the closure of Council facilities and operations during the Christmas to New Year period, apart from skeleton crews and emergency on-call staff. Many businesses close during Christmas and New Year and normal business activity is reduced, therefore the impact of the closure on the community is minimal.

The closure also assists with reducing staff leave accruals during a quieter time of the year.

Proposal

It is proposed that Council cease operations at 1:00pm, Wednesday 24 December 2025 until Friday 2 January 2026, with normal business hours resuming Monday 5 January 2026. Staff will be required to utilise their leave provisions for the period in accordance with the table below:

Date		Leave Type
Wednesday	24 December 2025, (part day)	
Thursday	25 December 2025	Public Holiday
Friday	26 December 2025	Public Holiday
Monday	29 December 2025	TOIL/RDO/AL/LWOP
Tuesday	30 December 2025	TOIL/RDO/AL/LWOP

Date		Leave Type
Wednesday	31 December 2025	TOIL/RDO/AL/LWOP
Thursday	1 January 2026	Public Holiday
Friday	2 January 2026	TOIL/RDO/AL/LWOP

TOIL (Time Off in Lieu) RDO (Rostered Day Off) AL (Annual Leave) LWOP (Leave without Pay)

The annual closure is provided for in the Lockyer Valley Regional Council Certified Agreement (Officers) 2021, and the Lockyer Valley Regional Council Certified Agreement (Field) 2021. Both Agreements make provision for employees to accumulate sufficient leave to cover absences for the period between Christmas and New Year.

For the past four years, Council's Library, Visitor Information Centre (VIC) and Queensland Transport Museum (QTM) have also closed over the Christmas/New Year period. It is proposed that this occurs again this year.

Managers will be briefed on the staffing requirements of Council over the Christmas/New Year period in the event of an emergency and will ensure that a selection of suitably trained staff will remain on call.

Options

1. Approve the closure of Council facilities from 1:00pm Wednesday 24 December 2025 to Friday 2 January 2026 inclusive, resuming normal business hours on Monday 5 January 2026.
2. Not approve the closure of facilities per option 1.

Previous Council Resolutions

- Ordinary Council Meeting 21 September 2022 – Resolution Number:*20-24/0644*
  2022 Christmas Closure and Public Holiday Closure
- Ordinary Council Meeting 20 September 2023 – Resolution Number:*20-24/0913*
  2023 Christmas Closure and Public Holiday Closure
- Ordinary Council Meeting 18 September 2024 – Resolution Number:*24-28/0141*
  2024 Christmas Closure and Public Holiday Closure

Critical Dates

Communication to staff as soon as possible is required to enable appropriate time to accrue the required leave if necessary and in consultation with Supervisors/Managers.

Advertising of the approved closedown period on Council's website and local newspapers. Communication to all staff.

Strategic Implications

Corporate Plan

Lockyer Community – A community with fair and reasonable access to services.

Finance and Resource

Staff resources will be managed through the utilisation of skeleton crews and emergency on-call staff. Financial implications will be managed through existing budget.

Legislation and Policy

There are no legal implications arising from the contents of this report. As noted, the recommendation is provided for in both Council's current Certified Agreements.

UNCONFIRMED

Risk Management
Key Corporate Risk Code and Category: S1 - Staff
Key Corporate Risk Descriptor: Strategic workforce planning and management.

Consultation

Portfolio Councillor Consultation
Consultation with the Mayor has occurred.

Internal Consultation
Consultation has occurred with the Executive Leadership team.

External Consultation
Due to the administrative nature of this report, no external consultation was required.

Community Engagement
Due to the administrative nature of this report, no community consultation was required.

Attachments

There are no attachments for this report.

UNCONFIRMED

10.3 Summary of Council Actual Performance v Budget - 31 July 2025

Author: Kylie King, Financial Accountant; Dee Stewart, Acting Chief Financial Officer
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 July 2025.

Officer's Recommendation:
THAT Council receive and note the Summary of Council Actual Financial Performance versus Budget to 31 July 2025.

RESOLUTION

THAT Council receive and note the Summary of Council Actual Financial Performance versus Budget to 31 July 2025.

Moved By: **Cr C Wilson** **Seconded By:** **Cr D Neuendorf**
Resolution Number: 24-28/0376

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 July 2025.

At 31 July 2025, revenues are on target and expenditures are slightly under target. Variations are mostly the result of timing differences and at this early stage of the financial year and are not of concern.

The amounts shown in the report relating to the Statement of Financial Position are subject to change as end of year processes are finalised and the 2024-25 audit completed.

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 July 2025.

Operating Revenue - Year to date target $1.30 million actual $1.31 million or 100.94%

At 31 July 2025, overall operating revenue for the year to date on target.

Rates and Utility Charges (Gross) on target

The first rates levy for 2025/2026 was issued on the 13th August with a due date of 17 September 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. 96.05% of the previous rates levy was collected as at 14 August 2025.

Operating Expenditure - Year to date target $7.04 million actual $6.48 million or 92.04%

Goods and Services under budget by $0.70 million
Variations are due to timing differences and at this stage of the financial year and are not of a concern.

Capital Project Expenditure – Year to date target $2.48 million actual $2.21 million or 89.13%
At 31 July 2025, Council has expended $2.21 million on its capital works program with a further $7.25 million in committed costs for works currently in progress.

Council has spent $1.23 million on the delivery of infrastructure projects with the main focus of the 2025/2026 capital works program moving away from the restoration of flood damaged roads under the REPA program and moving towards the renewal of existing assets. $26.1 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.

Following the completion of the end of financial year accruals, a report will be presented to Council to amend the 2025-26 Budget to include requested carry-forward balances for capital work in progress at 30 June. This will increase the capital budget for the year.

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 July 2025, Council had $63.26 million in current assets compared to $19.66 million in current liabilities with a ratio of 3.22:1. This means that for every dollar of current liability, there is $3.22 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 31 July 2025, there has been a net cash outflow of $9.13 million with $2.94 million outflow from operating activities, a net cash outflow of $6.19 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 July, Council's cash balance was $51.34 million. Unexpended grant funds, which are restricted to be spent in accordance with the terms of the grant, are $12.58 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.

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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 2025-26 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

1⇩ Monthly Finance Report July 2025 13 Pages
2⇩ Sustainability Indicators July 2025 1 Page

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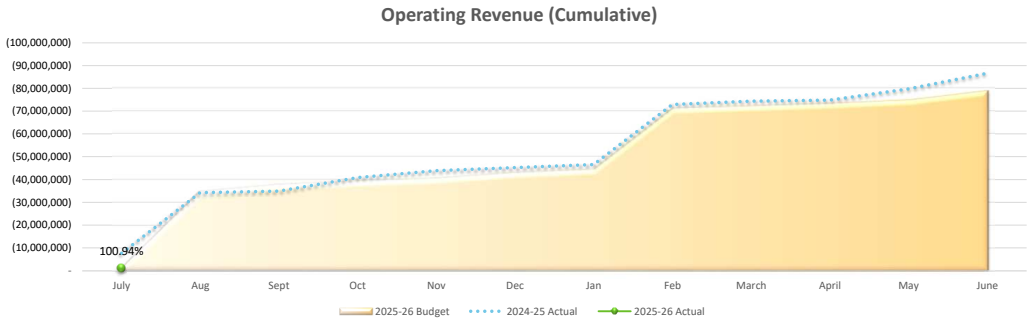
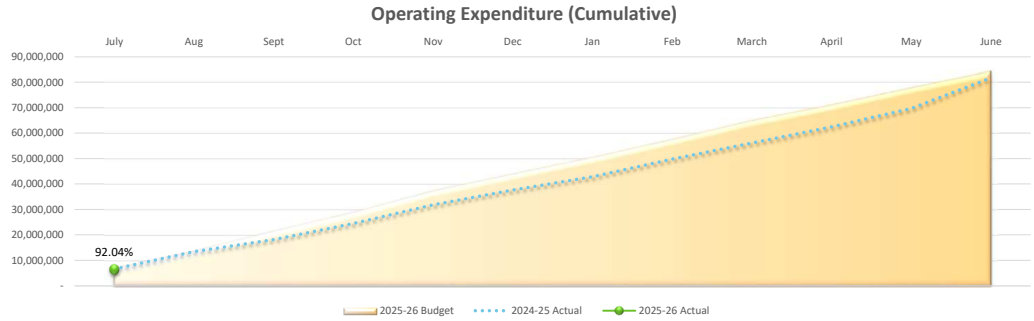
LOCKYER VALLEY REGIONAL COUNCIL
Operating Revenue and Expenditure Dashboard
For the Period Ending 31st July, 2025

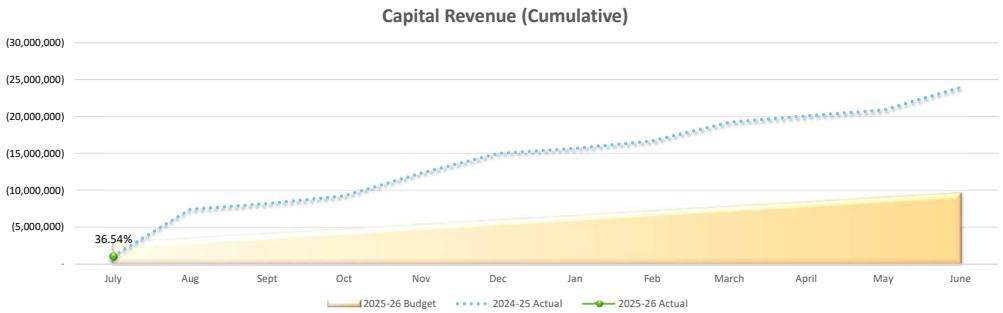


REVENUE TO DATE by Type	Rates and Utility Charges (Gross)	Discount	Charges and Fees	Interest	Operating Grants and Subsidies	Operating Contributions and Donations	Revenue - Contract/Recoverable Works	Other Revenue	Profit from Investments	Total
Actual	5,540	1,320	(660,524)	(242,385)	(102,530)	(58,118)	-	(257,509)	-	**(1,314,205)**
Budget	833	-	(518,689)	(224,282)	(95,000)	(72,000)	(7,500)	(385,275)	-	**(1,301,914)**
Variance	*4,707*	*1,320*	*(141,834)*	*(18,102)*	*(7,530)*	*13,882*	*7,500*	*127,767*	-	***(12,291)***
Target %	**15.04%**	**0.00%**	**78.53%**	**92.53%**	**92.66%**	**123.89%**	**-**	**149.62%**	**-**	**100.94%**
Movement to Prior Month Target %	→	→	→	→	→	→	→	→	→	→



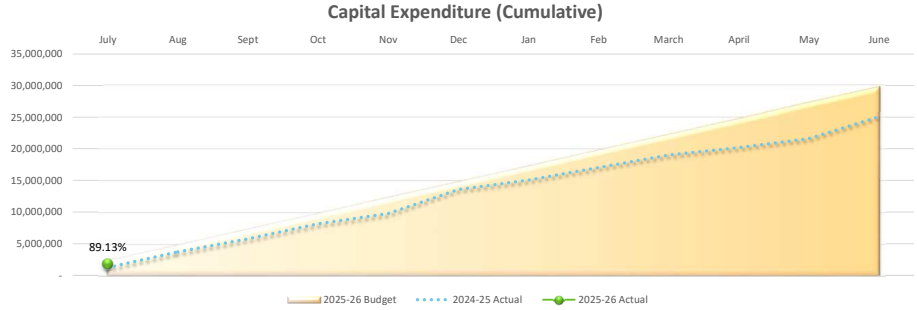
EXPENDITURE TO DATE by Type	Employee Costs	Goods and Services	Finance Costs	Depreciation	Total
Actual	2,623,761	2,429,306	11,905	1,418,945	**6,483,916**
Budget	2,487,488	3,127,883	10,554	1,418,945	**7,044,870**
Variance	*136,273*	*(698,577)*	*1,351*	*(0)*	***(560,954)***
Target %	**94.81%**	**128.76%**	**88.65%**	**100.00%**	**92.04%**
Movement to Prior Month Target %	→	→	→	→	→

LOCKYER VALLEY REGIONAL COUNCIL
Capital Revenue and Expenditure Dashboard
For the Period Ending 31st July, 2025



REVENUE TO DATE by Type	Capital Grants, Subsidies and Contributions	Profit (Loss) on Disposal of Non Current Assets	Total
Actual	(1,096,087)	-	**(1,096,087)**
Budget	(3,000,000)	-	**(3,000,000)**
Variance	*(1,903,913)*	-	**(1,903,913)**
Target %	**36.54%**	**-**	**36.54%**
Movement to Prior Month Target %	→	→	→

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



EXPENDITURE TO DATE by Group	People, Customer and Corporate Services	Executive Office	Infrastructure	Community and Regional Prosperity	Total
Actual	51,429	-	1,229,733	929,420	**2,210,582**
Budget	94,979	11,250	2,174,900	199,167	**2,480,296**
Target %	**54.15%**	**0.00%**	**56.54%**	**466.65%**	**89.13%**
Movement to Prior Month Target %	→	→	→	→	→

Lockyer Valley Regional Council (Whole Council)
Statement of Comprehensive Income
For the Period Ending July 2025

	Current Annual Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
Income					
Revenue					
Recurrent Revenue					
Rates and Utility Charges (Gross)	52,895,626	(5,540)	(833)	(4,707)	564.83%
Discount	(2,134,271)	(1,320)	-	(1,320)	0.00%
Charges and Fees	5,565,144	660,524	518,689	141,834	27.34%
Interest	3,360,356	242,385	224,282	18,102	8.07%
Operating Grants and Subsidies	12,168,360	102,530	95,000	7,530	7.93%
Operating Contributions and Donations	1,090,000	58,118	72,000	(13,882)	-19.28%
Revenue - Contract/Recoverable Works	1,200,000	-	7,500	(7,500)	-100.00%
Other Revenue	2,380,645	257,509	385,275	(127,767)	-33.16%
Profit from Investments	2,392,047	-	-	-	0.00%
Total Recurrent Revenue	78,917,907	1,314,205	1,301,914	12,291	0.94%
Capital Revenue					
Capital Grants, Subsidies and Contributions	10,533,874	1,096,087	3,000,000	(1,903,913)	-63.46%
Gain on Sale	-	-	-	-	0.00%
Total Revenue	89,451,781	2,410,292	4,301,914	(1,891,622)	-43.97%
Capital Income	-	157,723	-	157,723	0.00%
Total Income	**89,451,781**	**2,568,014**	**4,301,914**	**(1,733,899)**	**-40.31%**
Expenses					
Recurrent Expenses					
Employee Costs	32,460,199	2,623,761	2,487,488	136,273	5.48%
Goods and Services	34,644,852	2,429,306	3,127,883	(698,577)	-22.33%
Finance costs	126,650	11,905	10,554	1,351	12.80%
Depreciation	17,027,343	1,418,945	1,418,945	(0)	0.00%
Total Recurrent Expenses	84,261,044	6,483,916	7,044,870	(560,954)	-7.96%
Capital Expenses	-	-	-	-	0.00%
Total Expenses	**84,261,044**	**6,483,916**	**7,044,870**	**(560,954)**	**-7.96%**
Net Recurrent Result/Operating Surplus/(Deficit)	**(5,343,137)**	**(5,169,711)**	**(5,742,957)**	**573,245**	**-9.98%**
NET RESULT AFTER CAPITAL ITEMS	**5,190,737**	**(3,915,902)**	**(2,742,957)**	**(1,172,945)**	**42.76%**

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LOCKYER VALLEY REGIONAL COUNCIL
Statement of Cash Flows
For the Period Ending 31 July, 2025

	2025-2026 Annual Budget	2025-2026 YTD Actuals
Cash flows from operating activities:		
Receipts		
Receipts from customers	73,654,000	2,839,273
Dividend received	-	-
Interest received	3,360,000	242,385
Payments		
Payments to suppliers and employees	(66,799,000)	(6,020,082)
Interest expense	-	-
Net cash inflow (outflow) from operating activities	10,215,000	(2,938,425)
Cash flows from investing activities:		
Capital grants, subsidies and contributions	10,534,000	345,626
Payments for property, plant and equipment	(29,764,000)	(8,339,413)
Payments for investment property	-	-
Distributions received from joint ventures and associates	1,760,000	1,439,788
Proceeds from sale of property plant and equipment	347,000	362,998
Net cash inflow (outflow) from investing activities	(17,122,000)	(6,191,000)
Cash flows from financing activities:		
Repayment of borrowings	-	-
Proceeds from borrowings	-	-
Net cash inflow (outflow) from financing activities	-	-
Net increase (decrease) in cash and cash equivalents held	(6,908,000)	(9,129,425)
Cash and cash equivalents at beginning of the financial year	44,273,000	60,467,886
Cash and cash equivalents at end of the financial year	37,365,000	51,338,461

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LOCKYER VALLEY REGIONAL COUNCIL
STATEMENT OF FINANCIAL POSITION
As at 31 July, 2025

	2025-2026 Annual Budget	2025-2026 YTD Actual	
Current Assets			
Cash assets and cash equivalents	37,365,000	48,338,461	
Cash investments	-	3,000,000	
Trade and other receivables	4,660,000	5,617,138	
Inventories	752,000	532,420	
Contract Receivable	12,275,000	5,520,128	
Non-current assets classified as held for sale	-	254,318	
Total Current Assets	55,052,000	63,262,465	
Non Current Assets			
Trade and other receivables	14,735,000	14,734,969	
Equity investments	36,894,000	32,203,663	
Investment properties	1,926,000	1,446,000	
Property, plant and equipment	893,212,000	831,653,793	
Intangible assets	34,000	41,949	
Total Non Current Assets	946,801,000	880,080,374	
TOTAL ASSETS	1,001,853,000	943,342,839	
Current Liabilites			
Trade and other payables	12,125,000	5,512,328	
Provisions	11,517,000	8,816,504	
Contract Liability Grants	1,495,000	5,331,966	
Total Current Liabilities	25,137,000	19,660,797	3.22%
Non Current Liabilities			
Provisions	48,948,000	50,379,986	
Total Non Current Liabilities	48,948,000	50,379,986	
TOTAL LIABILITIES	74,085,000	70,040,783	
NET COMMUNITY ASSETS	**927,768,000**	**873,302,056**	
Community Equity			
Retained surplus (deficiency)	494,538,000	440,947,255	
Asset revaluation surplus	438,574,000	435,117,513	
Reserves	-	2,407,000	
Current Surplus/(Deficit)	(5,343,000)	(5,169,711)	
TOTAL COMMUNITY EQUITY	**927,768,000**	**873,302,056**	

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LOCKYER VALLEY REGIONAL COUNCIL
For Period Ended July, 2025

CAPITAL WORKS PROGRAM SUMMARY

	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget
INFRASTRUCTURE					
Camping Grounds	50,000	*3,650*	*109,633*	113,283	(63,283)
Capital Program Delivery	16,428,846	*571,836*	*4,536,476*	5,108,312	11,320,534
Cemetery	123,000	-	*3,950*	3,950	119,050
Depot	200,000	-	-	-	200,000
DRFA New Event - REPA	5,750,000	*234,074*	*1,416,974*	1,651,048	4,098,952
Facilities	1,349,953	*57,674*	*352,386*	410,060	939,893
Fleet	1,945,000	*340,612*	*456,255*	796,867	1,148,133
Parks & Open Spaces	252,000	*21,888*	*94,436*	116,324	135,677
Total for Group	**$ 26,098,799**	***$ 1,229,733***	***$ 6,970,110***	**$ 8,199,843**	**$ 17,898,956**
PEOPLE AND BUSINESS PERFORMANCE					
Governance and Property	146,750	-	-	-	146,750
Information Communication Technology	415,000	*51,429*	*158,645*	210,074	204,926
Transfer Stations	188,000	-	-	-	188,000
Waste Disposal	240,000	-	*28,800*	28,800	211,200
Waste Minimisation	150,000	-	-	-	150,000
Total for Group	**$ 1,139,750**	***$ 51,429***	***$ 187,445***	**$ 238,874**	**$ 900,876**
COMMUNITY AND REGIONAL PROSPERITY					
Growth & Policy	-	*929,420*	-	929,420	(929,420)
Regional Development	2,390,000	-	*9,820*	9,820	2,380,180
Total for Group	**$ 2,390,000**	***$ 929,420***	***$ 9,820***	**$ 939,240**	**$ 1,450,760**
EXECUTIVE OFFICE					
Disaster Management	135,000	-	*78,648*	78,648	56,352
Total for Group	**$ 135,000**	***$ -***	***$ 78,648***	**$ 78,648**	**$ 56,352**
Total for Council	**$ 29,763,549**	***$ 2,210,582***	***$ 7,246,023***	**$ 9,456,605**	**$ 20,306,944**

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LOCKYER VALLEY REGIONAL COUNCIL
For Period Ended July, 2025

CAPITAL WORKS PROGRAM

	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
INFRASTRUCTURE										
Cost Centre: Parks & Open Spaces										
Program: Parks and Open Spaces Projects										
2024/2025 Laidley Rec Reserve Shelter Replacement	-	6,085	48,094	54,179	(54,179)	-	-	100	95	Carry forward budget from 24/25.
2025/2026 Laidley Rec Reserve Shelter Replacement	77,000	15,803	46,342	62,144	14,856	-	77,000	100	5	Procurement completed.
Laidley Recreation Reserve Signage	22,000	-	-	-	22,000	-	22,000	0	0	
Playground Repairs	153,000	-	-	-	153,000	-	153,000	0	0	
Parks and Open Spaces Projects Projects Total	252,000	*21,888*	*94,436*	116,323	135,677	-	252,000			
Cost Centre: Capital Program Delivery										
Program: Asphalt Resheet Programme										
AC Renewal Program	300,000	-	-	-	300,000	-	300,000	0	0	
Asphalt Resheet Programme Projects Total	300,000	-	-	-	300,000	-	300,000			
Program: Bridge Renewal Programme										
24/25 Bridge Renewals - Minor Works	-	329	5,700	6,029	(6,029)	-	-	Not applicable	2	Scoping for work on Belford Bridge underway, assets team to deliver. Carry forward budget from 24/25.
Bridge Minor Works	200,000	-	-	-	200,000	-	200,000	0	0	
Mahon Bridge (BRP)	-	2,347	3,206,650	3,208,997	(3,208,997)	-	-	100	80	Carry forward budget from 24/25.
Bridge Renewal Programme Projects Total	200,000	*2,675*	*3,212,350*	3,215,026	(3,015,026)	-	200,000			
Program: Culvert Renewal Programme										
Flagstone Crk Rd Lilydale-Culvert Renew	652,179	-	-	-	652,179	-	652,179	0	0	
MaMaLilydale Rd Culvert, MaMaCrk-Renewal	10,000	-	-	-	10,000	-	10,000	0	0	
SpaWater Rd Culvert, HeildonSpa-Renewal	74,550	-	-	-	74,550	-	74,550	0	0	
Culvert Renewal Programme Projects Total	736,729	-	-	-	736,729	-	736,729			
Program: Future Design Works Programme										
Fairway Dr Footpath Missing Link(SEQCSP)	-	411	-	411	(411)	-	-	80	0	IFC Drawing sent for review, sourcing quotes for lighting. Carry forward budget from 24/25.
Footpath Miss Links - Jones Road(SEQCSP)	-	575	-	575	(575)	-	-	55	0	Concept design has commenced. Carry forward budget from 24/25.
Footpath Miss Links-William St (SEQCSP)	-	1,731	1,670	3,400	(3,400)	-	-	70	0	
Future Design Bucket, All-Future Design	300,000	-	-	-	300,000	-	300,000	Not applicable	Not applicable	Future Design Holding Budget
Gehrke Road, Plainland (Dev Funded)	-	1,264	111,631	112,895	(112,895)	-	-	100	Not applicable	Project finalised. Small carry forward budget from 24/25.
John Street South, Laidley								95	0	Procurement for construction is underway. Due to begin mid September.
	1,778,679	1,703	201,386	203,089	1,575,590	-	1,778,679			
Jones Road, Withcott Widening (FDW)	-	1,060	-	1,060	(1,060)	-	-	40	0	Tendering ground test geotech survey. Carry forward budget from 24/25.

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	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
Old Laidley - Forest Hill Road (BS)	-	179,006	271,753	450,759	(450,759)	-	-	100	90	Carry forward budget from 24/25.
Spencer Street Gatton (CNLGG)	-	1,467	3,080	4,547	(4,547)	-	-	95	Not applicable	Project being finalised. Carry forward budget from 24/25.
Subdivision Renewals	-	451	-	451	(451)	-	-	77	Not applicable	Budget from future design bucket. Project on hold.
Subdivision Renewals, Various	200,000	-	-	-	200,000	-	200,000	0	0	
Tenthill Creek Road - Stage 2	-	493	85,381	85,874	(85,874)	-	-	100	15	Construction began 17 March by third party contractor. Carry forward budget from 24/25.
Future Design Works Programme Projects Total	2,278,679	*188,160*	*674,901*	863,061	1,415,618	-	2,278,679			
Program: Footpath Renewal Programme										
Alfred Street Laidley	9,500	-	-	-	9,500	4,750	4,750	0	0	
CBD Pavers, Ldly- Footpath Renew	60,000	-	-	-	60,000	-	60,000	0	0	
Edward Street Laidley	8,500	-	-	-	8,500	4,250	4,250	0	0	
Fairway Drive, Hatton Vale	674,605	-	-	-	674,605	337,303	337,302	0	0	
Goodwin Street Stage 1 Laidley	11,000	-	-	-	11,000	5,500	5,500	0	0	
Goodwin Street Stage 2 Laidley	7,000	-	-	-	7,000	3,500	3,500	0	0	
Jones Road Withcott	371,426	2,382	201	2,584	368,842	185,713	185,713			
Patrick St, Ldly - Footpath Renewal	75,000	-	-	-	75,000	-	75,000	0	0	
Thomas Street Laidley	13,750	-	-	-	13,750	6,875	6,875	0	0	
Footpath Renewal Programme Projects Total	1,230,781	*2,382*	*201*	2,584	1,228,197	547,891	682,890			
Program: Floodway Renewal Programme										
MtBerrymanRd, MtBerryman-Floodway Renew	950,000	-	-	-	950,000	-	950,000	0	0	
Redbank Crk Rd Floodway, Adare-Renewal	120,000	-	-	-	120,000	-	120,000	0	0	
Schluters Rd, Blenheim-Floodway Renewal	30,000	-	-	-	30,000	-	30,000	0	0	
Sutcliffes Rd,F'stone Crk-Floodway Renew	30,000	-	-	-	30,000	-	30,000	0	0	
Floodway Renewal Programme Projects Total	1,130,000	-	-	-	1,130,000	-	1,130,000			
Program: Gravel Resheet Programme										
Gravel Resheet program	700,000	-	-	-	700,000	-	700,000	0	0	
Gravel Resheet Programme Projects Total	700,000	-	-	-	700,000	-	700,000			
Program: Other Infrastructure Projects										
Disability access program	50,000	-	-	-	50,000	-	50,000	0	0	
Helidon Township Entry	-	511	201	712	(712)	-	-	100	100	Project complete. Carry forward budget from 24/25.
Lake Apex Car Park (SEQLP)	-	107,015	261,329	368,344	(368,344)	-	-	100	90	Works commenced 19 May 2025. Footpath works underway. Carry forward budget from 24/25.
Robinson Road, Gatton - Road Upgrades	100,000	-	-	-	100,000	-	100,000	Not applicable		
Survey Equipment	-	67,514	-	67,514	(67,514)	-	-	0	100	Carry forward budget from 24/25.
Survey Equipment	100,000	-	-	-	100,000	-	100,000		-	
Other Infrastructure Projects Projects Total	250,000	*175,041*	*261,530*	436,571	(186,571)	-	250,000		0	

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	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
Program: Pavement Renewal Programme										
Biggs Road, Withcott (SEQCSP)	-	1,414	14,660	16,075	(16,075)	-	-	100	100	Work Completed. Small carry forward budget from 24/25.
Blanchview Rd,Blanchview- LandslipRemed	50,000	-	-	-	50,000	-	50,000	0	0	
Caleys Court, Lockrose-P'ment Renewal	50,098	-	-	-	50,098	-	50,098	0	0	
Capital Pavement Repairs	250,000	-	-	-	250,000	-	250,000	0	0	
Chadwick Rd, Gatton - Pavement Renewal	36,082	-	-	-	36,082	-	36,082	0	0	
Dippel Road, Thornton - Pavement Renewal	50,000	-	-	-	50,000	-	50,000	0	0	
Gavin Road, Plainland - Pavement Renewal	26,769	-	-	-	26,769	-	26,769	0	0	
Grantham Scrub Road	169,000	-	-	-	169,000	169,000	-	0	0	
Jims Road, Blenheim - Pavement Renewal	10,778	-	-	-	10,778	-	10,778	0	0	
Kessling Dr, Ldly- P'ment Renewal	11,715	-	-	-	11,715	-	11,715	0	0	
Lyne Road, Morton Vale (SEQCSP)	-	6,632	14,629	21,261	(21,261)	-	-		100	Work Completed. Small carry forward budget from 24/25.
Paradise Rd, Mt Sylvia-P'ment Renewal	23,430	-	-	-	23,430	-	23,430	0	0	
Pike Street, Laidley - Pavement Renewal	53,250	-	-	-	53,250	-	53,250	0	0	
Railway St, Ldly - Pavement Renewal	14,620	-	-	-	14,620	-	14,620	0	0	
SummerholmRd,Summerholm-Landslip Remedia	75,000	-	-	-	75,000	-	75,000	0	0	
Tenthill Creek Drainage Upgrade (SEQCSP)	-	4,648	36,403	41,051	(41,051)	-	-		30	Project underway. Budget to be transferred from operational to capital.
Tenthill Creek Lower Tenthill (BS)	187,500	-	-	-	187,500	-	187,500	0	0	
Tenthill Ropeley Rockside 'hardt (TIDS)	1,487,966	-	6,481	6,481	1,481,485	743,983	743,983	0	0	
T'hillCrk/S'hardt/RopeleyRockside Rd(BS)	36,500	-	-	-	36,500	36,500	-	0	0	
T'hillCrk/Winwill Conn/Old Ropeley (BS)	37,000	-	-	-	37,000	37,000	-	0	0	
Vale Court, Summerholm - P'ment Renew	17,069	-	-	-	17,069	-	17,069	0	0	
Pavement Renewal Programme Projects Total	*2,586,777*	*12,694*	*72,174*	*84,868*	*2,501,908*	*1,173,983*	*1,412,794*			
Program: Seal Renewal Programme										
24/25 Bitumen Reseal Program (RTR)	-	185,758	124,897	310,655	(310,655)	-	-	100	100	Carry forward budget from 24/25. Project scoping currently underway. Budget from Reseal Program.
25/26 Bitumen Reseal Program (RTR)	-	5,125	190,422	195,547	(195,547)	-	-			Transfer budget to PJ103989
Reseal Program	6,000,000	-	-	-	6,000,000	1,483,331	4,516,669	0	0	
Seal Renewal Programme Projects Total	*6,000,000*	*190,883*	*315,319*	*506,202*	*5,493,798*	*1,483,331*	*4,516,669*			
Program: Stormwater Renewal Programme										
Anthony Crt Summerholm-S'waterUpgrade	42,600	-	-	-	42,600	-	42,600	0	0	
Cochrane St, Gatton-S'water Upgrade	42,600	-	-	-	42,600	-	42,600	0	0	
Douglas McInnes Dr, Ldly-S'water Upgrade	520,930	-	-	-	520,930	-	520,930	0	0	
Gatton North Feasibility-S'water Upgrade	200,000	-	-	-	200,000	-	200,000	0	0	
Mountain Rd, Ldly - S'water upgrade	159,750	-	-	-	159,750	-	159,750	0	0	
Stormwater Pit Upgrade	50,000	-	-	-	50,000	-	50,000	0	0	
Stormwater Renewal Programme Projects Total	*1,015,880*	*-*	*-*	*-*	*1,015,880*	*-*	*1,015,880*			

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	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
Cost Centre: DRFA New Event - REPA										
Program: REPA Programme										
DRFA - Feb 2022 - REPA Project Mgt	-	-	36,106	36,106	(36,106)	-	-	Not applicable	Not applicable	
DRFA - Jan 2024 - LVRC.0103. Unsealed Zone 8	-	721	401,408	402,129	(402,129)	-	-	Not applicable	100	
DRFA - Jan 2024 - LVRC.0104 Unsealed Zone 5	-	119,049	248,223	367,272	(367,272)	-	-	Not applicable	70	
DRFA - Jan 2024 - LVRC.0106 Unsealed Zone 1	-	81,691	136,601	218,292	(218,292)	-	-	Not applicable	100	
DRFA - Jan 2024 - LVRC.0109 Unsealed Zone 9	-	1,792	63,428	65,220	(65,220)	-	-	Not applicable	Not applicable	
DRFA - Jan 2024 - REPA Project Mgt	-	-	207,252	207,252	(207,252)	-	-	Not applicable	Not applicable	
DRFA - TC Alfred - REPA Project Mgt	-	3,129	320,280	323,408	(323,408)	-	-	Not applicable	Not applicable	
REPA	5,000,000	-	-	-	5,000,000	5,000,000	-	Not applicable	Not applicable	REPA Budget Holding Project.
REPA	750,000	-	-	-	750,000	750,000	-	Not applicable	Not applicable	REPA Budget Holding Project.
TC Alfred - IRW - Laidley Footpath	-	27,692	-	27,692	(27,692)	-	-	Not applicable	100	
REPA Programme Projects Total	5,750,000	*234,074*	*1,413,298*	1,647,372	4,102,628	5,750,000	-			
Program: REPA Complementary Works Programme										
DRFA - Jan 2024 - Comp Works	-	-	3,676	3,676	(3,676)	-	-			
REPA Complementary Works Programme Projects Total	-	-	*3,676*	3,676	(3,676)	-	-			
Cost Centre: Depot										
Program: Depot Projects										
Gatton Depot Compliance Measures Stage2	200,000	-	-	-	200,000	-	200,000	0	0	
Depot Projects Projects Total	200,000	-	-	-	200,000	-	200,000			
Cost Centre: Fleet										
Program: Fleet Projects										
2023/2024 Fleet Purchases	-	340,612	9,374	349,986	(349,986)	-	-	Not applicable	Not applicable	Carry forward budget from 24/25.
2025/2026 Fleet Purchases	1,875,000	-	44,629	44,629	1,830,371	160,000	1,715,000	Not applicable	Not applicable	
24/25 Fleet Purchases	-	-	402,252	402,252	(402,252)	-	-	Not applicable	Not applicable	Carry forward budget from 24/25.
SES Troop Carrier	70,000	-	-	-	70,000	62,246	7,754	Not applicable	Not applicable	
Fleet Projects Projects Total	1,945,000	*340,612*	*456,255*	796,868	1,148,132	222,246	1,722,754			
Cost Centre: Cemetery										
Program: Cemetery Projects										
Design Comp-Future Cemetery Work at Ldly	50,000	-	-	-	50,000	-	50,000	0	0	
Forest Hill Cemetery Fence Replacement	18,000	-	3,950	3,950	14,050	-	18,000	0	0	
Gatton Cemetery Seam Strip Installation	55,000	-	-	-	55,000	-	55,000	100	0	IFC ready. Construction on hold waiting for pre-dig.
Cemetery Projects Projects Total	123,000	-	*3,950*	3,950	119,050	-	123,000			

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	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
Cost Centre: Camping Grounds										
Program: Camping Grounds Projects										
LakeDyer Site Improvement Program Stage1	50,000	-	-	-	50,000	-	50,000	0	0	
Renovation of Amenities Block Lake Dyer	-	3,650	109,633	113,283	(113,283)	-	-	100	95	Building is open. Finalising minor defects.
Camping Grounds Projects Projects Total	50,000	*3,650*	*109,633*	113,283	(63,283)	-	50,000			
Cost Centre: Facilities										
Program: Facilities Projects										
Accessibility Improvements (LRCI4)	-	1,076	30,969	32,045	(32,045)	-	-	100	100	Project complete. Awaiting capital completion.
Gatton Shire Hall Doors Replacement	38,349	-	-	-	38,349	-	38,349	0	0	
Gatton Shire Hall Stage Lift	55,776	-	-	-	55,776	-	55,776	0	0	
Gatton Tennis Court -Repairs/CourtResurf	85,000	-	-	-	85,000	-	85,000	0	0	
Hail Damage Roof Repairs and Comp Works	200,070	-	113,339	113,339	86,731	-	200,070	100	10	Complimentary works include box guttering and sarking. Carry forward budget from 24/25.
Ldly Saleyards Improvement Program	600,000	-	-	-	600,000	-	600,000	0	0	
LIEC Building Compliance Works	265,000	-	-	-	265,000	-	265,000	0	0	
LVCC Replace of non-comp Playgd Softfall	15,758	-	-	-	15,758	-	15,758	0	0	
LVSAC Pool Heating Replacement (SEQCSP)	-	639	190,309	190,948	(190,948)	-	-	100	10	Carry forward budget from 24/25. Procurement underway.
Reno Procurement Building - Construction	90,000	-	-	-	90,000	-	90,000	0	0	
Replacement of LVAC Pool Blankets	-	44,369	6,179	50,548	(50,548)	-	-	Not applicable		Budget from review 1.
Replacement of two Ovens LCC	-	11,590	11,590	23,180	(23,180)	-	-	Not applicable		Budget from review 1.
Facilities Projects Projects Total	1,349,953	*57,674*	*352,386*	410,059	939,894	-	1,349,953			
Total for Group	**$ 26,098,799**	***$ 1,229,733***	***$ 6,970,110***	**$ 8,199,843**	**$ 17,898,956**	**$ 9,177,451**	**$ 16,921,348**			

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	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
PEOPLE AND BUSINESS PERFORMANCE										
Cost Centre: Governance and Property										
Program: Legal Services Projects										
Land Asset Management Project	146,750	-	-	-	146,750	-	146,750	10	0	In progress.
Legal Services Projects Projects Total	146,750	-	-	-	146,750	-	146,750			
Cost Centre: Information Communication Technology										
Program: Information Communication Technology Projects										
25/26 Mobile Device Renewals	45,000	-	*19,036*	19,036	25,964	-	45,000	50	10	In progress.
Audio Visual Renewals	-	*51,429*	*31,970*	83,399	(83,399)	-	-	100	90	Installation planned over June/July. Carry forward budget from 24/25.
CCTV Hardware Renewals	50,000	-	*1,513*	1,513	48,487	-	50,000	10	0	In progress.
Endpoint Hardware Renewals	245,000	-	*106,126*	106,126	138,874	-	245,000	40	10	In progress.
Firewall Hardware Renewals	60,000	-	-	-	60,000	-	60,000	10	0	Not commenced.
UPS Renewal	15,000	-	-	-	15,000	-	15,000	10	0	In progress.
Information Communication Technology Projects Projects Total	415,000	*51,429*	*158,645*	210,074	204,926	-	415,000			
Cost Centre: Waste Disposal										
Program: Waste Disposal Projects										
Design for Cell 6	200,000	-	-	-	200,000	-	200,000	0	0	
Irrigation Pump	40,000	-	*28,800*	28,800	11,200	-	40,000	Not applicable		Pump Ordered.
Waste Disposal Projects Projects Total	240,000	-	*28,800*	28,800	211,200	-	240,000			
Cost Centre: Transfer Stations										
Program: Transfer Station Projects										
Generator for Treatment Plant Road	8,000	-	-	-	8,000	-	8,000	0	0	
HWare/Comms network upgrade -Waste sites	100,000	-	-	-	100,000	-	100,000	0	0	
Skip Bins	60,000	-	-	-	60,000	-	60,000	0	0	
Tanks/Plumbing/Pumps-Waste Site Huts	20,000	-	-	-	20,000	-	20,000	0	0	
Transfer Station Projects Projects Total	188,000	-	-	-	188,000	-	188,000			
Cost Centre: Waste Minimisation										
Program: Waste Minimisation										
Composting Pads Treatment Plant Road	150,000	-	-	-	150,000	-	150,000	0	0	
Waste Minimisation Projects Total	150,000	-	-	-	150,000	-	150,000			
Total for Group	**$ 1,139,750**	***$ 51,429***	***$ 187,445***	**$ 238,874**	**$ 900,876**	**$ -**	**$ 1,139,750**			

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	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
COMMUNITY AND REGIONAL PROSPERITY										
Cost Centre: Regional Development										
Program: Regional Developments Projects										
Strategic Land Acq-DemoCosts-Napier St	50,000	-	-	-	50,000	-	50,000	0	0	
Strategic Land Acquisition	2,340,000	-	9,820	9,820	2,330,180	-	2,340,000	Not applicable	10	
Regional Developments Projects Projects Total	2,390,000	-	9,820	9,820	2,380,180	-	2,390,000			
Cost Centre: Growth & Policy										
Program: Growth and Policy Projects										
Laidley Disaster Ready Project Phase 1	-	929,420	-	929,420	(929,420)	-	-	0	25	Purchase of land for flood mitigation project. Carry forward budget from 24/25 and Budget review 1.
Growth and Policy Projects Projects Total	-	929,420	-	929,420	(929,420)	-	-			
Total for Group	$ 2,390,000	$ 929,420	$ 9,820	$ 939,240	$ 1,450,760	$ -	$ 2,390,000			
EXECUTIVE OFFICE										
Cost Centre: Disaster Management										
Program: Disaster Management Projects										
Existing Equipment Upgrades	100,000	-	-	-	100,000	-	100,000	0	0	Mulgowie Western Bank and Glenore Grove Billabong infrastructure has been installed. These two sites are now in the commissioning and testing phase. Alexander Street System (Alexander Street Laidley Creek, Alexander Street Overflow and Pike Street) is still in design phase. Design for Alexander Street water level system infrastructure being reviewed. Pike Street is pending access approval for site. Carry forward budget from 24/25.
Flood Warning Infra Network (QRA,FWIN)								80	0	
New Rain Gauges / Cameras	-	-	78,648	78,648	(78,648)	-	-	0	0	
Disaster Management Projects Projects Total	35,000	-	-	-	35,000	-	35,000			
Total for Group	135,000	$ -	$ 78,648	$ 78,648	$ 56,352	$ -	$ 135,000			
Total for Council	$ 29,763,549	$ 2,210,582	$ 7,246,022	$ 9,456,604	$ 20,306,944	$ 9,177,451	$ 20,586,098			

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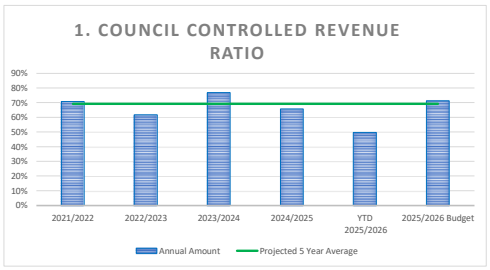

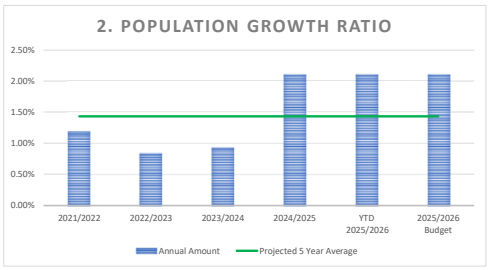

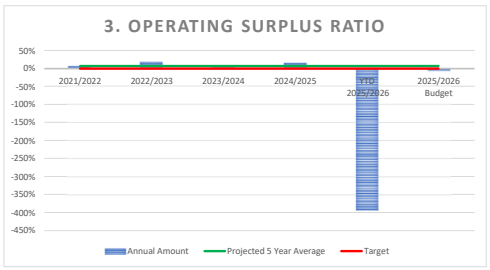

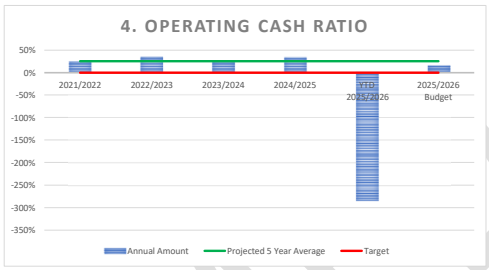

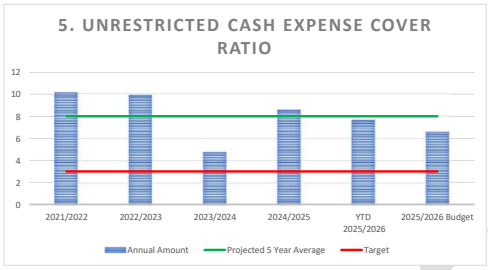

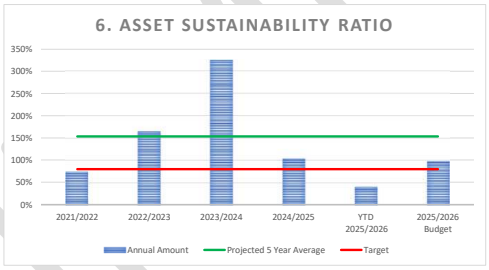

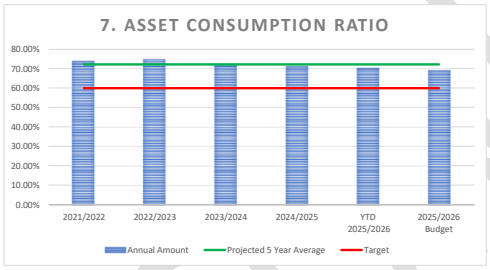

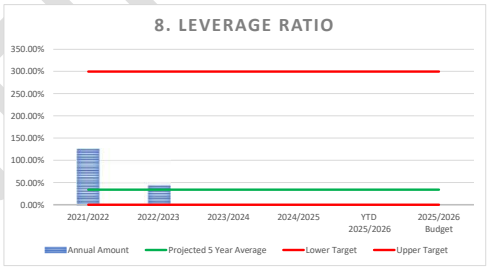

UNCONTROLLED

10.4 Disposal of Non-Current Assets Policy

Author: Dee Stewart, Acting Chief Financial Officer
Responsible Officer: Ian Church, Chief Executive Officer

Purpose:

The purpose of this report is to seek Council's adoption of the Disposal of Non-Current Assets Policy.

Officer's Recommendation:
THAT Council adopt the Disposal of Non-Current Assets Policy, version 16, including setting the value of valuable non-current assets, other than land, to be equal to or greater than $5 000 (ex GST) for plant and equipment and equal to or greater than $10 000 (ex GST) for another type of non-current asset.

RESOLUTION

THAT Council adopt the Disposal of Non-Current Assets Policy, version 16, including setting the value of valuable non-current assets, other than land, to be equal to or greater than $5 000 (ex GST) for plant and equipment; and equal to or greater than $10 000 (ex GST) for another type of non-current asset.

Moved By: **Cr D Neuendorf** **Seconded By:** **Cr C Steinhardt**
Resolution Number: 24-28/0377

CARRIED
7/0

Executive Summary

The purpose of the Disposal of Assets policy is to prescribe how Council will carry out the disposal of Council's assets in accordance with the provision of the prescribed legislative framework.

Section 224 (8) of the Local Government Regulation 2012 defines how Council can dispose of valuable non-current assets. Valuable non-current assets are land or another non-current asset that has an apparent value that is equal to or more than a limit set by Council. The limit set by Council can not be more than the following amounts

- Plant or Equipment $5 000.00 (ex GST)
- Another type of non-current asset $10 000.00 (ex GST)

Proposal

The purpose of the Disposal of Assets policy is to prescribe how Council will carry out the disposal of Council's assets in accordance with the provision of the prescribed legislative framework. The Local Government Regulation requires Council to set a limit for the value of non-current assets, other than land, for the asset to be considered a valuable non-current asset and this forms an important part of this policy.

In accordance with the existing policy, it is recommended this limit be set to $5 000 (ex GST) for plant or equipment and $10 000 (ex GST) for another type of non-current asset.

The Disposal of Assets Policy has been reviewed and no major changes have been proposed.

Options
Option One: THAT Council adopt the Disposal of Asset Policy.
Option Two: THAT Council does not adopt the Disposal of Asset Policy.

Previous Council Resolutions
Ordinary Council Meeting, 27 June 2018
THAT Council adopt the following policies:

- *Advertising Spend Policy*
- *External Funding Policy*
- *Meetings Policy*
- *Library Policy*
- *Disposal of Non-Current Low Value Assets Policy*
- *Rates and Charges Debt Collection and Recovery Policy*
- *Sundry Debt Collection and Recovery Policy*
- *Naming of Roads, Parks, Landmarks and Facilities.*

Moved By: *Cr Hagan* *Seconded By:* *Cr Cook*
Resolution Number: 16-20/0997
CARRIED
6/0

Strategic Implications

Corporate Plan

Lockyer Leadership and Council
Undertake robust and accountable financial, resource and infrastructure planning and management to ensure affordable and sustainable outcomes for our community.
Excellence in customer service to our community.
Compliance with relevant legislation.

Finance and Resource

The content of the policies outlined in this report do not alter current budgetary requirements, however the introduction of the Disposal of Non-Current Low Value Assets Policy demonstrates Council's commitment to financial sustainability.

Legislation and Policy
S224 of the Local Government Regulation defines a valuable non-current asset contract and a valuable non-current asset.
S227 of the Local Government Regulation defines the required disposal processes.
S236 of the Local Government Regulation defines the exceptions for valuable non-current asset contracts
Disposal of Assets Procedure

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Risk Management

Key Corporate Risk Code and Category: FE2
Key Corporate Risk Descriptor: Finance and Economic
Decision making governance, due diligence, accountability and sustainability.

Consultation
Internal Consultation
Principal Procurement
Asset Accountant
Principal Governance and Property

External Consultation
Due to the internal administrative nature of this policy, there has been no external consultation.

Community Engagement
Due to the internal administrative nature of this policy, there has been no community engagement.

Attachments

1⇩ Disposal of Non-Current Assets Policy 3 Pages

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Policy

STRATEGIC

DISPOSAL OF NON-CURRENT ASSETS

Head of Power

Chapter 6: Part 3: *Local Government Regulation 2012*.

Key Supporting Council Document

Lockyer Valley Regional Council Corporate Plan (2017-2022):

Lockyer Planned

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

Definitions

Term	Meaning
Non-Current Assets	Assets included in the Asset Register where the carrying value (excluding GST) is more than the limit set by Council for Valuable Non-Current Assets. Non-Current assets can also include items purchased by Council which are not deemed assets, not recognised in the asset register and are valued at less than $10,000 excluding GST.
Low Value Non-Current	Non-current assets where the value (excluding GST) is less than the limit set by Council for Valuable Non-Current Assets which is • $5 000.00 (ex GST) for plant and equipment • $10 000 (ex GST) for other non-current assets

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Valuable Non-Current Assets	Land or Non-current assets where the value (excluding GST) is greater than the limit set by Council for Valuable Non-Current Assets which is • $5 000.00 (ex GST) for plant and equipment • $10 000 (ex GST) for other non-current assets

Council has set the limit for Valuable Non-Current Assets under section 224 (7)(b) of the *Local Government Regulation 2012* as:

(a) For Plant or Equipment $5,000 (excluding GST)
(b) For another type of non-current asset $10,000 (excluding GST)

Policy Objective

The purpose of this policy is to provide a governing framework for the accounting treatment of all disposals of non-current assets by Lockyer Valley Regional Council.

This policy is to provide direction to Council on the disposal and dispersal of assets and materials surplus to Council needs in a manner that:

- Achieves value for money
- Promotes fair and effective competition
- Considers any potential benefit to the community
- Considers any impact on the environment
- Ensures open and transparent behaviour.

Policy Statement

Lockyer Valley Regional Council will carry out the disposal of Council's assets in accordance with the provisions of the prescribed legislative framework.

The disposal of non-current assets will be in accordance with the Disposal of Assets Procedure.

Council is committed to open, transparent and systematic disposal of Council's Non-Current Assets which are deemed to have no future economic benefit and no longer fit for purpose.

Council will ensure that assets surplus to Council will be properly documented, substantiated and available for scrutiny by internal and external audit requests.

Council will take a strategic approach which will identify potential opportunities while managing adverse risks with the disposal of the assets.

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Council will apply sound ethical principles of transparency and integrity and promote the public good when effecting the disposal of the assets.

Related Documents

Disposal of Assets Procedure
Local Government Act 2009
Local Government Regulation 2012
Code of Conduct
Non-Current Assets Register

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10.5 Amendments to Register of Fees and Charges 2025 2026

Author: Kirsty Johnson, Coordinator Revenue Services; Dee Stewart, Acting Chief Financial Officer

Responsible Officer: Ian Church, Chief Executive Officer

Purpose:

The purpose of this report is to seek Council's endorsement of changes required to the 2025-26 Register of Fees and Charges adopted at the 21 May 2025 Council meeting.

Officer's Recommendation:

THAT Council include within its Register of Cost Recovery and Commercial Fees and Charges 2025-2026 the following amended fees with an effective date of 1 July 2025:

1.4.1 – Right to Information
Amendments to the below fees are required with an effective date 1 July 2025.

Description	2025/26 Amount	GST Applies
Right to Information Application Fee	$57.65	No
Processing Charges (per fifteen minutes or part thereof)	$8.95	No

2.6.1 – All Regional Landfill & Transfer Stations
Green Waste – uncontaminated

Description	2025/26 Amount	GST Applies
Sedan, SUV, Station Wagon or Trailer (maximum size 8x5) and Ute	No Charge	No

RESOLUTION

THAT Council include within its Register of Cost Recovery and Commercial Fees and Charges 2025-2026, the following amended fees with an effective date of 1 July 2025:

1.4.1 – Right to Information
Amendments to the below fees are required with an effective date of 1 July 2025.

Description	2025/26 Amount	GST Applies
Right to Information Application Fee	$57.65	No
Processing Charges (per fifteen minutes or part thereof)	$8.95	No

2.6.1 – All Regional Landfill & Transfer Stations
Green Waste – uncontaminated

Description	2025/26 Amount	GST Applies
Sedan, SUV, Station Wagon or Trailer (maximum size 8x5) and Ute	No Charge	No

Moved By: Cr C Wilson **Seconded By:** Cr J Reck
Resolution Number: 24-28/0378

CARRIED
7/0

Executive Summary

The report seeks to amend some of the fees and charges adopted as part of the 2025/2026 Register of Cost Recovery and Commercial Fees and Charges.

Proposal

The fees and charges for 2025-26 were originally adopted on 21 May 2025 to take effect from 1 July 2025 however the below amendments are requested.

1.4.1 – Right to Information
Amendments to the below fees are required with an effective date 1 July 2025. Note that these fees are set by legislation and Council have only recently been advised of the amendments.

Description	2024-25 Amount	2025-26 Amount	GST Applies
Right to Information Application Fee	$55.75	$57.65	No
Processing Charges (per fifteen minutes or part thereof)	$8.65	$8.95	No

2.6.1 – All Regional Landfill & Transfer Stations
Green Waste – uncontaminated

Description	2024-25 Amount	2025-26 Amount	GST Applies
Sedan, SUV, Station Wagon or Trailer (maximum size 8x5) and Ute	No Charge	No Charge	No

Options

1. Council adopt the amendments to the Register of Cost Recovery and Commercial Fees and Charges for 2025-2026, as per the officer's recommendation.

2. Council adopt the amendments to the Register of Cost Recovery and Commercial Fees and Charges for 2025-2026, with adjustments as proposed by Councillors at the Ordinary Council Meeting.

3. Council do not adopt the amendments to the Register of Cost Recovery and Commercial Fees and Charges for 2025-2026.

UNCONFIRMED

Previous Council Resolutions
Ordinary Council Meeting 21 May 2025.
Resolution Number: 24-28/0306
THAT Council adopt the 2025-2026 Cost Recovery and Commercial Fees and Charges, as attached to these minutes and titled "Lockyer Valley Regional Council 2025-2026 Register of Fees and Charges", for the period 1 July 2025 to 30 June 2026.

Critical Dates
There are no critical dates associated with this report.

Strategic Implications

Corporate Plan
Leadership and Council

- Undertake robust and accountable financial, resource and infrastructure planning and management to ensure affordable and sustainable outcomes for our community.

Finance and Resource

The amendments to Council's 2025-26 Fees and Charges will ensure that the correct fee is charged for each service either on a cost recovery or commercial basis.

Legislation and Policy
Sections 172 and 193 of the *Local Government Regulation 2012* establish the requirements for Council's Revenue Statement and Revenue Policy in relation to information on fees and charges.

Council's Revenue Statement is also required to outline the criteria used to decide the amount of the cost-recovery fee – Section 172(1)(c) and if council conducts a business activity on a commercial basis, the criteria used to decide the amount of the charges for the activity's goods and services – Section 172(1)(d).

Risk Management
Key Corporate Risk Code and Category: *FE2*
Key Corporate Risk Descriptor: *Financial and Economic*
Decision making governance, due diligence, accountability and sustainability.

Consultation
Portfolio Councillor Consultation
Due to the nature of this report no Portfolio Councillor Consultation was conducted.

Internal Consultation
Due to the nature of this report no internal consultation was conducted.

External Consultation
Due to the internal administrative nature of this report, there has been no external consultation.

Community Engagement
Due to the internal administrative nature of this report, there has been no community engagement.

Attachments

There are no attachments for this report.

UNCONFIRMED

10.6 Appointment Independent Member - Audit and Risk Management Committee

Author: Madonna Brennan, Risk, Audit and Corporate Planning Advisor
Responsible Officer: Ian Church, Chief Executive Officer

Purpose:

The purpose of this report is to seek Council's approval to appoint Brett de Chastel as an Independent Member on the Audit and Risk Management Committee (ARMC).

Officer's Recommendation:
THAT Council approve the appointment of Brett de Chastel to the position of Independent Member of the Audit and Risk Management Committee, for a period of three years commencing from 20 August 2025.

RESOLUTION

THAT Council approve the appointment of Brett de Chastel to the position of Independent Member of the Audit and Risk Management Committee, for a period of three years commencing from 20 August 2025.

Moved By: Cr C Wilson Seconded By: Cr D Neuendorf
Resolution Number: 24-28/0379

CARRIED
7/0

Executive Summary

The Audit and Risk Management Committee (ARMC) is an advisory Committee of Council. The Committee's primary responsibility is to provide independent assurance to Council on its risks, internal control and compliance frameworks.

The current membership of the ARMC comprises three independent members and two Councillors. With the requirement identified in the ARMC Charter for one of the independent members to be appointed as Chairperson.

This report is seeking Council's approval of the third independent member of the ARMC.

Proposal

The process for the appointment of the Independent Member was completed in accordance with the ARMC Charter. The position was advertised with criteria to be addressed by applicants by way of Expression of Interest. The criteria were based on the Queensland Audit Office Skills Matrix for Audit Committees. Nine Expressions of Interest were received, with three being shortlisted for interview. The selection panel comprised of the ARMC Chair, the Chief Executive Officer and the Group Manager People, Customer and Corporate Services. The panel recommend Brett de Chastel be appointed to the position of Independent

Professional Member on the Audit and Risk Management Committee, based on his skills, qualifications and experience.

In accordance with the ARMC Charter, the appointment will be for a three-year period commencing on 20 August 2025.

Options

1. That Council support the recommendation and approve the appointment of Brett de Chastel as an Independent Member of the ARMC for a period of three years.
2. Determine an alternative recommendation in relation to the appointment, including the terms, of the Independent Member of the ARMC.

Critical Dates

The next Audit and Risk Management Committee meeting is scheduled to be held on 28 August 2025 and to ensure a full quorum of members for that meeting, the appointment of the independent member will need to be finalised prior to this date.

Strategic Implications

Corporate Plan

Lockyer Leadership and Council - Commit to open and accountable governance to ensure community confidence and trust in council and our democratic values

Finance and Resource

Financial commitments for the determination of the Independent Member for the Audit and Risk Management Committee will be managed through existing budget allocations.

Legislation and Policy

Section 105 of the *Local Government Act 2009* requires Council to establish an Audit Committee and Section 210 of the *Local Government Regulation 2012* sets out the required framework for operation of the ARMC. The ARMC Charter has been developed in accordance with the legislative framework and outlines the roles, responsibilities, composition and operating guidelines of the ARMC.

Risk Management

Corporate Risk Code and Category: FE2 – Finance and Economic.
Corporate Risk Descriptor: Decision making governance, due diligence, accountability and sustainability.

Consultation

Portfolio Councillor Consultation

Councillors Chris Wilson and David Neuendorf, member Councillors of the ARMC, were briefed on the expression of interest process and outcome.

Attachments

There are no attachments for this report.

UNCONFIRMED

10.7 Business Continuity and Crisis Management Policy

Author: Madonna Brennan, Risk, Audit and Corporate Planning Advisor
Responsible Officer: Ian Church, Chief Executive Officer

Purpose:

The purpose of this report it to seek adoption by Council of the Business Continuity and Crisis Management Policy.

Officer's Recommendation:

THAT Council adopt the Business Continuity and Crisis Management Policy, as attached to this report.

RESOLUTION
THAT Council adopt the Business Continuity and Crisis Management Policy, version 2.

Moved By: Cr M Hagan Seconded By: Cr C Steinhardt
Resolution Number: 24-28/0380

CARRIED
7/0

Executive Summary

Council is required under the *Local Government Act 2009* to adopt specific policies, procedures and guidelines for the good governance of the organisation.

The Business Continuity and Crisis Management Policy (Policy) has been re-developed as part of the Business Continuity and Crisis Management Review Project (Project). It was determined that this Project was required to address the findings from the "Lessons Learned from the Pandemic Review".

The redeveloped Policy is presented to Council for approval.

Proposal

The purpose of the Business Continuity and Crisis Management Policy (Policy) is to set Council's position on how it will manage events or incidents which may impact the continuity of Council's operations. The Policy also outlines the overarching principles and establishes clear responsibilities for the ongoing management and implementation of the Business Continuity and Crisis Management Framework and supporting Plans.

Strategic Implications

Corporate Plan
Lockyer Leadership and Council;
Commit to open and accountable governance to ensure community confidence and trust in council and our democratic values.

Finance and Resource
Budget implications will continue to be addressed through existing allocations.

