

Minutes



ORDINARY MEETING OF COUNCIL

MINUTES

17 SEPTEMBER 2025

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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
- John Keen, Group Manager Infrastructure
- Bella Greinke, Project Officer
- Dee Stewart, Acting Chief Financial Officer
- Neil Wiliamson, Principal Engagement and Communications
- Alena Higgins, Team Leader Communications
- Laura Lorang-Simon, Acting Manager Waste Services (part of meeting)
- Jesse Godwin, Sport and Recreational Development Officer (part of meeting)
- Suzi Oweczkin, Grants Officer (part of meeting)
- Tracy Vellacott, Coordinator Special Projects and Tourism (part of meeting)
- Jason Harm, Manager Communities
- Rachel Lane, Senior Tourism and Events Officer (part of meeting)
- Annette Kilah, Project and Business Support Officer (part of meeting)
- Ali Munday, Events Officer (part of meeting)
- Steffani Luckmann, Tourism Marketing Officer (part of meeting)
- Kylie King, Financial Accountant (part of meeting)
- Julie Lyons, Senior Property Officer (part of meeting)
- Brian Ranse, Governance Officer (part of meeting)
- Tammy Thomas, Technical Planning Officer (part of meeting)
- Lisa Swales, Environmental Project Officer (part of meeting)
- Scott Hambleton, Planning Officer (part of meeting)
- John Holdcroft, Principal Disaster Management (part of meeting)
- Annette Doherty, Manager Planning, Policy & Community Wellbeing (part of meeting)
- Michael Dargusch, Coordinator Development Assessment (part of meeting)

1.0 MEETING OPENED

The Mayor, Cr Milligan as Chairperson, opened the meeting at 9:02am and welcomed all present.

1.1 Acknowledgement of Country

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

1.2 Opening Prayer

Ps. Robert Howells 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 M Hagan **Seconded By:** Cr J Reck
Resolution Number: 24-28/0395

CARRIED
7/0

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

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

Pursuant to Chapter 5B, Part 2 of the *Local Government Act 2009*, a councillor who has a prescribed conflict of interest in an issue to be considered at a meeting of a local government, or any of its committees must:

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

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

Pursuant to Chapter 5B, Part 3 of the *Local Government Act 2009*, a councillor who has a declarable conflict of interest in a matter to be considered at a meeting of the local government or any of its committees must inform the meeting about the personal interest in the matter, including the following particulars about the interests:

- (a) the nature of the interests
- (b) if it arises because of the councillor's relationship with a related party:
 - i. the name of the related party to the councillor
 - ii. the nature of the relationship of the related party to the councillor
 - iii. the nature of the related party's interest in the matter
- (c) if it arises because of a gift or loan from another person to the councillor or a related party:
 - i. the name of the other person
 - ii. the nature of the relationship of the other person to the councillor or related party
 - iii. the nature of the other person's interest in the matter
 - iv. the value of the gift or loan and the date the gift or loan was made.
- (d) how the councillor intends to handle the matter i.e. leave the meeting or proposes to stay in a meeting.

There were no declarations of conflicts of interest at this time.

5.0 MAYORAL MINUTE

No Mayoral Minute.

6.1 Confirmation of Ordinary Meeting Minutes - 20 August 2025

Responsible Officer: Ian Church, Chief Executive Officer

THAT the minutes of the Ordinary Meeting of the Lockyer Valley Regional Council held on Wednesday 20 August 2025 be taken as read and confirmed.

THAT the minutes of the Ordinary Meeting of the Lockyer Valley Regional Council held on Wednesday 20 August 2025 be taken as read and confirmed.

CARRIED
7/0

7.0 BUSINESS ARISING FROM MINUTES

No Business Arising from Minutes.

8.0 COMMITTEE REPORTS

8.1 Receipt of the Unconfirmed Minutes of the Lockyer Valley Traffic Safety Working Group Meeting - 13 August 2025

Author: Tanya Krieger, Business Support Officer

Responsible Officer: Matthew Lennon, Manager Infrastructure Design and Asset Management

Officer's Recommendation:

THAT Council receive and note the unconfirmed minutes of the Lockyer Valley Traffic Safety Working Group meeting held on 13 August 2025.

RESOLUTION

THAT Council receive and note the unconfirmed minutes of the Lockyer Valley Traffic Safety Working Group meeting held on 13 August 2025.

Moved By: Cr M Hagan

Seconded By:

Cr C Steinhardt

Resolution Number: 24-28/0397

**CARRIED
7/0**

LOCKYER VALLEY TRAFFIC SAFETY WORKING GROUP
MEETING MINUTES



GROUP NAME:	Lockyer Valley Traffic Safety Working Group		
CHAIRPERSON:	Matthew Lennon	MINUTES:	Tanya Krieger
TIME OF MEETING:	10:00am - 11:00am		
DATE OF MEETING:	13 August 2025		
LOCATION OF MEETING:	Stubbersfield Rooms A & B		

ATTENDANCE

PRESENT			
LVRC	QPS	TMR	
Cr Michael Hagan	Glen Thomas (Helidon)	Anita Sullivan	Rebecca Roberts
Matthew Lennon	Rowland Browne (Gatton)	Alicia Heritage	Kimberley Reese - Translink
Tanya Krieger	Jo Goodwin (Highway Patrol)	Kerri Rudder	James Wood - Translink

APOLOGIES			
LVRC	QPS		TMR
Micah Edwards	Damian Van Den Berg (Laidley)		Daniel Martin
	Kim Hill		Chris Arama
			Adam Garvin
			Joanne Philp

ECM Doc ID:

AGENDA ITEMS

Date Raised	DESCRIPTION	RECORD MATTERS FOR ACTION	RESPONSIBLE OFFICER																																						
13/08/2025	Apologies if applicable	Apologies – as noted above.	All to note																																						
13/08/2025	Outstanding Actions ECM 3814317	Refer to the outstanding actions items document.	All to note																																						
13/08/2025	Traffic Incidents Lockyer Valley Region (QPS Officers)	<table><tr><th colspan="6">Laidley</th></tr><tr><th>Dates</th><th>Injuries</th><th>Non-Injuries</th><th>Fatalities</th><th>Hit & Runs</th><th>Total</th></tr><tr><td>21/05/2025 – 13/08/2025</td><td>16</td><td>10</td><td>1</td><td>13 (5 within the Woolworths carpark Plainland)</td><td>40</td></tr></table> - Majority of the injuries are occurring on the Warrego Highway. - One fatality on Lake Clarendon - Single vehicle into tree. Awaiting Coroner's findings. - No other contributing circumstances with environment, road or signage identified. All other accidents resulted due to driver error. <table><tr><th colspan="6">Helidon</th></tr><tr><th>Dates</th><th>Injuries</th><th>Non-Injuries</th><th>Fatalities</th><th>Hit & Runs</th><th>Misc</th><th>Total</th></tr><tr><td>21/05/2025 – 08/08/2025</td><td>3</td><td>4</td><td>0</td><td>3</td><td>0</td><td>10</td></tr></table> - Warrego Hwy, Grantham WB: Single vehicle crash. Collect guard rail. Alleged to have swerved to miss animal strike. Investigation continuing.	Laidley						Dates	Injuries	Non-Injuries	Fatalities	Hit & Runs	Total	21/05/2025 – 13/08/2025	16	10	1	13 (5 within the Woolworths carpark Plainland)	40	Helidon						Dates	Injuries	Non-Injuries	Fatalities	Hit & Runs	Misc	Total	21/05/2025 – 08/08/2025	3	4	0	3	0	10	All to note
Laidley																																									
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Helidon																																									
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21/05/2025 – 08/08/2025	3	4	0	3	0	10																																			

ECM Doc ID:

		• Warrego Hwy, Helidon EB: Two vehicle nose to tail. Truck ran into rear of utility. Vehicles slowing and merging due to road works. Establish insufficient signage resulting in truck being unable to slow in time to avoid collision. No further action. • Murphys Creek Rd and Jack Ct, Murphys Creek: Single vehicle crash. Investigation continuing. • No other contributing circumstances with environment, road or signage identified. All other accidents resulted due to driver error, hooning or careless driving.																			
		<table><tr><th colspan="6">Gatton</th></tr><tr><th>Dates</th><th>Injuries</th><th>Non-Injuries</th><th>Fatalities</th><th>Hit & Runs</th><th>Total</th></tr><tr><td>21/05/2025 – 07/08/2025</td><td>9</td><td>21</td><td>0</td><td>16 (largely in town/shops/ect)</td><td>46</td></tr></table> • Redbank Creek Rd, Adare car v pedestrian. • University. • Eastern Drive i/s Gatton Laidley Rd – fail to give way. • Warrego Highway – poor merging when leaving for Gatton. • Railway St, Gatton vehicle into tree. • Crescent/Eastern Drive, Gatton – rear end while waiting to give way. • North St, Gatton – accelerate into wall rather than brake before wall in car park. • Gatton Helidon Rd – drove into bollards at roadworks. • North/Railway St, Gatton – merging issue. • No other contributing circumstances with environment, road or signage identified. All other accidents resulted due to driver error.	Gatton						Dates	Injuries	Non-Injuries	Fatalities	Hit & Runs	Total	21/05/2025 – 07/08/2025	9	21	0	16 (largely in town/shops/ect)	46	
Gatton																					
Dates	Injuries	Non-Injuries	Fatalities	Hit & Runs	Total																
21/05/2025 – 07/08/2025	9	21	0	16 (largely in town/shops/ect)	46																
13/08/2025	Fords Road / Warrego Highway Access (Anita Sullivan)	Illegal entry off the Warrego Highway potentially both entering and exiting eastbound onto Fords Road. Signage poles have been deliberately cut down using a grinder, resulting in damage to the roadside drain and shoulder. TMR has attempted to implement a permanent solution but has not yet been successful. (pictures attached below).	Anita Sullivan																		

ECM Doc ID:



		ACTION: Anita will conduct further investigations to identify viable solutions to address and resolve the issue. It is noted that LVRC currently has no allocated budget for programs on this road.	
13/08/2025	Terms of Reference	Matthew drafted a Terms of Reference to clearly outline the topics that should be raised and the areas they wish to advocate for. The Terms of Reference were distributed with the meeting agenda. If you did not receive a copy, please let us know so we can resend it. All attendees are encouraged to review the document and provide any suggested amendments or changes. The aim is to ensure clarity and avoid any unnecessary discussion topics moving forward. Any amendments will be incorporated, and a revised version will be circulated. We are aiming to have the final version formally adopted at the next Council meeting. Anita suggested having a time frame in which the Meeting Minutes are distributed. ACTION: All members to review the Terms of Reference and submit any proposed amendments or feedback by 10 August 2025.	Matthew Lennon
13/08/2025	General Business	Kerri Rudder Patrick Street, Laidley – School Crossing Upgrade Proposal Due to the high volume of pedestrian and vehicle traffic at the Patrick Street school crossing in Laidley, it has been recommended that improvements be considered. Suggested upgrades include refreshing the existing crosswalk line markings or installing a wombat crossing to enhance visibility and safety for all users. Action: TMR to investigate and action further. Kerri Rudder Coffee with a Cop Event. A Road Safety Event is scheduled for next Wednesday at Grumpys Diner, Plainlands. Action: Matthew will speak with the Comms Team to explore options for internal promotion.	All

ECM Doc ID:

		Alicia Heritage Gatton Heildon Road – Roadworks Update Progress on the Gatton Heildon Road upgrades was discussed. Sections 3 and 4 have reached practical completion, with only 2–3 days of line marking and sealing remaining. Sections 2 and 3, located closer to Gatton, are expected to reach practical completion by late September. Rebecca Roberts Use of E-Bikes and E-Scooters in the Region QPS has received some complaints about e-bike usage, but there are currently no major concerns. There has been a recent push from Gold Coast and Brisbane City Councils to improve education around e-scooter and scooter regulations. If there is a need for local education or awareness initiatives, Rebecca is happy to assist. She can share and facilitate an existing program designed to inform the community about safe and lawful use.	
13/08/2025	Next Meeting	November 2025	

Meeting opened : 10:00am
Meeting closed:11:00am

ECM Doc ID:













Micah Edwards, Group Manager Infrastructure



MEETING:	Lake Apex Community Advisory Committee (LACAC) Meeting
TIME OF MEETING:	9:00am to 10:00am
DATE OF MEETING:	19 August 2025
LOCATION OF MEETING:	Theatre, Lockyer Valley Cultural Centre
CHAIRPERSON:	Cr Michael Hagan
MINUTES:	Sara Rozynski

ATTENDANCE

PRESENT			
Name	Position Title	Name	Position Title
Cr Michael Hagan	Councillor – Infrastructure	Barry Hoffmann	Gatton and District Historical Society
Cr Cheryl Steinhardt	Councillor – Environment and Regulatory Services	Di Lewin	Friends of Lake Apex
Cr Anthony Wilson	Councillor – Sport and Recreation	Jason Harm	Manager Communities (Guest)
Alan Willson	Lockyer Valley Billy Cart Association	Jesse Godwin	Sport and Recreation Development Officer
Annette Doherty	Manager Planning, Policy and Community Wellbeing	Sara Rozynski	Personal Assistant

APOLOGIES		
Name	Position Title	Name
Vacant	2nd Light Horse Lockyer Troop	Lisa Swales
Fiona Smith	Colonial Cafe	Tara Stone
Angie Campbell	Lockyer Chamber of Commerce and Industry	Juanita Johnson
Brendan Sippl	Principal Parks, Recreation and Cemeteries	

AGENDA ITEMS

ITEM	DESCRIPTION	RECORD MATTERS FOR ACTION	RESPONSIBLE OFFICER	BY WHEN
1.	Apologies if Applicable <i>(Chair)</i>	Apologies as above.	NA	
2.	Confirmation of previous minutes <i>(Chair)</i>	Minutes from 22 May 2025 moved by Di Lewin and seconded Alan Willison ECM 5.109785.	NA	
3.	Outstanding Actions <i>(Chair)</i>	Refer to the outstanding actions items document ECM 3161961 In Rachel's absence Jason Harm attended to speak on her behalf.	NA	
4.	South East Queensland City Deal Public Initiatives Funding project – Public art project <i>(Jason Harm on behalf of Rachel Lane)</i>	Further to email circulated in July 2025 to seek in principal support of a public art project that was set to be placed in the Lake Apex Parkland, Council is seeking a representative from the LACAC group to make up a panel of assessors. - The Lockyer Valley Public Art Initiative will see the installation of three-dimensional sculptural art pieces placed along Lake Apex, from the park, down to the new carpark that is being built, a span of approximately 120m. Map was tabled. The artwork opportunities will form part of Council's application in the South East Queensland City Deal Public Art Initiative. Under the initiative, Lockyer Valley Regional Council can apply for up to \$430,000 for public art commissions within the region to be delivered by 31 March 2027. The sculptures will complement existing structures at the lake. They will not be removed. - Council will seek Expressions of Interest from suitably qualified and experienced Lockyer Valley and South East Queensland artists to deliver the public artwork. - Proposed artworks will explore the interplay between realism and abstraction to interpret the diverse flora and fauna of the area. - The EOI opens 9am Monday 25 August 2025 and closed 2pm Monday 15 September 2025.	NA	NA

ITEM	DESCRIPTION	RECORD MATTERS FOR ACTION	RESPONSIBLE OFFICER	BY WHEN
		- The panel of assessors comprising of 1 LVRC Councillor, 1 member of the Special Projects and Tourism Team, 1 member of the Libraries and Art Gallery Team, and 1 member from LACAC. - Panel members must be available on the following dates: 16th, 17th and 18th September for shortlisting applicants. - Between 7th October and 31st October for Presentation of Concept Designs noting that you do not need to be available for the entire time, only for the TBD scheduled presentation times from artists. Alan Willison was nominated by Cr Anthony to represent LACAC on the panel, Jesse Godwin seconded motion. Committee members to pass information or artwork requests onto Allan as required.		
5.	Camera poles for possum boxes (FOLA)	Last year 9 wildlife boxes for possums, gliders and bird, were installed by FOLA with assistance from LVRC. There have been sightings of lorikeets using a box but not certain if they are being used for laying etc. FOLA are seeking a portable camera pole to be purchased by Council to inspect the boxes a few times a year. FOLA may request inspections 2-3 times per year. ACTION: Annette seeking advice from Council's environment team as they may have appropriate equipment.	Annette	
6.	Carpark update (Brendon)	Works are nearing completion with line marking and minor undertakings to be completed. FOLA (Di Lewin) FOLA would like to express their thanks and appreciation about the installation of the carpark project. <i>"At FOLA's July General Meeting I was asked to convey our thanks to Lockyer Valley Regional Council for this important upgrade to the Lake Apex Parklands.</i> <i>The new road, culminating in the carpark, will hopefully lessen problems in the Bird hide and on the Peninsula.</i> <i>The beautiful Buckinghamia trees lining the new road will give shade and enhance the parklands. The new shelters will be user friendly for everyone and hopefully deter vandals and graffiti artists!</i> <i>Our thanks to all the crews who have worked on this project - from design to completion. We appreciate your commitment."</i>	NA	NA
7.	General Business			

ITEM	DESCRIPTION	RECORD MATTERS FOR ACTION	RESPONSIBLE OFFICER	BY WHEN
		Jesse - A submission has been lodged under the <i>2025 Health and Wellbeing Community Grant</i> to install signage around the Lake to encourage walking and exercise and promote the Heart Foundation. The concept designs have been circulated to the committee. Applicants will be notified of the outcome in Mid-November 2025. - Jesse also gave an overview of the Heart Foundation walking group. If you would like to be Heart Foundation representative leader or be a part of a walking group please reach out to Jesse.	NA	NA

Next meeting: 18 November 2025
Open 9:10am
Closed 9:55am

8.3 Receipt of the Unconfirmed Minutes of the Audit and Risk Management Committee - 28 August 2025

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

Officer's Recommendation:

THAT Council receive and note the unconfirmed minutes of the Audit and Risk Management Committee meeting held on 28 August 2025.

RESOLUTION

THAT Council receive and note the unconfirmed minutes of the Audit and Risk Management Committee meeting held on 28 August 2025.

Moved By: Cr C Wilson Seconded By: Cr D Neuendorf
Resolution Number: 24-28/0399

CARRIED
7/0

Minutes



AUDIT & RISK MANAGEMENT COMMITTEE

MINUTES

28 AUGUST 2025

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10.	Meeting Closed.....	20

ATTENDANCE:

Councillor Members

- Cr Chris Wilson
- Cr Dave Neuendorf

Independent External Members (Voting)

- Martin Power (Chairperson)
- Adrian Morey (via TeamS)

Attendees (non-voting)

- Ian Church, Chief Executive Officer
- Madonna Brennan, Risk, Audit & Corporate Planning Advisor
- Bella Greinke, Project Officer (Secretariat)
- Dan McPherson, Group Manager People, Customer and Corporate Services
- Amanda Pugh, Group Manager Community and Regional Prosperity
- Micah Edwards, Group Manager Infrastructure
- Christie Wytenburg, Principal Business Improvement
- Dee Stewart, Acting Chief Financial Officer
- Tania Skopp, Assets Accountant (part of meeting)
- Kylie King, Financial Accountant (part of meeting)
- Graham Cray, Manager ICT (part of meeting)
- Nick Young, Chief Information Security Officer (part of meeting)
- Wanda Schoenfisch, Principal Procurement (part of meeting)
- Caitlan Natlier, Principal Governance and Property (part of meeting)
- Sam McPherson, Principal Safety (part of meeting)
- Matt Lennon, Manager Infrastructure Design and Asset Management (part of meeting)
- Cathy Blunt, O'Connor Marsden & Associates (Internal Audit)
- Logan Meehan, Crowe (External Audit)

1. MEETING OPENED

The meeting commenced at 10:03am.

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

2. APOLOGIES

No apologies. The Chair advised the appointment of a new Independent Member to the Audit and Risk Management Committee (ARMC), Brett de Chastel, noting that formal commencement will occur at the next meeting of the ARMC.

3. DECLARATION OF ANY MATERIAL PERSONAL INTERESTS/CONFLICTS OF INTEREST BY MEMBERS

3.1 Declaration of Prescribed Conflict of Interest on any Item of Business

Pursuant to Chapter 5B, Part 2 of the Local Government Act 2009, a member 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 member that has an interest in the matter
 - iv. the nature of the member's relationship with the entity that has an interest in a matter
 - v. details of the member'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 member has written notice from the Minister to participate in the matter.

3.2 Declaration of Declarable Conflict of Interest on any Item of Business

Pursuant to Chapter 5B, Part 3 of the *Local Government Act 2009*, a member 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 member's relationship with a related party:
 - i. the name of the related party to the member
 - ii. the nature of the relationship of the related party to the member
 - 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 member or a related party:
 - i. the name of the other person
 - ii. the nature of the relationship of the other person to the member 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 member intends to handle the matter i.e. leave the meeting or proposes to stay in a meeting.

There were no conflicts of interest declared by members at this time.

AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

28 AUGUST 2025

4. CONFIRMATION OF MINUTES

4.1 Confirmation of Audit and Risk Management Committee Meeting Minutes - 5 June 2025

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

Officer's Recommendation:

THAT the Minutes of the Audit and Risk Management Committee Meeting held on 5 June 2025 be taken as read and confirmed.

RESOLUTION

THAT the Minutes of the Audit and Risk Management Committee Meeting held on 5 June 2025 be taken as read and confirmed.

Resolution Number: ARMC/0371

CARRIED

AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

28 AUGUST 2025

5. BUSINESS ARISING FROM MINUTES

5.1 Business Arising from Minutes of Meeting held 5 June 2025

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

Officer's Recommendation:

THAT the Audit and Risk Management Committee

1. Endorse action completed in response to Item 6.2, "External Revaluation of Non-Current Assets 2024-2025" of the Minutes from the meeting held on 5 June 2025. Which was a review to be conducted on the current identified useful life of sporting fields. This review was completed, and its outcome circulated by email, out of session to Members on Friday 18 July 2025.
2. Accept the matter arising from Item 6.5 "Internal Audit Progress Update" of the Minutes from the meeting held on 5 June 2025. Which was a review to be conducted on detailed finding 3.2 of the Conflict of Interest Management Review Report, its recommendation and management response. This review has been completed, and the revised Conflict of Interest Management Review Report has been included in Item X.X of the Agenda for actioning.

RESOLUTION

THAT the Audit and Risk Management Committee

1. Endorse action completed in response to Item 6.2, "External Revaluation of Non-Current Assets 2024-2025" of the Minutes from the meeting held on 5 June 2025. Which was a review to be conducted on the current identified useful life of sporting fields. This review was completed, and its outcome circulated by email, out of session to Members on Friday 18 July 2025.
2. Accept the matter arising from Item 6.5 "Internal Audit Progress Update" of the Minutes from the meeting held on 5 June 2025. Which was a review to be conducted on detailed finding 3.2 of the Conflict of Interest Management Review Report, its recommendation and management response. This review has been completed, and the revised Conflict of Interest Management Review Report has been included in Item 6.4 of the Agenda for actioning.

Resolution Number: ARMC/0372

CARRIED

AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

28 AUGUST 2025

6. AUDIT COMMITTEE REPORTS

6.1 Chief Executive Officer's Report

Author: Ian Church, Chief Executive Officer

Responsible Officer: Ian Church, Chief Executive Officer

Summary:

The purpose of this report is to provide an update on matters relevant to the Audit and Risk Management Committee.

Officer's Recommendation:

THAT the Audit and Risk Management Committee receive and note the Chief Executive Officer's Report.

RESOLUTION

THAT the Audit and Risk Management Committee receive and note the Chief Executive Officer's Report.

Resolution Number: ARMC/0373

CARRIED

Key Discussion Points

The Chief Executive Officer (CEO) provided an overview of the report and asked content experts to provide an update on key elements of the report, as below.

Laidley Flood Mitigation

The Group Manager Community and Regional Prosperity gave an update on the project and noted there has been overwhelming support from the Department of Transport and Main Roads. Discussion was held around the timing of the scheme and the flood hazard overlay under development.

AI CoPilot Trial

The ARMC discussed the outcomes of the AI Copilot trial, ongoing change management, security measures, and the broader implications for staff roles and organisational culture, including the need to implement new security products and policies. The Manager ICT reported positive results from the trial thus far, with improved user confidence and successful security testing to ensure appropriate data access controls. Concern was raised around use of other AI platforms, with the ARMC being advised a new security product, Netskope, is being implemented to monitor this and follow up action will be taken accordingly.

An Independent Member highlighted the need to address broader organisational development impacts of using AI, such as staff retraining and managing expectations, as AI adoption changes the nature of administrative tasks, which can create uncertainty for employees.

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AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

28 AUGUST 2025

One Team, One Council Workshops

An overview of the progress of the One Team, One Council workshops was provided, detailing the workshop structure, facilitator training, feedback opportunities, and the process for clustering and actioning staff suggestions to foster a values-based organisational culture. Initial feedback from both facilitators and participants has been positive, with staff appreciating the peer-led approach and the opportunity to contribute to organisational improvements.

There was no further discussion in relation to this item.

UNCONFIRMED

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AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

28 AUGUST 2025

6.2 Draft 2024-2025 Annual Financial Statements

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

Summary:

Section 176 of the *Local Government Regulation 2012* requires Council to prepare financial statements each financial year comprising of a general-purpose financial statement, a current-year financial sustainability statement and a long-term financial sustainability statement.

Section 211 (1)(b)(iii) of the *Regulation* then requires Council's Audit and Risk Management Committee to review a draft of the local government's financial statements for the preceding financial year before the statements are certified and given to the Auditor-General for auditing under Section 212 of the *Regulation*. The unaudited draft 2024-25 financial statements and sustainability statements are included for the Committee's review.

Officer's Recommendation:

THAT the Audit and Risk Management Committee endorse Council's Draft 2024-25 unaudited Financial Statements for presentation to the Auditor-General for auditing, subject to any amendments being made as a result of the feedback provided by the Committee prior to their submission on 3 September 2025.

RESOLUTION

THAT the Audit and Risk Management Committee endorse Council's Draft 2024-25 unaudited Financial Statements for presentation to the Auditor-General for auditing, subject to any amendments being made as a result of the feedback provided by the Committee prior to their submission on 3 September 2025.

Resolution Number: ARMC/0374

CARRIED

Key Discussion Points

Council's Acting Chief Financial Officer (A/CFO) provided a detailed overview of the draft financial statements as presented to the ARMC, noting significant variances due to grant timing, rain events, and reclassification of infrastructure charges from operating to capital income. The statements reflect a strong financial position with increased cash balances. The Chair provided commentary on the statements and will provide a marked up copy to the Finance team for consideration.

The ARMC discussed the impact of asset revaluations and indexation, and the Chair requested further information on the indexation process be provided out of session for transparency. Queries were raised about the treatment of investment properties and related disclosures. All required sustainability indicators were met or exceeded, with positive long-term projections. The committee reviewed ratios and confirmed compliance with departmental benchmarks.

There was no further discussion in relation to this item.

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AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

28 AUGUST 2025

6.7 External Audit Update

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

Summary:

The attached briefing paper provides an update to the Audit and Risk Management Committee on the activities of the Queensland Audit Office and its Audit Service Provider to Council.

Officer's Recommendation:

THAT the Audit and Risk Management Committee receive and note the External Audit Update.

RESOLUTION

THAT the Audit and Risk Management Committee receive and note the External Audit Update.

Resolution Number: ARMC/0375

CARRIED

Key Discussion Points

The External Audit representative provided an update on the external audit schedule and findings, confirming the audit is on track, with the final phase commencing next week. Key milestones and document submissions are scheduled, and any outstanding findings are expected to be addressed during the final audit.

There was no further discussion in relation to this item.

AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

28 AUGUST 2025

6.3 Corporate Risk Management Progress Update

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

Summary:

The purpose of this report is to provide the Audit and Risk Management Committee (ARMC) with an update on the progress of Council's Corporate Risk Management function.

Officer's Recommendation:

THAT the Audit and Risk Management Committee receive and note the Corporate Risk Management Update.

RESOLUTION

THAT the Audit and Risk Management Committee receive and note the Corporate Risk Management Update.

Resolution Number: ARMC/0376

CARRIED

Key Discussion Points

An update was provided on the corporate risk management framework, including the development of a new risk appetite statement, realignment of risk categories, and plans for operational risk registers. An initial draft of the risk appetite statement was circulated for feedback from subject matter experts, with plans to workshop the statement with subject matter experts in the organisation, the Executive Leadership Team and Council. The risk register has been redefined to align with updated risk categories, and the consequence matrix is being revised to ensure contemporary relevance and usability. Work on operational risk registers will proceed in parallel with the finalisation of the risk appetite statement, aiming for simultaneous rollout.

There was no further discussion in relation to this item.

AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

28 AUGUST 2025

6.4 Internal Audit Progress Update

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

Summary:

The purpose of this report is to present to the Audit and Risk Management Committee (ARMC) an update on the following matters:

1. An update on internal audit activity which has occurred to date for both the 2024-2025 and 2025-2026 financial year audit schedules.
2. Presentation of the revised Report from Conflict of Interest Management Review.

Officer's Recommendation:

THAT the Audit and Risk Management Committee:

1. Receive and note the Internal Audit Activity Progress Update prepared by O'Connor Marsden and Associates.
2. Accept the revised Report on the "Conflict of Interest Management" review and the inclusion of the agreed recommendations and management action summaries on Council's Audit Register for actioning and future progress reporting.

RESOLUTION

THAT the Audit and Risk Management Committee:

1. Receive and note the Internal Audit Activity Progress Update prepared by O'Connor Marsden and Associates.
2. Accept the revised Report on the "Conflict of Interest Management" review and the inclusion of the agreed recommendations and management action summaries on Council's Audit Register for actioning and future progress reporting.

Resolution Number: ARMC/0377

CARRIED

Key Discussion Points

The Internal Audit representative provided an update on current internal audit activities. The Records Management Review, which is the final review for the 24-25 financial year is nearing completion and work has commenced on the Customer Request Management Review, which is the first review for the 25-26 plan.

The revised Report for the Conflict of Interest Management Review was presented to the ARMC, providing clarity in relation to finding 3.2, for capturing Councillors conflict of interest declarations outside Council Meetings was agreed upon following further investigation and is detailed in the Report.

There was no further discussion in relation to this item.

AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

28 AUGUST 2025

6.5 Audit Register Progress Update

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

Summary:

The purpose of this report is to provide the Audit and Risk Management Committee with an update on the action undertaken to date on the audit recommendations currently identified on Council's Audit Register.

This report also seeks endorsement from the ARMC of the audit recommendations verified as completed.

Officer's Recommendation:

THAT the Audit and Risk Management Committee:

1. Receive and note the progress update on Council's Audit Register.
2. Endorse the completion of 10 audit recommendations numbered - 21IALLP3.2, 21IALLP3.4, 22IAPR3.3, 22IAPR3.4, 25IACCC3.2.1, 25IACCC3.2.2, 25IACCC3.3.2, 25IACCC3.5.1, 25IACCC3.5.2 and 25IACCC3.7.1. to be archived from the active Audit Register.

RESOLUTION

THAT the Audit and Risk Management Committee:

1. Receive and note the progress update on Council's Audit Register.
2. Endorse the completion of 10 audit recommendations numbered - 21IALLP3.2, 21IALLP3.4, 22IAPR3.3, 22IAPR3.4, 25IACCC3.2.1, 25IACCC3.2.2, 25IACCC3.3.2, 25IACCC3.5.1, 25IACCC3.5.2 and 25IACCC3.7.1. to be archived from the active Audit Register.

Resolution Number: ARMC/0378

CARRIED

Key Discussion Points

Council's Risk, Audit and Corporate Planning Advisor provided an overview of the report and the audit recommendations to be verified as completed. The Principal Procurement supported this by providing information regarding the review of corporate credit cards and advised action will be taken in the coming months to reduce the number of corporate credit cards.

There was no further discussion on this item.

AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

28 AUGUST 2025

The ARMC adjourned at 11:25am and resumed at 11:35am.

6.6 Audit and Risk Management Committee Proposed 2026 Schedule of ARMC Meetings and Planning Day

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

Summary:

The purpose of this report is to present to the Audit and Risk Management Committee (ARMC) the proposed 2026 Schedule of ARMC Meetings and Planning Day for endorsement.

Officer's Recommendation:

THAT the Audit and Risk Management Committee endorse the proposed 2026 ARMC Meeting and Planning Day schedule as outlined below:

- 2026 ARMC Annual Planning Day – Thursday 19 February 2026
- First Meeting – Thursday 2 April 2026
- Second Meeting – Thursday 28 May 2026
- Third Meeting – Thursday 27 August 2026
- Fourth Meeting – Thursday 3 December 2026

RESOLUTION

THAT the Audit and Risk Management Committee endorse the proposed 2026 ARMC Meeting and Planning Day schedule as outlined below:

- 2026 ARMC Annual Planning Day – Thursday 19 February 2026
- First Meeting – Thursday 2 April 2026
- Second Meeting – Thursday 28 May 2026
- Third Meeting – Thursday 27 August 2026
- Fourth Meeting – Thursday 3 December 2026

Resolution Number: ARMC/0379

CARRIED

Key Discussion Points

Council's Risk, Audit and Corporate Planning Advisor outlined the schedule of proposed dates for 2026. The Committee agreed on the dates, and Councillor Member, Chris Wilson, advised he may be an apology for the first meeting of the year.