Legislation and Policy
Council's Policy Framework has been adhered to in the development and review of the Policy outlined in this report. It complies with the requirements of relevant legislation and standards. Any future policy and legal implications will be addressed as matters arise before Council.

Risk Management
The current Business Continuity Policy has expired. If the updated Business Continuity and Crisis Management Policy is not approved, this risk is that Council may lack clear guidance on its current position or response processes for business interruptions or crisis.

Consultation
Portfolio Councillor Consultation
Councillor Chris Wilson, the Portfolio Councillor for Audit and Risk, was briefed as part of the presentations made to the Councillor Workshops on 1 April 2025 and 5 August 2025.

Internal Consultation
Council's Leadership Group were consulted on the Business Continuity and Crisis Management Policy, Framework and supporting documents as part of the Business Continuity Project. This was completed through various methods including Audit and Risk Management updates to ELT and specific sessions delivered on the Business Continuity Project.

Community Engagement
No specific community engagement was required for the development of this Policy. Once approved, the Policy will be published on Council's website.

Attachments

1⇩ Draft Policy 3 Pages

UNCONFIRMED

Policy

STRATEGIC

BUSINESS CONTINUITY & CRISIS MANAGEMENT

Head of Power

Local Government Act 2009
Local Government Regulation 2012

Key Supporting Council Document

Lockyer Valley Regional Council Corporate Plan 2022-2027:

- Undertake robust and accountable financial, resource and infrastructure planning and management to ensure affordable and sustainable outcomes for our community.

Definitions

Term	Meaning
Business Continuity	Council's capability to continue delivery of business-critical functions and operations to acceptable levels following disruptive events, incidents, disruptions, or emergencies.
Business Continuity Framework/Framework	The suite of documents, plans and other tools utilised to guide LVRC's continuity response requirements.
Business Continuity Event	An event; incident; situation; disruption; or emergency which interrupts normal business, functions, operations, or processes, whether anticipated or unanticipated.
Business Continuity Plans/Plans	Documents that detail the actions Council management and staff are to take before, during and after disruptive events, incidents, disruptions or emergencies.
Business Critical Function	The critical operational and/or business support activities (either provided internally or outsourced) required by the organisation to achieve its objective/s (services and/or products).
Crisis/Critical Incident	An abnormal and unstable situation resulting in an actual or potential threat to Council's long-term viability (i.e., their ability to do business) due to the impact on strategic objectives, reputation and/or the safety and well-being of its employees, the community, or others affected by its operations.

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Critical Incident Management/ Crisis Management	The systematic approach that LVRC applies to managing any incidents that have the potential to impact LVRC's people, environment, assets, reputation and livelihood (the PEARL framework). This approach provides the structure, responsibilities and guidance to successfully manage critical incidents affecting LVRC.

Policy Objective

The purpose of this Policy is to outline the overarching business continuity and crisis management principles of Lockyer Valley Regional Council's (Council) Business Continuity and Crisis Management Framework and to establish clear responsibilities for its implementation and ongoing management.

Policy Statement

This Policy broadly defines Lockyer Valley Regional Council's position in managing its preparation, response and recovery from a crisis or business continuity event.

Council is committed to continuity of its business and proactively managing the impact of a crisis or continuity event. Implementing this Policy, the Business Continuity and Crisis Management Framework, supporting business continuity plans and recovery plans assists Council in minimising the impact and disruption to the delivery of critical services and operations (in unforeseen circumstances).

The earliest possible restoration and maintenance of business-critical functions after an event is the main purpose of business continuity and crisis management. To assist with this a Business Continuity and Crisis Management Framework has been established.

The objective of this Policy and supporting Framework is to ensure that during an event, Council:

- Protects the health, safety and wellbeing of its people.
- Has available key resources necessary to operate critical business processes.
- Maintains contact with and the confidence of the Mayor, Councillors, employees, stakeholders and community.
- Identifies roles and responsibilities throughout the organisation.
- Minimises the impact on its assets and the environment.
- Fulfils its legislative compliance responsibilities.
- Appropriately controls and monitors extraordinary expenditure resulting from the incident, disruption or emergency.
- Controls risk priority areas.
- Safeguards the reputation of Council and the region.

Policy Principles

The principles of this Policy are as follows:

- Council identifies and evaluates any risks that threaten its ability to deliver its strategic outcomes, functions and services, and building business continuity plans to prevent, mitigate or manage these risks.
- The organisations Groups/Teams have documented continuity plans which are risk-based and set out the structures, processes and responsibilities to respond to any event beyond business as usual.
- Business continuity plans align with the ISO22301 Business Continuity Standard.
- Business continuity plans comply with all relevant legal and statutory requirements and include the engagement of Council's legal team to ensure the protection of individual and business legal rights.

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- Business continuity plans identify Council's escalation protocols for activation and deployment of the Critical Incident Management Team.
- Council management ensure sufficient personnel are trained in the plans to maintain an extended response.
- The Business Continuity and Crisis Management Framework and supporting business continuity plans will be tested and maintained in accordance with the identified training and maintenance matrix.
- This Policy, the Business Continuity and Crisis Management Framework and supporting continuity plans are to be reviewed in accordance with their identified review timeframes.

Related Documents

AS/NZS 22301:2019 Business Continuity Management Standard
Business Continuity and Crisis Management Framework Guideline
Crisis Communication Plan (under development)
ICT Business Continuity and Disaster Recovery Plan (under development)
Corporate Risk Management Framework Guideline
Strategic Risk Register
Operational Risk Registers (under development)
Disaster Management Framework

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10.8 **Community Grants and Assistance Procedure - Clarification of Kindergarten/Daycare Eligibility**

Author: Tye Casten, Community Engagement Officer
Responsible Officer: Ian Church, Chief Executive Officer

Purpose:

This report seeks Council's adoption of the updated Community Grants and Assistance Procedure, specifically in relation to Category 1 – Major Community Grants, and Category 2 – Minor Community Grants, with updates which clarify non-profit community-based kindergartens and daycares are eligible under both grant categories.

Officer's Recommendation:
THAT Council adopt the Community Grants and Assistance Procedure, version 8, as attached to this report.

RESOLUTION

THAT Council adopt the Community Grants and Assistance Procedure, version 8.

Moved By: **Cr A Wilson** **Seconded By:** **Cr M Hagan**
Resolution Number: 24-28/0381

CARRIED
7/0

Executive Summary

This report recommends an amendment to the Community Grants and Assistance Procedure adopted at last month's Council Meeting to explicitly include non-profit community-based kindergartens and daycare centres as eligible applicants under the Major and Minor Community Grant programs. This change addresses an unintended exclusion identified during an internal review of the new procedure and community feedback. The amendment aligns with Council's strategic intent to support early childhood development and community capacity building, ensuring equitable access to funding opportunities for all eligible community organisations.

Proposal

Council's Community Grants and Assistance Procedure outlines eligibility criteria for organisations seeking funding under various grant categories. Currently, educational bodies are excluded from both the Major Community Grants Program and Minor Community Grants Program; additionally, P&C Associations are excluded from both grants if, in the opinion of Council, their project, program, or event falls inside the core responsibilities typically associated with schools or educational departments. However, this has inadvertently resulted in the exclusion of non-profit community-based kindergartens and daycares, which are distinct from formal educational institutions and play a vital role in early childhood development and community engagement.

To rectify this, it is proposed that Council amend the eligibility criteria in both Category 1 – Major Community Grants Program and Category 2 – Minor Community Grants Program to include:

Category 1 – Major Community Grant:

Applications cannot be made by:

- *Government agencies or departments of local, state or federal government*
- *Educational, religious or medical organisations, where the application is for the organisation's core business (Note: Non-profit community-based kindergartens and daycares are eligible to apply)*
- *Businesses*
- *P&C Associations if, in the opinion of Council, their project, program, or event falls inside the core responsibilities typically associated with schools or educational departments*
- *Organisations that received funding in the previous Major Community Grant round*

Category 2 – Minor Community Grant:

The following are ineligible organisation types for this category of funding:

- *Political groups*
- *Educational bodies (Note: Non-profit community-based kindergartens and daycares are eligible to apply)*
- *Businesses*
- *P&C Association if, in the opinion of Council, their project, program, or event falls inside the core responsibilities typically associated with schools or educational departments*

This amendment will ensure that these organisations can access funding to support initiatives that contribute to social, educational, and recreational outcomes for young children and their families.

Options

1. Council adopt the Community Grants and Assistance Procedure with the proposed amendment to Category 1 – Major Community Grant, and Category 2 – Minor Community Grant to include non-profit community-based kindergartens and daycares as eligible applicants.
2. Council make no amendment and maintain the existing Community Grants and Assistance Procedure wording which is unclear on whether non-profit community-based kindergartens and daycares are eligible under Category 1 – Major Community Grant, and Category 2 – Minor Community Grant.
3. Council elect to explicitly make non-profit community-based kindergartens and daycares ineligible for funding under Category 1 – Major Community Grant, and Category 2 – Minor Community Grant.

Previous Council Resolutions

- Amendments to the Community Grants and Assistance Policy and Community Grants and Assistance Procedure adopted by Council – Council Meeting - Resolution Number 20-24/0158 – Meeting Date 14/10/2020
- Addition to Public Halls Assistance Grant – Council Meeting – Resolution Number 20-24/0602 – Meeting Date 20/07/2022
- Adoption of an updated Community Grants and Assistance Policy and updated Community Grants and Assistance Procedure – Council Meeting – Resolution Number 20-24/0902 – Meeting Date 16/08/2023
- Amendments to the Community Grants and Assistance Procedure adopted by Council – Council Meeting – Resolution Number 24-28/0352 – Meeting Date 16/07/2025

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Critical Dates

The Major Community Grant Program is presently accepting applications for its current round, which commenced on 15 August 2025. At this time, there remains ambiguity regarding the eligibility of non-profit, community-based kindergartens and daycares to apply for funding under this program. To provide clarity to prospective applicants, it is recommended that a definitive determination be made at this Council Meeting. This will enable eligible organisations to submit applications prior to the round's closing date of 15 September 2025, with assessments to follow shortly thereafter.

The Minor Community Grant continues to operate under the existing Community Grants and Assistance Procedure. However, similar uncertainty persists regarding the eligibility of non-profit, community-based kindergartens and daycares within this framework.

Strategic Implications

Corporate Plan

Lockyer Community:

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

Finance and Resource

A budget allocation has been made for grants and assistance available within the Community Grants and Assistance Procedure which will not be impacted by this proposed amendment.

Legislation and Policy

The policy and procedure comply with the statutory obligations of the *Local Government Act 2009* and the *Local Government Regulation 2012.* Council's policy framework has been adhered to in the development and review of the policy outlined in this report. The policy complies with the requirements of relevant legislation. Any future policy implications will be addressed as matters arise before Council.

Risk Management

Key Corporate Risk Code and Category:	EC1 Environment and Community
Key Corporate Risk Descriptor:	Environment and the community, including sustainable development, Social and community wellbeing, relationships, public health, recreation, regional profile, and identity.

Consultation

Portfolio Councillor Consultation

These two proposed amendments were presented to the Community Grants Review Committee which includes Mayor Milligan and Cr A. Wilson.

Internal Consultation

These two proposed amendments were presented to the Community Grants Review Committee which includes Manager Communities and Principal Engagement and Communications.

Attachments

1⇩ Community Grants and Assistance Procedure 27 Pages

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Procedure

Community Grants and Assistance

August 2025

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Document Control

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

Version	Clause(s)	Changes	Author	Issue Date
0				
1		Review conducted – minor amendments made	Governance & Property	
2		Adopted by Council	Council Meeting 20-24/0158	14/10/2020
3		Addition to Public Halls Assistance Grant – Adopted by Council	Council Meeting 20-24/0602	20/07/2022
4		Reviewed minor amendments	Engagement & Communication	July 2023
5		Reviewed	Governance	August 2023
6		Adopted by Council	Council Meeting 20-24/0902	16/08/2025
7		Review of documents and changes to categories 1,2 and 3 Adopted by Council, resolution number 24-28/0352	Engagement and Communications	16/07/2025
8		Amendment to categories 1 & 2 Adopted by Council, resolution number 24-28/XXXX	Engagement and Communications	20/08/2025

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1. Introduction

The Community Grants and Assistance Procedure outlines the grants, donations, fee waivers and in-kind assistance programs available to eligible community organisations and individuals and the process for applying for this assistance from Council.

Funding and assistance made available by Council is aimed at building community capacity and/or providing supplementary funding to assist with social, cultural, recreational and environmental outcomes that contribute to the development of inclusive and sustainable practices of community groups throughout the Lockyer Valley.

2. Objective

The objective of the Community Grants and Assistance Procedure is to establish the framework within which Council will provide financial and non-financial assistance to community-based organisations and individuals within the Lockyer Valley region.

The focus is on community development, arts and cultural development, social services, recreational, environmental or educational activities that:

- Support the development of projects designed to enhance the well-being of the community and which address a demonstrated need in the community
- Encourage community activities, initiatives and economic development outcomes
- Enhance the region's capacity for long term sustainability and overall liveability
- Strengthen social cohesion, collaboration and inclusion.

Council will deliver public money and in-kind assistance to community organisations and individuals operating within the Lockyer Valley region in an open, accountable and responsible manner and with reference to the Corporate Plan 2022 – 2027:

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

3. Definitions

The following definitions apply for the purpose of this procedure:

Acquittal	The provision of documentation to show how funds provided by Council have been spent.
Community Organisation	An entity that carries on activities for a public purpose and whose primary object is not to make a profit. It might include sporting clubs, social clubs, schools, arts, cultural and environmental groups and service organisations
Donation	A cash contribution to an organisation that may be associated with a particular event, purpose or project but does not carry with it any specific requirements for use. In addition, the contribution does not seek benefits in exchange
Events of Regional Significance	Defined as major community events that will attract both local and regional patronage and deliver economic and social benefits to a wide sector of the community

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Grant	A sum of money given to organisations or individuals for a specified purpose directed at achieving goals and objectives. It generally includes a funding arrangement where the recipient is selected on merit against a set of criteria
In-kind support	Includes activities or actions or the provision of services, equipment, plant or facilities to assist an event or project conducted by an individual or community-based not-for-profit organisation. Examples may include the use of Council plant or equipment by Council staff in their own time for authorised activities, assistance by Council staff in the operation or conducting of an event or project or the provision of facilities such as meeting rooms
Projects of Regional Significance	Defined as major community projects that will increase the economic base of the region and/or increase the community's access to recreational, sporting, cultural or social opportunities
Sustainability	The capacity to endure. By collectively addressing environmental, economic, social and governance circumstances in decision-making and actions we can significantly enhance our ability to ensure the sustainability of current and future generations at individual, organisational and community levels

4. Responsibilities

4.1 Council Responsibilities

Council is responsible for:

- Adopting the Community Grants & Assistance Policy and the Community Grants and Assistance Procedure
- Explaining the policy and procedure to local community organisations
- Implementing the policy and procedure
- Complying with the policy and procedure
- Considering proposals for assistance from the community
- Administering available funds.

4.2 Applicants Responsibilities

Community organisations and individuals applying for financial assistance are responsible for:

- Reading and understanding the policy and procedure
- Complying with the policy and procedure
- Adhering to the acquittal process.

5. Process Overview

Council receives numerous requests from individuals and organisations to provide either cash and/or in-kind support for projects, functions, events and initiatives. This procedure has been established to ensure that all such requests are dealt with:

- In a fair and equitable manner
- With an appropriate level of consistency across the organisation
- In accordance with legislation, standards, policies, procedures and resource provisions.

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Council will allocate funds within its annual budget for the provision of assistance to community organisations, not-for-profit organisations and individuals.

Assistance and partnerships with businesses and government bodies may be considered providing the intent of the project is to address an identified outcome and can demonstrate community benefit.

All funding requests will be subject to application, assessment, approval, acknowledgement and acquittal requirements, specific to the type of support rendered and appropriate to the level of funding provided.

These requirements will facilitate a fair, accountable and transparent process for the distribution of funding across the Lockyer Valley community and ensure that Council's contribution is recognised and recorded.

6. Eligibility for Grants and Assistance

Council will consider providing assistance to community-based and not-for-profit organisations, teams or individuals where:

- The community or not-for-profit organisation has significant local membership
- The individual resides in the Lockyer Valley region or has a strong connection to the region
- The project or event will deliver tangible benefits of an economic, social or environmental nature to residents of the Lockyer Valley region
- The project or event will be administered and conducted on a non-discriminatory basis
- The project or service does not duplicate an existing service or facility in the region or if so, the need for duplication is sufficiently demonstrated
- The organisation does not have sufficient funds of its own
- The organisation has a management structure and skills appropriate to its size and functions
- The event or project is one which Council can legally support pursuant to the *Local Government Act 2009* or other statute
- Consideration is given to the amount of financial assistance Council has provided to the organisation in the preceding 12-month period
- The event or project is determined to be self-funding or self-sustainable once the funds or assistance granted by Council is exhausted
- The organisation is contributing real or in-kind value to the project or event
- Evidence of self-help, proven past performance and affiliations with accredited State and Federal bodies is demonstrated
- Funds are available within the allocations provided for in the budget for that year.

7. Categories for Grants and Assistance

There are ten categories under which funding and assistance can be sort. These categories have been established to ensure organisations and individuals are seeking funding from the category appropriate to their project or activity. This allows Council to provide funding and assistance to projects within budget constraints and ensures that the appropriate process is being followed.

The following categories of funding and assistance are available:
Category 1 – Major Community Grants Program
Category 2 – Minor Community Grants Program
Category 3 – Ambassador Support and School Dux Bursary
Category 4 – Event Assistance

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Category 5 – Rate Rebates and Remissions
Category 6 – School Chaplaincies
Category 7 – Public Halls Assistance
Category 8 – Anzac Day Remembrance
Category 9 – Community Environment Grant
Category 10 – Community Sporting Complex

Council has adopted the process outlined in this procedure and applications for funding and assistance will only go to Council meetings for a decision by exception.

8. Ethical Standards and Privacy Commitment

8.1 Human Rights Commitment

Council is committed to respecting, protecting and promoting human rights. Council has an obligation under the *Human Rights Act 2019* to give proper consideration to human rights when making a decision, and to act and make decisions in a way that is compatible with human rights. To the extent that an act or decision under this policy may engage human rights, Council will have regard to the *Human Rights Act 2019* in undertaking the act or making the decision.

8.2 Privacy Statement

Council is committed to protecting the privacy of individuals in accordance with the *Information Privacy Act 2009 (Qld)*. Personal information collected through the grants and assistance process will be used only for the purpose of assessing applications, administering funding, and ensuring compliance with Council's procedures. Council will not disclose personal information to third parties without consent unless required or authorised by law.

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Category 1 – Major Community Grants Program

Description

Non-recurrent grants of between $1000 and $4000 will be made available to not-for-profit community organisations to undertake projects, activities or events which benefit the wider community, depending upon availability of funds and the merit of projects, activities or events.

Level of Funding

Funding levels will be determined each year through the budget process.

Funding Rounds

Two rounds of equal funding will be made available during each financial year at six monthly intervals in February and August.

Eligibility for Community Grants Program

Who can apply for Council's Major Community Grant?

Not-for-profit community organisations that:

- Operate within the Lockyer Valley local government area or can demonstrate the projects, activities or events will benefit residents of the Lockyer Valley local government area
- Have appropriate insurance and adhere to sound workplace health and safety practices
- Can demonstrate viability
- Have no debt to council, or have entered into scheduled payment arrangements with council which are being met
- Have met acquittal conditions for previous council grants.

If a community organisation is not a legal not-for-profit entity or recognised by the Australian Taxation Office as a not-for-profit type, the application must be auspiced and administered by such a group.

Submitting an application, even if it meets eligibility, does not guarantee that an organisation will be successful in receiving funding.

Applicants may submit only one grant application per round.

Who cannot apply

Applications cannot be made by:

- Government agencies or departments of local, state or federal government
- Educational, religious or medical organisations, where the application is for the organisation's core business (Note: Non-profit community-based kindergartens and daycares are eligible to apply)
- Businesses
- P&C Associations if, in the opinion of Council, their project, program, or event falls inside the core responsibilities typically associated with schools or educational departments
- Organisations that received funding in the previous Major Community Grant round

Projects or activities eligible for funding

To be eligible for funding, Council will assess applications based on:

- Need for the project/activity
- Evidence the organisation is working towards or maintaining self-sufficiency
- Benefit to the people of the Lockyer Valley local government area

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- Evidence of consultation and community partnerships
- Capacity of the applicant to successfully complete the project
- Balanced, realistic and complete project budget
- Level of funding contributed by the applicant and/or others towards the project
- Being ready to proceed with a project/activity upon receiving grant funds

Projects not eligible for funding

- Ongoing operational or recurrent costs including but not limited to salaries, rent, fuel
- Activities that have already begun prior to submitting a grant application
- The core business of educational, religious or medical organisations
- Prize money, prizes or trophies
- Development of privately-owned facilities
- Payment of debt
- Political activities
- Projects run solely for commercial profit
- Items included in another council grant application
- Projects run solely for fundraising purposes, without broader community benefit
- Projects/events seeking reimbursement for already spent funds
- Items intended for short-term use or that are significantly depleted with use (e.g. office supplies, arts & crafts materials, sports related consumables, etc.)

Community Events

If you require funding to assist in running a community event, please read the following:

- Projects/Events are expected to support sustainable community and regional events and celebrations that reflect cultural values, diversity and the lifestyle of our community
- Projects/Events must be scheduled to take place after notification of funding outcomes. Applicants must discuss their project with the Grants Officer prior to applying

Ineligible items for events

The following are not eligible for funding:

- Celebration or competition activities and events where attendance is limited to individual organisations or their members
- Judging or adjudication fees
- Uniforms where their costs are included in a registration fee
- Purchase of catering, hospitality, food and beverages
- Purchase of merchandise, trophies and prizes
- Insurance costs
- Costs related to your event that are incurred from Council
- Administration fees

Higher Priority

Higher priority is given to:

- Applications where quotes are from Lockyer Valley providers (if a provider is available)
- Applications where letters of support are provided from reputable community representatives not connected to the organisation making the application
- Applicants who have not received funding through the Major Community Grants Program within a 3-year or more period
- Community organisations who have attended Council's grant writing workshops

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Lower priority

Lower priority is given to:

- Applicants who have been funded within the previous 12 months
- Projects or events that have previously received Council funding
- Community organisations with substantial funds available to self-fund their projects or events, and that are not reserving these funds for a large-scale program
- Events where funding is applied for on an annual basis without demonstrating growth or intent and ability to self-fund

Assessment

Applications will be shortlisted and referred to the Community Grants Review Committee for assessment. Recommendations will be made in accordance with funding priorities determined by Council each year and based on the application's ability to meet the assessment criteria.
Successful applicants are advised in writing of the conditions of funding and details for receiving the grant payment. Unsuccessful applicants are invited to resubmit an application to a future funding round.

Acquittal

Grant recipients are to complete a Grant Acquittal Form and where applicable provide copies of promotional materials and/or other supporting information to show how Council's grant was acknowledged. The Grant Acquittal Form and supporting material must be submitted to Council within two months of the completion of the project, activity or event by the date detailed in the funding timelines (whichever is sooner).
Until all existing grants are acquitted, the organisation is not eligible to apply for any additional grant funding from Council.

Funding Conditions

Grants will be provided based on the following conditions:

- Grant funding is spent within twelve (12) months from receiving a successful letter, otherwise funding may be forfeited, and would need to be returned
- Grants provided are to be expended on items as described in the application form and budget and not for any other purpose
- Applicants provide all required information on the grant application
- Grants are awarded based on budgetary allocations
- The organisation will meet all reporting requirements
- Council will not accept any applications that are submitted after the closing date
- The organisation will provide evidence of Council acknowledgement, (e.g. branding, signage etc.) when acquitting the grant
- Within two months of the completion of the project, funded organisations must provide a completed Grant Acquittal Form and supporting material to Council
- Following a successful application, grant recipients will not be eligible for further funding under the same Category during the same financial year
- If the recipient is unable to apply the funds for the agreed purpose or is unable to comply with the agreed conditions, Council must be notified immediately. In such circumstances, Council may require funds to be repaid
- A grant recipient is required to provide bank details in the name of the association that applied for funding.

Council has the right to award funding above or below the amounts requested within the application.

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Category 2 – Minor Community Grants Program

Description
Financial contributions of up to $1000 will be made to organisations seeking support for non-profit projects or activities which contribute to the Lockyer Valley community.

Level of Funding
Funding levels will be determined each year through the budget process.

Funding Application
Applications will be accepted throughout the financial year for funding under this category. Requests must be in writing setting out details of the request and its purpose.

In addition to details of the application, applicants are required to describe their fundraising activities over the past 12 months including how much they have raised and how those funds have been spent.

Criteria
Council will consider requests for financial assistance to local cultural, education, health, sport, welfare and other bodies where the applicants demonstrate community need outside the scope of the Category 1 funding. Each case will be considered on its merit without precedent and in line with the following criteria:

- The need for the project/activity is linked to a community purpose
- The benefit of the project/activity to the people of the Lockyer Valley region
- The organisation resides in the Lockyer Valley region or has a strong connection to the region
- Funding for the project or activity is not the responsibility of another level of government or funding body
- The community group or not-for-profit organisation has significant local membership
- The project or event will deliver tangible benefits of an economic, social or environmental nature to residents of the Lockyer Valley region
- The project or event is not eligible for funding under another funding category
- Applicants have no outstanding debt with Council (including rates)
- The community group or not-for-profit organisation have met acquittal conditions for previous council grants where applicable
- Amount of funding and in-kind assistance previously provided by Council

The following are ineligible organisation types for this category of funding:

- Political groups
- Educational bodies (Note: Non-profit community-based kindergartens and daycares are eligible to apply)
- Businesses
- P&C Associations if, in the opinion of Council, their project, program, or event falls inside the core responsibilities typically associated with schools or educational departments

Projects not eligible for funding:

- Fundraising or commercial activities
- Activities already completed or funded elsewhere.

Assessment
Allocations will be assessed by the Community Grants Review Committee in accordance with criteria outlined above.

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Council is not obliged to fund an application, even if it meets eligibility, and the decision of the assessment committee will be final.

Acquittal

Grant recipients are required to submit a one-page report within two months of the completion of their funded activity detailing the use of the allocated funding, including the timeframe of expenditure, the number of beneficiaries, and a financial summary of the funded activity.

Funding Conditions

Funds will be provided based on the following conditions:

- Funds provided are to be expended on items as described in the application and not for any other purpose
- Funding is awarded based on budgetary allocations per financial year
- Following the receipt of funds, organisations may not be eligible for further funding under this category during the funding period but may be eligible to apply for other grants and funding offered by Council
- If the recipient is unable to apply the funds for the agreed purpose or is unable to comply with the agreed conditions, Council must be notified immediately. In such circumstances, Council may require funds to be repaid

A grant recipient is required to provide bank details in the name of the association that applied for funding.

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Category 3 – Ambassador Support and School Dux Bursary

Description

Council may make one-off financial contributions per financial year to individuals aged 25 years and under who excel in amateur sporting, academic, or cultural pursuits. These contributions are intended to partially offset the costs associated with representing their club, organisation, or school, and to provide an incentive for continued success in their chosen field.

The following funding will be available to individuals representing their organisation, club or school:

State Event	$150
National Event (held in Queensland)	$200
National Event (held interstate)	$250
International Event (held in Queensland)	$250
International Event (held interstate)	$300
International Event (held overseas)	$600
Laidley State High School Dux (Clarice Ferrari Bursary)	$1000
Lockyer District High School Dux (Lockyer Valley Regional Council Bursary)	$1000
Faith Lutheran College Dux (Lockyer Valley Regional Council Bursary)	$1000
Sophia College Year 11 Dux (Grade 11)	$500

Level of Funding

The quantum of funding available each financial year for applications under this category will be determined each year through the budget process.

Funding Application

Applications must be made in writing using the Ambassador Application Form by the person's group or club, or by the individual, prior to attending the representative event and:

- Be signed by an official of the person's club, association or school; and
- Include verification by the controlling body of the selection e.g. a copy of the letter or document of selection.

Dux Bursaries will be provided to the relevant school prior to the annual award ceremony upon receipt of a letter from the school requesting the funds.

Criteria

To be eligible for consideration for ambassador support funding, the person must be -

- A resident of the Lockyer Valley Regional Council area
- Selected as: -
    - An Australian representative participating in an international event; or
    - A Queensland representative participating in a national event; or
    - A Regional representative participating in a state event
- Affiliated with a club or association, or school, and the representative honours must be a result of such affiliation.

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Assessment
Applications received under this Category will be assessed in accordance with the criteria by a Council officer.

Acquittal
No acquittal requirements exist under this Category. Ambassador support recipients are requested to either attend a cheque handover photo opportunity at Council or submit a high-resolution, media-quality photograph of themselves participating in their supported event to be eligible for future funding under this category. Schools are required to write to Council to provide details of the Dux recipient and to invite a Council representative to present the dux recipient with the funds.

Funding Conditions
Funds will be provided based on the following conditions:

- Funding is awarded based on budgetary allocations
- A Council representative must be invited to present the recipient with the funds
- Ambassador support recipients may apply for additional funding within the same period if progressing to a higher representative level (e.g. national/international) however, only the difference between the two funding levels will be granted. Additionally, they can apply for funding towards a different venture that is not at a level they've been funded at within the same period
- Individuals are not permitted to apply for funding at the same representative level more than once, nor may they apply for funding at a different level for a separate stream of representation.
- If the recipient is unable to apply the funds for the agreed purpose or is unable to comply with the agreed conditions, Council must be notified immediately. In such circumstances, Council may require funds to be repaid.

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Category 4 – Event Assistance

Description
Contributions may be made to organisations seeking support (in-kind or cash) for events being held in the Lockyer Valley Regional Council area, by an organisation based in the Lockyer Valley region.

Level of Funding
Funding levels will be determined each year through the budget process. Commitment of support to community events is made up of cash and in-kind contributions.

Criteria
Council will accept requests for in-kind event assistance on a case-by-case basis in accordance with the following criteria:

- The event is held in the Lockyer Valley region area
- The community or not-for-profit organisation holding the event has significant local membership
- The event will deliver tangible benefits of an economic, social or environmental nature to residents of the Lockyer Valley region and where possible, encourage tourism to the region
- Evidence of a Temporary Entertainment Permit application submission which includes
    a) Event Management Plan
    b) Public Liability Insurance
    c) Traffic Guidance Scheme if applicable.

Assessment
Allocations will be assessed by Council officers in accordance with the above criteria and will ensure that access to this assistance is fair and equitable.

Acknowledgement of Support
Organisations who receive funding under this Category are required to acknowledge the support of Council for the event through:

a) Installation of signage supplied by Council - Proudly Supported by Lockyer Valley Regional Council
b) Provide opportunity for a Council representative to speak if appropriate
c) Inclusion of Council's logo on printed promotional material, television commercials or mentions in radio advertising.

Funding Conditions
Funds will be provided based on the following conditions:

- Assistance provided is to be used for the purpose described in the application letter/form and not for any other purpose.
- Applicants are to provide details of previous funding and assistance received from Council
- Funding is awarded based on budgetary allocations
- The organisation is required to acknowledge the support of Council for the event.

Following the receipt of assistance, organisations will not be eligible for further funding under the same Category during the funding period but may be eligible to apply for other grants and funding offered by Council.

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Category 5 – Rate Rebates and Remissions

Description

This funding aims to help pensioner property owners to remain in their own homes by reducing the impact of rates and charges. Non-profit, community, sporting and cultural groups may also be eligible for exemption from rates and charges levied by Council.

Level of Funding

Funding levels will be determined each year through the budget process.

Funding Rounds

Application for Rate Remission must be made to Council in writing for assessment and resolution. Pensioners must apply yearly to receive the rebate. A multi-year application (4-year Council term) is available for community groups.

Criteria

Pensioner Rate Subsidy Scheme:
To be eligible under the Queensland Government Pensioner Rate Subsidy Scheme, the applicant must be an approved pensioner who:

- Is and remains an eligible holder of a:
    - Queensland 'Pensioner Concession Card' issued by Centrelink, on behalf of the Department of Family and Community Services, or the Department of Veterans' Affairs, or
    - Queensland 'Repatriation Health Card - For All Conditions' (Gold Card) issued by the Department of Veterans' Affairs; and
- Is the owner or life tenant (either solely or jointly) of the property which is located in Queensland and which is his/her principal place of residence; and
- Has, either solely or jointly with a co-owner, the legal responsibility for the payment of rates and charges as defined herein, which are levied in respect of the said property by the Lockyer Valley Regional Council.

Criteria for Community Group Rate Remissions

Non-profit, community, sporting and cultural groups may be eligible for rate exemption under the Local Government Act 2009.

Council may consider an application for remissions of rates in the following circumstances:

- The organisation is a non-profit community-based organisation
- The applicant organisation must be the owner or lessee of the land and be able to demonstrate that they are required to pay the rates levied
- The land or any part of the land must not be rented or leased to a third party on a commercial basis.
- A liquor licence (allowing trading on more than 3 days per week) must not be held by the organisation or any affiliate relating to the property subject to the application.
- Where general rates do not apply to a property by virtue of a condition contained in a lease of a reserve from Council no further relief will be available.

Council will not approve requests for financial contributions to reimburse rates payments, charges or development application fees unless hardship under the *Local Government Act 2009* can be demonstrated.

Assessment

The Chief Financial Officer will assess all applications in accordance with the criteria.

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Acquittal

No acquittal requirements apply to this Category of assistance.

Funding Conditions

Funding is based on budgetary allocations.

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Category 6 – School Chaplaincies

Description

Funding for Chaplaincies is provided to three state schools in the Lockyer Valley for further distribution to all schools within their chaplaincy clusters, as determined by chaplaincy committees. Council's contribution is intended to complement funding from local churches and the community to assist this program to deliver positive social outcomes for school students in the Lockyer Valley.

Level of Funding

Funding levels for this program are:

Gatton State School	$1,250
Lockyer District High School	$1,250
Laidley State High School	$2,500

Funding Rounds

These payments are made at the beginning of each financial year.

Criteria

Schools that provide a chaplaincy program which delivers positive social outcomes for school students in the Lockyer Valley.

Assessment

Council intends that the distribution of funds to schools that provide a chaplaincy service is equitable and is managed by the various chaplaincy committees in the region. Council may provide the funding via a third party such as Scripture Union at the request of schools or chaplaincy committees.

Acquittal

There are no acquittal requirements for this category.

Funding Conditions

Funds will be provided based on the following conditions:

- Assistance provided is to be used for the purpose described under this Category and not for any other purpose
- Funding is awarded based on budgetary allocations and may be adjusted annually.

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Category 7 – Public Halls Assistance

Description
Council will make provision for a single annual payment to Public Hall Committees and School of Arts Committees to assist with the maintenance and ongoing costs associated with running a public hall including the provision of public liability insurance.

Level of Funding
Funding levels will be determined each year through Council's annual budget process.

List of eligible Public Halls:

1. Forest Hill School of Arts
2. Blenheim
3. Mulgowie
4. Glenore Grove
5. Lockyer Waters
6. Ma Ma Creek
7. Fordsdale
8. Murphy's Creek
9. Junction View
10. Stockyard Creek
11. Postmans Ridge
12. Gatton Senior Citizens Centre
13. Ingoldsby Recreation Group
14. Steve Jones Community Centre

Funding Rounds
Payments to halls will be made once each year.

Criteria
To be eligible, the public hall must:

- Be on the approved list of public halls (refer to list above)
- Not be Council controlled
- Be made available to Council for public functions and to members of the public
- Not have direct access to funds generated from licensed premises or gaming machines.

Assessment
Inclusion of additional facilities will be at the discretion of Council and will be considered on a case-by-case basis in accordance with the criteria.

Acquittal
There are no acquittal requirements for these specific allocations. However, Hall Committees are required to submit a copy of their Annual Financial Statements to Council each year prior to receiving the next year's allocation.

Funding Conditions
Funds will be provided based on the following conditions:

- Assistance provided is to be used for the purpose of the Category and not for any other purpose.
- Funding is awarded based on budgetary allocations

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- A copy of the Annual Financial Statements of the Hall Committee is submitted to Council each year

Following the receipt of assistance, organisations will not be eligible for further funding under the same Category during the funding period but may be eligible to apply for other grants and funding offered by Council.

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Category 8 – Anzac Day Remembrance

Description
Council will provide financial assistance to the specified organisations to assist with the cost of catering at events/functions/ceremonies which recognise Anzac Day and are held on 25th April.

Level of Funding
Funding levels will be determined each year through the budget process. The current allocation is:

- Gatton RSL $2,500
- Laidley RSL $2,500
- Helidon RSL $1,000
- Withcott Progress Association $ 600
- Grantham/Ma Ma Creek RSL $ 400
- Murphys Creek Progress Association $ 400

Events/functions/ceremonies supported under this category will be provided with funding on a recurring basis. The above payments are a contribution towards the cost of catering provided at the event. Additional costs incurred by organisations in running their ANZAC Day event which are above the Council cash allocation outlined in this procedure will not be met by Council.

Council will continue to provide in-kind assistance for ANZAC Day events outside the funding provided under this category.

Funding Round
Payments under this category will be paid in February each year.

Criteria
Funding may be provided to organisations that:

- Conduct events/functions/ceremonies which recognise Anzac Day;
- Are in the Lockyer Valley Regional Council area; and
- Hold events on 25th April.

Assessment
Inclusion of events/functions/ceremonies will be at the discretion of Council and will be considered on a case-by-case basis in accordance with the criteria.

Acquittal
There are no acquittal requirements for these allocations.

Funding Conditions
Funds will be provided based on the following conditions:

- Assistance provided is to be used for the purpose described in this Category and not for any other purpose
- Funding is awarded based on budgetary allocations

Following the receipt of assistance, organisations will not be eligible for further funding under the same Category during the funding period but may be eligible to apply for other grants and funding offered by Council.

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Category 9 – Community Environment Grant

Description

The Community Environmental Grant Program is available to community groups, schools or organisations to undertake environmental projects involving the management, conservation and education about our natural environment.

Level of funding

Funding levels will be determined each financial year through Council's annual budget process. Funding amounts up to $5,000 will be available.

Funding rounds

One round of funding will be made available each financial year during September.

Assessment criteria

Applications for funding will be evaluated and assessed against criteria as part of the competitive process. Applicants will be assessed by Council on how well the proposed project achieves the Community Environmental Grant funding objectives. The objectives for the Community Environmental Grant are:

- Protection, maintenance and restoration of the natural environment supporting native fauna and flora
- Education of the community about the importance of protecting, maintaining and restoring the natural environment
- Flora and fauna survey work which assists in protecting and or restoring the environmental values of the Lockyer Valley regional area
- Promotion and implementation of catchment management such as the restoration of waterway vegetation communities.

Submitting an application does not guarantee that a community group, school or organisation will be successful in receiving funding nor can any applicant be guaranteed to receive the full amount requested.

Assessment

Applications will be short listed and referred to a Community Grants Assessment Committee for assessment. Recommendations will be made in accordance with funding priorities determined by Council each year and based on the applicants' ability to meet the assessment criteria.

Successful applicants will be notified in writing of the conditions of funding and details for receiving the grant payment. Unsuccessful applicants are invited to resubmit an application to a future funding round.

Acquittal

Grant recipients are to complete the Grant Acquittal, which includes a final report, all financial documentation including invoices and receipts, copies of any promotional materials and any supporting information to show how Councils grant was acknowledged.

The Grant Acquittal form is to be completed by the date detailed in the Grant Fact Sheet and Application Form for that financial year.

If grant recipients fail to fully complete and lodge the Grant Acquittal by the required date it may result in a request for the return of the grant funds and will result in ineligibility for future grant rounds. Recipients are not eligible to apply for any additional grants from Council until all outstanding acquittals are submitted.

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Funding conditions

Community Environmental Grants are provided based on the following conditions:

- Grant money is to be expended as per the approved application
- Applicants complete the application form in full, including details of previous grant applications
- Community Environmental Grants are approved based on an applications' achievement of funding objectives
- That the recipient group / school / organisation meets all required reporting requirements
- That the recipient group / school / organisation provides evidence of the acknowledgement of Council's contribution to the project e.g. through branding, signage
- The Final Report and Grant Acquittal form is to be completed by the date detailed in the Community Environmental Grant Fact Sheet and Application Form
- If the recipient group / school / organisation is unable to expend the funds for the approved purpose or is unable to comply with the agreed conditions, Council is to be notified immediately. In such circumstances Council will require that the funds are repaid.

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Category 10 – Community Sporting Complex

Description
Financial contributions will be made to organisations to assist in the maintenance and upkeep of approved sporting complexes which contribute to the Lockyer Valley community.

Level of Funding
Funding levels will be determined each year through the budget process.

List of eligible sporting complexes:

1. Bichel Oval
2. Cahill Park
3. Ropehill Sporting Complex
4. Gatton Soccer Club
5. Withcott Soccer Club

Funding Application
Payments under this Category will be paid in September each year.

Criteria
To be approved, the sporting complex must:

- Be on the approved list of sporting complexes (refer to list above)
- Be Council owned
- Not be Council managed

Assessment
Inclusion of additional facilities will be at the discretion of Council and will be considered on a case-by-case basis in accordance with the below criteria.

Acquittal
There are no acquittal requirements for these allocations. However, sporting management Committees who receive funding under this category are required to submit a copy of their Annual Financial Statements to Council each year prior to receiving the next year's allocation.

Funding Conditions
Funds will be provided based on the following conditions:

- Assistance provided is to be used for the purpose of the Category and not for any other purpose
- Funding is awarded based on budgetary allocations.
- A copy of the Annual Financial Statements of the management committee is submitted to Council each year.
- Following the receipt of assistance, organisations will not be eligible for further funding under the same Category during the funding period but may be eligible to apply for other grants and funding offered by Council.

Assessment
Allocations will be assessed by Council officers in accordance with the above criteria and will ensure that access to this assistance is fair and equitable.

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9. New Application Details

All requests to Council for grants or assistance are to be made on the appropriate application form or in writing and contain the following information unless otherwise stated under that category:

- Amount of assistance sought
- Total cost of the event or project for which the assistance is sought
- Purpose of the event or project
- Benefit of the event or project to the Lockyer Valley community
- Details of the value of the cash or in-kind contribution being invested into the event or project by the organisation or individual
- Details of any other funding sources
- Details of all previous assistance provided by Council to the individual or /organisation in the past 12 months
- Incorporation Status (It is not mandatory to be incorporated to receive assistance)
- For all organisations: A copy of their Financial Statements for the previous financial year.

10. Funding Conditions

All funding and assistance received may only be used for the approved purpose and in accordance with the agreed terms and conditions. If the recipient is unable to apply the funds for the agreed purpose or is unable to comply with the agreed conditions, Council must be notified immediately. In such circumstances, Council may require funds to be repaid.

Where appropriate, recipients of funding and assistance must submit a completed acquittal report within 2 months of the event or finalisation of the project confirming that the assistance has been used for the purpose intended.

The acquittal report must be signed by two authorised office bearers from the recipient organisation.

11. Appeals

All appeals will be treated in accordance with Council's Complaints Management Policy.

12. Acknowledgement of Assistance

Recipients of Council grants and assistance is required to acknowledge the Lockyer Valley Regional Council as a project sponsor. Acknowledgment is required:

- In any relevant publicity
- On the organisation's website
- At appropriate functions
- In relevant documents such as newsletters and annual reports.

The Lockyer Valley Regional Council logo and appropriate signage is to be included on any relevant documentation in accordance with specified grant conditions.

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Where Council provides a significant contribution to a project, the Mayor, Councillor Portfolio holder or a Council representative should be invited to attend relevant ceremonies or promotional activities.

13. Conflict of Interest

If a Councillor or officer assessing applications for funding made under the categories outlined in this procedure, is connected to an organisation or group or is a member of an organisation or group, they must declare a conflict of interest and remove themselves from any discussion or voting surrounding that organisation's application.

14. Delegation

Council may delegate authority to the Chief Executive Officer, Councillor Portfolio holder or a specified committee to decide on the allocation of funds in accordance with this procedure.

15. Related Documents

Community Grants and Assistance Policy

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11.0 PEOPLE, CUSTOMER AND CORPORATE SERVICES REPORTS

11.1 Request for Sole Supplier Exception - Nearmap

Author: Dixie-Lee Downs, Project Support Officer
Responsible Officer: Dan McPherson, Group Manager People, Customer and Corporate Services

Purpose:

The purpose of this report is to seek a Council resolution under Section 235(b) of the *Local Government Regulation 2012* to enter into a Tier 2 medium-sized contractual arrangement without first obtaining written quotes or tenders, to allow Council to enter into a contract with Nearmap Australia Pty Ltd for the period 30 August 2025 to 29 August 2028.

Officer's Recommendation:
THAT Council enter into a medium-sized contractual arrangement with Nearmap Australia Pty Ltd for a period of three years from 30 August 2025 to 29 August 2028 to provide the subscription to high resolution aerial imagery services, in accordance with Section 235(b) of the *Local Government Regulation 2012*, due to the specialised nature of the services that are sought and it would be impractical or disadvantageous to invite quotes or tenders.

RESOLUTION

THAT Council enter into a medium-sized contractual arrangement with Nearmap Australia Pty Ltd for a period of three years from 30 August 2025 to 29 August 2028 to provide the subscription to high resolution aerial imagery services, in accordance with Section 235(b) of the *Local Government Regulation 2012*, due to the specialised nature of the services that are sought and it would be impractical or disadvantageous to invite quotes or tenders.

Moved By: Cr J Reck **Seconded By:** Cr D Neuendorf
Resolution Number: 24-28/0382

CARRIED
7/0

Executive Summary

Section 228 of the Local Government Regulation 2012 (the Regulation) requires Council to seek three quotes for medium-sized contractual arrangements over $15,000 and below $200,000. The Regulation does provide exceptions in certain circumstances, and this report seeks approval to apply the exception contained in Section 235(b), for Council's subscription with Nearmap Australia Pty Ltd to continue the service and enter into a new subscription agreement for a further three years from 30 August 2025 to 29 August 2028, valued at $38,906/year - $116,718.00 total.

Proposal

This report seeks approval to continue with the subscription to provide high resolution aerial imagery services provided by Nearmap Australia Pty Ltd. Nearmap Australia Pty Ltd is a registered and sole reseller of the subscription to Nearmap and has been providing this service since August 2017 on an ongoing

subscription model. The current annual subscription has an end date of 29 August 2025.

Given Nearmap Australia Pty Ltd are a registered and sole reseller and uniquely placed to provide these services, 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 or disadvantageous to invite quotes or tenders.

The Nearmap subscription provides high resolution aerial imagery services critical to Council when communicating with customers, planning projects, accessing applications, investigating complaints, and in general improving staff efficiencies by allowing staff to view aerial imagery of the Lockyer Valley Region via Geographical Information Services (GIS) tools and services.

Nearmap Australia Pty Ltd are a current supplier that have demonstrated their pricing is competitive and deliver effective services compared to other similar services. If we do not proceed as recommended it will impact users within LVRC, especially Customer Experience, Infrastructure, and Planning who utilise the services and may affect productivity in those teams. Nearmap Australia Pty Ltd have been providing this service to Lockyer Valley Regional Council in the past and to other Council's in the area and are known to provide the service at an appropriate service level.

Options

1. Apply an Exception under Section 235(b) of the Regulation to enter into a medium-sized contractual arrangement with Nearmap Australia Pty Ltd.
2. Do not apply an Exception under Section 235(b) of the Regulation to enter into a medium-sized contractual arrangement with Nearmap Australia Pty Ltd.

Previous Council Resolutions

Ordinary Council Meeting 21 August 2024
RESOLUTION

THAT Council, in accordance with Section 235(b) of the Local Government Regulation 2012, enter into a medium-sized contractual arrangement with Nearmap Australia Pty Ltd for a period of one year from 30 August 2024 to 29 August 2025, to provide a subscription to high resolution aerial imagery services. Due to the specialised nature of the services that are sought it would be impractical or disadvantageous to invite quotes or tenders.

Moved By: Cr M Hagan Seconded By: Cr J Reck
Resolution Number: 24-28/0119
CARRIED
6/0

Critical Dates

29 August 2025 is the expiry of the current subscription service.

UNCONFIRMED

Strategic Implications

Corporate Plan
Lockyer Leadership and Council - Deliver reliable internal support services.

Finance and Resource
The annual operation and maintenance of the Council's Geographical Information Services (GIS) systems are included in Council's budget which are reviewed annually as part of the budget process.

Legislation and Policy
Local Government Act 2009

Local Government Regulation 2012

LVRC Purchasing Policy

Under Section 235 of the *Local Government Regulation 2012*, a local government may enter into a medium-sized contractual arrangement ($15,000 - <$200,000 exclusive of GST) without first inviting written quotes or tenders if:

(a) the local government resolves it is satisfied that there is only 1 supplier who is reasonably available; or
(b) 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; or
(c) a genuine emergency exists; or
(d) the contract is for the purchase of goods and is made by auction; or
(e) the contract is for the purchase of second-hand goods; or
(f) the contract is made with, or under an arrangement with, a government agency.

In the case of the service to be provided by Nearmap Australia Pty Ltd, an Exception under Section 235(b) is sought.

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
The following business units have been consulted in the preparation of this report:

- Procurement

Attachments

There are no attachments for this report.

UNCONFIRMED

11.2	**Request for Sole Supplier Exception - Online Employment Marketplaces**
Author:	Craig Drew, Manager People and Customer Experience; Shawnee Lyell, Principal Organisational Development and Payroll
Responsible Officer:	Dan McPherson, Group Manager People, Customer and Corporate Services

Purpose:

The purpose of this report is to seek a Council resolution to enter into Tier 2 ($15,000 to less than $200,000) medium-sized contractual arrangement with SEEK Limited (SEEK) to advertise Council's vacant positions globally, without first inviting written quotes as SEEK is the sole supplier.

Founded and headquartered in Melbourne, Victoria, SEEK has grown into a multinational technology company. SEEK's presence spans Australia, New Zealand, Hong Kong, Indonesia, Malaysia, the Philippines, Singapore and Thailand. Additionally, SEEK has minority investments in employment marketplaces in China, South Korea and Bangladesh.

Across the Asia Pacific region, SEEK has approximately 40 million candidate relationships and 400,000 hirer relationships. SEEK develops and applies innovative data and technology tools to facilitate high-quality matching and improve reliability of marketplace information.

Officer's Recommendation:
THAT Council enter into a Tier 2 medium-sized contractual arrangement with SEEK Limited for a term of five years for advertising of Councils vacant positions, in accordance with section 235(a) of the *Local Government Regulation 2012,* as they are satisfied that there is only one supplier who is reasonably available.

RESOLUTION

THAT Council enter into a Tier 2 medium-sized contractual arrangement with SEEK Limited for a term of five years for advertising of Councils vacant positions, in accordance with section 235(a) of the *Local Government Regulation 2012,* as they are satisfied that there is only one supplier who is reasonably available.

Moved By: **Cr D Neuendorf** **Seconded By:** **Cr A Wilson**

Resolution Number: 24-28/0383

CARRIED
7/0

Executive Summary

Council's Procurement Guideline in-line with the *Local Government Regulation 2012* requires Council to seek at least three written quotes for goods and/or services valued $15,000 to under $200,000 (Tier 2). The guideline and the Regulation provide exceptions for certain circumstances, this report seeks approval to apply an exception for the purpose of utilising SEEK for advertising Council's vacant positions.

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

The spend with SEEK from July 2023 to July 2025 is approximately $57,000. It is expected that advertising expenses will continue at a similar value.

Over the last two years, Council has increased the number of recruitment processes that are self-managed by Council officers, rather than outsourcing to external recruitment agencies. Since July 2023, Council has successfully appointed 93% of vacant positions through self-managed recruitment processes and only 7% of vacant positions have been outsourced to external recruitment agencies.

To highlight the performance of SEEK, a recent campaign for the Organisational Development Advisor role yielded a search reach of 31,000 people, and 22 applications commenced through that advertisement. This role was successfully recruited, and the new incumbent starts in the coming weeks. In comparison, when Council attempted to recruit the same role in 2023, we utilised a recruitment agency and was unable to fill the role.

It is beneficial for Council to advertise vacant positions via SEEK as it reaches potential candidates globally which increases Council's opportunity to employ the most suitable candidate to the position. Council has had proven success advertising via SEEK for a number of years now, with most applicants applying for Council's advertised positions via SEEK advertisement posts.

Proposal

Council engages SEEK to advertise vacant positions. SEEK is the market leader in online employment marketplaces. Although there may be other smaller organisations that would advertise vacant positions, they do not compare to SEEK which is considered the most recognised and the most utilised platform.

It is not possible to obtain three quotes to get alternative quotes.

It is proposed to enter into a Tier 2 medium-sized contractual arrangement with SEEK to continue advertising Council's vacant positions for a term of five years, as soon as practicable in 2025 until 2030.

Options

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

Strategic Implications

Corporate Plan

Lockyer Leadership

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

Finance and Resource

The requirement to advertise Council's vacant positions are included in Council's budget which is reviewed annually as part of the budget process.

Legislation and Policy

Local Government Act 2009

Local Government Regulation 2012

UNCONFIRMED

Procurement Guideline

Under Section 235 of the *Local Government Regulation 2012*, a local government may enter into a medium-sized contractual arrangement ($15,000 – under $200,000 exclusive of GST) without first inviting written quotes or tenders if:

(a) the local government resolves it is satisfied that there is only 1 supplier who is reasonably available; or
(b) 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; or
(c) a genuine emergency exists; or
(d) the contract is for the purchase of goods and is made by auction; or
(e) the contract is for the purchase of second-hand goods; or
(f) the contract is made with, or under an arrangement with, a government agency.

In the case of the service to be provided by SEEK, an Exception under Section 235(a) is sought.

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
The following business units have been consulted in the preparation of this report:

- Procurement

Attachments

There are no attachments for this report.

UNCONFIRMED

11.3 Closure of Junction View Unsupervised Rural Bin Site

Author: Peta Morton, Waste Services Education Officer
Responsible Officer: Dan McPherson, Group Manager People, Customer and Corporate Services

Purpose:

The purpose of this report is to recommend closure of the remaining unsupervised rural bin site located at Junction View due to continued inappropriate use.

Officer's Recommendation:
THAT Council approve the closure of the current waste collection service provided by the unsupervised rural bin located at Norm Golz Park, Mount Sylvia Road Junction View, effective from 28 August 2025 in order to mitigate the continued inappropriate use.

RESOLUTION

THAT Council approve the closure of the current waste collection service provided by the unsupervised rural bin located at Norm Goltz Park, Mount Sylvia Road Junction View, effective from 28 August 2025 in order to mitigate the continued inappropriate use.

Moved By: Cr M Hagan Seconded By: Cr J Reck
Resolution Number: 24-28/0384

CARRIED
7/0

Executive Summary

One of the actions under Council's *Waste Reduction and Recycling Plan 2012* (adopted on 25 July 2012), was to close the rural unsupervised bin sites following the implementation of a domestic dual bin waste collection service in these areas. This replacement service was provided either by kerbside bin collection or a nominated alternative collection point for domestic wheelie bins. The purpose of closing the unsupervised bulk bin stations was to address inappropriate use of the service from waste being dumped on the ground, illegal dumping, large bulky items being placed in the bins and the potential for commercial operators to use the bins.

With the rural bin sites being unsupervised, and the implementation of the waste levy under the *Waste Reduction and Recycling Act 2011*, the risk and demonstrated patterns of misuse of these bins resulted in the progressive closure of these sites. Currently only one unsupervised rural bin site remains and is located at Junction View.

At the Council meeting on 21 August 2024, Council endorsed the decision to continue to monitor the utilisation of the final rural bin located at Junction View due to demonstrations of continued misuse. Council Officers have monitored the use, and large levels of non-compliance noted, and it is proposed to discontinue this service.

Proposal

With the introduction of the *Waste Reduction and Recycling Act 2011*, Council has, through the required Waste Reduction and Recycling plans endeavoured to streamline waste disposal options for its residents. With the dual waste collection bin service rolled out across the region in July 2013, many of the existing unsupervised rural bin sites which had served as domestic waste disposal points prior to wheelie bins, became utilised as unofficial transfer stations by the public. These included:

- Junction View
- Ropeley
- Flagstone Creek
- Caffey
- Ma Ma Creek
- Mount Whitestone
- Mount Sylvia
- Stockyard

With all of the unsupervised sites being now closed with the exception of Junction View, it is proposed to close the last remaining site as an outstanding resolution of the 2012 Waste Reduction and Recycling Plan which is supported by continual misuse by the public and associated waste disposal costs.

The Junction View site has been monitored by Council's Illegal Dumping Compliance Officer since May 2025 and has experienced tampering and theft of cameras, and sporadic large deposits of waste outside the bins. It should be noted that inspections undertaken during August, September, October and November 2024 and January, February and May 2025 indicated approximately 75% of waste located within the bins were prohibited items (listed on the signage adjacent to the bins) containing broken furniture, tyres, waste oil, chest freezers, large concrete blocks, large diameter galvanised pipe and chemical and pesticide containers. These items would ordinarily be taken to a waste transfer station for correct disposal where they can be sorted into waste types for potential recovery or recycling, which extends the life of the landfill as waste is diverted where possible. This also ensures that potential harmful contaminants are excluded from the landfill and disposed of appropriately.

The closest Waste Disposal Facility is Grantham Transfer Station, which is approximately 35 minutes drive from the last serviced property on East Haldon Road, which is open 9am – 5pm Tuesday, Saturday and Sunday.

It is proposed to continue operating with the current wheelie bin collection model as detailed in Council's most recent and proposed future waste strategies.

The final remaining site located at Junction View is proposed for closure and the bulk bins removed from the site. The area will continue to be monitored for illegal dumping.

<u>Previous Council Resolutions</u>
Ordinary Council Meeting, 21 August 2024

THAT Council endorse the continuation of the current waste collection service arrangement established for rural areas in the manner previously resolved by Council, and continue to monitor and evaluate the remaining unsupervised rural bin site at Junction View.

Moved By: *Cr M Hagan* *Seconded By:* *Cr J Reck*
Resolution Number: 24-28/0121

CARRIED
6/0

UNCONFIRMED

Critical Dates
The proposed closure to take effect 28 August 2025.

Strategic Implications

Corporate Plan

Lockyer Nature:

- Reduction in waste and increase in recycle and reuse.

The removal of the unmanned rural bins to date has been in alignment with the current waste diversion and reduction strategy of Council's Operational Plan and current and future waste strategies.

Finance and Resource

The Junction View unsupervised rural bin site cost Council $17,590.04 for the 2024-25 financial year for the collection service, which is expected to increase for the 2025-26 financial year to around $18,000. The individual clean-up costs for waste deposited outside of the bins have not been recorded.

Legislation and Policy

With the introduction of the waste levy under the *Waste Reduction and Recycling Act 2011*, the capture of all waste streams entering our landfill is paramount to our financial balancing. Many items deposited in these bins are exempt from the waste levy when disposed of at the waste disposal facilities, however when placed in the bins, Council is responsible for the financial burden of the waste levy on these items. Additionally, many items such as fridges, freezers, chemicals and waste oils are not able to be removed from the landfill and their contaminants contribute to potential environmental harm.

Risk Management
Corporate Risk Category: EC1 Environment and Community
Corporate Risk Category Description: Environment and the community, including sustainable development, social and community wellbeing, relationships, public health, recreation, regional profile and identity

Corporate Risk Category: LCL1 Legal Compliance and Liability
Corporate Risk Category Description: Compliance management – regulatory or contract compliance, litigation, liability and prosecution.

Corporate Risk Category: R1 Reputation
Corporate Risk Category Description: Reputation and Goodwill

Consultation

Portfolio Councillor Consultation
Portfolio Councillor has been briefed on this report.

Internal Consultation
The Parks and Gardens teams will be responsible for reporting illegal dumping on the site to Local Laws and Environmental Health to manage any/all illegal dumping and illegal dumping infringements. Monitoring of cameras will continue for an unknown period.

UNCONFIRMED

External Consultation
Council officers will notify JJs Waste and Recycling and facilitate the removal of the bins. Services will cease having effect at the expiration of the specified period yet to be determined.

Community Engagement
The Community Engagement team produced corflute signage which was installed on site on 8 July 2025 which advised residents of potential upcoming closure and invited concerned residents to contact Council. As at 1 August 2025, one submission has been received from a resident. The key highlights of the submission are as follows:

- Feeling of unfairness that those that use the service responsibly are being punished for those that don't.
- Logistical challenges of living in a rural area are being increased by the inconvenience with limited access to waste disposal facilities.
- Request that Council explore a more balanced solution that continues to support responsible users and addresses misuse in a targeted manner.

Whilst it can be acknowledged that those residents that live in the extremities of the region are often faced with greater logistical challenges than those closer to town centres, it does not exempt those residents from waste disposal fees and charges that may be incurred should they attend a supervised waste disposal site, nor does it remove the responsibility of Council to encourage maximum waste reduction and resource recovery.