There was no further discussion in relation to this item.

AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

28 AUGUST 2025

7. ITEMS FOR INFORMATION

7.1 Financial Performance Report

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

Summary:

This report provides the Audit and Risk Management Committee with the summary of Council's financial performance against budget for the financial year to 31 July 2025.

Officer's Recommendation:

THAT the Audit and Risk Management Committee receive and note the Financial Performance Update.

RESOLUTION

THAT the Audit and Risk Management Committee receive and note the Financial Performance Update.

Resolution Number: ARMC/0380

CARRIED

Key Discussion Points

Council's A/CFO provided an overview of the report and highlighted that as the report is relevant to the first month in the new financial year there are minimal updates. A question was asked in relation to the investment properties listed, as discussed in item 6.2, and the A/CFO advised these items would have been included in the figures for the previous financial year.

There was no further discussion in relation to this item.

AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

28 AUGUST 2025

7.2 Governance & Legal Update

Author: Caitlan Natalier, Principal Governance and Property

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

Summary:

The purpose of this report is to provide an update on Governance and Legal matters to the Audit and Risk Management Committee.

Officer's Recommendation:

THAT the Audit and Risk Management Committee receive and note the report provided by the Principal Governance and Property.

RESOLUTION

THAT the Audit and Risk Management Committee receive and note the report provided by the Principal Governance and Property.

Resolution Number: ARMC/0381

CARRIED

Key Discussion Points

An update was provided by Council's Principal Governance and Property. The committee discussed annual insurance renewals, noting cost savings and increased cyber cover, and received updates on legal matters including debt recovery and native title claims, as well as progress on statutory policy reviews.

There was no further discussion in relation to this item.

AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

28 AUGUST 2025

7.3 Information Communication and Technology Update

Author: Graham Cray, Manager Information Communication Technology
Responsible Officer: Dan McPherson, Group Manager People, Customer and Corporate Services

Summary:

The purpose of this report is to provide an update on ICT related matters relevant to the Audit and Risk Management Committee (ARMC).

Officer's Recommendation:

THAT the Audit and Risk Management Committee receive and note the Information Communication and Technology Update.

RESOLUTION

THAT the Audit and Risk Management Committee receive and note the Information Communication and Technology Update.

Resolution Number: ARMC/0382

CARRIED

Key Discussion Points

The Manager ICT and Chief Information Security Officer provided the update to the Committee, highlighting the TechnologyOne project and progress in the cyber security space. The Committee was advised an ICT roadmap is under development and will be brought to the next committee meeting. Brief discussion was held around the recruitment of a Cyber Security Officer.

There was no further discussion in relation to this item.

AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

28 AUGUST 2025

7.4 Strategic Asset Management Update

Author: Matthew Lennon, Manager Infrastructure Design and Asset Management
Responsible Officer: Micah Edwards, Group Manager Infrastructure

Summary:

The purpose of this report is to provide the Audit and Risk Management Committee with an update on Asset Management at Lockyer Valley Regional Council.

Officer's Recommendation:

THAT the Audit and Risk Management Committee receive and note the Strategic Asset Management Update.

RESOLUTION

THAT the Audit and Risk Management Committee receive and note the Strategic Asset Management Update.

Resolution Number: ARMC/0383

CARRIED

Key Discussion Points

The ARMC received updates on asset management progress, including the adoption of a new Unmaintained and Unconstructed Roads Policy and Procedure, recruitment of key engineering roles, and the impact of staff shortages on project timelines. Recruitment for Principal and Senior Engineer roles is ongoing, with some delays due to relocation considerations. These vacancies have affected the pace of asset management projects, but progress is expected to improve as new staff are onboarded.

There was no further discussion on this item.

AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

28 AUGUST 2025

7.5 Work Health and Safety Update

Author: Christine Stiles, Safety Advisor; Sam McPherson, Principal Safety
Responsible Officer: Dan McPherson, Group Manager People, Customer and Corporate Services

Summary:

The purpose of this report is to provide an update on Work Health and Safety related matters relevant to the Audit and Risk Management Committee (ARMC).

Officer's Recommendation:

THAT the Audit and Risk Management Committee receive and note the Work Health and Safety Update.

RESOLUTION

THAT the Audit and Risk Management Committee receive and note the Work Health and Safety Update.

Resolution Number: ARMC/0384

CARRIED

Key Discussion Points

The Principal Safety reported on the recent internal audit undertaken, highlighting all items have been completed in addition to the remainder of items from the 2023 Mutual Risk Obligations audit. Information was provided on trends in workplace injuries, including an increase in reported incidents due to improved reporting of public abuse and near misses. The organisation is developing a psychosocial risk management framework to address emotional demands and support staff wellbeing.

There was no further discussion in relation to this item.

AUDIT & RISK MANAGEMENT COMMITTEE
MEETING MINUTES

28 AUGUST 2025

8. GENERAL BUSINESS

The new Group Manager Infrastructure, Micah Edwards, was introduced to the ARMC and it was advised the previous Group Manager, John Keen, is now a Project Manager and is in transition to retirement.

The ARMC was advised the Gatton Administration building requires roof repairs due to damage from a previous weather event. This is scheduled to take place from approximately mid-September to December 2025. As such, the next meeting of the Committee will be held at the Lockyer Valley Cultural Centre.

9. AUDIT AND RISK MANAGEMENT COMMITTEE MEMBERS ONLY SESSION WITH INTERNAL AND EXTERNAL AUDIT

A members only session was held with Internal and External Audit representatives.

10. MEETING CLOSED

There being no further business, the meeting closed at 12:41pm.

9.0 DEPUTATIONS/PRESENTATIONS

Council acknowledged the efforts of Queensland Transport Museum volunteer, Nick Stokes, who recently won the Gallery and Museum Achievement Awards Individual Category for Volunteers, following nomination by Council Officers. The Mayor, Councillors and Chief Executive Officer congratulated Nick on this worthy achievement.

10.0 EXECUTIVE OFFICE REPORTS

10.1 Summary of Council Actual Performance v Budget - 31 August 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 August 2025.

Officer's Recommendation:

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

RESOLUTION

THAT Council receive and note the Summary of Actual Financial Performance versus Budget to 31 August 2025, as attached to these minutes.

Moved By: Cr C Wilson **Seconded By:** Cr M Hagan

Resolution Number: 24-28/0400

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 August 2025.

At 31 August 2025, revenues are above target and expenditures are 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 August 2025.

Operating Revenue - Year to date target \$30.94 million actual \$31.75 million or 102.61%

At 31 August 2025, overall operating revenue for the year to date above 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. 46.24% of the rates levy was collected as at 11 September 2025.

Charges and Fees above budget by \$0.28 million

This favourable variance is predominantly due Development Assessment fees and charges (\$0.20M), Animals fees and charges (\$0.07M) and Building and plumbing fees and charges (\$0.05M).

Operating Grants and Subsidies above budget by \$0.45 million.

The major variance is due to Roads to Recovery payment being higher than anticipated.

Operating Expenditure - Year to date target \$13.88 million actual \$12.56 million or 90.52%

Goods and Services under budget by \$1.45 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 \$4.96 million actual \$3.56 million or 71.76%

At 31 August 2025, Council has expended \$3.56 million on its capital works program with a further \$6.70 million in committed costs for works currently in progress.

Council has spent \$2.72 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 August 2025, Council had \$88.19 million in current assets compared to \$16.09 million in current liabilities with a ratio of 5.48:1. This means that for every dollar of current liability, there is \$5.48 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 August 2025, there has been a net cash outflow of \$3.92 million with \$1.22 million outflow from operating activities, a net cash outflow of \$2.69 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 August, Council's cash balance was \$56.55 million. Unexpended grant funds, which are restricted to be spent in accordance with

the terms of the grant, are \$12.64 million.

Sustainability Measures

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

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

Council has met or favourably exceeded targets, based on the five year average, set by the Department for the Lockyer Valley Regional Council. Graphical representation of Council's financial performance for each of the sustainability measures has been included as an attachment to this report.

Strategic Implications

Corporate Plan

Leadership and Council Outcome:

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

Finance and Resource

Monitoring of budgets and actuals will remain important if Council is to achieve the financial results adopted as part of the 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

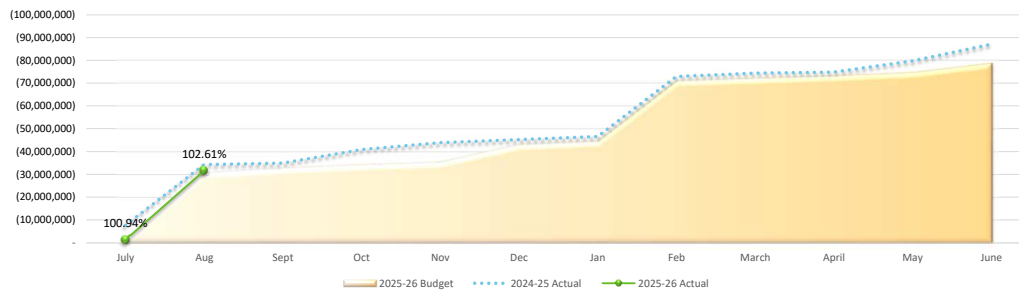
- Managers and Group Managers
- Finance Team
- Portfolio Councillor Consultation

Attachments

- 1 [📄](#) Monthly Finance Report - August 2025 12 Pages
- 2 [📄](#) Sustainability Indicators - August 2025 1 Page

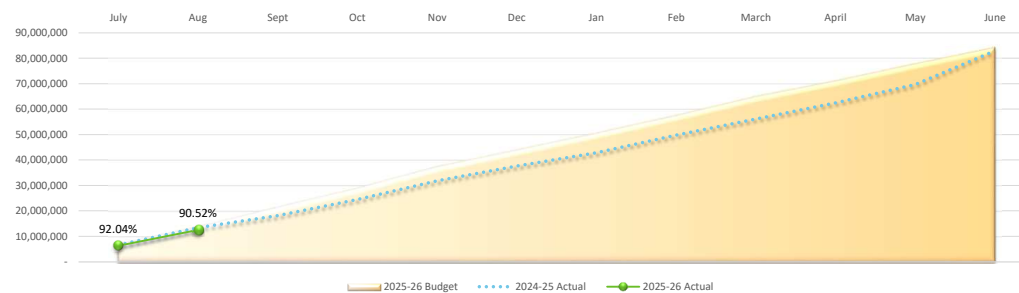
LOCKYER VALLEY REGIONAL COUNCIL
Operating Revenue and Expenditure Dashboard
For the Period Ending 31st August, 2025

Operating Revenue (Cumulative)



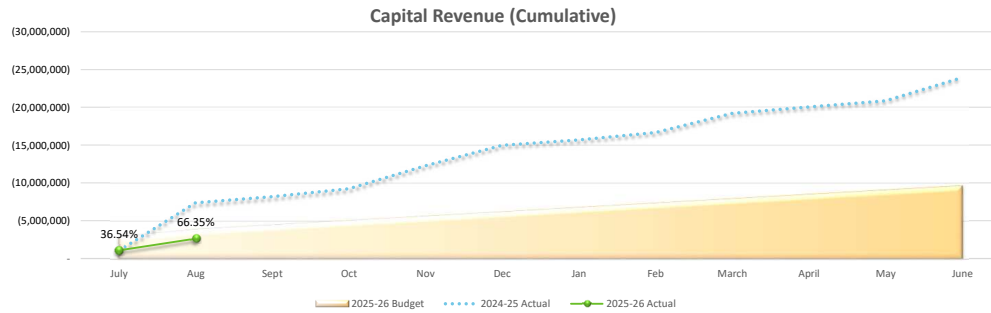
REVENUE TO DATE by Type	Rates and Utility Charges (Gross)	Discount	Charges and Fees	Interest	Operating Grants and Subsidies	Operating Contributions and Donations	Revenue - Contract/Reco verable Works	Other Revenue	Profit from Investments	Total
Actual	(26,445,602)	375,908	(1,205,723)	(512,001)	(3,021,888)	(359,127)	(452)	(576,967)	-	(31,745,851)
Budget	(26,426,016)	320,753	(926,094)	(504,312)	(2,572,015)	(264,000)	(15,000)	(552,217)	-	(30,938,901)
Variance	(19,586)	55,155	(279,629)	(7,689)	(449,873)	(95,127)	14,548	(24,749)	-	(806,950)
Target %	99.93%	85.33%	76.81%	98.50%	85.11%	73.51%	3316.75%	95.71%	-	102.61%
Movement to Prior Month Target %	↑	→	→	↑	→	↓	→	↓	→	→

Operating Expenditure (Cumulative)



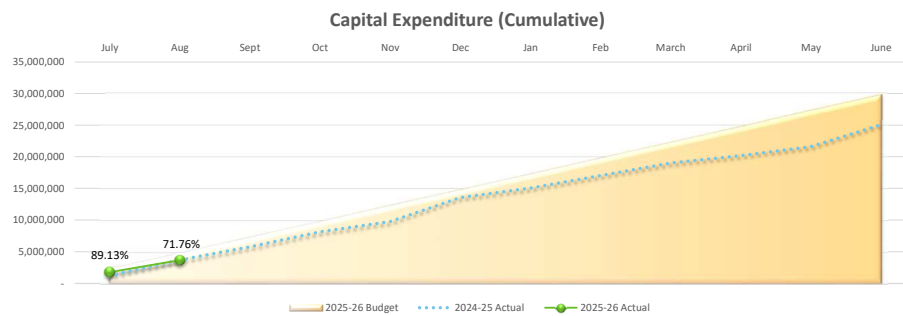
EXPENDITURE TO DATE by Type	Employee Costs	Goods and Services	Finance Costs	Depreciation	Total
Actual	5,099,071	4,599,037	26,423	2,837,890	12,562,422
Budget	4,971,775	6,047,412	21,108	2,837,890	13,878,186
Variance	127,296	(1,448,375)	5,315	(0)	(1,315,765)
Target %	97.50%	131.49%	79.89%	100.00%	90.52%
Movement to Prior Month Target %	↑	↓	↓	→	→

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



REVENUE TO DATE by Type	Capital Grants, Subsidies and Contributions	Profit (Loss) on Disposal of Non Current Assets	Total
Actual	(2,654,040)	-	(2,654,040)
Budget	(4,000,000)	-	(4,000,000)
Variance	(1,345,960)	-	(1,345,960)
Target %	66.35%	-	66.35%
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	206,995	10,992	2,721,533	620,263	3,559,783
Budget	189,958	22,500	4,349,800	398,333	4,960,592
Target %	108.97%	48.85%	62.57%	155.71%	71.76%
Movement to Prior Month Target %	→	→	↑	→	↓

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

	Current Annual Budget	Actuals YTD	Budget YTD	Variance Amount YTD	Variance % YTD
Income					
Revenue					
Recurrent Revenue					
Rates and Utility Charges (Gross)	52,895,626	26,445,602	26,426,016	19,586	0.07%
Discount	(2,134,271)	(375,908)	(320,753)	(55,155)	17.20%
Charges and Fees	5,565,144	1,205,723	926,094	279,629	30.19%
Interest	3,360,356	512,001	504,312	7,689	1.52%
Operating Grants and Subsidies	12,168,360	3,021,888	2,572,015	449,873	17.49%
Operating Contributions and Donations	1,090,000	359,127	264,000	95,127	36.03%
Revenue - Contract/Recoverable Works	1,200,000	452	15,000	(14,548)	-96.99%
Other Revenue	2,380,645	576,967	552,217	24,749	4.48%
Profit from Investments	2,392,047	-	-	-	0.00%
Total Recurrent Revenue	78,917,907	31,745,851	30,938,901	806,950	2.61%
Capital Revenue					
Capital Grants, Subsidies and Contributions	10,533,874	2,654,040	4,000,000	(1,345,960)	-33.65%
Gain on Sale	-	-	-	-	0.00%
Total Revenue	89,451,781	34,399,892	34,938,901	(539,009)	-1.54%
Capital Income	-	(253,294)	-	(253,294)	0.00%
Total Income	89,451,781	34,146,598	34,938,901	(792,303)	-2.27%
Expenses					
Recurrent Expenses					
Employee Costs	32,460,199	5,099,071	4,971,775	127,296	2.56%
Goods and Services	34,646,852	4,599,037	6,047,412	(1,448,375)	-23.95%
Finance costs	126,650	26,423	21,108	5,315	25.18%
Depreciation	17,027,343	2,837,890	2,837,890	(0)	0.00%
Total Recurrent Expenses	84,261,044	12,562,422	13,878,186	(1,315,765)	-9.48%
Capital Expenses	-	-	-	-	0.00%
Total Expenses	84,261,044	12,562,422	13,878,186	(1,315,765)	-9.48%
Net Recurrent Result/Operating Surplus/(Deficit)	(5,343,137)	19,183,430	17,060,715	2,122,715	12.44%
NET RESULT AFTER CAPITAL ITEMS	5,190,737	21,584,176	21,060,715	523,461	2.49%

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

	2025-2026 Annual Budget	2025-2026 YTD Actuals
<u>Cash flows from operating activities:</u>		
<u>Receipts</u>		
Receipts from customers	73,654,000	17,236,094
Dividend received	-	-
Interest received	3,360,000	512,001
<u>Payments</u>		
Payments to suppliers and employees	(66,799,000)	(18,965,488)
Interest expense	-	-
Net cash inflow (outflow) from operating activities	10,215,000	(1,217,393)
<u>Cash flows from investing activities:</u>		
Capital grants, subsidies and contributions	10,534,000	833,405
Payments for property, plant and equipment	(29,764,000)	(3,919,368)
Payments for investment property	-	-
Distributions received from joint ventures and associates	1,760,000	-
Proceeds from sale of property plant and equipment	347,000	393,845
Net cash inflow (outflow) from investing activities	(17,122,000)	(2,692,118)
<u>Cash flows from financing activities:</u>		
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)	(3,909,510)
Cash and cash equivalents at beginning of the financial year	44,273,000	60,463,205
Cash and cash equivalents at end of the financial year	37,365,000	56,553,695

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

	2025-2026 Annual Budget	2025-2026 YTD Actual
Current Assets		
Cash assets and cash equivalents	37,365,000	53,553,695
Cash investments	-	3,000,000
Trade and other receivables	4,660,000	24,689,324
Inventories	752,000	734,718
Contract Receivable	12,275,000	4,343,983
Non-current assets classified as held for sale	-	1,866,521
Total Current Assets	55,052,000	88,188,241
Non Current Assets		
Trade and other receivables	14,735,000	14,734,969
Equity investments	36,894,000	34,097,150
Investment properties	1,926,000	-
Property, plant and equipment	893,212,000	870,228,458
Intangible assets	34,000	41,949
Total Non Current Assets	946,801,000	919,102,526
TOTAL ASSETS	1,001,853,000	1,007,290,767
Current Liabilities		
Trade and other payables	12,125,000	4,512,795
Provisions	11,517,000	8,800,469
Contract Liability Grants	1,495,000	2,776,434
Total Current Liabilities	25,137,000	16,089,698
Non Current Liabilities		
Provisions	48,948,000	48,779,684
Total Non Current Liabilities	48,948,000	48,779,684
TOTAL LIABILITIES	74,085,000	64,869,382
NET COMMUNITY ASSETS	927,768,000	942,421,385
Community Equity		
Retained surplus (deficiency)	494,538,000	483,261,445
Asset revaluation surplus	438,574,000	437,263,510
Reserves	-	2,713,000
Current Surplus/(Deficit)	(5,343,000)	19,183,430
TOTAL COMMUNITY EQUITY	927,768,000	942,421,385

LOCKYER VALLEY REGIONAL COUNCIL
For Period Ended August, 2025

CAPITAL WORKS PROGRAM SUMMARY

	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget
INFRASTRUCTURE					
Camping Grounds	50,000	49,319	70,467	119,786	(69,786)
Capital Program Delivery	16,428,846	1,562,586	4,105,291	5,667,877	10,760,969
Cemetery	123,000	-	3,950	3,950	119,050
Depot	200,000	-	-	-	200,000
DRFA New Event - REPA	5,750,000	675,211	1,341,257	2,016,468	3,733,532
Facilities	1,349,953	71,917	399,853	471,770	878,183
Fleet	1,945,000	340,612	518,993	859,605	1,085,395
Parks & Open Spaces	252,000	21,888	99,291	121,179	130,822
Total for Group	\$ 26,098,799	\$ 2,721,533	\$ 6,539,102	\$ 9,260,635	\$ 16,838,164

PEOPLE AND BUSINESS PERFORMANCE

Governance and Property	146,750	-	-	-	146,750
Information Communication Technology	415,000	206,995	12,375	219,371	195,629
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	\$ 206,995	\$ 41,175	\$ 248,171	\$ 891,579

COMMUNITY AND REGIONAL PROSPERITY

Growth & Policy	-	620,263	9,154	629,417	(629,417)
Regional Development	2,390,000	-	9,820	9,820	2,380,180
Total for Group	\$ 2,390,000	\$ 620,263	\$ 18,974	\$ 639,237	\$ 1,750,763

EXECUTIVE OFFICE

Disaster Management	135,000	10,992	98,792	109,784	25,216
Total for Group	\$ 135,000	\$ 10,992	\$ 98,792	\$ 109,784	\$ 25,216
Total for Council	\$ 29,763,549	\$ 3,559,783	\$ 6,698,043	\$ 10,257,827	\$ 19,505,722

LOCKER VALLEY REGIONAL COUNCIL
For Period Ended August, 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										
<i>Program: Parks and Open Spaces Projects</i>										
24/25 Lidley Rec Res Shelter Replacement	-	6,085	52,949	59,034	(59,034)	-	-	100	95	Carry forward budget from 24/25.
25/26Lidley Rec Res Shelter Replacement	77,000	15,803	46,342	62,144	14,856	-	77,000	100	10	
Lidley Recreation Reserve Signage	22,000	-	-	-	22,000	-	22,000	Not applicable	0	
Playground Repairs	153,000	-	-	-	153,000	-	153,000	Not applicable	0	
Parks and Open Spaces Projects Total	252,000	21,888	99,291	121,178	130,822	-	252,000			
Cost Centre: Capital Program Delivery										
<i>Program: Asphalt Resheet Programme</i>										
25/26 AC Renewal Program	300,000	-	-	-	300,000	-	300,000	0	0	
Asphalt Resheet Programme Projects Total	300,000	-	-	-	300,000	-	300,000			
<i>Program: Bridge Renewal Programme</i>										
24/25 Bridge Renewals - Minor Works	-	657	5,700	6,357	(6,357)	-	-	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)	-	627,849	2,595,363	3,223,212	(3,223,212)	-	-	100	80	Carry forward budget from 24/25.
Bridge Renewal Programme Projects Total	200,000	628,506	2,601,063	3,229,569	(3,029,569)	-	200,000			
<i>Program: Culvert Renewal Programme</i>										
Flagstone Ck Rd Lilydale Culvert Renew	652,179	-	-	-	652,179	-	652,179	0	0	
Mamallivdale Rd Culvert, Mamack-Renewal	10,000	-	-	-	10,000	-	10,000	0	0	
Spawater Rd Culvert, Hellsdonspa-Renewal	74,550	-	-	-	74,550	-	74,550	0	0	
Culvert Renewal Programme Projects Total	736,729	-	-	-	736,729	-	736,729			
<i>Program: Future Design Works Programme</i>										
Anthony Court, Sumnerholm Drainage (FDW)	42,600	478	3,840	4,318	38,282	-	42,600	95	0	I/C Drawing sent for review, sourcing quotes for lighting.
Cochrane/Maitland/Riddell/Stubbsfield	-	3,186	410	3,596	(3,596)	-	-	10	0	Carry forward budget from 24/25.
Fairway Dr Footpath Missing Link(SFCSP)	-	2,916	-	2,916	(2,916)	-	-	80	0	Concept design has commenced. Carry forward budget from 24/25.
Footpath Miss Links - Jones Road(SFCSP)	-	1,021	773	1,794	(1,794)	-	-	55	0	Carry forward budget from 24/25.
Future Design Butler, All-Future Design	300,000	2,458	1,670	4,128	300,000	-	300,000	70	0	Future Design holding budget.
Gentle Road, Plainland (Dev funded)	-	20,612	92,365	112,977	(112,977)	-	-	Not applicable	Not applicable	Project finalised. Carry forward budget from 24/25.
John Street South, Lidley	1,778,679	6,952	202,754	208,706	1,568,973	-	1,778,679	100	0	Procurement for construction is underway. Due to begin 7th September.
Jones Road Whitcott Widening (FDW)	-	1,060	1,753	2,813	(2,813)	-	-	40	0	Design and cost estimates geotech survey. Carry forward budget from 24/25.
Mountain Road, Sumnerholm Drainage (FDW)	-	478	7,380	7,858	(7,858)	-	-	5		
Old Lidley - Forest Hill Road (SS)	-	357,771	219,156	576,926	(576,926)	-	-	100	90	Carry forward budget from 24/25.

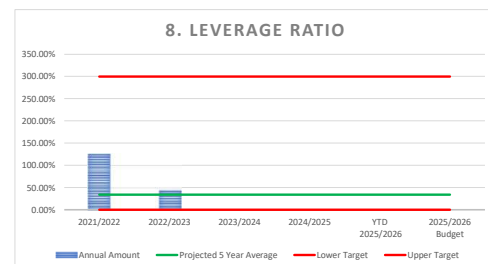
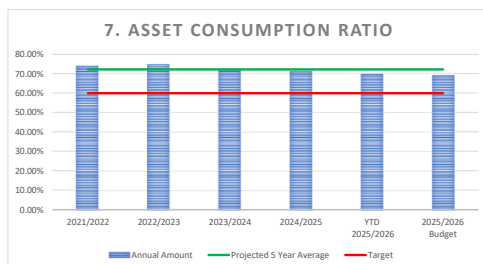
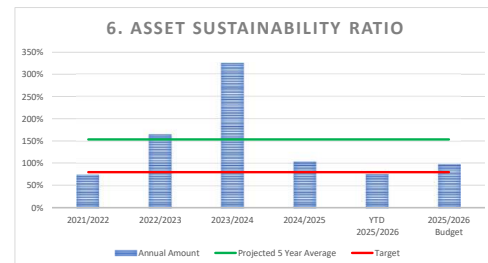
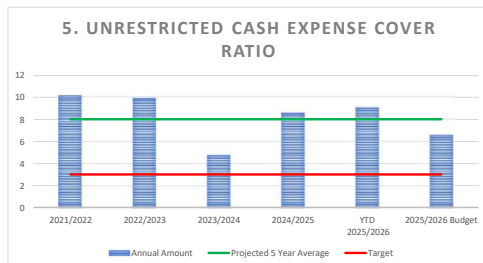
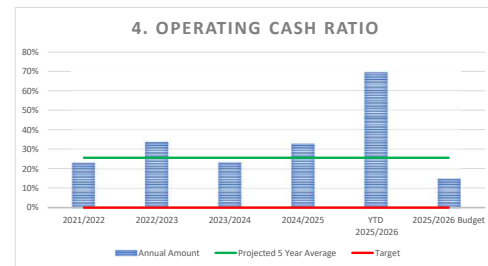
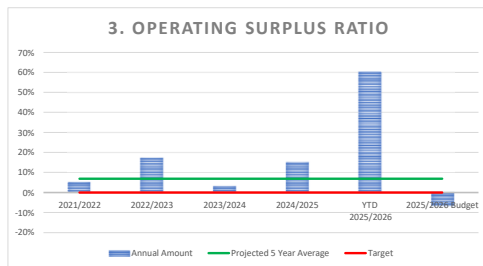
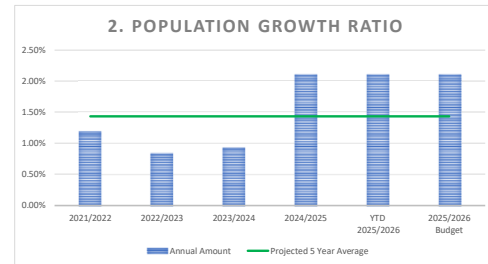
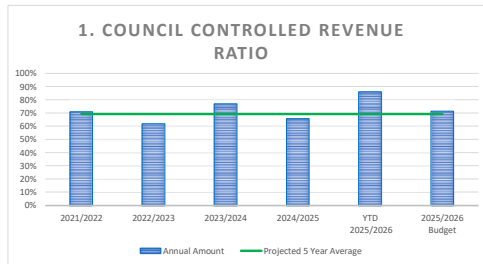
	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
Spencer Street Garton (CNLGS)	-	1,567	3,080	4,647	(4,647)	-	-	95	Not applicable	Project being finalised. Carry forward budget from 24/25.
Subdivision Renewals	-	1,017	-	1,017	(1,017)	-	-	77	Not applicable	Project being finalised. Carry forward budget from 24/25.
Subdivision Renewals, Various	200,000	478	-	478	199,522	-	200,000	0	Not applicable	Budget from future design bucket. Project on hold.
Summerholm Road Landslip (FDW)	-	478	-	478	(478)	-	-	0	Not applicable	
Tenthill Creek Road - Stage 2	-	1,520	85,381	86,901	(86,901)	-	-	100	Not applicable	Carry forward budget from 24/25.
Future Design Works Programme Projects Total	2,321,279	401,991	618,561	1,020,552	1,300,727	-	2,321,279			
Program: Footpath Renewal Programme										
Alfred Street Laidley	9,500	-	-	-	9,500	4,750	4,750	0	0	
CBD Pavers, Lily - Footpath Renew	60,000	164	-	164	59,836	-	60,000	0	0	
Edward Street Laidley	8,500	-	-	-	8,500	4,250	4,250	0	0	
Fairway Drive, Hutton Vale	674,605	-	-	-	674,605	337,303	337,302	100	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 Whitcott	371,426	8,211	6,960	15,171	356,255	185,713	185,713	25	0	Design complete and being packaged up to go to market. Tender documents underway.
Patrick St, Lily - Footpath Renewal	75,000	-	-	-	75,000	6,875	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	8,375	6,960	15,335	1,215,446	547,891	682,890			
Program: Floodway Renewal Programme										
Milberryman Rd, Milberryman-Floodway Renew	950,000	-	-	-	950,000	-	950,000	100	0	Design completed in previous years.
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	
Sutcliffe 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										
25/26 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	643	-	643	49,357	-	50,000	0	0	Project complete. Carry forward budget from 24/25.
Heddon Township Entry	-	712	-	712	(712)	-	-	100	100	Works commenced 19 May 2025. Minor footpath works and line marking works the. Carry forward budget from 24/25.
Lake Apex Car Park (SECLP)	-	271,567	110,003	381,570	(381,570)	-	-	100	90	
Robinson Road, Garton - Road Upgrades	100,000	3,797	-	3,797	96,203	-	100,000	5	0	
Smith Street Stormwater Pit Upgrade	50,000	-	-	-	50,000	-	50,000	0	0	
Survey Equipment	-	67,514	-	67,514	(67,514)	-	-	Not applicable	100	Carry forward budget from 24/25.
Survey Equipment GNSS Fleet	100,000	-	-	-	100,000	-	100,000	Not applicable	0	
Other Infrastructure Projects Projects Total	300,000	344,233	110,003	454,237	(154,237)	-	300,000			
Program: Pavement Renewal Programme										
24/25 Pavement Rehab (SEOCSP)	-	1,943	168,680	170,623	(170,623)	-	-	Not applicable	20	Otte Road and Unnamed Road 16 pavement rehabilitation complete. Scoping for other roads underway. Carry forward budget from 24/25.
Biggs Road, Whitcott (SEOCSP)	-	1,615	14,459	16,075	(16,075)	-	50,000	100	100	Work Completed. Small carry forward budget from 24/25.
Blanchview Rd/Blanchview Landslip/Rehab	50,000	-	-	-	50,000	-	50,000	0	0	
Caleys Court, Loderose-Pment Renewal	50,098	-	-	-	50,098	-	50,098	0	0	
Capital Pavement Repairs	250,000	-	-	-	250,000	-	250,000	0	0	

	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
Chadwick Rd, Gaton - Pavement Renewal	36,082	-	-	-	36,082	-	36,082	0	0	
Dipole 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	
Granham, Scrub Road	169,000	-	-	-	169,000	-	169,000	0	0	
Jins Road, Blenheim - Pavement Renewal	10,778	-	-	-	10,778	-	10,778	0	0	
Kesling Dr, Ldly - Pment Renewal	11,715	-	-	-	11,715	-	11,715	100	100	Work Completed. Carry forward budget from 24/25.
Lyme Road, Morton Vale (SEOCSP)	-	6,632	14,629	21,261	(21,261)	-	-	0	0	
Paradise Rd, Mt Sylvia Pment Renewal	23,430	-	-	-	23,430	-	23,430	0	0	
Pipe 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	
Summerford, Summerholm - Landslip Remedla	75,000	-	-	-	75,000	-	75,000	5	0	
Teerhill Creek Drainage Upgrade (SEOCSP)	-	114,348	34,624	148,973	(148,973)	-	-	100	95	
Teerhill Creek, Lower Teerhill (BS)	187,500	-	-	-	187,500	-	187,500	50	0	
Teerhill Ropely, Rockside Harut (TTS)	1,487,966	1,049	250,047	251,096	1,236,870	743,983	743,983	0	0	Project underway. Budget to be transferred from operational to capital in Budget Review 1.
Thillie R, Starfield Ropely, Rockside Rd (BS)	36,500	-	-	-	36,500	-	36,500	30	0	
Thillie R, Winmill Corn, Old Ropely (BS)	37,000	-	-	-	37,000	-	37,000	30	0	
Vale Court, Summerholm - Pment Renew	17,069	-	-	-	17,069	-	17,069	50	0	
Pavement Renewal Programme Projects Total	2,586,777	126,587	482,440	608,026	1,978,750	1,173,983	1,412,794			
Program: Seal Renewal Programme										
24/25 Bitumen Reseal Program (RTT)	-	11,573	124,897	136,470	(136,470)	-	-	Not applicable	100	Carry forward budget from 24/25. Project scoping currently underway. Prep works to begin in September 2025 by internal capital crew.
25/26 Bitumen Reseal Program (RTT)	6,000,000	39,292	161,367	200,659	5,799,341	1,483,331	4,516,669	Not applicable		
Seal Renewal Programme Projects Total	6,000,000	50,865	286,264	337,139	5,662,871	1,483,331	4,516,669			
Program: Stormwater Renewal Programme										
Cochrane St, Gaton-Swater Upgrade	42,600	-	-	-	42,600	-	42,600	90	0	
Douglas McInnes Dr, Ldly-Swater Upgrade	520,930	209	-	209	520,721	-	520,930	95	0	
Gaton North Feasibility-Swater Upgrade	200,000	2,819	-	2,819	197,181	-	200,000	5	0	
Mountain Rd, Ldly - Swater upgrade	159,750	-	-	-	159,750	-	159,750	90	0	
Stormwater Renewal Programme Projects Total	923,280	3,028	-	3,028	920,252	-	923,280			
Cost Centre: DRFA New Event - REPA										
Program: REPA Programme										
DRFA - Feb 2022 - LVRC.0070 Sealed Zone 8	-	28,412	6,750	35,162	(35,162)	-	-	100	95	
DRFA - Feb 2022 - REPA Project Mgt	-	-	33,065	33,065	(33,065)	-	-	Not applicable	Not applicable	
DRFA - Jan 2024 - LVRC.0102 Unsealed Zone 10	-	(6,601)	-	(6,601)	6,601	-	-	Not applicable	100	
DRFA - Jan 2024 - LVRC.0103 Unsealed Zone 8	-	(134,534)	401,408	266,874	(266,874)	-	-	Not applicable	100	
DRFA - Jan 2024 - LVRC.0104 Unsealed Zone 5	-	341,080	247,736	588,815	(588,815)	-	-	Not applicable	99	
DRFA - Jan 2024 - LVRC.0106 Unsealed Zone 1	-	206,040	70,810	276,849	(276,849)	-	-	Not applicable	100	
DRFA - Jan 2024 - LVRC.0108 Unsealed Zone 7	-	140,466	22,816	163,282	(163,282)	-	-	Not applicable	100	
DRFA - Jan 2024 - LVRC.0109 Unsealed Zone 9	-	67,746	99,310	167,055	(167,055)	-	-	Not applicable	95	
DRFA - Jan 2024 - REPA Project Mgt	-	-	151,467	(151,467)	151,467	-	-	Not applicable	Not applicable	REPA Budget holding Project.
DRFA - TC Alfred - REPA Project Mgt	-	19,188	304,220	323,408	(323,408)	-	-	Not applicable	Not applicable	REPA Budget holding Project.
REPA	5,000,000	-	-	-	5,000,000	-	5,000,000	Not applicable	Not applicable	
REPA	750,000	-	-	-	750,000	-	750,000	Not applicable	Not applicable	
TC Alfred - IRW - Laidley Footpath	-	9,879	-	-	9,879	-	-	Not applicable	Not applicable	
REPA Programme Projects Total	5,750,000	671,675	1,337,581	2,009,256	3,740,744	5,750,000	-			
Program: REPA Complementary Works Programme										
DRFA - Jan 2024 - Comp Works	-	3,536	3,676	7,212	(7,212)	-	-	Not applicable	Not applicable	

				Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
Budget	Actual	Committed	committed costs							
REPA Complementary Works Programme Projects Total										
-	3,536	3,676	7,212	(7,212)	-	-	-			
Cost Centre: Depot										
<i>Program: Depot Projects</i>										
Gatton Depot Compliance Measures Staged	200,000	-	-	-	200,000	-	200,000	0	0	
Depot Projects Projects Total	200,000	-	-	-	200,000	-	200,000			
Cost Centre: Fleet										
<i>Program: Fleet Projects</i>										
2023/2024 Fleet Purchases	-	340,612	9,374	349,986	(349,986)	-	-	Not applicable	Not applicable	
2023/2026 Fleet Purchases	1,875,000	-	158,161	158,161	1,716,839	160,000	1,715,000	Not applicable	Not applicable	
24/25 Fleet Purchases	-	-	351,459	351,459	(351,459)	-	-	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	518,993	859,606	1,085,394	222,246	1,722,754			
Cost Centre: Cemetery										
<i>Program: Cemetery Projects</i>										
Design Comp-Future Cemetery Work at Lily	50,000	-	-	-	50,000	-	50,000	0	0	
Forest Hill Cemetery Fence Replacement	18,000	-	3,950	3,950	14,050	-	18,000	Not applicable	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			
Cost Centre: Camping Grounds										
<i>Program: Camping Grounds Projects</i>										
Lake/Dye Site Improvement Program Staged	50,000	-	-	-	50,000	-	50,000	0	0	
Renovation of Amenities Block Lake Dyer	-	49,319	70,467	119,786	(119,786)	-	-	100	95	Building is open, finalising minor defects.
Camping Grounds Projects Projects Total	50,000	49,319	70,467	119,786	(69,786)	-	50,000			
Cost Centre: Facilities										
<i>Program: Facilities Projects</i>										
Accessibility Improvements (UCIA)	-	3,748	-	3,748	(3,748)	-	-	100	100	Project complete. Carry forward budget from 24/25.
Gatton Admin Root Works & Associated Workplace Relocation Costs	-	4,950	68,427	73,377	(73,377)	-	-	Not applicable	0	Insurance claim. Budget Review 1.
Gatton Shire Hall Doors Replacement	38,349	-	-	-	38,349	-	38,349	0	0	Stakeholder liaison in progress.
Gatton Shire Hall Stage Lift	55,776	-	-	-	55,776	-	55,776	0	0	Stakeholder liaison in progress.
Gatton Tennis Court -Repairs/Courtfurf	85,000	-	-	-	85,000	-	85,000	0	0	Complementary works include box gutters and sarking.
Hall Damage Roof Repairs and Comp Works	200,070	5,831	113,339	119,170	80,900	-	200,070	100	10	Carry forward budget from 24/25.
Lily Saleyards Improvement Program	600,000	-	-	-	600,000	-	600,000	0	0	In progress.
LIC Building Compliance Works	265,000	-	7,270	7,270	257,730	-	265,000	0	0	
LWCC Replace of non-comp Playground Softfall	15,758	-	-	-	15,758	-	15,758	0	0	
LVSAC Pool Heating Replacement (SECCSP)	-	639	190,309	190,948	(190,948)	-	-	100	15	Carry forward budget from 24/25. Procurement underway.
Netball Court Design Package	-	790	2,740	3,530	(3,530)	-	-	5	0	Carry forward budget from 24/25.
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	0	Budget from review 1.
Replacement of Two Overs LCC	-	11,590	11,590	23,180	(23,180)	-	-	Not applicable	0	Budget from review 1.
Facilities Projects Projects Total	1,349,953	71,917	399,853	471,770	878,184	-	1,349,953			

	Budget	Actual	Committed	Total (includes committed costs)	Remaining Budget	Total Amount of Funding	Council Contribution	Design Completion %	Construction Completion %	Comments
PEOPLE AND BUSINESS PERFORMANCE										
Total for Group	\$ 26,098,799	\$ 2,721,533	\$ 6,539,102	\$ 9,260,635	\$ 16,838,164	\$ 9,177,451	\$ 16,921,348			
Cost Centre: Governance and Property										
<i>Program: Legal Services Projects</i>										
Land Asset Management Project	146,750	-	-	-	146,750	-	146,750	10	0	
Legal Services Projects Total	146,750	-	-	-	146,750	-	146,750			
Cost Centre: Information Communication Technology										
<i>Program: Information Communication Technology Projects</i>										
23/26 Mobile Device Renewals	45,000	19,036	-	19,036	25,964	-	45,000	30	10	In progress.
Audio Visual Renewals	-	76,330	11,200	87,531	(87,531)	-	-	100	95	Installation completed. 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	1,175	107,301	137,699	-	245,000	40	10	In progress.
Firewall Hardware Renewals	60,000	-	-	-	60,000	-	60,000	10	0	
ICT Hardware Replacement/Renewals	-	3,990	-	3,990	(3,990)	-	-	Not applicable	0	Carry forward budget from 24/25.
UPS Renewal	15,000	-	-	-	15,000	-	15,000	10	0	
Information Communication Technology Projects Total	415,000	206,995	12,375	219,371	195,629	-	415,000			
Cost Centre: Waste Disposal										
<i>Program: Waste Disposal Projects</i>										
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	80	Pump received.
Waste Disposal Projects Total	240,000	-	28,800	28,800	211,200	-	240,000			
Cost Centre: Transfer Stations										
<i>Program: Transfer Station Projects</i>										
Generator for Treatment Plant Road	8,000	-	-	-	8,000	-	8,000	Not applicable	0	
H/Ware/Comms network upgrade -Waste sites	100,000	-	-	-	100,000	-	100,000	Not applicable	0	
Ship Bins	60,000	-	-	-	60,000	-	60,000	Not applicable	0	
Tanks/Plumbing/Pumps-Waste Site Huts	20,000	-	-	-	20,000	-	20,000	Not applicable	0	
Transfer Station Projects Total	188,000	-	-	-	188,000	-	188,000			
Cost Centre: Waste Minimisation										
<i>Program: Waste Minimisation</i>										
Composting Pads Treatment Plant Road	150,000	-	-	-	150,000	-	150,000	Not applicable	0	
Waste Minimisation Projects Total	150,000	-	-	-	150,000	-	150,000			
Total for Group	\$ 1,139,750	\$ 206,995	\$ 41,175	\$ 248,171	\$ 891,579	\$ -	\$ 1,139,750			

					Total	Total Amount of	Council	Design	Construction	Comments
					(includes committed costs)	Funding	Contribution	Completion %	Completion %	
					Remaining Budget					
COMMUNITY AND REGIONAL PROSPERITY										
Cost Centre: Regional Development										
<i>Program: Regional Development Projects</i>										
Strategic Land Acq-Democo-St	50,000	-	-	-	50,000	-	50,000	Not applicable	0	
Strategic Land Acquisition	2,340,000	-	9,820	9,820	2,330,180	-	2,340,000	Not applicable	10	
Regional Development Projects Total	2,390,000	-	9,820	9,820	2,380,180	-	2,390,000			
Cost Centre: Growth & Policy										
<i>Program: Growth and Policy Projects</i>										
Flood Mitigation Options Laidley	-	-	9,154	9,154	(9,154)	-	-	Not applicable	35	Carry forward budget from 24/25.
Laidley Disaster Ready Project Phase 1	-	620,263	-	620,263	(620,263)	-	-	0	25	Purchase of land for flood mitigation project. Carry forward budget from 24/25 and budget review 1.
Growth and Policy Projects Total	-	620,263	9,154	629,417	(629,417)	-	-			
Total for Group	\$ 2,390,000	\$ 620,263	\$ 18,974	\$ 639,237	\$ 1,750,763	\$ -	\$ 2,390,000			
EXECUTIVE OFFICE										
Cost Centre: Disaster Management										
<i>Program: Disaster Management Projects</i>										
Existing Equipment Upgrades	100,000	-	-	-	100,000	-	100,000	Not applicable	0	Mulgowie Western Bank and Gmore 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 (QAA, PAVIN)	-	10,992	98,792	109,784	(109,784)	-	-	80	0	
New Rain Gauges / Cameras	35,000	-	-	-	35,000	-	35,000	Not applicable		
Disaster Management Projects Total	135,000	10,992	98,792	109,784	25,216	-	135,000			
Total for Group	\$ 135,000	\$ 10,992	\$ 98,792	\$ 109,784	\$ 25,216	\$ -	\$ 135,000			
Total for Council	\$ 29,763,549	\$ 3,559,763	\$ 6,698,043	\$ 10,257,827	\$ 19,505,722	\$ 9,177,451	\$ 20,586,098			



10.2 Asia Pacific Cities Summit October 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 of the Mayor's attendance at the 2025 Asia Pacific Cities Summit (APCS) to be held in Dubai during October. The Mayor has been invited to attend in her capacity as a Director of the Council of Mayors South East Queensland (COMSEQ) and all expenses associated with attendance are paid for by COMSEQ.

Officer's Recommendation:

THAT Council endorse the Mayor's attendance at the 2025 Asia Pacific Cities Summit, noting that all costs are covered by the Council of Mayor's South East Queensland, and that at the Mayor's request the Deputy Mayor becomes Acting Mayor for the duration of Mayor Milligan's absence (23 October - 31 October 2025 inclusive).

RESOLUTION

THAT Council endorse the Mayor's attendance at the 2025 Asia Pacific Cities Summit, noting that all costs are covered by the Council of Mayor's South East Queensland, and that at the Mayor's request the Deputy Mayor becomes Acting Mayor for the duration of Mayor Milligan's absence (23 October - 31 October 2025 inclusive).

Moved By: Cr M Hagan

Seconded By:

Cr C Steinhardt

Resolution Number: 24-28/0401

CARRIED

7/0

Executive Summary

Part of COMSEQ's role as the representative body for eleven South East Queensland Council's is to undertake international engagement and foster opportunities for collaboration in smart city technologies, innovation ecosystems and sustainability initiatives, such as energy to waste, that align closely with South East Queensland's (SEQ) ambitions for a future-focused, globally competitive regional economy. In order to further the Boards goal of SEQ becoming an ideal smart and futuristic destination for business and innovation, it has confirmed members participation in the 2025 APCS and Mayors' Forum, to be held in Dubai, the United Arab Emirates.

Proposal

The overarching theme of the 2025 APCS is 'Collaborate. Inspire. Transform.' with three sub-themes to be explored - Centres of Connection, Centres of Solutions, and Centres of Resilience. The summit will run from 24 October to 30 October 2025. Attendees from around the world will include:

- City Mayors, Governors and Councillors.
- Corporate CEOs, CFOs, CTOs and Directors.
- Heads of Government.

- Policy makers across local, regional and multilateral institutions.
- Leaders in the tourism industry (public and private sectors).
- Emerging leaders, researchers, change advocates and youth.

Participation in the APCS and business mission will support exploring world-leading solutions for waste management and resource recovery, tourism infrastructure and innovation precincts. In particular, the following proposed outcomes are intended to be achieved:

- Examine innovative solutions to enhance the region's sustainability and resilience, focusing on waste management and resource recovery, including operational performance of waste-to-energy and management of residual waste, and water security.
- Review how local governments are improving regional mass transport outcomes through the adoption of new smart mobility solutions and mass movement of people and goods, including the scheduled introduction of advanced air mobility infrastructure (Joby-Skyport facility at Dubai Airport).
- Engage with global leaders to develop strategic relationships that generate strong social and economic outcomes, including a focus on attracting investment in tourism infrastructure to increase hotel stock across SEQ ahead of 2032.
- Understand Dubai's transformation in creating a world-class tourism destination brand through hosting major international events (including Expo 2020) to develop a compelling global identity, promote trade and investment attraction, and create economic and urban renewal.
- Explore strategic funding and policy outcomes to enhance regional connectivity and digital infrastructure, such as public-private partnerships (PPPs), large-scale master planning approaches to urban growth and transport planning.

A delegation of approximately 100 local businesses from Brisbane and the SEQ region is anticipated to participate in the 2025 APCS, as well as COMSEQ Board members. Engagement has been undertaken with Council Economic Development managers on an SEQ regional approach to the Summit. Details continue to be worked through, and an approach finalised for Board consideration, including an updated video and regional proposition and shared international narrative to promote at the APCS market square, where COMSEQ will be exhibiting in the Brisbane pavilion.

Options

- Approve the Mayors attendance at the 2025 APCS in the Mayors capacity as a Director of the COMSEQ Board. (Noting that attendance is fully paid for by COMSEQ).
- Not approve the Mayors attendance at the 2025 APCS.

Previous Council Resolutions

A previous resolution approved the Mayors attendance at the COMSEQ international delegation to North America during 2024.

Critical Dates

The Summit runs from 24 October to 30 October with travel on 23 and 31 October.

Strategic Implications

Corporate Plan

Lockyer Business, Farming, and Livelihood:

- Maximise opportunities through engagement and partnership with stakeholders to achieve a strong and resilient economy.
- Promote and market the Lockyer Valley as a destination for commerce, tourism and lifestyle.
- Attract and support education and employment opportunities for the community.

Finance and Resource

There are no financial or resource implications.

Legislation and Policy

There are no legislation or policy implications.

Risk Management

Intergovernmental relationships/relationships with other key stakeholders; P1-1 inadequate relationships with key stakeholders jeopardises positive outcomes for the community.

Consultation

Portfolio Councillor Consultation

Mayor.

External Consultation

COMSEQ CEO

Attachments

There are no attachments for this report.

10.3 External Funding Policy

Author: Suzanne Oweczkin, Grants Officer
Responsible Officer: Ian Church, Chief Executive Officer

Purpose:

The purpose of this report is to seek adoption by Council for the reviewed External Funding Policy.

Officer's Recommendation:

THAT Council adopt the External Funding Policy, version 2, as attached to this report.

RESOLUTION

THAT Council adopt the External Funding Policy, version 2, as attached to these minutes.

Moved By: Cr J Reck

Seconded By:

Cr M Hagan

Resolution Number: 24-28/0402

**CARRIED
7/0**

Executive Summary

The External Funding policy has been reviewed and updated to align with current practices and changes in the funding space. The revised policy aims to streamline the application process and ensure better alignment with Council's strategic objectives.

Proposal

The External Funding Policy is overdue for review. The Policy outlines the principles which underpin Council's external funding philosophy. The document has been reviewed and amended to reflect changes to practises in State and Federal funding, including more stringent application processes and co-contribution requirements. In addition, the revised policy has added rigour to ensure that funding aligns with Council's strategic objectives and considers capacity, risks and financial commitments from Council before an application is made to funding.

The main changes to the policy are as follows:

Section	Current Policy	Reviewed Policy
Policy Objective and Scope	Focuses broadly on principles underpinning Council's external funding philosophy, emphasising transparency, fairness, coordination, and optimisation.	Expands to include a structured framework for identifying, applying for, and managing external funding. It introduces alignment with integrated planning frameworks and emphasises return on investment and community value.
Definitions	No definitions section.	Introduces definitions for key terms to improve clarity and consistency.
Strategic Alignment	References the 2017–2022 Corporate Plan.	Updates to the 2022–2027 Corporate Plan and includes alignment with operational plans, budget forecasts, and asset management plans.

Principles and Criteria for Funding	General commitment to transparency, fairness, coordination, and optimization.	Introduces detailed criteria for project eligibility, including: - Project approval status - Delivery capacity - Co-contribution ability - Project readiness - Strategic alignment - Risk management - Funding source appropriateness It also lists desirable criteria such as collaboration, community benefits, and disaster recovery relevance.
Governance and Approval Process	Mentions cost-benefit analysis but lacks procedural detail.	Introduces a tiered approval process: - <\$10,000 grants with 100% external funding require only manager approval. - >\$10,000 grants require coordination with the Grants Officer and ELT approval. - CEO authority to approve urgent applications and refer significant ones to Council.
Reporting and Transparency	No explicit reporting mechanism.	Commits to regular reporting to Council on funding applications and outcomes, and maintaining a Grants Register.
Human Rights Commitment	No mention.	Includes Human Rights Act 2019 statement
Related Documents	No related documents listed.	Lists multiple related documents including: - Local Government Act and Regulation - Corporate and Operational Plans - Budget and Forecasts - Community Plan - Asset Management Plans - Internal Grants Register.

Options

1. Council adopt the External Funding Policy.
2. Council does not adopt the External Funding Policy.

Previous Council Resolutions

Ordinary Council Meeting, 27 June 2018

RESOLUTION

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

- Development of policies that provide clear direction based on the mission and outcomes articulated in the Corporate Plan.

Risk Management

Key Corporate Risk Categories:

R1 Reputation – Reputation and Goodwill

LCL1 Legal Compliance and Liability – Compliance management – regulatory or contract compliance, litigation, liability and prosecution

Consultation

Portfolio Councillor Consultation

This policy was workshopped with Councillors 22/07/25.

Internal Consultation

The policy has been developed by the Grants Officer, consultation with the Coordinator Accounting Services, Governance and Property team and the Chief Executive Officer.

Attachments

1 [📄](#) Updated External Funding Policy 2025 4 Pages



STRATEGIC

EXTERNAL FUNDING

Head of Power

Local Government Act 2009

Key Supporting Council Document

Lockyer Valley Regional Council Corporate Plan 2022 – 2027:

- Undertake strategic infrastructure planning to guide the provision of infrastructure across the region.
- Development of policies that provide clear direction based on the mission and outcomes articulated in the Corporate Plan.

Definitions

<i>Application</i>	submission of documentation to external organisations, with the primary intention of securing assistance towards planned projects and initiatives.
<i>Co-Contribution</i>	a financial contribution provided by someone other than the funding provider, often this is Council but can also be a third-party co-contribution.
<i>Grant funding</i>	a sum of money from an external agency provided to Local Government, to deliver specific projects & agreed objectives.
<i>Local Government</i>	Public administration of towns, cities, counties and districts within agreed boundaries.

Policy Objective

The purpose of this policy is to establish a framework for the consistent identification, application, and management of external funding opportunities from State and Federal Government for Council. This policy aims to:

1. ensure an equitable and measured approach to funding applications, aligning funding decisions closely with Council's integrated planning frameworks.
2. maximize Council's opportunity to secure external funds, ensuring a positive return on investment and value for money for the Lockyer Valley community.

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Unit: Finance
Approved: Ordinary Council Meeting (Res No: 24-28/XXXX)
Date Approved: XX/XX/25
ECM: 4998727

Effective Date: XX/XX/2025
Version: 2
Review Date: 31/03/2028
Superseded/Revoked: 3584845

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Policy Statement

When applying for and managing external funding, Council is committed to:

- maintaining internal systems that support transparency and accountability
- consistent application of Council's strategic framework to Applications
- dealing with external funding bodies and individuals in a fair and equitable manner
- co-ordinating across Council with regard to seeking and managing funding
- optimising the external funding resources available to undertake its projects and activities.

Principles

Council will seek external grant funding for projects and activities that align with Council's key strategic priorities and plans. Projects must meet the following criteria and considerations to be submitted for funding:

- **Approved Projects:** Projects approved in councils Annual Budget or be part of an upcoming budget amendment.
- **Capacity to Deliver:** Council's capacity to deliver the project within the constraints of Council resourcing and other budget commitments.
- **Co-Contribution:** Council's ability to provide co-contribution (whether matched funding or in-kind) where required.
- **Project Readiness:** The readiness of a project and understanding of any associated risks.
- **Strategic Alignment:** Projects included in Council's strategic objectives and Integrated Planning and Reporting Framework and/or Asset Management Plans, with funding generally aligning with the priority for delivery of the projects.
- **Risk Management:** the project has had a comprehensive risk management plan to ensure Council does not face a reputational, financial, resource, safety, environmental or legal risk.
- **Funding Source:** Whether the funding stream is the only or most appropriate funding source for the proposed project.

In addition, it is desirable that projects meet one or more of the following criteria to be submitted for funding:

- **Collaboration:** Collaboration and opportunities with other stakeholders/partners.
- **Community Benefits:** The benefits the community will obtain from the project.
- **Community Needs:** Emerging needs in the community demonstrated through evidence-based data and information.
- **Disaster Recovery:** Disaster recovery works where State and Federal Governments have made funding available for recovery following a disaster or emergency event.

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Unit: Finance
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- Recurrent Funding: Projects are identified to be funded from Council's Capital Program for recurrent funding programs and prioritised for delivery in the relevant recurrent funding period.
- Strategic Alignment: Alignment with strategic and operational State and Federal Government plans and the priority of the project. Projects included in Council's strategic objectives and Integrated Planning and Reporting Framework and/or Asset Management Plans, with funding generally aligning with the priority for delivery of the projects.

Once feasibility, suitability and eligibility of a project has been assessed by Council officers, concepts can proceed to be forwarded for Executive Leadership Team assessment, under the following parameters:

- Grants with a value of \$10,000 or less and 100% externally funded are applied for within the business unit and require manager approval.
 - If there is a Council Contribution towards the funding application relevant approval will be sought and this must be included as part of the budget/budget amendment process.
- Grants with a value over \$10,000 are to be coordinated with the Grants Officer and will be filtered through the Executive Leadership Team for approval prior to submission.
 - If there is a Council Contribution towards the funding application relevant approval must be sought and this must be included as part of the budget/budget amendment process.

Once Executive Leadership Team endorsement has been received for concepts, a detailed application phase can commence.

The CEO may also decide that any external grant funding application be referred to Council for decision making where it is determined that the proposal would benefit from Councillor consideration.

In the event external grant funding opportunities are received at short notice preventing them from being tabled for decision as part of Council's normal meeting cycle, the CEO as soon as practical, will advise Councillors of proposed external funding applications.

In these circumstances the CEO is authorised to approve the submission of external grant funding applications.

Reporting

A report detailing all external grant funding applications, progress and outcomes will be presented to Council, ensuring elected representatives are kept updated and informed.

Grants and Project Register

Council will maintain a comprehensive Grants and Project Register to ensure transparency, accountability, and effective management of all external grant funding applications and projects.

Human Rights Commitment

Council is committed to respecting, protecting and promoting human rights. Council has an obligation under the

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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.

Related Documents

Local Government Act 2009

Local Government Regulation 2012

Related Documents

Lockyer Valley Regional Council Corporate Plan 2022 - 2027

Lockyer Valley Regional Council Operational Plan 2024 - 2025

2024 – 2025 Lockyer Valley Regional Council Budget and Long Term Financial Forecast

Lockyer – Our Valley, Our Vision Community Plan 2017 - 2027

Relevant Asset Management Plans

Internal Grants Register

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10.4 Facebook Community Guidelines Policy

Author: Alena Higgins, Team Leader Communications
Responsible Officer: Ian Church, Chief Executive Officer

Purpose:

The purpose of this report is to seek Council's adoption of the Facebook Community Guidelines Policy, which provides clear guidance to staff and the community on what is or isn't acceptable forms of interaction on Council's Facebook page. This clarity will support open, meaningful and respectful engagement.

Officer's Recommendation:

THAT Council adopt the Facebook Community Guidelines Policy, version 1, as attached to this report.

RESOLUTION

THAT Council adopt the Facebook Community Guidelines Policy, version 1, as attached to these minutes.

Moved By: Cr C Wilson

Seconded By:

Cr J Reck

Resolution Number: 24-28/0403

**CARRIED
7/0**

Executive Summary

Council has Community Guidelines available on its corporate Facebook page that clearly sets out the acceptable online behaviour that is expected when interacting or commenting on Council's Facebook page. These Guidelines also detail the steps Council can take to moderate inappropriate online behaviour, to ensure the page remains a welcoming and respectful place for users while Council shares information of importance and relevance to the community.

While various iterations of the Guidelines have been available on Council's Facebook for several years, Council has not previously had a formal Policy in place. This report seeks to formalise these Community Guidelines as recommended by the Office of the Independent Assessor (OIA).

Proposal

Council's Facebook page is one of the key methods Council uses to keep the community informed about Council business, local activities, and severe weather events. The Facebook channel also allows the community to provide feedback to Council, which can include support, criticism, offering alternative ideas, and sharing Council's posts with other people and groups. While we encourage the community to comment and interact with our posts, whether in support or not, Council provides clear guidelines for appropriate, respectful posting on its page.

The Facebook Community Guidelines Policy addresses issues such as inappropriate language, defamation and misinformation of facts, spam and off-topic comments. It sets out clear behavioural expectations and what

steps Council can take if people fail to comply with the Guidelines. This includes hiding or deleting comments, disabling comments on a post, or blocking repeat offenders from Council's Facebook page.

Providing Community Guidelines on a corporate Facebook page is standard practice for government entities and for a range of businesses and not-for-profits. Following a recent Local Government Association of Queensland (LGAQ) webinar featuring a presentation by the OIA, it was recommended councils take a proactive approach to Facebook moderation and provide clear community guidelines on acceptable behaviour. The Facebook Community Guidelines Policy aims to formalise Council's guidelines and position.

Options

Option 1: Council adopt the Facebook Community Guidelines Policy.

Option 2: Council doesn't adopt the Facebook Community Guidelines Policy and it remains an informal guideline only.

Option 3: Council amends the Facebook Community Guidelines Policy and adopts the amended version.

Strategic Implications

Corporate Plan

Lockyer Leadership and Council.

- Actively engage with the community to inform Council decision making processes and communicate on decisions made; and
- Commit to open and accountable governance to ensure community confidence and trust in Council and our democratic values.

Legislation and Policy

Relevant Legislation includes:

- Anti-Discrimination Act 1991
- Information Privacy Act 2009
- Local Government Electoral Act 2011
- Public Records Act 2002
- Queensland Human Rights Act 2019
- Right to Information Act 2009
- LVRC Media Relations Policy 2024
- LVRC Social Media Policy 2023
- LVRC Community Engagement Policy 2024

Risk Management

Without these Guidelines, there is a risk of a lack of clarity and understanding between the community and Council on how Council's Facebook page will be moderated. It is therefore wise for Council to have a formalised position on how it will moderate its Facebook page, as well as clear, published community guidelines on what is or is not acceptable online behaviour.

These Guidelines are not intended to stifle meaningful free speech or criticism of Council's decisions.

Consultation

Internal Consultation

A Councillor workshop to discuss the Facebook Community Guidelines Policy was held on Tuesday 2 September 2025. The Policy has also been discussed with the Mayor, Deputy Mayor and Chief Executive Officer and reviewed by the Governance and Property Team.

External Consultation

This Policy was informed by an information webinar provided by the LGAQ and OIA.
If adopted, Community Guidelines will continue to be published on Council's Facebook page.

Attachments

- 1 [↓](#) Facebook Community Guidelines Policy 2025 3 Pages



FACEBOOK COMMUNITY GUIDELINES POLICY

Head of Power

Local Government Act 2009.

The Local Government Act 2009 includes core principles, “democratic representation, social inclusion and meaningful community engagement”, in addition to “transparent and effective processes, and decision-making in the public interest”.

Key Supporting Council Document

Lockyer Valley Regional Council Corporate Plan (2022-2027): Lockyer Leadership and Council: “Actively engage with the community to inform council decision making processes and communicate on decisions made,” and “Commit to open and accountable governance to ensure community confidence and trust in council and our democratic values.”

Policy Objective

To provide a positive and welcoming platform for the community to interact with key messaging from Council.

Policy Statement

Council’s Facebook page is one of the key methods Council uses to keep the community updated about Council business, local activities, and severe weather events. A big part of the success of the page is community engagement including likes, shares and comments. While we encourage the community to post comments and interact with our posts, Council provides clear guidelines for appropriate, respectful posting on our page. These guidelines are:

Group: Executive Office
Unit: Engagement and Communications
Approved: Ordinary Meeting (Resolution Number XX-XX/XXXX)

Date Approved: XX/XX/XXXX
ECM: 5123466

Effective Date: 17/09/2025
Version: 1
Review Date: 17/09/2028
Superseded/Revoked: NA

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- do not harass, abuse or threaten Councillors, Council employees and volunteers and other visitors to the site
- do not post comments that are likely to offend others, particularly in reference to an individual's race, age, gender, sexuality, political leaning, religion, employment or disability
- do not use obscene or offensive language, even by substituting other characters to try and mask it
- do not repeatedly post the same comments on one or more posts or on other people's comments on posts
- do not promote anything that may constitute spam, such as commercial interests, solicitations, advertisements or endorsements of any non-governmental organisation
- do protect your personal privacy and the privacy of others by not including email addresses, phone numbers or home addresses on the public wall

Any comments which do not comply with the above guidelines will be removed at Council's sole discretion and people repeatedly breaking the above requirements and/or making unsubstantiated allegations and/or posting significantly offensive comments may be blocked from this page.

Comments that are significantly off topic may be hidden or removed.

Council will document all moderation decisions that result in comment hiding, removal or user blocking. These records will be reviewed periodically to ensure consistency and fairness in line with the Human Rights Act 2019

Where the topic of a post is sensitive, or a point has been well made and further commenting is no longer constructive, Council may turn off or restrict the ability for comments to be posted. Council may also disable comments overnight or on the weekend when staff are unable to actively moderate comments, and the comments section will be re-established the next business day.

In instances where Council needs to share information and expects that some community commenting is likely to be unhelpful for the overall community good, Council may restrict commenting from the outset.

Following advice from the Queensland Government's Office of the Independent Assessor (OIA), Council may also deactivate commenting on older posts to minimise the risk of ongoing discussion where context and timing may no longer be relevant.

It is a condition of engaging with Council's Facebook page that users understand and accept these Community Guidelines.