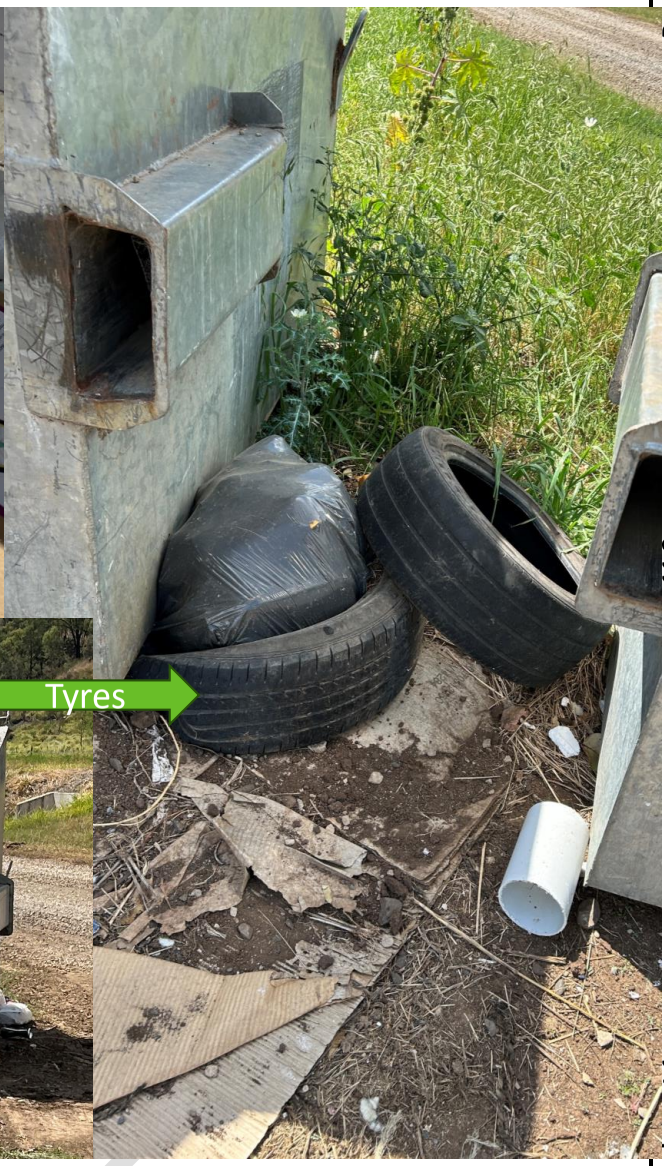
Attachments

1⇩ Inspection images Junction View Unsupervised Rural Bin Site 2024-25 8 Pages

UNCONFIRMED

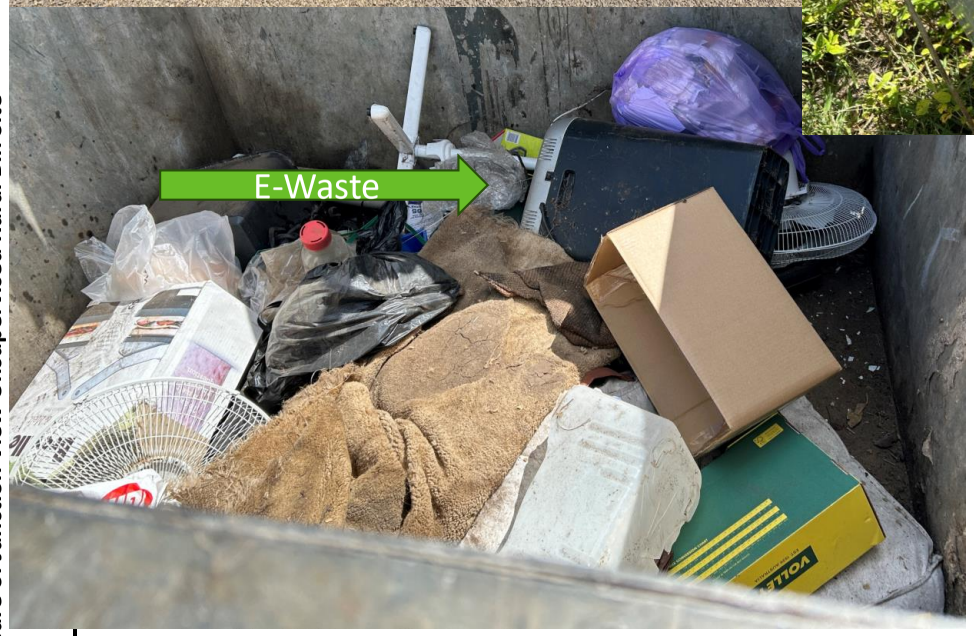
Junction View Unsupervised Rural Bin Station
LOCKYER VALLEY RESIDENTS
DOMESTIC WASTE ONLY
All waste MUST be placed in the bins provided
dumping and littering is an offence - penalties apply ($).
ropriate use of the bins provided may result in removal.
ormation contact 1300 005 872 or visit www.lockyervalley.qld.gov.au/waste
Junction View Unsupervised Rural Bin Station
PROHIBITED ITEMS
All items listed below are PROHIBITED at this site:
× Tyres
× Hot Ash
× Dead Animals
× Asbestos
× Construction and Demolition Waste
× Liquid Waste
× Furniture, White goods or bulk items
× Timber
× Chemicles/Containers
× Commercial and Industrial waste
For more information contact 1300 005 872 or visit www.lockyervalley.qld.gov.au/waste
ATTENTION
Domestic / Household / Municipal
Waste Only
ALL Commercial / Industrial / Business / Hazardous Wastes
MUST be taken to
Gatton, Laidley or Withcott Waste Facilities.
There is now a State Waste Levy on all
Commercial / Industrial / Business / Hazardous Wastes.
Further information:
Dept. of Environment and Resource Management: 13 76 68
Lockyer Valley Regional Council: 1300 005 872
JUNCTION VIEW
UNMANNED WASTE SITE
Following the recent introduction of the dual
bin service, this bin station
is being monitored for continued use.
As per the Lockyer Valley Regional Council's
waste reduction and recycling plan, these bins
may be reduced / removed if not considered
viable by Council
Waste Oil
Broken Furniture
August 2024

September 2024



October 2024
Mattress
Concrete blocks
Concrete blocks
J.J.Richards
Waste Services
4634 1062
J.J.Richards
& Sons Pty Ltd
4634 1062
www.jjrichards.com.au

November 2024



January 2025

Photos taken by Infrastructure Operations February 2025 prior to booked site clean up – note mattresses from previous inspection have been burnt
Burnt Mattress
Large Bulky Waste
Ping pong table
Wooden Door

door
Fridge
Glass window
Furniture
Mattress
Building Waste
General waste not in bin
May 2025

28 May 2025
E-waste

11.4 **Request to lease part of Property No. 157300 - Application of Section 236(1)(b)(ii) of the Local Government Regulation 2012**

Author: Julie Lyons, Senior Property Officer
Responsible Officer: Dan McPherson, Group Manager People, Customer and Corporate Services

Purpose:

The purpose of this report is to consider a request received from Lockyer Waters Hall Committee Inc to enter into a lease over part of Property No. 157300 and if granted, apply the statutory exception from tendering in Section 236(1)(b)(ii) of the *Local Government Regulation 2012*.

Officer's Recommendation:
THAT with respect to the request by the Lockyer Waters Hall Committee Inc to enter into a lease over part of Property No. 157300, Council resolve to:

(a) Apply the exception contained in Section 236(1)(b)(ii) of the Local Government Regulation 2012 to enable a lease to be offered to a community organisation; and
(b) Delegate authority to the Chief Executive Officer to negotiate a lease on terms satisfactory to Council.

RESOLUTION

THAT with respect to the request by the Lockyer Waters Hall Committee Inc to enter into a lease over part of Property No. 157300, Council resolve to:

(a) Apply the exception contained in Section 236(1)(b)(ii) of the Local Government Regulation 2012 to enable a lease to be offered to a community organisation; and
(b) Delegate authority to the Chief Executive Officer to negotiate a lease on terms satisfactory to Council.

Moved By: **Cr J Reck** **Seconded By:** **Cr A Wilson**
Resolution Number: 24-28/0385

CARRIED
7/0

Executive Summary

The purpose of this report is to consider a request received from the Lockyer Waters Hall Committee Inc. ('the community group') to enter into a lease over part of Property No. 157300 situated at 36 Topaz Crescent, Lockyer Waters ("the land") for the purpose of constructing a shed for storage purposes and discharge Council's statutory obligations before formal tenure is offered.

Proposal

The community group contacted Council requesting to construct a storage shed on the land. They advised they have received a gambling grant for the storage shed and the shed will be used to store their belongings used at the Lockyer Waters Community Hall.

The storage shed is 6 x 3 metres with a total floor area of 18m².

The area in yellow below shows the approximate part of the land the community group wishes to construct the shed:

Area	Approximately 30m² (subject to survey plan)
Tenure	Freehold
Zoning	Conservation

UNCO

Options

Option 1 – Apply statutory exception from tendering in Section 236(1)(b)(ii) of the Local Government Regulation 2012 and offer a lease to the community group;

Option 2 – Advise the community group Council rejects their request and provide reasons.

Strategic Implications

Corporate Plan

Lockyer Leadership and Council

- Compliant with relevant legislation

Finance and Resource

It is proposed to charge annual rent in line with the State Rental Category for Charities and small sporting or recreational clubs with the minimum rent being $146.86 per annum excluding GST. It is proposed the lease term will be 5 years and the annual rent will be increased by 3% per annum.

The community group will be responsible for their own legal costs (if any) incurred in reviewing and signing the lease. They will also be required to obtain all insurances, be responsible for all outgoings, maintenance and improvements.

If the recommendation is accepted the Lease will be prepared internally by Council's Property Officer.

Legislation and Policy

Before a lease can be offered, Council is required to apply the relevant statutory exception contained in Section 236(1)(b)(ii) of the *Local Government Regulation 2012* where a lease is being offered to a community organisation.

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

- ✓ Manager Facilities, Parks, Recreation and Cemeteries
- ✓ Community Engagement Officer
- ✓ Manager Planning, Policy and Community Wellbeing
- ✓ Group Manager Infrastructure
- ✓ Coordinator Accounting Services
- ✓ Coordinator Financial Operations

Attachments

There are no attachments for this report.

UNCONFIRMED

12.0 COMMUNITY AND REGIONAL PROSPERITY REPORTS

In accordance with Section 150EQ of the Local Government Act 2009, Councillor Milligan informed the meeting that she has a declarable conflict of interest in Item 12.1, 'MC2021/0073 Application for Development Permit for Material Change of Use for Undefined Use (Stage 2 of a Motor Testing Facility including Rocket Motors) at 613 & 621 Seventeen Mile Road, Helidon'. The nature of the interest is that Councillor Milligan has had a long-standing working relationship with Allan James Payne, a Director of Scotbar Pty Ltd who is the applicant for the Development Permit. Councillor Milligan's relationship with Allan James Payne dates back to the Grantham floods in 2011. Councillor Milligan left the meeting room (including any area set aside for the public) at 9:33am while the matter was discussed and voted upon.

The Deputy Mayor assumed the Chair at 9.33am.

During the discussion on Item 12.1 Cr M Hagan left the meeting at 10:53am and returned to the meeting at 10:55am, and Cr D Neuendorf left the meeting at 10:55am and returned to the meeting at 11:00am.

12.1 MC2021/0073 Application for Development Permit for Material Change of Use for Undefined Use (State 2 of a Motor Testing Facility including Rocket Motors) at 613 & 621 Seventeen Mile Road, Helidon

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 (MC2021/0073) for a Development Permit for Material Change of Use for an Undefined Use (Stage 2 of a Motor Testing Facility including Rocket Motors) on Lot 141 CA311273 and Lot 154 CA311380 at 613 & 621 Seventeen Mile Road, Helidon.

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 (MC2021/0073) for a Development Permit for Material Change of Use for an Undefined Use (Stage 2 of a Motor Testing Facility including Rocket Motors) on Lot 141 CA311273 & L154 CA311380 at 613 & 621 Seventeen Mile Road, Helidon, be approved subject to the following conditions:

No.	Condition	Timing
APPROVED PLANS AND DOCUMENTS		
1.	**APPROVED PLANS & DOCUMENTS** Undertake the approved development generally in accordance with the approved plans and documents:	At all times.

Title	Plan No.	Revision/ Amended	Date	Prepared By
Site Plan	19222-2 1	N	30/07/24	Michel Group Services

CONFIRMED

	of 6			
Site Plan & Aerial Photo	19222-2 2 of 6	N	30/07/24	Michel Group Services
Site Plan	19222-2 3 of 6	N	30/07/24	Michel Group Services
Site Plan	19222-2 4 of 5	N	30/07/24	Michel Group Services
Site Plan	19222-2 5 of 6	N	30/07/24	Michel Group Services
Site Plan	19222-2 6 of 6	N	30/07/24	Michel Group Services
Floor Plan - Ground Floor	DA02	-	17/07/23	RTI
Floor Plan – First Floor	DA03	-	17/07/23	RTI
Elevation Plans	DA05	-	17/07/23	RTI

Title	Document No.	Revision/ Amended	Date	Prepared By
Bushfire Management Plan	24002	6	02/07/25	Wollemi Eco-Logical
Environmental Noise Assessment	A220691	E	15/11/23	Resonate
Ecological Assessment Report	0623-001	1	29/04/25	Biodiversity Assessment and Management Pty Ltd
Site Based Management Plan	-	1.0	18/04/24	Zambelli Environmental
Stormwater Management Plan	R1094	A	30/03/20	TOPO

2.	**CONDITIONS OF APPROVAL AND APPROVED PLANS** 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.
GENERAL		
3.	**COMPLIANCE WITH CONDITIONS** 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.
4.	**WORKS – APPLICANT'S EXPENSE** 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.
5.	**INFRASTRUCTURE CONDITIONS** All development conditions contained in this development approval about infrastructure under Chapter 4 of the *Planning Act 2016* (the Act), should be read as being non-trunk infrastructure conditioned under section 145 of the Act, unless otherwise stated.	At all times.
6.	**WORKS – DEVELOPER RESPONSIBILITY** 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.

7.	**WORKS – DESIGN & STANDARD** Unless otherwise stated, all works must be designed, constructed, and maintained in accordance with the relevant Council policies, guidelines and standards.	At all times.
8.	**WORKS – SPECIFICATION & CONSTRUCTION** 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.
9.	**MAINTAIN APPROVED DEVELOPMENT** 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.
USE APPROVAL		
10.	**APPROVED USE** The approval is for a Motor testing facility for the static testing of rocket motors only and ancillary fuel store, oxidiser storage, propellant manufacturing and explosives magazine used only for rockets tested on the site. This approval does not include any energetics testing or manufacturing of rockets.	At all times.
11.	**COMMENCEMENT OF USE** The use must not commence until all conditions of this approval have been complied with.	At all times.
12.	**HOURS OF OPERATION** (a) Except for the testing of motors, all activities associated with the approved development must be undertaken between the hours of 6:30am and 5:30pm Monday to Friday (excluding public holidays). (b) The testing of motors must only occur between the hours of 9:00am and 5:00pm Monday to Friday (excluding and public holidays). (c) No activities associated with the approved development are to be undertaken on Saturday, Sunday or public holidays.	At all times.
13.	**MOTOR TESTING** (a) The number of test fire motor tests conducted on any given day must not exceed two (2). (b) On days when two (2) test fire motor tests are undertaken, these must not occur within two (2) hours of each other. (c) Concurrent test fire motor tests must not be performed. (d) Exhaust gases from test fires of both horizontally and vertically mounted motors must be directed or deflected to the north with the use of an adequately sized flame divertor. (e) All test fires must incorporate a water deluge system capable of absorbing acoustic energy generated during firing.	At all times.
ENGINEERING WORK – STORMWATER DRAINAGE WORKS		
14.	**STORMWATER DRAINAGE WORKS – LAWFUL POINT OF DISCHARGE** All minor stormwater flows that fall or pass onto the site must be discharges to a lawful point of discharge without causing annoyance or nuisance to any person or property.	At all times.
15.	**STORMWATER DRAINAGE WORKS – DESIGN, CONSTRUCTION & MAINTENANCE** (a) All internal and external stormwater drainage to service the development must be designed by a Registered Professional Engineer Queensland (RPEQ) such that the overall drainage system caters for a storm event with a 1% annual exceedance probability (AEP). (b) The internal and external stormwater drainage must be constructed in accordance with a Development Permit for Operational Work.	At all times.

16.	**SUBMIT STORMWATER MANAGEMENT PLAN** (a) Submit to Council, a detailed Site-based Stormwater Management Plan (SBSMP) certified by a Registered Professional Engineer of Queensland. In addition to other relevant stormwater quantity and quality management issues, the SBSMP must include the following: i. Measures for capturing stormwater generated over the approved development footprint, testing of water quality and if necessary, treating, prior to discharge; ii. Details and design drawings that demonstrate stormwater basins and channels will be lined to prevent leachate of contaminated stormwater; iii. A suitably scaled plan showing the stormwater catchment and sub-catchments for pre-development and post-developed scenarios; iv. 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 both the proposed water quantity and quality management strategies; v. Detailed engineering plans of any new drainage systems, or amendments and upgrading of existing drainage systems to implement the proposed drainage strategy; and vi. Details of ongoing maintenance and management actions required for any proposed detention basin and retention systems. (b) The SBSMP must demonstrate the development: i. Achieves no increase in peak stormwater runoff from pre-developed conditions for a selected range of storm events up to and including the 1% annual exceedance probability (AEP) for the post development condition; and ii. Provides for stormwater quality treatment measures that achieve the applicable design objectives listed in the Stormwater management code of the *Lockyer Valley Planning Scheme*.	At all times.
EROSION AND SEDIMENT CONTROL		
17.	**SUBMIT EROSION AND SEDIMENT CONTROL PLAN** Submit a 'for construction' Erosion and Sediment Control Plan (ESCP) with the Operational Works application. The ESCP must: (a) be prepared by a suitably qualified and experienced Register Profession Engineer of Queensland and Certified Professional in Erosion and Sediment Control; (b) relate to each phase of the works (including but not limited to, clearing, earthworks, manage, flows and capture sediment); *Note: Very rarely can erosion and sediment control requirements for a single stage, be communicated and detailed effectively and a whole of site plan should be prepared for each stage. Standard notes and drawings do not form an ESCP as they provide no guidance to the Contractor on-site.* (c) be consistent with current best practice standards to the extent that the standards are not inconsistent with the conditions of approval and consider all environmental constraints including erosion hazard, season, climate, soil, and proximity to waterways; (d) provide sufficient detail to ensure compliance with all conditions of this permit relating to erosion and sediment control is achieved; (e) include details of the proposed flocculants and automatic dosing systems for sediment basins, including jar testing results; (f) demonstrate the suitability of the proposed flocculants having regard to the downstream receiving environment and water quality; and	As indicated.

	(g) include the results of all soil investigations undertaken for the whole development site.	
18.	**IMPLEMENT EROSION AND SEDIMENT CONTROL PLAN** Implement and maintain the Erosion and Sediment Control Plan (ESCP) for the duration of the construction works, and until such time all exposed soil areas are permanently stabilised (e.g. turfed, hydro mulched, concreted or landscaped etc.). The ESCP must be available on-site for inspection by Council Officers during the construction works.	As indicated.
ENGINEERING WORK – WATER SUPPLY		
19.	**WATER SUPPLY – GENERAL** The development is to be provided with a constant low flow potable water supply system (rainwater, bore water or both) with a minimum storage capacity of 45,000 litres.	At all times.
ENGINEERING WORK – SEWERAGE INFRASTRUCTURE		
20.	**ON-SITE SEWERAGE TREATMENT AND DISPOSAL** Provide and maintain a system for on-site sewerage treatment and disposal in accordance with the requirements of the *Plumbing and Drainage Act 2018*, including the Queensland Plumbing and Wastewater Code.	At all times.
ENGINEERING WORK – CARPARKING AND ACCESS		
21.	**ON-SITE CAR PARKING AND ACCESS** Design, construct and maintain all car parking and access works generally in accordance with: (i) the approved plans; (ii) AS2890-1: 2004 Parking facilities – Off-street car parking; (iii) AS/NZS2890.6: 2009 Parking facilities – Off-street car parking for people with disabilities; and (iv) Manual of Uniform Traffic Control Devices (Queensland).	Design as part of an Operational Works application. Construction prior to commencement of use and to be maintained thereafter.
22.	**VEHICULAR ACCESS** Design, construct and maintain the approved vehicular access, as per the approved plans and documents. The vehicle access and internal driveway must be designed to prevent tracking of sediment on Council's road network. The vehicle access must be designed to allow a HRV vehicle to access the development site from Seventeen Mile Road.	Design as part of an Operational Works application. Construction prior to commencement of use and to be maintained thereafter.
23.	**ON-SITE CAR PARKING** Provide and retain 20 car parking spaces on-site in accordance with the approved plans. All car parking spaces must be given an all-weather surface treatment.	At all times.
24.	**VEHICULAR ACCESS** Vehicular access is only permitted at the approved crossover locations as shown on the approved plans. Vehicles are not permitted to enter or exit the site in any other	At all times.

	location.	
EXCAVATING AND FILLING		
25.	**OPERATIONAL WORK – EARTHWORKS PLAN** Provide an earthworks plan that clearly identifies the following: (a) The location of cut and/or fill; (b) The type of fill to be used and the compaction standards; (c) The quantum of fill to be deposited or removed and finished cut and/or fill levels; (d) Retaining structures (if necessary); and (e) Surface and sub-surface drainage controls (if applicable).	As part of a development application for Operational Work.
SERVICES		
26.	**ELECTRICITY AND TELECOMMUNICATIONS** Connect the development to reticulated electricity supply and telecommunications to the standard of the relevant service provider.	At all times.
WASTE MANAGEMENT		
27.	**WASTE STORAGE** Store all waste within a waste storage area (e.g. general waste, recyclable waste, pallets, empty drums, etc.). The waste storage area must be: (a) Designed and located to not cause nuisance to neighbouring properties; (b) Located such that it is not visible from any road frontage or adjoining property; (c) 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; (d) Provided with a tap and hose at the waste storage area, and (e) Constructed such that washdown areas drain to the wastewater system.	At all times.
28.	**LIQUID WASTE STORAGE** 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 a covered area on an impervious surface and ensure it is bunded in a manner capable of containing the liquids in case of spillage.	At all times.
AMENITY - LIGHT		
29.	**AMENITY - LIGHTING** Any outdoor lighting is to comply with AS4282:1997 - Control of the obtrusive effects of outdoor lighting. Light sources at the premises must be positioned and shielded to prevent light spillage outside the boundaries of the premises.	At all times.
AMENITY – NOISE		
30.	**NOISE ASSESSMENT** Locate, design, construct and operate the approved development in accordance with the approved Environmental Noise Assessment unless otherwise varied by a condition of this approval. This includes implementing the noise management measures as per Section 6 of the Environmental Noise Assessment. Population monitoring and behaviour studies of koala colonies must be undertaken for koala colonies within 1 kilometre of the site.	At all times.
31.	**SOUND POWER LEVEL** The maximum theoretical sound power level of motors undergoing test fires, based on their design specifications, must not exceed 163 dB expressed as the descriptor LAmax**.**	At all times.
32.	**NOISE LIMITS** Noise from activity associated with the use of the site must not exceed the Acoustic Quality Objectives listed in the *Environment Protection (Noise) Policy 2019* when measured at any sensitive receptor.	At all times.

33.	**NOISE LIMITS – EQUIPMENT** All "refrigeration equipment", "pumps", "regulated devices", and "air conditioning equipment" as defined by *the Environmental Protection Act 1994* must be designed, installed, operated and maintained to comply with the noise standards as specified within the *Environmental Protection Act 1994*.	At all times.
34.	**NOISE INVESTIGATION** When requested in writing by Council to do so, a noise investigation must be undertaken to investigate a complaint of noise nuisance. In such instances, a qualified person must monitor, interpret and record all parameters that are required to be monitored to determine whether the Acoustic Quality Objectives listed in the *Environment Protection (Noise) Policy 2019* are being exceeded. The results of the investigation must be provided to Council within 28 days of the request or a longer period if specified in any such request. Measurement of noise emissions (adjusted for tonality and impulsivity) must be generally in accordance with the most recent version of Australian Standard AS1055.1 Acoustics - Description and measurement of environmental noise - General procedures.	At all times.
35.	**NOISE MEASUREMENT** All test firing of motors must undergo environmental noise measurement. At a minimum the following noise measurements must be undertaken during each test fire: (a) Sound pressure level measured at a distance of 100m due north from the nozzle(s) of each motor expressed as LAmax as well as LA1 and LAeq (time averaged for both 15 minutes and 1 hour). (b) Sound pressure level measured at the closest boundary between the site and the closest sensitive receptor (195 Goldmine Road) expressed as LAmax as well as LA1 and LAeq (time averaged for both 15 minutes and 1 hour).	At all times.
36.	**NOISE MEASUREMENT – SUITABLY QUALIFIED PERSON** All environmental noise measurements performed must be carried out by an independent suitably qualified person generally in accordance with the most recent version of Australian Standard AS1055.1 Acoustics - Description and measurement of environmental noise - General procedures.	At all times.
37.	**NOISE MEASUREMENT RESULTS** Within 14 days of the end of each month, measurement results obtained for the preceding month must be summarised in a 'Noise Test Report' which is to also: (a) Present specifications on the tested motors, their configuration and their theoretical maximum sound power level expressed as the LAmax descriptor; (b) Present the results of other types of noise measurements performed such as measurement aimed at improving launch, rocket and propellant design and operational improvements; (c) Compare the results for the sensitive receptor measurement to the Acoustic Quality Objectives and determine if a likely exceedance resulted during test fires; and (d) Where a likely exceedance is determined, detail what corrective actions and/or additional mitigation measures will be investigated and implemented ahead of future test fires of similarly loud motors. A record of all Noise Test Reports must be maintained and made available for inspection at any time upon request by Council. *Note: 'Similarly loud' is defined as the lessor of at least 75% (but no more than 100%) of the maximum permitted sound power level based on design specifications (i.e. between 123 and 163 dBA Lmax) or 75% (but no more than 100%) of the LAmax level calculated from direct measurement provided this is less than 163 dB Lmax.*	At all times.

38.	**NOISE EXCEEDANCE** Where an instance of a likely exceedance is determined to have occurred, provide written notification to Council within 14 days of the end of each month providing a copy of the 'Noise Test Report' and a timeline for implementing the corrective actions and/or additional mitigation measures.	At all times.
39.	**ANNUAL SUMMARY** Prior to the end of February each year, submit to Council for the preceding calendar year, an annual summary of noise measurement results including refinements and additions to mitigation measures and/or corrective actions made to how environmental noise is managed.	At all times.
40.	**ACOUSTIC BARRIERS** Permanent acoustic barriers must be constructed on the site for the purposes of attenuating noise generated during rocket test firing. Barriers must be located as per Figure 1 below and constructed in accordance with the following requirements including, as relevant, any Building Works approval: (a) Barrier A must be erected to a minimum height of 8.5m above the finished ground level of adjacent Test Area 2 and be a minimum length of 36m. (b) Barrier B must be erected to a minimum height of 11.5m above the finished ground level of adjacent Test Area 2 and along its east west axis be a minimum length of 60m, and along its north south axis be a minimum length of 36m. (c) Barriers may be constructed using materials such steel, timber, concrete, glass, acrylic glass, or such combination, be either reflective or absorbent in nature but must achieve minimum transmission loss of 30 dB(A) when measured 7m in front at the middle compared to when measured 7m behind each barrier at their middle; and (d) Barriers must have no gaps (i.e. are solid) including between partitions, panels and posts, as relevant, and the finished ground level. Figure 1: Location of Required Acoustic Barriers (Barrier A – Orange, Barrier B – Red)	Prior to commencement of use and to be maintained thereafter.

	Within 6 months of barrier construction, submit to Council certification from a qualified person which certifies the acoustic barriers comply with the above requirements.	
41.	**NOISE MANAGEMENT PLAN** (a) A Noise Management Plan is to be prepared by a suitably qualified person that at a minimum includes the following: i. Details a comprehensive noise measurement program that meets the requirements of this Development Approval; ii. Describes management related methods and procedures, staff roles and responsibilities including customer and consultant roles and responsibilities along with managerial and test fire procedures that will be implemented to fulfill the requirements of this Development Approval; iii. A summary of all noise mitigation systems required and/or in place at the facility, including details of water deluge system operation and acoustic barriers as well as additional on and offsite noise mitigation measures that may be implemented in the event of a likely exceedance occurring. iv. A community notification procedure for all test fires; v. A complaints management procedure that must include the following: A. a contact person with whom complaints can be lodged; B. a clearly defined procedure for responding to and investigating complaints; and C. a notification protocol to all complainants of the outcome of complaint investigations. vi. Triggering events and noise measurement results and procedures for the updating the Noise Management Plan. (b) Submit the Noise Management Plan to Council. Any amendments required by Council are to be made and the revised Noise Management Plan re-submitted to Council. (c) Implement the Noise Management Plan (or revised Noise Management Plan, if relevant).	(a) Prior to commencement of use. (b) Prior to commencement of use. (c) At all times.
SITE-BASED MANAGEMENT PLAN		
42.	**SITE-BASED MANAGEMENT PLAN** (a) A detailed Site-Based Management Plan, based upon the final detailed design, is to be prepared by a suitably qualified person that at a minimum includes the following: i. details and drawings to capture, store, test and if necessary, treat all stormwater and all water used for firefighting and in the water deluge system to prevent contaminated water discharging from the site. This includes measures to prevent leachate of contaminated water e.g. lining basin; ii. air quality and dust management plan including mitigation measures to prevent spray drift, odour, noise, dust, smoke or ash emission nuisance on sensitive places; iii. general and hazardous waste management; iv. safety and emergency management plan of the chemical storage and propellant manufacturing; v. management that the surrounding vegetation is protected from sparks from hot fragments including if a rocket engine explodes; vi. a monitoring program to identify issues of non-compliance, actions for	(a) Prior to commencement of use.

	correcting any non-compliance and who is responsible for undertaking those actions; and vii. a timetable and process for review of the Site-Based Management Plan to assess its effectiveness and to implement amendments as required. (b) Submit the detailed Site-Based Management Plan to Council. Any amendments required by Council are to be made and the revised detailed Site-Based Management Plan re-submitted to Council. (c) Implement the detailed Site-Based Management Plan (or revised detailed Site-Based Management Plan, if relevant).	(b) Prior to commencement of use. (c) At all times.
CHEMICAL AND FUEL STORAGE		
43.	**CHEMICAL AND FUEL STORAGE** Any facilities on the site involving the storage of chemicals and/or fuel are to be sited and constructed to ensure contaminants do not enter surface and/or ground waters. Such facilities are to be: (a) located above the 1% AEP flood event; (b) protected from damage from heat of a bushfire and burning embers; (c) undercover in a building or similar structure; (d) in or on a dedicated impervious secondary containment store or device that permits full recovery of spills; (e) in a manner that prevents the movement of packages/containers from their place of storage during a flood event; (f) in accordance with AS1940-2004: The storage and handling of flammable and combustible liquids and/or AS1692: Steel tanks for flammable and combustible liquids; and (g) in accordance with relevant Australian legislation, standards and codes.	At all times.
EXPLOSIVES LICENCE		
44.	**EXPLOSIVES LICENCE** An Explosives Licence must be obtained from Resources Safety and Health Queensland (RSHQ). Alternatively, advice must be obtained from RSHQ that a licence is not required and a copy of this advice provided to Council.	Prior to commencement of use and to be maintained thereafter.
LAND CONTAMINATION		
45.	**CONTAMINANTS MANAGEMENT** Contaminants must not: (a) be buried on site; (b) be in contact with the soil at the site; (c) directly or indirectly seep or penetrate into the soil or groundwater at the site.	At all times.
BUSHFIRE MANAGEMENT		
46.	**BUSHFIRE MANAGEMENT PLAN** Locate, design, construct and operate the approved development in accordance with the approved Bushfire Management Plan, unless otherwise varied by a condition of this development approval.	At all times.
47.	**BUSHFIRE RISK MITIGATION MEASURES** The bushfire risk mitigation measures as per Section 3.0 and 4.0 of the approved Bushfire Management Plan must be implemented, including:	At all times.

	(a) Provide an Asset Protection Zone as per Figure 6 of the approved Bushfire Management Plan and the approved plans; (b) Vegetation within the APZ must be managed to a low fuel load condition (i.e. 8t/ha) and in accordance with the guidelines of section 3.3 of the approved Bushfire Management Plan; (c) Storage and management of hazardous material in accordance with section 3.5 of the approved Bushfire Management Plan; (d) Maintain the existing access in an all-weather state, including a turning area to accommodate a firefighting appliance in accordance with section 3.6.2 of the approved Bushfire Management Plan; and (e) Maintain a minimum 10,000L on-site solely for firefighting purposes including fittings and access to enable connection from emergency services vehicles in accordance with section 3.6.2 of the approved Bushfire Management Plan.	
VEGETATION MANAGEMENT		
48.	**ONSITE VEGETATION MANAGEMENT – CLEARING** Vegetation clearing must only be undertaken within the: (a) 'Indicated clearing areas' as per Figure 3.1 of the approved Ecological Assessment; and (b) Asset Protection Zones as per the approved Bushfire Management Plan. No clearing is permitted to be undertaken within the koala habitat area.	At all times.
49.	**VEGETATION DISPOSAL** Ensure all vegetation cleared as a result of this development approval and requiring disposal is disposed of: (a) on the premises for landscaping and sediment and erosion control purposes (for example as mulch); and/or (b) at a waste disposal facility; (c) in such other environmentally responsible manner; and (d) ensure any vegetation cleared as a result of this development is not burnt or incinerated except for the purpose of domestic heating inside a dwelling.	At all times.
50.	**VEGETATION CLEARING AND MANAGEMENT PLAN (VMP)** Submit as part of the first Operational Works application, a Vegetation Clearing and Management Plan (VMP) prepared by a suitably qualified ecologist with experience conducting ecological surveys in South East Queensland, that addresses all activities associated with construction of the development (including Building Works, Operational Works and Plumbing and Drainage Works) as they relate to existing vegetation on site. The VMP must comply with all other conditions of this approval and must include, but is not limited to, the following items: (a) A clear indication of all trees to be removed and retained; (b) Details of all Operational Works likely to impact on existing vegetation; (c) Temporary and permanent exclusion and protection fencing; (d) Roles and responsibilities for site contractors, the proponent, and the consultant group; (e) Stockpiling and reuse of cleared vegetation; (f) A clearing sequencing plan showing the commencement of clearing and the direction of removal; (g) Ongoing weed management; (h) A detailed ongoing rehabilitation and maintenance plan including the restoration and enhancement of disturbed areas in the post construction phase and processes	As part of an application for Operational Works.

	to maximise survival opportunities for areas of retained vegetation and newly rehabilitated areas; and (i) Specific details on the removal of potential habitat trees in accordance with the *Nature Conservation Act 1992* and the Species Management Program.	
51.	**VEGETATION CLEARING AND MANAGEMENT PLAN (VMP) – IMPLEMENTATION** Implement the approved Vegetation Clearing and Management Plan and ensure a legible copy of the approved VMP and approval conditions are available on-site during construction.	At all times.
52.	**EPBC REFERRAL** Undertake a self-assessment against the *Environment Protection and Biodiversity Conservation Act 1999* (Cth) referral guidelines for species listed as likely to occur within the approved Ecological Assessment Report, in particular koala, Helidon ironbark and brush-tailed rock wallaby. The results of the self-assessment are to be provided to Council.	Prior to commencement of any works on site.
FLORA AND FAUNA MANAGEMENT		
53.	**FAUNA MANAGEMENT** Ensure that an accredited Fauna Spotter/Wildlife Consultant is present to check all potential habitat prior to vegetation removal or earthworks, which includes: (a) Undertake a pre-clearance survey at least 48 hours prior commencement of clearing works and always be present during clearing works; (b) Inspect vegetation approved for removal (or any dams to be removed or dewatered) and advise contractors when it is appropriate to commence works; (c) Be present during topsoil stripping and supervise further earthworks in that area where native fauna may be located (i.e., subterranean species of reptiles or amphibians); (d) Clearly mark (flag) vegetation found to contain fauna or fauna habitat (such as tree hollows, arboreal termite mounds, stick nests or possum drays with flagging tape), and visually and verbally communicate this information to the tree feller to ensure flagged trees are not felled until authorised and instructed to by the Fauna Spotter/Wildlife Consultant; (e) Where native vertebrate animals are found, clearing must only continue in coordination with a Fauna Spotter/Wildlife Consultant. All native vertebrate animals located within, on and amongst vegetation or areas of vegetation approved for clearing, are only to be managed under the guidance of the Fauna Spotter/Wildlife Consultant; (f) Keep and maintain accurate records for the site including: i. the number of and types of habitat features identified prior to clearing; ii. how these habitat features were treated during clearing; iii. number and species of any animals observed, captured, relocated or injured; iv. Treatments rendered, location of treatment; and v. Release sites; and (g) Submit a pre and post clearing report to Council and other relevant authorities within one month of completion of the project. **Advisory note:** An accredited Fauna Spotter/ Wildlife Consultant is a person or company holding a current Rehabilitation Permit – Spotter Catcher issued by the Department of Environment and Science under the *Nature Conservation (Animals) Regulation 2020*.	At all times.
54.	**SPECIES MANAGEMENT PLAN** If active breeding places are required to be tampered with, a Species Management Program (SMP) must be prepared and submitted to DESI prior to works commencing.	At all times.

55.	**FAUNA MANAGEMENT** Ensure all vacant hollows and nests are relocated or temporarily made unusable to prohibit return during clearing works.	At all times.
56.	**FAUNA MANAGEMENT** Limit the felling of habitat and hollow bearing trees to the following methods: (a) Segmental removal of the tree, with hollow-bearing limbs being checked by the wildlife spotter and cleared of fauna using a cherry picker; (b) Segmental removal of the tree, with hollow-bearing limbs plugged and lowered to the ground for inspection by the wildlife spotter; (c) Use of an excavator with vertical grab to lower the main trunk; or (d) A combination of the above methods.	At all times.
57.	**FAUNA MANAGEMENT** Preserve valuable habitat features such as large fallen logs, log piles, rock piles or outcrops wherever practicable through the translocation and re-establishment in coordination with an accredited Fauna Spotter/Wildlife Consultant. *Note: An accredited Fauna Spotter/ Wildlife Consultant is a person or company holding a current Rehabilitation Permit – Spotter Catcher issued by the Department of Environment and Science under the* Nature Conservation (Animals) Regulation 2020.	At all times.
58.	**TREE PROTECTION** Trees identified on the approved plans to be retained are to be protected by implementing tree protection measures in accordance with Australian Standard AS4970-2009 – Protection of Trees on Development Sites.	At all times.
59.	**FAUNA FENCING** Any fencing constructed as part of the development must either be fauna friendly fencing or fauna exclusion fencing as follows: (a) Fauna friendly fencing must allow fauna movement e.g. koalas to climb through or over the fence, including: i. appropriate materials such as timber post-and-rail or chain wire, that can easily be gripped and climbed; ii. must have a gap of at least 300mm above ground level; and iii. rails or slats are not to have gaps more than 150mm wide. (b) Fauna exclusion fencing must prevent fauna from entering the enclosed area including: i. constructed using a material that cannot be easily gripped by fauna such as tin, steel or colour-bond panels; ii. chain wire fencing material with a smooth metal or perspex sheets of at least 600 mm wide on the top of the fence; iii. with a gap between the ground level and the fencing not greater than 100mm at all times; iv. escapes pole installed on the inside of the fence to allow wildlife to escape if they accidently become trapped inside the wildlife exclusion area; v. with self-closing gates; and vi. that has a minimum height of 1.5 metres.	At all times.
REVEGETATION AND REHABILITAITON		
60.	**REHABILITATION PLAN** Undertake rehabilitation in accordance with the Rehabilitation Plan included in the approved Ecological Assessment report. Rehabilitation must incorporate the planting of Helidon Ironbark to mitigate incidental removal of any plants during clean up works. The rehabilitation works must be maintained in perpetuity.	Rehabilitation works undertaken prior to commence

		ment of use and maintained thereafter.
61.	**PLANTING – CERTIFICATION** Submit certification to Council by a suitably qualified ecologist with relevant experience in restoration ecology in South East Queensland that the approved Rehabilitation Plan has been complied with.	Within one (1) month of completing rehabilitation works.
62.	**PLANTING – REPORTING** Provide an annual monitoring report prepared by a suitably qualified restoration ecologist and submitted to Council annually for the duration of a three-year maintenance period (i.e. at 12 month mark, 24 month mark and 36 month mark after completion of rehabilitation works). The reports must summarise the findings of monitoring events and identify the performance of rehabilitation activities with reference to the objectives of the approved Rehabilitation Plan. Where the objectives are not being achieved, the report must recommend relevant actions required to amend the situation. The restoration ecologist is responsible for implementing the recommended actions.	As indicated.

Advisory Notes

1. Council will issue an Infrastructure Charges Notice. These charges are required to be paid prior to the commencement of the use.
2. 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.
3. The development approval will have effect in accordance with Section 71 of the *Planning Act 2016*.
4. 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*).
5. 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*.
6. 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*.
7. Where a condition requires the submission of a document it must be submitted via email to mailbox@lvrc.qld.gov.au.
8. **Fire ants**

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

9. **Biosecurity**

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

10. **Aboriginal Cultural Heritage**

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

11. **Protected Plants**

    The *Nature Conservation Act 1992* regulates the clearing of native plants in Queensland to protect our critically endangered, endangered, vulnerable and near threatened plants for current and future generations. A Flora trigger survey in accordance with the Flora Survey Guidelines - Protected Plants prepared by Department of Environment and Science may be required.

12. **Native Animal Breeding Places**

    Under the *Nature Conservation Act 1992*, any clearing of vegetation that is required to tamper with a confirmed native animal breeding place in order to complete the scope of works, must be undertaken in accordance with a Species Management Program (SMP) approved by the Department of Environment and Science.

13. **Clearing of Vegetation**

    Clearing of vegetation that has the potential to disturb the roots of the trees of proposed retained vegetation thereby resulting in the death of trees is not approved to be cleared under this development approval. It is recommended clearing and excavation activities be undertaken in accordance with the 'Australian Standards for the Protection of Trees on Development Sites (AS4970-2009)' to avoid any consequential unauthorised clearing.

14. **Clearing of Koala Habitat Trees**

    Any clearing of koala habitat trees in the Lockyer Valley must be carried out in a way that complies with the sequential clearing conditions in Part 3, Section 10 of the *Nature Conservation (Koala) Conservation Plan 2017*.

    Advisory note: ***Koala habitat trees*** is defined as:
    a) A tree of the *Corymbia, Melaleauca, Lophostemom* or *Eucalyptus* genera that is edible by koalas; or
    b) A tree of a type typically used by koalas for shelter, including, for example, a tree of the *Angophora* genus.

15. **Flying Foxes**

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

    Grey-Headed Flying Foxes have been observed in Lockyer Valley Regional Council. Any proposed disturbance of this species needs to be referred to the Commonwealth Department of Climate Change,

Energy, the Environment and Water as the species is classified as Vulnerable under the *Environment Protection and Biodiversity Conservation Act 1999* (EPBC).

16. **Federal Environmental Protection**

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

RESOLUTION

THAT the application (MC2021/0073) for a Development Permit for Material Change of Use for an Undefined Use (Stage 2 of a Motor Testing Facility including Rocket Motors) on Lot 141 CA311273 & L154 CA311380 at 613 & 621 Seventeen Mile Road, Helidon, be approved subject to the following conditions:

No.	Condition	Timing
APPROVED PLANS AND DOCUMENTS		
1.	**APPROVED PLANS & DOCUMENTS** Undertake the approved development generally in accordance with the approved plans and documents:	At all times.

Title	Plan No.	Revision/ Amended	Date	Prepared By
Site Plan	19222-2 1 of 6	N	30/07/24	Michel Group Services
Site Plan & Aerial Photo	19222-2 2 of 6	N	30/07/24	Michel Group Services
Site Plan	19222-2 3 of 6	N	30/07/24	Michel Group Services
Site Plan	19222-2 4 of 5	N	30/07/24	Michel Group Services
Site Plan	19222-2 5 of 6	N	30/07/24	Michel Group Services
Site Plan	19222-2 6 of 6	N	30/07/24	Michel Group Services
Floor Plan - Ground Floor	DA02	-	17/07/23	RTI
Floor Plan – First Floor	DA03	-	17/07/23	RTI
Elevation Plans	DA05	-	17/07/23	RTI

Title	Document No.	Revision/ Amended	Date	Prepared By
Bushfire Management Plan	24002	6	02/07/25	Wollemi Eco-Logical
Environmental Noise Assessment	A220691	E	15/11/23	Resonate
Ecological Assessment Report	0623-001	1	29/04/25	Biodiversity Assessment and Management Pty Ltd

	Site Based Management Plan - 1.0 18/04/24 Zambelli Environmental Stormwater Management Plan R1094 A 30/03/20 TOPO	
2.	**CONDITIONS OF APPROVAL AND APPROVED PLANS** 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.
GENERAL		
3.	**COMPLIANCE WITH CONDITIONS** 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.
4.	**WORKS – APPLICANT'S EXPENSE** 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.
5.	**INFRASTRUCTURE CONDITIONS** All development conditions contained in this development approval about infrastructure under Chapter 4 of the *Planning Act 2016* (the Act), should be read as being non-trunk infrastructure conditioned under section 145 of the Act, unless otherwise stated.	At all times.
6.	**WORKS – DEVELOPER RESPONSIBILITY** 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.
7.	**WORKS – DESIGN & STANDARD** Unless otherwise stated, all works must be designed, constructed, and maintained in accordance with the relevant Council policies, guidelines and standards.	At all times.
8.	**WORKS – SPECIFICATION & CONSTRUCTION** 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.
9.	**MAINTAIN APPROVED DEVELOPMENT** 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.
USE APPROVAL		
10.	**APPROVED USE** The approval is for a Motor testing facility for the static testing of rocket motors only and ancillary fuel store, oxidiser storage, propellant manufacturing and explosives magazine used only for rocket motors tested on the site. This approval does not include any energetics testing or manufacturing of rockets.	At all times.
11.	**COMMENCEMENT OF USE** The use must not commence until all conditions of this approval have been complied with.	At all times.
12.	**HOURS OF OPERATION** (a) Except for the testing of motors, all activities associated with the approved development must be undertaken between the hours of 6:30am and 5:30pm	At all times.

	Monday to Friday (excluding public holidays). (b) The testing of motors must only occur between the hours of 9:00am and 5:00pm Monday to Friday (excluding and public holidays). (c) No activities associated with the approved development are to be undertaken on Saturday, Sunday or public holidays.	
13.	**MOTOR TESTING** (a) The number of test fire motor tests conducted on any given day must not exceed two (2). (b) On days when two (2) test fire motor tests are undertaken, these must not occur within two (2) hours of each other. (c) Concurrent test fire motor tests must not be performed. (d) Exhaust gases from test fires of both horizontally and vertically mounted motors must be directed or deflected to the north with the use of an adequately sized flame divertor. (e) All test fires must incorporate a water deluge system capable of absorbing acoustic energy generated during firing.	At all times.
ENGINEERING WORK – STORMWATER DRAINAGE WORKS		
14.	**STORMWATER DRAINAGE WORKS – LAWFUL POINT OF DISCHARGE** All minor stormwater flows that fall or pass onto the site must be discharged to a lawful point of discharge without causing annoyance or nuisance to any person or property.	At all times.
15.	**STORMWATER DRAINAGE WORKS – DESIGN, CONSTRUCTION & MAINTENANCE** (a) All internal and external stormwater drainage to service the development must be designed by a Registered Professional Engineer Queensland (RPEQ) such that the overall drainage system caters for a storm event with a 1% annual exceedance probability (AEP). (b) The internal and external stormwater drainage must be constructed in accordance with a Development Permit for Operational Work.	At all times.
16.	**SUBMIT STORMWATER MANAGEMENT PLAN** (a) Submit to Council, a detailed Site-based Stormwater Management Plan (SBSMP) certified by a Registered Professional Engineer of Queensland. In addition to other relevant stormwater quantity and quality management issues, the SBSMP must include the following: i. Measures for capturing stormwater generated over the approved development footprint, testing of water quality and if necessary, treating, prior to discharge; ii. Details and design drawings that demonstrate stormwater basins and channels will be lined to prevent leachate of contaminated stormwater; iii. A suitably scaled plan showing the stormwater catchment and sub-catchments for pre-development and post-developed scenarios; iv. 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 both the proposed water quantity and quality management strategies; v. Detailed engineering plans of any new drainage systems, or amendments and upgrading of existing drainage systems to implement the proposed drainage strategy; and vi. Details of ongoing maintenance and management actions required for any proposed detention basin and retention systems. (b) The SBSMP must demonstrate the development: i. Achieves no increase in peak stormwater runoff from pre-developed conditions	At all times.

	for a selected range of storm events up to and including the 1% annual exceedance probability (AEP) for the post development condition; and ii. Provides for stormwater quality treatment measures that achieve the applicable design objectives listed in the Stormwater management code of the *Lockyer Valley Planning Scheme*.	
EROSION AND SEDIMENT CONTROL		
17.	**SUBMIT EROSION AND SEDIMENT CONTROL PLAN** Submit a 'for construction' Erosion and Sediment Control Plan (ESCP) with the Operational Works application. The ESCP must: (a) be prepared by a suitably qualified and experienced Registered Professional Engineer of Queensland and Certified Professional in Erosion and Sediment Control; (b) relate to each phase of the works (including but not limited to, clearing, earthworks, manage, flows and capture sediment); *Note: Very rarely can erosion and sediment control requirements for a single stage, be communicated and detailed effectively and a whole of site plan should be prepared for each stage. Standard notes and drawings do not form an ESCP as they provide no guidance to the Contractor on-site.* (c) be consistent with current best practice standards to the extent that the standards are not inconsistent with the conditions of approval and consider all environmental constraints including erosion hazard, season, climate, soil, and proximity to waterways; (d) provide sufficient detail to ensure compliance with all conditions of this permit relating to erosion and sediment control is achieved; (e) include details of the proposed flocculants and automatic dosing systems for sediment basins, including jar testing results; (f) demonstrate the suitability of the proposed flocculants having regard to the downstream receiving environment and water quality; and (g) include the results of all soil investigations undertaken for the whole development site.	As indicated.
18.	**IMPLEMENT EROSION AND SEDIMENT CONTROL PLAN** Implement and maintain the Erosion and Sediment Control Plan (ESCP) for the duration of the construction works, and until such time all exposed soil areas are permanently stabilised (e.g. turfed, hydro mulched, concreted or landscaped etc.). The ESCP must be available on-site for inspection by Council Officers during the construction works.	As indicated.
ENGINEERING WORK – WATER SUPPLY		
19.	**WATER SUPPLY – GENERAL** The development is to be provided with a constant low flow potable water supply system (rainwater, bore water or both) with a minimum storage capacity of 45,000 litres.	At all times.
ENGINEERING WORK – SEWERAGE INFRASTRUCTURE		
20.	**ON-SITE SEWERAGE TREATMENT AND DISPOSAL** Provide and maintain a system for on-site sewerage treatment and disposal in accordance with the requirements of the *Plumbing and Drainage Act 2018*, including the Queensland Plumbing and Wastewater Code.	At all times.
ENGINEERING WORK – CARPARKING AND ACCESS		
21.	**ON-SITE CAR PARKING AND ACCESS** Design, construct and maintain all car parking and access works generally in accordance with: (i) the approved plans;	Design as part of an Operational Works

	(ii) AS2890-1: 2004 Parking facilities – Off-street car parking; (iii) AS/NZS2890.6: 2009 Parking facilities – Off-street car parking for people with disabilities; and (iv) Manual of Uniform Traffic Control Devices (Queensland).	application. Construction prior to commencement of use and to be maintained thereafter.
22.	**VEHICULAR ACCESS** Design, construct and maintain the approved vehicular access, as per the approved plans and documents. The vehicle access and internal driveway must be designed to prevent tracking of sediment on Council's road network. The vehicle access must be designed to allow a HRV vehicle to access the development site from Seventeen Mile Road.	Design as part of an Operational Works application. Construction prior to commencement of use and to be maintained thereafter.
23.	**ON-SITE CAR PARKING** Provide and retain 20 car parking spaces on-site in accordance with the approved plans. All car parking spaces must be given an all-weather surface treatment.	At all times.
24.	**VEHICULAR ACCESS** Vehicular access is only permitted at the approved crossover locations as shown on the approved plans. Vehicles are not permitted to enter or exit the site in any other location.	At all times.
EXCAVATING AND FILLING		
25.	**OPERATIONAL WORK – EARTHWORKS PLAN** Provide an earthworks plan that clearly identifies the following: (a) The location of cut and/or fill; (b) The type of fill to be used and the compaction standards; (c) The quantum of fill to be deposited or removed and finished cut and/or fill levels; (d) Retaining structures (if necessary); and (e) Surface and sub-surface drainage controls (if applicable).	As part of a development application for Operational Work.
SERVICES		
26.	**ELECTRICITY AND TELECOMMUNICATIONS** Connect the development to reticulated electricity supply and telecommunications to the standard of the relevant service provider.	At all times.
WASTE MANAGEMENT		
27.	**WASTE STORAGE** Store all waste within a waste storage area (e.g. general waste, recyclable waste, pallets, empty drums, etc.). The waste storage area must be: (a) Designed and located to not cause nuisance to neighbouring properties; (b) Located such that it is not visible from any road frontage or adjoining property;	At all times.

	(c) 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; (d) Provided with a tap and hose at the waste storage area, and (e) Constructed such that washdown areas drain to the wastewater system.	
28.	**LIQUID WASTE STORAGE** 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 a covered area on an impervious surface and ensure it is bunded in a manner capable of containing the liquids in case of spillage.	At all times.
AMENITY - LIGHT		
29.	**AMENITY - LIGHTING** Any outdoor lighting is to comply with AS4282:1997 - Control of the obtrusive effects of outdoor lighting. Light sources at the premises must be positioned and shielded to prevent light spillage outside the boundaries of the premises.	At all times.
AMENITY – NOISE		
30.	**NOISE ASSESSMENT** Locate, design, construct and operate the approved development in accordance with the approved Environmental Noise Assessment unless otherwise varied by a condition of this approval. This includes implementing the noise management measures as per Section 6 of the Environmental Noise Assessment. Population monitoring and behaviour studies of koala colonies must be undertaken for koala colonies within 1 kilometre of the site.	At all times.
31.	**SOUND POWER LEVEL** The maximum theoretical sound power level of motors undergoing test fires, based on their design specifications, must not exceed 163 dB expressed as the descriptor LAmax**.**	At all times.
32.	**NOISE LIMITS** Noise from activity associated with the use of the site must not exceed the Acoustic Quality Objectives listed in the *Environment Protection (Noise) Policy 2019* when measured at any sensitive receptor.	At all times.
33.	**NOISE LIMITS – EQUIPMENT** All "refrigeration equipment", "pumps", "regulated devices", and "air conditioning equipment" as defined by *the Environmental Protection Act 1994* must be designed, installed, operated and maintained to comply with the noise standards as specified within the *Environmental Protection Act 1994*.	At all times.
34.	**NOISE INVESTIGATION** When requested in writing by Council to do so, a noise investigation must be undertaken to investigate a complaint of noise nuisance. In such instances, a qualified person must monitor, interpret and record all parameters that are required to be monitored to determine whether the Acoustic Quality Objectives listed in the *Environment Protection (Noise) Policy 2019* are being exceeded. The results of the investigation must be provided to Council within 28 days of the request or a longer period if specified in any such request. Measurement of noise emissions (adjusted for tonality and impulsivity) must be generally in accordance with the most recent version of Australian Standard AS1055.1 Acoustics - Description and measurement of environmental noise - General procedures.	At all times.
35.	**NOISE MEASUREMENT** All test firing of motors must undergo environmental noise measurement. At a minimum the following noise measurements must be undertaken during each test fire:	At all times.

	(a) Sound pressure level measured at a distance of 100m due north from the nozzle(s) of each motor expressed as LAmax as well as LA1 and LAeq (time averaged for both 15 minutes and 1 hour). (b) Sound pressure level measured at the closest boundary between the site and the closest sensitive receptor (195 Goldmine Road) expressed as LAmax as well as LA1 and LAeq (time averaged for both 15 minutes and 1 hour).	
36.	**NOISE MEASUREMENT – SUITABLY QUALIFIED PERSON** All environmental noise measurements performed must be carried out by an independent suitably qualified person generally in accordance with the most recent version of Australian Standard AS1055.1 Acoustics - Description and measurement of environmental noise - General procedures.	At all times.
37.	**NOISE MEASUREMENT RESULTS** Within 14 days of the end of each month, measurement results obtained for the preceding month must be summarised in a 'Noise Test Report' which is to also: (a) Present specifications on the tested motors, their configuration and their theoretical maximum sound power level expressed as the LAmax descriptor; (b) Present the results of other types of noise measurements performed such as measurement aimed at improving launch, rocket and propellant design and operational improvements; (c) Compare the results for the sensitive receptor measurement to the Acoustic Quality Objectives and determine if a likely exceedance resulted during test fires; and (d) Where a likely exceedance is determined, detail what corrective actions and/or additional mitigation measures will be investigated and implemented ahead of future test fires of similarly loud motors. A record of all Noise Test Reports must be maintained and made available for inspection at any time upon request by Council. *Note: 'Similarly loud' is defined as the lessor of at least 75% (but no more than 100%) of the maximum permitted sound power level based on design specifications (i.e. between 123 and 163 dBA Lmax) or 75% (but no more than 100%) of the LAmax level calculated from direct measurement provided this is less than 163 dB Lmax.*	At all times.
38.	**NOISE EXCEEDANCE** Where an instance of a likely exceedance is determined to have occurred, provide written notification to Council within 14 days of the end of each month providing a copy of the 'Noise Test Report' and a timeline for implementing the corrective actions and/or additional mitigation measures.	At all times.
39.	**ANNUAL SUMMARY** Prior to the end of February each year, submit to Council for the preceding calendar year, an annual summary of noise measurement results including refinements and additions to mitigation measures and/or corrective actions made to how environmental noise is managed.	At all times.
40.	**ACOUSTIC BARRIERS** Permanent acoustic barriers must be constructed on the site for the purposes of attenuating noise generated during rocket test firing. Barriers must be located as per Figure 1 below and constructed in accordance with the following requirements including, as relevant, any Building Works approval: (a) Barrier A must be erected to a minimum height of 8.5m above the finished ground level of adjacent Test Area 2 and be a minimum length of 36m.	Prior to commencement of use and to be maintained thereafter

	(b) Barrier B must be erected to a minimum height of 11.5m above the finished ground level of adjacent Test Area 2 and along its east west axis be a minimum length of 60m, and along its north south axis be a minimum length of 36m. (c) Barriers may be constructed using materials such steel, timber, concrete, glass, acrylic glass, or such combination, be either reflective or absorbent in nature but must achieve minimum transmission loss of 30 dB(A) when measured 7m in front at the middle compared to when measured 7m behind each barrier at their middle; and (d) Barriers must have no gaps (i.e. are solid) including between partitions, panels and posts, as relevant, and the finished ground level. Figure 1: Location of Required Acoustic Barriers (Barrier A – Orange, Barrier B – Red) Within 6 months of barrier construction, submit to Council certification from a qualified person which certifies the acoustic barriers comply with the above requirements.	.
41.	**NOISE MANAGEMENT PLAN** (a) A Noise Management Plan is to be prepared by a suitably qualified person that at a minimum includes the following: i. Details a comprehensive noise measurement program that meets the requirements of this Development Approval; ii. Describes management related methods and procedures, staff roles and responsibilities including customer and consultant roles and responsibilities along with managerial and test fire procedures that will be implemented to fulfill the requirements of this Development Approval; iii. A summary of all noise mitigation systems required and/or in place at the facility, including details of water deluge system operation and acoustic barriers as well as additional on and offsite noise mitigation measures that may be implemented in the event of a likely exceedance occurring. iv. A community notification procedure for all test fires;	(a) Prior to commencement of use.

	v. A complaints management procedure that must include the following: A. a contact person with whom complaints can be lodged; B. a clearly defined procedure for responding to and investigating complaints; and C. a notification protocol to all complainants of the outcome of complaint investigations. vi. Triggering events and noise measurement results and procedures for the updating the Noise Management Plan. (b) Submit the Noise Management Plan to Council. Any amendments required by Council are to be made and the revised Noise Management Plan re-submitted to Council. (c) Implement the Noise Management Plan (or revised Noise Management Plan, if relevant).	(b) Prior to commencement of use. (c) At all times.
SITE-BASED MANAGEMENT PLAN		
42.	**SITE-BASED MANAGEMENT PLAN** (a) A detailed Site-Based Management Plan, based upon the final detailed design, is to be prepared by a suitably qualified person that at a minimum includes the following: i. details and drawings to capture, store, test and if necessary, treat all stormwater and all water used for firefighting and in the water deluge system to prevent contaminated water discharging from the site. This includes measures to prevent leachate of contaminated water e.g. lining basin; ii. air quality and dust management plan including mitigation measures to prevent spray drift, odour, noise, dust, smoke or ash emission nuisance on sensitive places; iii. general and hazardous waste management; iv. safety and emergency management plan of the chemical storage and propellant manufacturing; v. management that the surrounding vegetation is protected from sparks from hot fragments including if a rocket engine explodes; vi. a monitoring program to identify issues of non-compliance, actions for correcting any non-compliance and who is responsible for undertaking those actions; and vii. a timetable and process for review of the Site-Based Management Plan to assess its effectiveness and to implement amendments as required. (b) Submit the detailed Site-Based Management Plan to Council. Any amendments required by Council are to be made and the revised detailed Site-Based Management Plan re-submitted to Council. (c) Implement the detailed Site-Based Management Plan (or revised detailed Site-Based Management Plan, if relevant).	(a) Prior to commencement of use. (b) Prior to commencement of use. (c) At all times.
CHEMICAL AND FUEL STORAGE		
43.	**CHEMICAL AND FUEL STORAGE** Any facilities on the site involving the storage of chemicals and/or fuel are to be sited and constructed to ensure contaminants do not enter surface and/or ground waters. Such facilities are to be:	At all times.