Community members are requested to report to Council any offensive material found on Council's Facebook.

Customers may lodge a complaint about content or moderation on Council's Facebook pages by emailing complaints@lvrq.qld.gov.au. Complaints will be assessed in accordance with Council's Complaints Management Policy. This email can also be used for general complaints about council.

Group: Executive Office
Unit: Engagement and Communications
Approved: Ordinary Meeting (Resolution Number XX-XX/XXXX)
Date Approved: XX/XX/XXXX
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Review Date: 17/09/2028
Superseded/Revoked: NA

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For general Council enquiries, or to report a road defect or issue unrelated to social media, customer will need to email mailbox@lvrc.qld.gov.au, call 1300 005 872 or use Council's Online Services.

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.

Privacy Statement

Council is committed to protecting personal information in accordance with the Information Privacy Act 2009 and the Information Privacy and Other Legislation Amendment Act (IPOLA). Any personal data shared via Council's Facebook page will be handled in line with these obligations, noting that Council cannot protect any information about themselves customers choose to post publicly.

Relevant Legislation

Anti-Discrimination Act 1991
Information Privacy Act 2009
Local Government Electoral Act 2011
Public Records Act 2002
Queensland Human Rights Act 2019
Right to Information Act 2009

Related Documents

Community Engagement Policy
Confidentiality Policy
Information Privacy Policy
Right to Information Policy
Social Media Policy

Group: Executive Office
Unit: Engagement and Communications
Approved: Ordinary Meeting (Resolution Number XX-XX/XXXX)
Date Approved: XX/XX/XXXX
ECM: 5123466

Effective Date: 17/09/2025
Version: 1
Review Date: 17/09/2028
Superseded/Revoked: NA

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Author: Wanda Schoenfisch, Principal Procurement
Responsible Officer: Ian Church, Chief Executive Officer

The purpose of this report is to seek a Council resolution to establish an enduring approval for engaging Indigenous Cultural Heritage Service providers under a sole-supplier exception, in accordance with Section 235 (a) of the *Local Government Regulation 2012*.

THAT Council approve the proposal for an enduring approval, under Section 235(a) *Local Government Regulation 2012*, exception in all instances where Council must engage an Aboriginal or Torres Strait Islander entity for cultural heritage services pursuant to the *Aboriginal Cultural Heritage Act 2003* (ACHA), so that an exception does not have to be obtained for each individual project or Traditional Owner group engagement.

THAT Council approve the proposal for an enduring exception, under Section 235(a) of the *Local Government Regulation 2012*, in all instances where Council must engage an Aboriginal or Torres Strait Islander entity for cultural heritage services pursuant to the *Aboriginal Cultural Heritage Act 2003* (ACHA), so that an exception does not have to be obtained for each individual project or Traditional Owner group engagement.

CARRIED
7/0

The intent of the exception is to cover all current and future instances where Council is required to engage Aboriginal or Torres Strait Islander entities (Traditional Owner representatives) for cultural heritage investigations, assessments, reports, surveys, cultural burns, monitoring and any other relevant services for Council projects.

In effect, Council would be “pre-approving” the use of the sole-supplier exception for any such engagement, present or future, provided it meets the criteria (and the criteria will be met whenever the ACHA compels that engagement).

Proposal

Traditional Owner entities have exclusive authority under law to provide Cultural Heritage services on their land, making them the sole suppliers for those services.

Lockyer Valley Regional Council's jurisdiction encompasses the traditional lands of several Aboriginal peoples including the Yuggera and Ugarapul peoples and potentially new traditional owners not currently identified. Council frequently undertakes activities across the region such as road construction, utility installation, facility development etc, that have the potential to disturb ground and consequently Aboriginal Cultural Heritage. Under Queensland law, specifically the *Aboriginal Cultural Heritage Act 2003 (ACHA)*, Council has a stringent duty to avoid harm to Indigenous Cultural Heritage in any activity.

The ACHA imposes a "cultural heritage duty of care" on anyone carrying out a land-disturbing activity (ACHA 2003, s.23). In practical terms this means Council must take all reasonable and practicable measures to ensure its activities do not harm Aboriginal or Torres Strait Islander cultural heritage. One of the primary ways to fulfill this duty is by engaging with the Aboriginal Party for the area that is the Traditional Owner group recognised under the ACHA as responsible for that Country. The Aboriginal Party (often via a registered native title body corporate or another representative entity) has the legal authority and cultural knowledge regarding heritage sites and objects on their land.

For any given project site in our region, there is a designated Aboriginal Party (or in some cases, multiple parties) identified through the State's Cultural Heritage Register or native title records. Each group can only speak for their own Country. The Cultural Heritage Service provider should follow the State Governments Duty of Care Guidelines and in some cases it may be necessary to prepare a Cultural Heritage Management Plan. Crucially only the Aboriginal party can fulfill this role. Not consulting the right Aboriginal Party or damaging cultural heritage can lead to significant fines and work stoppages.

To date, Council has addressed these issues on a case-by-case basis. Whenever a new project arises in each area, staff identify the relevant Traditional Owner group and arrange for cultural heritage services through an agreement or contract with that group's entity. However, each of these engagements, when above procurement thresholds, technically triggers the requirement for quotes or tenders under our procurement regulations unless an exception is applied. Historically, Council has utilised the exception in Section 235(a) of the Regulation individually for such cases (e.g. Council has resolved specific sole-supplier engagements for certain projects or included Indigenous corporations).

Given the frequency of these engagements and their uniform justification, it is now proposed to formalise a broader, enduring approval.

Options

- **Approve the recommended broad Section 235(a) exception (Preferred).** This establishes the policy and allows all required cultural heritage engagements to proceed efficiently. It formalises Council's recognition of Indigenous entities as sole suppliers for these purposes.
- **Status Quo – require individual Council Resolution for each engagement (Not Recommended).** This would involve continuing the current piecemeal approach. It would mean either bringing numerous reports throughout the year or risk proceeding under the assumption of Section 235(a) and later seeking retrospective endorsement. This is administratively burdensome and could lead to project delays if a meeting schedule doesn't align. Also, repetitive decisions on essentially the same issue could be seen as a poor use of Council meeting time.

- **Do not engage Indigenous entities (Illegal/Not Feasible).** Not engaging is not a real option, as it would violate the ACHA and put Council in breach of the law with significant risks. We include this only to clarify that there is no lawful path to avoid these engagements or to try an “open market” approach – no alternate suppliers exist. This is not a viable route.

The preferred option is to adopt the broad exception policy.

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

There is no singular new financial obligation arising from this report – rather, it concerns the manner of procurement for expected obligations. Cultural heritage engagement costs will continue to be part of project expenses. Approving this exception does not commit Council to spend more or less; it merely approves the method of engaging the necessary parties.

Legislation and Policy

Local Government Act 2009

Local Government Regulation 2012

Aboriginal Cultural Heritage Act 2003

Under the *Local Government Act 2009* and the *Local Government Regulation 2012*, Council is ordinarily required to engage in competitive procurement processes for goods and services above certain values (currently, quotes for >\$15,000 and tenders for >\$200,000) but may enter into an arrangement 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.

Risk Management

Environment and Community (EC1) - Environment and the community, including sustainable development, social and community wellbeing, community relationships, public health, recreation, regional profile and identity.

Consultation

Internal Consultation

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

- Procurement
- Infrastructure
- Community and Regional Prosperity

Attachments

There are no attachments for this report.

10.6 Request for Fee Waiver - Lockyer Valley Netball Association

Author: Jesse Godwin, Sports and Recreation Development Officer
Responsible Officer: Ian Church, Chief Executive Officer

Purpose:

The purpose of this report is to consider a request from the Lockyer Valley Netball Association requesting Council waive the fees associated with the disposal of spoil for the hardcourt upgrade at Cahill Park.

Officer's Recommendation:

THAT Council waive the waste disposal fee associated with works being undertaken to upgrade the Lockyer Valley Netball Association Courts up to the amount of \$21,000.

RESOLUTION

THAT Council waive the waste fee for the disposal of fill associated with works being undertaken to upgrade the Lockyer Valley Netball Association Courts, up to the amount of \$21,000.

Moved By: Cr M Hagan

Seconded By:

Cr A Wilson

Resolution Number: 24-28/0405

**CARRIED
7/0**

Executive Summary

In late December 2024, Lockyer Valley Netball Association (LVNA) received confirmation that they had been successful in receiving grant funding through the Federal Government's Play Our Way Program, totalling approximately \$1.5m, to undertake the upgrading of the Lockyer Valley Netball Association Courts located at the Cahill Park Sports Complex, Buaraba Street, Gatton.

The works will enable the club to build 6 new concrete hard courts as well as resurfacing and upgrade to the existing 2 hard courts.

Proposal

The redevelopment of the Lockyer Valley Netball Association Courts represents a significant investment in the region's sporting infrastructure and community wellbeing. The addition of six new hard courts and upgrades to existing facilities will position the Lockyer Valley as a host destination for regional netball carnivals and inter-association competitions, generating economic benefits through increased visitation and tourism. Importantly, the upgraded courts will provide a safer, more inclusive space for participation—supporting young people, women and girls, and people of all abilities to engage in sport locally.

Council received a letter on 28 August 2025 from the LVNA requesting the waiver of spoil disposal fees generated from the construction of the new hardcourts at the Cahill Park Sports Complex. The project is anticipated to generate approximately 630m³ of soil to be removed from site to accommodate the hard surface installation. Council's Waste Team has advised that the charge for commercial clean fill disposal at one of our waste disposal facilities under Council's current adopted fees and charges would apply at a rate of \$22

per tonne. Based on an assumed soil weight of 1.5 tonnes per cubic metre, it is estimated that the disposal of the soil may cost over \$20,000.

The total cost of the whole redevelopment project is approximately \$1.6m and the LVNA are contributing \$130,000 to this project through funding, in-kind support, and volunteer effort. The cost of spoil disposal was not originally accounted for in their planning, as they had anticipated that Council would be in a position to assist with this aspect of the works.

An important point to note is that there is an advantage to Council should the spoil be dumped at the Gatton transfer station and landfill site as it can be used on site for various purposes.

It should be noted that Council Officers have no discretion or authority to waive charges of this amount and as such this is a matter that is required to be considered and decided by Council.

Options

- *Council apply a fee waiver of up to \$21,000 to the waste disposal fee associated with the works being undertaken in upgrading the Lockyer Valley Netball Association Courts.*
- *Council apply a fee waiver of a different amount to the waste disposal fee associated with works being undertaken in upgrading the Lockyer Valley Netball Association Courts.*
- *Council not approve any fee waiver on the waste disposal associated with the works being undertaken in upgrading the Lockyer Valley Netball Association Courts.*

Previous Council Resolutions

There are no previous Council Meeting resolutions that are relevant to this matter.

Critical Dates

The works are due to commence on 22nd September 2025.

Strategic Implications

Corporate Plan

Lockyer Community

- Advocate on behalf of and support community groups to access funding streams.
- Provide and maintain spaces and facilities that are appropriate for the needs of individuals, groups and the community as a whole.

Finance and Resource

If Council apply a fee waiver of up to \$21,000 of the waste spoil disposal fees for the LVNA, costs will be incurred by Council.

Legislation and Policy

There are no legislation and policy implications in relation to this report. Council is well within its rights to waive charges where it is appropriate.

Risk Management

Key Corporate Risk Code and Category: Finance and Economic FE2

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

Consultation

Portfolio Councillor Consultation

Discussions in relation to the report have been had with the Mayor, Deputy Mayor and Councillor Anthony Wilson.

Internal Consultation

Discussions in relation to the report have been had with the Waste & Communication and Engagement teams.

External Consultation

Consultation with a representative of the Lockyer Valley Netball Association (LVNA) has occurred.

Community Engagement

Community engagement has not been required to be undertaken.

Attachments

- 1 [📄](#) LVNA Letter - Request for Fee Waiver 2 Pages

28 August 2025

Mr Ian Church
Chief Executive Officer
Lockyer Valley Regional Council
26 Railway Street
Gatton Qld 4343

Dear Mr Church,

Request for Waiver of Spoil Disposal Fees for the Lockyer Valley Netball Courts Upgrade Project

On behalf of the Lockyer Valley Netball Association, I am writing to seek Council's support regarding the disposal of spoil generated from the construction of our new hardcourts at the Cahill Park Sports Complex. These works are due to commence on 22nd September 2025 and will deliver significant benefits to the community by improving high quality local sporting facilities and encouraging greater participation.

The project will generate approximately 630m³ of spoil. Council's Waste Disposal Team has advised that disposal charges would apply at a rate of \$22 per tonne, equating to an expected cost in excess of \$20,000 (Approx.). While our Association has committed to covering the full cost of local delivery, the scale of the disposal fees presents a substantial financial burden for a volunteer-run community organisation.

It is important to highlight that the Lockyer Valley Netball Association has contributed over **\$130,000** to this project through funding, in-kind support, and volunteer effort. This investment has been made in good faith towards the development of a Council-owned community asset. The cost of spoil disposal was not originally accounted for in our planning, as we had anticipated that Council would be in a position to assist with this aspect of the works.

While Council's direct involvement in the project to date has been limited, we greatly value the support provided so far and view this request as a practical and meaningful way for Council to contribute further to a project that delivers clear and lasting benefits to the Lockyer Valley community. We believe that waiving the spoil disposal fees would fairly reflect the shared commitment to improving local infrastructure and supporting grassroots sport.

Given that the works represent a direct investment into Council-owned land for the benefit of the broader community, we respectfully request that Council consider granting a full waiver of the associated disposal fees. Such support would significantly ease the financial pressure on the project and enable us to direct our limited resources towards delivering the highest-quality facilities possible for local residents.

We greatly appreciate Council's ongoing commitment to supporting grassroots sport and community infrastructure. We would welcome the opportunity to discuss this request further at your convenience and look forward to your favourable consideration.

Yours sincerely,

Kyle Gelhaar

Fundraising and Project Coordinator

Lockyer Valley Netball Association Inc

kyle@lockyervalley.netball.com, 0474 045 861



11.1 Application for Permit to Occupy - Bore Site within Lot 1 on Crown Plan PER5200

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

The purpose of this report is to consider an application for a Permit to Occupy over a Bore Site within Lot 1 on Crown Plan PER5200 situated on an unconstructed road reserve adjoining Land No. 87581 and Land No. 87701.

THAT with respect to the request received from the purchasers of Land No. 86601 for Council's views in relation to the proposed Application for a Permit to Occupy over a Bore Site within Lot 1 on Crown Plan PER5200, Council resolve to respond to the Applicant by completing the LA30 Statement to advise that Council has no objection to the proposed application.

THAT with respect to the request received from the purchasers of Land No. 86601 for Council's views in relation to the proposed Application for a Permit to Occupy over a Bore Site within Lot 1 on Crown Plan PER5200, Council resolve to respond to the Applicant by completing the LA30 Statement to advise that Council has no objection to the proposed application.

Moved By: Cr M Hagan **Seconded By:** Cr C Steinhardt
Resolution Number: 24-28/0406

CARRIED
7/0

The purpose of this report is to consider an Application for a Permit to Occupy over a Bore Site Lot 1 on Crown Plan PER5200 situated on an unconstructed road reserve adjoining Land No. 87581 and Land No. 87701, locality Thornton (the bore) and for Council to provide its views in relation to the proposed application by completing the LA30 Statement so that the relevant form can be submitted with the application.

Council has received a request from the purchasers of Land No. 86601 (the Applicants) for Council to provide its views in relation to the proposed Application for a Permit to Occupy over the bore. This is a pre-requisite step before an application can be lodged with the Department of Natural Resources and Mines, Manufacturing, and Regional and Rural Development (the Department) for consideration. Council is required to complete the LA30 Statement with its views so that the relevant form can be submitted with the application.

The Applicants have advised they are purchasing Land No. 86601, situated at 137 Mulgowie Road, Thornton. The current owners of Land No. 86601 are currently the registered Permittee's of the Permit to Occupy over the bore and the Applicants wish to lodge their application as soon as settlement takes place along with the cancellation of the permit to occupy from the current owners.

The bore area is shown below  with Land No. 86601 shown highlighted in red.

Area	25 m2
Tenure	Permit to Occupy (Bore Site Permit)



A Permit to Occupy may be issued over unallocated State Land, a reserve or a road although this tenure cannot be sold, sublet or mortgaged. It does not create an interest in land or provide exclusive occupation.

Generally, before a Permit to Occupy is granted for a bore site, the Applicant needs to demonstrate that it is not possible to locate the bore on their own land. As the bore is an existing bore used by the current owners, it is implied that these issues have been considered and resolved. Permits to Occupy are the appropriate short-term tenure when occupation of State-controlled land is required. A Permit to Occupy may be cancelled at short notice (generally 3 months) with no compensation.

The recommendation in this report will enable the Applicants to make a formal application for a Permit to Occupy to the Department for consideration. Whether or not the application is approved is a decision that rests with the Department.

The Department is responsible for publishing the proposed Permit to Occupy and engaging with any other interested parties and agencies to determine whether there are any objections to the application.

Any objections received by the Department may be viewed by other parties interested in the proposed Permit to Occupy in accordance with the provisions of the *Right to Information Act 2009*.

Options

- Option 1 Council doesn't object to the proposed Permit to Occupy application.
- Option 2 Council objects to the proposed Permit to Occupy application and provides reasons.

Strategic Implications

Corporate Plan

Lockyer Leadership and Council

- Excellence in customer service
- Compliant with relevant legislation

Finance and Resource

No financial or resource implications for Council have been identified.

Legislation and Policy

Council's consideration of this application, and the issue of the completed LA30 Statement with Council's views, comply with the Departments policy requirements for the assessment of such application.

If successful, the Applicants will be required to pay an annual occupation fee to the Department. The Applicants will also be required to obtain public liability insurance in respect of the Permit to Occupy area.

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

Parks, Recreation and Cemeteries
Planning, Policy and Community Wellbeing
Infrastructure
Financial Operations

Attachments

There are no attachments for this report.

11.2 Statutory Delegations - Council to Chief Executive Officer

Author: Brian Ranse, Governance Officer

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

Purpose:

The purpose of this report is to maintain the currency of the Council to Chief Executive Officer Statutory Delegations Register.

Officer's Recommendation:

THAT Council delegate to the Chief Executive Officer, the powers referred to in the document titled "Statutory Delegations Register Updates - Council to Chief Executive Officer – September 2025" pursuant to Section 257 of the *Local Government Act 2009*.

RESOLUTION

THAT Council delegate to the Chief Executive Officer, the powers referred to in the document titled, "Statutory Delegations Register Updates - Council to Chief Executive Officer – September 2025", pursuant to Section 257 of the *Local Government Act 2009*, as attached to these minutes.

Moved By: Cr D Neuendorf

Seconded By:

Cr J Reck

Resolution Number: 24-28/0407

CARRIED

7/0

Executive Summary

In accordance with Section 257 of the *Local Government Act 2009*, Council can delegate a power under this Act or another Act to the Chief Executive Officer to allow for the efficient and timely resolution of a range of operational matters undertaken by Council.

This report proposes delegation of powers under the *Stock Route Management Act 2002* and *Stock Route Management Regulation 2023* to ensure the Chief Executive Officer is appropriately empowered to be able to consider and issue permits in relation to local government roads and areas.

Proposal

Queensland Councils are responsible for issuing stock route travel permits for moving stock on foot across roads and land under local government control.

This new delegations registers proposed for inclusion in the Council to Chief Executive Officer Statutory Delegations Register are identified in the document entitled "Statutory Delegations Register Updates - Council to Chief Executive Officer – September 2025" attached to this report. It is recommended that Council delegate the identified powers to the Chief Executive Officer by resolution.

Adopting these new registers and delegating these powers to the Chief Executive Officer will allow for a more operational approach to the consideration and issuing of permits and the provision of guidance and support for local agricultural activity, particularly responsible land use.

If the Officer's recommendation in this report is accepted, the Council to Chief Executive Officer Statutory Delegations Register will be updated to include these new registers.

Options

- | | |
|----------|---|
| Option 1 | Adopt the updates to the Council to Chief Executive Officer Statutory Delegations Register. |
| Option 2 | Don't adopt the updates to the Council to Chief Executive Officer Statutory Delegations Register. |

Previous Council Resolutions

- | | |
|------------|---|
| 24-28/0328 | The last updates to the Council to Chief Executive Officer Statutory Delegations Register were adopted in July 2025 |
|------------|---|

Strategic Implications

Corporate Plan

Corporate Plan 2022-2027 – Lockyer Leadership and Council

- Compliant with relevant legislation.

Finance and Resource

If the recommendation is adopted, Council will receive the money from these issued permits along with any monetary fines for offences brought against this Act. Section 187A & 187B of the *Stock Route Management Act 2002*.

If Council does not adopt this regulation and are ordered to perform the function by the Minister, Council, may be liable to pay costs in relation to this, particularly if the function must be performed by the state. -Sections 184, 185, 186, and 187 of the *Stock Route Management Act 2002*.

The Governance and Property team will undertake the necessary updates to the Council to Chief Executive Officer Statutory Delegations Register to implement Council's resolution.

Legislation and Policy

Council's statutory delegation registers require regular updating in line with changes made by Parliament to relevant legislation that Council is empowered to act under. Council is required under Section 275(5) of the *Local Government Act 2009* to review delegations from Council to the Chief Executive Officer at least annually.

Risk Management

Empowering the Chief Executive Officer to exercise powers that sit with Council under legislation means that Council operations can be streamlined, decisions can be more quickly implemented, and Council's focus can be kept on more strategic matters. The Chief Executive Officer can, in turn, delegate some of these powers to Council staff.

The risk to Council in not adopting these updates is that this could mean negatively affect the validity of the Chief Executive Officer's actions and open Council to adverse findings in relation to complaints, judicial review and other legal proceedings. This in turn can cause reputational damage.

The updates presented to Council for adoption will ensure the Chief Executive Officer continues to be appropriately authorised to act in accordance with current legislative requirements.

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

Consultation

Internal Consultation

The Communities team have been consulted and are aware of the training required and the impact this will have on their team.

Attachments

1 [↓](#) Statutory Delegations Register Update - CEO to Council September 2025. 3 Pages

	Statutory Delegations Register UPDATE CEO September 2025 Council to
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Attachment 1

Statutory Delegations CDOs Register					
SRMR - Stock Route Management Regulation 2023					
Delegation Information			LEGISLATION		
Authorisation			Section 8(2)(a)		
Act covered by act			2022/2023		
NO.	POSITION NUMBER	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
SRMR.1		Chief Executive Officer	Power to set a reasonable stock route agreement permit fee having regard to the factors listed in subsection 8(2).	Section 8 Stock Route Management Regulation 2023	
SRMR.2		Chief Executive Officer	Power, in the circumstances listed in sub-section 8(1), where the original permit had included the correct particulars and the revised permit fee would have been less than the original permit fee, to: (a) refund the amount of the difference between the fees to the holder; and (b) reduce the original permit fee by the amount of the difference between that fee and the revised permit fee.	Section 8(1) Stock Route Management Regulation 2023	

12.0 COMMUNITY AND REGIONAL PROSPERITY REPORTS

12.1 Proposal to Rename the Southern End of Ambrose Street, Laidley

Author: Tammy Thomas, Technical Planning Officer

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

Purpose:

The purpose of this report is for Council to consider renaming the southern end of Ambrose Street, Laidley.

Officer's Recommendation:

THAT Council approve the renaming of the section of Ambrose Street, located south of Lagoon Creek in Laidley, to Whites Road.

RESOLUTION

THAT Council approve the renaming of the section of Ambrose Street, located south of Lagoon Creek in Laidley, to Whites Road.

Moved By: Cr C Wilson

Seconded By:

Cr J Reck

Resolution Number: 24-28/0408

**CARRIED
7/0**

Executive Summary

It is recommended that the southern section of Ambrose Street in Laidley be renamed Whites Road to more appropriately reflect the location of, and access to, the Laidley Sports Complex.

Proposal

While the Laidley Sports Complex is located on Ambrose Street, the constructed road within the Ambrose Street road reserve does not traverse Lagoon Creek. This means the Sports Complex cannot be accessed from William Street to the north, but must be accessed from Patrick Street and Whites Road.



Figure 1 – Intramaps

Council has the authority to name roads, parks, reserves, landmarks and facilities in its jurisdiction.

Council's Coordinator Engagement and Communications has suggested renaming the southern end of Ambrose Street as Whites Road to allow the community and emergency services to more easily find the Sports Complex.

All lots with frontage to the part of the road proposed to be renamed are in Council's ownership.

Options

1. Council approves the change to the road name in accordance with the Officer's recommendation.
2. Council makes no change and this section of road retains the name Ambrose Street.

Critical Dates

There are no critical dates.

Strategic Implications

Corporate Plan

Lockyer Valley Regional Council Corporate Plan 2022–2027:

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

Finance and Resource

There will be no associated costs other than staff time.

Legislation and Policy

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

Risk Management

Officers have researched the suggestion and made a recommendation that meets Council's policy.

Consultation

Internal Consultation

Advice was sought in 2022 from the Coordinator Engagement and Communications, the Group Manager Infrastructure and the Manager Community Facilities and all parties were in agreeance.

Attachments

There are no attachments for this report.

12.2 Request for Naming of New Road - Development off Thallon Road, Brightview (RDN2025/0007)

Author: Tammy Thomas, Technical Planning Officer

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

Purpose:

The purpose of this report is for Council to consider a request to name a road associated with a new rural residential development at Brightview due to a minor change to the approved layout of the subdivision (MC2020/0003.02).

Officer's Recommendation:

THAT Council approve the following name for a new road being created with a rural residential development at Thallon Road, Brightview, as shown in yellow on Drawing BRJD7945-000-17-6 by Land Partners Surveyors and Planners (as amended by Council):

- **Sheffield Close - Road 5**

RESOLUTION

THAT Council approve the following name for a new road being created within a rural residential development at Thallon Road, Brightview, as shown in yellow on Drawing BRJD7945-000-17-6 by Land Partners Surveyors and Planners (as amended by Council):

- **Sheffield Close - Road 5**

Moved By: Cr M Hagan

Seconded By:

Cr A Wilson

Resolution Number: 24-28/0409

**CARRIED
7/0**

Executive Summary

Council has received a request for the naming of a new road being created as part of a rural residential development at Thallon Road, Brightview, shown as Road 5 in yellow on the plan below.

Options

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

Previous Council Resolutions

Ordinary Council Meeting, 18 December 2024:

RESOLUTION

THAT Council approve the following names for the four (4) new roads created by development of land at Thallon Road, Brightview, and as shown on Drawing No. BRJD7945-000-17-5 dated 5 July 2023 prepared by Landpartners Surveyors and Planners:

- *Road 1 (shown in yellow) – Tully Crescent*
- *Road 2 (shown in green) – Olinda Street*
- *Road 3 (shown in blue) – Kingston Crescent*
- *Road 4 (shown in orange) – Franklin Close*

Moved By: Cr D Neuendorf

Seconded By:

Cr A Wilson

Resolution Number: 24-28/0001

CARRIED

7/0

Strategic Implications

Corporate Plan

Lockyer Valley Regional Council Corporate Plan 2022–2027:

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

Finance and Resource

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

Legislation and Policy

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

Risk Management

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

Consultation

Suggestions for the road name were provided by the applicant.

Attachments

There are no attachments for this report.

12.3 **Change Application for Reconfiguration of Lot - 422 Lefthand Branch Road, Lefthand Branch**

Author: Scott Hambleton, Contract Planner

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

Purpose:

The purpose of this report is to consider a Change Application for a minor change to the Development Permit for Reconfiguring a Lot (Boundary Realignment of 7 lots into 6 lots) at 422 Lefthand Branch Road, Lefthand Branch.

This application has been assessed in accordance with the requirements of the *Planning Act 2016* and it is recommended the application be refused.

Officer's Recommendation:

THAT the Change Application for a minor change to the Development Permit for Reconfiguring a Lot for Boundary Realignment (7 Lots into 6 Lots) at 422 Lefthand Branch Road, Lefthand Branch, described as Lots 3 & 4 RP152877, Lot 2 RP168918, Lots 1 & 2 RP152876, and Lots 1 & 2 RP36832, be refused for the following reasons:

- 1. Condition 18 requires reticulated electricity to be provided to ensure compliance with AO9.1 of the Infrastructure and Services Code of the Lockyer Valley Planning Scheme. Changing this condition as suggested by the applicant would result in the development being non-compliant with the Planning Scheme.**
- 2. Condition 18 requires telecommunications to be provided to the standard of the service provider. The land has connection via NBN Fixed Wireless only. No physical works are required to satisfy Condition 18 in relation to the provisions of telecommunications (provided a fixed line service is not installed by NBN between now and approval of the plan of subdivision). The applicant needs only to provide a letter from NBN to satisfy Condition 18 in respect to telecommunications.**

RESOLUTION

THAT with reference to the Change Application for a minor change to the Development Permit for Reconfiguring a Lot for Boundary Realignment (7 Lots into 6 Lots) at 422 Lefthand Branch Road, Lefthand Branch, described as Lots 3 & 4 RP152877, Lot 2 RP168916, Lots 1 & 2 RP152876, and Lots 1 & 2 RP368322, Council resolve to:

- 1. Amend condition 18 to remove the requirement to connect each Lot to reticulated electricity but retain the requirement for telecommunications to be provided.**
- 2. Note the reasons for the amendment being:**
 - An alternative power supply can be provided through renewable energy.**

- If the purchaser of the property would like connection to reticulated power, the purchaser can opt to have reticulated power provided to the site, at their cost.

3. Include an advice condition that states reticulated power will not be provided to some of the allotments and future purchasers should consider this as part of their due diligence.

Moved By: Cr D Neuendorf

Seconded By:

Cr A Wilson

Resolution Number: 24-28/0410

CARRIED

7/0

Executive Summary

Council has received a Change Application for a minor change to a Development Permit for Reconfiguring a Lot (Boundary Realignment of 7 lots into 6 lots) at 422 Lefthand Branch Road, Lefthand Branch, described as Lots 3 & 4 RP152877, Lot 2 RP168918, Lots 1 & 2 RP152876, and Lots 1 & 2 RP36832.

The requested change relates to Condition 18 of the approval which requires each lot to be connected to reticulated electricity and telecommunications to the standard of the relevant service provider.

The application has been assessed in accordance with the requirements of the *Planning Act 2016*.

TABLE 1 - OVERVIEW	
APPLICATION DETAILS	
Application No:	RL2024/0034.02
Applicant:	Ian C Lindenmayer
Landowner:	Ian C Lindenmayer
Site address:	422 Lefthand Branch Road, Lefthand Branch
Lot and Plan:	Lots 3 & 4 RP152877, Lot 2 RP168918, Lots 1 & 2 RP152876, and Lots 1 & 2 RP36832
Proposed development:	Reconfiguring a Lot - Boundary Realignment (7 Lots into 6 Lots)
STATUTORY PLANNING DETAILS	
Planning Scheme:	<i>Lockyer Valley Planning Scheme 2024</i>
Zone:	Rural Zone
South East Queensland Regional Plan 2023 regional land use category:	Regional Landscape and Rural Production Area
Referral trigger/s under the <i>Planning Regulation 2017</i> :	Nil
TLPI:	<i>Temporary Local Planning Instrument 2024 Flood Regulation</i> (effective 22 July 2024) Flood hazard area under the Flood Hazard Overlay: • Overland flow path
Overlays:	• Agricultural Land Overlay • Biodiversity Overlay • Bushfire Hazard Overlay • Scenic Landscape Overlay • Steep Land Overlay • Waterways and Water Resource Catchment Overlay

Original Category of Assessment:	Code assessable
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DESCRIPTION OF THE SITE AND SURROUNDS

SITE AND LOCALITY DESCRIPTION	
Land area:	Lot 1 RP152876: 46.39ha Lot 2 RP152876: 3.34ha Lot 3 RP152877: 12.3ha Lot 4 RP152877: 3.25ha Lot 2 RP168918: 57.3ha Lot 1 RP36832: 8701m ² Lot 2 RP36832: 7.53ha
Existing use of land:	The land is used for agricultural purposes. There is a Dwelling House on Lot 1 RP152876.
Road frontage:	Lefthand Branch Road: 1.95km
Significant site features:	Tenthill Creek adjoins the development to the east, and mature vegetation is scattered across the allotments. Areas of the land is used for Cropping.
Topography:	The land generally falls to the east towards Tenthill Creek. The highest point is 483.5m AHD (Lot 2 RP168918). The lowest point is 201.5m AHD (Lot 4 RP152877).
Surrounding land uses:	The surrounding land is used for agriculture and dwellings.