	(a) located above the 1% AEP flood event; (b) protected from damage from heat of a bushfire and burning embers; (c) undercover in a building or similar structure; (d) in or on a dedicated impervious secondary containment store or device that permits full recovery of spills; (e) in a manner that prevents the movement of packages/containers from their place of storage during a flood event; (f) in accordance with AS1940-2004: The storage and handling of flammable and combustible liquids and/or AS1692: Steel tanks for flammable and combustible liquids; and (g) in accordance with relevant Australian legislation, standards and codes.	
EXPLOSIVES LICENCE		
44.	**EXPLOSIVES LICENCE** An Explosives Licence must be obtained from Resources Safety and Health Queensland (RSHQ). Alternatively, advice must be obtained from RSHQ that a licence is not required and a copy of this advice provided to Council.	Prior to commencement of use and to be maintained thereafter.
LAND CONTAMINATION		
45.	**CONTAMINANTS MANAGEMENT** Contaminants must not: (a) be buried on site; (b) be in contact with the soil at the site; (c) directly or indirectly seep or penetrate into the soil or groundwater at the site.	At all times.
BUSHFIRE MANAGEMENT		
46.	**BUSHFIRE MANAGEMENT PLAN** Locate, design, construct and operate the approved development in accordance with the approved Bushfire Management Plan, unless otherwise varied by a condition of this development approval.	At all times.
47.	**BUSHFIRE RISK MITIGATION MEASURES** The bushfire risk mitigation measures as per Section 3.0 and 4.0 of the approved Bushfire Management Plan must be implemented, including: (a) Provide an Asset Protection Zone as per Figure 6 of the approved Bushfire Management Plan and the approved plans; (b) Vegetation within the APZ must be managed to a low fuel load condition (i.e. 8t/ha) and in accordance with the guidelines of section 3.3 of the approved Bushfire Management Plan; (c) Storage and management of hazardous material in accordance with section 3.5 of the approved Bushfire Management Plan; (d) Maintain the existing access in an all-weather state, including a turning area to accommodate a firefighting appliance in accordance with section 3.6.2 of the approved Bushfire Management Plan; and (e) Maintain a minimum 10,000L on-site solely for firefighting purposes including fittings and access to enable connection from emergency services vehicles in accordance with section 3.6.2 of the approved Bushfire Management Plan.	At all times.
VEGETATION MANAGEMENT		
48.	**ONSITE VEGETATION MANAGEMENT – CLEARING** Vegetation clearing must only be undertaken within the:	At all times.

	(a) 'Indicated clearing areas' as per Figure 3.1 of the approved Ecological Assessment; and (b) Asset Protection Zones as per the approved Bushfire Management Plan. No clearing is permitted to be undertaken within the koala habitat area.	
49.	**VEGETATION DISPOSAL** Ensure all vegetation cleared as a result of this development approval and requiring disposal is disposed of: (a) on the premises for landscaping and sediment and erosion control purposes (for example as mulch); and/or (b) at a waste disposal facility; (c) in such other environmentally responsible manner; and (d) ensure any vegetation cleared as a result of this development is not burnt or incinerated except for the purpose of domestic heating inside a dwelling.	At all times.
50.	**VEGETATION CLEARING AND MANAGEMENT PLAN (VMP)** Submit as part of the first Operational Works application, a Vegetation Clearing and Management Plan (VMP) prepared by a suitably qualified ecologist with experience conducting ecological surveys in South East Queensland, that addresses all activities associated with construction of the development (including Building Works, Operational Works and Plumbing and Drainage Works) as they relate to existing vegetation on site. The VMP must comply with all other conditions of this approval and must include, but is not limited to, the following items: (a) A clear indication of all trees to be removed and retained; (b) Details of all Operational Works likely to impact on existing vegetation; (c) Temporary and permanent exclusion and protection fencing; (d) Roles and responsibilities for site contractors, the proponent, and the consultant group; (e) Stockpiling and reuse of cleared vegetation; (f) A clearing sequencing plan showing the commencement of clearing and the direction of removal; (g) Ongoing weed management; (h) A detailed ongoing rehabilitation and maintenance plan including the restoration and enhancement of disturbed areas in the post construction phase and processes to maximise survival opportunities for areas of retained vegetation and newly rehabilitated areas; and (i) Specific details on the removal of potential habitat trees in accordance with the *Nature Conservation Act 1992* and the Species Management Program.	As part of an application for Operational Works.
51.	**VEGETATION CLEARING AND MANAGEMENT PLAN (VMP) – IMPLEMENTATION** Implement the approved Vegetation Clearing and Management Plan and ensure a legible copy of the approved VMP and approval conditions are available on-site during construction.	At all times.
52.	**EPBC REFERRAL** Undertake a self-assessment against the *Environment Protection and Biodiversity Conservation Act 1999* (Cth) referral guidelines for species listed as likely to occur within the approved Ecological Assessment Report, in particular koala, Helidon ironbark and brush-tailed rock wallaby. The results of the self-assessment are to be provided to Council.	Prior to commencement of any works on site.
FLORA AND FAUNA MANAGEMENT		
53.	**FAUNA MANAGEMENT** Ensure that an accredited Fauna Spotter/Wildlife Consultant is present to check all	At all times.

	potential habitat prior to vegetation removal or earthworks, which includes: (a) Undertake a pre-clearance survey at least 48 hours prior commencement of clearing works and always be present during clearing works; (b) Inspect vegetation approved for removal (or any dams to be removed or dewatered) and advise contractors when it is appropriate to commence works; (c) Be present during topsoil stripping and supervise further earthworks in that area where native fauna may be located (i.e., subterranean species of reptiles or amphibians); (d) Clearly mark (flag) vegetation found to contain fauna or fauna habitat (such as tree hollows, arboreal termite mounds, stick nests or possum drays with flagging tape), and visually and verbally communicate this information to the tree feller to ensure flagged trees are not felled until authorised and instructed to by the Fauna Spotter/Wildlife Consultant; (e) Where native vertebrate animals are found, clearing must only continue in coordination with a Fauna Spotter/Wildlife Consultant. All native vertebrate animals located within, on and amongst vegetation or areas of vegetation approved for clearing, are only to be managed under the guidance of the Fauna Spotter/Wildlife Consultant; (f) Keep and maintain accurate records for the site including: i. the number of and types of habitat features identified prior to clearing; ii. how these habitat features were treated during clearing; iii. number and species of any animals observed, captured, relocated or injured; iv. Treatments rendered, location of treatment; and v. Release sites; and (g) Submit a pre and post clearing report to Council and other relevant authorities within one month of completion of the project. **Advisory note:** An accredited Fauna Spotter/ Wildlife Consultant is a person or company holding a current Rehabilitation Permit – Spotter Catcher issued by the Department of Environment and Science under the *Nature Conservation (Animals) Regulation 2020*.	
54.	**SPECIES MANAGEMENT PLAN** If active breeding places are required to be tampered with, a Species Management Program (SMP) must be prepared and submitted to DESI prior to works commencing.	At all times.
55.	**FAUNA MANAGEMENT** Ensure all vacant hollows and nests are relocated or temporarily made unusable to prohibit return during clearing works.	At all times.
56.	**FAUNA MANAGEMENT** Limit the felling of habitat and hollow bearing trees to the following methods: (a) Segmental removal of the tree, with hollow-bearing limbs being checked by the wildlife spotter and cleared of fauna using a cherry picker; (b) Segmental removal of the tree, with hollow-bearing limbs plugged and lowered to the ground for inspection by the wildlife spotter; (c) Use of an excavator with vertical grab to lower the main trunk; or (d) A combination of the above methods.	At all times.
57.	**FAUNA MANAGEMENT** Preserve valuable habitat features such as large fallen logs, log piles, rock piles or outcrops wherever practicable through the translocation and re-establishment in coordination with an accredited Fauna Spotter/Wildlife Consultant. *Note: An accredited Fauna Spotter/ Wildlife Consultant is a person or company holding a current Rehabilitation Permit – Spotter Catcher issued by the Department of Environment and Science*	At all times.

	under the Nature Conservation (Animals) Regulation 2020.	
58.	**TREE PROTECTION** Trees identified on the approved plans to be retained are to be protected by implementing tree protection measures in accordance with Australian Standard AS4970-2009 – Protection of Trees on Development Sites.	At all times.
59.	**FAUNA FENCING** Any fencing constructed as part of the development must either be fauna friendly fencing or fauna exclusion fencing as follows: (a) Fauna friendly fencing must allow fauna movement e.g. koalas to climb through or over the fence, including: i. appropriate materials such as timber post-and-rail or chain wire, that can easily be gripped and climbed; ii. must have a gap of at least 300mm above ground level; and iii. rails or slats are not to have gaps more than 150mm wide. (b) Fauna exclusion fencing must prevent fauna from entering the enclosed area including: i. constructed using a material that cannot be easily gripped by fauna such as tin, steel or colour-bond panels; ii. chain wire fencing material with a smooth metal or perspex sheets of at least 600 mm wide on the top of the fence; iii. with a gap between the ground level and the fencing not greater than 100mm at all times; iv. escapes pole installed on the inside of the fence to allow wildlife to escape if they accidently become trapped inside the wildlife exclusion area; v. with self-closing gates; and vi. that has a minimum height of 1.5 metres.	At all times.
REVEGETATION AND REHABILITAITON		
60.	**REHABILITATION PLAN** Undertake rehabilitation in accordance with the Rehabilitation Plan included in the approved Ecological Assessment report. Rehabilitation must incorporate the planting of Helidon Ironbark to mitigate incidental removal of any plants during clean up works. The rehabilitation works must be maintained in perpetuity.	Rehabilitation works undertaken prior to commencement of use and maintained thereafter.
61.	**PLANTING – CERTIFICATION** Submit certification to Council by a suitably qualified ecologist with relevant experience in restoration ecology in South East Queensland that the approved Rehabilitation Plan has been complied with.	Within one (1) month of completing rehabilitation works.
62.	**PLANTING – REPORTING** Provide an annual monitoring report prepared by a suitably qualified restoration ecologist and submitted to Council annually for the duration of a three-year maintenance period (i.e. at 12 month mark, 24 month mark and 36 month mark after completion of rehabilitation works). The reports must summarise the findings of monitoring events and identify the performance of rehabilitation activities with	As indicated.

	reference to the objectives of the approved Rehabilitation Plan. Where the objectives are not being achieved, the report must recommend relevant actions required to amend the situation. The restoration ecologist is responsible for implementing the recommended actions.	

Advisory Notes

1. Council will issue an Infrastructure Charges Notice. These charges are required to be paid prior to the commencement of the use.
2. 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.
3. The development approval will have effect in accordance with Section 71 of the *Planning Act 2016*.
4. 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*).
5. 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*.
6. 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*.
7. Where a condition requires the submission of a document it must be submitted via email to mailbox@lvrc.qld.gov.au.
8. **Fire ants**

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

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

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

    The *Nature Conservation Act 1992* regulates the clearing of native plants in Queensland to protect our

critically endangered, endangered, vulnerable and near threatened plants for current and future generations. A Flora trigger survey in accordance with the Flora Survey Guidelines - Protected Plants prepared by Department of Environment and Science may be required.

12. **Native Animal Breeding Places**

    Under the *Nature Conservation Act 1992*, any clearing of vegetation that is required to tamper with a confirmed native animal breeding place in order to complete the scope of works, must be undertaken in accordance with a Species Management Program (SMP) approved by the Department of Environment and Science.

13. **Clearing of Vegetation**

    Clearing of vegetation that has the potential to disturb the roots of the trees of proposed retained vegetation thereby resulting in the death of trees is not approved to be cleared under this development approval. It is recommended clearing and excavation activities be undertaken in accordance with the 'Australian Standards for the Protection of Trees on Development Sites (AS4970-2009)' to avoid any consequential unauthorised clearing.

14. **Clearing of Koala Habitat Trees**

    Any clearing of koala habitat trees in the Lockyer Valley must be carried out in a way that complies with the sequential clearing conditions in Part 3, Section 10 of the *Nature Conservation (Koala) Conservation Plan 2017*.

    Advisory note: ***Koala habitat trees*** is defined as:
    a) A tree of the *Corymbia, Melaleauca, Lophostemom* or *Eucalyptus* genera that is edible by koalas; or
    b) A tree of a type typically used by koalas for shelter, including, for example, a tree of the *Angophora* genus.

15. **Flying Foxes**

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

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

16. **Federal Environmental Protection**

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

Moved By: **Cr D Neuendorf** **Seconded By:** **Cr A Wilson**

Resolution Number: 24-28/0386

CARRIED

6/0

Executive Summary

Council received a development application (MC2021/0073) for a Development Permit for Material Change of Use for an Undefined Use (Stage 2 of a Motor Testing Facility including Rocket Motors) at 613 & 621 Seventeen Mile Road, Helidon.

The application generated significant community interest throughout the application process and Council has met with the applicant and submitters separately on multiple occasions.

Council officers sought an external review and assessment from three (3) experts. These reviews/assessments were obtained by Council officers due to the complexity of the development application and concerns raised by members of the community regarding the development on the subject site. The three experts are:

1. Town planning expert, John Gaskell of Gaskell Planning Consultants;
2. Acoustic expert, Nigel Kimball of Yarramine Environmental; and
3. Ecological expert, Rob Siddle of S5 Environmental.

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

TABLE 1 - OVERVIEW	
APPLICATION DETAILS	
Application No:	MC2021/0073
Applicant:	Scotbar Pty Ltd
Landowner:	Scotbar Pty Ltd
Site address:	613 & 621 Seventeen Mile Road, Helidon
Lot and Plan:	Lot 141 CA311273 & Lot 154 CA311380
Proposed development:	Development Permit for Material Change of Use for Undefined Use (Stage 2 of a Motor Testing Facility including Rocket Motors)
STATUTORY PLANNING DETAILS	
Planning Scheme:	*Gatton Shire Planning Scheme 2007*
Zone:	Rural general zone & Rural uplands zone
Mapped State Planning Policy (SPP) matters:	State Planning Policy (July 2017)
South East Queensland Regional Plan 2023 (Shaping SEQ) regional land use category:	Regional Landscape and Rural Production Area
Referral trigger/s under the *Planning Regulation 2017*:	Nil
TLPI:	*Temporary Local Planning Instrument 2020 Flood Regulation* Flood hazard area under the Flood hazard overlay: • Overland flow path
Overlays:	• Biodiversity overlay • Potential bushfire risk area overlay • Steep and unstable land overlay • Extractive/mineral resources and transportation routes overlay
Category of Assessment:	Impact assessable

UNCONFIRMED

	The subject land is located within the Rural general zone and Rural uplands zone which identifies a Material Change of Use for an Undefined Use as impact assessable development under Part 4, Division 1, Table 1 and Part 4, Division 3, Table 1 of the *Gatton Shire Planning Scheme 2007*.

DEVELOPMENT APPLICATION SEQUENCE

The development application has been under assessment for a significant amount of time. The below table summarises the sequence of the development application since lodgement.

Description	Date Received
Lodgement	28 September 2021
Action Notice	13 October 2021
Response to Action Notice / Properly Made	21 October 2021
Confirmation Notice	28 October 2021
Information Request	11 November 2021
Response to Information Request	10 June 2022
Public Notification	29 June 2022 – 21 July 2022
Notice of compliance	25 July 2022
Submission of Ecological Assessment	31 August 2022
Submission of Acoustic Report	6 October 2022
Further Advice letter (No. 1)	19 October 2022
Submission of Acoustic Report (version B) (partial response to Further Advice letter of 19 October 2022)	9 January 2023
Submission of Acoustic Report (version D)	23 May 2023
Change to Development Application	25 July 2023
Further Advice letter (No. 2)	12 October 2023
Partial Response to Further Advice letter	1 December 2023
Response to Further Advice letter	14 February 2024
Further Advice letter (No. 3)	14 March 2024
Partial Response to Further Advice letter	8 April 2024
Partial Response to Further Advice letter	18 April 2024
Further Advice letter (No. 4)	26 August 2024
Partial Response to Further Advice letter	30 April 2025
Final Response to Further Advice letter	9 May 2025
Further Advice letter (No. 5)	24 June 2025
Response to Further Advice letter	5 July 2025

DEVELOPMENT APPLICATION MATERIAL

Council has received the following common material in relation to the development application:

- DA Form 1, Owner's Consent, Title, Land and Company Searches
- Planning Report
- Planning Scheme Code Assessments
- Proposal Plans
- SARA Prelodgement Advice
- Ecological Assessment Report
- Bushfire Management Plan

UNCONFIRMED

- Stormwater Management Plan
- 121 submissions from 91 submitters
- Site Based Management Plan
- Third Party Advice from the following agencies:
  - State Assessment and Referral Agency
  - Department of Environment, Science and Innovation
  - Department of Resources
  - WorkSafe Qld

DESCRIPTION OF THE SITE AND SURROUNDS

SITE AND LOCALITY DESCRIPTION	
Land area:	92.6 Hectares
Existing use of land:	Extractive industry, High impact industry (soil conditioning) and Motor testing facility (stage 1)
Road frontage:	Seventeen Mile Road: 965m
Significant site features:	Densely vegetated in parts, cleared elsewhere, multiple existing dams
Topography:	Slopes from 355m AHD in northeast corner to 300m AHD at western boundary
Surrounding land uses:	Extractive industry to north, National/State Park to east and south, vacant to west

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

A substantial area of the land has been cleared for uses associated with the Extractive industry, Soil conditioning and Motor testing facility operations over the site. The Extractive industry includes processing areas to mine the sandstone, stockpiles of various products, buildings such as site offices and multiple dams/sediment basins. The Motor testing facility (stage 1) is located in the southwest of the site and includes a number of shipping containers and other structures, as well as an exclusion zone. The Soil conditioning operations occur on the eastern part of the site which includes stockpiles (no buildings).

Elsewhere, the site is densely vegetated with this vegetation identified as being matters of State and Local environmental significance.

Sheep Station Creek runs from the northwest of the site through to the southwest.

Access to the site is via Seventeen Mile Road which is a sealed road to the access to the site.

SITE HISTORY AND BACKGROUND

There are mining leases over the land which have been in place since the 1800s. The site has previously been developed for an Extractive industry, Soil conditioning and Motor testing facility (stage 1), all of which are currently in operation.

See below a summary of the current development applications and development approvals issued over the subject site.

DEVELOPMENT APPLICATIONS AND APPROVAL	ASSESSMENT
MC2019/0029 Material Change of Use for Extractive industry (up to 300,000 tonnes per annum) and Environmentally Relevant Activities (ERA) 16(2)(b), 16(3)(b) and 53(a) – approved 22 November 2022	An approval for an Extractive industry was sought to allow extracted material to be used for purposes other than as a 'mineral' as defined by the *Mineral Resources Act 1989*. The Extractive industry use has commenced. The approved ERAs are: • ERA 16 for extracting and screening more than 100,000t but no more than 1,00,000t per annum; and • ERA 53 for Organic material processing of more than 200t composting organic material per annum.
MC2020/0027 Material Change of Use for Motor testing facility (stage 1) – approved 30 September 2020	The Motor testing facility is over a 1,500m^2 area in the western part of the land that includes: • 2 x sheds (total 68m^2) • Shipping container (12m^2) • Test pad • Impervious concrete area • Car parking (11 spaces including 1 PWD and 1 SRV space) This development approval has been acted upon and the premises is currently being used as a Motor testing facility. A 60m x 120m safety buffer / exclusion area is located immediately to the north of the test area. Operations can occur from Monday to Friday 7am to 6pm. There is no limitation on the number of tests or size of motors tested. The conditions include the general requirement to not cause an environmental nuisance.

UNCONFIRMED

	The proposed development is the expansion of this Motor testing facility and is located directly adjacent to the stage 1 development.
MC2020/0027.01 Change (minor) to Material Change of Use for Motor testing facility (stage 1) – under assessment	This change application is currently under assessment and is yet to be decided by Council. The applicant has sought to change the conditions of approval relating to on-site rehabilitation to enable payment of a monetary offset or rehabilitation off-site.
MC2023/0023 Material Change of Use for Industry (High impact industry – Soil conditioning) – approved 20 September 2023	The approved use involves creating soil from excess sandstone product from the Extractive industry, and imported organic material. This development approval has been acted upon and the premises is currently being used for Soil conditioning.

Figure 2. Development footprint of various existing and proposed land uses

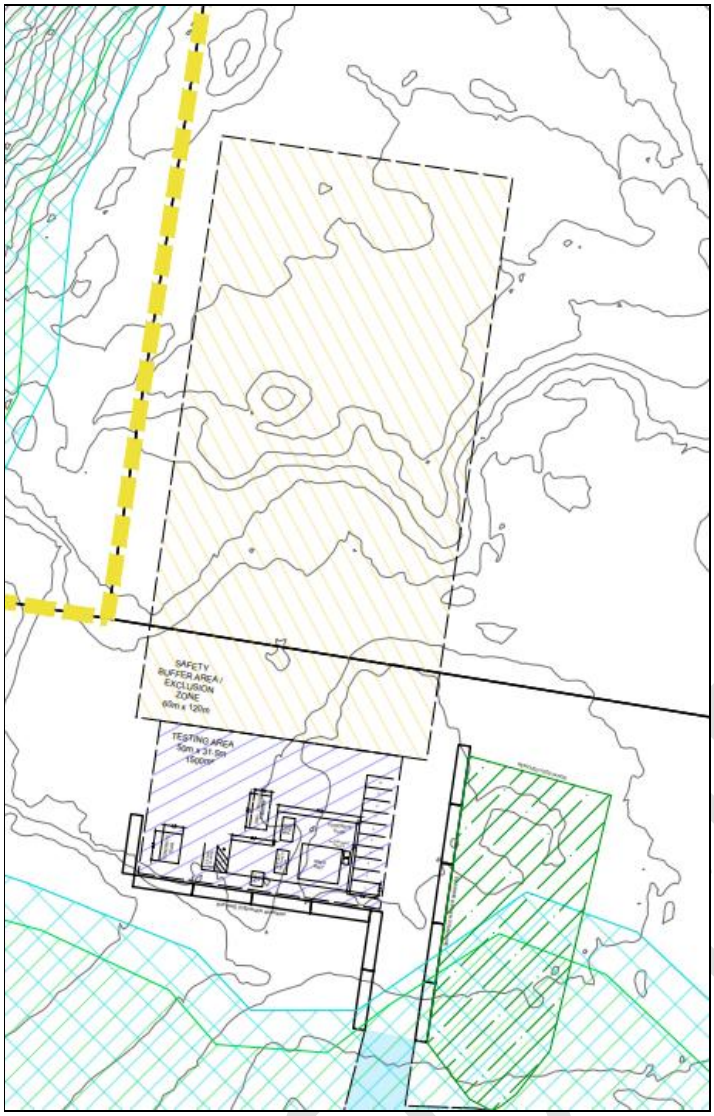


Figure 3. MC2020/0027 Approved site plan for Stage 1 of the Motor testing facility (development footprint only)

Proposal

The proposed development involves expansion of the existing Motor testing facility (described by the applicant as 'Stage 2') and includes:

- Two (2) additional testing areas with associated safety buffer areas / exclusion zones:
  - Testing area 2: 67m x 72m / 4,755m^2; and
  - Testing area 3: 25m x 60m / 1,500m^2.
- Maximum 250m^2 building and 1,000m^2 impervious area for each of the testing sites.
- Two test pads in testing area 2 consisting of a vertical (maximum 1,000kN) test pad where rockets are tied down vertically and a horizontal (maximum 200kN) test pad where rockets are tied down horizontally.
- Fuel store, oxidiser storage, propellant manufacturing and explosives magazine used for rockets tested on the premises.
- Management centre (7.1m height, 175.6m^2 gross floor area): office, sales area, toilet facilities, storage and meeting room. The management centre is located on the eastern side of the site near the existing site entrance from Seventeen Mile Road.

UNCONFIRMED

The use involves:

1. Static testing of rocket motors; and
2. Storage of chemicals and explosives, which are used to manufacture propellants for the motors tested on the site.

The common material[1] states that the use does not involve manufacturing rockets or propellant for off-site use.

The development application does not specifically describe the intensity of the use in terms of the number or frequency of motor tests. The applicant advises:

- The facility is for static testing only, i.e. motors are mounted to either the vertical or horizontal test rig.
- Most motor tests involve considerable preparation time (offsite and onsite).
- The duration of any given test (i.e. the period when the motor is operating) will depend upon the specific purpose and requirements of that test. Most tests have a duration less than 2 minutes.
- Test frequency will depend on demand.
- No simultaneous testing is anticipated.
- Notionally, 'maximum capacity' would be two motor tests greater than 300kN per day, with a minimum 2 hours between tests.

Proposed hours of operation are:

- Preparation / shut down activities: 6:30am – 5:30pm, Monday to Friday.
- Motor testing: 9:00am – 5:00pm, Monday to Friday.

A range of impact mitigation measures will be installed or enacted on the site. The proposed mitigation measures include:

- A water deluge system to be used in all vertical tests and all horizontal tests greater than 10kN.
- Noise barriers in the form of shipping containers two high within the safety buffer areas / exclusion zones for Testing Area 2.

Testing Areas 2 and 3 are provided with 10 car parking spaces each (total 20 car parking spaces). The car parking spaces are located along the southern side of each testing area. Access to the site will be via the existing access to Seventeen Mile Road.

The following table describes the key development parameters for the proposal.

MATERIAL CHANGE OF USE	***DEVELOPMENT PARAMETERS***
	Proposed
Gross Floor Area	727.20m^2
Building Height/ Storeys	Maximum 11.5m
Setbacks	Front: ~565m Side: 220m (south), 645m (north) Rear: 145m
Parking	Minimum 20 car spaces

[1] Rocket Technologies International, *Response to MC2021/0073 Further Advice 14 March 2024*, 27 March 2024, 2.

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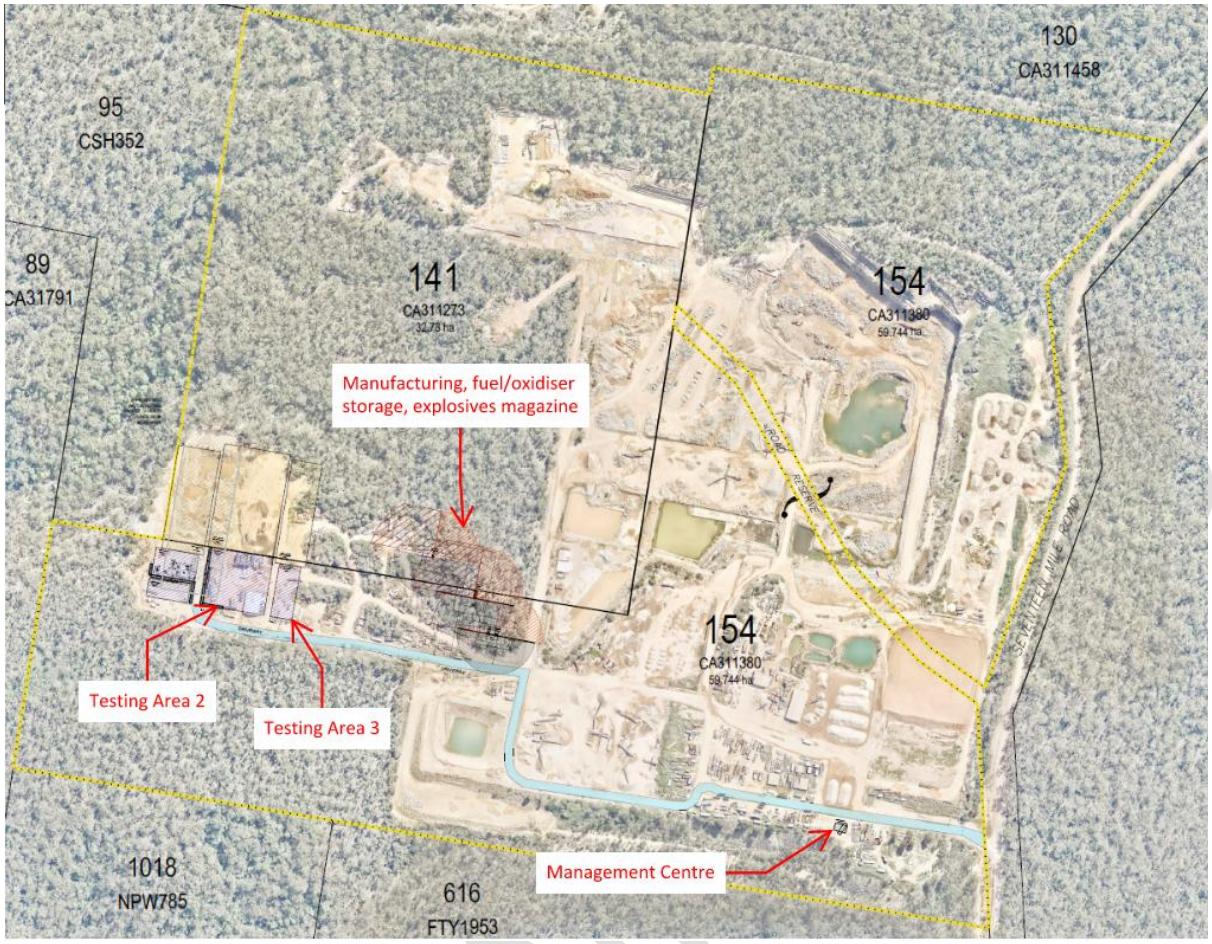
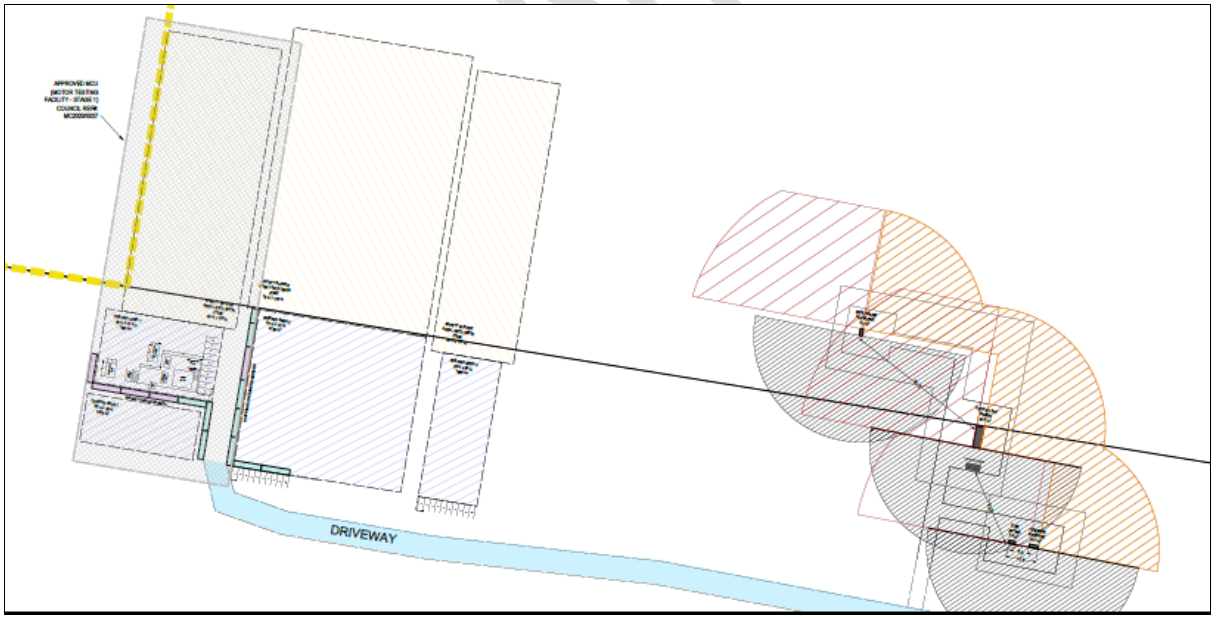

130
CA311458
95
CSH352
89
CA31791
141
CA311273
32.73 ha
154
CA311380
59.744 ha
Manufacturing, fuel/oxidiser storage, explosives magazine
154
CA311380
59.744 ha
Testing Area 2
Testing Area 3
1018
NPW785
616
FTY1953
Management Centre


DRIVEWAY

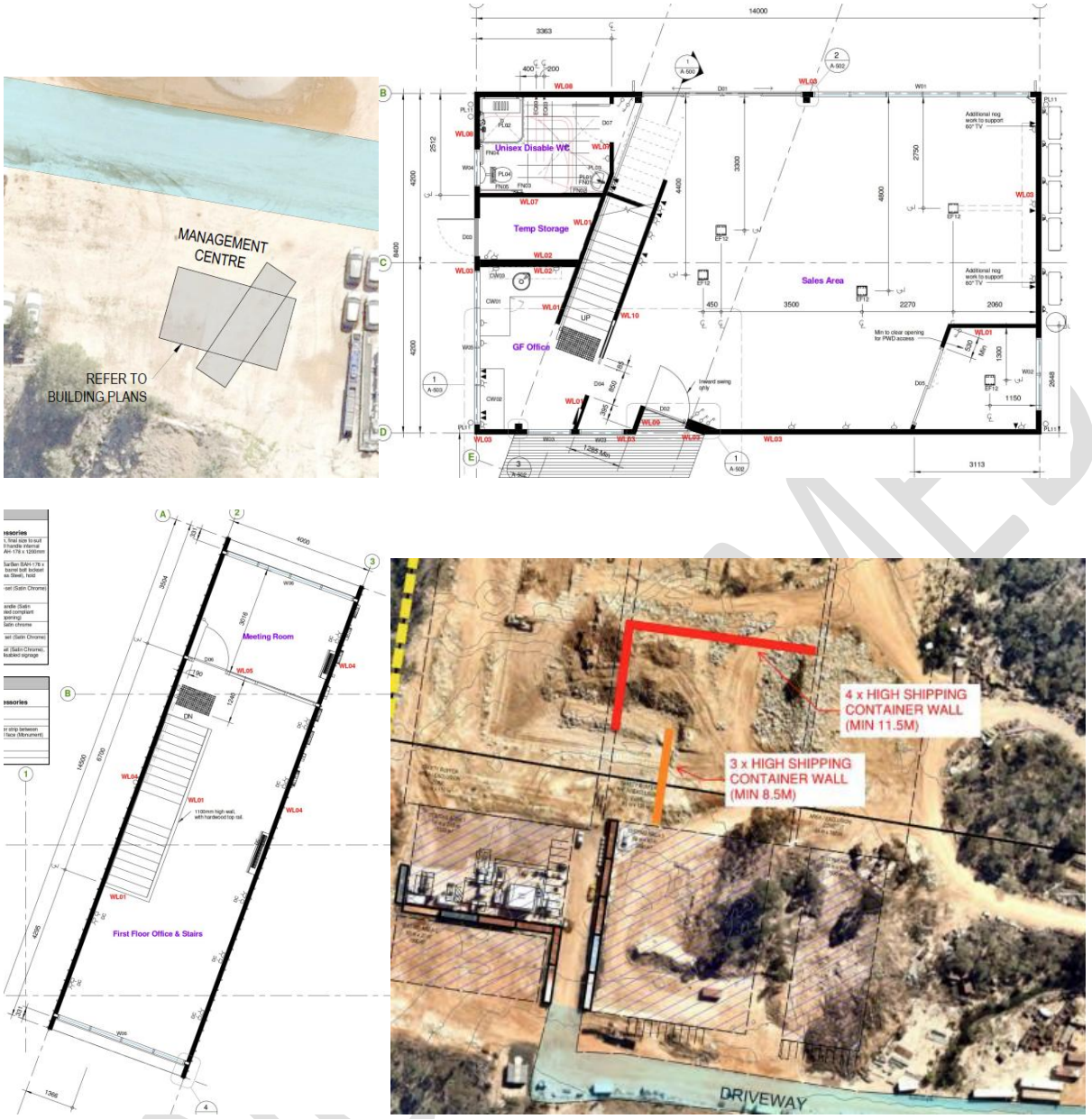


Figure 4. Proposal Plans

PLANNING ASSESSMENT

Assessment Framework

The proposed development is identified as impact assessable under the *Gatton Shire Planning Scheme 2007* (the Planning Scheme).

Section 45(5) of the *Planning Act 2016* (the Act) states:

> *An impact assessment is an assessment that—*
> *(a) must be carried out—*
> *(i) against the assessment benchmarks in a categorising instrument for the development; and*
> *(ii) having regard to any matters prescribed by regulation for this subparagraph; and*

(b) may be carried out against, or having regard to, any other relevant matter, other than a person's personal circumstances, financial or otherwise.

In accordance with Section 45(5) of the Act, the assessment has been carried out:

(a) Against the assessment benchmarks of the Planning Scheme, the *Temporary Local Planning Instrument 2020 (Flood Regulation)* (the TLPI), part E of the State Planning Policy and the South East Queensland Regional Plan (the Regional Plan).
(b) Having regard to the matters prescribed by regulation, including:
- State Planning Policy (in its entirety);
- The Regional Plan (in its entirety)
- Any development approval for any lawful use of the premises
- The common material
- *Lockyer Valley Planning Scheme*

Summary of Assessment

Council's planning assessment is summarised as follows:

- The development, whilst not a consistent use in the zones, is an appropriate development on the land having regard to the following factors:
  - The use is consistent with the existing approved development (MC2020/0027) for a Motor testing facility over the land;
  - The large separation distances between the development and nearby sensitive receptors to manage noise impacts;
  - The use will co-exist with extractive industry operations occurring over the land.
- The development minimises adverse impacts to the biodiversity area through siting the development in historically cleared and disturbed areas as well as proposing rehabilitation measures to mitigate impacts;
- The development appropriately manages the bushfire risk to persons and property to an acceptable level through implementation of a Bushfire Management Plan; and
- The development can appropriately manage environmental values (noise, air quality, water quality) to not cause an environmental nuisance through implementation of the Environmental Noise Assessment, Site-Based Management Plan and Stormwater Management Plan.

Gatton Shire Planning Scheme 2007

In accordance with Part 4, Division 3, Table 1 and Division 4, Table 1, the assessment benchmarks are the whole of the Planning Scheme. The assessment is documented in the following sections. The assessment is structured as follows:

- Overlay codes;
- Industrial development code;
- Other development codes;
- Desired environmental outcomes (DEOs); and
- Zone codes.

Overlay Codes

Biodiversity Overlay Code

UNCONFIRMED

The proposed development is partially located within the Biodiversity overlay.

The Biodiversity overlay code seeks *"to protect and enhance the Shire's ecosystems and the species they support in a manner that ensures their long-term viability"*.

Flora

The Ecological Assessment Report identifies approximately 1.9ha as 'indicated clearing area' (refer to Figure 5 below) which includes:

- Areas already cleared in association with the mining lease and extractive industry use of the land; and
- Areas of regrowth vegetation to be cleared for the development including to provide for the asset protection zone. These areas have also been previously cleared in association with the mining lease and extractive industry use of the land.

Rehabilitation is proposed to be undertaken on the site in accordance with the submitted Rehabilitation Plan. This includes weed removal, seeding and planting of tube stock and mulching in the rehabilitation areas to the south and west of the motor testing facility (refer to Figure 6 below). The Rehabilitation Plan also includes an ongoing monitoring and maintenance period of 36 months.

Fauna

The Ecological Assessment Report considered impacts to fauna in the area and found that the proposed development is unlikely to cause additional impacts to fauna in the surrounding area given the existing mining lease/extractive industry operations, the approved stage 1 of the motor testing facility, and the short duration of motor tests. Further, the application does not seek to increase the frequency or duration of motor tests compared to those currently undertaken on the site (under the Stage 1 approval).

Contaminants

The development is setback approximately 100m from Sheep Station Creek. The development involves the use of hazardous chemicals and fuel which will be stored within separate buildings and surrounded by mounding to mitigate the risk of chemicals entering the waterway.

Management, Mitigation and Offsetting

It is recommended that if the application is approved, the Ecological Assessment Report which includes the Rehabilitation Plan be an approved document and rehabilitation work include the planting of Helidon Ironbark to offset the incidental removal of plants during clearing of regrowth vegetation previously undertaken on the site.

The Site-Based Management Plan states that any water used to extinguish a fire associated with the motor testing facility is to be appropriately contained and treated prior to discharge. Alternatively this water is to be collected and lawfully disposed of off-site.

It is recommended that any approval be conditioned to require any water used in association with the proposed development, including from the water deluge system, must be collected, tested and treated (where contaminated) prior to discharge.

Given the setback distance from Sheep Station Creek and implementation of the above measures, adverse impacts to Sheep Station Creek will be mitigated.

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Assessment

Based on the common material and with the inclusion of the conditions and recommendations above, the proposal can comply with the Biodiversity overlay code.

Biodiversity overlay

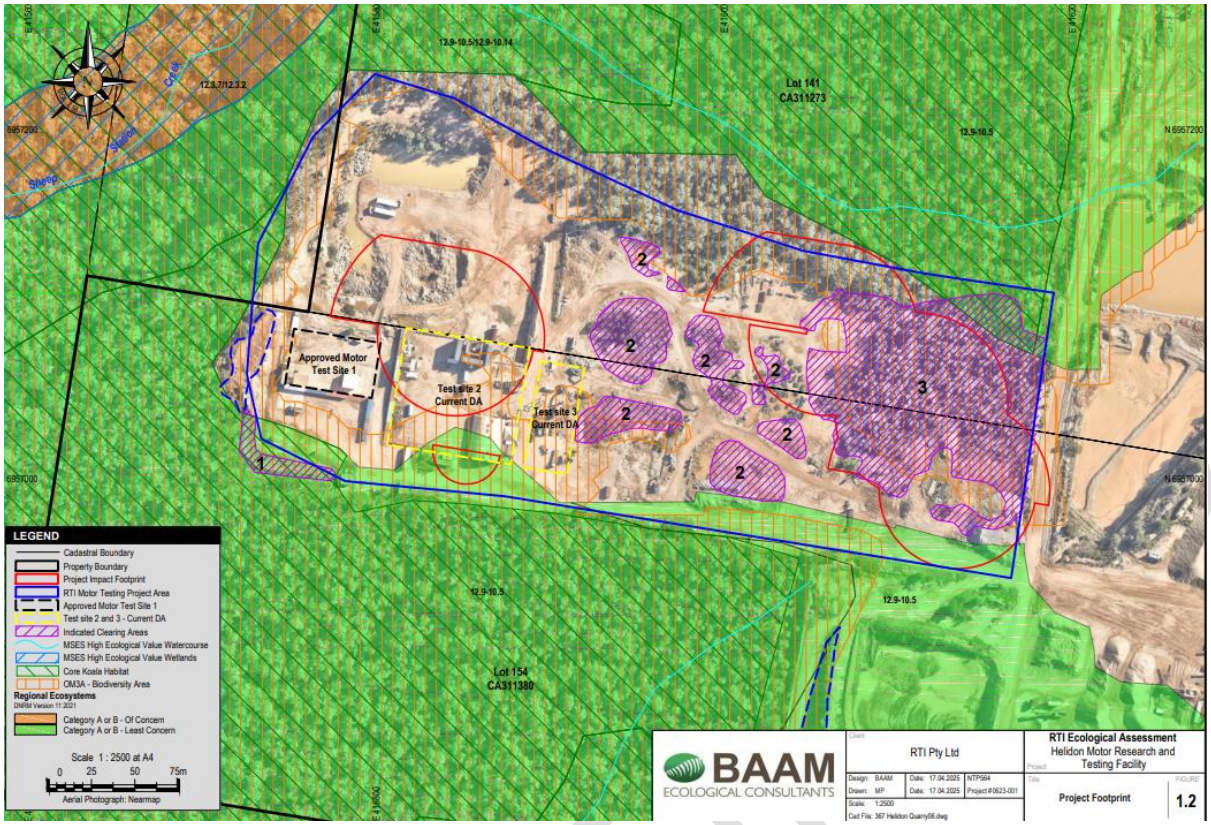

Figure 5. Extract of Ecological Assessment Report identifying extent of vegetation clearing (shown by purple hatch)

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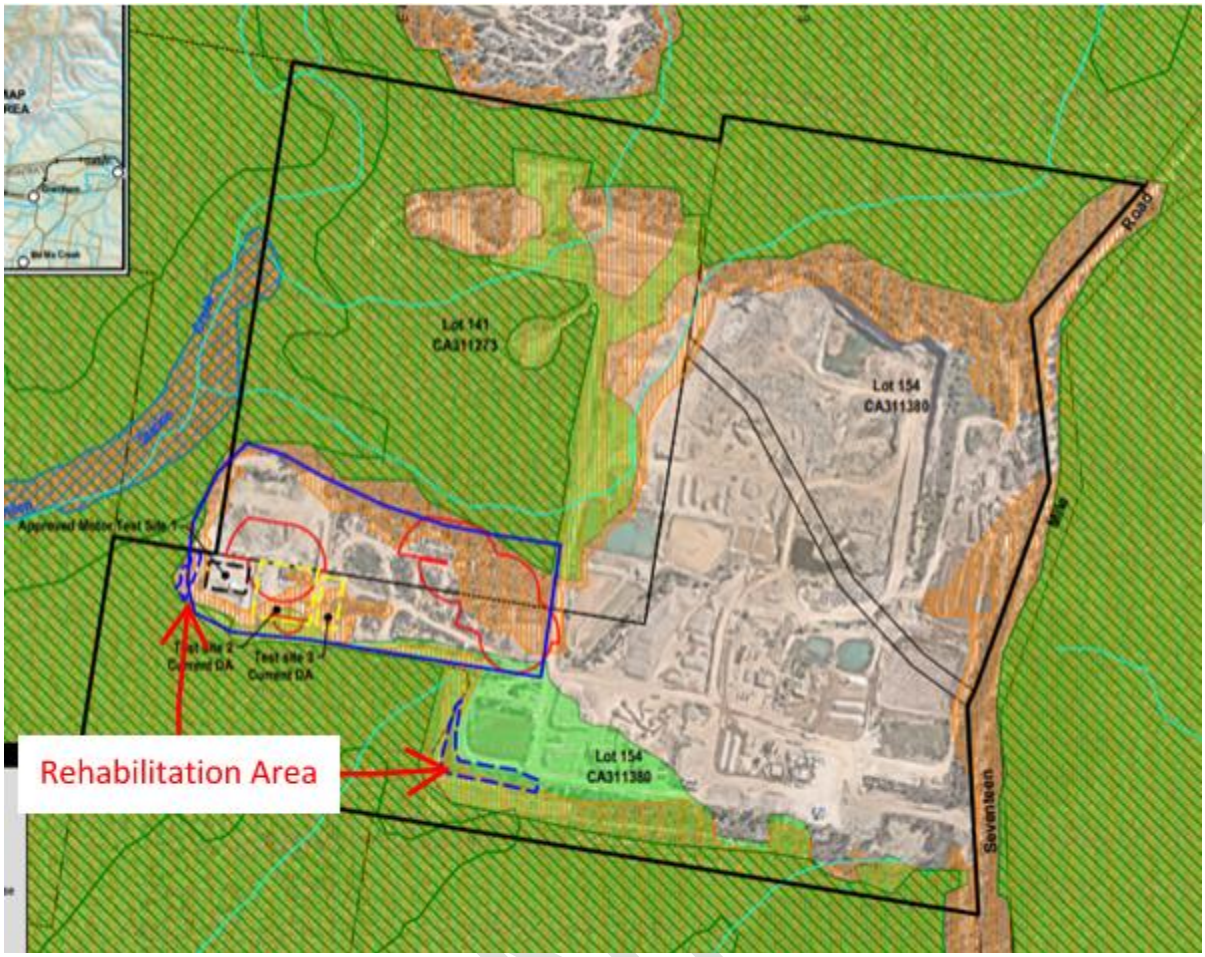

Figure 6. Extract of Ecological Assessment Report identifying Rehabilitation Areas (shown by blue hatch outline)

Potential Bushfire Risk Area Overlay Code

The land is located within the Potential bushfire risk area overlay and the proposed development is partially located within the overlay. A Bushfire Management Plan (BMP), prepared by Wollemi Eco-Logical, was submitted with the application.

The Potential bushfire risk area overlay code seeks *"to ensure appropriate design of development in potential bushfire prone areas so as to minimise the number of people and properties subject to Potential Bushfire Risk".*

The BMP includes a bushfire hazard assessment which determined the vegetation immediately surrounding the development has a high to very high potential bushfire hazard (refer to Figure 7 below). There is a number of fire runs to the site which means a bushfire which could potentially impact the proposed development.

The BMP includes a range of mitigation measures to reduce the bushfire risk to persons and property and achieve an acceptable and tolerable risk level. The mitigation measures include:

- Implementation of Asset Protection Zones (APZs) adjacent to the proposed development;
- Landscaping and ongoing vegetation management within the APZ to maintain a low fuel load of less than 8 tonnes/hectare. This includes fully clearing adjacent to buildings or maintain fuel loads (e.g. lawn only), retaining isolated or small clumps of trees, regular removal of leaf litter and branches, and use of appropriate landscaping species;

- Storing and transporting hazardous chemicals in accordance with the *Work Health and Safety Act 2011* and associated regulations and guidelines and other relevant legislation, regulation and standards;
- Avoiding locating high risk hazardous materials in a bushfire risk area;
- Maintaining the existing emergency access in an all-weather state, enabling a firefighting appliance to turn around on site, and establishing an emergency assembly location;
- Maintaining the existing fire trucks available on site; and
- Maintaining a minimum of 10,000L of water on site which can be accessed by a firefighting appliance, and appropriate fittings to enable connection to the water supply.

It is recommended that any approval of the development be conditioned such that the submitted BMP is an approved document and compliance with the bushfire risk mitigation measures of the BMP is required. Subject to imposition of these conditions, the proposal can comply with the Potential bushfire risk area overlay code.

Potential bushfire risk area overlay

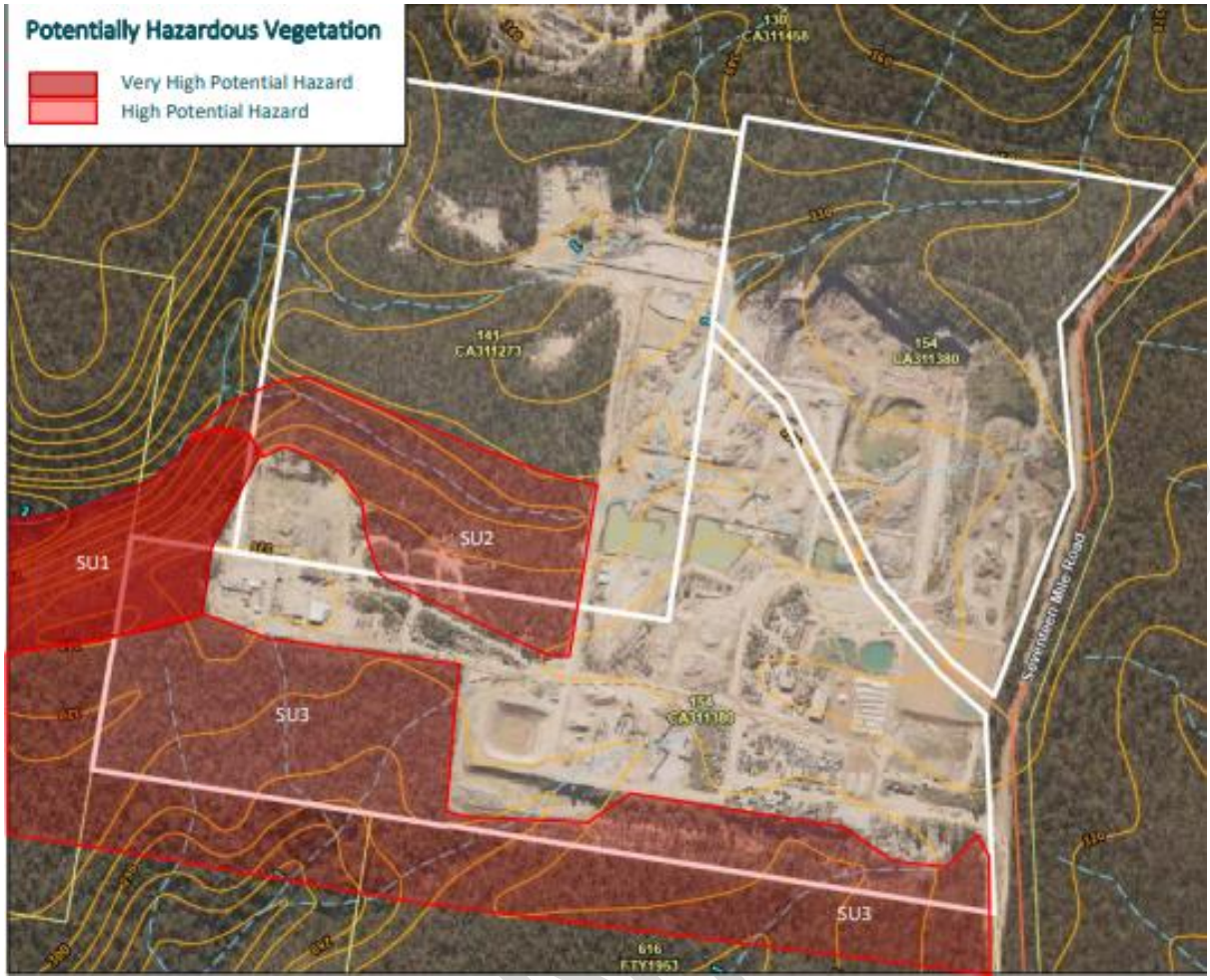

Figure 7. Extract of Bushfire Management Plan showing potentially hazardous vegetation

Figure 8. Extract of Bushfire Management Plan showing Asset Protection Zones

Extractive/Mineral Resources and Transportation Routes Overlay Code

The Specific Outcomes of the code state:

P1 The development and use of premises are compatible with existing or future extractive and haulage operations and allow for the winning of those resources in an efficient and sustainable manner.

P2 Measures incorporated in the development and use of premises which avoid or mitigate impacts from the winning and transportation of extractive resources.

It is intended the Extractive industry operations on the land will continue. The footprint of the proposed stage 2 of the motor testing facility is not located within an area approved for extraction. The development does not propose any changes to the existing Extractive industry operations. It is therefore considered the proposed development is compatible with existing extractive industry operations in accordance with the Specific Outcomes and complies with the Extractive/Mineral Resources and Transportation Routes Overlay Code.

Industrial Development Code

The proposed development is located on land historically used for mining and an extractive industry and will utilise the same vehicle access. The proposed management centre, including an office, will be located close to the entrance to the site. Other facilities and activities are significantly setback from Seventeen Mile Road and will be screened from public view due to the distance, topography and existing vegetation.

Specific Outcome P10 of the code states:

The impacts of noise generated on the site on occupants of neighbouring sites is minimised.

An Environmental Noise Assessment, prepared by Resonate was submitted with the application. A peer review of this report was undertaken by Yarramine Environmental on behalf of Council. The outcomes of this peer review are discussed later in this report (refer to Peer Review heading below) and it is noted there is an inherent risk in assessing the potential noise impacts due to the experimental nature of the motor testing facility.

The Environmental Noise Assessment was undertaken against the requirements of the *Environmental Protection (Noise) Policy 2019*. The assessment identified the nearest sensitive receptors to the site (refer to Figure 9 below), with the nearest receptor being approximately 1.8km to the northwest of the development site. The relevant external acoustic objectives at the residential receptors during daytime hours (7am to 6pm) is 43dB ($L_{Aeq,adj,1hr}$), 48dB ($L_{A10,adj,1hr}$) and 53dB ($L_{A1,adj,1hr}$).

The Environmental Noise Assessment proposes several noise mitigation measures including:

- use of a water deluge system on all vertical tests;
- use of a water deluge system on horizontal tests where the motor being tested is greater than 10kN; and
- shipping container barriers (shown in Figure 4 above).

The applicant predicts noise levels for a nominal rocket motor test at the nearest sensitive receptors to be a maximum of 53dB ($L_{A1,1hr}$) and 43dB ($L_{Aeq,1hr}$). Subject to reasonable and practicable noise management measures, the development is not expected to have a significant adverse effect on the health and wellbeing of residents. These noise management measures proposed by the applicant include:

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- limiting the number of tests of motors greater than 300kN to a maximum of two per day;
- providing notification to sensitive receptors in advance where tests involve a motor greater than 300kN;
- undertake noise monitoring to confirm the sound power level associated with all tests of motors greater than 10kN;
- undertake population monitoring and behaviour studies of koala colonies in vicinity of the site; and
- preparation of a noise management plan that clearly outlines how noise emissions from the site will be managed.

Based on the findings of the Environmental Noise Assessment, and subject to a range of reasonable and relevant conditions being imposed on any approval, noise impacts on occupants of neighbouring sites will be minimised in accordance with Specific Outcome P10.

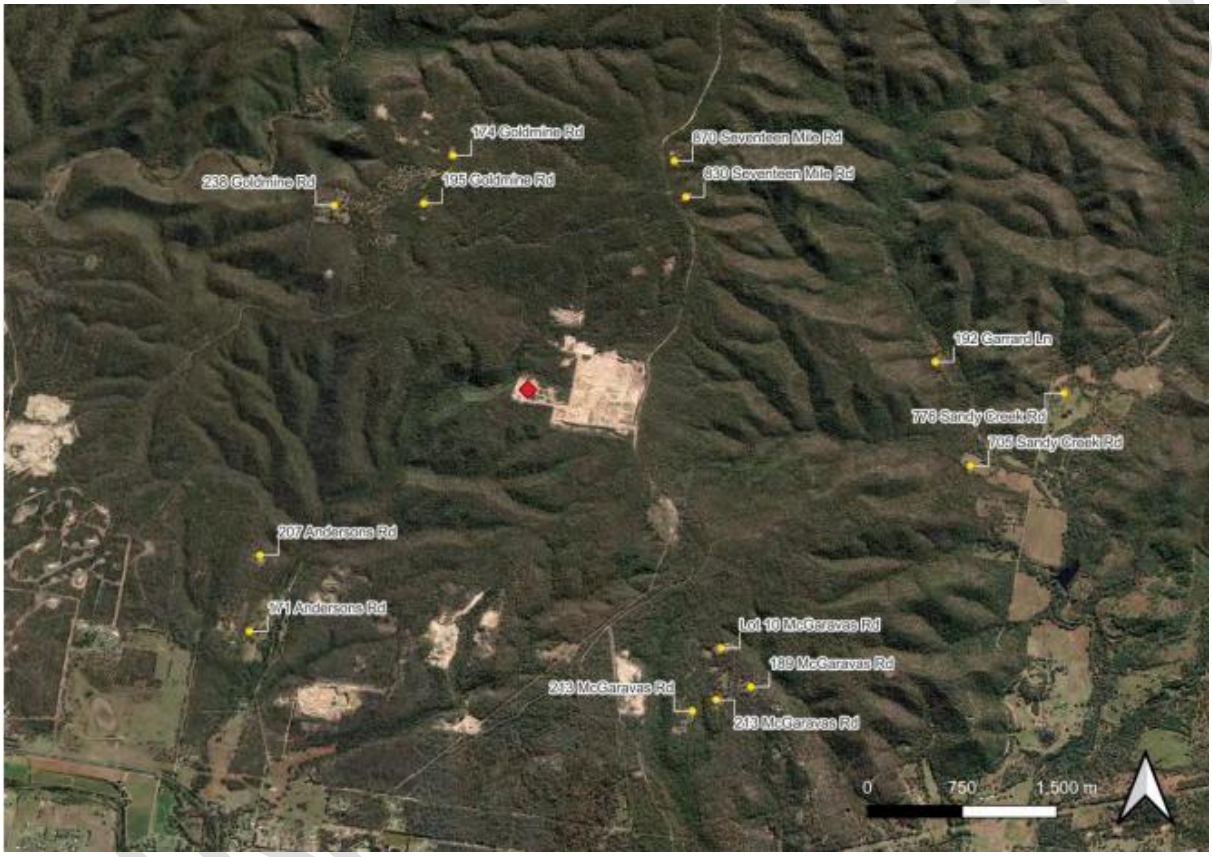

Figure 9. Extract of Environmental Noise Assessment showing nearest sensitive receptors

Specific Outcome P11 states:

P11 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.

A Site-Based Management Plan (SBMP), prepared by Zambelli Environmental, was submitted with the application. The SBMP considered air emissions as a result of the motor testing including combustion of propellant and dust. Due to the large separation distance and dense vegetation between the development site and nearest sensitive receptors, odour or dust nuisance is minimised. Dust will also be managed through the use of a water deluge system and the use of a water cart.

Further, emissions from the motor testing are expected to be low and comparable to emissions from 'everyday activities' such as emissions from vehicles. The main risk of localised impacts to nearby vegetation, waterways, groundwater and soil is from combustion activities. Contaminated runoff will be managed through testing of runoff and implementing an appropriate treatment or disposal of contaminated runoff.

It is recommended any approval be conditioned to require preparation and implementation of an air quality and dust management plan, as well as detailed water management plan to ensure air quality and contaminated runoff is appropriately managed.

Specific Outcome P12 states:

> *Stormwater leaving the site does not contaminate surface water or ground water.*

A Stormwater Management Plan (SWMP), prepared by Topo was submitted with the application. The SWMP was for the site as a whole and predominantly related to the existing mining lease and extractive industry operations over the site.

The proposed development will discharge stormwater captured to sediment basin 2 with a capacity of 60ML. Sediment basin 2 is located immediately to the northwest of the motor testing facility (refer to Figure 10 below). Prior to discharge from sediment basin 2 to the lawful point of discharge, water quality testing is proposed to be undertaken to ensure the water has a pH of 6.5 to 8.5 and suspended soils do not exceed 50m/L. Clean stormwater will be directed to Basin 6.

It is recommended any approval be conditioned to require a detailed Stormwater Management Plan for the proposed development. This will include any water used in the water deluge system or for firefighting purposes is directed to sediment basin 2, testing of this water prior to discharge to prevent contamination and appropriately lining sediment basin 2 to prevent leaching of contaminated water.

Subject to imposition of relevant conditions, the proposal can comply with the Industrial Development Code.

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Figure 10. Extract of Stormwater Management Plan showing Drainage Plan

Other Codes

Building Work Code

All buildings associated with the proposed development, with the exception of one shipping container wall, will have a maximum building height of 8.5 metres in accordance with A1.1.

One of the shipping container walls is proposed to have a building height of 11.5m.

Specific Outcome P1 states "*Building heights and setbacks are compatible with those existing in the zone in which the building work is proposed*".

The purpose of the shipping container wall is to mitigate noise impacts to sensitive receptors. The shipping container wall is setback approximately 820m from Seventeen Mile Road. Given the topography of the land and existing vegetation, the visibility of structures from Seventeen Mile Road and nearby properties will be limited such that the height of the shipping container wall is compatible with the zone.

The development is setback a minimum of 20m from the front property boundary and 10m from all other property boundaries in accordance with A1.2.

The development complies with the Building Work Code.

Earthworks Code

The submitted application material states that no earthworks are proposed for the development. However, review of recent aerial imagery indicates earthworks have been undertaken for the development proposal.

It is recommended any approval notes a further operational works permit is required for earthworks associated with the proposed development. As part of the operational works application, the development will need to comply with the relevant requirements relating to earthworks under the applicable Planning Scheme.

Lighting Code

No details have been provided of outdoor lighting associated with the use. The use is intended to operate during daylight hours.

It is recommended any approval is conditioned to require any outdoor lighting is installed in accordance with AS4282 and directed away from property boundaries so as not to cause a lighting nuisance.

The development complies with the Lighting Code.

Services and Infrastructure Code

The site is not serviced by Urban Utilities' reticulated water supply or sewerage networks.

It is recommended any approval is conditioned to require a minimum of 45kL of potable water supply be provided on site, as per A1.2 of the code, and the provision of an on-site effluent system to treat all wastewater as per A2.2.

The subject site has an existing electricity supply which will be retained.

Specific Outcome P4 states:

> *On-site drainage does not adversely affect adjoining land or the downstream stormwater system*.

A Stormwater Management Plan, prepared by TOPO was submitted with the application. This report broadly addressed the entirety of the site and did not include specific details of the proposed development.

The Site Based Management Plan, prepared by Zambelli Environmental also included details of stormwater management. This included that stormwater from the development site would be directed by bunds into existing sediment basins. Any stormwater captured within the sediment basin must have water quality testing prior to discharge to Sheep Station Creek. This is to ensure no adverse impacts to Sheep Station Creek and adjoining land.

It is recommended any approval notes that a further operational works permit is required for the detailed engineering design and construction of the stormwater management system.

Subject to the imposition of relevant conditions, the development can comply with the Services and infrastructure code.

Vehicle Access, Parking and On-Site Movement Code

The development proposes 20 additional car parking spaces (10 per testing area).

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A Heavy Rigid Vehicle (HRV) is the maximum design vehicle intended to service the development. All other aspects relating to vehicle access will remain the same, including:

- Use of the existing driveway crossover from Seventeen Mile Road; and
- Use of existing internal driveways to access the proposed development.

Due to the existing use of the site as an Extractive industry, the existing crossover and internal driveways are suitable for the proposed development. Further, the development provides a suitable number of car parking spaces (20 formal car parking spaces, additional area for informal car parking) to cater for the proposed use.

The proposed development complies with the Vehicle access, parking and on-site movement code.

Desired Environmental Outcomes (DEOs)

The following DEOs are relevant to the proposed development:

(a) Gatton Shire's natural environment is protected, so that biodiversity, ecological processes and air, land and water quality are maintained.
(e) The rural character, significant natural features, cultural heritage and landscape values of the Shire are protected and enhanced.
(i) Planning and design takes into account the potential adverse effects from natural hazards such as bushfire, landslip or flooding.
(m) Sustainable industrial development is promoted with the concentration of industry activities encouraged in the centres of Gatton and Withcott achieving benefits of colocation, infrastructure availability and protection from inappropriate development.

The DEOs seek to ensure industry activities (within the former Gatton Shire) are concentrated in Gatton and Withcott. This is reinforced by the Rural general zone code and Rural uplands zone code, which state the proposed development is an inconsistent use in these zones.

The land has historically been used for mining and extractive industry operations. Further, the proposed development is for the expansion of the existing motor testing facility for which a development approval (MC2020/0027) has been issued. Therefore, the proposed development is consistent with existing lawful land uses on site.

These operations have resulted in significant disturbance to the land. The development is proposed to be located over a disused part of the site that has been subject to clearing and disturbance. This ensures, in conjunction with rehabilitation proposed as per the Rehabilitation Plan, the natural environment is protected.

The proposed development will co-exist with the existing operations of the land, with the majority of the land continuing to be used for the mining and extractive industry operations.

The nature of the proposed development, in particular the noise impacts, requires large separation distances from sensitive receptors to mitigate adverse impacts. The nearest sensitive receptor is located 1.8 kilometres from the development site. Further, the impacts of the proposed development will be similar to the existing impacts from the mining and extractive industry operations.

The proposed development will minimise impacts to rural character and landscape values as the testing areas, chemical storage and propellant manufacturing area being setback over 500m from Seventeen Mile Road.

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The proposed development will appropriately manage environmental values related to air, land and water quality in accordance with the submitted Site-Based Management Plan, Stormwater Management Plan and Environmental Noise Assessment. A detailed assessment of these matters is provided above under the Industrial development code.

The proposed development has been designed and located taking into account the natural hazards. In particular, the submitted Bushfire Management Plan includes a range of mitigation measures to manage the bushfire risk to an acceptable level. A detailed assessment on these matters is provided under the Potential bushfire risk area overlay code above and *Temporary Local Planning Instrument 2020 Flood Regulation (TLPI)* below.

The proposed development meets the DEOs and can be supported on the subject site.

Zone Codes

The land is located in the Rural general zone and Rural uplands zone. Specific outcome (e) of the Rural uplands zone code and Specific outcome (k) of the Rural general zone code states "*all other defined uses and other not defined uses, not specifically identified in Table 1 are not consistent with the purpose of the zone*."

As the use is an undefined use under the Planning Scheme and not specifically identified in the tables of assessment for either zone, the use is not consistent with the purpose of either zone. However, the proposed development can comply with the Desired Environmental Outcomes which, as addressed above, can be supported on the subject site.

The following Specific outcomes are relevant to the proposed development:

(a) *Downstream water quality is protected from impacts resulting from the development.*
(b) *New uses and works associated with new development are located, designed and managed to minimise adverse effects on environmental values.*
(c) *Access arrangements required to service new development are designed to accommodate the type and volume of traffic likely to be generated.*
(d) *Development achieves effective separation or buffering from existing incompatible uses or those that may establish in the future.*

As detailed above under the Industrial development code, the submitted Site-Based Management Plan and Stormwater Management Plan includes details and measures to ensure water quality is managed and treated prior to discharge to ensure downstream water quality is protected. It is recommended conditions in relation to the management of water quality be imposed on any approval.

As detailed above under the Biodiversity overlay code, the development minimises impacts to areas of ecological significance through locating the development site in historically cleared and disturbed areas, and undertaking rehabilitation.

As detailed above under the Industrial development code, the development appropriately minimises the adverse effects on environmental values as it relates to noise and air quality.

As detailed above under the Vehicle access, parking and on-site movement code, the development involves using the existing driveway access associated with the existing uses on the land. This access is suitable for the proposed development and traffic generation expected by the use.

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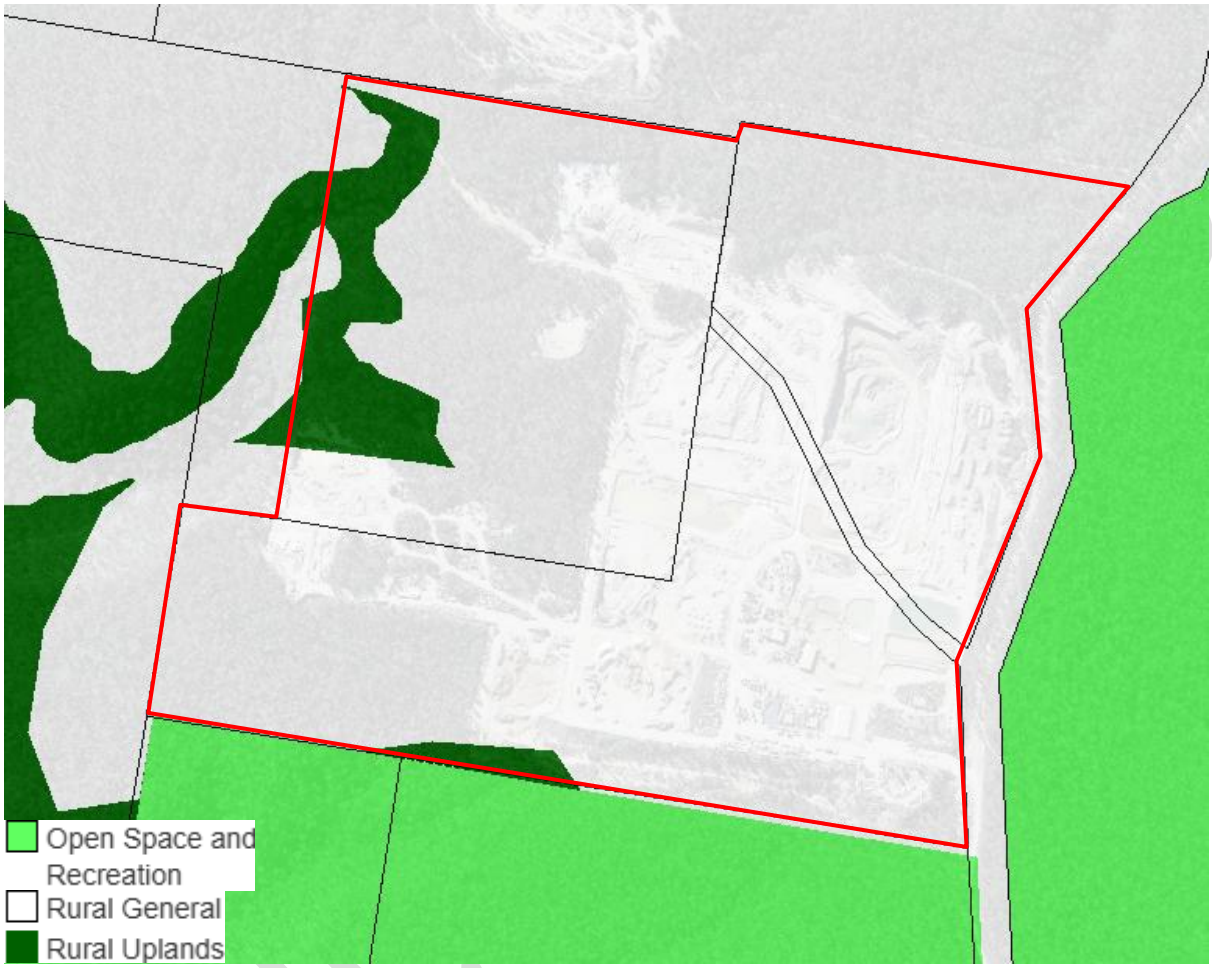
The development achieves effective separation from nearby sensitive receptors of at least 1.8 kilometres. The large separation distance is necessary to ensure noise impacts as a result of the development do not cause an adverse impact to surrounding sensitive receptors.

Despite being an inconsistent use in the zones, the proposed development can meet the DEOs and Specific Outcomes (a) to (d) of the Rural uplands zone code and Rural general zone code.



Zoning of land under the Gatton Shire Planning Scheme

Temporary Local Planning Instrument 2020 (Flood Regulation) **(TLPI)**

The land is located within the Flood hazard overlay (overland flow paths). The Flood hazard overlay code seeks:

> *to manage development outcomes in the floodplain so that risk to life, property, community and the environment during flood events is minimised, and to ensure that development does not increase the potential for flood damage on the site or to other property.*

The existing access driveway is located over overland flow paths. However, no changes are proposed to the driveway.

The proposal will not increase the potential for flood damage on the site or to other property and therefore complies with the Flood hazard overlay code.

Flood hazard overlay

Lockyer Valley Planning Scheme

The *Lockyer Valley Planning Scheme* has come into effect since the application was properly made. Section 45(8) provides Council, as assessment manager, the ability to give weight to the *Lockyer Valley Planning Scheme:*

> *However, the assessment manager may give the weight the assessment manager considers is appropriate, in the circumstances, to—*
> *(a) if the statutory instrument or other document is amended or replaced after the development application is properly made but before it is decided by the assessment manager—the amended or replacement instrument or document; or*
> *(b) another statutory instrument—*
> *(i) that comes into effect after the development application is properly made but before it is decided by the assessment manager; and*
> *(ii) that the assessment manager would have been required to assess, or could have assessed, the development application against, or having regard to, if the instrument had been in effect when the application was properly made.*

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

- Rural zone
- Overlays:

- Biodiversity overlay
- Bushfire hazard overlay
- Extractive resources overlay
- Infrastructure overlay
- Scenic landscape overlay
- Steep land overlay
- Waterways and water resource overlay

Under the *Lockyer Valley Planning Scheme*, the proposal would be defined as a Research and technology industry which means "*the use of premises for an innovative or emerging industry that involves designing and researching, assembling, manufacturing, maintaining, storing or testing machinery or equipment*". The proposal would remain Impact assessable.

The Strategic framework of the *Lockyer Valley Planning Scheme* seeks to protect rural areas for rural production, vital natural functions, and a range of secondary roles for example quarrying. The Strategic framework identifies the site as an extractive resource area and mining resource. The proposed development will not compromise the continued mining and extractive industry operations on the land.

The Rural zone code seeks to provide for rural uses and activities as well as other uses or activities compatible with rural uses and activities and the character and environmental features of the zone.

The proposed development is smaller in scale and compatible with the existing mining/extractive/industrial uses on the land. The development is also an extension of existing motor testing operations occurring on the land (under development approval MC2020/0027). It is therefore considered the proposal is compatible with the existing operations of the land and complies with the *Lockyer Valley 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 (RLRPA). The State Assessment and Referral Agency (SARA) provided prelodgement advice confirming referral was not required to SARA under schedule 10, part 16, division 6 of the *Planning Regulation 2017* (SEQ Regional Plan urban activity in regional landscape and rural production area) as the development is an 'exempt material change of use'.

"The intent of the RLRPA is to:

- *Protect the values of this land form from encroachment by urban and rural residential development.*
- *Protect natural and cultural assets and regional landscapes, and ensure their sustainable use and management.*
- *Support development and economic growth of rural communities and industries.*

The RLRPA is to be protected from inappropriate development, particularly urban and rural residential development."

The regional plan seeks to protect the RLRPA from encroachment of urban development. As discussed above, the use is appropriately located having regard to the nature of the use and existing uses of the land.

Whilst the development does require some clearing of regrowth vegetation, these areas have in the past been subject to clearing and disturbance in association with the mining and extractive industry operations over the land. The development protects and retains the majority of the existing vegetation over the land.

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The development is compatible with the goals, themes and strategies (grow, prosper, connect, sustain and live) of ShapingSEQ.

The proposal complies with the South East Queensland Regional Plan.

State Planning Policy (SPP)

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

SPP THEME	***ASSESSMENT***
Liveable communities and housing: • Housing supply and diversity • Liveable communities	Not applicable to proposed development
Economic Growth: • Agriculture • Development and construction • Mining and extractive resources • Tourism	Not applicable to proposed development
Environment and heritage: • Biodiversity • Cultural heritage • Water quality	Biodiversity The land is located within the following Matters of State Environmental Significance (MSES): • Wildlife habitat (endangered or vulnerable) • Wildlife habitat (koala habitat areas – core) • Regulated vegetation (category B) • Regulated vegetation (essential habitat) • Regulated vegetation (intersecting a watercourse) • High ecological significance wetlands • High value waters (wetland) • High ecological value waters (watercourse) The state interest seeks to protect matters of ecological significance and maintain or enhance biodiversity. The application was supported by an Ecological Assessment Report, prepared by Biodiversity Assessment and Management Pty Ltd which addressed this State interest. *Matters of National Environmental Significance (MNES)* The vegetation ground-truthed on the site did not align with any Threatened Ecological Communities (TEC) and therefore are not likely to occur on the site or adjacent areas. The Ecological Assessment Report identified the habitat was suitable for several *Environment Protection and Biodiversity Conservation Act 1999* (Cth) (EPBC) listed fauna and plant species potentially occurring. The Ecological Assessment Report concluded referral was not required under the EPBC (separate to the development assessment process under the *Planning Act 2016*). However, Council's peer review ecologist, S5 Environmental, raised concern that the assessment may not have fully considered the MNES impacts.

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	Therefore, it is recommended it be noted on any approval that the applicant should undertake a self-assessment against the EPBC referral guidelines for the species listed as likely on site, and if assessed as likely to impact, refer the proposed development to the Federal Government. This will ensure the development will avoid significant impacts to MNES. *Matters of State Environmental Significance (MSES)* The development is located within areas identified as MSES including regulated vegetation (essential habitat), and wildlife habitat (koala habitat areas, endangered or vulnerable). The development avoids all other MSES. The submitted Bushfire Management Plan demonstrates that the required asset protection zones (APZ) avoid the koala habitat areas. It is recommended that any approval be conditioned to require the APZs be implemented in accordance with the Bushfire Management Plan ensure koala habitat area are unaffected. Clearing of regulated vegetation has historically occurred in the area in association with the existing mining and extractive industry operations over the land. Mapping of areas of regulated vegetation is not reflective of current on-ground conditions. Taking into account the on-ground conditions, the development avoids regulated vegetation. The applicant's ecologist found no active breeding places during the field survey. No records or trace evidence was found of koala or powerful owls. It is recommended that any approval is conditioned to require a fauna spotter/catcher to inspect the site prior to clearing. If it is necessary to tamper with active breeding places, a Species Management Plan must be developed and submitted to the Queensland State Government under the *Nature Conservation Act 1992*. Subject to implementation of these measure, the development minimises impact to MSES. *Matters of Local Environmental Significance (MLES)* The development is located within Council's Biodiversity overlay. An assessment against the Biodiversity overlay code is provided above. The development is unable to avoid the MLES. The development is located within an area that has previously been cleared and disturbed in association with the existing mining and extractive industry operations. There is some regrowth in this location. Rehabilitation is proposed, including weed removal, seeding and planting of tube stock and mulching, to mitigate impacts to the MLES of the historical clearing and regrowth vegetation to be cleared. The proposal therefore minimises impact to the MLES. Vegetation within the development footprint has been fragmented as a result of the existing use of the land. The majority of existing, dense vegetation will be retained so as to maintain ecological processes and connectivity. The proposal complies with this state interest.

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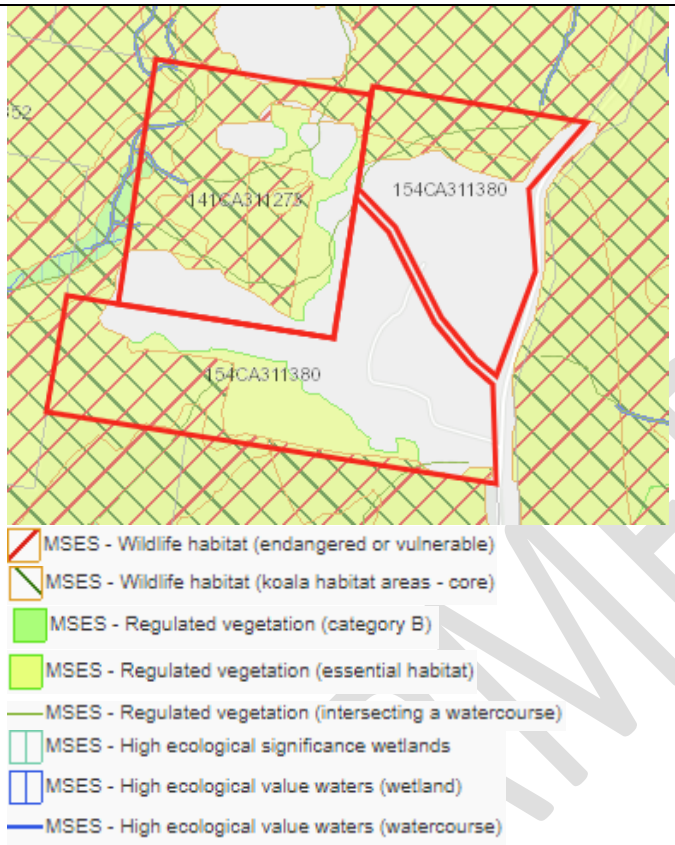

Water quality

The land is located within the Water resource catchment and High ecological value water areas. The development avoids the High ecological value water areas.

The state interest seeks to protect and enhance the environmental values and quality of Queensland waters. The application was supported by a Stormwater Management Plan, prepared by TOPO, and Site-Based Management Plan, prepared by Zambelli Environmental, that addressed water quality and measures to prevent contaminated runoff entering waterways. All stormwater generated by the development will be directed to a new basin to the northwest of the development site. Water quality testing is proposed to be undertaken for any water captured in this basin, and treated if required, prior to discharge.

Further, any water used in firefighting is proposed to be captured, tested and if necessary treated prior to discharge. This will minimise any risk of contaminated runoff entering waterways, therefore protecting the waterways. It is recommended any approval is conditioned to required water utilised in the water deluge system to similarly be captured, test and if necessary, treated prior to discharge.

With implementation of the recommended conditions the Stormwater Management Plan and Site-Based Management Plan, the development appropriately minimises adverse impacts to environmental values and water quality.

The proposal complies with this state interest.

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	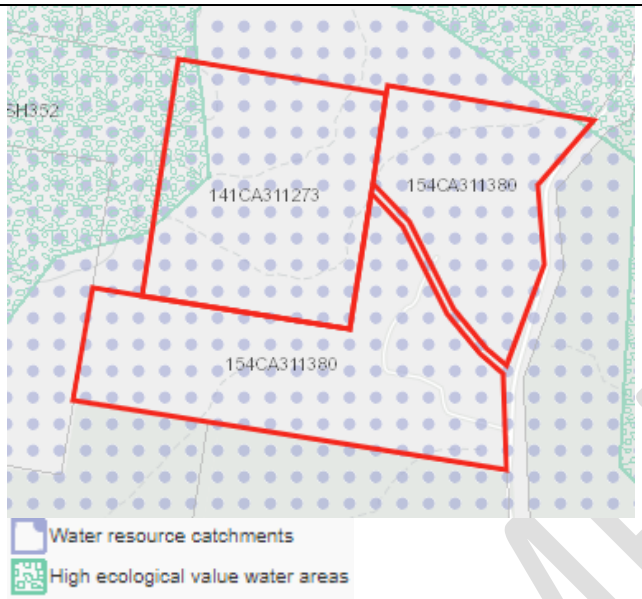
Safety and resilience to hazards: • Emissions and hazardous activities • Natural hazards, risk and resilience	Natural hazards, risk and resilience The land is located within the Flood hazard area – Local Government flood mapping area and Bushfire prone area. An assessment is provided above under the TLPI heading demonstrating the flooding risk to persons and property is mitigated to an acceptable level. The application was supported by a Bushfire Management Plan, prepared by Wollemi Eco-Logical. An assessment is provided under the Potential Bushfire Risk Area Overlay Code above demonstrating the risk to persons and property is mitigated to an acceptable level. In summary, this is achieved through the following mitigation measures: • Implementation of Asset Protection Zones; • Storing and transporting hazardous chemicals in accordance with relevant legislation, standards and guidelines; • Avoid locating high risk hazardous materials in the bushfire prone area; • Maintain the existing emergency access; • Establish an emergency assembly location; • Maintain the existing fire tenders available on site; and • Maintain a minimum 10,000L of water supply for firefighting purposes with appropriate fittings for connection. The proposal complies with this state interest.

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	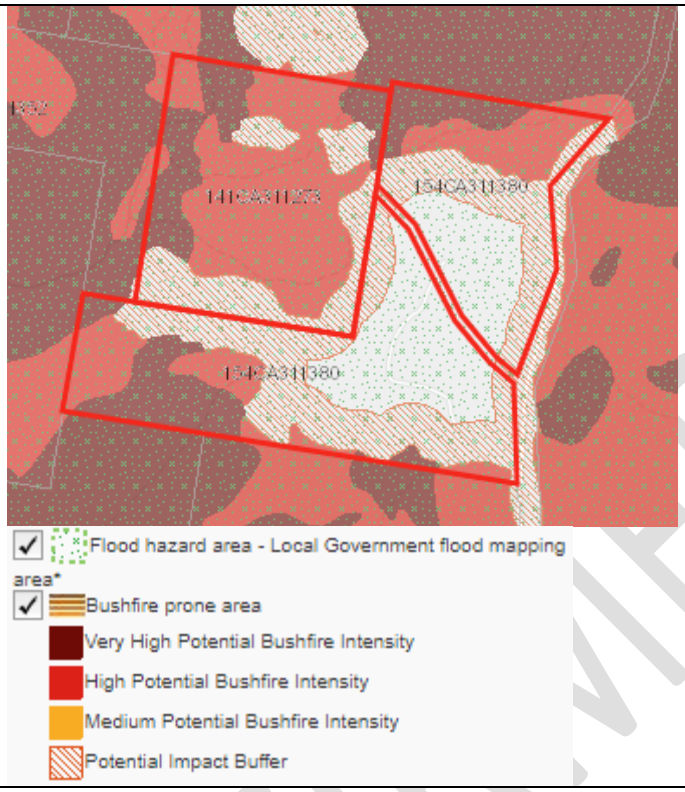
Infrastructure: • Energy and water supply • Infrastructure integration • Transport infrastructure	Not applicable to proposed development

Schedule 11 Koala habitat in SEQ Region

The land is located within the koala priority and koala habitat areas. The development footprint is located within the koala priority area, however avoids interfering with the koala habitat area. In accordance with Schedule 10, Part 10, Division 5, Table 1 of the *Planning Regulation 2017*, development in koala priority areas not interfering with koala habitat must be assessed against Schedule 11, Part 2 of the *Planning Regulation 2017*.

Schedule 11 seeks to maximise the safe movement of koalas and ensure works do not adversely affect a koala habitat area.

An Ecological Assessment Report, prepared by Biodiversity Assessment and Management Pty Ltd (BAAM), was submitted with the application, which included an assessment against Schedule 11.

The Ecological Assessment Report detailed the desktop and field surveys undertaken, including specifically as they relate to koalas. The desktop survey revealed numerous records of koalas within 5km of the development site. The field surveys did not find any koalas or evidence of koalas. As the development site does not include any suitable mature Eucalyptus trees for foraging koalas, the surrounding woodland and conservation area is likely used by koalas.

The development footprint has historically been disturbed and cleared as a result of the mining and extractive industry uses over the land. However, vegetation surrounding the development (to the north, south and west), which provides opportunity for koala movement, will be retained.

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The development involves works within 50m of the koala habitat area, therefore it must be demonstrated how the development does not adversely affect a koala habitat area in relation to:

- Soil condition;
- Hydrological flows;
- Landscaping;
- Weeds; and
- Minimising clearing for safety purposes.

As previously discussed above, the application is supported by a Stormwater Management Plan and Site-Based Management Plan that addressed water quality and measures to prevent contaminated runoff from entering the environment. This includes testing of water captured in the basin and if required treating the water prior to release.

Conditions are recommended in relation to management of stormwater and treatment of water from the water deluge system and that used for firefighting purposes. Additionally, a condition is recommended requiring an Erosion and Sediment Control Plan be prepared and implemented to ensure runoff is managed during construction works.

The development does not involve planting of non-native vegetation. Whilst rehabilitation is proposed, this will involve native species only. Further, the rehabilitation plan proposes weed removal of the development site, which includes ongoing maintenance. This will reduce the risk of weeds spreading to koala habitat area.

The development is located to minimise clearing. Additionally, the development has been sited to ensure the asset protection zones avoid the koala habitat area.

The proposal complies with Schedule 11 of the *Planning Regulation 2017*.

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Koala habitat in SEQ region

REFERRALS

Internal

The application was internally referred to Council's Development Engineers. Relevant conditions have been included in the Officer's Recommendation.

Peer Review

Council officers engaged peer reviews of the acoustic report and ecological assessment.

Yarramine Environmental

Yarramine Environmental undertook a peer review of the information submitted in August 2022 and provided technical input in relation to potential noise impacts from the development. It is noted that the applicant had not submitted a Noise Assessment for the development application. Following this peer review and discussions with the applicant, the applicant submitted the Hapith I Motor Static Test report to address the noise issues on 6 October 2022. Subsequently:

- Yarramine Environmental undertook a peer review of this report and identified several outstanding issues. Consequently, Council issued a Further Advice letter on 19 October 2022.
- On 9 January 2023, an Environmental Noise Assessment was submitted in response to the Further Advice letter.
- Following review of this report by Yarramine Environmental and discussions with the applicant, an amended Environmental Noise Assessment was submitted on 23 May 2023. This was subsequently reviewed by Yarramine Environmental which identified a number of matters that had not been satisfactorily addressed. A Further Advice letter was issued on 10 October 2023.
- An amended Environmental Noise Assessment (revision E) was submitted on 1 December 2023.

Yarramine undertook a peer review of the relevant application information including the Environmental Noise Assessment (revision E), prepared by Resonate and dated 15 November 2023. Yarramine's peer review is summarised as follows:

- Because of the experimental nature of the development and rocket noise not being straightforward to predict, there is inherent risk in assessing noise impacts;
- Noise emissions from the facility can comply with relevant noise criteria at sensitive receptors;
- The development is not expected to have a significant adverse effect on the health and wellbeing of residents nor cause injury to fauna species (vulnerable or threatened);
- Conditions are recommended to manage the noise impacts and associated risks including:
    - Limitation on when tests can occur, the number of tests in a day and minimum time between tests;
    - No concurrent testing;
    - Implementation of water deluge system;
    - Limitation on the maximum noise level of tests;
    - Investigation when a noise complaint is received;
    - Undertaking noise measurement of all tests and produce a report;
    - Installation of acoustic barriers;
    - Enter into a research partnership; and
    - Prepare and implement a noise management plan.

Yarramine concluded the development application, from a noise perspective, could be approved subject to implementation of the recommended conditions. However, officers consider that requiring the applicant to enter into a research partnership would not be a reasonable or relevant condition and would conflict with section 65 of the *Planning Act 2016*. Therefore, this is not a condition included in the report recommendation.

S5 Environmental

An Ecological Assessment Report (EAR), prepared by Biodiversity Assessment and Management Pty Ltd (BAAM), was submitted with the application. Following Council's initial assessment, an Information Request issued on 11 November 2021 sought additional information about the ecological impacts of the development. Subsequently:

- On 10 June 2022, the applicant lodged a partial Information Request Response stating that an updated EAR was being prepared and would be lodged at a later date.
- On 31 August 2022, the applicant lodged an updated EAR.
- Council reviewed the updated EAR, and found that a number of matters identified in the Information Request had not been addressed. A Further Advice letter was issued on 19 October 2022 which sought additional information about the ecological impacts of the development. No response was provided by the applicant to this Further Advice letter.
- Following the applicant changing the development application and providing amended plans in July 2023, a Further Advice letter was issued on 10 October 2023 seeking information about the ecological impacts.

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- On 1 December 2023, the applicant provided a partial response to the Further Advice letter requesting this matter be addressed through conditions of approval.
- On 14 February 2024, a letter was provided by BAAM to address the Further Advice letter. This response was not satisfactory and Council issued a Further Advice letter on 14 March 2024 seeking additional information.
- On 8 April 2024, the applicant provided a response to the Further Advice letter; this response did not include an amended EAR.
- Council engaged S5 Environmental to conduct a peer review and to provide technical input on the ecological matters. The initial peer review identified a number of matters that had not been satisfactorily addressed. Council consequently issued a Further Advice on 26 August 2024.
- An amended EAR was submitted by the applicant on 30 April 2025.
- Council engaged S5 Environment to conduct a peer review of the EAR.

S5 Environmental's peer review is summarised as follows:

- The proposed development does not appear to greatly increase impacts to Matters of National Environmental Significance (MNES), Matters of State Environmental Significance (MSES) or Matters of Local Environmental Significance (MLES);
- It is recommended that the applicant undertake a self-assessment against the *Environment Protection and Biodiversity Conservation Act 1999* (Cth) (EPBC) referral guidelines to determine if referral is required;
- Mitigation/management measures and recommendations are proposed that aim to retain and reinstate ecological values;
- Confirmation of the Asset Protection Zones are sought to ensure any discrepancies between documentation are resolved. The applicant subsequently provided confirmation to address this discrepancy;
- Request for a response against the State Planning Policy State interest for biodiversity. The applicant subsequently provided a response to this state interest; and
- Conditions are recommended to manage the ecological impacts including:
  - Preparation of a Vegetation Clearing and Management Plan;
  - Implementation and maintenance of a Rehabilitation plan;
  - A licensed fauna spotter/catcher to undertake a pre-clearance survey and be present during all clearing works;
  - If active breeding places are tampered with, preparation and implementation of a species management program;
  - Maintain a dedicated water supply of 10,000L;
  - Vegetation managed within the Asset Protection Zones; and
  - Any increase in the scale of motor testing requires further acoustic testing to ensure noise remains within acceptable levels.

Independent Planning Assessment

Due to the complexity of the development application, Council officers sought an external review and assessment of the application by a town planning expert, John Gaskell of Gaskell Planning Consultants (GPC).

GPC undertook an independent planning assessment, including a review of all information received from the applicant and submitters, for compliance with the relevant planning instruments which includes the current *Gatton Shire Planning Scheme 2007* and *Lockyer Valley Planning Scheme*. GPC's assessment is summarised as follows:

- The *Lockyer Valley Planning Scheme* remains largely consistent with the current *Gatton Shire Planning Scheme 2007* in terms of outcomes relevant to the proposed development;

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- The development is a logical extension of the existing approval (MC2020/0027) over the site;
- A recommendation to engage an ecological consultant to review the ecological impacts; and
- A recommendation to engage with the Queensland State Government on whether a relevant purpose determination is required and consequential referral to the State Assessment and Referral Agency.

GPC concluded that they would recommend the development application for approval subject to lawful conditions.

External

***Planning Regulation 2017* Referrals**

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

Third Party Advice

Council officers sought Third Party Advice from several Queensland State Government departments as follows:

- WorkSafe Queensland: response received 4 March 2024 advising the development not a Major Hazard Facility (as defined) and does not exceed referral quantity of hazardous chemicals. Recommended conditions relating to explosive licence and management of chemicals/motors to protect surrounding vegetation.
- Explosives Inspectorate: no response received.
- Department of Environment, Science and Innovation: response received 22 July 2024 advising that the development would constitute prohibited development due to impacts proposed to the koala habitat area within a koala priority area. If not prohibited development, consideration should be given to impacts of future activities to the koala habitat area including firebreaks and management lines, and changes to hydrology and nutrient loading among other requirements.
- Department of Resources: response received 1 July 2024 advising the development requires a relevant purpose determination and referral to State for clearing of Category B vegetation. It is noted that since this advice was provided, the applicant has submitted amended plans and an amended ecological assessment to remove the requirement for a relevant purpose determination and referral.
- Department of Housing, Local Government, Planning and Public Works: response received 1 July 2024 advising no referrals required.

INFRASTRUCTURE CHARGES

In accordance with table 3 of the *Lockyer Valley Adopted Infrastructure Charges Resolution (No. 9) 2025*, the relevant charge for an Undefined use is the charge 'Council decides to apply to the use'. The proposed use for a Motor testing facility would most appropriately be aligned with Other industry given the nature of the use involves testing of motors akin to a Research and technology industry. It is noted that if the proposal were lodged under the now current *Lockyer Valley Planning Scheme* it would be defined as a Research and technology industry.

In accordance with section 6 of the *Lockyer Valley Infrastructure Charges Resolution (No. 9) 2025*, a levied charge is applicable to the development proposal and has been calculated as shown in the below table taking into consideration any applicable credits or offsets. An infrastructure charges notice is recommended to be issued.

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Charge Type	Demand Unit	No. of Demand	Rate	TOTAL
PROPOSED DEMAND				
Charge	Other industry (transport and land networks)	727.20m^2	$27.48	$19,983.46
	Other industry (stormwater network)	5,122.74m^2	$13.10	$67,107.89
			TOTAL PROPOSED DEMAND	$87,091.35
EXISTING DEMAND				
Credit	Nil (absorbed by existing uses over land)	-	-	-$0.00
			TOTAL EXISTING DEMAND CREDIT	-$0.00
			TOTAL AMOUNT PAYABLE	**$87,091.35**

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 29 June 2022 and 21 July 2022. On 25 July 2022, Council received the notice of compliance confirming public notification has been carried out in accordance with the requirements of the *Planning Act 2016*.

It is noted that the public notice was originally published online on 20 June 2022. However, as the Lockyer Valley Region has a hardcopy local newspaper, the applicant was required to place a notice in the hardcopy local newspaper, as per Section 17(c) of the *DA Rules* – version 1.3. The notice was subsequently published in The Lockyer and Somerset Independent on 29 June 2022. Due to a clerical error with incorrect public notification dates that did not meet the minimum 15 business days, the notice in the paper was subsequently published in The Lockyer and Somerset Independent on 6 July 2022. The second notice in The Lockyer and Somerset Independent did not restart the public notification period, however, Council, as assessment manager is satisfied that the public notification requirements have been complied with, as per Section 53(3) of the *Planning Act 2016* because:

- The public's awareness of the existence and nature of the application was not affected. The notice was published in the relevant paper as well as a sign on the land and letters to adjoining landowners. All other details on the notices were correct and provided the required information under the DA Rules.
- The opportunity for the public to make a properly made submission was not restricted. Whilst the original notice was not for the required 15 business days, this was rectified in the next newspaper publication and ultimately, the public notification period was for 16 business days during which time properly made submissions could be received.

There were 91 submitters to the development application (85 properly made submissions, 6 not properly made submissions). The following table provides a summary and assessment of the issues raised by the submitters. It is noted due to the timing of the public notification period, and the later requests from Council for further advice, not all information assessed with the application was available to at the time of public consultation. Hence some of the matters raised by submitters were later addressed by the applicant.

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ISSUES	COMMENTS
The applicant has not provided evidence demonstrating compliance with the Planning Scheme.	As detailed above under the Planning Assessment heading, the development complies with the Planning Scheme subject to reasonable and relevant conditions.
The applicant has not demonstrated compliance with the Desired Environmental Outcomes.	As detailed above under the Desired Environmental Outcome (DEO) heading, the development complies with the DEOs.
The applicant has not provided key information such as number of tests, length of test, the type of chemicals to be stored.	The applicant has provided information on the proposed development as detailed in the Proposal section above.
The use is not appropriately located. The use provides no benefit to the area.	The Planning Assessment section demonstrates the use is appropriately located having regard to the existing uses of the land, the large separation distances provided and management of environmental values.
The use will generate noise which will adversely affect nearby sensitive receptors (persons). The use will prevent the quiet enjoyment of residents.	An Environmental Noise Assessment was submitted with the application, which demonstrated the noise impacts are appropriately mitigated at nearby sensitive receptors. Council engaged an external consultant to peer review this Assessment. The peer reviewer suggests the application can be approved subject to conditions.
The use will generate noise which will adversely affect nearby fauna, in particular the land is within a koala habitat.	The Environmental Noise Assessment and Ecological Assessment Report submitted with the application considered impacts of the development to nearby fauna. The assessment found the risk of potential noise impact on fauna is considered low.
No information has been provided on the emissions from the development such as chemicals tested, fuels used and how they are stored, of the effect of exhausted gases. The use will affect the environment and persons from the release of contaminants. The use will pollute air, soil and water. The testing of motors will create dust which will cause a nuisance. The proposed development will increase land degradation.	The submitted Site-Based Management Plan provided details of the proposed development and management so as to management environmental values relating to noise, air quality, water quality and land. Refer to the assessment against the Industrial Development Code above.
The nearby habitat and threatened wildlife will be adversely affected by the use. No proper impact assessment of the vegetation clearing has been provided. The use will adversely impact upon koala habitat.	The Planning Assessment section addressed the impacts of the development to habitat and wildlife, including koala habitat. An Ecological Assessment Report was submitted with the application to demonstrate the development minimises adverse impacts to these areas through locating in a previously disturbed area and implementation of rehabilitation measures.
The use is incompatible with the high bushfire risk of the area.	The Bushfire Management Plan demonstrates the proposed development mitigates the risk of bushfire to an acceptable level with implementation of bushfire mitigation measures.
The use will cause a decline in property values.	Land valuation is not a town planning matter.
The use will cause health issues to residents.	The Planning Assessment demonstrates how the use will be appropriately managed to ensure no adverse impacts to surrounding sensitive receptors.

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The use will adversely affect cultural heritage.	The subject site is not located and does not adjoin any sites identified as being of cultural heritage significance. Therefore, it is highly unlikely the use will affect Cultural heritage places.
The use will reduce amenity.	As detailed above under the Planning Assessment heading, the development complies with the Planning Scheme subject to reasonable and relevant conditions which includes amenity considerations.
The use will negatively affect the tourism industry.	The assessment above has demonstrated the development appropriately manages impacts to nearby sensitive receptors, which would indicate impacts to tourism uses are similarly mitigated.
The rocket testing will disrupt the stability of light helicopters flying above.	All motor tests will involve static testing only i.e. motors are tied down during the test. Given the nature of testing, this is unlikely to impact flight paths.
A stormwater management plan has not been provided to demonstrate that stormwater and water from testing will not cause adverse impacts to Sheep Station Creek and surrounding habitat.	The submitted Stormwater Management Plan and Site-Based Management Plan addressed water quality. Both plans demonstrated suitable measures to manage stormwater and water prior to discharge to the lawful point of discharge. This will ensure protection of Sheep Station Creek and surrounding habitat.

CONCLUSION

The proposal:

- Is appropriately located given the existing approved uses carried out over the land and large separation distances provided to sensitive receptors;
- Minimises adverse impacts to the biodiversity area and koala habitat area through siting the development in areas already disturbed due to previous mining and extractive industry operations, as well as proposing rehabilitation measures to mitigate impacts;
- Appropriately manages environmental values (noise, air quality, water quality) to mitigate environmental nuisance through implementation of the Environmental Noise Assessment, Site-Based Management Plan and Stormwater Management Plan;
- Appropriately manages bushfire risk to an acceptable level through implementation of the Bushfire Management Plan; and
- Achieves compliance with planning scheme and state planning requirements subject to the imposition of development conditions.

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

Options

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

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Strategic Implications

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

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

Legislation and Policy
The application has been assessed in accordance with the requirements of the *Planning Act 2016*. Legal implications arising from the recommendation provided in this report are that the applicant and/or submitter/s 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 the appropriate assessment of the application in accordance with legislative requirements and the recommendation of reasonable and relevant conditions.

Consultation
Councillor Consultation
A workshop was held with Councillors on the proposed development in July 2024 and June 2025. In addition, Councillors undertook a site inspection (June 2024) whilst a motor test was occurring and met with some of the submitters (June 2024).

Attachments

1⇩ MC2021/0073 Proposal Plans 9 Pages

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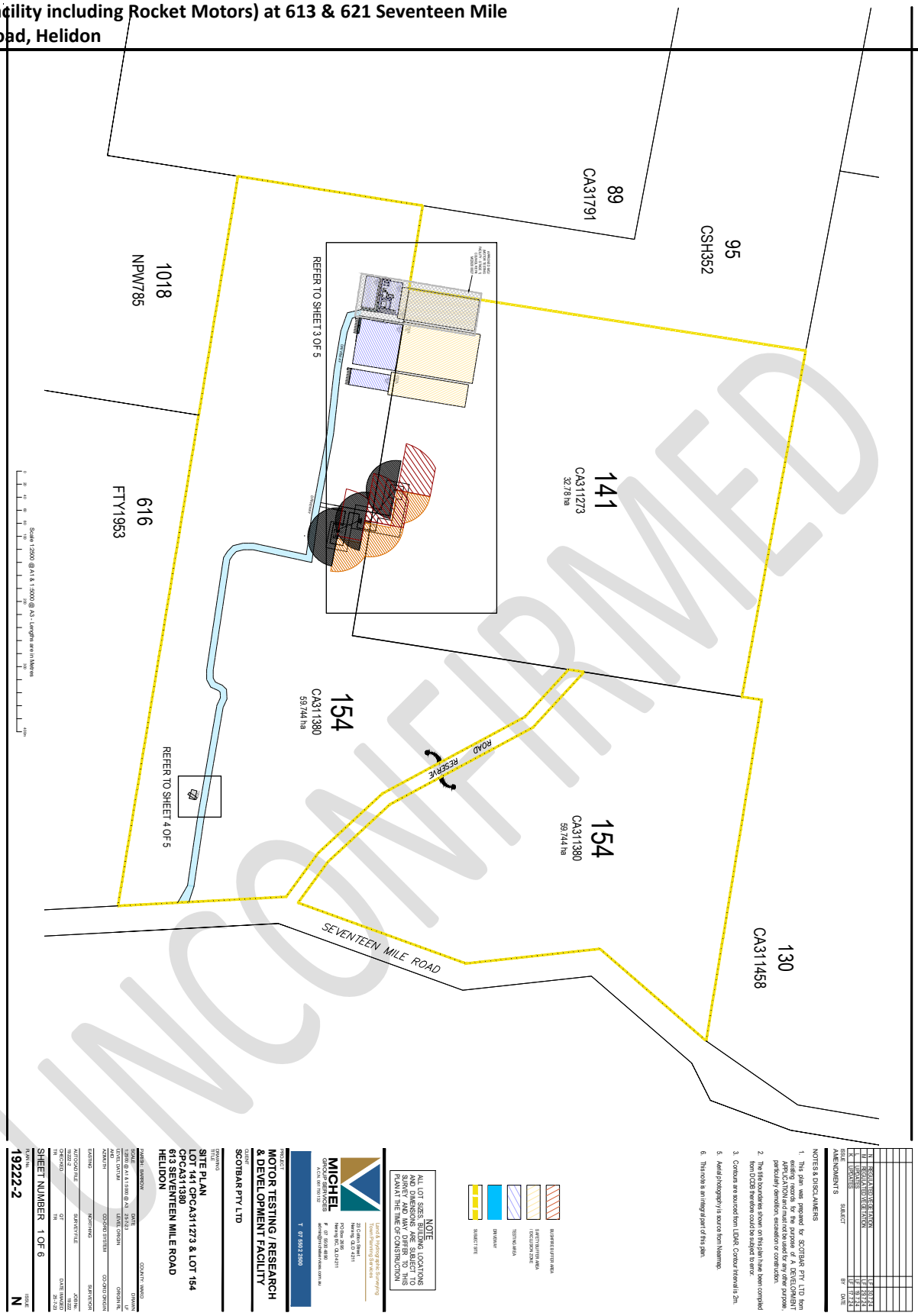
89
CA31791
95
CSH352
1018
NPW785
616
FTY1953
141
CA311273
32.78 ha
154
CA311380
59.744 ha
130
CA311458
REFER TO SHEET 3 OF 5
REFER TO SHEET 4 OF 5
RESERVE
ROAD
SEVENTEEN MILE ROAD
UNCONFIRMED
NOTES & DISCLAIMERS
1. This plan was prepared for SCOTBAR PTY. LTD. from existing records for the purpose of A DEVELOPMENT APPLICATION and must not be used for any other purpose, particularly demolition, excavation or construction.
2. The title boundaries shown on this plan have been compiled from DCDB therefore could be subject to error.
3. Contours are sourced from LIDAR. Contour interval is 2m.
5. Aerial photography is source from Nearmap.
6. This note is an integral part of this plan.
NOTE
ALL LOT SIZES, BUILDING LOCATIONS AND DIMENSIONS ARE SUBJECT TO SURVEY AND MAY VARY AT THE TIME OF CONSTRUCTION
MICHEL
MOTOR TESTING / RESEARCH & DEVELOPMENT FACILITY
SCOTBAR PTY LTD
SITE PLAN
LOT 141 CPCA311273 & LOT 154 CPCA311380
613 SEVENTEEN MILE ROAD
HELIDON
SHEET NUMBER 1 OF 6
19222-2
N

NO	AMENDMENTS	SUBJECT	BY	DATE
5				
4				
3	REVISED VEGETATION		LF	30/1/21
2	UPDATES		LF	8/7/21
1	REVISED VEGETATION		LF	8/7/21
A	UPDATES		LF	17/7/20

NOTES & DISCLAIMERS

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2. The title boundaries shown on this plan have been compiled from DCDB therefore could be subject to error.
3. Contours are sourced from LiDAR. Contour Interval is 2m.
4. Aerial photography is source from Nearmap.
5. Lot 141 & Lot 154 are entirely overlaid by State Koala Priority Area Mapping
6. State koala and vegetation mapping is sourced from the State Development assessment mapping system (DAMS).
7. This note is an integral part of this plan.

EXISTING BUFFER AREA
SAFETY BUFFER AREA (EXCLUSION ZONE)
TESTING AREA
DRIVEWAY
SUBJECT SITE

NOTE
ALL LOT SIZES, BUILDING LOCATIONS AND DIMENSIONS ARE SUBJECT TO SURVEY AND MAY VARY FROM THIS PLAN AT THE TIME OF CONSTRUCTION

MICHEL
GROUP SERVICES
A.C.N. 010 799 102
Land & Township Development Consultants
Town Planning Services
Suite 3, 33 Cotton Street
PO Box 3636
Fleming BC QLD 4701
P 07 5519 4830
admin@michelsgroup.com.au
T 07 5562 2809

PROJECT
MOTOR TESTING / RESEARCH & DEVELOPMENT FACILITY
CLIENT
SCOTBAR PTY LTD
DRAWING
SITE PLAN & AERIAL PHOTO
LOT 141 CPC A311273 & LOT 154 CPC A311380
613 SEVENTEEN MILE ROAD
HELIDON

PAPER	ARROW	COUNTY	WWD
SCALE	DATE	DRAWN	
1:2500 @ A1 & 1:5000 @ A3	30/1/21	CHECKED	
TOWN / DATUM	LEVEL DATUM	ORIGIN	
AHD			
AZIMUTH	CO-ORD SYSTEM	CO-ORD ORIGIN	
EXISTING	BOUNDING	SURVEYOR	
AUTOCAD FILE	SURVEY FILE	JOB No.	
19222-2		19222	
CO-ORD CHKD	PM	DATE	
TR		30-7-20	

SHEET NUMBER 2 OF 6

PLAN No. **19222-2**

ISSUE **N**

DRIVEWAY
DRIVEWAY
Scale 1:1000 @ A1 & 1:2000 @ A3 - Lengths are in Metres
SUBJECT SITE
DRIVEWAY
TESTING AREA
SAFETY PERIMETER (EXCLUSION ZONE)
NOTES & DISCLAIMERS
1. This plan was prepared for SCOTBAR PTY. LTD from existing records for the purpose of DEVELOPMENT APPLICATION and must not be used for any other purpose. per subdivision, excavation or construction.
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3. Contours are sourced from LIDAR. Contour interval is 2 m.
5. Aerial photography is source from Nearmap.
6. This note is an integral part of this plan.
DEVELOPMENT TABLE
ITEM
PARAMETER
NOTES
MAX. BUILDING AREA
300 m²
MAX. IMPERVIOUS AREA
1500m²
PARKING
15 SPACES
SERVICE VEHICLE
HRV
MAX. BUILDING HEIGHT
8.5 m ABOVE NATURAL GROUND
MAX. STRUCTURE
10 m ABOVE NATURAL GROUND
NOTE
ALL LOT SIZES, BUILDING LOCATIONS AND DIMENSIONS ARE SUBJECT TO SURVEY AT THE TIME OF CONSTRUCTION
MICHEL
GROUP SERVICES
T 07 5502 2500
MOTOR TESTING / RESEARCH & DEVELOPMENT FACILITY
SCOTBAR PTY LTD
SITE PLAN
LOT 141 CPCA311273 & LOT 154 CPCA311280
613 SEVENTEEN MILE ROAD
HELIDON
SHEET NUMBER 3 OF 6
19222-2
N

ISSUE	AMENDMENTS	SUBJECT	BY	DATE
A			LF	30/7/21
B		REGISTERED VEGETATION	LF	30/7/21
C		REGISTERED VEGETATION	LF	30/7/21
D		UPDATES	LF	19/8/21
E		UPDATES	LF	27/8/21

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NOTE
ALL LOT SIZES, BUILDING LOCATIONS AND DIMENSIONS ARE SUBJECT TO SURVEY AND MAY BE VARIED ON PLAN AT THE TIME OF CONSTRUCTION

Land & Property Surveying
Town Planning Services
22 Cotton Street
Toowoomba QLD 4350
PO Box 3646
Harrisville QLD 4307
P 07 4151 4890
admin@michel.com.au
MICHEL GROUP SERVICES
ACN 130 150 122
T 07 5592 2899

PROJECT
MOTOR TESTING / RESEARCH & DEVELOPMENT FACILITY

CLIENT
SCOTBAR PTY LTD

DRAWING
SITE PLAN
LOT 141 CPCA311273 & LOT 154 CPCA311280
613 SEVENTEEN MILE ROAD
HELIDON

PAPER	A1	COUNTY	WWD
SCALE	1:1000 @ A1	DRAWN	LF
DATUM	GDA94	SURVEYED	N
ZONE	56	ORIGIN	N
DATE	30/7/21		
LEVEL ORIGIN	AHD		
AZIMUTH		CO-ORD ORIGIN	
CO-ORD SYSTEM		SURVEYOR	
EXISTING	BOUNDARY		
AUTOCAD FILE	SURVEY TITLE	JOB No.	
19222-2		19222	
DRAWING No.	DATE	ISSUE	
TR	30-7-21	A	

SHEET NUMBER 4 OF 5

PLAN No. **19222-2**

ISSUE **N**

Scale 1:500 - Lengths are in Metres

SAT STATION PIN
DRIVEWAY
TESTING AREA
SUBJECT SITE

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NOTES & DISCLAIMERS

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ISSUE	AMENDMENTS	SURVEY	BY	DATE
A	PRELIMINARY		LJ	31/1/21
B	SCOTBAR DEVELOPMENT		LJ	1/2/21
C	SCOTBAR DEVELOPMENT		LJ	18/3/21
D	ISSUED		LJ	17/12/21

BUSHFIRE BUFFER AREA
SAFETY BUFFER AREA
EXCLUSION ZONE
TESTING AREA
DRIVEWAY
SUBJECT SITE
STATE KOALA HABITAT MAPPING

NOTE
ALL LOT SIZES, BUILDING LOCATIONS AND DIMENSIONS ARE SUBJECT TO SURVEY AND MAY BE VARIED DURING PLAN AT THE TIME OF CONSTRUCTION

MICHEL GROUP SERVICES
A.C.N. 010 799 132
Land & Township Development Consultants
Town Planning Surveying
ROCKHAMPTON
PO Box 3636
Fleming BC QLD 4701
P 07 4936 4890
admin@michelsplan.com.au
T 07 5502 2500

PROJECT
MOTOR TESTING / RESEARCH & DEVELOPMENT FACILITY
CLIENT
SCOTBAR PTY LTD
DRAWING
SITE PLAN
LOT 141 CPCA311273 & LOT 154 CPCA311380
613 SEVENTEEN MILE ROAD
HELIDON

PARISH: MARBROW		COUNTY: WHITE	
SCALE: 1:2500 @ A1 & 1:5000 @ A3	DATE: 31/1/21	DRAWN: LJ	
ORIGINAL DATUM: AHD	LEVEL DATUM: AHD	ORIGIN: N	
AZIMUTH:	CO-ORD SYSTEM:	CO-ORD ORIGIN:	
EXISTING: BOUNDARY	SURVEY:	SURVEYOR:	
AUTOCAD FILE: 19222-2	SURVEY FILE:	JOB No.: 19222	
CO-ORD ADOPTED:	CO-ORD DATUM:	DATE:	
TR:	CO-ORD ORIGIN:	SHT SIZE: A1	

SHEET NUMBER 5 OF 6
PLAN No. **19222-2**
ISSUE **N**

NOTES & DISCLAIMERS

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5. Aerial photography is source from Nearmap.
6. This note is an integral part of this plan.