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

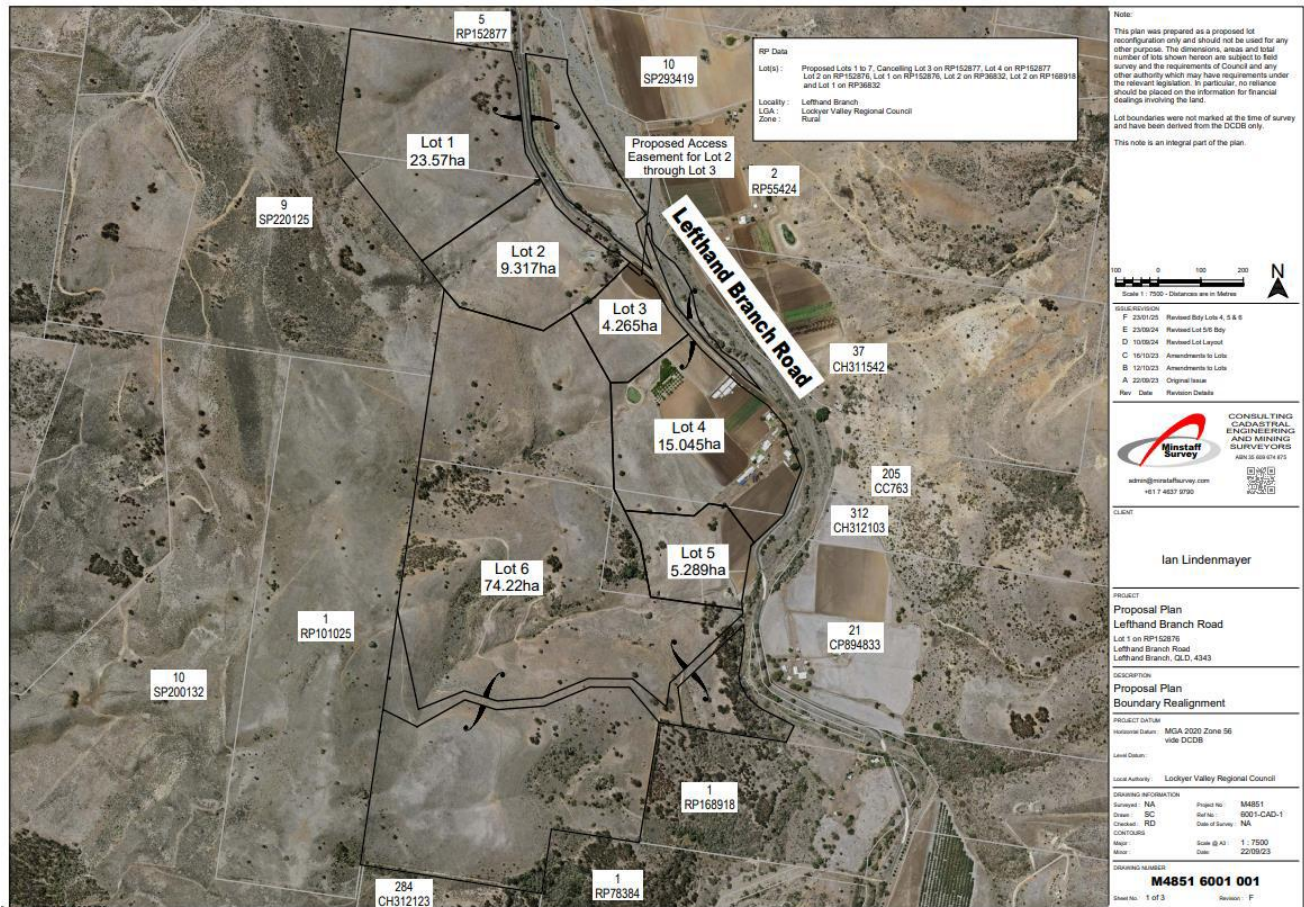


Figure 2. Approved layout for realignment of boundaries

Site history and background

DEVELOPMENT APPROVAL	ASSESSMENT
RL2024/0034	On 24 March 2025, Council issued a Negotiated Decision Notice for Reconfiguring a Lot (Boundary Realignment - 7 into 6 lots) and Access easement.
RL2024/0034.01	On 2 June 2025, Council approved a Minor Change to the Development Permit for Reconfiguring a Lot (Boundary Realignment - 7 into 6 lots) to delete the Access easement.

DESCRIPTION OF PROPOSAL

The applicant requests a change to Condition 18 to remove the requirement for each lot to be connected to electricity and telecommunications, and suggests an alternative condition as follows:

Existing Condition 18	Proposed Condition 18 (by applicant)
Connect each lot to reticulated electricity and telecommunications to the standard of the relevant service provider. Submit to Council evidence of connection from the relevant service provider.	<i>Prospective purchasers are to be notified, as part of any contract of sale, that the lots are not serviced by electricity or telecommunications. Future owners will be solely responsible for the cost and installation of suitably sized solar panels with battery storage, as well as mobile and satellite telecommunication systems, upon development of each lot. Neither the local Council, telecommunications/energy providers,</i>

	<i>nor the applicant are responsible for providing these urban services to the lots. All power and telecommunication services are the sole responsibility of the future owner, to be provided at their cost upon the respective development of each lot.</i>
--	--

The applicant states the following reason for the requested change:

It is proposed to encourage a more sustainable and economically viable alternative for the proposed development, comprising solar panel and battery systems by future owners in lieu of reticulated electricity and mobile network services (such as Starlink) in lieu of reticulated telecommunications services.

PLANNING ASSESSMENT

The change application has been assessed in accordance with section 81 of the Act. The following matters have been considered in the assessment:

- The information the applicant included with the application.
- All matters the application would have been assessed against, if it were a development application.

Matters for Assessment

To assess the change application, it is only necessary to consider those matters relevant to assessing this specific staging change. These are:

- The South East Queensland Regional Plan ('ShapingSEQ');
- The State Planning Policy;
- The existing Development Approval; and
- The assessment benchmarks in the *Lockyer Valley Planning Scheme 2024*.

ShapingSEQ and State Planning Policy

The proposed change has no impact on compliance with ShapingSEQ and will have no greater impact on state interest matters identified in the State Planning Policy, as there is no change to the approved extent of works. The proposed change remains consistent with the relevant state interests.

Development Approval

The requested change does not result in substantially different development as there is no change to the approved layout. If supported, it does require a change to Condition 18.

Lockyer Valley Planning Scheme 2024

The following Planning Scheme provisions and assessment benchmarks apply to the development:

Zone:	Rural Zone
Overlays:	• Agricultural Land Overlay • Biodiversity Overlay • Bushfire Hazard Overlay • Scenic Landscape Overlay • Steep Land Overlay

	• Waterways and Water Resource Catchment Overlay
Assessment Benchmarks	• Reconfiguring a Lot Code • Earthworks, Filling and Excavation Code • Infrastructure and Services Code • Landscaping Code • Stormwater Management Code • Transport, Access and Parking Code • Overlay codes

The proposed change would result in the development being non-compliant with AO9.1 of the Infrastructure and Services Code, which requires:

***AO9.1** Development is connected to electricity and telecommunications:
a. in an urban area or a Rural residential zone;
b. in a rural area, where within 500m of an existing reticulated supply.

Acceptable outcome AO9.1 of the Code was drafted following discussions with Energex. Specifically, advice from Energex is as follows:

Rural Electricity Supply Conditioning - Supply

Rural subdivisions which involve the creation of a lot or lots without an existing connection, should be required to have a connection to the electricity supply network, where located within 500 metres of the electricity supply network (11kV or lower). This should include boundary realignments. A boundary realignment should not reduce the number of lots previously afforded a connection to the supply network, and would only require service where located within 500 metres of a mains supply (11kV or lower).

Where additional lots are created and located in excess of 500 metres from a mains supply, connection to an alternative source of supply is supported by Energex, as these lots are generally expected to be un-serviced by potential purchasers.

The development is in a rural area, and review of electrical infrastructure mapping confirms that each proposed lot is within 500m of an existing reticulated supply. Refer to the map below which was created by Council officers but informed by Energex's publicly available infrastructure information.

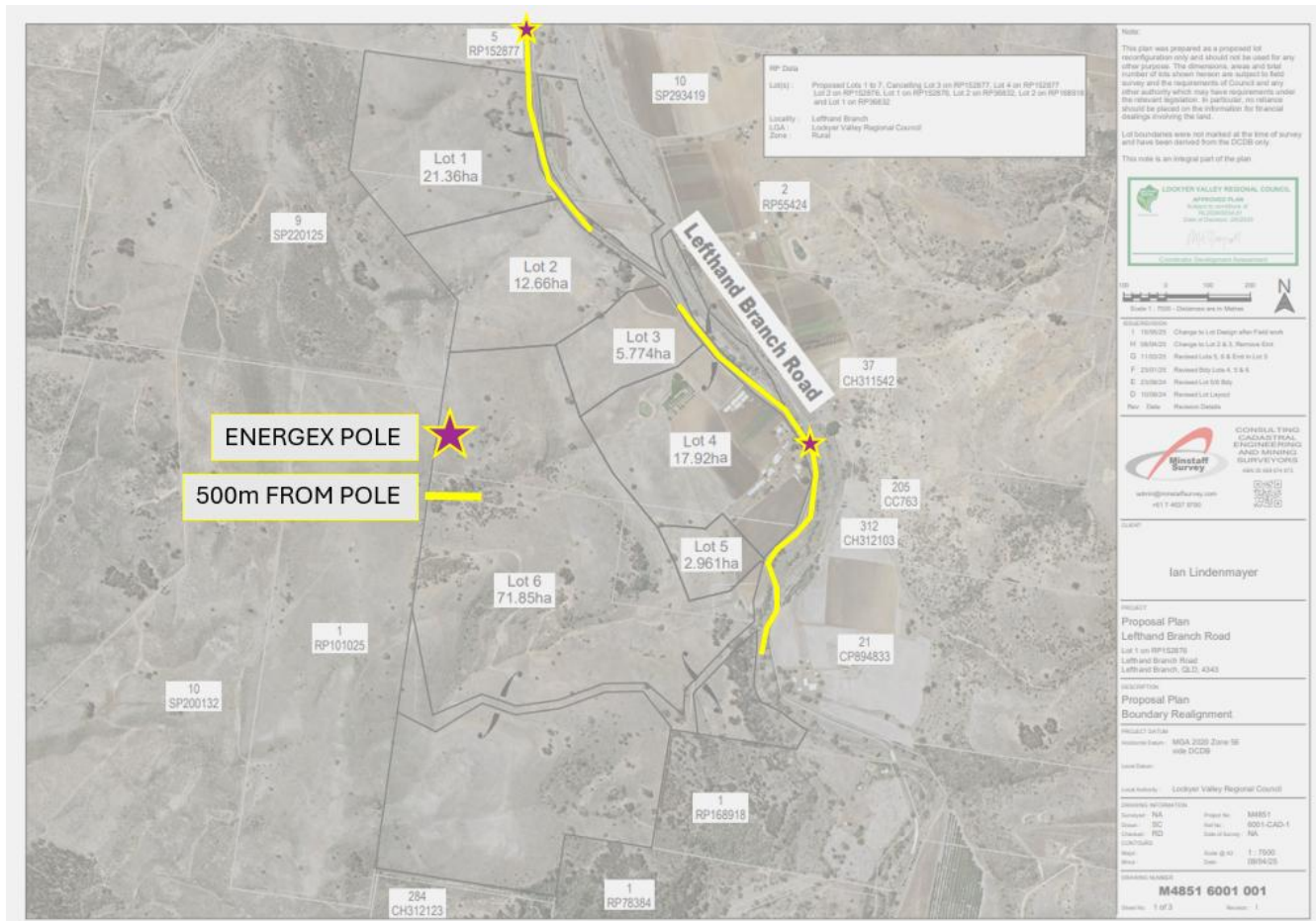


Figure 2. Available Electricity Supply. Source: [Look up and Live map | Energex](#)

Acceptable outcome AO9.1 was drafted in consultation with Energex having regard to the need to provide basic infrastructure including electricity, but also recognising the limitations of existing infrastructure. In this particular case, connection to existing infrastructure is available.

With respect to telecommunications, a review of the [NBN Rollout Map](#) identifies the land has connection via NBN Fixed Wireless only. Accordingly, no physical works are required to satisfy Condition 18 for telecommunications (provided a fixed line service is not installed by NBN between now and approval of the plan of subdivision), and the applicant is required only to provide a letter from NBN.

On the basis that Condition 18 has been applied specifically to ensure compliance with AO9.1 of the Infrastructure and Services Code, it is recommended the change application be refused and Condition 18 is retained unchanged to ensure the proposed development complies with the Planning Scheme.

Options

1. Refuse the change application in accordance with the officer's recommendation.
2. Approve the change application.

Critical Dates

A decision on the application is due to be made by 17 September 2025 in accordance with the *Planning Act 2016*.

Strategic Implications

Corporate Plan

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

Finance and Resource

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

Legislation and Policy

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

Risk Management

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

Attachments

There are no attachments for this report.

12.4 Review of Management of Flying-fox Roosts Policy

Author: Lisa Swales, Environment Project Officer
Responsible Officer: Amanda Pugh, Group Manager Community & Regional Prosperity

Purpose:

The purpose of this report is to seek Council's adoption of an updated Management of Flying-fox Roosts Policy.

Officer's Recommendation:

THAT Council adopt the Management of Flying-fox Roosts Policy (version 3), as attached to this report.

RESOLUTION

THAT Council adopt the Management of Flying-fox Roosts Policy, version 3, as attached to these minutes.

Moved By: Cr C Steinhardt **Seconded By:** Cr D Neuendorf
Resolution Number: 24-28/0411

CARRIED
7/0

Executive Summary

The Management of Flying-fox Roosts Policy has been reviewed as part of the policy review cycle under Council's Policy Framework.

The purpose of this policy is to outline the management actions that Council may undertake to reduce the impact of flying-fox roosts in the Lockyer Valley region in accordance with all relevant legislation.

Proposal

Under section 88C of the *Nature Conservation Act 1992*, a person must not interfere with a flying-fox roost. Under section 61 of the Act, local governments are permitted to interfere with flying-fox roosts within the State designated [Urban Flying-Fox Management Area \(UFFMA\)](#). Where management actions are proposed, these are required to be undertaken in compliance with one of two codes of practice:

- Code of Practice – Ecologically sustainable management of flying-fox roosts
- Code of Practice – Low impact activities affecting flying-fox roosts

The current Management of Flying-fox Roosts Policy was adopted by Council in December 2022 and is due for review by 30 September 2025.

Following a review, minor changes to the policy are recommended including:

- Definitions ordered alphabetically;
- Inclusion of a new section on Human Rights Consideration which outlines Council's commitment to respecting, protecting and promoting human rights.

- Inclusion of the following related documents:
 - Code of Practice – Ecologically Sustainable management of flying-fox roosts (2020)
 - Code of Practice – Low impact activities affecting flying-fox roosts (2020)
 - Queensland Government Flying-Fox Roost Management Guideline (2020)

The updated policy is attached to this report.

Options

1. Council adopts the Management of Flying-fox Roosts Policy as attached.
2. Council adopts the Management of Flying-fox Roosts Policy without any changes.
3. Council doesn't adopt the Management of Flying-fox Roosts Policy

Previous Council Resolutions

Council adopted a Management of Flying-fox Roosts Policy at the Ordinary Meeting on 26 April 2017.

Following review of that policy, the current Management of Flying-fox Roosts Policy and the Regional Flying Fox Management Plan were adopted by Council at the Ordinary Meeting on 14 December 2022.

Critical Dates

The current Management of Flying-foxes Roosts Policy is due for review by 30 September 2025.

Strategic Implications

Corporate Plan

Lockyer Nature - Our natural assets are valued and protected to sustain our unique rural lifestyle.

Legislation and Policy

The management of flying-foxes and their roosts is regulated by various legislation and policy including:

- *Environment Protection and Biodiversity Conservation Act 1999* (Cth)
- *Nature Conservation Act 1992* (Qld)
- Urban Flying-Fox Management Area
- Code of Practice – Ecologically sustainable management of flying-fox roosts
- Code of Practice – Low impact activities affecting flying-fox roosts
- Lockyer Valley Planning Scheme 2024

Risk Management

Environment and Community (EC1)	Environment and the community, including sustainable development, social and community wellbeing, community relationships, public health, recreation, regional profile and identity
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Consultation

Portfolio Councillor Consultation

The Portfolio Councillor, Cr Steinhardt, is aware of the review of the policy.

Internal Consultation

The policy has been reviewed by the Governance team, the Group Manager Community and Regional Prosperity and Manager Planning, Policy and Community Wellbeing.

Community Engagement

In 2022, community consultation was undertaken to inform the Management of Flying-fox Roosts Policy and the Regional Flying-Fox Management Plan. That consultation program information being sent to residents in proximity to the flying-fox roosts in Laidley, Gatton, Helidon and Murphys Creek, and a survey being conducted (available online, hardcopy and via phone). Eighteen responses were received with 50% of respondents stating they believed flying-foxes have a positive impact on the natural environment, 17% were neutral and 33% believed flying-foxes have a negative impact on the environment.

Attachments

- 1 [!\[\]\(8c4dca64662d21542001ca0ed7eeb688_img.jpg\)](#) Management of Flying-Fox Roosts Policy 2 Pages



STRATEGIC SG-18

MANAGEMENT OF FLYING-FOX ROOSTS

Head of Power

Nature Conservation Act 1992 (Qld)

Key Supporting Council Documents

Lockyer Valley Regional Council Corporate Plan (2022-2027): 3.1 Lockyer Valley's natural assets are managed, maintained and protected.

Definitions

Council	Lockyer Valley Regional Council
Council-managed land	Land which is under Council control. This includes State-owned land for which Council is trustee.
Flying-fox roost (roost)	Refers to a discrete spatial area where flying-foxes (50 or greater) congregate during the hours of 6am to 6pm, regardless of breeding or temporal status.
Regional Flying-fox Management Plan	A document which outlines the management approach/strategy for a singular roost or several related roosts in the Lockyer Valley Region and is adopted by Council.

Policy Objective

The objective of this policy is to outline the management actions that Lockyer Valley Regional Council (Council) may undertake to reduce the impact of flying-fox roosts on the community in the Lockyer Valley.

Group: Community and Regional Prosperity
Unit: Growth and Policy
Approved: Ordinary Meeting 17 September 2025
(Resolution Number 24-28/XXXX)
Date Approved: 17/09/2025
ECM: 5098066

Effective Date: 17/09/2025
Version: V3.0
Review Date: 30/09/2028
Superseded/Revoked: 3902342

Page 1 of 2

Document Set ID: 5098066
Version: 5, Version Date: 02/09/2025

Policy Statement

Council will manage flying-fox roosts with a view to balancing the community's expectations of Council, public amenity, and conservation of flying-fox species across the region.

Council's Regional Flying-fox Management Plan outlines:

1. Council's roles and responsibilities in relation to flying-fox roosts;
2. How Council will approach management of roosts; and
3. What actions may be undertaken by Council in accordance with relevant legislation.

Council may undertake the following actions:

- Monitor flying-fox roosts within the Lockyer Valley Regional Council local government area;
- Provide education and advice to residents, businesses and community users which are in proximity to a flying-fox roost, to assist with reducing the impacts of flying-fox roosts, and
- Undertake management actions at flying-fox roosts located on Council-managed land.

Human Rights Consideration

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 made by the council may engage human rights, Council will have regard to the Human Rights Act 2019 in undertaking the act or making the decision.

Relevant Legislation

Environment Protection and Biodiversity Conservation Act 1999 (Cth)

Nature Conservation Act 1992 (Qld)

Related Documents

Code of Practice – Ecologically sustainable management of flying-fox roosts (2020)

Code of Practice – Low impact activities affecting flying-fox roosts (2020)

Regional Flying-Fox Management Plan (2022)

Queensland Government Flying-Fox Roost Management Guideline (2020)

Group: Community and Regional Prosperity
Unit: Growth and Policy
Approved: Ordinary Meeting 17 September 2025
(Resolution Number 24-28/XXXX)
Date Approved: 17/09/2025
ECM: 5098066

Effective Date: 17/09/2025
Version: V3.0
Review Date: 30/09/2028
Superseded/Revoked: 3902342

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Document Set ID: 5098066
Version: 5, Version Date: 02/09/2025

13.0 INFRASTRUCTURE REPORTS

No Infrastructure Reports.

14.0 ITEMS FOR INFORMATION

GENERAL BUSINESS

THAT Council receive and note the following items for information:

14.1 - Chief Executive Officer's Monthly Report - August 2025

14.1 - Group Manager People, Customer and Corporate Services Monthly Report - August 2025

14.3 - Group Manager Community & Regional Prosperity Monthly Report - August 2025

14.4 - Group Manager Infrastructure Monthly Report - August 2025

14.5 - Councillor Portfolio Monthly Update - August 2025

Moved By: Cr A Wilson

Seconded By:

Cr C Steinhardt

Resolution Number: 24-28/0412

CARRIED

14.1 Chief Executive Officer's Monthly Report - August 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 August 2025.

This document is for Council's information only.

Executive Summary

The activities covered in this report include 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](#) CEO Monthly Report - August 2025 24 Pages



Executive Office

MONTHLY GROUP REPORT

AUGUST 2025



REGIONAL COUNCIL

HIGHLIGHTS

Flood Restoration Program Update

Expenditure incurred during and after declared events that occurred during 2021/2022, 2023/2024 and the 2024/2025 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 2024/2026 events, as at 31 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	\$58,556.82	\$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	\$ -	\$381,790.66	\$381,790.66
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	\$219,637.50	\$ -	\$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	\$ -	\$185,983.65	\$185,983.65
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	\$ -	\$686,035.22	\$686,035.22

HIGHLIGHTS CONTINUED ...

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	\$1,928,669.93	\$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	\$ -	\$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	\$ -	\$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	\$ -	\$724,436.99	\$724,436.99
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	\$39,927,874.61	\$38,894,083.90	\$851,442.82	\$37,499,252.92	\$37,745,607.82
TOTAL FOR DRFA PROGRAM	\$50,227,275.24	\$48,961,728.72	\$1,477,653.25	\$47,396,033.93	\$47,405,189.49

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 RECONSTRUCTION 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	\$68,017.14	\$ -	\$68,934.57	\$62,041.11
Flood Gauge Repairs	\$10,428.89	\$ -	\$ -	\$ -	\$ -
Bonnell Road Floodway	\$24,952.33	\$ -	\$ -	\$ -	\$ -
Unsealed Zone 10	\$1,528,674.91	\$3,246,455.26	\$298,157.59	\$2,948,297.67	\$1,571,809.26
Unsealed Zone 8	\$1,259,336.29	\$1,551,988.91	\$5,090.00	\$1,546,898.91	\$1,253,300.71
Unsealed Zone 5	\$449,859.23	\$ 932,623.23	\$111,320.37	\$821,302.86	\$246,390.86
Unsealed Zone 1	\$267,572.87	\$ 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	\$477,004.17	\$ 839,801.80	\$24,912.02	\$814,889.78	\$500,277.89
Unsealed Zone 9	\$240,759.09	\$ 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	\$6,627,394.21	\$ 12,804,090.16	\$1,214,860.29	\$11,590,147.30	\$6,219,552.17
TOTAL FOR DRFA PROGRAM	\$8,216,890.14	\$ 14,415,047.35	\$1,487,621.92	\$13,201,104.49	\$7,581,381.36

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	\$621,566.80	\$ -	\$ -	\$ -	\$ -
TOTAL FOR CDO	\$621,566.80	\$ -	\$ -	\$ -	\$ -
Zone 1	\$87,772.70	\$117,032.53	\$ -	\$ -	\$ -
Zone 2	\$95,830.95	\$144,046.37			
Zone 3	\$210,631.84	\$326,213.11			
Zone 4	\$272,563.64	\$780,364.86			
Zone 5	\$191,185.55	\$98,662.15			
Zone 6	\$239,121.46	\$568,798.44			
Zone 7	\$41,040.91	\$76,049.15			
Zone 8	\$22,837.24	\$363,827.30			
Zone 9	\$96,141.72	\$436,705.21			
Zone 10	\$235,382.84	\$1,154,613.16			
Zone 11	\$ 97.50	\$ -			
Zone 12	\$21,355.22	\$ -			
Zone 13	\$7,985.91	\$ -			
Zone 14	\$7,122.07	\$ -			
Zone 15	\$51,776.75	\$47,583.22			
Zone 16	\$1,730.10	\$ -			
Zone 17	\$7,178.24	\$ -			
Zone 18	\$3,511.65	\$ -			
All Zones	\$235,089.02	\$ -			
TOTAL FOR EMERGENT WORKS	\$1,828,355.31	\$4,113,895.50	\$ -	\$ -	\$ -
TC Alfred - IRW - Laidley Footpath Pavers	\$38,432.61	\$37,571.00	\$ -	\$ -	\$ -
TOTAL FOR REPA	\$82,618.66	\$4,113,895.50	\$ -	\$ -	\$ -
TOTAL FOR DRFA PROGRAM	\$2,570,973.38	\$8,265,362.00	\$ -	\$ -	\$ -

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.

Internal Audit Update – Delivery of Council's Internal Audit Plan

Council has engaged O'Connor Marsden and Associates (OCM) to conduct all audits identified on 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.	Review completed and report endorsed by the ARMC on 28 August 2025 – tasked for completion.
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.	A revised draft report has been received for management response. The report will be presented to the December ARMC meeting.
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.	Fieldwork has commenced on this review and site meetings will be conducted in the first half of September 2025.
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.

BUSINESS IMPROVEMENT & STRATEGY CONTINUED...

Audit Register Status Update

There are currently 44 audit recommendations on the Audit Register to be actioned, none of which are high risk. Of these 44 audit recommendations, 4 have been identified on the register for monitoring purposes.

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	1	0	3
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	9	6
Conflict of Interest Management Review NEW	6		2	4	0
External Audit Items	15	0	3	2	10
Total	90	0	19	21	50

Corporate Risk Management Update

An initial draft of the combined Corporate Risk Management Policy and Risk Appetite document was completed 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 (completed)	Step two (in progress)	New Proposed step three	Step three	Step four	Step five (subject to timing)	Step six
Draft combined Risk Management Policy and Risk appetite/tolerance document.	Review draft with technical content experts (individual meetings)	Review and workshop draft document with Managers and Principals	Review and workshop draft document with Executive Leadership Team	Undertake a standalone Workshop with Council to determine risk appetite/tolerance with Council	Present draft combined policy/statement to ARMC for review and endorsement	Present document to Council for adoption.

Meetings with the relevant technical content experts within the organisation have been scheduled and to date 4 sessions have been completed. All feedback from these sessions will be provided to ELT and Council to enable an informed decision to be made on Council's risk appetite and tolerance for each category of risk.

BUSINESS IMPROVEMENT & STRATEGY CONTINUED...

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:

Business Continuity and Crisis Management Project Deliverables		
Project Objective	Current Status	
Business Continuity and Crisis Management Policy	Adopted by Council 20 August 2025	
Business Continuity and Crisis Management Framework	Framework approved by CEO 14 August 2025	
Business-Critical Function Matrix (Appendix to Framework)	Listing workshopped with Council and approved by CEO as part of the Framework	
Business Continuity Response and Recovery Plans	ICT Response and Recover Plan	Under development - currently with OCM.
	Crisis Communication Plan	Currently under development
	Facility Response and Recovery Plan	To be developed. Advice requested from LGMS for a guiding document to develop as part of the Gatton Admin Building Roof Replacement Project.
	Business-Critical Function BCP's	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. Source page to be developed to provide tools and guidance to the organisation on Business Continuity and Crisis Management.	

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.

Work continued on the development of Council's Annual Report for the 2024-2025 financial year.

A draft Annual Report 2024-25 outline document was distributed this month to Council Officers to complete their relevant content contributions. Key achievements and stats have also been sourced from the organisation to develop the key highlight infographics which are capture throughout the report. Council's Communication team are also refreshing the regional overview and introduction section of the Annual Report.

PROCUREMENT

PROCUREMENT PROJECTS AS AT 31 AUGUST 2025

Group			
Infrastructure Delivery	June 2025	July 2025	August 2025
LVRC-24-095 Laidley Cultural Centre Kitchen Upgrade	Procurement process on hold until end of August	Procurement process on hold until end of August	Finalisation of documents for release of Request for Quote in September
LVRC-24-098 LVSAC Pool Heating Replacement	Awarded to NRG Electrical (Qld)		
LVRC-25-028 Supply and Delivery Tractor and Slasher		Sourcing of Quote (RFQ) – opened 23/07/2025	Evaluation of RFQ – closed 06/08/2025
LVRC-25-030 Passenger Vehicle - Nissan X-Trail		Awarded to Gatton Auto	
LVRC-031 Passenger Vehicle – Isuzu MUX		Sourcing of Quote (RFQ) opened 16/07/2025 Evaluation of RFQ – closed 24/07/2025	Awarded to Black Truck & Ag Gatton
LVRC-25-032 Truck and Trailer (2 x Truck & Dog Trailers)		Planning for procurement process	Planning for procurement process
LVRC-25-042 Bitumen Reseal 2025-26			Planning for procurement process
LVRC-25-043 Asphalt Resurfacing & Correction 2025-26			Planning for procurement process
LVRC-25-044 Pavement Preparation Works 2025-26			Planning for procurement process
LVRC-25-047 Gatton Hire Hall Stage Lift			Planning for procurement process
LVRC-25-052 Fairways Drive, Hatton Vale Footpath			Planning for procurement process
Infrastructure – Asset Management	June 2025	July 2025	August 2025
LVRC-25-018 Drainage Design Works at 6 Mountain Road, Laidley and 5 Anthony Court, Summerholm	Awarded to HARO Civil Engineering		
LVRC-25-051 Grading Program			Planning for Procurement Process
Infrastructure – Operations	June 2025	July 2025	August 2025
LVRC-24-045(1) Supply and Delivery of Quarry Products - Year 1 Refresh	Sourcing of Tender (RFT) – opened 30/06/2025	Evaluation of RFT – closed 21/07/2025	No Award
LVRC-25-045 Motorpass (WEX Australia)	Planning for Procurement Process	Planning for Procurement Process	Awarded to WEX Australia via State Govt Panel
LVRC-25-036 Culvert & Drainage Repairs		Sourcing of Quote (RFQ) – opened 23/07/2025	Evaluation of RFQ – closed 07/08/2025

PROCUREMENT CONTINUED...

Infrastructure – Design	June 2025	July 2025	August 2025
LVRC-25-022 Technical Coordinator Services - Scenic Valleys Regional Roads and Transport Group		Planning for Procurement Process	Sourcing of quote (RFQ) – opened 13/08/2025
Community Facilities	June 2025	July 2025	August 2025
LVRC-24-102 Fire Equipment and Maintenance Services		In planning for procurement process	Request for Quote (RFQ) released via State Govt Panel on 22/08/2025
LVRC-25-011 Security Services	Planning for release of Request for Tender (RFT) in July 2025	Sourcing of Tender – opened 11/07/2025	Evaluation – RFT closed 01/08/2025
LVRC-25-012 Sanitary and Nappy Bin Service	Planning for procurement process	Planning for procurement process	Finalisation of documents for release of Request for Quote in September
Community and Wellbeing	June 2025	July 2025	August 2025
LVRC-24-108 Vegetation & Pest Management Panel	Evaluation – Request for Tender (RFT) closed 04/04/2025	Evaluation – RFT closed 04/04/2025	Awarded 01/08/2025 to commence 01/09/2025
	Awarded to: 2K Pasture Management & Consulting; Biodiversity Aust P/L; CGB Environmental; ECollaboration; Environmental Management Unit P/L; Evolve Environmental Solutions P/L; Invasive Plant & Animal Serv P/L; Pest Animal Management QI P/L; ReconEco P/L; Redleaf Projects P/L; Sports Turf Serv P/L; Sams Tree Serv; Aust Environmental L-scapes P/L; Treebiz; All Terrain Earthworks; Treescape Aust P/L; Yarramine Environmental.		
Executive Office	June 2025	July 2025	August 2025
LVRC-24-052 Corporate Uniforms	Evaluation – Request for Tender closed 10/06/2025	Awarded as follows - Separable Portion 1 Corporate Uniforms - Infinity Workwear, Separable Portion 2 Field Uniforms - Taylor Safety	
Governance and Property	June 2025	July 2025	August 2025
LVRC-25-024 Lease 20 Christopher St, Grantham	Planning for procurement process	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	Planning for procurement process
Growth and Policy	June 2025	July 2025	August 2025
LVRC-25-027 Laidley Flood Mitigation Project - Community Consultation Phase		Awarded to Infinitum Partners Pty Ltd	
Organisational Development and Payroll	June 2025	July 2025	August 2025
LVRC-25-029 EAP Services		Sourcing supplier on a State Govt panel	Awarded to Telus Health
Parks, Recreation and Cemeteries	June 2025	July 2025	August 2025
LVRC-24-065 Jean Biggs Park Upgrade	Awaiting Request for Tender (RFT) documentation	Documentation review	Documentation review

PROCUREMENT CONTINUED...