NO.	AMENDMENTS	SUBJECT	BY	DATE
1			LF	03/12/21
2		SECURITY FENCE LOCATION	LF	03/12/21
3		BOUNDARIES	LF	15/12/21
4		ROAD RESERVE DEDICATION	LF	17/12/21
5		BOUNDARIES	LF	17/12/21

REGULATED VEGETATION MANAGEMENT
BUSHFIRE BUFFER AREA
SAFETY BUFFER AREA
EXCLUSION ZONE
TESTING AREA
DRIVEWAY
SUBJECT SITE
STATE KOALA HABITAT MAPPING

NOTE
ALL LOT SIZES, BUILDING LOCATIONS AND DIMENSIONS ARE SUBJECT TO SURVEY AND MAY BE SUBJECT TO PLAN AT THE TIME OF CONSTRUCTION

MICHEL GROUP SERVICES
A.C.N. 061 780 102

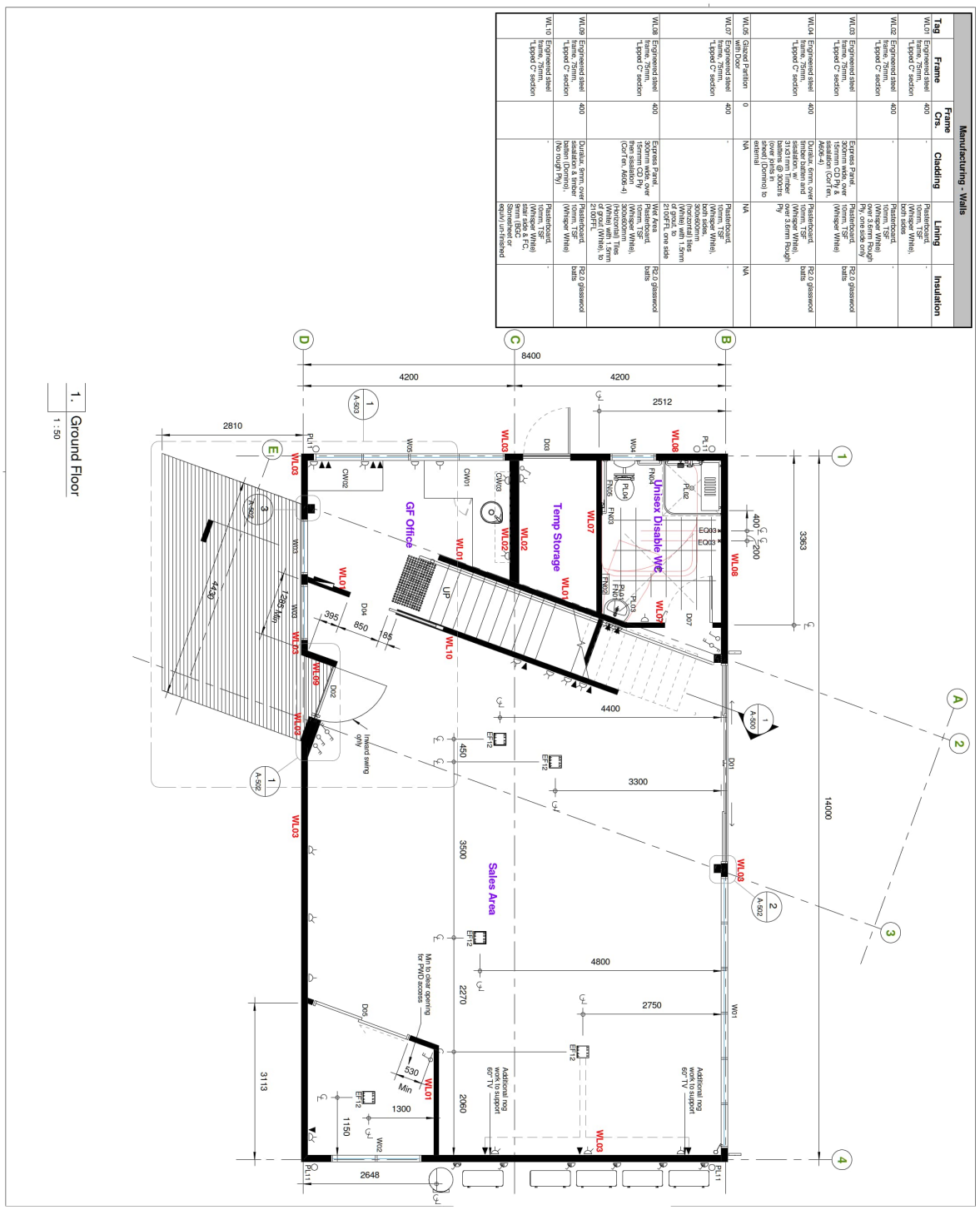
Land & Township Development Consultants
Town Planning Surveying
ZECHARY Dwyer
Senior Town Planner
PO Box 3646
Fernvale QLD 4306
P 07 5519 4910
E admin@michelsprojects.com.au

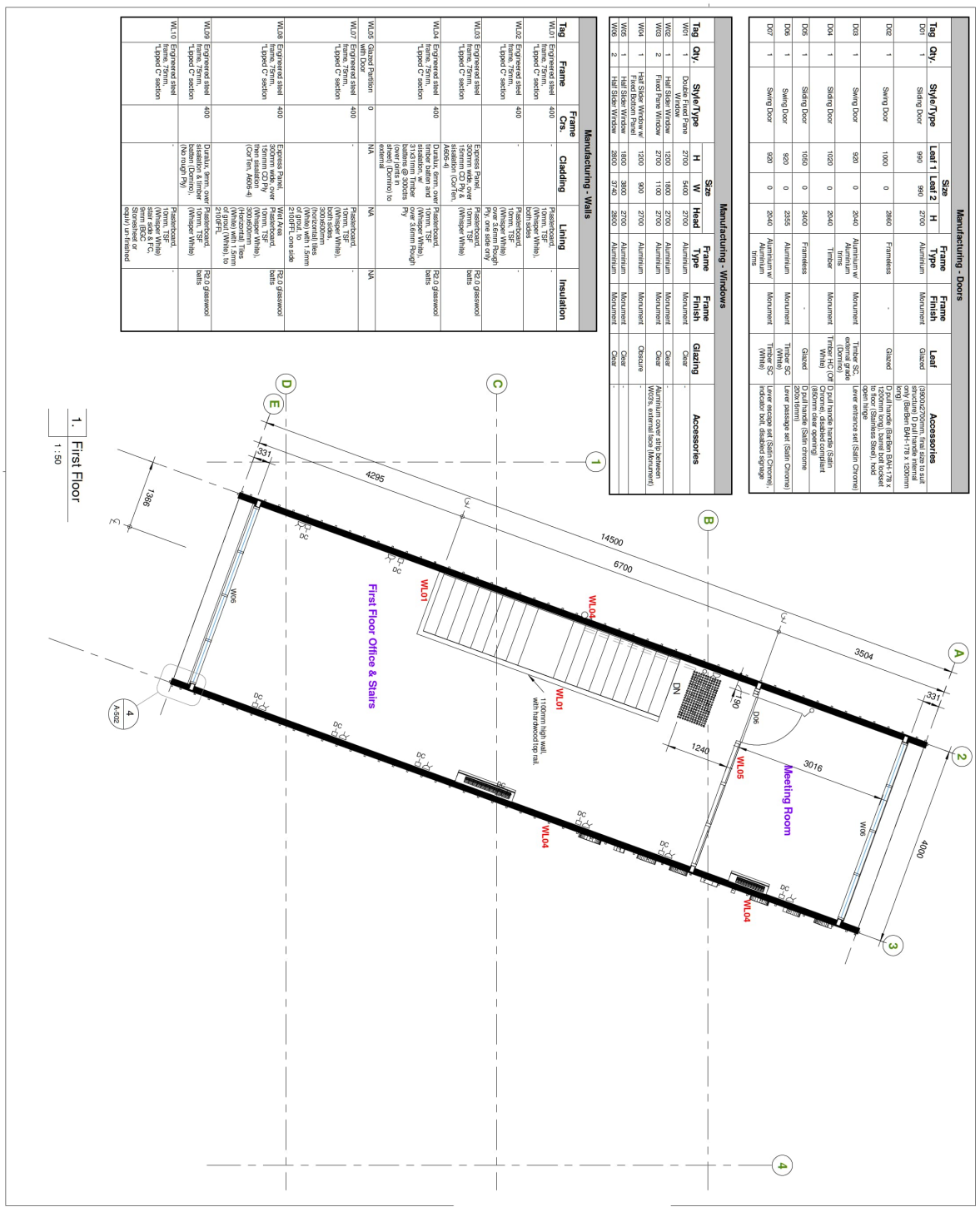
T 07 5502 2500

PROJECT
MOTOR TESTING / RESEARCH & DEVELOPMENT FACILITY
CLIENT
SCOTBAR PTY LTD
DRAWING
SITE PLAN
LOT 141 CPCA311273 & LOT 154 CPCA311380
613 SEVENTEEN MILE ROAD
HELIDON

PAPER	ARCH/D	COUNTY	WWD
SCALE	1:2500 @ A1 & 1:5000 @ A3	DRAWN	ZD
DATUM	GDA94	LEVEL DATUM	AHD
LEVEL DATUM	AHD	ORIGIN	N
AZIMUTH		CO-ORD SYSTEM	CO-ORD ORIGIN
EXISTING	BOYDTHG	SURVEYOR	SURVEYOR
AUTOCAD FILE	19222-2	JOB No.	19222
SURVEY FILE	19222-2	DATE	30-7-20
CO-ORD ORIGIN	TR	DATE	30-7-20

SHEET NUMBER 6 OF 6
PLAN No. **19222-2**
ISSUE **N**


Manufacturing - Walls
Tag
Frame
Frame Crs.
Cladding
Lining
Insulation
WL01 Engineered steel frame, 75mm, "Lipped C" section 400 - Plasterboard, 10mm T&G (Whisper White), both sides - -
WL02 Engineered steel frame, 75mm, "Lipped C" section 400 - Plasterboard, 10mm T&G (Whisper White), both sides - -
WL03 Engineered steel frame, 75mm, "Lipped C" section 400 Express Panel 300mm wide, over 18mm CD Ply & sisalation (CorTen, A606-4) Plasterboard, 10mm T&G (Whisper White) over 3.6mm Rough Ply on battens RZ2.0 glasswool batts -
WL04 Engineered steel frame, 75mm, "Lipped C" section 400 DuraLok, 6mm, over 18mm CD Ply and sisalation, w/ 310x31mm Timber battens (300crs) (over joints in sheet (Dornmo) to external Plasterboard, 10mm T&G (Whisper White), over 3.6mm Rough Ply RZ2.0 glasswool batts -
WL05 Glazed Partition with Door 0 NA NA NA -
WL07 Engineered steel frame, 75mm, "Lipped C" section 400 - Plasterboard, 10mm T&G (Whisper White), both sides, horizontal tiles as specified, trim (White) with 1.5mm gap, 2100FFL one side RZ2.0 glasswool batts NA -
WL08 Engineered steel frame, 75mm, "Lipped C" section 400 Express Panel 300mm wide, over 18mm CD Ply then sisalation (CorTen, A606-4) Wet Area Plasterboard, 10mm T&G (Whisper White), 300x600mm Tiles (Random) (White) with 1.5mm gap of grout (White), to 2100FFL RZ2.0 glasswool batts -
WL09 Engineered steel frame, 75mm, "Lipped C" section 400 DuraLok, 6mm, over Plasterboard, sisalation & timber battens (Dornmo). 10mm T&G (Whisper White) RZ2.0 glasswool batts -
WL10 Engineered steel frame, 75mm, "Lipped C" section - Plasterboard, 10mm T&G (Whisper White) over 9.5mm FC, (Stormshield or equiv) unlined - -
1. Ground Floor
1 : 50
8400
4200
4200
2512
2810
GF Office
Temp Storage
Unisex Disable WC
Sales Area
UP
4400
3300
3500
4800
2750
2270
2060
1300
1150
530 Min
2648
3113
3383
14000
400
200
450
395
850
185
1286 Min
4430
Min 1m clear opening for PWD access
Additional nog work to support 60" TV
Additional nog work to support 60" TV
Inward swing only
WL01
WL02
WL03
WL04
WL05
WL07
WL08
WL09
WL10



Manufacturing - Doors

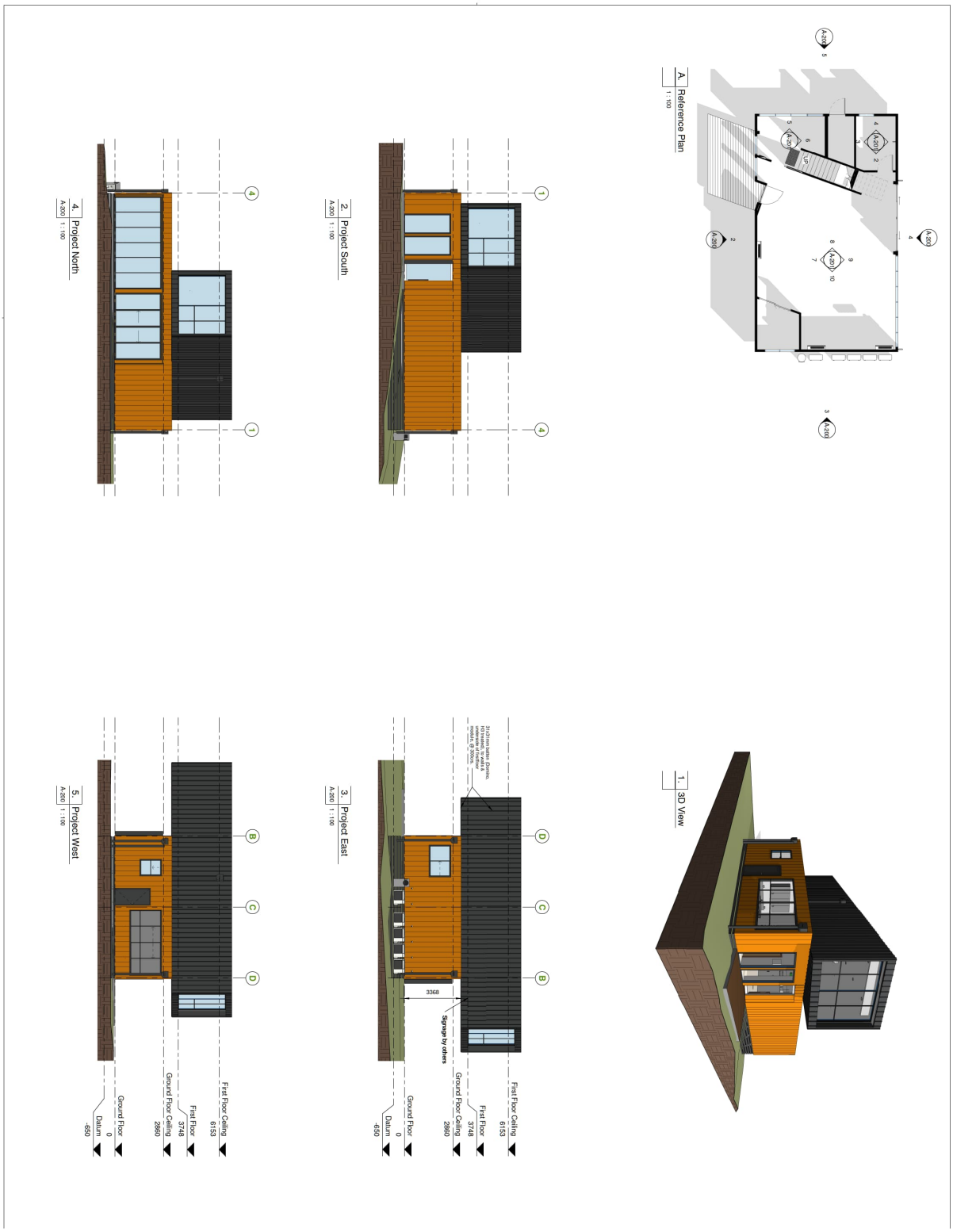
Tag	Qty.	Style/Type	Size			Frame Type	Frame Finish	Leaf	Accessories
			Leaf 1	Leaf 2	H				
D01	1	Sliding Door	990		2700	Aluminium	Monument	Glazed	(SKKIN2270)1mm. Tinted Stile to suit structure D pull handle internal only (Bar/Ben BAH-178 x 1200mm long),
D02	1	Swing Door	1000	0	2880	Frameless	-	Glazed	D pull handle (Bar/Ben BAH-178 x 1200mm long), barrel bolt lockset to both leaves (Stainless Steel), hold open hinge
D03	1	Swing Door	920	0	2040	Aluminium w/ Timber trims	Monument	Timber SC, external grade (Dulux Ivory White)	Lever entrance set (Satin Chrome)
D04	1	Sliding Door	1020	0	2040	Timber	Monument	Timber SC, external grade (Dulux Ivory White)	D pull handle handle (Satin Chrome), disabled compliant (850mm clear opening)
D05	1	Sliding Door	1050	0	2400	Frameless	-	Glazed	Lever passage set (Satin chrome 200x16mm)
D06	1	Swing Door	920	0	2355	Aluminium	Monument	Timber SC (White)	Lever passage set (Satin Chrome)
D07	1	Swing Door	920	0	2040	Aluminium w/ Aluminium trims	Monument	Timber SC (White)	Lever escape set (Satin Chrome), indicator bolt, disabled signage

Manufacturing - Windows

Tag	Qty.	Style/Type	Size		Frame Type	Frame Finish	Glazing	Accessories
			H	W				
W01	1	Double Hung Window	2700	5400	Aluminium	Monument	Clear	-
W02	1	Half Slider Window	1200	1800	Aluminium	Monument	Clear	-
W03	2	Fixed Pane Window	2700	1100	Aluminium	Monument	Clear	Aluminium cover strip between W03's, external face (Monument)
W04	1	Half Slider Window w/ Fixed Bottom Panel	1200	900	Aluminium	Monument	Obscure	-
W05	1	Half Slider Window	1800	3800	Aluminium	Monument	Clear	-
W06	2	Half Slider Window	2800	2700	Aluminium	Monument	Clear	-

Manufacturing - Walls

Tag	Frame	Frame Ctrs.	Cladding	Lining	Insulation
WL01	Engineered steel frame, 75mm. "Lipped C" section	400	-	Plasterboard, 10mm, TSF (Whisper White), both sides	-
WL02	Engineered steel frame, 75mm. "Lipped C" section	400	-	Plasterboard, 10mm, TSF (Whisper White) over 35mm Rough Ply, one side only	-
WL03	Engineered steel frame, 75mm. "Lipped C" section	-	Express Board, 300/9mm wide over 15mm CD Ply & sisalation (Con'ten. A606-4)	Plasterboard, 10mm, TSF (Whisper White)	R2.0 glasswool batts
WL04	Engineered steel frame, 75mm. "Lipped C" section	400	Duralux, 6mm. over timber batten and sisalation system 31x91mm Timber battens @ 300ctrs (Dorrnbo) to external	Plasterboard, 10mm, TSF (Whisper White) over 35mm Rough Ply	R2.0 glasswool batts
WL05	Glazed Partition with Door	0	NA	NA	NA
WL07	Engineered steel frame, 75mm. "Lipped C" section	400	-	Plasterboard, 10mm, TSF (Whisper White), both sides, (Horizontal Tiles 300x600mm or grout (White) with 1.5mm of grout, to 2100FFL one side	-
WL08	Engineered steel frame, 75mm. "Lipped C" section	400	Express Board, 300/9mm wide over 15mm CD Ply (Con'ten. A606-4)	Wet Area Plasterboard, 10mm, TSF (Whisper White), (Horizontal Tiles 300x600mm or grout (White), to 2100FFL	R2.0 glasswool batts
WL09	Engineered steel frame, 75mm. "Lipped C" section	400	Duralux, 6mm. over timber batten and sisalation system (No rough Ply)	Plasterboard, 10mm, TSF (Whisper White)	R2.0 glasswool batts
WL11	Engineered steel frame, 75mm. "Lipped C" section	-	Plasterboard, 10mm, TSF (Whisper White) with Bradnam's 9mm (BGC Storesheet or equiv) un-finished	-	-


A. Reference Plan
1 : 100
4. Project North
A-200 1 : 100
2. Project South
A-200 1 : 100
5. Project West
A-200 1 : 100
3. Project East
A-200 1 : 100
1. 3D View
3368
Signage by others
Datum -450
Ground Floor 0
Ground Floor Ceiling 2860
First Floor 3748
First Floor Ceiling 6153

Cr T Milligan returned to the meeting at 11:28am and assumed the Chair from the Deputy Mayor.

Cr J Reck left the meeting at 11:29am and returned to the meeting at 11:32am.

12.2 Use of Murphys Creek Ground for Camping and Caravans

Author: Michael Coogan, Coordinator Community Wellbeing
Responsible Officer: Amanda Pugh, Group Manager Community & Regional Prosperity

Purpose:

The purpose of this report is to consider the use of the Murphys Creek Ground (MCG) for camping and caravans.

Officer's Recommendation:

THAT Council advise the Murphys Creek Progress Association that the use of the Murphys Creek Ground for camping or caravans:

1. **Is not an approved or lawful use of the land in accordance with the *Planning Act 2016*; and**
2. **Can only occur in association with temporary entertainment events conducted on the land in accordance with an approval under Local Law No. 1 (Administration) 2011 for the operation of a temporary entertainment event.**

RESOLUTION

THAT Council advise the Murphys Creek Progress Association that the use of the Murphys Creek Ground for camping or caravans:

1. **Is not an approved or lawful use of the land in accordance with the *Planning Act 2016*; and**
2. **Can only occur in association with temporary entertainment events conducted on the land in accordance with an approval under Local Law No. 1 (Administration) 2011 for the operation of a temporary entertainment event.**

Moved By: Cr M Hagan Seconded By: Cr J Reck
Resolution Number: 24-28/0387

CARRIED
7/0

Executive Summary

Council has recently received a complaint about people staying in a caravan at the MCG. This use of the land is not a lawful use under the *Planning Act 2016*.

Proposal

The Murphys Creek Ground is located at Jessie Lane, Murphy's Creek. The facilities provided at the MCG include the Murphys Creek Community Centre, sporting fields and courts, Jessie's Cottage, a playground and an ablution block.

A lease agreement with the Murphys Creek Progress Association (the Progress Association) which allows them use of the facilities has been prepared, but at the time of writing this report has not been signed.

There have been instances in the past where the MCG has been used for camping and caravans associated with events being held at the MCG or the nearby Murphys Creek Tavern. At these times, the use of the grounds for camping and caravans had been approved by Council through a local law approval, however this appears to have become an informal process through a phone call or email.

On 22 July 2025 a complaint was received in relation to persons staying in a caravan at the MCG. Further information was provided that this had been arranged by a member of the Progress Association. In return for allowing the people to reside in their caravan on the land, the Progress Association received a modest monetary donation from the caravan residents.

Officers contacted a representative of the Progress Association in relation to the recent complaint and advised the land could not be used for this purpose. Officers have since been advised that the donation has been returned and the Progress Association has asked the caravan residents to vacate the land by 12 August 2025.

The land can only be used for camping and caravans subject to the following:

(a) A development approval being issued for a Tourist park in accordance with the *Planning Act 2016* and the Lockyer Valley Planning Scheme; or
(b) The use of the land for camping or caravans is associated with a temporary entertainment event conducted on the land in accordance with an approval under Local Law No. 1 (Administration) 2011 for the operation of a temporary entertainment event.

It is recommended the Progress Association be advised the MCG can only be used for camping or caravans in association with a temporary entertainment event conducted on the land in accordance with an approval under Local Law No. 1 (Administration) 2011.

Options

1. Council advise the Progress Association that the use of the land for a Tourist park is not an approved or lawful use of the land, and camping and caravans will only be allowed in association with temporary entertainment events on the land subject to an approval under the relevant local law.
2. Council take no action in relation to this matter.

Previous Council Resolutions
There are no relevant previous Council resolutions.

Critical Dates
There are no critical dates.

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Strategic Implications

Corporate Plan
Lockyer Community:

- Provide regulatory services for the safety of the community

Finance and Resource
There are no financial implications for Council.

Legislation and Policy
Planning Act 2016
Lockyer Valley Planning Scheme
Local Law No. 1 (Administration) 2011
Subordinate Local Law 1.12 (Operation of Temporary Entertainment Events) 2011

Risk Management
Environmental and Community (EC1) - Environment and the community, including sustainable development, social and community wellbeing, community relationships, public health, recreation, regional profile and identity

Consultation
Portfolio Councillor Consultation
This matter was discussed at a Councillor workshop.

Internal Consultation
This matter has been discussed with the Group Manager Community and Regional Prosperity and the Principal Governance and Property.

External Consultation
This matter has been discussed with a representative of the Progress Association who has taken appropriate action to rectify the issue of people staying in a caravan on the land.

Attachments

There are no attachments for this report.

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13.0 INFRASTRUCTURE REPORTS

13.1 Unmaintained and Unconstructed Roads Policy and Procedure

Author: Matthew Lennon, Manager Infrastructure Design and Asset Management
Responsible Officer: Micah Edwards, Group Manager Infrastructure

Purpose:

The purpose of this report is to seek Council's adoption of the following documents:

- Unmaintained and Unconstructed Roads Policy; and
- Unmaintained and Unconstructed Roads procedure.

Officer's Recommendation:

THAT Council:

1. **Adopt the:**
   - **Unmaintained and Unconstructed Roads Policy; and**
   - **Unmaintained and Unconstructed Roads Procedure.**
2. **Authorise the Chief Executive Officer to make any amendments as requested by Council during the meeting.**

RESOLUTION

THAT Council:

1. **Adopt the:**
   - **Unmaintained and Unconstructed Roads Policy; and**
   - **Unmaintained and Unconstructed Roads Procedure.**
2. **Authorise the Chief Executive Officer to make any amendments as requested by Council during the meeting.**

Moved By: **Cr M Hagan** **Seconded By:** **Cr C Wilson**
Resolution Number: 24-28/0388

CARRIED
7/0

Executive Summary

Lockyer Valley Regional Council manages over 1,500km of road, 300km of kerb and channel, 75km of footpaths and 33 bridges along with many other smaller roadside embellishments to facilitate and support transportation of the local community. The road network is made up of approximately 1,000km of sealed roads, 500km of unsealed roads, 40km of unmaintained roads and 1,200km of unconstructed road reserve.

Council has developed a Policy and Procedure for the management of these unmaintained and unconstructed road reserves, which were presented during Council Workshop on 10 June 2025. The overarching intent of the Policy and Procedure is to mitigate the burden of acquisition, operation and maintenance of substandard assets upon Council.

Proposal

Council's Transport Asset Management Plan has highlighted the importance of sustainable investment in our road network. The construction, upgrade, operation and maintenance of new assets, as often requested by constituents, will place additional burden on Council's already stretched resources and will influence the achievable levels of service for the existing road network.

Two common and frequent themes of these requests are in relation to the upgrade (the standard and/or length) and maintenance of unmaintained and/or unconstructed road reserves. These requests generally look at two types of delivery: requests for Council to undertake the work or requests from constituents to undertake the works themselves.

Council currently does not have an adopted policy or procedure on how these requests are to be handled, which leads to uncertainty for both constituents and Council officers. In addition, depending upon the predevelopment characteristics and the proposed work, the new Lockyer Valley Planning Scheme has provisions for the application and assessment of these works, which has led to further uncertainty around the correct process for constituent delivered works i.e. whether these are a Local Law Works on Roads Permit or a Planning Act/Planning Scheme Operational Works Permit.

The intent of the Unmaintained and Unconstructed Roads Policy and Unmaintained and Unconstructed Roads Procedure is to provide clarity on Council's overall position and then direct constituents and Council officers towards the correct delivery mechanism.

The default position of the draft Unmaintained and Unconstructed Roads Policy states:
It is Council's policy that Council will not construct or maintain an unmaintained or unconstructed road.

These documents have been developed in consultation with key stakeholders.

Once adopted, they will be published on Council's website.

Options

1. Council adopt the Unmaintained and Unconstructed Roads Policy and the Unmaintained and Unconstructed Roads Procedure as presented.
2. Council adopt the Unmaintained and Unconstructed Roads Policy and Unmaintained and Unconstructed Roads Procedure subject to minor amendments it authorises the Chief Executive Officer to make.
3. Council does not adopt the Unmaintained and Unconstructed Roads Policy and Unmaintained and Unconstructed Roads Procedure.

Strategic Implications

Corporate Plan
The preparation, review and presentation of these documents to Council for adoption aligns with the following Corporate Plan 2022-2027 outcomes:

- Lockyer Community
    - A community with fair and reasonable access to services.
- Lockyer Nature
    - Council and the community actively reduce consumption of non-renewable resources.
- Lockyer Planned

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

- Lockyer Leadership and Council
  - Undertake robust and accountable financial, resource and infrastructure planning and management to ensure affordable and sustainable outcomes for our community.

Finance and Resource

The Unmaintained and Unconstructed Roads Policy and Unmaintained and Unconstructed Roads Procedure will provide additional confidence in relation to Council's Transport Asset Management Planning and Council's Long Term Financial Forecast.

No additional budget implications have been identified in relation to the adoption of the Unmaintained and Unconstructed Roads Policy and Unmaintained and Unconstructed Roads Procedure.

Legislation and Policy

The Local Government Act (2009) does not impose an obligation or duty on Council to construct, repair or maintain a road in its area. The construction, repair and maintenance of a road, including an unconstructed road, is at Council's discretion and there is no stipulation of how local governments within Queensland must maintain unmaintained roads.

The Unmaintained and Unconstructed Roads Policy and Unmaintained and Unconstructed Roads Procedure also relate to the following existing Policies:

POLICY NAME	ECM #	DATE ADOPTED
Provision of Transport Network Policy	3578795	11/07/2018
Sealing of Gravel Roads Policy	3542276	11/07/2018
Asset Management Policy	3765249	27/03/2019

As per Officer's Recommendation of this report, it is proposed that the Chief Executive Officer [or their Delegate(s)] be authorised to take all action necessary to operate in accordance with the Unmaintained and Unconstructed Roads Policy and Unmaintained and Unconstructed Roads Procedure.

Risk Management

The Unmaintained and Unconstructed Roads Policy and Unmaintained and Unconstructed Roads Procedure have been developed to help manage the risks of inconsistent and inappropriate investment and the unsustainable provision of infrastructure.

Risk Code	Corporate Risk Category	Corporate Risk Category Description
FE1	Finance and Economic	Financial sustainability to support the achievement of strategy, goals and objectives in the medium to long term.
FE2	Finance and Economic	Decision making governance, due diligence, accountability and sustainability.
IA1	Infrastructure and Assets	Planning, managing and maintaining assets for the future.

Consultation

Internal stakeholders have had an opportunity to participate in the review and development of the Unmaintained and Unconstructed Roads Policy and Unmaintained and Unconstructed Roads Procedure, including:

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- Council was consulted on the Unmaintained and Unconstructed Roads Policy and Unmaintained and Unconstructed Roads Procedure during Council Workshop on 10 June 2025
- Infrastructure Portfolio Councillor, Cr M Hagan, was consulted in relation to this report
- Infrastructure Group
- Governance and Property Team
- Finance team
- Planning, Policy and Community Wellbeing Team

Attachments

1⇩	Unmaintained and Unconstructed Roads Policy	4 Pages
2⇩	Unmaintained and Unconstructed Roads Procedure	8 Pages

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Policy

STRATEGIC/GOVERNANCE

UNMAINTAINED AND UNCONSTRUCTED ROADS

Head of Power

Local Government Act 2009 (LGA)

Key Supporting Council Documents

Lockyer Valley Regional Council Corporate Plan (2017 - 2022):

Lockyer planned - Plan, design and deliver essential infrastructure for roads, drainage, walkways and cycle paths for connectivity across the region.

Definitions

Gravel road maintenance	is grading, re-tyning, re-sheeting or spot gravelling of the road.
Formed road	is a public road reserve that has been cleared and shaped to provide access and drainage and where existing natural material or imported gravel form the road pavement.
Formed track	is a public road reserve that has had minor works undertaken and is open to and used by the public. Formed tracks provide very low volume access to rural and rural residential properties.
LGA	Local Government Act (2009)
Road	in accordance with the *Local Government Act 2009*, a road is an area of land that is dedicated to public use as a road; or a. an area of land that—

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	(i) is developed for, or has as one of its main uses, the driving or riding of motor vehicles; and (ii) is open to, or used by, the public; or b. a footpath or bicycle path; or c. a bridge, culvert, ford, tunnel or viaduct. However, a road does not include— (i) a State-controlled road; or (ii) a public thoroughfare easement. In accordance with the *Land Act 1994*, (1) A road means an area of land, whether surveyed or unsurveyed— a. dedicated, notified or declared to be a road for public use; or (b) taken under an Act, for the purpose of a road for public use; or b. taken under an Act, for the purpose of a road for public use. (2) The term includes— a. (a) a street, esplanade, reserve for esplanade, highway, pathway, thoroughfare, track or stock route; and b. a bridge, causeway, culvert or other works in, on, over or under a road; and c. any part of a road. Note that a "road" means an area of land that has been dedicated, notified or declared to be a road for public use. A physical vehicular track need not have been created. The road need not be named.
Unmaintained Road	is a formed or constructed road which may or may not be constructed to a particular standard and which is not on Council's maintained assets register.
Unconstructed road	is a public road reserve that has no capital improvements (trafficable formation) undertaken by Council.
Transport network	includes footpaths, cycleways, walking tracks, roads, bridges, bus stops, street lighting and the like forming part of the asset stock lawfully created within a road (as defined above) for transport purposes. The transport network includes the likes of traffic signs, linemarking and stormwater systems.

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Operational Work	means work, other than building work or plumbing or drainage work, in, on, over or under premises that materially affects premises or the use of premises. For the purposes of this Policy and Procedure, any works which upgrade any element of the road, such as the cross-section, length, pavement, drainage, alignment or otherwise, will be considered operational work.
Other Work (other than Operational Work)	Work (other than operational work) includes activities such as maintenance activities to repair or preserve a road in its current or original state. In accordance with the Local Government Act s75, this does "not include the maintenance of ancillary works and encroachments, or landscaping, that does not interfere with the road or its operation."
Works	means: - Operational Work - Other Work (other than Operational Work).

Policy Objective

The purpose of this policy is to ensure the sustainable and safe management of the network of unmaintained and unconstructed roads within the Lockyer Valley region and to provide clarity on responsibilities for work within the road network.

Policy Statement

The LGA provides that Council has control of all roads in its local government area (other than State-controlled roads). Council's control of roads extends to the construction, repair and maintenance of roads in its area.

Notwithstanding this, the LGA does not impose an obligation or duty on Council to construct, repair or maintain a road in its area. The construction, repair and maintenance of a road, including an unformed road, is at Council's discretion and there is no stipulation of how local governments within Queensland must maintain unmaintained roads.

It is Council's policy that Council will not construct or maintain an unmaintained or unconstructed road.

It is the responsibility of the property owner(s) to provide access to their property from the nearest maintained road. Should this be along or through an unmaintained and/or unconstructed road reserve, then the construction and/or maintenance of an unmaintained or unconstructed road is the responsibility of the property owner(s) seeking to have the unmaintained or unconstructed road constructed or maintained.

Works must be undertaken to Council's standards and are not to commence without written approval from Council. This may be a Works on Roads Permit or an Operational Works Permit, depending upon the existing road configuration and the definition of Works (refer definitions). Roads will only be added to the maintained list if they have followed the processes prescribed in Council's Planning Scheme (Operational Works Permit).

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A landowner must apply to Council under *Subordinate Local Law No. 1.15 (Carrying Out Works on a Road or Interfering with a Road or its Operation) 2011* to undertake Work (other than Operational Work) upon a road. Any approval issued by Council will be subject to a condition requiring the approval holder to, at its cost, construct and maintain the road to specified standards.

Should work be delivered under Local Law permit, Council will continue to have control of the constructed road, but Council will not maintain the road. Maintenance of the road will continue to be the responsibility of the landowner/permit holder.

From time-to-time, Council may review the road network it maintains, and determine to make changes to the extent of the network, including the addition or removal of some roads from Council's register depending upon their benefit to the wider community.

Whilst Council does not conduct proactive construction or maintenance works on unmaintained or unconstructed roads, nor will it undertake capital upgrades to provide formation and access, there will be occasions where Council undertakes minor works on unconstructed or unmaintained roads to address particular hazards or safety risks which pose a real threat of damage to property or personal injury, and which the Council knows about or ought reasonably to know about. Deficiencies solely in relation to the size or type of vehicle which can traverse the unconstructed or unmaintained road are not considered genuine hazards or safety risks.

Human Rights

Council is committed to respecting, protecting and promoting human rights. Council has an obligation under the *Human Rights Act 2019* to give proper consideration to human rights when making a decision, and to act and make decisions in a way that is compatible with human rights. To the extent that an act or decision under this policy may engage human rights, Council will have regard to the *Human Rights Act 2019* in undertaking the act or making the decision.

Relevant Legislation

Local Government Act 2009

Local Law No. 1 (Administration) 2011

Planning Act 2016

Subordinate Local Law No. 1.15 (Carrying Out Works on a Road or Interfering with a Road or its Operation) 2011

Related Documents

Procedure – Unmaintained and Unconstructed Roads

Lockyer Valley Planning Scheme

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Procedure

UNMAINTAINED AND UNCONSTRUCTED ROADS

August 2025

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Document Control

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

Version	Clause(s)	Changes	Author	Issue Date
0				
1				
2				
3				
4				

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1. Introduction

Council has control of all roads in its local government area (other than State-controlled roads). Council's control of roads extends to the construction, repair and maintenance of roads in its area.

Notwithstanding this, the *Local Government Act 2009 (LGA)* does not impose an obligation or duty on Council to construct, repair or maintain a road in its area. The construction, repair and maintenance of a road, including unconstructed and unmaintained roads, is at Council's discretion.

Council's *Unmaintained and Unconstructed Roads Policy* (Policy) provides that Council will not construct or maintain an unmaintained or unconstructed road. Rather, the landowner seeking to have an unmaintained or unconstructed road constructed or maintained is responsible for both the construction and the ongoing maintenance of the road unless the road is designed, assessed and constructed through an Operational Works application. The mechanism for obtaining approval (*Planning Act 2016* or *Subordinate Local Law 1.15*) for such works depends upon the presence and standard of improvements on the road.

The purpose of this procedure is to provide guidance about the implementation of the Policy, including assessment mechanisms and criteria for works.

2. Definitions

Provide definitions for any specialist words or acronyms

Council	means Lockyer Valley Regional Council.
IPWEA Guideline	means the *Institute of Public Works Engineering Australasia Lower Order Road Design Guidelines*.
LGA	means the *Local Government Act 2009*.
LL1	means *Local Law No. 1 (Administration) 2011*.
Non-standard condition	has the meaning in *Local Law 1*.
Planning Act	means the *Planning Act 2016*.
Planning Scheme	Lockyer Valley Planning Scheme
Policy	means Council's *Unmaintained Road and Unconstructed Road Policy*.
Road	has the meaning in the Policy.
SLL1.15	means *Subordinate Local Law No. 1.15 (Carrying Out Works on a Road or Interfering with a Road or its Operation) 2011*.
Unmaintained Road	is a formed or constructed road which may or may not be constructed to a particular standard and which is not on Council's maintained assets register.
Unconstructed Road	is a public road reserve that has no capital improvements (trafficable formation) undertaken by Council.
Operational Work	means work, other than building work or plumbing or drainage work, in, on, over or under premises that materially affects premises or the use of premises. For the purposes of this Policy and Procedure, any works which upgrade any element of the road, such as the cross-section, length,

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	pavement, drainage, alignment or otherwise, will be considered operational work.
Other Work (other than Operational Work)	Work (other than operational work) includes activities such as maintenance activities to repair or preserve a road in its current or original state. In accordance with the *Local Government Act s75*, this does "not include the maintenance of ancillary works and encroachments, or landscaping, that does not interfere with the road or its operation."
Works	means: - Operational Work - Other Work (other than Operational Work).

3. Procedure

3.1 Carrying out works on a road – approval mechanism

Work on an Unmaintained Road or Unconstructed Road constitutes 'Works' on a road for the purposes of section 75(2) of the *LGA* and requires written approval from Council. This written approval is in the form of an approval for the prescribed activity of 'carrying out works on a road or interfering with the road or its operation' under *LL1* and *SLL1.15*, or Operational Works under the *Planning Act 2016* and *Planning Scheme*.

The assessment mechanism (*Planning Act 2016* or *Local Laws*) will depend upon the presence and standard of improvements in the road and the type of work being undertaken, assessed against the "Work Definition". The standard of assessment is identified in Table 1.

Table 1 – Standard of Assessment

Work Definition (refer 2. Definitions)	**Head of Power / Approval Mechanism**	**Assessment Criteria**	**Responsibility**
Operational Work	*Planning Act / Planning Scheme*	All works are to be in lodged and assessed in accordance with the *Planning Act* and the *Planning Scheme*.	Community and Regional Prosperity
Other Work (other than Operational Work)	*Local Laws:* *Local Law No. 1 (Administration) 2011; and* *Subordinate Local Law No. 1.15 (Carrying Out Works*	All works are to be lodged and assessed in accordance Works on Roads Permit and the current revision of the IPWEA Lower Order Road Design Guideline. All works are to be	Infrastructure

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	on a Road or Interfering with a Road or its Operation) 2011	undertaken under the supervision of a Registered Professional Engineer of Queensland or suitability qualified person.	

This procedure applies to an application for a permit under *SLL1.15* to undertake Other Work (other than Operational Work) on an Unmaintained Road or Unconstructed Road. Approval for Operational Work is to be in lodged and assessed in accordance with the *Planning Act* and the *Planning Scheme*.

3.2 Application for approval

A person seeking to undertake work (other than Operational Work) an Unmaintained Road or Unconstructed Road must apply to Council for an approval.

An application for an approval must be accompanied by:

a) the documents and materials required under the relevant subordinate local law and Table 1 – Standard of Assessment;
b) proof that the applicant currently holds any separate approval relating to the prescribed activity that is required under another law; and
c) the prescribed fee.

Section 3 of Schedule 1 of *SLL1.15* prescribes the documents and materials that must accompany an application for an approval for 'carrying out works on a road or interfering with the road or its operation'. Amongst other things, an application must be accompanied by plans and specifications detailing:

a) full details of the proposed works; and
b) the relevant part of the road that is to be used for the undertaking of the prescribed activity.

If these documents are not provided with the application, Council may issue an information request under section 8(3) of *LL1*, requesting the documents or information.

3.3 Assessing an application for approval

Council may only approve an application if it is satisfied of the matters in section 9(1)(a) to (g) of *LL1*. This includes the additional criteria for the prescribed activity stated in section 4 of Schedule 1 of *SLL1.15*.

If Council is not satisfied of one or more of these matters, it cannot issue an approval. Council may request further information under section 8(3) of *LL1* in this regard (if appropriate).

After assessing the application, Council will issue a notice to the approval holder:

a) approving the application subject to conditions; or

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b) refusing the application.

3.4 Conditions of approval

An approval to carry out works on a road may be subject to conditions which Council considers appropriate.

SLL1.15 prescribes conditions that will ordinarily be imposed on an approval issued by Council. As a minimum, an approval will ordinarily include conditions that:

a) specify standards with which the prescribed activity must comply;

> Note: Council requires new roads to be constructed in accordance with the IPWEA Guideline. If a plan detailing the design and extent of the new road was provided with the application (and is acceptable to Council), a condition may be imposed requiring the road to be constructed in accordance with that plan.

b) maintain the road to specified standards in perpetuity (i.e. the IPWEA Guideline);

c) require the approval holder to take out and maintain public liability insurance (minimum of $20 million) and name Council as a party to that policy (noting Council's interest in the policy is not sufficient); and

d) require the approval holder to give specified indemnities to Council in relation to the works in accordance with Lockyer Valley Regional Council Standard Conditions of Permit.

An approval holder must ensure each condition of an approval is complied with. Council may decide to take enforcement action under *LL1* in relation to any non-compliance with conditions of an approval.

An approval will also state the 'term' of the approval. An appropriate term will be determined by Council having regard to the information submitted with the application. The construction works must be completed and accepted by Council before the term of the approval ends.

3.5 Review of decision

An applicant may apply to Council for a review of Council's decision to:

a) refuse an application; or

b) approve an application subject to a non-standard condition.

Any application for a review must be made in accordance with section 22 of *LL1*.

Council will review the original decision in accordance with section 23 of *LL1* and will either:

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a) confirm the original decision;

b) amend the original decision; or

c) substitute another decision for the original decision.

An application for a review does not stay the original decision the subject of the application.

3.6 Record of approvals

Council will maintain an accurate and up to date register of all approvals issued.

4. Relevant Legislation

Local Government Act 2009

Local Law No. 1 (Administration) 2011

Planning Act 2016

Subordinate Local Law No. 1.15 (Carrying Out Works on a Road or Interfering with a Road or its Operation) 2011

5. Related Documents

Policy – Unmaintained and Unconstructed Roads

Application to Undertake Works on a Road Form

Lockyer Valley Regional Council Standard Conditions of Permit

Lockyer Valley Planning Scheme

Institute of Public Works Engineering Australasia Lower Order Road Design Guidelines

Unmaintained And Unconstructed Roads - Register of Approvals

UNCONFIRMED

13.2 Safer Local Roads and Infrastructure Program Funding Tranche 4

Author: Suzanne Oweczkin, Grants Officer
Responsible Officer: Micah Edwards, Group Manager Infrastructure

Purpose:

The purpose of this report is to seek Council's endorsement of a budget commitment towards the Australian Government's Safer Local Roads and Infrastructure Program for Robinsons Road, Gatton Road Upgrades.

Officer's Recommendation:
THAT Council approve in-principle a 20% contribution of $511,839 from the future 2026-2027 capital budget towards the Australian Government's Safer Local Roads and Infrastructure Program for Robinsons Road, Gatton Road Upgrades.

RESOLUTION

THAT Council approve in-principle a 20% contribution of $511,839 from the future 2026-2027 capital budget towards the Australian Government's Safer Local Roads and Infrastructure Program for Robinsons Road, Gatton Road Upgrades.

Moved By: Cr M Hagan Seconded By: Cr C Steinhardt
Resolution Number: 24-28/0389

CARRIED
7/0

Executive Summary
The Safer Local Roads and Infrastructure Program (SLRIP) commenced 1st July 2024 as part of the Australian Government's commitment to strengthen investment to support the delivery of safer and more productive roads across Australia. The Program is an application-based merit-assessed funding program, open to all state and territory governments and LGAs. Applications must directly address at least one of the Program's focus areas which are linked to priorities in road infrastructure needs. The focus areas are road safety, productivity, bridge renewal, road resilience, road sustainability and heavy vehicle rest areas.

The proposed project from Council's Infrastructure Group includes pavement rehabilitation, widening of pavement and associated drainage works along Robinsons Road, Gatton to bring the road up to standard for road users.

Proposal

Robinsons Road connects Gatton Helidon Road (TMR road) to Logan Street Gatton via Litfin Bridge. The road services a number of farming properties.

Robinsons Road is affected by the 1% AEP (1 in 100 year) flood overlay for the entire proposed project length.

The road can generally be divided into three sections.

Chainage/section	Traffic count and % heavy vehicles	Existing deficiencies	Proposed treatment
Ch 28 – 435	ADT 619 vehicles per day 29% Heavy Vehicles (4.0% B-Doubles)	Heavy vehicles driving off the edge of the existing 6m seal have caused significant shoulder damage. The existing 6m pavement is also at end of life.	9.0m carriageway widening, full pavement rehab
Ch 435 – 850	ADT 619 vehicles per day 29% Heavy Vehicles (4.0% B-Doubles)	Heavy vehicles driving off the edge of the existing 6m seal have caused significant shoulder damage. The existing 6m pavement is in good condition.	9.0m carriageway widening only
Ch 850 - 1580	ADT 453 vehicles per day 7.8% Heavy Vehicles (0% B-Doubles)	The existing 5m pavement is in good condition but should be widened.	7.0m carriageway widening only

Pavement design to be conducted to meet road usage equivalent single axle load (ESALs) and subgrade conditions.

The Safer Local Roads and Infrastructure Program will fund up to 80% of eligible costs for our Local Government Area which is considered “inner Regional”, this means that Council will need to cover a minimum of 20% of eligible project costs and any ineligible costs incurred.

Estimate Project Costs:

Project Item	Description	Year 1	Year 2	Year 3
Design	Preliminaries, detailed design, provision for traffic and as constructed drawings	$48,300		
Earthworks	Remove subgrade and dig table drains		$54,290	$54,290
Construct new pavement	Road widening		$753,423.97	$753,423.97
Drainage works	Topsoil and turf disturbed areas		$118,728	$118,728
Land acquisition	Purchase of road of alignment areas		$18,800	$18,800
Sub-Total		$48,300	$945,241.97	$945,241.97
Contingencies, design and survey and project management		$15,456	$302,477.43	$302,477.43
PROJECT TOTAL EXPENDITURE including contingencies, design and survey and project management		**$63,756**	**$1,247,719.40**	**$1,247,719.40**

UNCONFIRMED

The split for this, assuming all costs are eligible, would be:

Federal Funding (SLRIP)	$2,047,356.00
Lockyer Valley Regional Council	$511,839.00

Options

1. Council approve in principle a 20% co-contribution of $511,839 towards the Robinsons Road, Gatton Road Upgrades.
2. Council do not approve the co-contribution towards the SLRIP Robinsons Road, Gatton Road Upgrades and an application is not made.

Critical Dates

Applications close 30 September 2025.

Strategic Implications

Corporate Plan

Lockyer Planned	Plan, design and deliver essential infrastructure for roads, drainage, walkways and cycle paths for connectivity across the region.
Lockyer Planned	Undertake strategic infrastructure planning to guide the provision of infrastructure across the region.

Finance and Resource

If endorsed Council will need to contribute $511,839 being 20% of the project costs. If the application is successful the Council would need to commit the 20% co-contribution in the 2026-27 capital budget.

Legislation and Policy

There are no policy implications associated with this report.

Risk Management

IA1	Infrastructure and Assets	Planning, managing and maintaining assets for the future.

The businesses located in this industrial precinct are important to the Region's agricultural, freight and commercial industries and it is important to maintain the quality and functionality of the roads surrounding these businesses by keeping them up-to-standard for the heavy vehicles and increased usage.

Consultation

Portfolio Councillor Consultation

Councillors were consulted at the Councillor Workshop held on 5 August 2025.

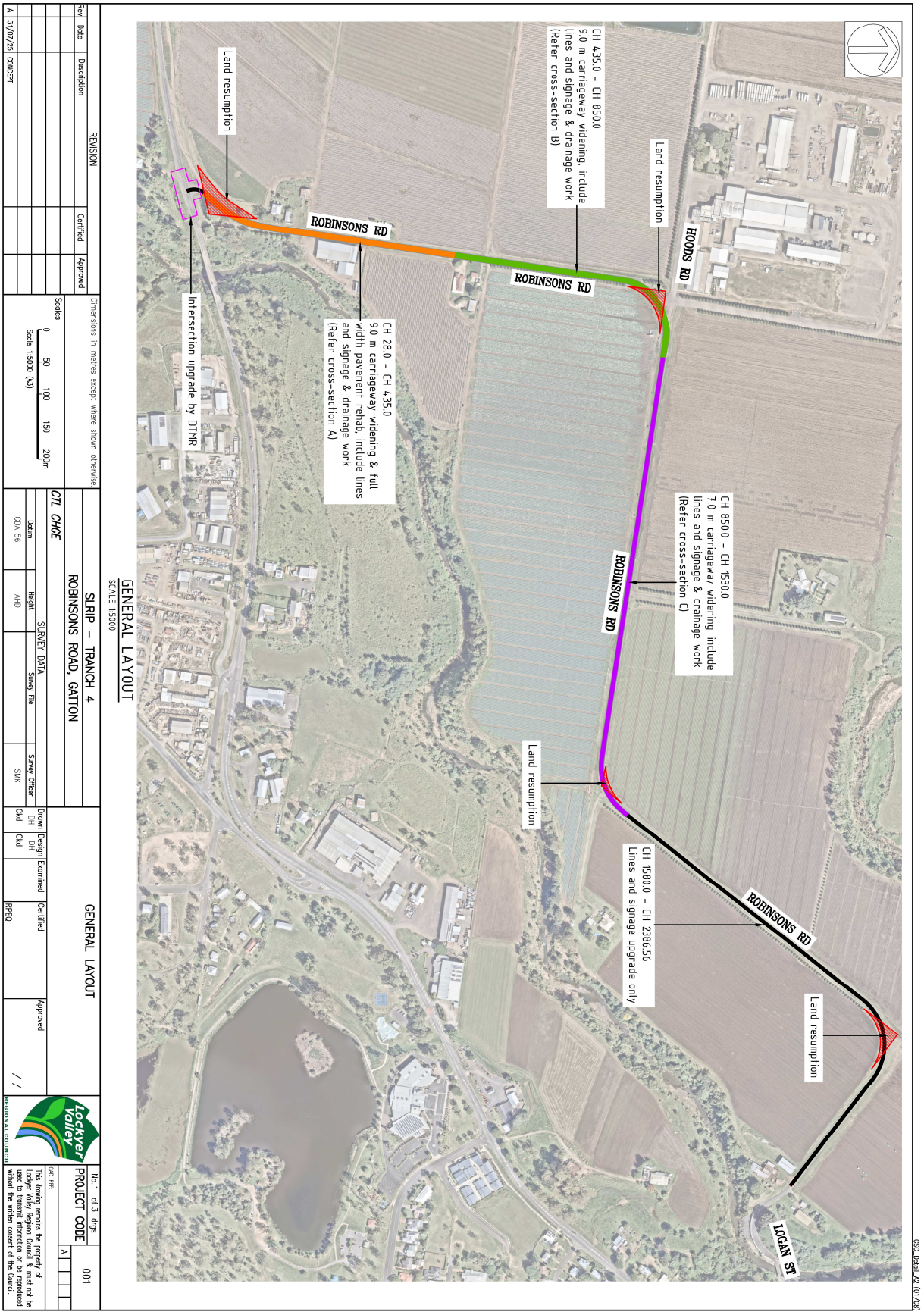
Internal Consultation

- Grants Officer
- Coordinator Accounting Services
- Group Manager Infrastructure
- Manager Infrastructure Design and Asset Management
- Manager Infrastructure Delivery

Attachments

1⇩ Robinsons Road, Gatton - Plans 3 Pages

UNCONFIRMED



Rev	Date	Description	Certified	Approved
A	3/07/25	CONCEPT		

REVISION

Dimensions in metres except where shown otherwise

Scales
0 50 100 150 200m
Scale 1:5000 (A3)

SLRIP – TRANCH 4
ROBINSONS ROAD, GATTON

C/L CH6E

SURVEY DATA
Datum: GDA 56
Height: AHD
Survey File:
Survey Officer: SMK

Drawn: DH
Design: DH
Ckd: Ckd
Ckd: Ckd

GENERAL LAYOUT

Examined:
Certified: RPEQ
Approved: / /

Lockyer Valley REGIONAL COUNCIL

No. 1 of 3 drgs
PROJECT CODE: 001
CAD REF: A

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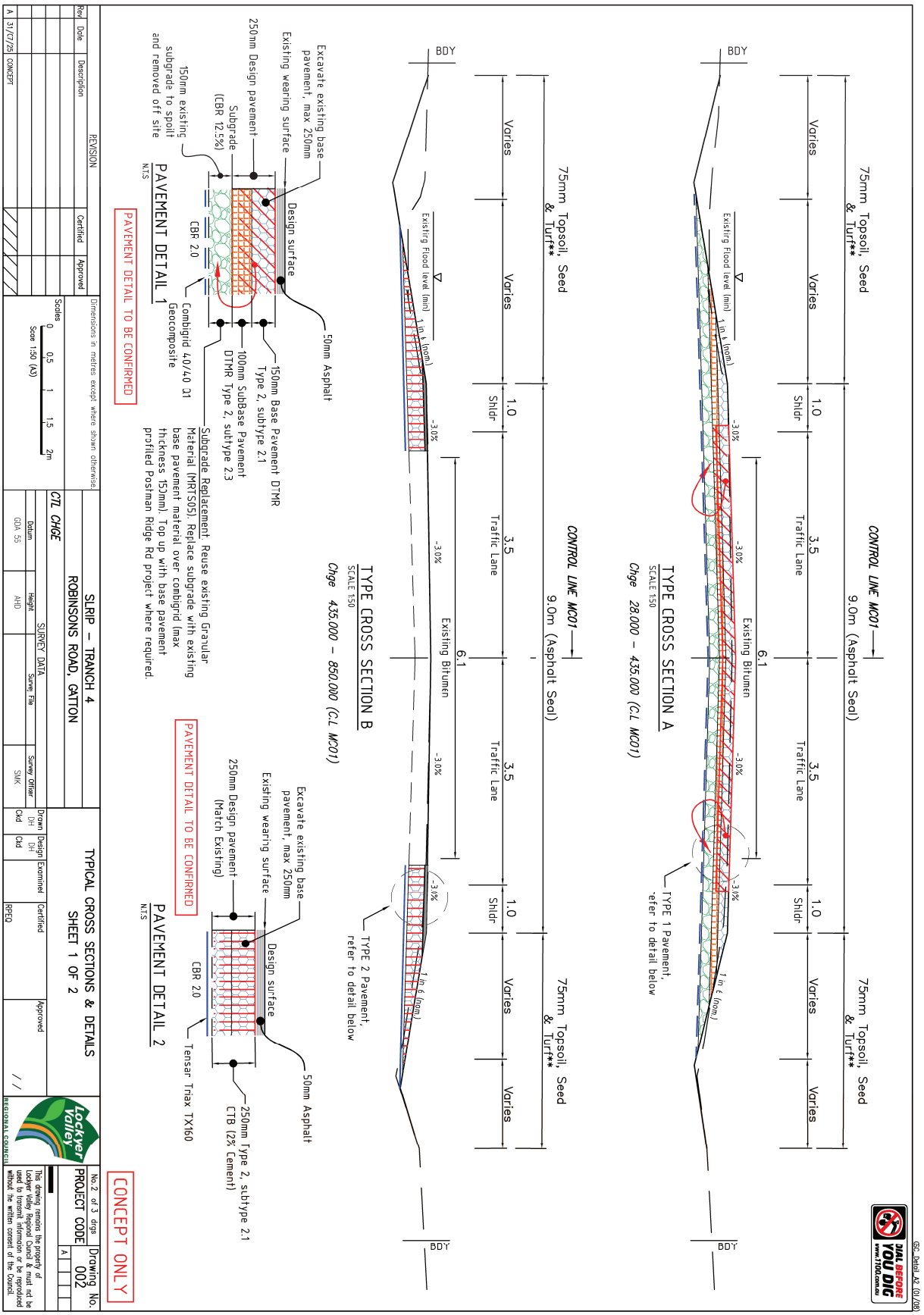

Rev	Date	Description	Certified	Approved
A	31/07/25	CONCEPT		

REVISION

Dimensions in metres except where shown otherwise.

Scales: Scale 1:50 (A3) 0 0.5 1 1.5 2m

CTL CHGE

SURVEY DATA: Datum GDA 55 | Height AHD | Survey File | Survey Officer SMK

Drawn	Design	Examined	Certified	Approved
DH Ckd	DH Ckd		RPEQ	/ /

SLRIP – TRANCH 4
ROBINSONS ROAD, GATTON

TYPICAL CROSS SECTIONS & DETAILS
SHEET 1 OF 2

Lockyer Valley Regional Council

No. 2 of 3 dngs
PROJECT CODE
Drawing No. 002
A

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Rev	Date	Description	Certified	Approved
A	31/07/25	CONCEPT		

REVISION

Dimensions in metres except where shown otherwise.

Scales: 0, 0.5, 1, 1.5, 2m — Scale 1:50 (A3)

SLRIP – TRANCH 4
ROBINSONS ROAD, GATTON

CTL CHGE

SURVEY DATA

Datum	Height	Survey File	Survey Officer
GDA 55	AHD		SMK

Drawn	Design	Examined	Certified	Approved
Dkd	DH Dkd		RPEQ	MATTHEW LENNON / /

TYPICAL CROSS SECTIONS & DETAILS
SHEET 2 OF 2

Lockyer Valley REGIONAL COUNCIL

No. 3 of 3 dgns

PROJECT CODE

Drawing No. 003 A

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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 - July 2025

14.2 - Group Manager People, Customer and Corporate Services Monthly Report - July 2025

14.3 - Group Manager Community & Regional Prosperity Monthly Report - July 2025

14.4 - Group Manager Infrastructure Monthly Report - July 2025

14.5 - Councillor Portfolio Monthly Update - July 2025

Moved By: **Cr A Wilson** **Seconded By:** **Cr J Reck**
Resolution Number: 24-28/0390

CARRIED
7/0

14.1 Chief Executive Officer's Monthly Report - July 2025

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 July 2025.

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⇩ Chief Executive Officer's Monthly Report - July 2025 23 Pages

UNCONFIRMED

Executive Office

MONTHLY GROUP REPORT

JULY 2025

Lockyer Valley
REGIONAL COUNCIL

HIGHLIGHTS

Flood Restoration Program Update

Expenditure incurred during and after three declared events during 2021/2022 and one during 2023/2024 financial years has been substantial and it is important to ensure all eligible costs are reimbursed. The following tables provide a snapshot of costs submitted for reimbursement and approved for the 2021/2022, 2023/2024 and 2025 events, as at August 2025.

Event/Description	Expenditure	Submission Amount Requested by LVRC	Ineligible Expenditure inc Trigger Points	Approved Amount	Received Amount
Fred Thomas Pedestrian Bridge	$ 182,206.85	$ 183,714.38	$ 55,069.53	$ 128,674.65	$ 128,644.85
Unsealed Roads Zone 9	$ 178,507.07	$ 179,798.20	$5 8,556.82	$ 121,241.38	$ 121,241.38
Unsealed Roads Zone 2	$ 129,396.93	$ 130,484.24	$ -	$ 130,484.24	$ 130,484.24
Unsealed Roads Zone 3	$ 294,865.42	$ 296,798.42	$ -	$ 296,798.42	$ 296,798.42
Unsealed Roads Zone 1	$ 328,135.72	$ 330,968.64	$ 129,831.45	$ 201,137.19	$ 201,137.18
Liftin Bridge	$ 8,627,068.53	$8,660,424.52	$ 243,428.00	$ 8,416,996.52	$8,416,996.52
Unsealed Roads Zone 8 Part 2	$ 454,956.32	$ 458,692.90	$ -	$ 458,692.90	$ 458,692.90
Unsealed Roads Zone 8 Part 1	$ 583,173.52	$ 587,265.87	$ 307.91	$ 586,957.96	$ 586,957.96
Unsealed Roads Zone 8 Part 3	$ 348,591.19	$ 351,198.63	$ -	$ 351,198.63	$ 351,198.63
Sealed Roads Zones 1,2,and 3 Submission 1	$ 371,189.34	$ 373,721.21	$ -	$ 373,721.21	$ 373,721.21
Unsealed Roads Zone 10 - Part 1	$ 537,584.94	$ 540,420.64	$ -	$ 540,420.64	$ 540,420.64
Old Laidley Forest Hill Road CH 1800 - (Betterment and REPA)	$ 119,569.44	$ 120,407.13	$ 2,685.60	$ 115,035.93	$ 117,721.53
Unsealed Roads Zone 4 - Part 1	$ 748,123.21	$ 752,078.09	$ -	$ 752,078.09	$ 752,078.09
Unsealed Roads Zone 4 - Part 2	$ 985,312.72	$ 990,555.97	$ -	$ 990,555.97	$ 990,555.97
Unsealed Roads Zones 11-18	$ 140,523.41	$ 141,211.83	$ -	$ 141,211.83	$ 141,211.83
Woolshed Creek Road Floodway CH 400	$ 354,484.77	$ 349,118.36	$ 5,767.74	$ 349,118.36	$ 349,118.36
RCP and RCBC Desilting and Clean Outs	$ 184,465.91	$ 185,434.48	$ -	$ 185,434.48	$ 185,434.48
East Egypt Road Landslip	$ 3,247,619.57	$3,254,848.11	$ -	$ 3,254,848.11	$3,254,848.11
Berlin Road Landslip	$ 3,579,023.86	$3,598,610.21	$ -	$ 3,598,610.21	$3,598,610.21
Sealed Roads Zone 9	$ 277,968.25	$ 279,434.48	$ 551.35	$ 278,883.13	$ 278,883.13
Sealed Roads Zone 5	$ 379,969.29	$ 381,790.66	$ -	$ -	$ 374,938.28
Adare Road Floodway	$ 287,840.45	$ 288,173.95	$ 619.14	$ 288,173.95	$ 288,173.95
Guardrail Restoration	$ 204,059.14	$ 204,930.17	$ 7,732.50	$ 197,197.67	$ 197,197.67
Sealed Roads Zone 4	$ 219,348.45	$ 19,637.50	$ -	$ 219,637.50	$ 219,637.50
Sealed Roads Zone 3	$ 192,535.74	$ 193,689.19	$ -	$ 193,689.19	$ 193,689.19
Brightview Road (Betterment and REPA)	$ 2,271,884.02	$2,275,956.67	$ 168,040.08	$ 1,939,876.51	$2,107,916.59
Sealed Roads Zone 11 - 18	$ 185,983.65	$ 185,983.65	$ -	$ -	$ 179,316.21

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HIGHLIGHTS CONTINUED …

Mountain View Drive Landslip	$ 2,311,587.46	$2,315,168.99	$ 476.18	$ 2,315,168.99	$ 2,315,168.99
Sealed Roads Zone 1 and Town Extras	$ 682,298.63	$ 686,035.22	$ -	$ -	$ 655,454.57
East Egypt Road Landslip - Site 3	$ 1,346,576.46	$1,353,899.16	$ -	$ 1,353,899.16	$ 1,353,899.16
Unsealed Roads Zone 5	$ 838,901.74	$ 844,318.97	$ -	$ 844,318.97	$ 844,318.97
Unsealed Roads Zone 6	$ 1,115,134.45	$1,120,785.14	$ -	$ 1,120,785.14	$ 1,120,785.14
Unsealed Roads - Zone 10 - Part 2	$ 453,558.09	$ 456,006.95	$ 297.87	$ 455,709.11	$ 455,709.11
Sealed Roads Zone 10	$ 283,435.93	$ 284,889.79	$ -	$ 284,889.79	$ 284,889.79
Sealed Roads Zone 8	$ 1,900,257.71	$ 991,304.50	$ -	$ 709,970.06	$ 638,973.05
Unsealed Roads Zone 10 - Part 3	$ 847,726.79	$ 852,187.03	$ -	$ 852,187.03	$ 852,187.03
Sealed Roads Zone 2	$ 491,678.73	$ 493,603.79	$ -	$ -	$ 536,886.20
Sealed Roads Zone 6	$ 275,041.20	$ 276,489.06	$ 78.65	$ 276,410.41	$ 276,410.41
Sealed Roads Zone 7	$ 277,475.14	$ 278,909.69	$ -	$ 278,909.69	$ 278,909.69
Unsealed Roads Zone 7	$ 1,206,066.16	$1,212,228.37	$ -	$ 1,212,228.37	$ 1,212,228.37
Flagstone Creek Road Rockfall	$ 221,673.10	$ 222,595.56	$ -	$ -	$ 220,931.63
Reconstruction of Floodway Approaches (Betterment and REPA)	$ 908,907.49	$ 913,954.85	$ 178,000.00	$ 639,733.92	$ 744,771.48
All Zones Final	$ 723,049.69	$ 724,436.99	$ -	$ -	$ 379,302.84
Steinkes Bridge Railing	$ 289,430.57	$ 289,430.57	$ -	$ 289,430.57	$ 289,430.57
Flood Gauge Repairs	$ 22,748.24	$ 22,888.08	$ -	$ 22,888.08	$ 22,888.08
Liftins Road Floodway Approaches	$ 37,092.35	$ 39,603.09	$ -	$ 37,603.09	$ 37,603.09
Project Management Expenditure included in all submissions	$ 252,434.75	$ -	$ -	$ -	$ -
TOTAL FOR REPA	**$39,899,462.39**	**$38,894,083.90**	**$ 851,442.82**	**$ 34,804,807.05**	**$37,356,373.20**
TOTAL FOR DRFA PROGRAM	**$50,198,863.02**	**$48,961,728.72**	**$1,477,653.25**	**$ 44,701,588.06**	**$47,015,954.87**

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HIGHLIGHTS CONTINUED …

DRFA - Tropical Cyclone Kirrily, associated rainfall and flooding, 25 January - 26 February 2024.

The following table provides a snapshot of costs submitted for reimbursement and approved, as at August 2025 for the above event which is in the final stages of completion.