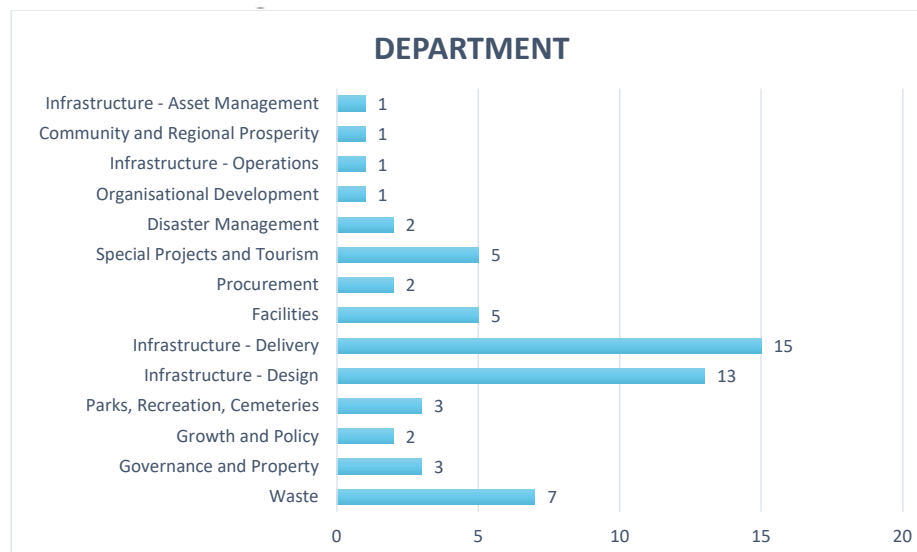
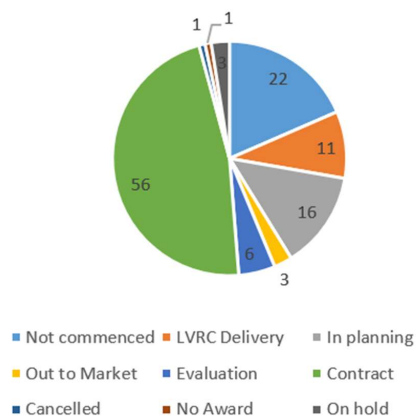
LVRC-25-037 Pre-Digging of Graves		Planning for procurement process	Sourcing of quotes (RFQ) – opened 15/08/2025 Evaluation – RFQ closed 29/08/2025
Special Projects and Tourism	June 2025	July 2025	August 2025
LVRC-24-122 LVSWSS Phase 2 - Estimator/QS	Awarded to ECS - Estimating & Construction Support Pty Ltd		
LVRC-25-017 LVSWSS Phase 2 - Regulatory Pricing	Sourcing of Quote (RFQ) – 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	
LVRC-25-039 Expression of Interest - Public Art			Expression of Interest opened 25/08/2025
LVRC-25-049 Forest Hill Silo Mural Artist			Planning for procurement process
Waste Services	June 2025	July 2025	August 2025
LVRC-25-046 Green Waste Mulching	Planning for Procurement Process	Planning for Procurement Process	Request for Tender documents in progress
LVRC-24-037 Mattress Recycling	In negotiation to vary the Facilities Supervision Contract	In negotiation to vary the Facilities Supervision Contract	LVRC-24-017 - Facilities Supervision Services – Deed of Variation completed
LVRC-25-006 Recyclables Process Services	Sourcing of Tenders (RFT) – opened 27/06/2025	Evaluation – RFT closed 28/07/2025	Evaluation of RFT in progress
LVRC-25-014 Gatehouse Software	On hold until July 2025	Planning for procurement process recommenced	Planning for procurement process
LVRC-25-023 Installation of Leachate Interception Trench, Gatton Landfill	Sourcing of Quote (RFQ) – opened 17/06/2025. Evaluation – RFQ closed 27/06/2025	Awarded to KemJay Earthmoving Pty Ltd	
LVRC-25-026 Agricultural Plastic Collection	In planning	In planning	In planning

PROCUREMENT CONTINUED...

CURRENT PROCUREMENT SCHEDULE

PROCUREMENT STAGE AS AT 31 AUGUST 2025	
Not commenced	22
LVRC Delivery	11
In planning	16
Out to Market	3
Evaluation	6
Contract	56
Cancelled	1
No award	1
On hold	3

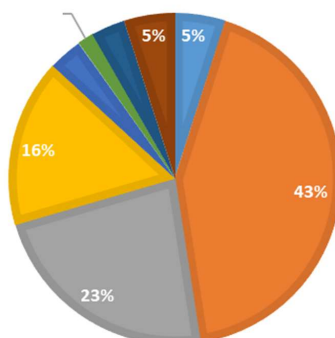
PROCUREMENT STAGE AS AT 31 AUGUST 2025



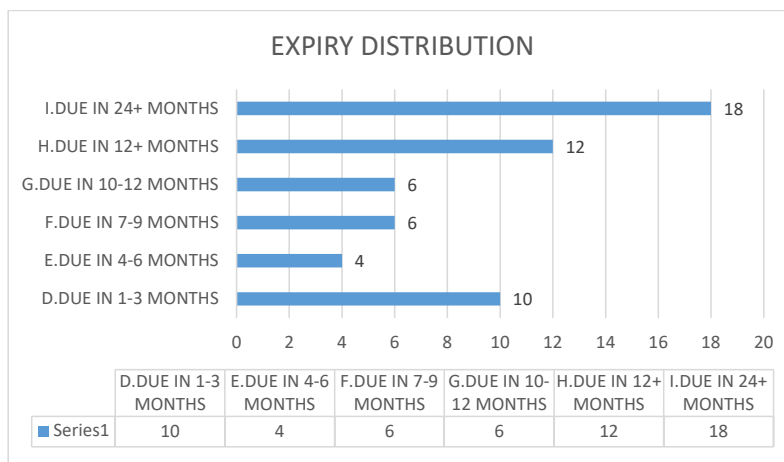
PROCUREMENT CONTINUED...

CONTRACT TYPE

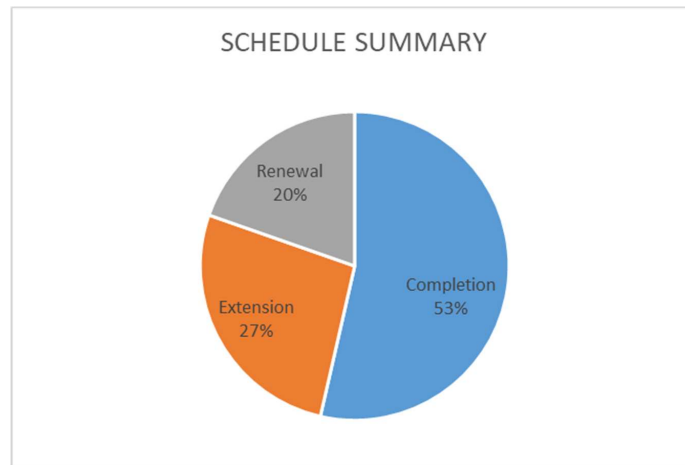
Revenue Quote Tender Local Buy
State Govt Panel Qfleet EOI LVRC Panel



FORWARD PROCUREMENT SCHEDULE



PROCUREMENT CONTINUED...

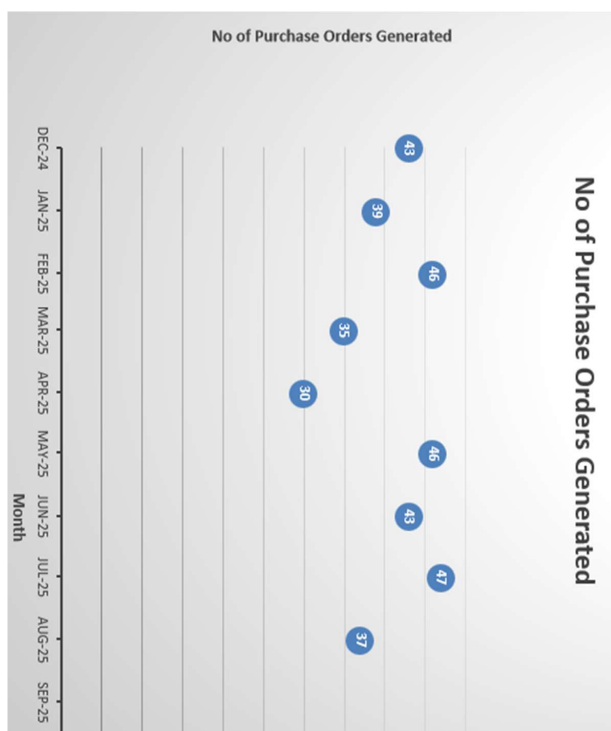


Stores Data as at 31 August 2025

OVERALL PURCHASING DATA	June 2025	July 2025	August 2025
No of Purchase Orders Generated	43	47	37
Total Value of Purchase Orders Generated	\$224,068.00	\$299,512.00	\$160,439.00
Total Value of Largest Spend to a Single Supplier	\$127,022.00	\$150,700.00	\$102,980.00
INVENTORY DATA	June 2025	July 2025	August 2025
No of New Items Added	6	6	11
No of Items made Inactive	0	0	0
No of items re-activated	2	2	2
Total Number of Inventory Items	1438	1446	1459
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		
AUGUST TOP FIVE SUPPLIER SPEND TOTALS (LARGEST \$ TO LEAST \$)			
OCWEN ENERGY	\$102,980.00		
BORAL CONS	\$17,880.00		
JNL INDUSTRIES	\$6,867.00		
CASTROL	\$6,155.00		
HASTINGS DEERING	\$4,655.00		

PROCUREMENT CONTINUED...

Total Value of Purchase Order Generated									
DEC-24	\$182,351.00	\$186,402.00	\$189,981.01	\$197,579.00	\$356,198.00	\$208,470.00	\$224,068.00	\$299,512.00	\$160,459.00
JAN-25									
FEB-25									
MAR-25									
APR-25									
MAY-25									
JUN-25									
JUL-25									
AUG-25									



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

	19 MEDIA RELEASES	5 PAID ADVERTS
Compared to August 2024, Council has had a DECREASE of 5 media releases and an INCREASE of 4 paid adverts.		

Media Enquiries

7 RADIO	1 TV	5 PRINT	7 OTHER
Compared to August 2024, Council has had an INCREASE of 4 media enquiries.			

Online Engagement

	28 FACEBOOK POSTS Top performing post: Public Auction – Shetland Ponies Reach: 22,938 Reactions: 44 Shares: 50 Comments: 107 Compared to August 2024, Council has had a DECREASE of 14 Facebook posts.
	11 INSTAGRAM POSTS Top performing post: Lockyer Libraries – Book Week Reach: 354 Reactions: 25 Shares: 0 Comments: 1 Compared to August 2024, Council has had a DECREASE of 4 Instagram posts.
	11 X POSTS Top performing post: Citizenship Ceremony Reach: 72 Reactions: 3 Shares: 1 Comments: 0 Compared to August 2024, Council has had a DECREASE of 9 X posts.
	7 LINKEDIN POSTS Top performing post: Work for Council – Various Positions Reach: 1,186 Reactions: 43 Shares: 10 Comments: 3 Compared to August 2024, Council has had an INCREASE of 5 LinkedIn posts.

1 PAID SOCIAL MEDIA CAMPAIGN

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

Total Reach: 25,784
 Total Engagement: 218
 Total Link Clicks: 46
 Total Investment: \$100

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. Current Vacancies
2. Flood Cameras
3. Council News

12,716 TOTAL ACTIVE USERS 56.35% ENGAGEMENT RATE



Compared to July 2024, Total Active Users has **DECREASED** by **1674** users, with the Engagement Rate also **DECREASING** by **2.67%**.

Corporate Design

24 PROJECTS 54 DESIGNS

Compared to August 2024, Council has had a **DECREASE** of **2** projects, and a **DECREASE** of **10** separate designs.

5 PHOTOSHOOTS

Compared to August 2024, Council has had a **DECREASE** of **3** photoshoots.

0 INTERNAL 3 EXTERNAL

Compared to August 2024, Council has had the same number of **internal videos** and a **DECREASE** of **6** external videos.

Corporate Fixed VMS Sign



2 VMS ACTIVATIONS

- Disaster Preparedness – Bushfire Season
- Queensland Road Safety Week 2025

Council News

TOP 3 READ ARTICLES

1. FOGO Trial Ends
2. 2025-26 Budget Adopted
3. Council Seeks New Land Valuation

1406 subscribers

79.23% open rate

33.21% interaction rate (people who clicked multiple links)

Compared to the July–August 2024 edition, there has been an **INCREASE** of 47 subscribers, a 0.77% **DECREASE** in the open rate, and a 11.79% **DECREASE** in the interaction rate.

DISASTER MANAGEMENT

Corporate Plan Action - Disaster Management Framework development and implementation

Current review of the Disaster management framework is underway which will provide currency to the document.

Community Education, External Engagement & Partnerships



C2C Pilot

The Principal Disaster Management (PDM) participated in the Local Government Association of Queensland (LGAQ), Council to Council (C2C) Pilot in partnership with the RACQ Foundation. The PDM travelled to Far North Queensland touring and exercising the C2C concept with the local government areas (LGA's) of Cairns, Douglas, Mareeba, Cassowary Coast and the Yarrabah Aboriginal Council as they hosted daily tours of their respective LGA's.

These tours of the individual LGA's provided an overview of their Hazard and Risks and highlighted the ongoing (betterment) works to fix the impacts of Ex TC Alfred on the LGA'S.

An identified common impact was the provision of water supply infrastructure and the impact that the Ex Tropical Cyclone had on those facilities.

Learnings from this tour have been beneficial, apart from the collaboration with the relevant local Disaster Management Officers (DMO), the exposure to their operating systems and procedures and response capabilities have been valuable. Learnings have identified areas of value to those LGA's which have promoted further conversations between our Disaster Management Unit and that of those relevant LGA's and DMO's to enhance our capability in Planning Preparation Response and Recovery.

The second week of the C2C Pilot moved 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 DMO participated in the tour of the Redlands Council LGA to learn more of the specific risks associated Redlands.

On the Thursday of that week, Lockyer Valley Regional Council hosted the tour and showcased our current facilities and DM capability and capacity, and our identified Hazards and Risks. A regional tour was conducted throughout the Valley providing a hands-on experience viewing of the Lockyer Valley.

QPS Disaster Management Stakeholder Engagement Workshop

Disaster Management stakeholders from the Lockyer Valley, Ipswich, Somerset, Toowoomba and Western Downs regions participated in a workshop run by Queensland Police Service, to inform updates to the Queensland Disaster Management Doctrine and Guidelines.

Community Engagement and Disaster Resilience through Get Ready Funding

Get Ready Queensland held an online workshop for Disaster Management Officers across Queensland to discuss the use of Get Ready funding for community engagement and disaster resilience building activities. It was a practical and collaborative event that discussed how long-term resilience can be built. The workshop included:

- Best-practice approaches for engaging communities for disaster preparedness.
- Identifying ways to reach and support vulnerable communities.
- How to balance broad campaigns and targeted engagement.

Training & Exercises

Local Disaster Coordination Centre Incident Management System

DISASTER MANAGEMENT CONTINUED...



Council's Disaster Management Officer attended an event facilitated by the Incident Management System provider used in the Local Disaster Coordination Centre (LDCC). The event included training in new features and presentations by Disaster Management Officers from other Council's on their use of the system and best practice. As a result of the event, several additional uses have been identified for application in the Lockyer Valley LDCC.

Queensland Disaster Management Arrangements and Disaster Management Planning Training

Under the Queensland Disaster Management Training Framework, Queensland Disaster Management Arrangements (QDMA) and Disaster Management Planning training is a requirement for Local Disaster Management Group members. To ensure our members have the training required, the Queensland Police Service Emergency Management Coordinator, facilitated the required training session. Information covered included:

- the role of disaster management group members in both the QDMA and the planning process
- the requirements for plans in accordance with the *Disaster Management Act 2003*
- how disaster risk management informs the planning process

Local Disaster Management Group



The next LDMG meeting is scheduled for Thursday 2 October 2025. The theme for this upcoming meeting is Seasonal Briefing and Arrangements.

Flood Intelligence System



Bureau Flood Warning Infrastructure Network Acquisition Program

The second round offers for acquisition and transfer rain and rain/river height gauges from within the established Flood Warning Infrastructure Network (FWIN) has been accepted and signed off.

State Emergency Service (SES) Monthly Report



The Lockyer Valley SES currently has 32 active members with one member on leave, five probationary members and three prospective members who have submitted paperwork. Active members for each group:

- Forest Hill – 8
- Gatton – 17
- Laidley – 7

SES had one activation for the reporting period which required tarping of a residence.

The Lockyer Valley SES Unit continues to demonstrate strong operational readiness and a proactive approach to community safety through consistent training, planning, and response activities. While community engagement was limited during this reporting period, the upcoming schedule reflects a robust commitment to capability development and public outreach.

At the annual State SES Awards day, Christine Rock, Forest Hill Group Leader was nominated as Trainer of the Year for the SES Southwest Region. Her dedication and professionalism have been identified and acknowledged at the Regional level and also at the Annual Awards ceremony held in August by the State.

DISASTER MANAGEMENT CONTINUED...

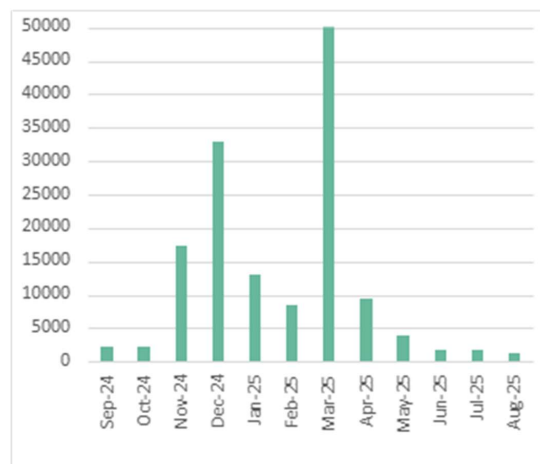


The unwavering dedication of the volunteer members, whose time, effort, and enthusiasm remain the backbone of the unit's success is acknowledged. Their participation in diverse training exercises, planning sessions, and operational activities, often outside regular hours, exemplifies the spirit of service and teamwork that defines the SES. Their commitment ensures the Lockyer Valley SES Unit remains prepared to respond effectively to emergencies and support the community when it matters most.

Disaster Dashboard

With no severe weather events, views of the Disaster Dashboard remain low for the month of August.

The community is consistently encouraged to save the Disaster Dashboard web page to their devices to ensure quick and easy access when needed.



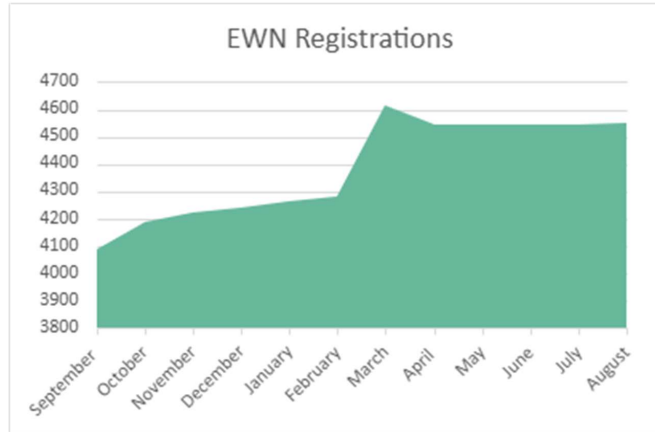
Early Warning Network

During the month of August, no warnings or severe thunderstorm warnings were sent to subscribers.

Early Warning Network subscription numbers remain stable with membership currently at 4548.

DISASTER MANAGEMENT CONTINUED...

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



COMMUNITY DEVELOPMENT & ENGAGEMENT

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



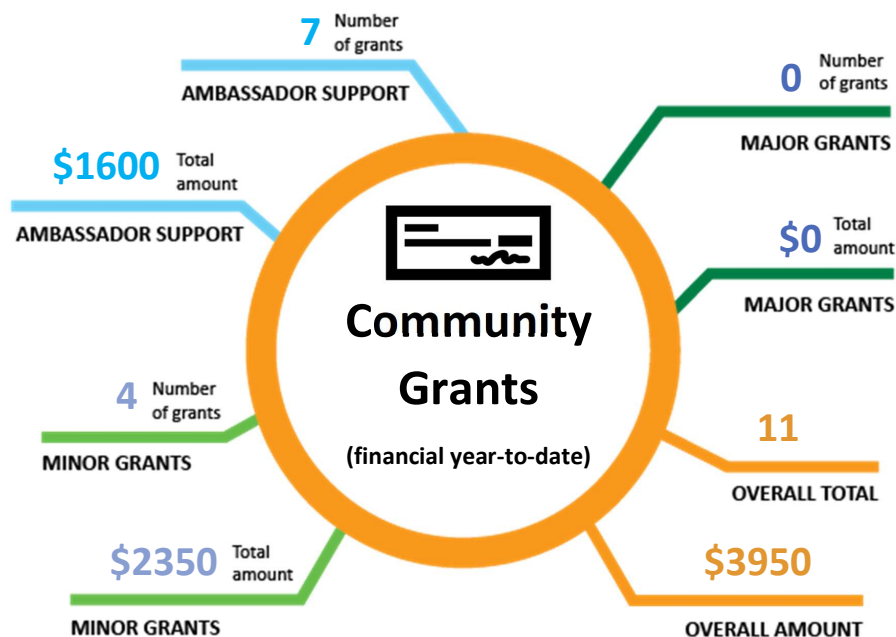
11 projects received engagement support in August which may include planning for future consultations, or analysing and applying results of recent or previous consultations:

- Local Heritage Study
- Lake Apex Public Art Project
- Gatton Shire Hall Roof Works
- Gatton Showgrounds Roof Works
- Gatton Administration Building Roof Works
- Laidley Flood Mitigation Plan
- John Street South Rehabilitation
- Lake Apex Carpark Entrance Works
- Railway and Crescent Streets Roundabout Works
- Fairway Drive Roadworks
- Gerhke Road and Endeavour Way Roadworks

Councillors and Council Officers attended a **Council Pop-Up** stand at the Lockyer Valley Festival of Cultures on 3 August. The pop-up resulted in good engagement from the community and meaningful conversations regarding topics such as disaster preparedness and waste management. The next Council Pop-Up is scheduled for Friday 12 and Saturday 13 September at the Laidley Spring Festival.

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.



COMMUNITY DEVELOPMENT & ENGAGEMENT CONTINUED...

Newsletters			
 Community Connect Newsletter		 On the Ball Newsletter	
198	58.42%	47	Newsletter not issued in August.
Number of subscribers	Open rate (industry average < 25%)	Number of subscribers	Open rate (industry average < 25%)
TOP THREE ARTICLES		TOP THREE ARTICLES	
1	Older Persons Network Meetings	Data not available.	
2	Council News Newsletter		
3	Council's Major Community Grants		

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



- The **Lockyer Valley Festival of Cultures**, hosted on 3 August 2025 at Littleton Park, was a vibrant celebration of our region's rich cultural diversity. Organised by the Community Engagement Team in partnership with local groups and supported by the Queensland Government through the *Celebrating Multicultural Queensland* grant program, the event fostered intercultural connections through food, performances and storytelling. With approximately 1000 attendees, it showcased the richness of the many cultures that call the Lockyer Valley 'home'.



- Council Officers organised **flood debris removal** works at three local rural properties and State road reserve. The works are jointly funded through the Commonwealth-State *Disaster Recovery Funding Arrangements* and had to be completed by the end of August 2025.

COMMUNITY DEVELOPMENT & ENGAGEMENT CONTINUED...



- A Council Officer attended the **“EMERGE Women in Sport”** event at Faith Lutheran College on 27 August, supported by funding from the Australian Sports Commission’s *Play Well Participation Fund*. The event engaged female students from local high schools through sport-focused workshops, and a Queensland Academy of Sport athlete was engaged as a guest speaker. Council also delivered a workshop on inclusive sport, referencing the Play Well Participation Strategy. Student feedback was collected to inform future programming and funding opportunities.
- A Council Officer coordinated a **“Play Well” activation** at the Festival of Cultures on 3 August, also supported by the Australian Sports Commission’s *Play Well Participation Fund*. Football Queensland and Gatton Rugby Club facilitated community engagement through small-sided games. Approximately 50 participants took part, with feedback gathered to inform future initiatives for Council and partner organisations.

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 August:

- Monday 18 to Friday 22 August - Queensland Road Safety Week (yellow)
- Thursday 28 August - Red Nose Day (red)

14.2 **Group Manager People, Customer and Corporate Services Monthly Report - August 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 August 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 August 2025.

Proposal

That this report be received and noted.

Attachments

1 [📄](#) Monthly Group Report - People Customer and Corporate Services - August 2025 9 Pages



People, Customer and Corporate Services

MONTHLY GROUP REPORT
AUGUST 2025



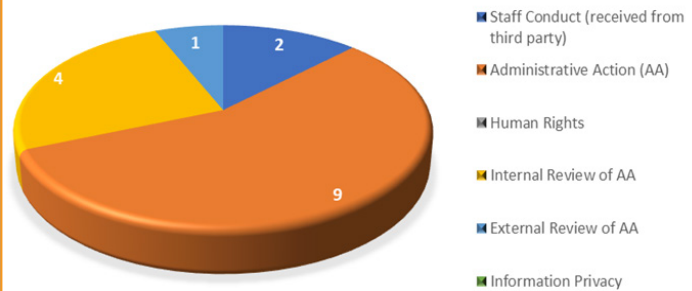
PEOPLE, CUSTOMER AND CORPORATE SERVICES

GOVERNANCE AND PROPERTY

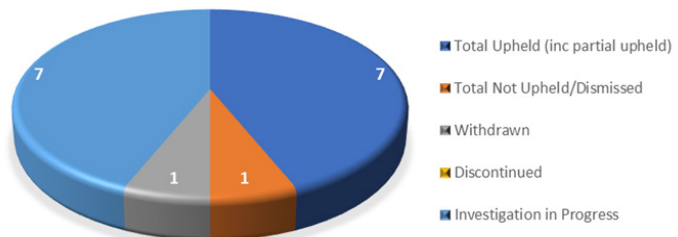


Below is an overview of complaints received through Council's Complaints Management System for the 2024/2025 financial year to the end of August 2025.

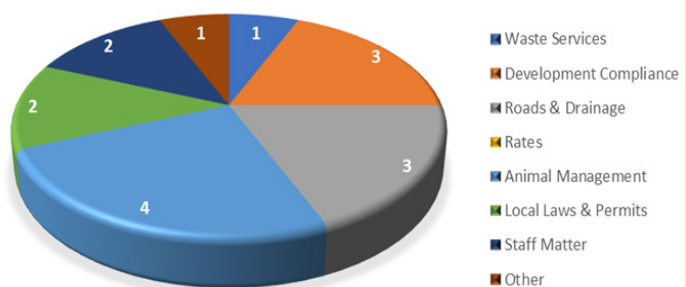
OVERVIEW OF TYPES OF COMPLAINTS 2025/26



COMPLAINTS BY STATUS FOR 2025/26

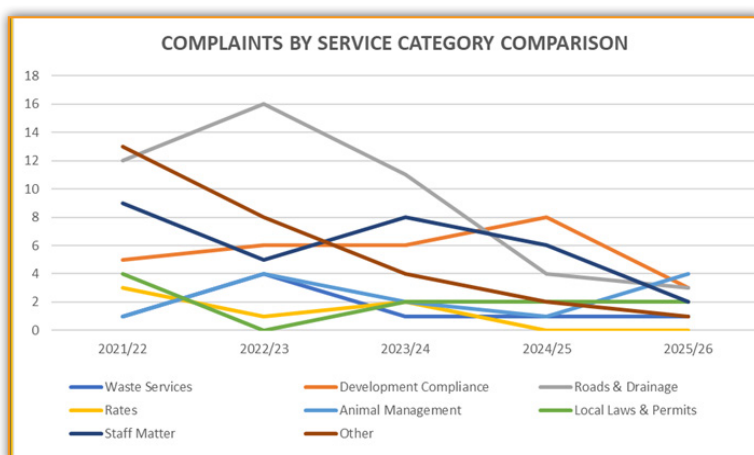
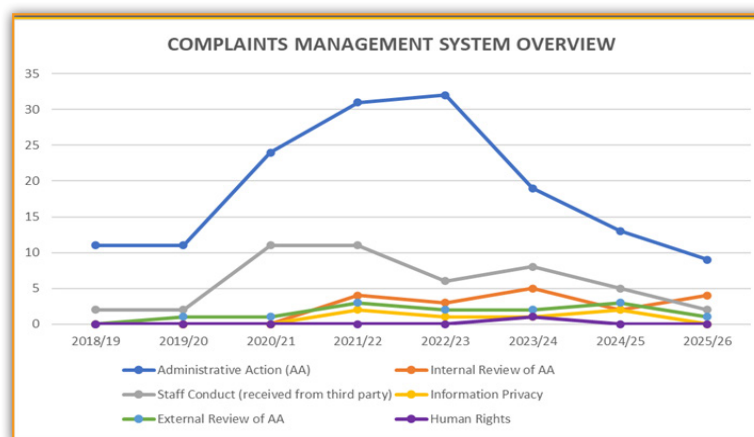


COMPLAINTS BY SERVICE CATEGORY 2025/26



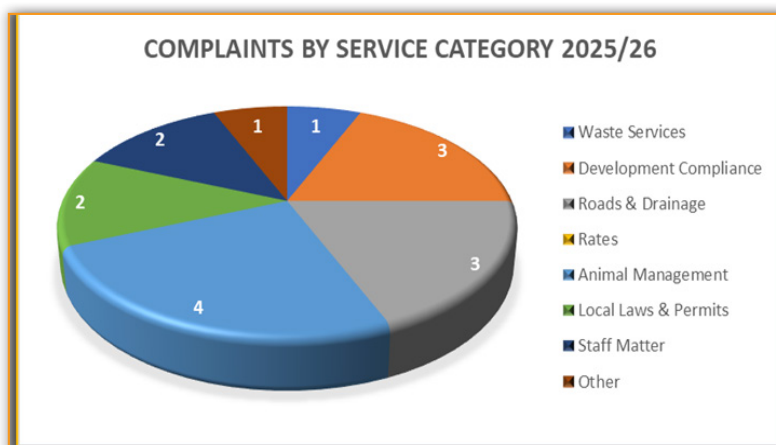
GOVERNANCE AND PROPERTY

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



POLICY REGISTER UPDATE

The following chart provides information on the status of Council's Policies, Procedures and Guidelines as at the end of August 2025.

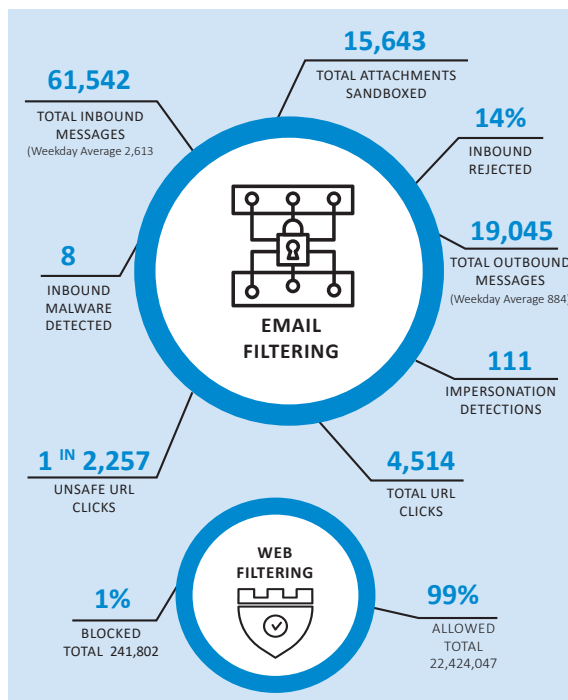


INFORMATION COMMUNICATION TECHNOLOGY

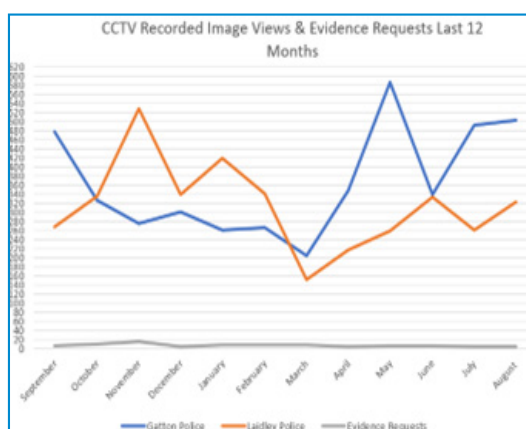
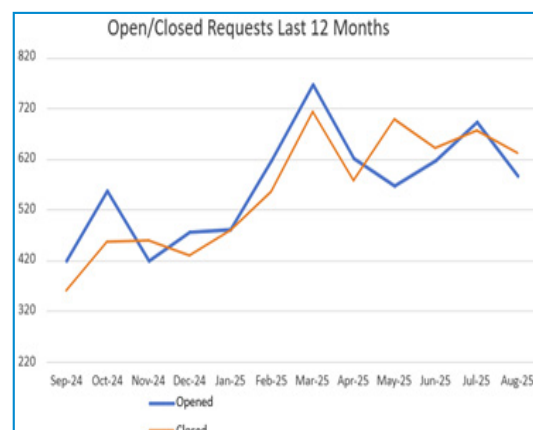
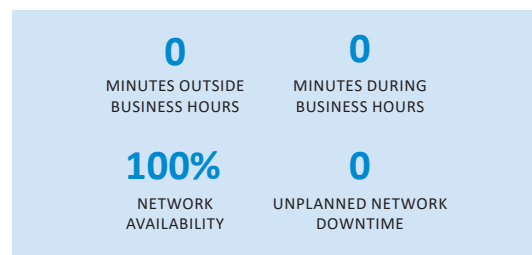
ICT Update

Council utilises an ICT Steering Committee to provide governance oversight of the ICT Branch. The purpose of the ICT Steering Committee is "To provide independent advice on projects that include an ICT component, ensuring alignment with business requirements and deliverables in the corporate and operational plans." The committee meets quarterly with membership consisting of the Chief Executive Officer (CEO), Chief Financial Officer (CFO), Group Manager People, Customer and Corporate Services (Chair), Group Manager Community and Regional Prosperity (Deputy Chair), Group Manager Infrastructure, Councillor with Information Technology Portfolio – Elected member representative, Manager Information Communication Technology, Chief Information Security Officer, and an External Advisor. The committee last met on the 7th August 2025 and authorised changes to the Cyber Security Strategy, TechnologyOne Strategy, Multi Year Security Assurance Program, and reviewed the outcomes of the security assurance testing completed this year to date.

EMAIL AND WEB PROTECTION



NETWORK PERFORMANCE



PEOPLE AND CUSTOMER EXPERIENCE

ORGANISATIONAL DEVELOPMENT AND PAYROLL

FULL TIME EQUIVALENT POSITIONS

 **299**

NUMBER OF EMPLOYEES

 **325**

AVERAGE TIME TO HIRE

 **30**
DAYS

EARLY TURNOVER RATE

 **9%**

ABSENTEEISM RATE

 **4%**

TRAINING EVENTS

 **36**

TRAINING PARTICIPATION RATE

 **76%**

RECRUITMENT CAMPAIGNS

15
ACTIVE
CAMPAIGNS

ADVERTISEMENT STAGE

- Council Business Officer
- Grants Support Officer
- Senior Pest Management Officer

PRE-EMPLOYMENT SCREENING

- Senior Asset Engineer (Drainage)
- Principal Infrastructure Planning and Asset Management
- Principal Growth and Policy
- Civil Engineer
- Asset Engineer
- Landfill Plant Operator
- Labourer (Infrastructure Operations)

PANEL DELIBERATIONS

- Team Leader (Infrastructure Operations)
- Labourer (Infrastructure Operations)

SHORTLISTING STAGE

- Principal Business Improvement
- Business Analyst
- Cyber Security Officer

CORPORATE TRAINING

- Disaster Management Training – Introduction to Disaster Coordinator Centres (Module 1)
- Disaster Management Training – Queensland Disaster Management Arrangements
- Disaster Management Training – Queensland Disaster Management Arrangements Overview
- Governance Compliance Training – Authorised Person, Local Government Worker
- Governance Compliance Training (Mandatory) – Conflict of Interest, Fraud and Corruption, Gifts, Good Decisions, Human Rights, Introduction to Legislative Compliance, Public Interest Disclosures
- Information Management Compliance Training – Public Records Act 2023
- Internal Compliance Training (Mandatory) – Corporate Induction, Employee Code of Conduct, Workplace Bullying and Harassment
- Leadership Development Programme – Workshops 1 (Leadership at Work) & 2 (Self-Awareness and EQ)
- Nationally Recognised Certificate – Conduct Backhoe / Loader Operations (LB), Conduct Tracked Front End Loader Operations, Conduct Self-Propelled Compactor Operations (LB), Operate a Boom Type Elevating Work Platform, Operate Elevating Work Platform, Work Safely at Heights
- Safety Compliance Training (Mandatory) – Drug and Alcohol Awareness, Emergency Evacuation Course: General Evacuation, Fire Awareness and Extinguisher, Work Health and Safety Induction
- Safety Compliance Training – Fire Warden (Emergency Control Team)
- Traffic Management – Implement Traffic Management Plans, Working in Proximity to Traffic Awareness Part 1 & Part 2
- Verification of Current Competency – Backhoe, Self-Propelled Compactor, Tracked Front End Loader, Wheeled Front End Loader

INFORMATION MANAGEMENT

PROJECT UPDATES

DISPOSAL OF PHYSICAL RECORDS

The project continues with the assessment and disposal of Council records and during the month, the IM team scanned, registered or audited 855 files and documents that allows for the destruction of the physical records.

During August, 18 cartons 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

	August 2025	Year to date
Mail/Email items processed	2,207	16,224
Requests for files/boxes	21	225
Name and address register audits	25	559

RIGHT TO INFORMATION APPLICATIONS

	2025	2024	2023	2022	2021	2020	2019
Number of applications received	4	8	13	9	14	10	2



CUSTOMER EXPERIENCE

BUSINESS HOURS

CALLS RECEIVED

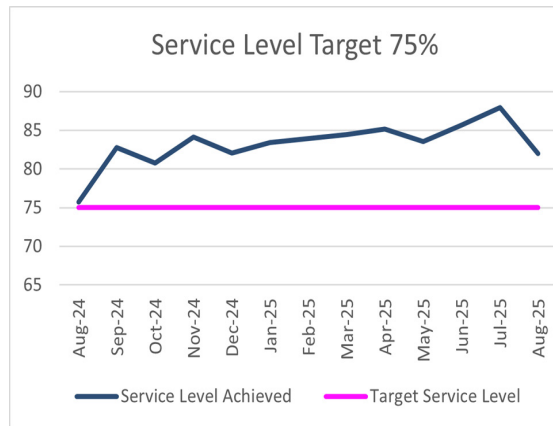
2,218 Decrease of 76 calls from last month.

AVERAGE HANDLING TIME

5:22 MINUTES Increase of 14 seconds from last month.

SERVICE LEVEL

82%



OUT OF HOURS

CALLS RECEIVED

53 Decrease of 16 calls from last month.

MAXIMUM WAIT TIME

1:08 MINUTES

ENQUIRIES

Animals, Local Laws, Roads

TOTAL WEB CHATS

60

SAME AS LAST MONTH.

TOTAL eREQUESTS

731

INCREASE BY 34 FROM LAST MONTH.

WEBCCHAT HANDLING TIME

10:45 MINUTES INCREASE OF 32 SECONDS FROM LAST MONTH.

TOTAL RECEIPTS

593

INCREASE OF 186 RECEIPTS FROM LAST MONTH.

TOTAL CRM RECEIVED

1141

DECREASE BY 40 FROM LAST MONTH.

QGAP

64 HRS

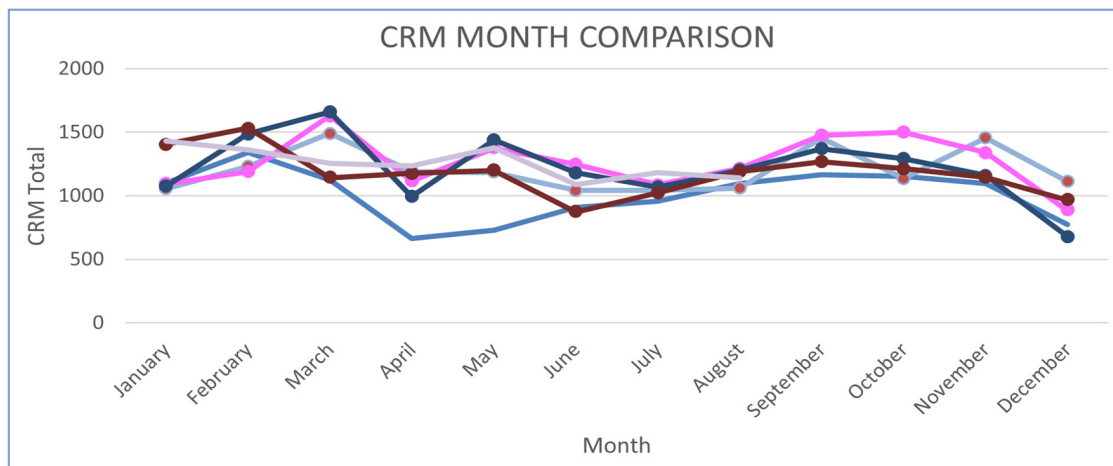
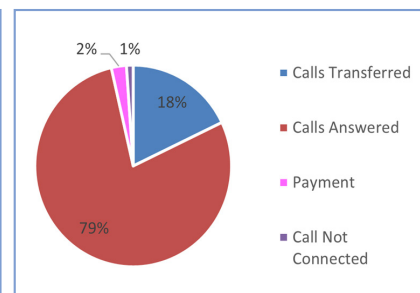
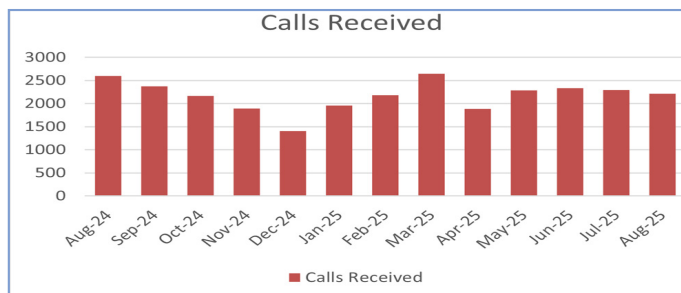
Total time taken For all transactions

319

Total number of Transactions

12:05

Total average time For all transactions



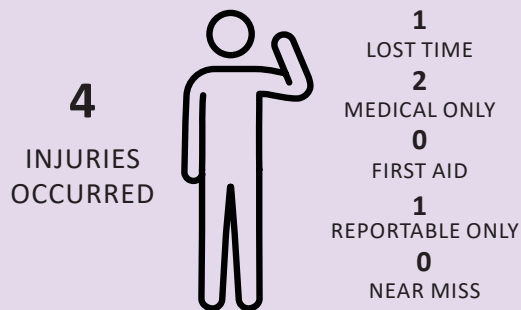
WORK HEALTH AND SAFETY



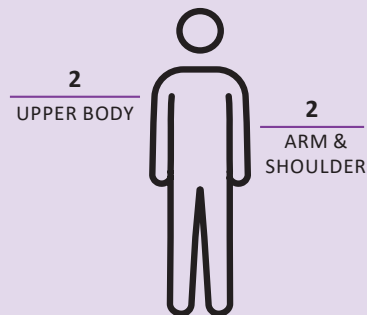
MEASURING OUR SAFETY PERFORMANCE

"Commitment to the health and safety of our employees."

INJURIES BY CLASSIFICATION TYPE



AREAS OF THE BODY MOST AFFECTED

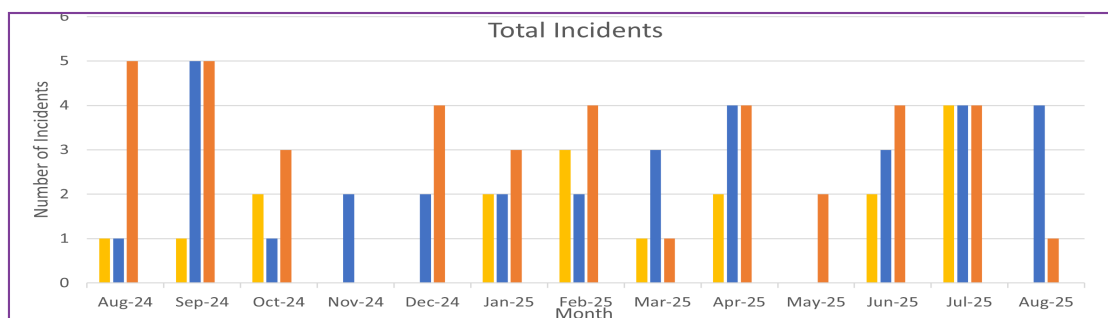
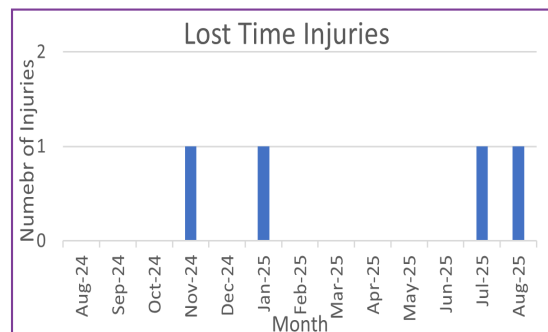
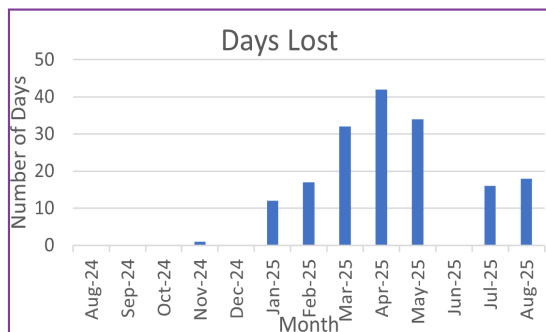


KEY FACTORS ASSOCIATED WITH INCIDENTS

- 1** ASSET INCIDENTS OCCURRED
- 1** PROPERTY DAMAGE
- 0** PLANT VEHICLE/INCIDENT
- 0** ANIMAL STRIKE

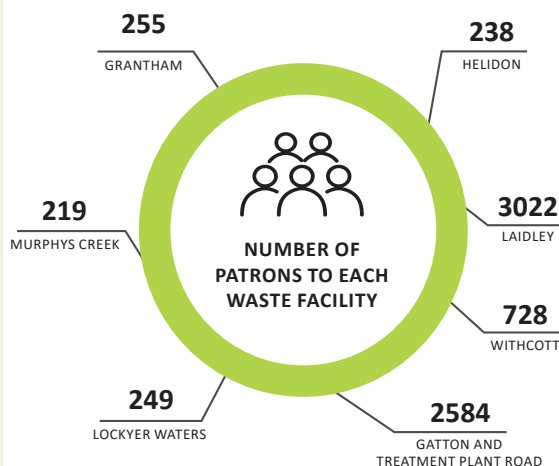
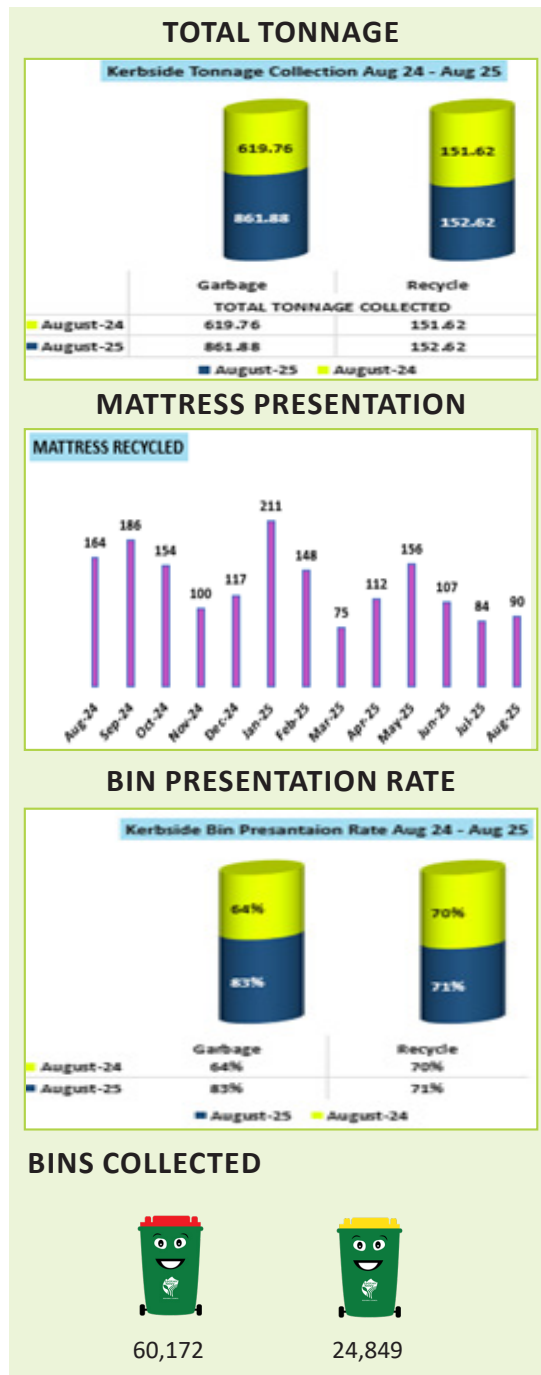
KEY FACTORS ASSOCIATED WITH ENVIRONMENTAL INCIDENTS

- 0** ENVIRONMENTAL INCIDENTS OCCURRED
- 0%** CONTAMINATION
- 0%** SPILLS



WASTE MANAGEMENT

- After a long-awaited arrival, we're thrilled to announce that Council's new material handler for the Waste Services team has finally been delivered! This marks a significant step forward in improving our operational efficiency and enhancing our efforts to divert waste from landfill.



14.3 **Group Manager Community & Regional Prosperity Monthly Report - August 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 August 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 August 2025.

Proposal

That this report be received and noted.

Attachments

[1](#) Monthly Group Report - Community & Regional Prosperity - August 2025 5 Pages

Community and Regional Prosperity



REGIONAL COUNCIL

GROUP MANAGER MONTHLY REPORT
AUGUST 2025



Communities Branch

LIBRARIES AND GALLERIES HIGHLIGHTS

Colours, Colours Everywhere

Messy Play was held at Laidley Library on 7 August with about 30 attendees. Staff partnered with Play Matters and Laidley Community Centre to collaborate with external stakeholders.



Lockyer Valley Art Gallery Opening Exhibition

"Viewpoints" by High Schools of the Lockyer Valley opened in the Lockyer Valley Art Gallery on 28 August. With around 170 attendees, the night was a fantastic celebration of our local young artists and their wonderful artworks.

16-23 August: Book Week

Book Week was a fantastic celebration of books. Staff and children dressed up for our special Book Week story time on Tuesday and donned matching colourful outfits on Friday for a group "Where is the Green Sheep" dress up. Children also enjoyed a special scavenger hunt throughout the week and displays featuring the shortlisted books.

TOURISM AND EVENTS HIGHLIGHTS

SEQ Food Trails

The Trail Mix Edition #4 electronic direct mail (EDM) has been issued. It featured a "Meet the Flavour Maker" segment with Sophie from Tins & Trays (pastry prodigy, cake queen, and all-round dessert dynamo) and an additional segment with culinary star Matt Golinski, offering a taste of what's coming up in the new Producer's Patch at the Laidley Spring Festival.

Public Art Initiative

Expressions of Interest (EOIs) are now open from suitably qualified/experienced SEQ artists to deliver public sculpture artworks at Lake Apex, Gatton. Commissioned artworks will reflect the character and heritage of the Lockyer Valley region, as well as the resilience of local and regional native flora and fauna. Up to \$430,000 is available to Council under the SEQ City Deal Public Art Initiative Funding, with projects to be delivered by 31 March 2027.

EKKA

On 12 & 13 August, Tourism Officers attended the EKKA with Tourism Events QLD to promote the Lockyer Valley and wider SEQ region to the drive holiday market.



UPCOMING

LAIDLEY SPRING FESTIVAL

In August, the **Laidley Spring Festival Facebook** was viewed 330.2k times and reached 113.5k people. The **printed program** is now in market.

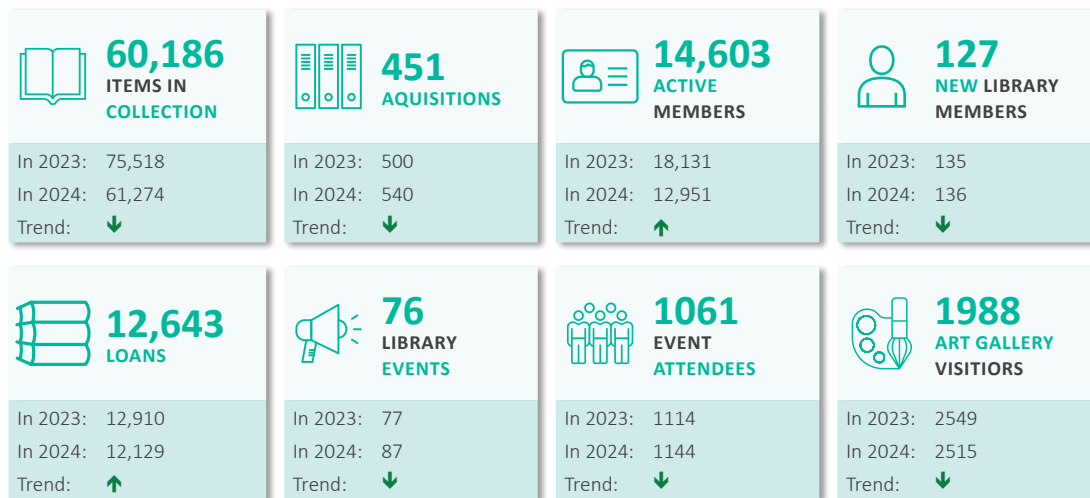
As at 1 September, there are 142 entries in the **Show 'n' Shine** and 25 entries into the **Street Parade**.

760 entries across the **Sesame Street Meet & Greet** and **Lockyer Valley Weekend Escape competitions**. Of the 12 winners, 7 have never attended the Festival before. Winners are from Caloundra, Merryvale, North Lakes, Brightview, Lockyer Valley and Springfield.

12-14
SEPTEMBER

Communities Statistics

LIBRARIES AND GALLERIES



TOURISM AND SPECIAL PROJECTS



What's Coming Up

- **7 September: Channel 7 Weekender Television Segment**
Spotlight on Laidley Township
- **21 September: Murphys Creek Chilli Festival**
- **10 October: First 5 Forever Program Birthday Celebrations**
Celebrate this State Library initiative with us for a morning of messy play, face painting, cake, a coffee van and more.

Planning, Policy and Community Wellbeing Branch

BUILDING HIGHLIGHTS

Council officers have lodged three separate complaints with the Queensland Building and Construction Commission (QBCC) against private certifiers for issuing building approvals on fold-out imported container buildings. Council believes the buildings do not meet the required standards under the National Construction Code and are not fit for purpose. QBCC are waiting on responses to Council's complaints from the private certifiers before commencing their investigations.

Council is working with the owners, builder, plumber and engineer in relation to a building that is being used as a place of worship in Gatton without the appropriate approvals.

Key statistics

- **205** active compliance cases, with an average of 12.6 new complaints/month over the past 3 months.
- **140** active building related customer requests, e.g. requests for building advice and building records searches.
- **293** completed building related customer requests this calendar year.
- average of **30** new customer requests/month over the past 3 months.

Council is currently working with owners of a commercial premises to achieve compliance with fire safety maintenance. For the safety of building occupants, it is essential that testing of hose reels, portable fire extinguishers, emergency lighting, smoke detection and evacuation training is conducted regularly and within the legislated timeframes.

LOCAL LAWS HIGHLIGHTS

Local Laws officers have collaborated with RSPCA to remove a large number of cats from a residence in Brightview. Officers from other areas of Council and various agencies are collaborating to improve the wellbeing of the occupants of the home.

Processes are being developed for assessing and deciding applications for stock route travel permits and stock route agistment permits under the *Stock Route Management Act 2002*.

Local Laws officers have been very busy dealing with a high volume of requests in relation to animals. Due to the warmer weather and ideal growing conditions, a large number of requests have also been received in relation to overgrown allotments.

Key statistics

- **25 requests** were received during August in relation to **illegal dumping**. Following investigations, the Illegal Dumping Officer has been able to identify some offenders and **Penalty Infringement Notices** have been issued to the value of **\$13,685**.
- **Community Bins at Junction View** have been removed, with surveillance in place to target any offenders dumping rubbish/litter illegally at the former bin site.
- **Tyres** are the most common illegally dumped item, making up **18%** of the total waste types illegally dumped (YTD).

BUSINESS SUPPORT UPDATE

640 new applications (including building work, development applications, prelodgement meeting requests, and plumbing and drainage applications) have been lodged by the team over the past 3 months.

The **customer request workflows** for Environmental Health, Local Laws, Pest Management, Development Assessment, and Building and Plumbing are being reviewed prior to the transition to a new corporate CIA platform.

A **new Development Information form** has been implemented to combine and streamline the previous processes for requesting Forms 19 and Building, Plumbing, and Planning Information.

A **'Better Together Brief'** agenda item is being introduced at team meetings to exchange ideas focused on identifying team improvements to enhance daily functions.

The **team's Trainee** has successfully completed her Certificate III in Business Administration.

Planning, Policy and Community Wellbeing Statistics



What's Coming Up

27 September: Protecting our Koalas Community Workshop - 9:00am-12:00pm at Lockyer Waters Community Hall

28 September: Community Planting Day - 9:00am-12:00pm at Lockyer Waters for World Rivers Day

12 October: Community Planting Day - 9:00am-12:00pm at Lockyer Waters for World Migratory Bird Day

To find out further information, please visit '[Upcoming Events](#)'

5 of 5

14.4 **Group Manager Infrastructure Monthly Report - August 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 August 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 August 2025.

Proposal

That this report be received and noted.

Attachments

[1](#) [Infrastructure Group Monthly Report - August 2025](#) 15 Pages



Infrastructure

MONTHLY GROUP REPORT
AUGUST 2025



REGIONAL COUNCIL

2022 Weather Events

PROGRAM OVERVIEW UPDATE



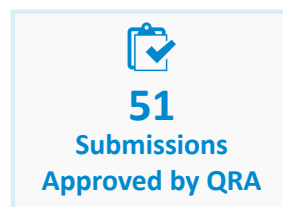
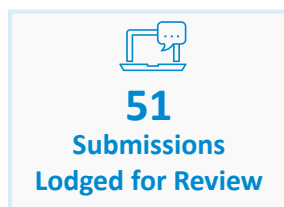
As at 28 August 2025

- Floodway Approaches (submission 77):
 - The project on Sawpitt Gully Road remains outstanding.
 - A further extension of time to 31 December 2025 has been approved with the Queensland Reconstruction Authority (QRA) to complete this project.
 - A meeting involving the traditional owners, contractors, and a Council representative has been held to advance the project.
 - Quotations are currently being sought to explore options for progressing the works, given the restrictions on the project.



Sawpitt Gully Road floodway - prior to holding works

SUBMISSION STATUS



2024 Weather Event

PROGRAM OVERVIEW UPDATE



As at 24 August 2025

- In February 2024 Council was activated for Counter Disaster Operations, Emergency Works and Restoration of Essential Public Assets (REPA) under the Ex-TC Kurrily event.
- All REPA assessments have been submitted and approved by QRA. Flood program and finance staff have commenced the closeout process for the completed submissions.
- Unsealed road grading program is ongoing, with one Council maintenance crew and one contractor crew actively working. The 2024 unsealed road works are scheduled for completion by September 2025.
- The 2024 Sealed Roads program has been approved, and damage has been verified on-site by a surveillance officer. All relevant information is with the Infrastructure Operations team for scheduling and crew allocation. Works are expected to begin in September, following the completion of the unsealed roads program.

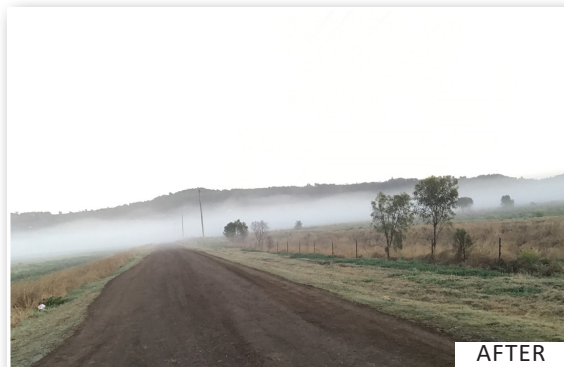
RECONSTRUCTION OF ESSENTIAL PUBLIC ASSETS WORKS



Boland Lane, Laidley South



Lester Lane West, Laidley South





Whip Gully Road, Lefthand Branch



SUBMISSION STATUS


16
Submissions
Lodged for Review


16
Submissions
Approved by QRA


1
Submission
Lodged for Acquittal

2025 Weather Event
PROGRAM OVERVIEW UPDATE


\$4-5M
~ Restoration
Value


\$2.5M
~ Expenditure


\$0M
~ Approved


\$0M
~ Received

As at 28 August 2025

- In March 2025, due to Ex-TC Alfred, Council was activated for Counter Disaster Operations, Emergency Works and Restoration of Essential Public Assets (REPA).
- All of the unsealed road damage assessments submissions have been lodged to QRA and are currently being assessed.

SUBMISSION STATUS


12
Submissions
Lodged for Review


0
Submissions
Approved by QRA


0
Submission
Lodged for Acquittal

Infrastructure Delivery

CONSTRUCTION WORKS - PROJECTS UNDERWAY

TENTHILL CREEK ROAD, LOWER TENTHILL - ROADSIDE DRAINAGE UPGRADES

- Lockyer Valley Regional Council has commenced 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 issues with water pooling and surface runoff along the carriageway.
- Shoulder grading works are currently 50% complete.



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 and construct 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.
- Current works include the formation of deck slabs, construction of reinforced concrete kerb and asphalt works. The installation of the bridge barrier will follow. Works are currently 80% completed with practical completion expected to be the end of October 2025.



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 majority of works have now been completed and awaiting final linke marking and landscaping.



DURING



DURING

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.
- Majority of the components are now complete, with the pavement and seal works undertaken in the last two weeks of August. Line marking will mark the project's conclusion with a schedule yet to be determined.



DURING



DURING

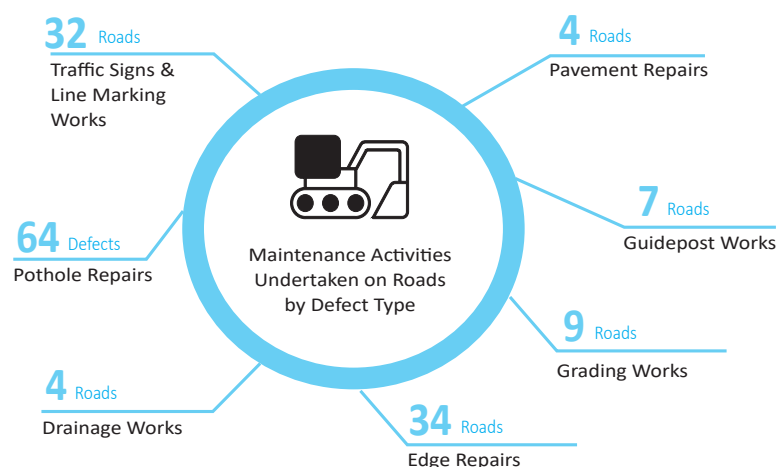
CONSTRUCTION WORKS - UPCOMING

August 2025

- John Street South, Laidley - Improving road safety, upgrading pavement conditions, ensuring compliance with relevant standards and guidelines.
- Mountain Road, Summerholm - Drainage improvements
- Anthony Court, Summerholm - Drainage improvements

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.

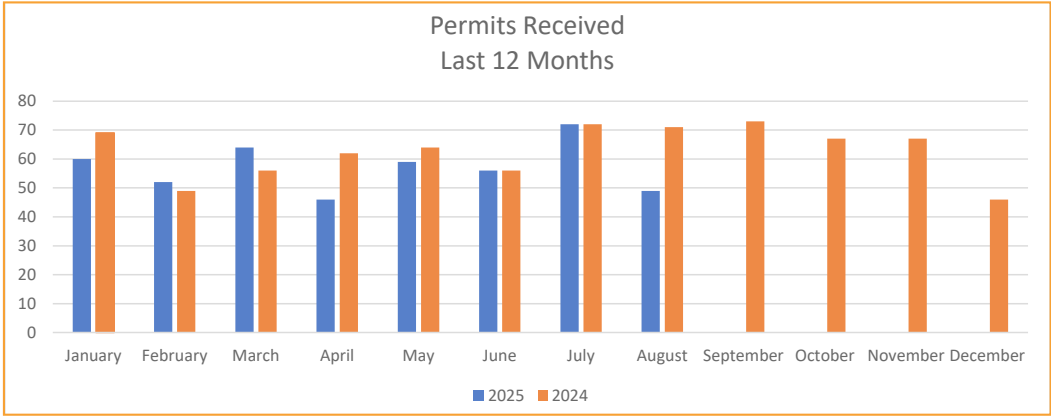
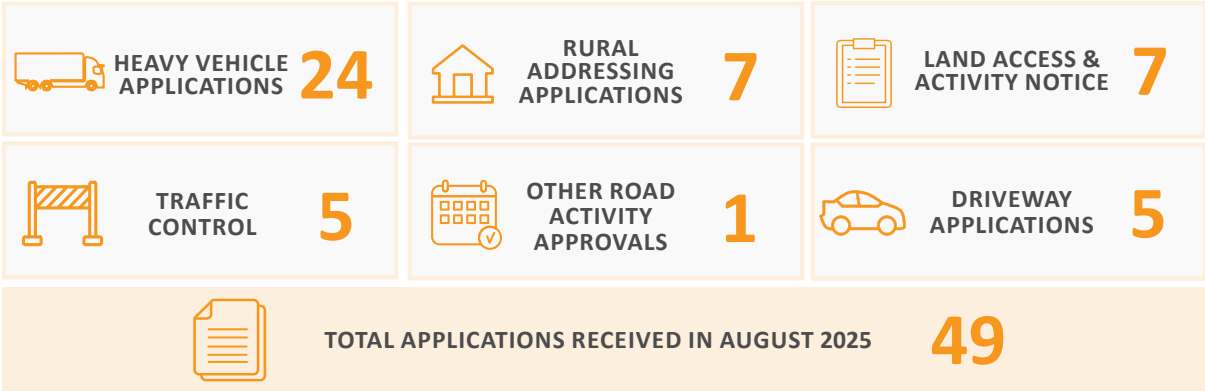
Infrastructure Design and Asset Management

ASSET MANAGEMENT

- Completion of routine defect inspections in Zones 5 and 11, and commencement of routine defect inspections in Zone 4
- Routine condition inspection of 70 assets
- Continuation of routine Level 1 Bridge Inspections on Road Bridges
- Continued processing of assets resulting from Capital Projects and Developer Contributions (i.e. subdivisions)
- An Operational Plan item for 2025/26 has been presented which looks to continue to develop asset management maturity across the organisation, through the delivery of more asset management plans and training.
- Review of the Roads intervention levels is currently underway to determine an effective and reasonable intervention level that reduces Council's risk to the public.
- The Footpaths and Roads Defect and Intervention Procedures were drafted and circulated for review. Staff are working on integration into TechOne.