Event/Description	Expenditure	Submission Amount Requested by LVRC	Ineligible Expenditure inc Trigger Points	Approved Amount	Received Amount
CDO Claim	$106,532.19	$82,898.56	$23,633.63	$82,898.56	$82,898.56
TOTAL FOR CDO	**$106,532.19**	**$82,898.56**	**$23,633.63**	**$82,898.56**	**$82,898.56**
TOTAL FOR EMERGENT WORKS	**$1,332,740.32**	**$1,377,835.21**	**$211,572.14**	**$1,377,835.21**	**$1,166,263.07**
Bonnell Road Floodway	$-	$-	$-	$-	$-
Liftins Bridge, Gatton	$150,223.42	$150,223.42	$37,555.86	$150,223.42	$112,667.56
TOTAL FOR IMMEDIATE RECONSTURCTION WORKS	**$150,223.42**	**$150,223.42**	**$37,555.86**	**$150,223.42**	**$112,667.56**
Pipe Clean Outs	$89,933.30	$96,025.95	$4,080.86	$91,945.09	$86,423.36
Major Bridge - Debris Removal	$66,946.00	$68,934.57	$-	$68,934.57	$62,041.11
Flood Gauge Repairs	$10,428.89	$-	$-	$-	$-
Bonnell Road Floodway	$24,952.33	$-	$-	$-	$-
Unsealed Zone 10	$1,535,275.96	$3,246,455.26	$298,157.59	$2,948,297.67	$1,571,809.26
Unsealed Zone 8	$1,399,802.71	$1,551,988.91	$5,090.00	$1,546,898.91	$1,253,300.71
Unsealed Zone 5	$226,673.59	$932,623.23	$111,320.37	$821,302.86	$246,390.86
Unsealed Zone 1	$148,779.72	$372,755.79	$46,786.42	$325,969.37	$97,790.81
Unsealed Zone 3	$421,138.80	$477,405.40	$100,192.39	$377,213.01	$339,491.71
Unsealed Zone 7	$336,537.75	$839,801.80	$24,912.02	$814,889.78	$500,277.89
Unsealed Zone 9	$158,410.25	$446,138.27	$-	$446,138.27	$161,442.54
Unsealed Zone 6	$1,031,560.14	$2,052,474.76	$309,504.60	$1,742,970.16	$1,045,022.48
Unsealed Zone 2	$32,561.14	$49,030.19	$-	$49,030.19	$33,091.27
Unsealed Zone 4	$440,921.77	$1,019,805.86	$66,131.49	$953,674.37	$401,605.25
Goulds Road Floodway	$2,166.57	$413,479.95	$10,519.20	$402,960.75	$120,888.23
Sealed Roads (all Zones)	$6,443.32	$1,238,087.65	$238,165.35	$999,922.30	$299,976.69
Project Management Expenditure included in all submissions	$277,135.39	$-	$-	$-	$-
TOTAL FOR REPA	$6,209,667.63	$12,805,007.59	$1,214,860.29	$11,590,147.30	$6,219,552.17
TOTAL FOR DRFA PROGRAM	**$7,799,163.56**	**$14,415,964.78**	**$1,487,621.92**	**$13,201,104.49**	**$7,581,381.36**

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HIGHLIGHTS CONTINUED …

DRFA - Tropical Cyclone Alfred, associated rainfall and flooding, March 2025.

The following table provides a snapshot of costs submitted for reimbursement, as at August 2025 for the above event.

Event/Description	Expenditure	Submission Amount Requested by LVRC	Ineligible Expenditure inc Trigger Points	Approved Amount	Received Amount
CDO Claim	$ 604,949.64	$ -	$ -	$ -	$ -
TOTAL FOR CDO	**$ 604,949.64**	**$ -**	**$ -**	**$ -**	**$ -**
Zone 1	$ 86,109.40	$ -	$ -	$ -	$ -
Zone 2	$ 95,562.71				
Zone 3	$ 197,979.93				
Zone 4	$ 260,170.33				
Zone 5 HIGHLIGHTS CONTINUED …	$ 177,963.03				
Zone 6	$ 205,297.84				
Zone 7	$ 40,116.84				
Zone 8	$ 22,544.74				
Zone 9	$ 92,123.78				
Zone 10	$ 218,991.15				
Zone 11	$ 97.50				
Zone 12	$ 20,649.99				
Zone 13	$ 7,818.76				
Zone 14	$ 7,122.07				
Zone 15	$ 50,773.41				
Zone 16	$ 1,730.10				
Zone 17	$ 5,856.48				
Zone 18	$ 3,511.65				
All Zones	$ 231,732.28				
TOTAL FOR EMERGENT WORKS	**$ 1,726,151.99**	**$ -**	**$ -**	**$ -**	**$ -**
TC Alfred - IRW - Laidley Footpath	$ 685.36	$ 37,571.00	$ -	$ -	$ -
TOTAL FOR REPA	**$ 62,545.98**	**$ 436,705.21**	**$ -**	**$ -**	**$ -**
TOTAL FOR DRFA PROGRAM	**$ 2,394,332.97**	**$ 474,276.21**	**$ -**	**$ -**	**$ -**

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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 (ARMC)

The Expression of Interest to seek a new Independent Member on the Audit and Risk Management Committee was completed this month. Three quality candidates were interviewed for the position, with Brett de Chastel offered the position. Included in this agenda is a report requesting Council endorse Brett's appointment.

Internal Audit Update – Delivery of Council's Internal Audit Plan

Council has engaged O'Connor Marsden and Associates (OCM) to conduct all audits identified in its 3-year Internal Audit Plan. The current schedule of audits and other activities is outlined below, including the current status.

2024-2025 Internal Audit Schedule		
Audit/Review	Objective/Scope	Status
Conflict of Interest Management	Review the effectiveness of and efficiency of Council's Conflict of Interest Framework for both Councillors and officers.	Finding 3.2 reviewed and submitted to OCM for approval. This report will be presented to ARMC at the August meeting.
Records Management	Provide assurance that Council's management of corporate records operate effectively, economically and that the internal control framework governing its records is adequate.	Draft report has been received, and findings/implications are being reviewed with audit stakeholders.
2025-2026 Internal Audit Schedule		
Audit/Review	Objective/Scope	Status
Customer Request Management	The overall objective of this review is to assess the effectiveness, efficiency, and timeliness of Council's controls over the management of customer requests.	Terms of reference have been agreed, and document request has been received from OCM
Infrastructure Charges	To provide assurance that the Council operates its infrastructure charges processes effectively, economically and efficiently and that the internal control framework governing infrastructure charges is adequate.	Not yet commenced. Scheduled for Quarter 2.
Asset Maintenance (Roads and Transport)	To assess the adequacy of design and operating effectiveness of internal controls for the oversight, management and execution of asset maintenance planning processes	Not yet commenced. Scheduled for Quarter 3-4.

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BUSINESS IMPROVEMENT & STRATEGY CONTINUED...

Audit Register Status Update

There are currently 48 audit recommendations on the Audit Register to be actioned, none of which are high risk. Of these 48 audit recommendations, 4 have been identified on the register for monitoring purposes and 4 have been verified as completed and are awaiting endorsement of completion by the ARMC.

The following table outlines the outstanding audit recommendations by review and level of risk to Council.

Review (audit)	Total No of Rec.	Number of Current Active Recommendations by Risk Level			Completed Rec.
		High	Medium	Low	
Tendered Contract Review	20	0	2	0	18
Lessons Learned from Pandemic	4	0	3	0	1
Property Management Review	10	0	0	0	10*
Environmental Compliance Management	2	0	1	0	1
Revenue Management Review	12	0	3	0	9
Fuel Management Review	9	0	0	6	3
Project Expense Capitalisation Review	7	0	7	0	0
Corporate Credit Card Review	15	0	0	13	2*
External Audit Items	15	0	5	0	10
Total	**94**	**0**	**21**	**19**	**54***

**This includes items which have been verified as complete and are awaiting endorsement by the ARMC of their completion.*

Corporate Risk Management Update

Drafting of the combined Corporate Risk Management Policy and Risk Appetite document continued this month. This is stage one of the review of Council's Risk Appetite and implementation of Corporate Risk Management Framework. This stage has been broken down into the following steps:

Step one (in progress)	Step two	Step three	Step four	Step five (subject to timing)	Step six
Draft combined Risk Management Policy and Risk Appetite/Tolerance.	Review draft with technical content experts (one on one meetings)	Review draft with Executive Leadership Team	Workshop and determine risk appetite/tolerance with Council	Present draft combined policy/statement to ARMC for review and endorsement	Present document to Council for adoption.

Business Continuity and Crisis Management Project Status Update

A project was initiated to create a Business Continuity & Crisis Management Framework, supporting documents, and an incident management approach tailored to Council, in response to audit recommendations from the "Lessons Learned from the Pandemic Review."

Consultants from O'Connor Marsden and Associates are providing technical support for this project. The table below shows the status of each project objective:

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BUSINESS IMPROVEMENT & STRATEGY CONTINUED...

Business Continuity and Crisis Management Project Deliverables		
Project Objective	Current Status	
Business Continuity and Crisis Management Policy	Draft developed – ready for adoption by Council. Included in the agenda for the August Ordinary Meeting.	
Business Continuity and Crisis Management Framework	Draft developed – awaiting agreement of business-critical matrix appendix to enable submission to CEO for approval.	
Business-Critical Function Matrix (Appendix to Framework)	Draft listing developed for review and agreement with function owners, Executive Leadership Team (ELT)and Council. Draft Business-Critical Matrix agreed by management and ELT. At the time of writing this report the document is to be discussed at a Councillor Workshop scheduled for Tuesday 5 August 2025.	
Business Continuity Response and Recovery Plans	ICT Response and Recovery Plan	Under development - currently with OCM.
	Crisis Communication Plan	Currently under development
	Facility Response and Recovery Plan	To be developed.
	Business-Critical Function BCP's	High level BCP template developed and circulated for feedback. Once Business-Critical Matrix has been agreed, the BCP template will be tasked to function owner to complete.
Training and Education	Not yet commenced – training and education to commence once a draft ICT Response and Recovery Plan has been developed. This will enable testing of Plan.	
Other supporting continuity tools (ie staff arrangement, productivity and welfare tools)	Tools such as flexible working arrangement Under development.	

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".

Annual Report 2024-2025.

A project schedule for the development of Council's Annual Report for the 2024-2025 financial year has been determined in collaboration with key stakeholders from the Finance and Corporate Design Teams.

UNCONFIRMED

PROCUREMENT

PROCUREMENT PROJECTS AS AT 31 JULY 2025

Group			
Infrastructure Delivery	**May 2025**	**June 2025**	**July 2005**
LVRC-24-065 Jean Biggs Park Upgrade	Awaiting documentation	Awaiting documentation	Documentation review
LVRC-24-088 Concrete Seam Strips Gatton Cemetery	Awarded to Creto Concrete Pty Ltd		
LVRC-24-095 Laidley Cultural Centre Kitchen Upgrade	Procurement process on hold until end of August	Procurement process on hold until end of August	Procurement process on hold until end of August
LVRC-24-098 LVSAC Pool Heating Replacement	Evaluation ongoing	Awarded to NRG Electrical (Qld)	
LVRC-25-021 DM-14 Pipe Clean Out Project	Awarded to Total Drain Cleaning Services Pty Ltd		
LVRC-25-028 Supply and Delivery Tractor and Slasher			Sourcing of Quote – opened 23/07/2025
LVRC-25-030 Passenger Vehicle - Nissan X-Trail			Awarded to Gatton Auto
LVRC-031 Passenger Vehicle – Isuzu MUX			Sourcing of Quote opened 16/07/2025 Evaluation of RFQ – closed 24/07/2025
LVRC-25-032 Truck and Trailer (2 x Truck & Dog Trailers)			Planning for procurement process
Infrastructure – Asset Management	**May 2025**	**June 2025**	**July 2005**
LVRC-25-018 Drainage Design Works at 6 Mountain Road, Laidley and 5 Anthony Court, Summerholm	Sourcing of Quote – opened 30/05/2025	Awarded to HARO Civil Engineering	
LVRC-25-022 Technical Coordinator Services - Scenic Valleys Regional Roads and Transport Group	Planning for Procurement Process	Planning for Procurement Process	Planning for Procurement Process
Infrastructure – Operations	**May 2025**	**June 2025**	**July 2005**
LVRC-24-045(1) Supply and Delivery of Quarry Products - Year 1 Refresh		Sourcing of Tender – opened 30/06/2025	Evaluation of RFT – closed 21/07/2025
LVRC-24-117 Motorpass (WES Australia)	Planning for Procurement Process	Planning for Procurement Process	Planning for Procurement Process
LVRC-25-013 Linemarking various locations	Awarded to Global Linemarking Pty Ltd		
LVRC-25-015 Culvert & Drainage Repairs	Awarded to Prestige Patterns Concreting Pty Ltd		
LVRC-25-036 Culvert & Drainage Repairs			Sourcing of Quote – opened 23/07/2025
Community Facilities	**May 2025**	**June 2025**	**July 2005**
LVRC-24-102 Fire Equipment and Maintenance Services			In planning for procurement process
LVRC-25-011 Security Services	Planning for procurement process	Planning for release of Request For Tender in July 2025	Sourcing of Tender – opened 11/07/2025
LVRC-25-012 Sanitary and Nappy Bin Service	Planning for procurement process	Planning for procurement process	Planning for procurement process

UNCONFIRMED

PROCUREMENT CONTINUED…

Community and Wellbeing	**May 2025**	**June 2025**	**July 2005**
LVRC-24-108 Vegetation & Pest Management Panel	Evaluation – RFT closed 04/04/2025	Evaluation – RFT closed 04/04/2025	Evaluation – RFT closed 04/04/2025
Executive Office	**May 2025**	**June 2025**	**July 2005**
LVRC-24-052 Corporate Uniforms	Sourcing of RFT - opened 15/05/2025	Evaluation – RFT closed 10/06/2025	Awarded as follows - Separable Portion 1 Corporate Uniforms - Infinity Workwear, Separable Portion 2 Field Uniforms - Taylor Safety
Governance and Property	**May 2025**	**June 2025**	**July 2005**
LVRC-25-024 Lease 20 Christopher St, Grantham		Planning for procurement process	Planning for procurement process
LVRC-25-025 Lease 2 Cricket Road, Regency Downs		Planning for procurement process	Planning for procurement process
Growth and Policy	**May 2025**	**June 2025**	**July 2005**
LVRC-25-027 Laidley Flood Mitigation Project - Community Consultation Phase			Awarded to Infinitum Partners Pty Ltd
Organisational Development and Payroll	**May 2025**	**June 2025**	**July 2005**
LVRC-25-029 EAP Services			Sourcing supplier on a State Govt panel
Parks, Recreation and Cemeteries	**May 2025**	**June 2025**	**July 2005**
LVRC-25-037 Pre-Digging of Graves			Planning for procurement process
Special Projects and Tourism	**May 2025**	**June 2025**	**July 2005**
LVRC-24-122 LVSWS Phase 2 - Estimator/QS		Awarded to ECS - Estimating & Construction Support Pty Ltd	
LVRC-25-017 LVSWSS Phase 2 - Regulatory Pricing		Sourcing of Quote – opened 04/06/2025. Evaluation – RFQ closed 13/06/2025	Awarded to Aither Pty Ltd
LVRC-25-019 LVSWSS Phase 2 - Water Quality Investigations Overview		Sourcing of Quote – opened 06/06/2025. Evaluation – RFQ closed 20/06/2025	Awarded to SMEC Australia Pty Ltd
Waste Services	**May 2025**	**June 2025**	**July 2005**
LVRC-24-001 Green Waste Mulching	Planning for Procurement Process	Planning for Procurement Process	Planning for Procurement Process
LVRC-24-037 Mattress Recycling		In negotiation to vary the Facilities Supervision Contract	In negotiation to vary the Facilities Supervision Contract
LVRC-25-006 Recyclables Process Services	Planning for Procurement process	Sourcing of Tenders – opened 27/06/2025	Evaluation – RFT closed 28/07/2025
LVRC-25-014 Gatehouse Software	Awaiting response from Waste team	On hold until July 2025	Planning recommenced
LVRC-25-023 Installation of Leachate Interception Trench, Gatton Landfill	Planning for Procurement process	Sourcing of Quote – opened 17/06/2025. Evaluation – RFQ closed 27/06/2025	Awarded to KemJay Earthmoving Pty Ltd

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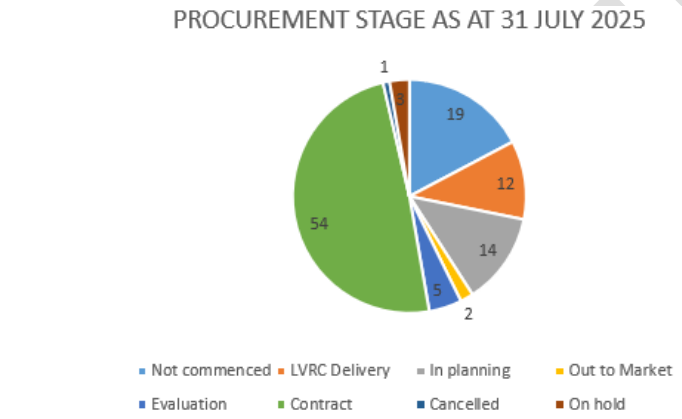
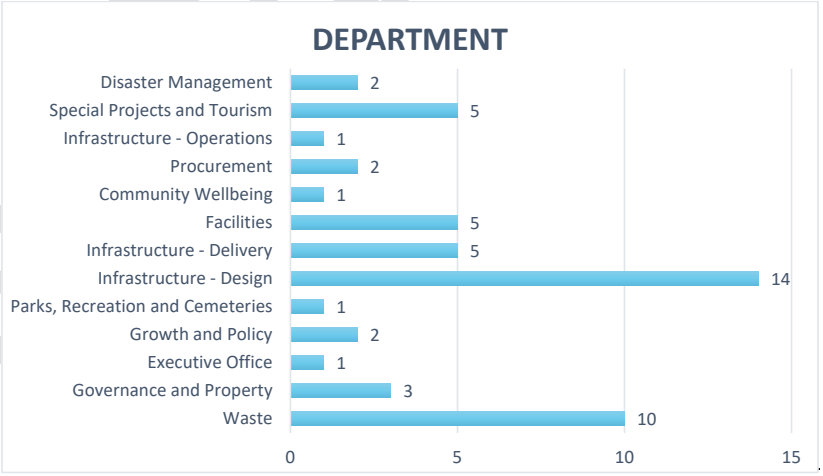
PROCUREMENT CONTINUED…

LVRC-25-026 Agricultural Plastic Collection	Planning for Procurement process	Planning for Procurement process	Planning for Procurement process

CURRENT PROCUREMENT SCHEDULE

PROCUREMENT STAGE AS AT 31 JULY 2025	
Not commenced	19
LVRC Delivery	12
In planning	14
Out to Market	2
Evaluation	5
Contract	54
Cancelled	1
On hold	3





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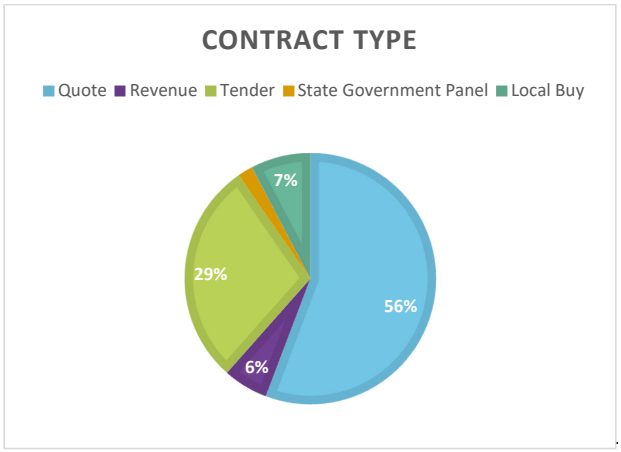
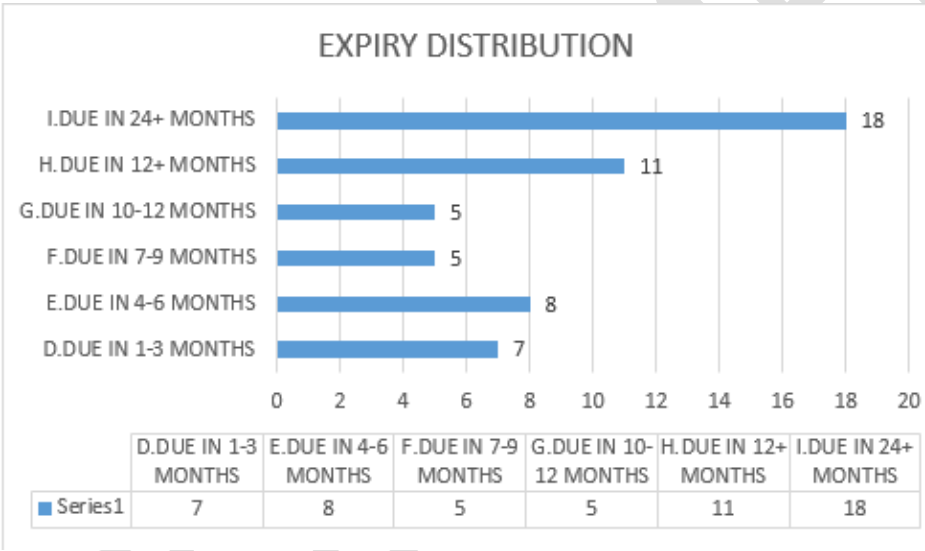
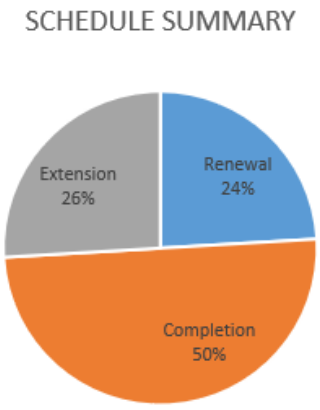
PROCUREMENT CONTINUED…



FORWARD PROCUREMENT SCHEDULE



	D.DUE IN 1-3 MONTHS	E.DUE IN 4-6 MONTHS	F.DUE IN 7-9 MONTHS	G.DUE IN 10-12 MONTHS	H.DUE IN 12+ MONTHS	I.DUE IN 24+ MONTHS
Series1	7	8	5	5	11	18



PROCUREMENT CONTINUED…

Stores Data as at 31 July 2025

OVERALL PURCHASING DATA	May 2025	June 2025	July 2025
No of Purchase Orders Generated	46	43	47
Total Value of Purchase Orders Generated	$208,470.00	$224,068.00	$299,512.00
Total Value of Largest Spend to a Single Supplier	$111,482.00	$127,022.00	$150,700.00

INVENTORY DATA	May 2025	June 2025	July 2025
No of New Items Added	14	6	6
No of Items made Inactive	0	0	0
No of items re-activated	2	2	2
Total Number of Inventory Items	1430	1438	1446

MAY TOP FIVE SUPPLIER SPEND TOTALS (LARGEST $ TO LEAST $)	
OCWEN ENERGY	$111,482.00
TPA RECYLED RUBBER	$14,630.00
JNL INDUSTRIES	$7,342.00
KARREMAN QUARRIES	$7,066.00
TRAFFIC CONTROL SUPPLIES	$4,949.00

JUNE TOP FIVE SUPPLIER SPEND TOTALS (LARGEST $ TO LEAST $)	
OCWEN ENERGY	$127,022.00
HOLCIM	$52,534.00
TRAFFIC CONTROL SUPPLIES	$ 8,953.00
JNL INDUSTRIES	$ 7,465.00
TAYLOR SAFETY	$4,534.00

JULY TOP FIVE SUPPLIER SPEND TOTALS (LARGEST $ TO LEAST $)	
OCWEN ENERGY	$150,700.00
GLOBAL SYNTHETICS	$39,156.00
HOLCIM	$29,974.00
INFINITY WORKWEAR (Blanket Order)	$25,520.00
JNL INDUSTRIES	$11,125.00

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PROCUREMENT CONTINUED...

UNCO

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

22 MEDIA RELEASES **2** PAID ADVERTS

Compared to July 2024, Council has had an INCREASE of 2 media releases and the same number of paid adverts.

Media Enquiries

7 RADIO **1** TV **4** PRINT **1** OTHER

Compared to July 2024, Council has had a DECREASE of 3 media enquiries.

Online Engagement

31 FACEBOOK POSTS
Top performing post: Now Hiring – Tourism Officer

Reach:	29,470	Shares:	47
Reactions:	123	Comments:	6

Compared to July 2024, Council has had an INCREASE of 4 Facebook posts.

9 INSTAGRAM POSTS
Top performing post: 2024-25 Grant Recipients Reel

Reach:	697	Shares:	0
Reactions:	19	Comments:	1

Compared to July 2024, Council has had a DECREASE of 3 Instagram posts.

12 X POSTS
Top performing post: Upcoming ChemClear Collection

Reach:	81	Shares:	2
Reactions:	3	Comments:	0

Compared to July 2024, Council has had an INCREASE of 1 X post.

10 LINKEDIN POSTS
Top performing post: 2025-26 Budget Adopted

Reach:	1,076	Shares:	5
Reactions:	34	Comments:	1

Compared to July 2024, Council has had an INCREASE of 6 LinkedIn posts.

3 PAID SOCIAL MEDIA CAMPAIGNS

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

Total Reach:	36,425
Total Engagement:	1,249
Total Link Clicks:	400
Total Investment	$331.98
Total Event Clicks	441

COMMUNICATIONS CONTINUED ...

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.

Corporate Website

MOST VISITED WEB PAGES

1. Flood Cameras
2. Current Vacancies
3. Council News

12,580 TOTAL ACTIVE USERS **57.13%** ENGAGEMENT RATE

Compared to July 2024, Total Active Users has DECREASED by 1056 users, with the Engagement Rate DECREASING by 1.25%.

Corporate Design

22 PROJECTS **66** DESIGNS

Compared to July 2024, Council has had an INCREASE of 2 projects, and an INCREASE of 4 separate designs.

12 PHOTOSHOOTS

Compared to July 2024, Council has had an INCREASE of 5 photoshoots.

1 INTERNAL **5** EXTERNAL

Compared to July 2024, Council has had an INCREASE of 1 internal video and an INCREASE of 2 external videos.

Corporate Fixed VMS Sign

3 VMS ACTIVIATIONS

- State of Origin Game 3
- School holidays road safety
- Echidna breeding season

Council News

TOP 3 READ ARTICLES

1. FOGO Trial Ends
2. 2025-26 Budget Adopted
3. Council Seeks New Land Valuation

1406 Subscribers

76.39% open rate

32.87% interaction rate *(people who clicked multiple links)*

Compared to the July–August 2024 edition, there has been an INCREASE of 239 subscribers, a 2.61% DECREASE in the open rate, and a 12.13% DECREASE in the interaction rate.

DISASTER MANAGEMENT

Corporate Plan Action - Disaster Management Framework development and implementation

A review of the Disaster management framework is underway which will provide currency for the document.

Community Education, External Engagement & Partnerships

IGEM Review

IGEM called for submissions regarding its review of the North Queensland Floods (late January to early February 2025) and for Ex-Tropical Cyclone Alfred's impact on South-East Queensland (late February to early March 2025). Submissions were provided for both events highlighting and addressing the formatted questions within the template.

Submissions addressed the experiences of the two staff deployed to assist the Palm Island Aboriginal Council and the Hinchinbrook Regional Council in the response to the North Queensland Flood event.

Further submission was made regarding the response to Ex-Tropical Cyclone Alfred's impact on South-East Queensland, identifying the impact and subsequent operational response of the Lockyer Valley Local Disaster Management Group.

The submission offered addressed the operational phase of the event and the impact associated with but not limited to the deviation from the Queensland Disaster Management Arrangements at State level. The submission also discussed the opportunity to enhance community resilience and preparedness, e.g. Get ready Program.

C2C Pilot

The Local Government Association of Queensland (LGAQ) has developed the Council to Council (C2C) Capacity Building Pilot in partnership with the RACQ Foundation. The program commences in far north Queensland with the local government areas (LGA's) of Cairns, Douglas, Mareeba, Cassowary Coast and the Yarrabah Aboriginal Council hosting daily tours of their respective LGA's.

The second week of the program moves to the South-East Queensland LGA's of Redlands, Brisbane, Scenic Rim, Lockyer Valley and Logan with each hosting daily tours of their respective regions.

The Principal Disaster Management has been invited to participate in the roll out and presentation of the C2C Capacity Building Pilot with Lockyer Valley hosting the program tour in the second week as part of the program in South-East Queensland

Mt Whitestone Landslip Sub Plan Review

The principal Disaster Management organised a site visit of the Mount Whitestone Landslip with the Executive officer of the Toowoomba District Disaster Management Group and the Emergency Management Coordinator.

The site visit ensured the District had an appreciation of the physical environment and implications of the Mt Whitestone Landslip.

Fire Trails

The Principal Disaster Management meet with Lockyer Valley Regional Council internal stakeholders to discuss and review the current condition of fire trails, standard of access and proposed maintenance. This meeting identified the current position and future direction of maintenance for the coming seasonal requirements.

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DISASTER MANAGEMENT CONTINUED...

	Gatton Show Community Engagement officers promoted Get Ready messaging at the Gatton Show. Visitors to the Show were provided with preparedness materials and information on the Flood Information Portal and Disaster Dashboard.
Training & Exercises	**Evacuation Centre Management** Council officers participated in Evacuation Centre Management training held at the Laidley Cultural Centre. Following the session, a practical exercise was conducted to apply the training in a simulated scenario. The exercise involved setting up and managing the Laidley Cultural Centre in response to a fire emergency. While the Centre is not intended for use during flood events, it may serve as a suitable location for other types of emergencies. **Incident Management System** Prior to the Evacuation Centre Management training, Council officers received instruction on the use of the Incident Management System for managing evacuation centres. This system, which is also used within the Local Disaster Coordination Centre, provides a direct link to the coordination centre, supporting efficient communication and operational oversight.
Local Disaster Management Group	The next LDMG meeting is scheduled for Thursday 2 October 2025.
Flood Intelligence System	**Bureau Flood Warning Infrastructure Network Acquisition Program** The Bureau of Meteorology first and second round offers for acquisition and transfer rain and rain/river height gauges from within the established Flood Warning Infrastructure Network (FWIN) have been accepted and signed off, finalising Round 1 and Round 2 offers.
State Emergency Service (SES) Monthly Report	The Lockyer Valley SES currently has 28 active members with one member on leave, nine probationary members and three prospective members who have submitted paperwork. Active members for each group: • Forest Hill – 8 • Gatton – 13 • Laidley – 7 SES had five activations for the reporting period and participated in Under 8's Day at Lockrose State School. **DISASTER MANAGEMENT CONTINUED...** The Lockyer Valley State Emergency Service remains dedicated to delivering high-quality emergency response, community support, and volunteer development throughout the region. During this reporting period, the unit demonstrated not only operational readiness and training accomplishments but also strong community engagement and a deep commitment from its volunteers, particularly among emerging probationary members. The unit acknowledges the continued support of the Lockyer Valley Regional Council, the SES Regional Director, and the Area Controller. Their collaboration and investment are

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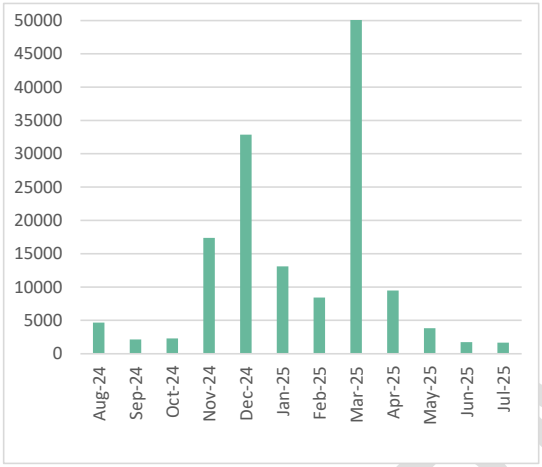
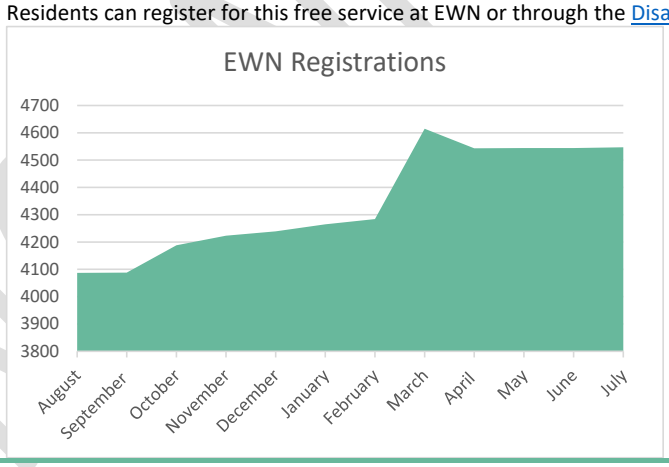
DISASTER MANAGEMENT CONTINUED...

	essential to the unit's ongoing success. Looking ahead, the Lockyer Valley SES is committed to maintaining strong partnerships to further enhance local resilience and preparedness.
Disaster Dashboard	While Disaster Dashboard views are low for the month of July, this is in line with the lack of severe weather events. The Disaster Dashboard is promoted in all disaster management engagement publications encouraging the community to save the web page to their devices to ensure quick and easy access when needed. 
Early Warning Network	During the month of July, severe weather warnings and severe thunderstorm warnings were sent to over 2,000 subscribers. The Early Warning network provides notifications to only those who may be affected by the severe weather. Early Warning Network subscription numbers remain stable with membership currently at 4544. Residents can register for this free service at EWN or through the Disaster Dashboard. 

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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 July which may include planning for future consultations, or analysing and applying results of recent or previous consultations:

- Local Heritage Study
- Lake Apex Public Art Project
- Gatton Shire Hall Works
- Gatton Showgrounds Works
- Laidley Flood Mitigation Plan
- John Street South Rehabilitation
- Lake Apex Carpark Entrance Works

Councillors and Council Officers attended **Council Pop-Up** stands at the Laidley Show on 5 July and the Gatton Show on the 18 and 19 July, and an information stand at the Laidley NAIDOC community event on 10 July. The pop-ups resulted in good engagement from the community and meaningful conversations regarding topics such as disaster preparedness, pest management, roads and drainage, and waste management. At the time of writing this report, a Council Pop-Up stand will be available at the Lockyer Valley Festival of Cultures due to be held on Sunday 3 Augurst,in Littleton Park,

Members of the Engagement Team undertake a **liaison role** between other business units and community groups such as progress associations, hall committees and sporting groups to maximise mutually beneficial outcomes.

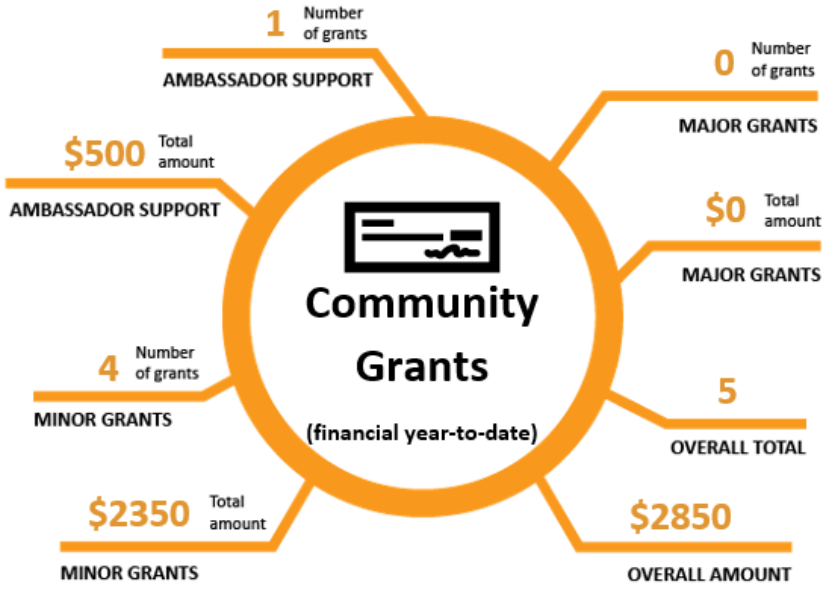
Strategic Priority 2 – *Support community groups to increase their capacity, resilience, and sustainability.*

Newsletters

Community Connect Newsletter		On the Ball Newsletter	
192	**44.79%**	**47**	**65.96%**
Number of subscribers	**Open rate** (industry average < 25%)	**Number of subscribers**	**Open rate** (industry average < 25%)

TOP THREE ARTICLES		TOP THREE ARTICLES	
1	Council News	1	Gambling Community Benefit Fund – guidelines
2	Grant Preparedness Series	2	Play On Sports Vouchers
3	Lockyer Valley and Somerset Water Security Scheme	3	LVRC Facebook

COMMUNITY DEVELOPMENT & ENGAGEMENT CONTINUED…



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

- At the time of writing this report, the Engagement Team is due to deliver the **Lockyer Valley Festival of Cultures** on Sunday, 3 August.
- Council is providing support to the **Bridging Cultures and Communities Social and Intercultural Engagement Program** run by Lockyer Valley Islamic Association in collaboration with other agencies.

- Council Officers are organising **flood debris removal** works at three local rural properties. The works are jointly funded through the Commonwealth-State Disaster Recovery Funding Arrangements and must be completed by the end of August 2025.
- Council has applied for $20,000 through the 2025 *Health and Wellbeing Community Grants* program to deliver the **"Move Lockyer"** initiative**.** The project aims to promote inclusive physical activity across the Lockyer Valley through motivational signage, walking groups, and community engagement. The initiative targets residents experiencing social or economic disadvantage and builds on Council's strong relationships with schools, health providers, and community groups.

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COMMUNITY DEVELOPMENT & ENGAGEMENT CONTINUED…

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

Engagement Officers are involved in the following **interagency networks** that aim to identify human and social service gaps and trends and improve service delivery through strategic networking and partnerships.

INTERAGENCIES *YEAR-TO-DATE*	**Lockyer Youth Agency Network (LYAN)**	**Lockyer Valley Service Provider Interagency (LVSPI)**
Number of meetings	00	1
Organisations in attendance	00	25
Attendees in total	00	40

Lockyer Lights - coloured lighting of Council's Gatton Administration Building and Laidley Cultural Centre to spread awareness of different causes and initiatives were activated in July:

- Sunday 6 July to Sunday 13 July – NAIDOC Week (yellow and red)

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ADVOCACY/SPECIAL PROJECTS

Lockyer Valley and Somerset Water Collaborative.

Council has engaged the following suppliers to continue work on the Optimisation Assessment (review of business case).

- **Ricardos for the pricing methodology**
- **Synergy for the economic opportunities report**
- **COMSEQ for the environmental benefits report**
- **Roger Stone to quantify the impacts of future climate change on farmers of not proceeding with the Scheme**
- **Badu for local area management**

The above work will provide information for the Optimisation Assessment report and also for a compelling case to Government to support a Community Service Obligation.

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14.2	**Group Manager People, Customer and Corporate Services Monthly Report - July 2025**
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 July 2025.

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 performance group during July 2025.

Proposal

That this report be received and noted.

Attachments

1⇩ Monthly Group Report - People Customer and Corporate Services - July 2025 9 Pages

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People, Customer and Corporate Services

MONTHLY GROUP REPORT

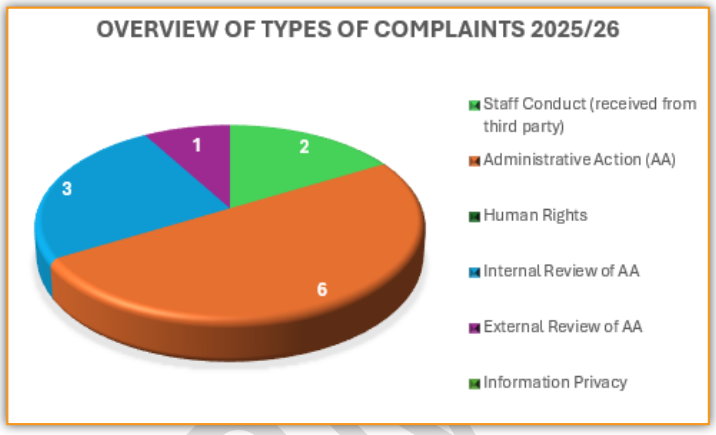
JULY 2025

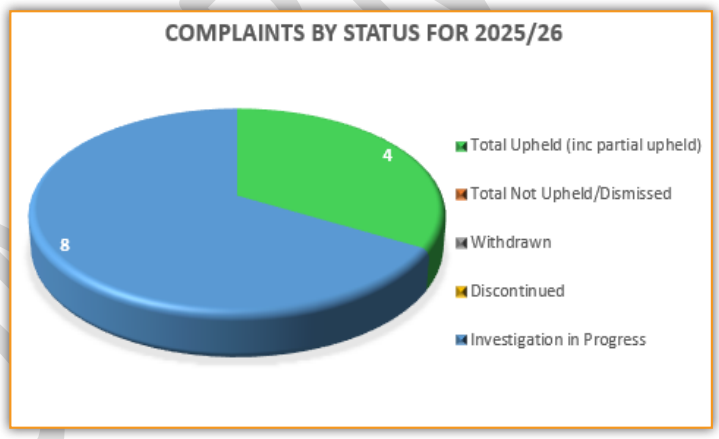
Lockyer Valley
REGIONAL COUNCIL

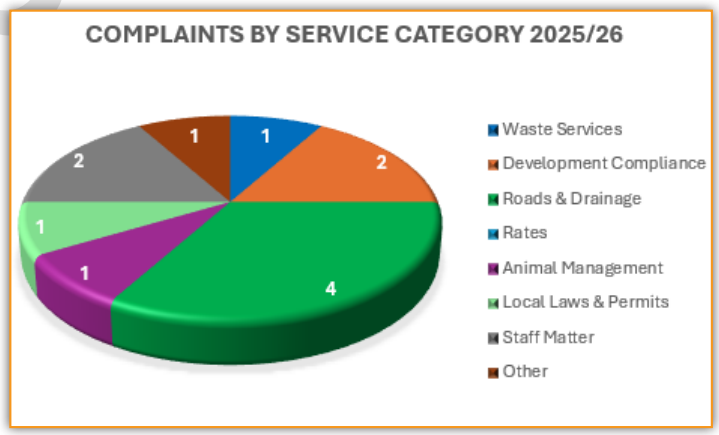
PEOPLE, CUSTOMER AND CORPORATE SERVICES

GOVERNANCE AND PROPERTY

Below is an overview of complaints received through Council's Complaints Management System for the 2025/2026 financial year to the end of July 2025. This includes complaints received in previous financial years that are still under investigation or progressing through external processes as well as those that have been completed this financial year.

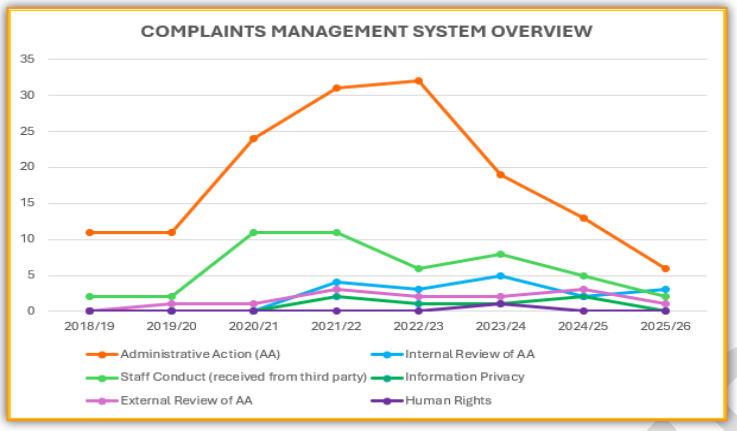


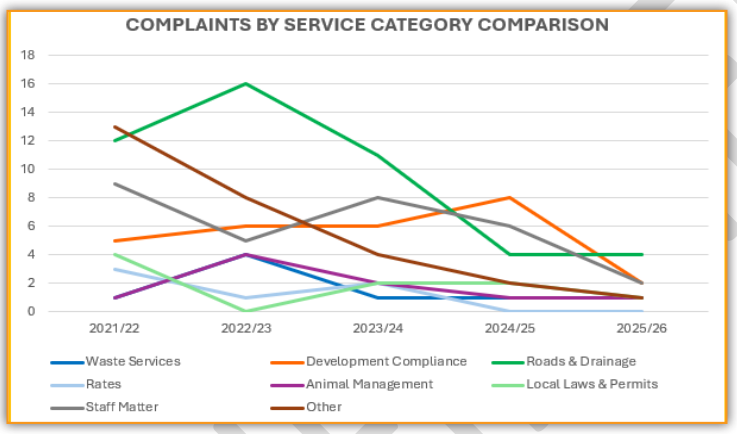




2

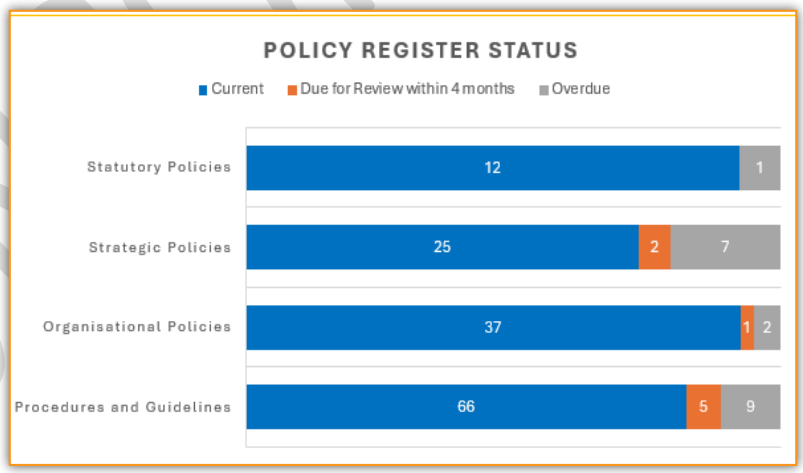
A historical comparison of complaints by type and service category is set out below:





POLICY REGISTER UPDATE

The following chart provides information on the status of Council's Policies, Procedures and Guidelines as at the end of July 2025. The Governance and Property team continue to work with, and provide assistance to, policy owners whose policies are either overdue or due for review.



UNCONFIRMED

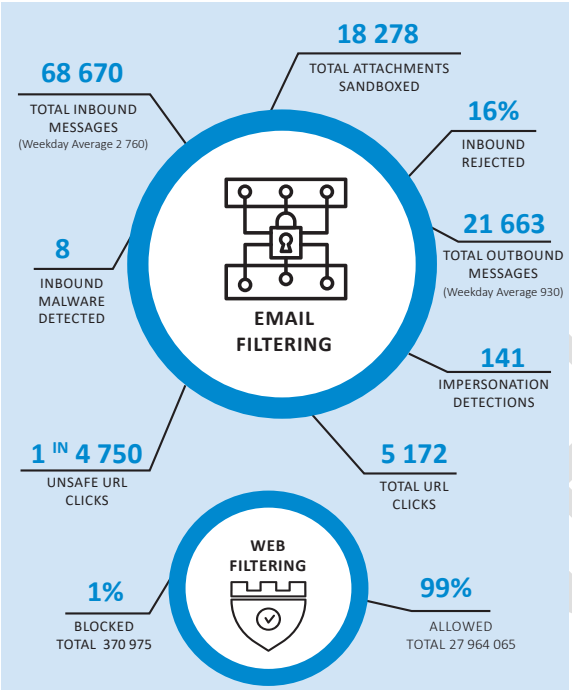
INFORMATION COMMUNICATION TECHNOLOGY

ICT Update

The ICT Team is in the process of implementing a new web security solution. The existing platform is integrated with the email security solution and has limited functionality compared with current generation solutions. The new solution does all the things the older solution does and much more. Traditionally web security was essentially just web filtering preventing access to known malicious websites and pages, and other sites that you may want to block due to organisational policies.

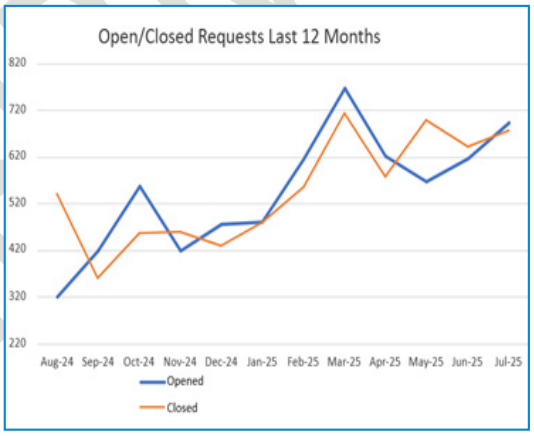
The additional benefits of current generation web security solutions include blocking malware, phishing, ransomware and zero-day attacks, inspecting encrypted traffic (where appropriate), secure remote access to cloud applications and internal resources, monitoring and controlling potential data loss (including Personally Identifiable Information (PII)), as well as improved reporting and data analysis.

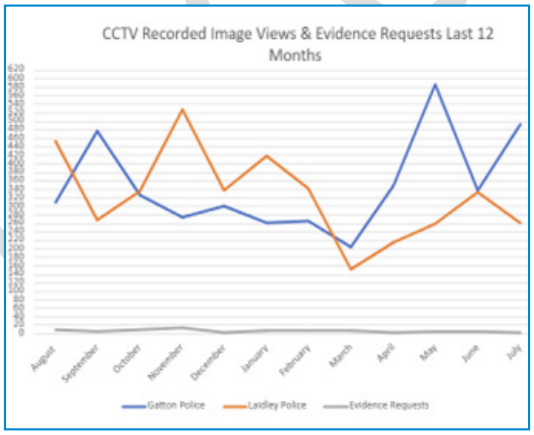
EMAIL AND WEB PROTECTION

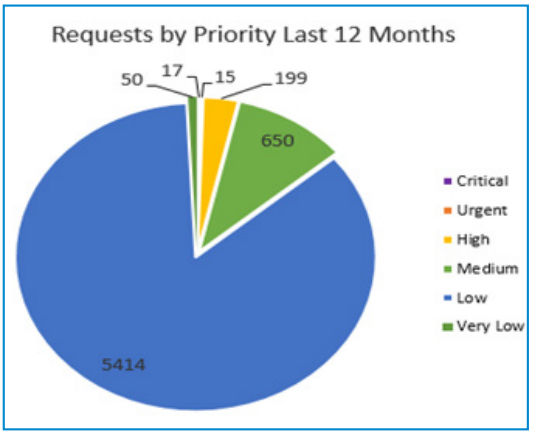


NETWORK PERFORMANCE

0 MINUTES OUTSIDE BUSINESS HOURS	**0** MINUTES DURING BUSINESS HOURS
100% NETWORK AVAILABILITY	**0** UNPLANNED NETWORK DOWNTIME







PEOPLE AND CUSTOMER EXPERIENCE

ORGANISATIONAL DEVELOPMENT AND PAYROLL

FULL TIME EQUIVALENT POSITIONS
298

NUMBER OF EMPLOYEES
320

AVERAGE TIME TO HIRE
21 DAYS

EARLY TURNOVER RATE
9%

ABSENTEEISM RATE
4%

TRAINING EVENTS
39

TRAINING PARTICIPATION RATE
73%

RECRUITMENT CAMPAIGNS
20 ACTIVE CAMPAIGNS

ADVERTISEMENT STAGE

- Principal Growth and Policy
- 2 x Labourer (Infrastructure Operations)
- Team Leader
- Flowcon Operator Assistant

APPLICANT APPOINTED

- Coordinator Operations
- Local Laws Officer

INTERVIEW / PANEL DELIBERATIONS

- Senior Asset Engineer (Drainage)
- Tourism Officer
- Landfill Plant Operator
- Executive Assistant to the CEO
- Principal Infrastructure Planning and Asset Management

PRE-EMPLOYMENT SCREENING / PENDING COMMENCEMENT

- Senior Civil Engineer (Construction)
- Group Manager Infrastructure
- Landfill Plant Operator
- Senior Project Officer
- Truck Driver
- Business Systems Officer
- Organisational Development Advisor
- Customer Experience Officer
- 2 x Cleaner

CORPORATE TRAINING

- Disaster Management Training – Introduction to Evacuation Centre Management (Module 1)
- Disaster Management Training – Introduction to Lessons Management (Module 1)
- Disaster Management Training – Introduction to Resupply (Module 1)
- Disaster Management Training – Managing an Evacuation Centre (Module 3)
- Disaster Management Training – Queensland Disaster Management Arrangements
- Disaster Management Training – Queensland Disaster Management Arrangements Overview
- Disaster Management Training – Working in an Evacuation Centre (Module 2)
- First Aid Training – Provide Basic Emergency Life Support
- First Aid Training – Provide Cardiopulmonary Resuscitation
- First Aid Training – Provide First Aid
- Governance Compliance Training – Authorised Persons
- Governance Compliance Training – Conflict of Interest
- Governance Compliance Training – Fraud and Corruption
- Governance Compliance Training – Gifts
- Governance Compliance Training – Good Decisions
- Governance Compliance Training – Human Rights
- Governance Compliance Training – Introduction to Legislative Compliance (Mandatory)
- Governance Compliance Training – Local Government Worker
- Governance Compliance Training – Public Interest Disclosures
- Information Management Compliance Training – Public Records Act 2023
- Internal Compliance Training – Corporate Induction (Mandatory)
- Internal Compliance Training – Employee Code of Conduct (Mandatory)
- Internal Compliance Training – Workplace Bullying and Harassment (Mandatory)
- Large Animal Handling Workshop
- Nationally Recognised Certificate – Conduct Backhoe / Loader Operations (LB)
- Nationally Recognised Certificate – Conduct Civil Construction Excavator Operations (LE)
- Nationally Recognised Certificate – Conduct Roller Operations (LR)
- Nationally Recognised Certificate – Conduct Skid Steer Loader Operations (LS)
- Peak Services Workshop – Harnessing the Power of Stress
- Safety Compliance Training – Drug and Alcohol Awareness (Mandatory)
- Safety Compliance Training – Emergency Evacuation Course: General Evacuation (Mandatory)
- Safety Compliance Training – Manual Tasks for Workers – Manual Handling (Mandatory)
- Safety Compliance Training – Work Health and Safety Induction (Mandatory)
- Traffic management Control Traffic with Stop-Slow Bat
- Verification of Current Competency – Backhoe
- Verification of Current Competency – Excavator
- Verification of Current Competency – Road Roller
- Verification of Current Competency – Skid Steer
- Verification of Current Competency – Tractor

INFORMATION MANAGEMENT

PROJECT UPDATES

DISPOSAL OF PHYSICAL RECORDS

The project continues with the assessment and disposal of Council records and during the month the Information Management team scanned, registered or audited 815 files and documents that allows for the destruction of the physical records.

During July, 40 cartons of documents were processed for destruction and this is steadily decreasing the number of cartons in storage and the associated storage and file retrieval costs.

INFORMATION MANAGEMENT SNAPSHOT

	July 2025	Year to date
Mail/Email items processed	2153	14 017
Requests for files/boxes	34	234
Name and address register audits	79	544

RIGHT TO INFORMATION APPLICATIONS

	2025	2024	2023	2022	2021	2020	2019
Number of applications received	4	8	13	9	14	10	2

CONFIRMED

CUSTOMER EXPERIENCE

BUSINESS HOURS

CALLS RECEIVED

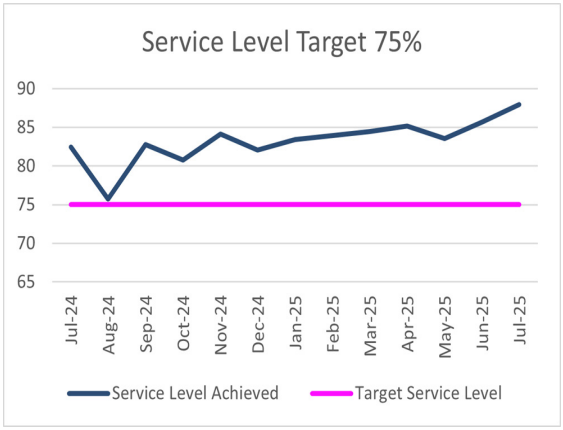
2 294 Decrease of 42 calls from last month.

AVERAGE HANDLING TIME

5:08 MINUTES Increase of 12 seconds from last month.

SERVICE LEVEL

87.95%



OUT OF HOURS

CALLS RECEIVED

77 Increase of 24 calls from last month.

MAXIMUM WAIT TIME

1:25 MINUTES

ENQUIRIES

Animals, Roads, Water

TOTAL WEB CHATS

60

INCREASE BY 19 FROM LAST MONTH.

TOTAL eREQUESTS

120

INCREASE BY 20 FROM LAST MONTH.

WEBCHAT HANDLING TIME

10:13 MINUTES

DECREASE OF 2:07 MINUTES FROM LAST MONTH.

TOTAL RECEIPTS

407

DECREASE OF 583 RECEIPTS FROM LAST MONTH.

TOTAL CRM RECEIVED

1181

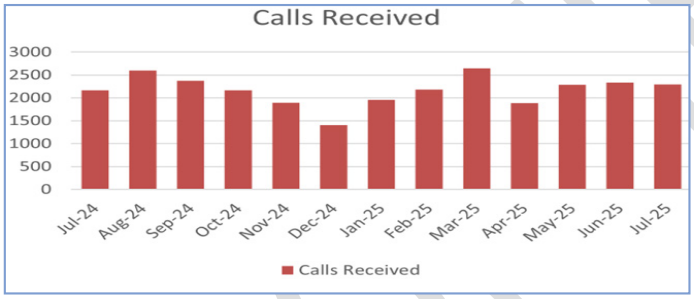
INCREASE BY 92 FROM LAST MONTH.

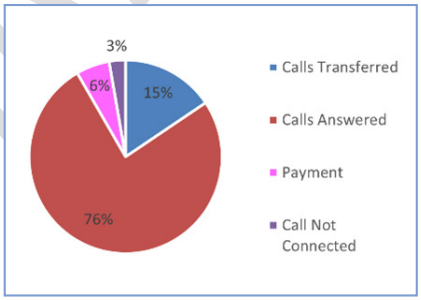
QGAP

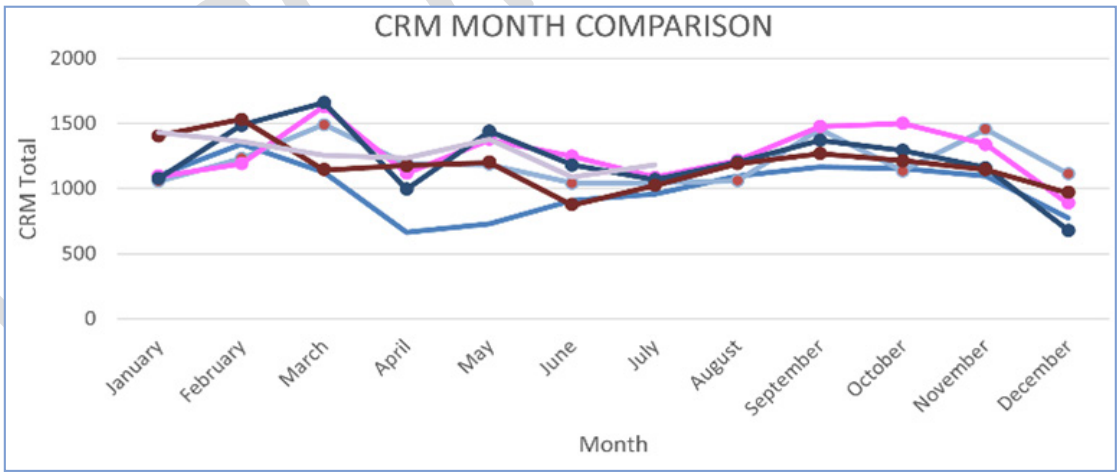
69 HRS
Total time taken For all transactions

383
Total number of Transactions

10:45
Total average time For all







WORK HEALTH AND SAFETY

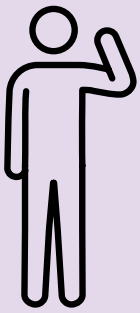
OUR GOAL ZERO HARM

MEASURING OUR SAFETY PERFORMANCE

"Commitment to the health and safety of our employees."