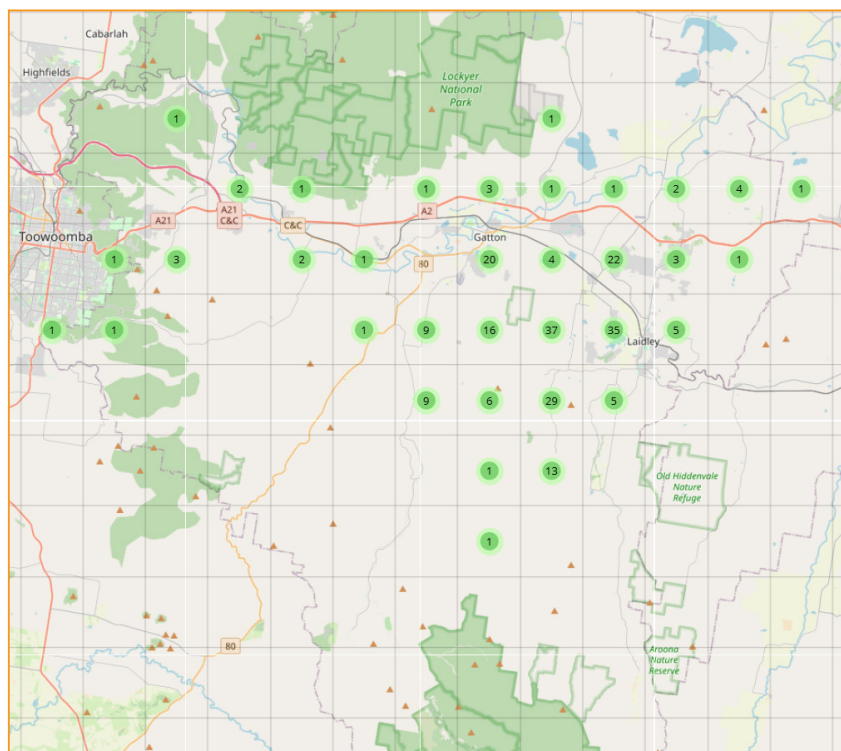
WORKS ON ROADS PERMITS & APPLICATIONS

August 2025



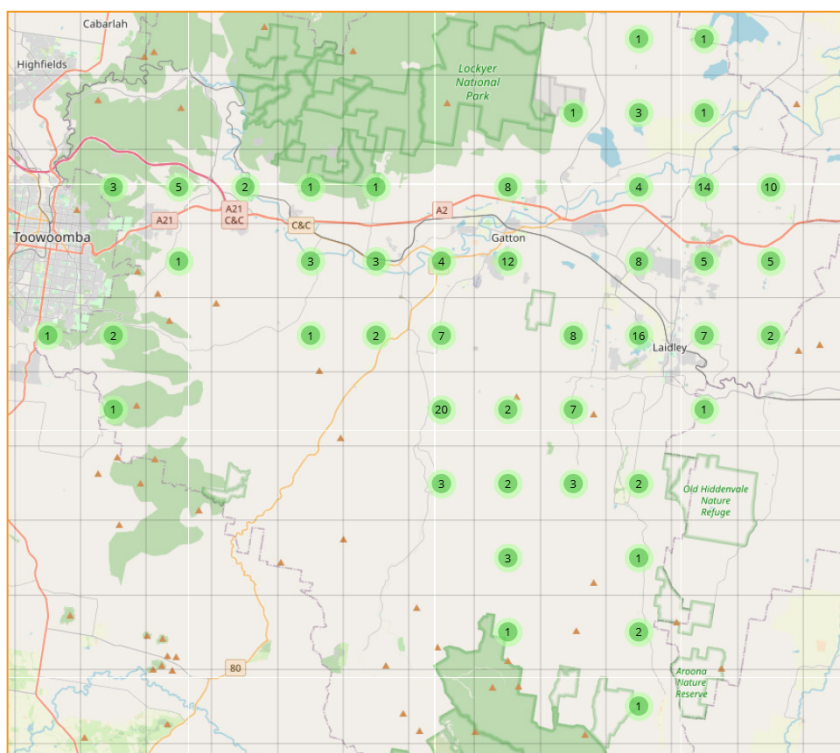
DEFECTS COLLECTED THROUGHOUT THE REGION - AUGUST 2025

August 2025



Note: some defects are not geolocated when captured.

DEFECTS COMPLETED THROUGHOUT THE REGION - AUGUST 2025



Note: some defects are not geolocated when captured.

DESIGN STATUS

August 2025

DESIGNS
UNDERWAY

7

DESIGNS
COMPLETED
IN AUGUST

1

DESIGNS
UPCOMING

13

PROJECTS UNDERWAY

- Gatton Central Drainage – Drainage upgrades.
 - SP2, 3 and 4 are with Council for review.
- 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.
- Jones Road, Withcott - Widening with kerb channels
- Shorelands Drive, Withcott - Footpath missing link
- William Street, Laidley - Footpath missing link
- Anthony Court, Summerholm - Drainage improvements.
- Mountain Road, Laidley - Drainage improvements.

PROJECTS COMPLETED

- Fairway Drive, Kensington Grove – Footpath missing Link

PROJECTS UPCOMING

- Tenthill Creek Road - Stage 1 – Full detailed design
 - Issue for Construction to be delivered by 31 December 2025.
- Brooking Drive / Market Drive, Gatton - Safer Local Roads and Infrastructure Program funding application
 - Tranche 3 submission not successful for Market Drive, Freeman Road and Brooking Drive.
- 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.
- Blackspot funding application submitted for Lake Clarendon Way, Lorieet/Wagtail and North Street, Gatton.
- Gatton North Storm Water Feasibility
 - Design brief prepared for Request for Quotation to market.
- Robinson Road, Gatton - Safer Local Roads and Infrastructure Program funding application
 - Geotech and Pavement design underway.

Parks, Recreation and Cemeteries

PARKS, GARDENS AND CEMETERY MAINTENANCE WORKS

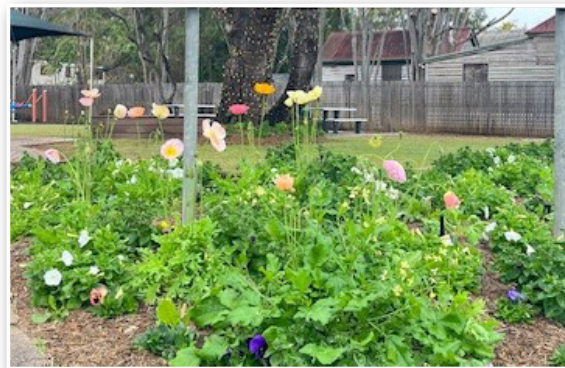
Trees / Vegetation

- Tree trimming in the following locations:
 - Murphy Creek Ground, Murphys Creek.
 - Tyson Park, Helidon.
 - Lake Apex, Gatton.
 - Helidon Roadside
 - Forest Hill
 - Laidley
 - Blenheim
 - Grantham

10

Mowing/Slashing

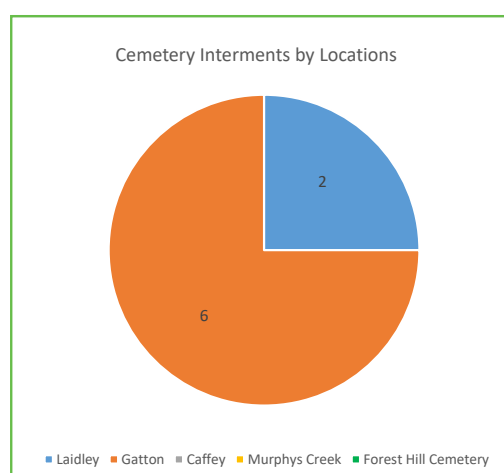
- Mowing throughout the region continues.
- Spraying weeds in the below locations:
 - Lake Apex Park lands, Gatton
 - Murphys Creek roadsides
 - Withcott roadsides
 - Merryfields Park, Withcott
 - Jean Biggs Park, Withcott
 - Springbrook Park, Withcott
 - Koffal Park, Plainland
 - Forest Hill roadside
 - Laidley CBD
 - Glenore Grove Cricket Ovals
 - Forest Hill Cricket Ovals
 - Gatton, Laidley and Forest Hill Cemeteries

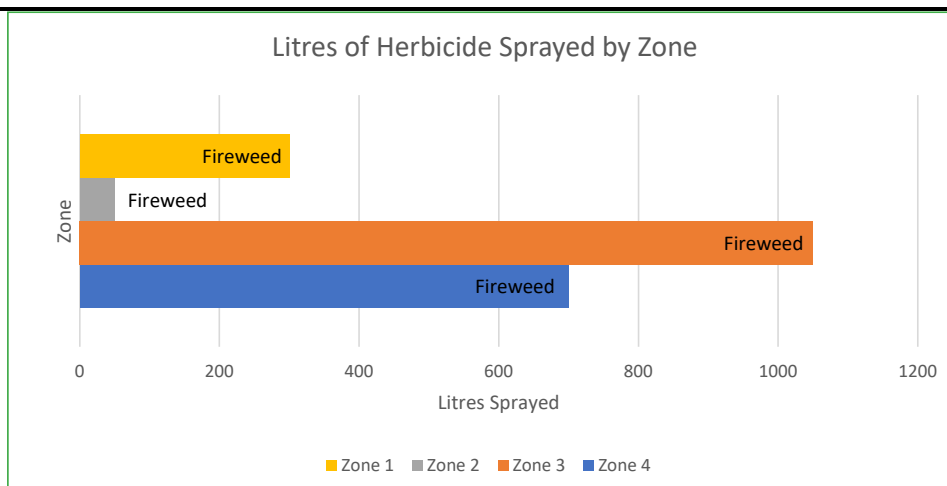
**Landscape Maintenance**

- Planting new shrubs in Walter Brunner Park Gardens, Preston
- Garden bed Maintenance in Gatton and Laidley including:
 - Lockyer Valley Cultural Centre
 - Centenary Park, Gatton
 - Boer War Memorial, Gatton
 - Littleton Park, Gatton
 - McCormick Place, Gatton

Furniture Maintenance

- Painting seats in the Laidley Mall
- Removal of old wood fired park BBQ in:
 - Forest Hall Park, Withcott
 - Odin Street park, Murphys Creek
- Removal of graffiti from Fairway Park ,Hatton Vale
- Painting Bollards around the Withcott Toilet Block





CAPITAL WORKS - PROJECTS UPCOMING

Project	Status	Expected Commencement Date
Laidley Recreation Reserve Shelter Replacement	Approvals obtained. Tables and shelters ordered. Shelters have been delivered. Works tentatively booked to commence 15 September 2025.	September 2025
Gatton Cemetery Shed Installation	Contractor engaged.	May/April 2026 due to contractor availability.
Jean Biggs Park Redevelopment	Request for Tender documents will be released to market in September 2025.	To be confirmed.
Laidley Recreation Reserve Signage	Request for Quotation being developed.	To be confirmed

CAPITAL WORKS - PROJECTS UNDERWAY

GATTON CEMETERY SEAM STRIPS – SECTION 10

- Procurement process underway for the engagement of a contractor to continue pre-dig works for section 10.
- Contractor engaged to construct the concrete seam strips. These works will be scheduled once pre-dig works have recommenced.

Facilities

CAPITAL WORKS - PROJECTS UPCOMING

Project	Status	Expected Commencement Date
Lockyer Valley Cultural Centre - Replacement of Playground Softfall	Request for Quotation being developed.	To be confirmed.
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.
Gatton Shire Hall - Door Replacement	Scope being finalised and Request for Quotation being developed.	To be confirmed.

LAKE DYER AMENITIES BUILDING

- Co-funded by the Local Roads and Community Infrastructure Program Phase 4, the new amenities building is now open for public use.
- Motion sensor lights and fans have been installed in all rooms of the toilet block, excluding the storeroom.
- Demolition of the existing amenities building has been completed.
- Leveling of ground in preparation for turf is underway.

**LOCKYER VALLEY SPORTS & AQUATIC CENTRE - POOL HEATING REPLACEMENT**

- Replacement of the Learn to Swim pool heater is scheduled for the 15 and 16 September 2025.
- Preparation works have commenced onsite for the installation of an additional (fourth) heater for the 50m pool. Connection of the 50m pool heater is scheduled for 18 and 19 September 2025.
- These works are funded by South East Queensland Community Stimulus Program.

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 fibreglass and commissioning of the pool. A contract has been awarded to a supplier to carry out fibreglass patching and pool works. Works to commence in early October. Local schools and the community have been advised of the delayed opening.

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.

GATTON ADMINISTRATION BUILDING - HAIL DAMAGE INSURANCE WORKS

- Status: Planning
- Summary: Contractor will establish site from Monday 22 September. A temporary Customer Service Centre will be established in the Lockyer Centre, 55 North Street, Gatton.

GATTON SHIRE HALL - HAIL DAMAGE INSURANCE WORKS

- Status: Completed.
- Summary: Restoration works have been completed and site handed will be handed back to Council in early September.

HEALTH CLUB PROGRAMMING

- 61 group fitness classes were held with 446 attendees.

GROUP BOOKINGS

- Lockyer Valley Netball Association.
- Gatton and Lowood Gymnastics Association.

VISITATIONS

- 9,081 total facility visitation for July 2025 which is an 17.6% decrease compared to June 2025.
- Total active memberships for July 2025 is 483 which is a 5.7% increase compared to June 2025.



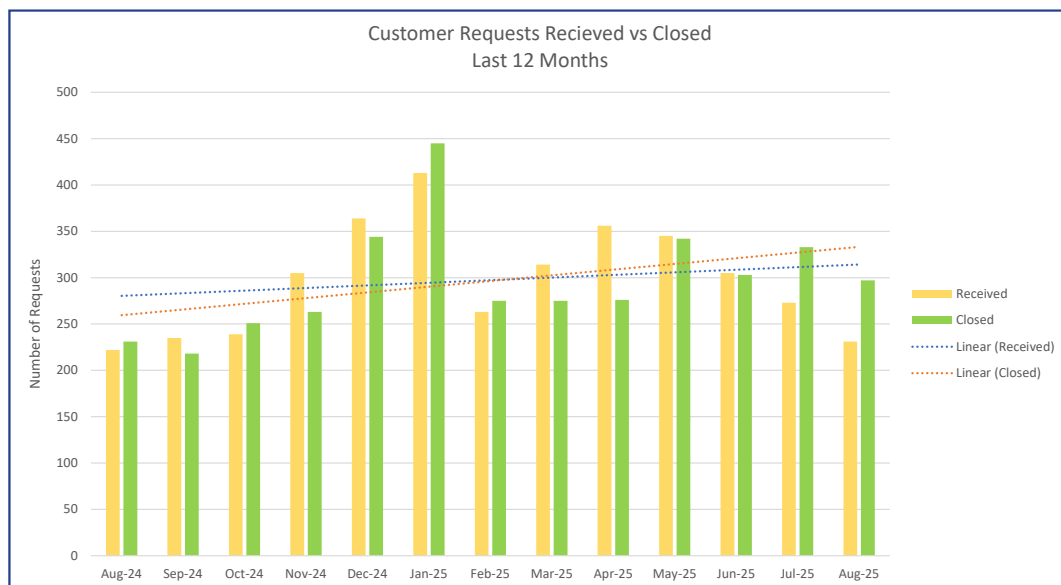
Visitation - Graph courtesy of BlueFit

LEARN TO SWIM PROGRAM

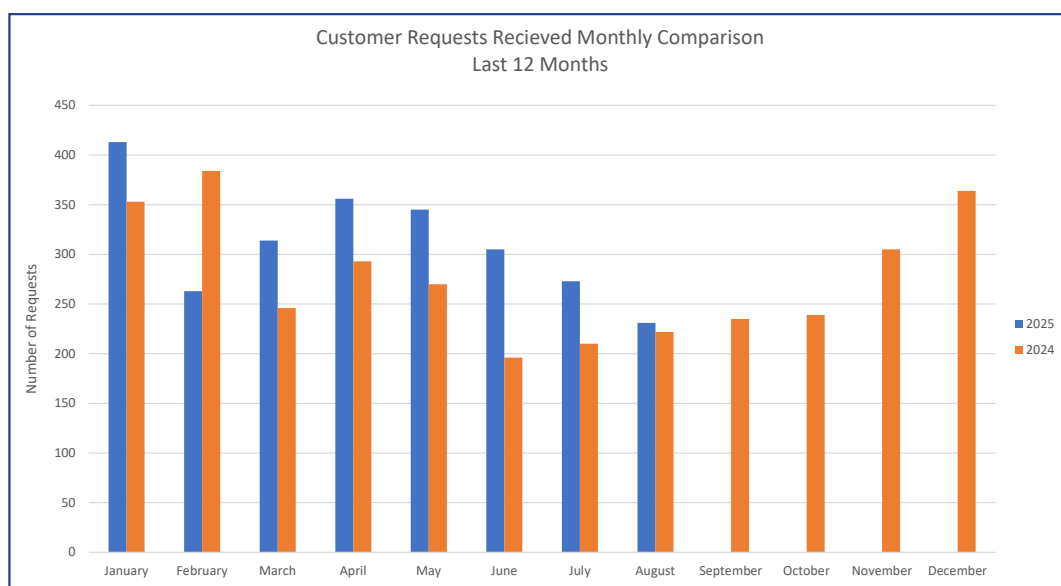
- 441 active enrollments in the Learn to Swim Program, which is a 7.6% decrease on June 2025. Class occupancy is at 73%.
- 18 new students joined within the month, and 26 students canceled.



Graph courtesy of BlueFit



Data as at 2 September 2025



Data as at 2 September 2025

14.5 Councillor Portfolio Monthly Update - August 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 August 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 August 2025.

Proposal

During the month, Councillors undertook duties as follows:

Mayor, Cr Tanya Milligan

Civic Leadership and Regional Development Portfolio Councillor

- ABC radio interview re Festival of Cultures
- River 949 weekend events interview
- Attend Tabeel Garden Party, Laidley
- Attend Laidley Hospital Auxiliary Fundraiser
- Attend and speak at Festival of Cultures
- Council workshop
- Radio promotion/message for Triple M 100 years
- Attend Lockyer Valley Chamber of Commerce, Industry and Tourism breakfast
- 4WK radio chat 'what on in your backyard'
- Meeting with Minister Laura Gerber, Commissioner Paul Stewart, and State Member re Lockyer Valley Correctional Centre
- Briefing with LGAQ District 2 members re upcoming LGAQ Policy Executive meeting
- Site visit with councillors to Lockyer Trailers
- Catchup with Somerset Mayor
- Community home visit
- River 949 weekend events interview
- Attend Crime Stoppers AGM
- Portfolio meeting with Engagement and Communications
- Mentoring session with QUT Pathway to Politics for Women participant
- Catchup with community member
- Meeting with Group Managers
- Attend QPS Doctrine and Guidelines Stakeholder Engagement workshop
- Attend and present at Faith Lutheran College Year 5 Science Challenge
- Preside over Australian Citizenship Ceremony
- Council agenda briefing with CEO

-
- Meeting with Tourism team re communities & events
 - Meeting with QFS Acting Chief Superintendent Tim Chittenden
 - Catchup with LOTH Chappie
 - Meeting DTMR and State Member re Patrick St bridge and flood mitigation
 - Attend and lay wreath at 80th Anniversary of the Victory in the Pacific Ceremony with Gatton RSL Subbranch
 - Interview with Lockyer & Somerset Independent re State Government's Prosper 2050 targets
 - Disaster Management portfolio meeting
 - Attend the Service of Thanksgiving & De-Consecration of St Gabriel's Anglican Church, Grantham
 - Attend and speak at the Laidley Vietnam Veterans Service
 - COMSEQ Executive Committee meeting
 - Present and acknowledge staff member for 42 years of service at depot BBQ
 - Catchup with councillors
 - Meeting with UU Board Chairperson
 - Meeting with local business owners
 - Meeting with Gatton Rural Ambassador
 - 'Proof of life' signing for community member
 - Meeting with Group Manager Community and Regional Prosperity
 - 4WK radio chat 'what's on in your backyard'
 - Chair Ordinary Meeting of Council
 - Queensland Country Tourism Board luncheon
 - Team with Chief Officer RFS Kaylene Jones
 - Official open of Lake Clarendon Lights Up event
 - River 949 weekend events interview
 - Attend the Courier Mail Bush Summit
 - Meeting with Minister Perrett and Somerset Mayor re Water Collaborative
 - Triple M monthly radio interview re council news
 - Official open and speak at Faith Lutheran College "Emerge Women in Sport" event
 - Meeting with Group Managers
 - 4WK radio chat 'what's on in your backyard'
 - 4WK monthly radio interview re council news
 - Attend Inland Rail update
 - Attend Laidley flood mitigation briefing with consultant
 - Attend UQ meeting with Campus Director
 - Official Opening of "Viewpoints" secondary schools of Lockyer Valley art exhibition at LV Art Gallery
 - Attend SEQ Resilient Rivers Taskforce Meeting Brisbane
 - Attend COMSEQ Board Meeting Brisbane
 - Meeting with Somerset and Scenic Rim Mayors
 - Meeting with Seqwater CEO
 - River 949 weekend events interview

Deputy Mayor, Councillor Chris Wilson
Corporate Services Portfolio Councillor

- Attended and MC Under 8s Day, Gatton State School
- Festival of Cultures Pop up Stand
- Councillor Workshop
- LV Chamber Commerce Breakfast
- QTM Advisory Committee meeting

-
- LV Chamber Commerce Committee meeting
 - ICT Committee meeting
 - Crime Stoppers Committee meeting
 - Engagement Comms Portfolio meeting
 - Monthly Catch up with CEO
 - August Citizenship Ceremony
 - Depot staff BBQ
 - Mayor, DM and Councillor group discussion
 - Monthly Finance Portfolio discussion
 - Meeting with external constituent Re development enquiry
 - Ordinary Council Meeting
 - Meeting with external constituent, compliance issue
 - Networking Group meeting
 - Pre lodgement meeting with rate payer
 - Onsite meeting, stormwater review
 - Corporate Employee Induction
 - Councillor Workshop/Tour
 - Agenda briefing review
 - Meeting with rate payer Re hire fees
 - Meeting with rate payer Re Ropehill Community Grounds
 - Inland Rail meeting – Project update
 - Laidley Flood Mitigation meeting
 - Audit and Risk meeting

Councillor Michael Hagan

Infrastructure Portfolio Councillor

- Various Road site visits with the Group Manager Infrastructure
- Attended the Under 8's and Aboriginal and Torres Strait Islander Day at Gatton State School
- Participated in Councils Community Engagement Pop-up stand at the Festival of Cultures in Littleton Park Gatton
- Site tour of Mahon Bridge construction with Councillors Reck and Steinhardt and Group Manager Infrastructure
- Attended the Forest Hill Community Development Annual General Meeting
- Attended Councillor Workshop
- I attended the Lockyer Valley Chamber of Commerce Breakfast – Lockyer Valley Cultural Centre
- Attended the Lockyer Valley Rural Fire Brigade's Group meeting
- Site Visit Mayor and Councillors to Lockyer Trailers regarding new Agricultural use trailers built in the Lockyer Valley
- Attended the Lockyer Valley Traffic Safety Working Group – Agenda Catch Up
- I attended the Infrastructure Portfolio monthly meeting
- Lake Apex Community Advisory Committee – Agenda Catch Up
- Site visit – Tenthill Creek Road, road works
- Attended the Murphy's Creek Progress Association meeting
- Attend the Lockyer Valley Traffic Safety Working Group meeting
- Briefing meeting with Coordinator Development Assessment regarding stormwater drainage at Gehrke Road residence
- Attended the Lockyer Valley Citizenship Ceremony – Laidley Cultural Centre
- Site meeting regarding Driveway/Road access maintenance issues, Niemeyer Rd Hatton Vale

-
- Meeting with the Coordinator Development Assessment and resident of Gehrke Road Plainland regarding drainage and compliance issues
 - Meeting with the Mayor, Principal Disaster Management and the Assistant Chief Officer, Brisbane Valley District, Southeastern Region, RFSQ
 - Attended meeting to discuss Patrick Street bridge and Laidley flood mitigation with the Mayor, Council's CEO, Group Manager Community and Regional Prosperity, Group Manager Infrastructure, Flood modelling Consultants and Department Transport and Main Roads Officers
 - Attended and laid wreath at the Gatton Subbranch RSL Vietnam Veterans Day Service
 - Attended the Gatton Works Depot BBQ
 - Mayor and Councillor catchup
 - Chaired the Lake Apex Community Advisory Committee Meeting
 - Attended with Mayor and Councillors the meet and greet with the Gatton Rural Ambassador
 - Attended the Gatton Showground Users Group Meeting
 - Attend the Withcott Progress Association Meeting at Postman's Ridge Hall
 - I attended the August Council Meeting
 - Meet with the CEO, Councillor Neuendorf, Coordinator Development Assessment and Local Business Owner regarding compliance issues
 - Attended the Property Network Working Group Meeting
 - Attended Queensland Country Tourism Board catch up with the Mayor and Councillors Reck and Steinhardt
 - Site meeting at Gehrke Road Plainland with Coordinator Development Assessment and Resident regarding drainage and compliance issues
 - Meeting with CEO, Councillor Neuendorf, Coordinator Development Assessment and Resident with regard to compliance at Lower Tenthill
 - Attend the Lake Clarendon State School Lights Up Event – Lake Clarendon
 - Visited the Laidley Country Markets, Ferrari Park
 - Presented awards at the Withcott Wildcats Football club trophy presentation day
 - Onsite meeting at Golf Links Drive Gatton regarding development stormwater issues with the Deputy Mayor, Manager Infrastructure Design and Asset Management, and Local Resident
 - Attend the Corporate Induction – Meet and Greet with new Council employees
 - Attended the Councillor site inspections and workshop
 - I attended the 7 Mile Lagoon tree planting event – Lockyer Waters
 - Attended Inland Rail Update with the Mayor, CEO, Councillors and Officers
 - Attended Disaster Management Training, 2 modules - Queensland Disaster Management Arrangements and Disaster Management Planning
 - Site Visit to Withcott Scouts Roaches Road Withcott – drainage issues
 - Meeting to discuss Whites Road (Laidley Creek bridge) erosion with Deputy Mayor, CEO, Member for Lockyer, Group Manager Infrastructure, and the Catchment Project Officer
 - Site visit with residents of Whiteway Road Forest Hill, road access issues
 - Attended the Lockyer Valley Growers Group information session and BBQ at the DPI Gatton Research Centre
 - Attended on behalf of the Mayor, the Government Public Announcement by the Deputy Premier, Treasurer, and Minister for Local regarding the 'Residential Activation Fund' for Toowoomba, Lockyer Valley, Somerset and Western downs Regions
 - Site visit – drainage issues at Hakea Court and Victor Court Plainland

Cr Cheryl Steinhardt

Environment And Regulatory Services Portfolio Councillor

- Tabeel Garden Party

-
- Festival of Cultures
 - Visted Mahon Bridge works
 - Forest Hill Progress Association meeting
 - Grantham Progress Association meeting
 - Monthly Portfolio meeting with officers
 - Monthly Council Meeting
 - LVRC Workshops
 - Festival of Cultures Community Engagement Pop Up Stand
 - Ordinary Meeting with Friends of Lake Apex
 - New Employee Induction Meet and Greet
 - LCCIT Breakfast and Budget presentation
 - Pioneer Village Laidley meeting
 - Citizenship Ceremony at Laidley
 - ALGWA online monthly Masterclass
 - Vietnam Veteran Day Service at Gatton
 - Withcott Progress Association meeting
 - Breakfast at LVRC depot with staff
 - Mayoral Catchup meeting
 - LACAC meeting
 - Book Weekday at Gatton Library
 - Rural Ambassador meeting
 - Property Network meeting
 - Queensland Country Tourism Luncheon
 - DDMRB meeting at Warwick
 - Lake Clarendon State School event
 - Laidley Ferrari Park Markets
 - Lockyer Turf Club Harness Racing LVRC race event
 - Councillor Tour to various areas around the region
 - Inland Rail Update meeting
 - 7 Mile Lagoon Tree Planting Day and interviews
 - SEQCMA & SCCC meetings at Healthy Land and Water, Brisbane
 - Lockyer Valley Gallery event
 - Laidley Street Markets
 - Pioneer Day at Laidley Pioneer Village, Laidley

Councillor Anthony Wilson

Sport And Recreation Portfolio Councillor

- Attended Under 8's Day at Gatton State School
- Attended Tabeel Garden Party
- MC LVRC Festival of Cultures
- Councillor Workshop
- LV Chamber of Commerce Breakfast
- Site Visit Lockyer Trailers
- Gave Welcome/Opening Speech for 'Talkin' It Up' Event at Faith Lutheran College
- Councillor Portfolio Meeting x 2
- Attended LVRC Citizenship Ceremony
- Depot Breakfast with LVRC Staff
- Councillor Catch Up
- Attended Lake Apex Community Advisory Committee Meeting

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- Filming Session LVRC Grant Funding
 - Meeting with Gatton Rural Ambassador
 - Attended Gatton Showground User Group Meeting
 - Ordinary Council Meeting
 - Attended Laidley Rec Reserve Meeting
 - Attended LVRC Property Networking Group Meeting
 - Councillor Tour
 - Meeting with Community Member RE Ropehill Community Grounds
 - Attended Inland Rail Update
 - Attended Leukemia Foundation AGM
 - Onsite meeting at Grantham Butter Factory about future use/lease

Councillor Julie Reck

Liveability And Circular Economy Portfolio Councillor

- Under 8's Day – Gatton
- Mulgowie – CRM initiated – Laidley Creek West Road
- Laidley Hospital Auxiliary Fundraising 2025
- Pop up Stand – Festival of Cultures
- Mahon Bridge Site Tou
- Forest Hill Progress mtg
- Waste Portfolio Catch up
- Councillor Workshop
- LV Chamber Commerce Breakfast
- LPV Executive Mtg
- Qld Corrective Service Disaster Preparedness – TEAMS
- Hubb 99 – Community Engagement
- Laidley Spring Festival Mtg
- Lockyer Trailers – Site Visit
- MCNHC/Jessies Cottage mtg
- #Bin The Tax – Update – TEAMS
- Glenore Grove CWA – mtg
- Crime Stoppers – Gatton
- Austn Circular Economy Forum – TEAMS
- MCPA Mtg
- LPV Mtg
- Chamber of Commerce Mtg
- Citizenship Ceremony – Laidley
- Tourism Mtg
- Monthly Portfolio Mtg
- ALGWA Masterclass – TEAMS
- COMSQ Waste – TEAMS
- De-Consecration of St Gabriel's Anglican Church, Grantham
- Vietnam Veterans Day, Wreath laying, Laidley
- Depot BBQ
- Mayor & Councillor Catch Up
- Senior Citizens AGM
- Gatton Library – Book Week
- Rural Ambassador Mtg
- GDHS AGM

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- Withcott Progress Mtg
 - Council Mtg
 - Hubb 99 Catch up
 - DNH Mtg
 - QCT Board Lunch Catch up
 - Lake Clarendon SS – Lights Up
 - Gatton Race – present LVRC Race winner
 - Courier-Mail Bush Summit
 - Corporate Induction
 - Councillor Workshop & Tour
 - Inland Rail update
 - Waste Services Team Mtg – MRF
 - Tourism Mtg
 - Laidley Spring Festival Mtg
 - Bootstraps Mtg Butter Factory
 - Art Gallery – Opening “Viewpoints”
 - DNH – Creepy Crawly Rally
 - LPV – Pioneer Day

Councillor David Neuendorf

Planning Portfolio Councillor – Nil

- Site visit Lockyer Valley trailers
- On site meeting Criterion Hotel Helidon
- Portfolio meeting
- Citizenship Ceremony Laidley
- Vietnam Veterans Day Helidon
- Depo Staff BBQ
- Road Inspection Lawlers Road
- Councillor catch up
- Ordinary Council meeting
- ABC interview Re rocket motor testing Helidon
- Meeting Rate Payer - Compliance
- Meeting Rate Payer - Planning
- Meet and greet new staff
- Councillor tour
- ARMC briefing
- ARMC meeting
- Murphys Creek All Challenge races
- Council workshop
- Meeting with developer
- Stockyard Community BBQ

Attachments

There are no attachments for this report.

15.0 CONFIDENTIAL ITEMS

No Confidential Items.

16.0 MEETING CLOSED

Prior to the meeting closure, the Mayor, on behalf of all Councillors, acknowledged and thanked Council staff for their work in hosting a very successful Laidley Spring Festival from 12 to 14 September 2025. The Mayor noted that it was the most successful and well attended Spring Festival held to date.

There being no further business, the meeting closed at 10:33am.