INJURIES BY CLASSIFICATION TYPE

4 INJURIES OCCURRED



- **1** LOST TIME
- **1** MEDICAL ONLY
- **1** FIRST AID
- **1** REPORTABLE ONLY
- **0** NEAR MISS

AREAS OF THE BODY MOST AFFECTED

- **1** HEAD
- **1** UPPER BODY
- **1** ARM& SHOULDER
- **1** HAND

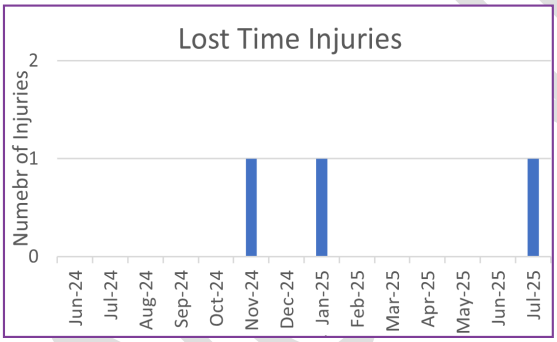
KEY FACTORS ASSOCIATED WITH INCIDENTS

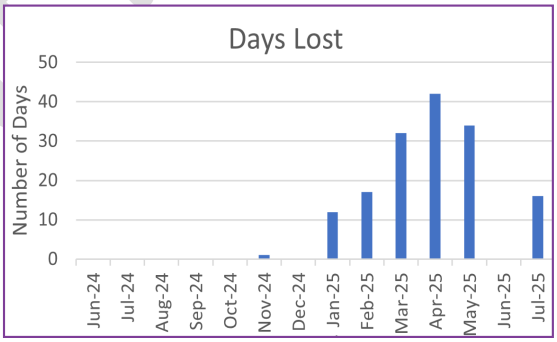
4 ASSET INCIDENTS OCCURRED

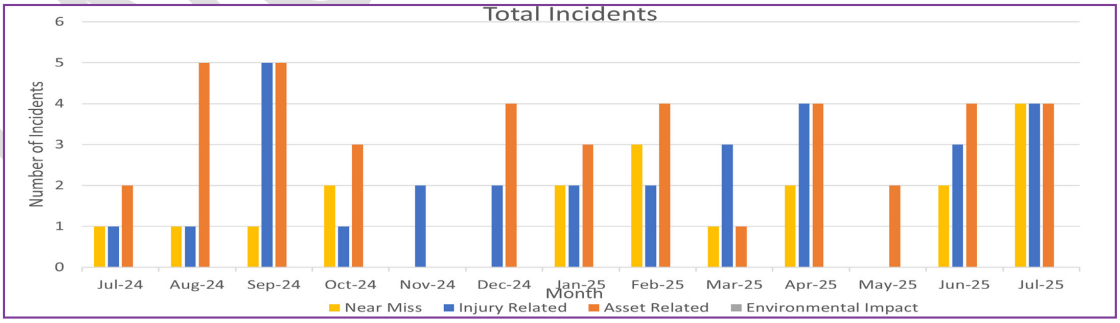
- **3** PROPERTY DAMAGE
- **0** PLANT VEHICLE/INCIDENT
- **1** ANIMAL STRIKE

KEY FACTORS ASSOCIATED WITH ENVIRONMENTAL INCIDENTS

- **0** ENVIRONMENTAL INCIDENTS OCCURRED
- **0%** CONTAMINATION
- **0%** SPILLS



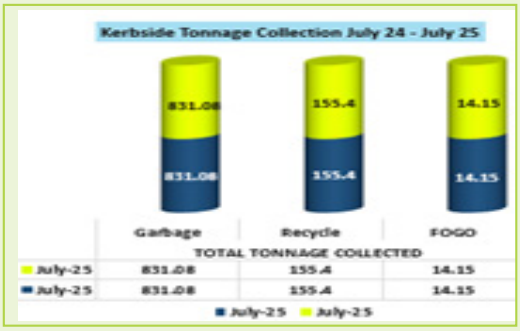




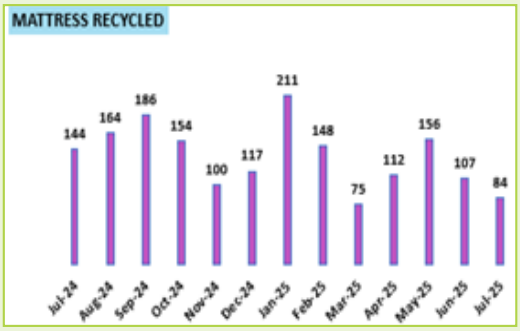
WASTE MANAGEMENT

- The FOGO collection concluded for Laidley area on 7 July 2025, and Gatton on 14 July 2025. Retrieval of the green lid FOGO bins was very smooth. No feedback has been forthcoming from the community at this stage regarding the cessation of the service.
- Recruitment has been undertaken for a Landfill Operator to fill a vacancy brought about by the retirement of the Landfill Supervisor. We welcome the successful candidate who commenced 4 Aug 2025.

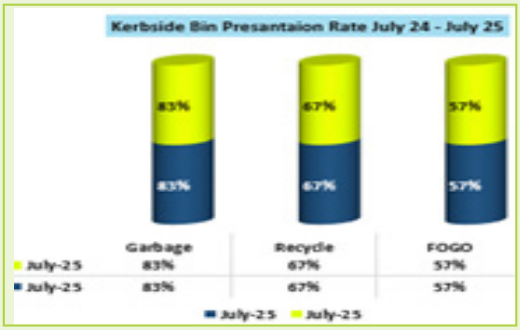
TOTAL TONNAGE



MATTRESS PRESENTATION

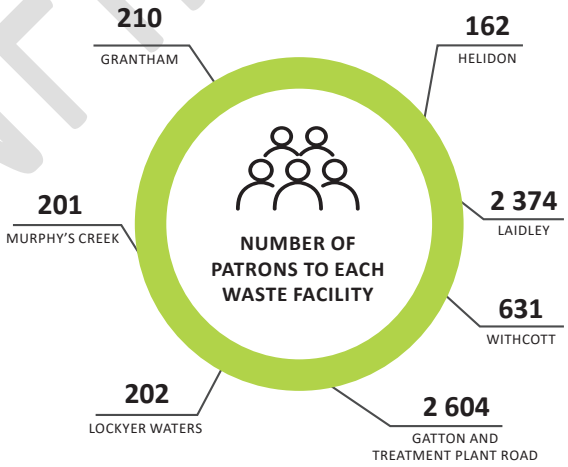


BIN PRESENTATION RATE



BINS COLLECTED

1 199 58 470 23 483



6 984
TOTAL PATRONS TO ALL WASTE FACILITIES IN JULY 2025
(6 812 IN JULY 2024)

14.3	**Group Manager Community & Regional Prosperity Monthly Report - July 2025**
Author:	Amanda Pugh, Group Manager Community & Regional Prosperity
Responsible Officer:	Amanda Pugh, Group Manager Community & Regional Prosperity

Purpose:

This report provides Council with a summary of key operational activities undertaken by the Community and Regional Prosperity's Group during July 2025

This document is for Council's information only.

Executive Summary

This report provides Council with a summary of key operational activities undertaken by the Community and Regional Prosperity Group during July 2025. This is the first month displaying the new format to the report.

Proposal

That this report be received and noted.

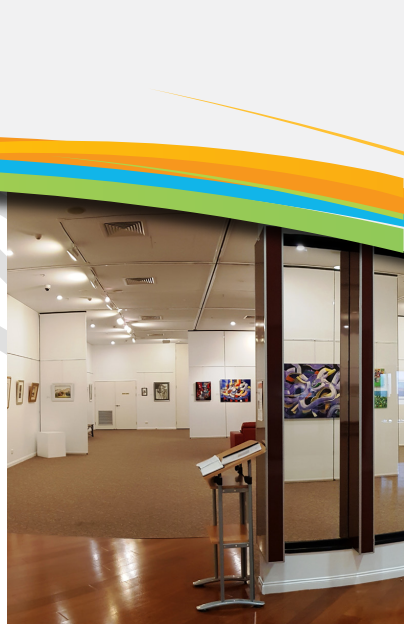
Attachments

1⇩ Monthly Group Report - Community & Regional Prosperity - July 2025 5 Pages

UNCONFIRMED

Community and Regional Prosperity

GROUP MANAGER MONTHLY REPORT
JULY 2025



Communities Spotlight

LIBRARIES AND GALLERIES HIGHLIGHTS

School Holiday Activities

School Holiday activities included:

- NAIDOC week keyring craft
- Nature Journaling (6-16 years)
- RAW Art (sessions for 3-6 years and 6-12 years)
- Movie and Colouring sessions.

Colours, Colours Everywhere

Messy Play was well attended at Gatton Library with 60 attendees. Staff partnered with Play Matters and Lockyer Community Centre to collaborate with external stakeholders.

Laidley District State School Annual Staff Wellbeing Day

Library staff attended Laidley District State School Annual Staff Wellbeing Day to connect with staff and promote library resources and events.

TOURISM AND EVENTS HIGHLIGHTS

Channel 7 Weekender

The Channel 7 Weekender television segment aired on 27 July, featuring Glen Rock National Park, Black Duck 4x4, Lake Dyer and Porters Plainland Hotel.

The segment had an overarching "Adventure in the Lockyer Valley" theme, covering off hiking and biking in Glen Rock, 4x4 driving at Black Duck, boating, kayaking and fishing at Lake Dyer, and finishing off with dinner and accommodation at Porters Plainland Hotel.

SEQ Food Trails

Photo/video shoot with SEQ Food Trails featuring:

- Australian Organic Farmers
- Wegner Farms
- Shingle Hut Creek
- Tins & Trays

The purpose was to build content for socials and edm's, and included 30 second *'Meet the Maker'* videos.

Event Equipment

3 events were assisted in logistical delivery with the loan of event equipment:

- Laidley Show
- Gatton Show
- Ma Ma Creek Exhibition

UPCOMING

LAIDLEY SPRING FESTIVAL

In July, the **Laidley Spring Festival Facebook** was viewed 273.1k times and reached 122.9k people.

The **printed program** is being finalised and will be in market in August.

As at 31 July, there are 75 Entries in the **Show 'n' Shine**.

The **Sesame Street Meet & Greet** competition and **Lockyer Valley Weekend Escape** competition are in market and both performing strongly.

Bee Happy Day will be 14 September in Forest Hill- buzzing with free family entertainment!

12-14 SEPTEMBER

UNCONFIRMED

Group Statistics

LIBRARIES AND GALLERIES

59,998 ITEMS IN COLLECTION

In 2023:	75,557
In 2024:	61,518
Trend:	↓

368 AQUISITIONS

In 2023:	359
In 2024:	664
Trend:	↓

14,475 ACTIVE MEMBERS

In 2023:	17,998
In 2024:	12,815
Trend:	↑

157 NEW LIBRARY MEMBERS

In 2023:	130
In 2024:	161
Trend:	↓

12,645 LOANS

In 2023:	12,687
In 2024:	13,014
Trend:	↓

70 LIBRARY EVENTS

In 2023:	63
In 2024:	64
Trend:	↑

705 EVENT ATTENDEES

In 2023:	890
In 2024:	761
Trend:	↓

2137 ART GALLERY VISITIORS

In 2023:	2764
In 2024:	2867
Trend:	↓

TOURISM AND SPECIAL PROJECTS

694 QTM VISITORS

In 2023:	568
In 2024:	636
Trend:	↑

$6208 QTM REVENUE

In 2023:	$5502
In 2024:	$5034
Trend:	↑

9 | 144hrs COUNCIL VOLUNTEERS

In 2023:	7 | 84 hours
In 2024:	9 | 228 hours
Trend:	↓

1036 VISITOR INTERACTIONS

In 2023:	729
In 2024:	778
Trend:	↑

28 BUSINESS ENGAGEMENT

In 2023:	N/A
In 2024:	0
Trend:	↑

94,950 LOCKYER VALLEY FACEBOOK PAGE REACH

In 2023:	21,433
In 2024:	44,500
Trend:	↑

16,167 LUVYA LOCKYER WEBSITE VIEWS

In 2023:	12,402
In 2024:	14,728
Trend:	↑

$3.4M TOURISM SPEND (JUNE)

In 2023:	N/A
In 2024:	$2.86M
Trend:	↑

What's Coming Up

- **16-23 August: Book Week**
  Celebrating a special Story Time on Tuesday morning and scavenger hunt. Library Staff will be dressed up.
- **28 August: Lockyer Valley Art Gallery Opening Exhibition**
  'Viewpoints' by the High Schools of the Lockyer Valley.
- **Second Channel 7 Weekender Television Segment**

Planning, Policy and Community Wellbeing Spotlight

LAND USE COMPLIANCE HIGHLIGHTS

A workshop on Development Compliance was held with Councillors on 5 August 2025. The purpose of this workshop was to improve Council's Development Compliance function by:

- Workshopping Council's approach to Development Compliance generally; and
- Seeking feedback about Council's approach to a specific Development Compliance matter.

Council's Development Compliance function continues to benefit from collaboration with other parts of the organisation, including Infrastructure and Engineering Services and Community Wellbeing, to manage and resolve issues in the best interest of the community.

Key statistics:

- **75** current matters.
- **54** being managed informally.
- **21** being managed formally, i.e. enforcement action.
- 3 month rolling average of 14.6 new matters/month.

RESILIENT RIVERS HIGHLIGHTS

Highlights

- Site visit by Senator Mulhulland and COMSEQ CEO on 14 July 2025 of the works carried out at Gatton Racecourse.
- Civil works are continuing at Site 1, Blackfellow Creek Mt Sylvia. Planting is proposed to be undertaken at the three sites in September.
- The proposed budget expenditure for this financial year is $850,000.

Key Statistics

- **7000** - Total number of trees planted last financial year.
- **20ha** - Total area planted and maintained last financial year.
- **10,000** - Total number of trees proposed to be planted this financial year over an area of 18 hectares.

Key activities for this financial year:

- Delivery of on ground works on Lockyer Creek funded by SEQwater.
- Completion of Mt Sylvia stabilisation works on Blackfellow Creek.
- Delivery of revegetation works at 7 Mile lagoon under City Deal funding.
- Bunya to Borders revegetation under Citydeal funding.

DOG REGISTRATIONS

DOG REGISTRATION SURVEY UPDATE

As of 5 August 2025, **2564** properties have been investigated (including visits and contact by telephone), with **132** Compliance notices and **6** Penalty Infringement Notices being issued.

280 dogs across 186 households have been registered following information cards received.
174 dogs across 117 households have been registered following notices being sent.

The inspection program commenced on 3 March 2025 and will conclude on 29 August 2025.

CONCLUDES 29 AUG

UNCONFIRMED

Group Statistics

PLANNING, POLICY AND COMMUNITY WELLBEING

26 DEVELOPMENT APPLICATIONS RECEIVED

In 2023:	25
In 2024:	30
Trend:	↓

20 DEVELOPMENT APPLICATIONS DECIDED

In 2023:	16
In 2024:	24
Trend:	↓

9 PRE-LODGMENT MEETINGS

In 2023:	7
In 2024:	4
Trend:	↑

3 NEW ALLOTMENTS APPROVED

In 2023:	7
In 2024:	3
Trend:	no change

57 ALLOTMENTS CREATED

In 2023:	5
In 2024:	53
Trend:	↑

120 BUILDING APPLICATIONS ACROSS THE REGION (Private and Council)

In 2023:	89
In 2024:	287
Trend:	↓

116 RESIDENTIAL BUILDING APPLICATIONS

In 2023:	83
In 2024:	276
Trend:	↓

41 PLUMBING APPLICATIONS RECEIVED

In 2023:	29
In 2024:	56
Trend:	↓

40 PLUMBING APPLICATIONS DECIDED

In 2023:	34
In 2024:	66
Trend:	↓

$4411 HERBICIDE SUBSIDY PAYMENTS

In 2023:	$1284
In 2024:	$2155
Trend:	↑

5 REQUESTS FOR PEST ANIMAL ASSISTANCE

In 2023:	6
In 2024:	8
Trend:	↓

28 LAND USE COMPLAINTS RECEIVED

In 2023:	25
In 2024:	27
Trend:	↑

25 LAND USE COMPLAINTS RESOLVED

In 2023:	14
In 2024:	22
Trend:	↑

10,935 FLOOD INFORMATION PORTAL VIEWS

In 2023:	1959
In 2024:	5173
Trend:	↑

503 FLOOD INFORMATION PORTAL REPORTS GENERATED

In 2023:	327
In 2024:	175
Trend:	↑

6586 DOGS REGISTERED

In 2023:	6172
In 2024:	5922
Trend:	↑

What's Coming Up

- **27 August: Tree Planting Day - Lockyer Waters**
- **6 September: Private Tree Planting Day organised by Bunyas to Border at a local school**
- **27 September: Protecting our Koalas Community Workshop at Lockyer Waters Community Hall**

5 of 5

14.4 Group Manager Infrastructure Monthly Report - July 2025

Author: Micah Edwards, Group Manager Infrastructure
Responsible Officer: Micah Edwards, Group Manager Infrastructure

Purpose:

This report provides Council with a summary of key operational activities undertaken by the Infrastructure Group during July 2025.

This document is for Council's information only.

Executive Summary

This report provides Council with a summary of key operational activities undertaken by the Infrastructure Group during July 2025.

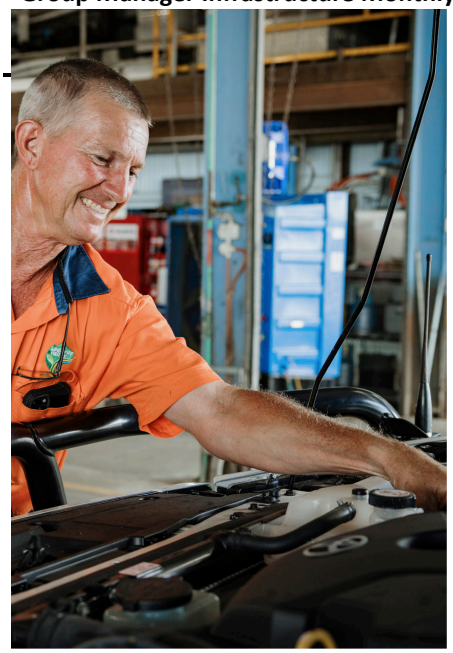
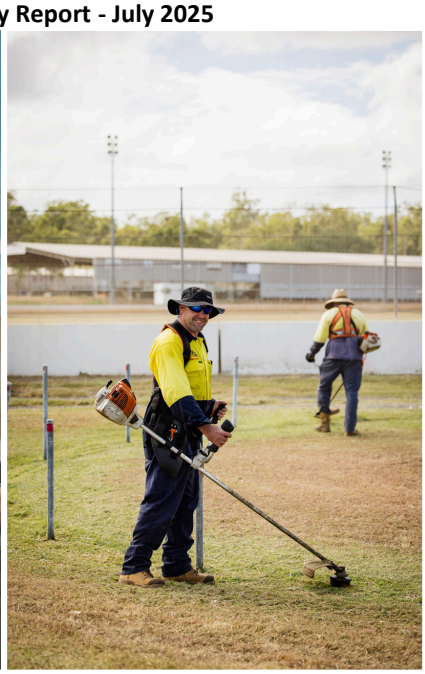
Proposal

That this report be received and noted.

Attachments

1⇩ Infrastructure Group Monthly Report - July 2025 13 Pages

UNCONFIRMED

Infrastructure

MONTHLY GROUP REPORT

JULY 2025

Lockyer Valley REGIONAL COUNCIL

2022 Weather Events

PROGRAM OVERVIEW UPDATE

$50.1M ~ Expenditure

$43.6M ~ Approved

$47M ~ Received

As at 24 July 2025

- Floodway Approaches (submission 77):
  - The project on Sawpitt Gully Road remains outstanding due to cultural heritage implications.
  - A further extension of time to 31 December 2025 has been approved with the Queensland Reconstruction Authority (QRA) to complete this project.
  - An agreement has been signed with the Traditional owners.
  - A site meeting between Council, Traditional owners and Contractors has occurred to discuss the project and construction methodology.

2024 Weather Event

PROGRAM OVERVIEW UPDATE

- In February 2024 Council was activated for Counter Disaster Operations, Emergency Works and Restoration of Essential Public Assets (REPA) under the Ex-TC Kirrily event.
- Unsealed road grading is continuing and due to be completed in September - October 2025, weather pending.
- Sealed roads package of works will be delivered internally in the coming months, once the unsealed road grading is completed.

$14.4M ~ Restoration Value

$7.43M ~ Expenditure

$13.43M ~ Approved

$6.9M ~ Received

As at 24 July 2025

RECONSTRUCTION OF ESSENTIAL PUBLIC ASSETS WORKS

Balaam Hill, Churchable

Palmer Lane, Mulgowie

Brown Springs Road, Laidley South

SUBMISSION STATUS

16
Submissions Approved by QRA

16
Submissions Lodged for Review

1
Submission Lodged for Acquittal

2025 Weather Event

PROGRAM OVERVIEW UPDATE

- In March 2025, due to Ex-TC Alfred, Council was activated for Counter Disaster Operations, Emergency Works and Restoration of Essential Public Assets (REPA).
- The unsealed road damage assessments have been completed with draft bill of quantities created.
- The comparison of road damage between the 2024 weather event and this event has been completed with the resulting 2025 damage uploaded into the QRA portal for assessment.
- Scoping of the sealed road package has begun.

$4-5M
~ Restoration Value

$2.3M
~ Expenditure

$0M
~ Approved

$0M
~ Received

As at 24 July 2025

Infrastructure Delivery

CONSTRUCTION WORKS - PROJECTS UNDERWAY

MAHON BRIDGE, CARPENDALE - REPLACEMENT

- Mahon Bridge was originally built in 2009 however, sustained severe damage in January 2013 floods. Funding from the Safer Local Roads and Infrastructure Program is allowing Council 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.
- Due to the extensive nature of the works, a full road closure is in place on Carpendale Road, Carpendale, with a detour implemented to maintain traffic flow. Work commenced in January 2025, undertaken by a third-party contractor.
- Forming of abutment wingwalls are underway and the installation of the deck units to follow.

LAKE APEX, GATTON - CAR PARK ENTRANCE

- The Lake Apex car park entrance upgrade project in Gatton is funded under the South East Queensland Livability Package (SEQLP).
- The scope of works is broad and designed to meet diverse user needs. The main entrance will be widened to alleviate peak-time congestion, and a new sealed car park will be constructed in the lower precinct to provide additional spaces. A dedicated turnaround bay will improve traffic flow, concrete paths on the western side of Lake Apex will enhance pedestrian connectivity, linking key picnic and playground areas. To support users of all abilities, two new accessible shelters—complete with seating and bubblers—will be installed, ensuring there are comfortable, shaded rest points throughout the reserve.
- The works will include drainage works to manage storm water runoff.
- Civil works commenced in May, with 95% of the footpath construction. Landscaping is 90% completed. Drainage improvements and retaining works completed.
- Roundabout construction works has commenced.

OLD LAIDLEY FOREST HILL ROAD - ROAD IMPROVEMENTS

- Lockyer Valley Regional Council commenced construction works on a 340m section of Old Laidley Forest Hill Road between Forest Hill and Laidley, in July 2025. Delivered internally by Council's Infrastructure Delivery crews, the project is expected to take up to six weeks to complete and is proudly funded under the Australian Government's Black Spot Program (BSP).
- The scope of works includes full reconstruction and widening of the existing pavement, culvert replacement, installation of new audio tactile line marking, and updated signage to meet current standards. Key safety improvements include reducing the speed limit from 90km/h to 70km/h in staged implementation, removing illegal fencing, and widening the existing road from an average of 6.2m to between 7.6m and 8.2m.
- These upgrades are targeted at reducing crash risks in a historically dangerous section of road, improving safety and accessibility for all road users. While single lane closures will be necessary throughout the works, only minor traffic delays are expected.

DURING

DURING

DURING

TENTHILL CREEK ROAD, LOWER TENTHILL - ROADSIDE DRAINAGE UPGRADES

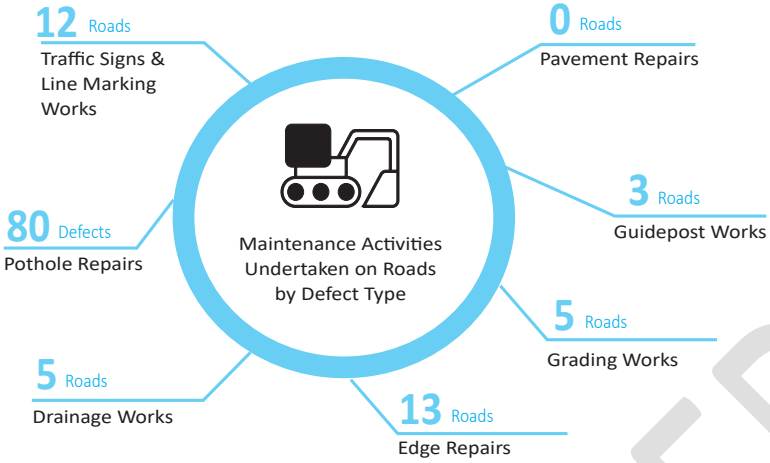
- Lockyer Valley Regional Council will soon commence drainage upgrades along Tenthill Creek Road, Lower Tenthill, between the intersections of Ingoldsby Road and Dwyers Road. Funded through the South East Queensland Community Stimulus Package (SEQCSP), this project will be delivered internally by Council's Infrastructure Delivery crews over an expected six-week period.
- The scope includes reshaping high shoulders and improving existing drains to prevent ongoing issues with water pooling and surface runoff along the carriageway.

CONSTRUCTION WORKS - UPCOMING

- John Street South, Laidley - Improving road safety, upgrading pavement conditions, ensuring compliance with relevant standards and guidelines.

Infrastructure Operations

MAINTENANCE WORKS



Due to crews being deployed to undertake REPA works, the routine maintenance outlined above is significantly reduced from the usual levels.

Infrastructure Design and Asset Management

ASSET MANAGEMENT

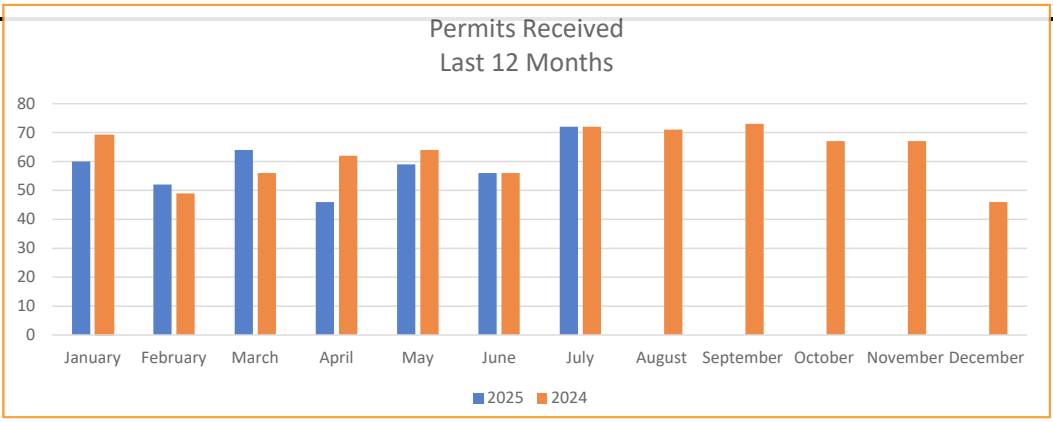
- Completion of routine defect inspections in Zones 3 and 15, and commencement of routine defect inspections in Zone 5
- Routine condition inspection of 42 assets
- Commencement of routine Level 1 Bridge Inspections on Road Bridges
- Completion of condition inspections of Council-maintained Fire Trails across the region
- Continued processing of assets resulting from Capital Projects and Developer Contributions (i.e. subdivisions)
- A Policy and Procedure for the management of unconstructed and unmaintained road reserves to be presented at a Council meeting once consultation process has concluded.

WORKS ON ROADS PERMITS & APPLICATIONS

HEAVY VEHICLE APPLICATIONS 45	RURAL ADDRESSING APPLICATIONS 2	LAND ACCESS & ACTIVITY NOTICE 6
TRAFFIC CONTROL 14	OTHER ROAD ACTIVITY APPROVALS 0	DRIVEWAY APPLICATIONS 5

TOTAL APPLICATIONS RECEIVED IN JULY 2025 72

UNCONFIRMED

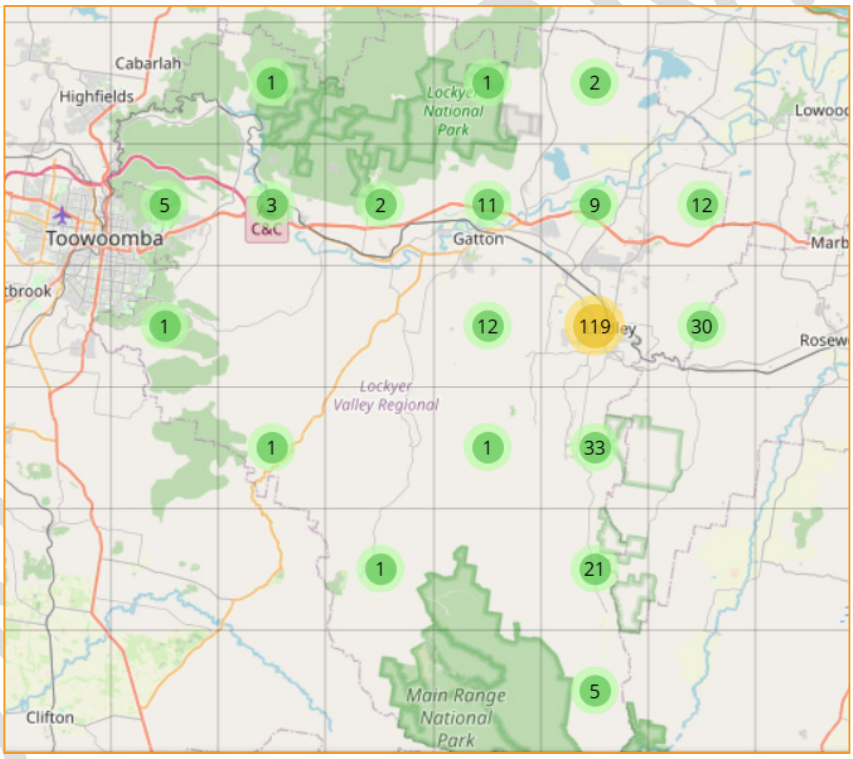


OPERATIONAL DEFECT OVERVIEW

TOTAL OPERATIONAL DEFECTS CAPTURED IN JULY 2025 **315**

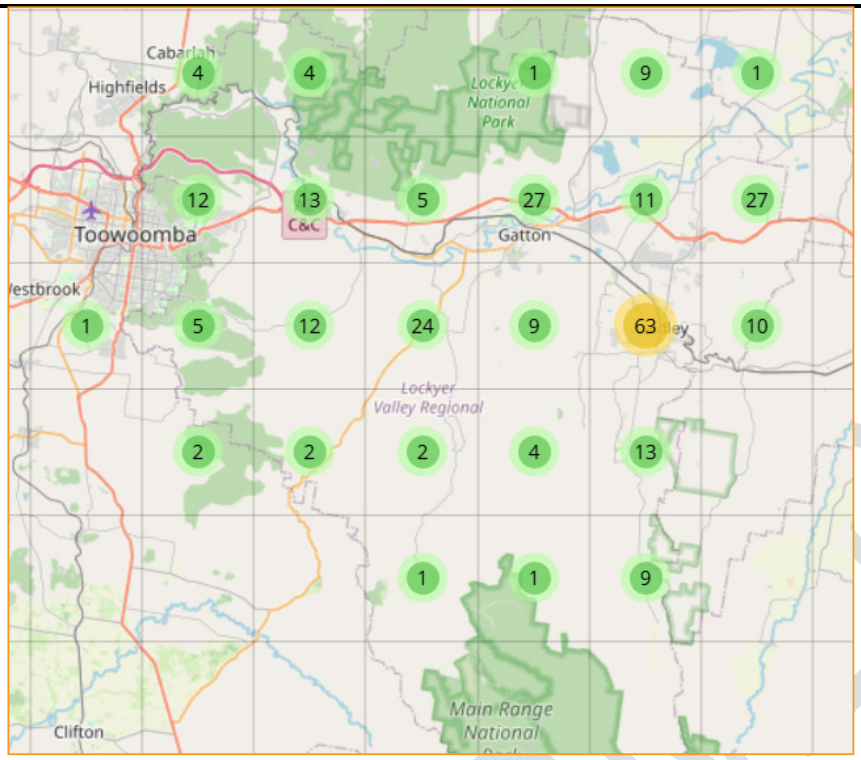
313 **TOTAL OPERATIONAL DEFECTS COMPLETED IN JULY 2025**

DEFECTS COLLECTED THROUGHOUT THE REGION - JULY 2025



Note: some defects are not geolocated when captured.

DEFECTS COMPLETED THROUGHOUT THE REGION - JULY 2025



Note: some defects are not geolocated when captured.

DESIGN STATUS

DESIGNS UNDERWAY	DESIGNS COMPLETED IN JULY	DESIGNS UPCOMING
3	2	7

PROJECTS UNDERWAY

- Gatton Central Drainage – Drainage upgrades.
  - SP2, 3 and 4 are with Council for review.
- Fairway Drive, Kensington Grove – Footpath missing Link
  - Successful with Active Transport Fund funding.
  - Design is being finalised for delivery in 2025/26.
- Spencer Street, Gatton - Principal Cycle Network detailed design
  - Signage design has been approved by the Department of Transport and Main Roads (DTMR). DTMR has also indicated that they have a signed agreement with Energex to amend the street lights.

PROJECTS COMPLETED

- Spencer Street, Gatton - Principal Cycle Network detailed design
- Gehrke Road, Plainland – Feasibility Study and Concept Design
  - Concept designs received and forwarded to the developer

PROJECTS UPCOMING

- Tenthill Creek Road - Stage 1 – Full detailed design
  - Review on Preliminary design drawing package have been completed and all comments will be incorporated into the detailed design package.
  - Negotiations of IA with the developer for 111 Tenthill Creek Road is underway.
  - Delays to program due to PUP delays and PUP discussion likely extend into Detailed Design Phase:
    * Urban Utilities – Review underway.
    * Energex – Lighting design complete, construction to commence mid Sep 2025.
    * NBN – to prepare detailed design.
  - Issue for Construction to be delivered by 31 December 2025.
- Jones Road, Withcott - Widening with kerb channels
  - Geo-technical and land survey in progress.
  - Traffic survey completed.
- Brooking Drive / Market Drive, Gatton - Safer Local Roads and Infrastructure Program funding application
  - Tranhce 3 submission prepared and submitted.
- William Street, Gatton
  - Geo-technical and pavement design underway.
  - Safer Local Roads and Infrastructure Program funding application successful.
- Lake Clarendon Way, Morton Vale - Rehabilitation
  - Geo-technical and pavement design in progress.
- 2025/26 Black Spot Program
  - Design finalisation underway for the 4 projects, with construction to take place in 2025/26 financial year.
- Shorelands Drive, Withcott - Footpath missing link
  - On hold due to DDA compliance concerns.

Parks, Recreation and Cemeteries

PARKS, GARDENS AND CEMETERY MAINTENANCE WORKS

Mowing/Slashing

- Mowing in Forest Hill, Gatton, Glenore Grove, Grantham, Helidon, Laidley, Murphys Creek, Plainland and Withcott.
- Spraying weeds in park located in Gatton, Grantham, Helidon, Laidley and Withcott.

Trees / Vegetation

- Clean up of the Merryfield's Environmental Park.
- Clean up of Koffal Park gardens in Plainland.
- 7 arborists inspections/requests completed.

Playground Maintenance

- Quarterly playground inspections completed on 41 playgrounds.

Landscape Maintenance

- Mulching at Walter Brunner Park Gardens, Preston
- Removal of Garden beds at Anzac Park, Laidley
- Laidley Cultural Center
- Irrigation repairs at Springbrook Park, Withcott

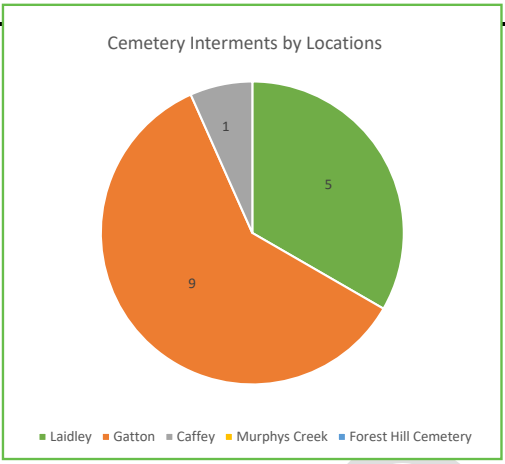
UNCONFIRMED

Furniture Maintenance

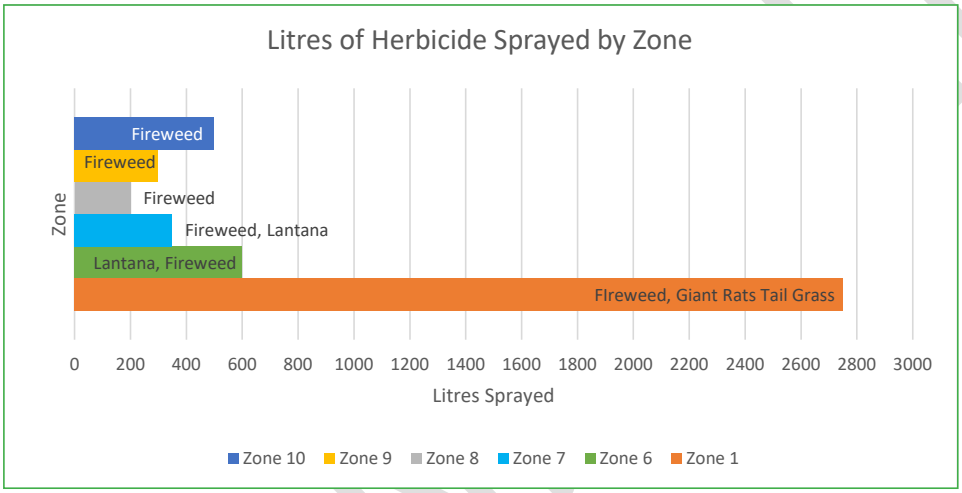
- Cleaning of park furniture
  - Grantham Estate Park
  - Helidon CBD
  - Murphy Creek Ground
- Installation of bin stands at the Recreation Vehicle Park Gatton
- Removal of graffiti from Fairway Park, Hatton Vale
- Cleaning of bus shelters

Cemetery Maintenance

- Topping up sunken plots, throughout all council owned cemeteries.



ROADSIDE TREATMENT OF DECLARED WEEDS



CAPITAL WORKS - PROJECTS UPCOMING

Project	Status	Expected Commencement Date
Laidley Recreation Reserve Shelter Replacement	• Building approvals obtained. Tables and shelters have been ordered.	• August/September 2025
Gatton Cemetery Shed Installation	• Contractor engaged.	• May/April 2026 due to contractor availability.
Jean Biggs Park Redevelopment	• Request for Tender documents being drafted.	• To be confirmed.

Facilities

CAPITAL WORKS - PROJECTS UPCOMING

Project	Status	Expected Commencement Date
Lockyer Valley Sports and Aquatic Centre Pool Heating Replacement	• Contractor engaged. • Replacement of Learn to Swim (LTS) pool heater has been rescheduled for September after consultation with stakeholders and pool operator due to winter period. • The building works related to the 50 m pool are still progressing as per the program. • The electrical dilapidation on the existing switchboards is completed with few minor issues and waiting confirmation from LVRC electrical lead whether to progress fixing now or later.	• Works commenced in July.
Laidley Cultural Centre Kitchen Upgrade	• Works on hold due to Laidley Cultural Centre being used in replacement of the Gatton Shire Hall due to hail damage roof repairs.	• To be confirmed.

CAPITAL WORKS - PROJECTS UNDERWAY

LAKE DYER AMENITIES BUILDING

- Co-funded by the Local Roads and Community Infrastructure Program Phase 4, the new amenities building was transported from Asset Cabins & Homes warehouse to site on 6 May 2025.
- The power to old building was disconnected on 5 August 2025.
- The new toilet amenities were scheduled for opening on 5 August 2025.
- Demolition of the old building is scheduled for to take place on 12 August 2025.
- 2x 8kg tap-and-go washing machines and 1x dryer are placed on order with anticipating delivery end of August 2025.

FACILITIES MAINTENANCE WORKS

DAL RYAN MEMORIAL SWIMMING POOL, LAIDLEY - CLOSURE

- Status: In progress
- Summary: The pool has been cleaned, the pump has been replaced. Quotes have been received for patching of the fiberglass and commissioning of the pool. If works are approved, works will commence in mid-October.

GATTON SPORTS AND AQUATIC CENTRE - HAIL DAMAGE INSURANCE WORKS

- Status: In progress
- Summary: Hail damage restoration is progressing well and ahead of schedule. Works soon to commence on the pavilion area roof.

UNCONFIRMED

GATTON SHIRE HALL - HAIL DAMAGE INSURANCE WORKS

- Status: In progress
- Summary: Restoration works are advancing ahead of schedule, although the official project completion date remains unchanged at this stage.

GATTON ADMINISTRATION BUILDING - HAIL DAMAGE INSURANCE WORKS

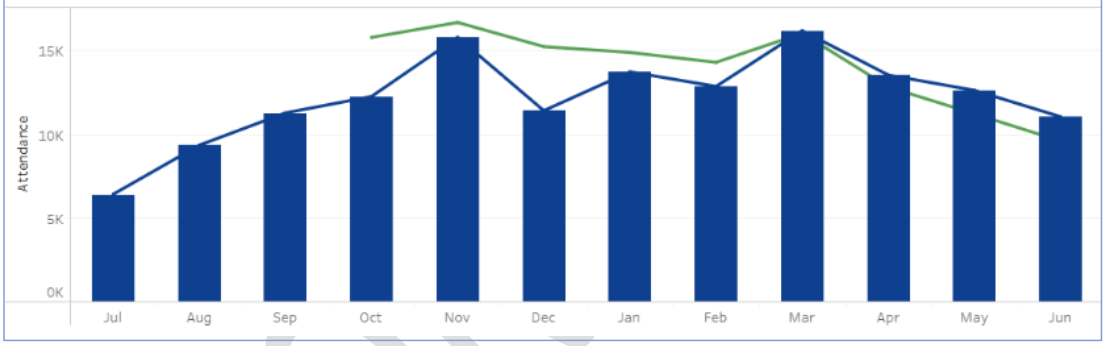
- Status: Planning
- Summary: A dedicated internal working group has been established to assess the operational impacts of upcoming works. Planning is underway to explore potential relocations or alternative working arrangements to ensure continuity of service to the community.

LOCKYER VALLEY SPORTS & AQUATIC CENTRE - JUNE 2025

VISITATIONS

- 11,022 total facility visitation for June 2025 which is an 12.5% decrease compared to May 2025.
- Total active memberships for June 2025 is 473 which is a 4.1% decrease compared to May 2025.

Year of Date	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Grand Total
FY 2025	6,389	9,322	11,250	12,232	15,772	11,385	13,706	12,835	16,165	13,512	12,599	11,022	146,189
FY 2024				15,763	16,656	15,213	14,863	14,273	16,007	12,799	11,196	9,573	126,343
FY 2023													



Visitation - Graph courtesy of BlueFit

HEALTH CLUB PROGRAMMING

- 63 group fitness classes were held with 518 attendees.

GROUP BOOKINGS

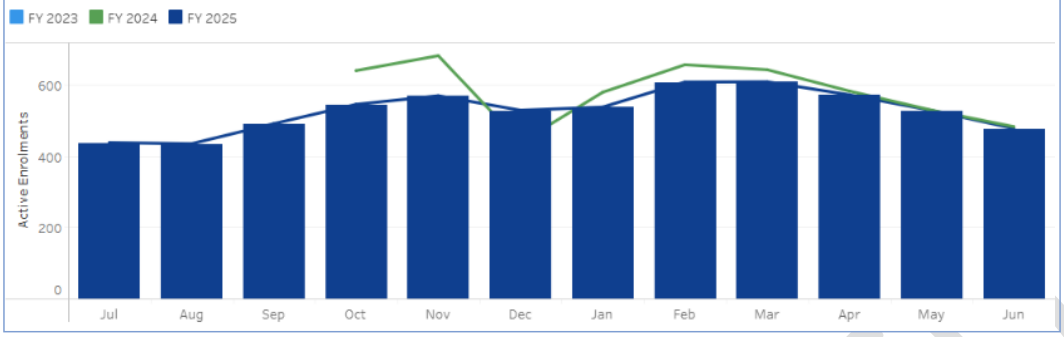
- Lockyer Valley Basketball Association
- QLD Corrective Services
- Gatton and Lowood Gymnastics Association.
- Gatton RSL

LEARN TO SWIM PROGRAM

- 477 active enrollments in the Learn to Swim Program, which is a 9.7% decrease on May 2025. Class occupancy is at 77%.
- 11 new students joined within the month, and 77 students canceled.

LTS ENROLMENTS

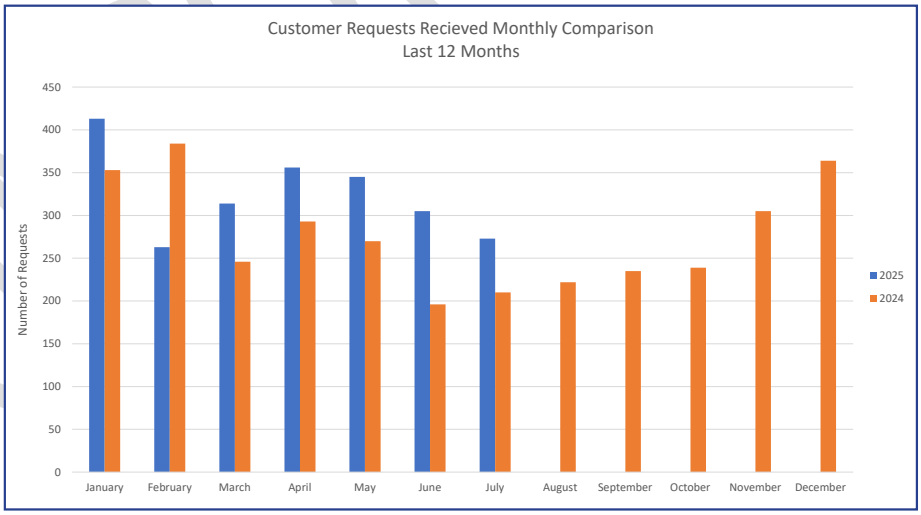
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Active Enrolments FY 2025	437	434	490	545	569	528	537	607	608	571	528	477
Active Enrolments FY 2024				639	681	438	579	656	642	582	528	482
Active Enrolments FY 2023												
Class Occupancy	76%	75%	79%	81%	82%	74%	73%	82%	82%	82%	80%	77%
New Enrolments	3	20	28	25	31	14	51	24	9	10	12	11
Cancelled Enrolments	32	30	20	29	48	70	34	37	49	77	62	77



Graph courtesy of BlueFit

CUSTOMER CONTACT

Data as at 5 August 2025



Data as at 5 August 2025

14.5 Councillor Portfolio Monthly Update - July 2025

Author: Kayla Gill, Executive Assistant to the Mayor, Deputy Mayor and Councillors
Responsible Officer: Ian Church, Chief Executive Officer

Purpose:

The purpose of this report is to inform Council of official elected member portfolio duties undertaken by Councillors during the month of July 2025.

This document is for Council's information only.

Executive Summary

This report provides an outline of duties undertaken by Councillors during the month of July 2025.

Proposal

During the month, Councillors undertook duties as follows:

Mayor, Cr Tanya Milligan
Civic Leadership and Regional Development Portfolio Councillor

- 3 x budget radio interviews
- 1 x budget interview
- Community funeral service
- Professional reference
- Portfolio meeting; Engagement and Communications
- Chair the adoption of the 2025-26 Budget
- Meeting and introduction with representatives of UQ Gatton
- Attend Southern Qld Correctional Centre NAIDOC event
- Radio interview 4WK
- Monthly radio interview with 4WK
- Portfolio meeting with General Managers
- Media for Fire Ant campaign
- Meeting with Tourism and Events team
- Teams meeting with Lockyer Valley and Somerset Water Collaborative
- Weekend radio segment with River 949
- Meeting with CEO of West Moreton Hospital and Health
- Public Arts discussion
- Meeting with community person
- Attend Kambu morning tea with Kambu Deputy CEO and community
- Meet with community person
- Attend NAIDOC celebration at Ferrari Park
- Agenda briefing for Council meeting
- Discussion with GM re flood mitigation
- Portfolio meeting re engagement and communications
- Meeting with State Member and community re Shaping SEQ update

UNCONFIRMED

- Meeting with State Member re Water Collaborative
- Meeting with State Member, QRA, QPS and community member around property issues/solutions
- Weekend radio interview River 949
- Site tour with Senator Mulholland re Resilient Rivers Initiative
- Meeting with Senator Mulholland and Water Collaborative Chairperson
- Catchup with community person
- Attend Crime Stoppers meeting
- Site tour to Wamuran with Pinata Farms and Unity Water
- 4WK radio interview
- Chair Ordinary Meeting of Council
- 3 radio interviews Resilient Rivers
- 1 tv interview Resilient Rivers
- 1 LVRC media for Festival of Cultures
- 1 LVRC media 'Council News'
- Attend council workshop
- Meeting with the CEO
- Meeting with Tourism and Events team
- Meeting with local church minister
- Meeting with Officer re Register
- Attend Gatton Show sponsors Wine and Cheese Night
- Attend COMSEQ Leveraging 2032 Working Group
- Attend Friday night official opening of Gatton Show
- Radio Interview River 949
- Attend Gatton Show Official Morning Tea
- Attend and do welcome for Gatton Show Saturday Night Program
- Meeting for Homelessness Ministerial Advisory Council SEQ
- COMSEQ event Committee for Brisbane Olympic luncheon
- Attend commissioning of Southern Qld Correctional Facility
- Media conference with Minister Gerber and State Member re Southern Qld Correctional Facility
- Meeting with RDA CEO and Chairperson
- Attend Ma Ma Creek Exhibition
- Attend Rural Fire Service QLD Week Awards and Appliance handover
- Attend Hatton Vale RFS BBQ at Fairways Park
- Teams meeting with COMSEQ
- Attend staff member thankyou lunch
- Disaster Management portfolio meeting
- Meeting with QFES Inspector
- Meeting with Deputy Mayor and local businessperson re potential business opportunities
- GM provided a follow up from workshop 22/07/25
- Monthly Triple M
- Meeting with CMCA Business Development Officer
- Meeting to discuss upcoming Chilli Festival
- Meeting with CEO
- On site meeting at Laidley pool
- Meeting with CEO re timing schedules for upcoming mitigation
- ABC radio interview about Kokoda funding
- Attend Elected Member Update – LGAQ
- Host Ageo students visit to Chamber
- Attend Laidley flood mitigation report by community members
- 4WK weekly interview

UNCONFIRMED

- Catchup with community member
- Meeting with concerned community member about Local Heritage Register
- Meeting with Lockyer Chamber Commerce, Industry and Tourism
- Teams Lockyer Valley & Somerset Water Collaborative
- Triple M radio interview re Festival of Cultures
- Meeting with Tourism team

Deputy Mayor, Councillor Chris Wilson
Corporate Services Portfolio Councillor

- Communications & engagement portfolio meeting
- Council Budget Meeting
- Attended a community member's funeral
- Lockyer Chamber of Commerce, Industry & Tourism meeting
- Governance & Property portfolio meeting
- Meeting with community members about Laidley flood mitigation
- Media interview on Council budget
- Laidley Show official opening & morning tea
- Laidley Show shift on Council's stand
- Public arts initiative meeting
- Communications & engagement portfolio meeting
- Meeting with community members & Jim McDonald MP about the SEQ regional plan
- Meeting with officers about Council reports
- Meeting with community members about disaster recognition and intervention
- Meeting with resident about a rates issue
- Crime stoppers meeting
- Finance portfolio meeting
- Council meeting
- Council workshop
- Gatton Show sponsors event
- Attended a community member's funeral
- Gatton Show shift on Council's stand
- Corporate induction
- Council workshop
- Attended the re-opening of NAB Gatton's refurbished branch
- Meeting with officers about Council's Operational Plan
- Meeting with a resident about her new business
- Ma Ma Creek Exhibition
- Lockyer Valley Equine Collaborative meeting
- Meeting at the Laidley Pool with officers
- Meeting with the Mayor & Officers about the Laidley Pool
- LGAQ elected member update
- AGEO Student visit
- Meeting with community members and Council about Laidley Flood Mitigation
- Meeting with residents about the Local Heritage Register
- Council catch up with the executive members of the Lockyer Chamber of Commerce, Industry & Tourism
- Meeting with Council and officers about the Laidley Pool

UNCONFIRMED

Councillor Michael Hagan
Infrastructure Portfolio Councillor

- Attended Special Budget Adoption Meeting
- Attended Funeral of Prominent Local Community member
- Attended Southern Downs Regional Council to deliver presentation on successful Elected Member engagement through the new Planning Scheme community consultation process
- Attend Lockyer Valley & Somerset Water Collaborative meeting
- Visited the Mulgowie Markets
- Represented Council at the Queensland State Emergency Service's Regional Awards Ceremony
- Participated at the Council stand at the Laidley Show
- Site visit – Ingoldsby connection road, resident raised safety issues
- Attended meeting with the Mayor, West Moreton Health CEO, West Moreton Health Board Chair and Staff member from the office of the State Member
- Attended meeting with Mayor, Councillors and Council officers regarding Public Arts initiative
- Attended Murphy's Creek Progress Association meeting
- Attended catch up with KAMBU CEO and community members
- Site visit to Drayton St - drainage issues
- Site visit – Old Toowoomba Road West – Resident concerns of road condition
- Attended the KAMBU NAIDOC week Celebration in Farrari Park Laidley
- I attended with the Mayor, Councillors, CEO, Member for Lockyer, Councils Planning Officers and a community delegation regarding Shaping SEQ updates
- I attended a meeting with Lockyer Valley and Somerset Regional Council Mayors, Member for Lockyer, members of the Water Collaborative Committee and the State Government's Senior Policy Advisor (Water) at the State Members office
- Meeting to review and discuss Disaster recognition regarding Laidley Creek west with Mayor, Deputy Mayor, CEO, District Disaster Chair, Principal Disaster Management, State Member, Representative from Federal Members Office, Queensland Recovery Authority representatives, and affected residents.
- Visited Ma Ma Creek markets
- Attended Tour of Wamuran Water Treatment Facility with members of the Lockyer & Somerset Water Collaborative
- Attended the July Council Meeting
- Attend Councillor Workshop
- Attended the Gatton Show Official Morning Tea for sponsors
- Attended Councillor Workshop, including meet and greet new employees
- Attended the 89th Ma Ma Creek Exhibition
- Site visit to Black Duck Valley – Browns Road, East Haldon
- Onsite meeting with Mayor, Councillors, and Infrastructure Officers at Laidley Pool
- Attended the Elected Member Update presentation by Local Government Association of Queensland
- Attended the Ageo city Student Visit with Lockyer District State High School
- Attended a presentation by local members regarding Laidley flood mitigation proposal
- Distributed Councils bi-monthly newsletter to Gatton Businesses
- Site inspection of safety concerns on Caffey Connection Road, Caffey
- Site inspection – Goos Road gravel end condition
- Attended the Lockyer Valley Chamber of Commerce and Council meeting
- Attended meeting regarding further discussion on the Laidley Pool and Flood mitigation
- Site visit to Heise Road, Summerholm – regarding condition of gravel section following several flood events
- I attended the Lockyer Valley & Somerset Water Collaborative meeting

UNCONFIRMED

Cr Cheryl Steinhardt
Environment and Regulatory Services Portfolio Councillor

- Budget Meeting
- Funeral of Local Leader and Volunteer
- Teams meeting with HLW Koala Disease Program leaders
- Laidley Show Opening
- Laidley Show Community Engagement Pop Up Stand
- Forest Hill Progress Association meeting
- Murphys Creek Progress Association meeting
- Monthly Portfolio meeting with officers
- Monthly Council Meeting
- LVRC Workshop
- Meeting with LUCI and officers
- Gatton Show Sponsors Evening
- Friday Gatton Show Community Engagement Pop Up Stand
- Saturday Gatton Show Community Engagement Pop Up Stand
- Ordinary Meeting with Friends of Lake Apex
- New Employee Induction Meet and Greet
- Councillor Workshop day
- Senior Officer Farewell
- Meeting with Officers and land holders re Koala developments
- Meeting with State Member and Group Manager at Norman Creek Greenslopes
- Ma Ma Creek Exhibition and opening

Councillor Anthony Wilson
Sport and Recreation Portfolio Councillor

- Council Budget Meeting
- Attended a community member's funeral
- Met with 'LVRC Sport for All' Grant recipient
- Met with 'LVRC Ambassador Support Grant' Recipient
- Meeting with community members about Laidley flood mitigation
- Attended Laidley Show Community Consultation stall
- Public arts initiative meeting
- Sport & Recreation portfolio meeting
- Met with 'LVRC Ambassador Support Grant' Recipient
- Attended Kambu NAIDOC Week Celebration
- Meeting with community members & Jim McDonald MP about the SEQ regional plan
- Sport & Recreation portfolio meeting
- Met with 'LVRC Ambassador Support Grant' Recipient
- Meeting with LIEC RE new amenities building
- Council meeting
- Council workshop
- Gatton Show sponsors event
- Attended a community member's funeral
- Attended Gatton Show Community Consultation stall & Morning Tea
- Met with 'LVRC Ambassador Support Grant' Recipient

UNCONFIRMED

- Attended Cahill Park user group meeting
- Corporate induction
- Council workshop
- Meeting with officers & resident about various issues
- Meeting at the Laidley Pool with officers x 2
- LGAQ elected member update
- AGEO Student visit
- Meeting with community members and Council about Laidley Flood Mitigation
- Council catch up with the executive members of the Lockyer Chamber of Commerce, Industry & Tourism
- Meeting with Council and officers about the Laidley Pool

Councillor Julie Reck
Liveability and Circular Economy Portfolio Councillor

- Budget Meeting
- LPV Executive Meeting
- Tourism Team Meeting
- Chamber Commerce Meeting
- Laidley Spring Festival Meeting
- Lockyer Hotel Trade Show
- Laidley Show Council Stand
- Solomon Island's 47th Independence Day
- 2025 Annual Conference Webinar
- Forest Hill Community Monthly Meeting
- Public Arts Initiative Discussion
- Grantham Progress Meeting
- LPV Monthly Meeting
- KAMBU – Deputy CEO Meet & Greet
- Monthly Portfolio Meeting
- NAIDOC Week – Ferrari Park
- Guest Speaker DDLDC 30th Anniversary
- CWA Monthly Meeting
- Crime Stoppers – Laidley
- GDHS Monthly Meeting
- Withcott Progress Monthly Meeting
- Council Meeting
- Council Workshop
- Tourism Team Meeting
- DNH Monthly Meeting
- Gatton Show Sponsors Night
- Gatton Show LVRC Stand
- Gatton Show LVRC Stand
- Waste Portfolio Catch up
- Corporate Induction
- Workshop
- TEAMS – Sean Constable – RV Park Gatton
- Tourism – Chilli Festival
- MRF Waste Mtg

UNCONFIRMED

- Steve Jones Men's Shed – Catch up
- Waste Working Group – TEAMS
- Ma Ma Creek 89th Exhibition
- Onsite Mtg Laidley Pool
- LGAQ Elected Member Update
- AGEO City Student visit
- Laidley Flood Mitigation – Linton/Alan Brimblecombe
- Chamber Commerce/LVRC Mtg
- Flood Mitigation Discussion

Councillor David Neuendorf
Planning Portfolio Councillor

- Was on leave for 1st week and a half
- Budget adoption meeting via teams
- Planning Meeting with Officers
- Planning meeting with rate payer
- Planning meeting with developer
- Council Meeting
- Council workshop
- Gatton Show sponsors evening even
- Gatton Show pop up Stand
- Gatton Show morning tea
- Meet and greet new staff
- Council Workshop
- Ma Ma Creek exhibition
- Elected Member LGAQ Update
- AGEO City Student visit
- Laidley Flood Mitigation report
- Planning Meeting with rate payer – Cultural Heritage Listing
- Chamber Commerce/LVRC Meeting
- Flood mitigation discussion
- Various Site visits x 6 (Ashland's Drive, Poole's Road, Lockyer Creek Road, etc)

Attachments

There are no attachments for this report.

UNCONFIRMED

15.0 CONFIDENTIAL ITEMS

In accordance with the provisions of section 254J(3) of the *Local Government Regulation 2012,* a local government may resolve to close a meeting to the public to discuss confidential items, when its Councillors or members consider it necessary to close the meeting.

CLOSED SESSION

THAT the meeting be closed to the public, the time being 12:18pm, to discuss the following items which are considered confidential in accordance with section 254J(3) of the *Local Government Regulation 2012* for the reasons indicated.

15.1 Rating Concession - Property ID 233350
This item is confidential in accordance with Section 254J (3) (d) of the Local Government Regulation 2012, as the matter involves rating concessions.

15.2 Land Asset Management Plan Update - Saleyard Road, Gatton
This item is confidential in accordance with Section 254J (3) (g) of the Local Government Regulation 2012, as the matter involves negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

Moved By: **Cr M Hagan** **Seconded By:** **Cr J Reck**
Resolution Number: 24-28/0391

CARRIED
7/0

OPEN SESSION

THAT Council move into open session, the time being 12:21pm.

Moved By: **Cr C Steinhardt** **Seconded By:** **Cr J Reck**
Resolution Number: 24-28/0392

CARRIED
7/0

15.1 Rating Concession - Property ID 233350

Author: Dee Stewart, Acting Chief Financial Officer
Responsible Officer: Ian Church, Chief Executive Officer

That the above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 254J (3) (d) of the Local Government Regulation 2012, as the matter involves rating concessions.

Purpose:

The purpose of this report is to seek Council's approval to provide a one-off rating concession of 100% of the rates and charges to be issued August 2025 for the period 1 July 2025 to 30 June 2026 for Property ID 233350.

Officer's Recommendation:
THAT Council grant a one-off concession to the owner of Property ID 233350 of 100% of the rates & charges levied for the period of 1 July 2025 to 30 June 2026.

RESOLUTION

THAT Council grant a one-off concession to the owner of Property ID 233350 of 100% of the rates and charges levied for the period 1 July 2025 to 30 June 2026.

Moved By: **Cr C Wilson** **Seconded By:** **Cr A Wilson**
Resolution Number: 24-28/0393

CARRIED
7/0

UNCONFIRMED

15.2 Land Asset Management Plan Update - Saleyard Road, Gatton

Author: Julie Lyons, Senior Property Officer
Responsible Officer: Dan McPherson, Group Manager People, Customer and Corporate Services

That the above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 254J (3) (g) of the Local Government Regulation 2012, as the matter involves negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

Purpose:

The purpose of this report is to provide an update on the sale of land at Saleyard Road, Gatton, and to endorse the Chief Executive's closure of the Request for Tender process without award.

Officer's Recommendation:
THAT Council:

1. **With respect to the Request for Tenders for the disposal of Land No. 126641, endorse the Chief Executive Officer's closure of the Request for Tender process without award.**
2. **Delegate authority to the Chief Executive Officer to further investigate options for the disposal of the balance of Land No. 126641.**

RESOLUTION

THAT Council:

1. **With respect to the Request for Tenders for the disposal of Land No. 126641, endorse the Chief Executive Officer's closure of the Request for Tender process without award.**
2. **Delegate authority to the Chief Executive Officer to further investigate options for the disposal of the balance of Land No. 126641.**

Moved By: Cr C Wilson Seconded By: Cr M Hagan
Resolution Number: 24-28/0394

CARRIED
7/0

16.0 MEETING CLOSED

There being no further business, the meeting closed at 12.22pm.