



Minutes

Ordinary Meeting

Tuesday, 5 September 2023

Time: 9.15 am

Location: Council Chambers
82 Brisbane Street
BEAUDESERT QLD 4285

Scenic Rim Regional Council
Ordinary Meeting
Tuesday, 5 September 2023
Minutes

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1 Opening of Meeting

The Mayor, Cr Greg Christensen, as Chair of the Meeting, declared the Meeting open and acknowledged the traditional owners of the lands of the Scenic Rim Regional Council area. The Mayor paid respect to their elders, past, present and future, and extended congratulations to them on their continued nurturing of their culture.

2 Attendance and the granting of leaves of absence

Cr G R Christensen, Mayor
Cr A J Hay
Cr J J S McConnell, Deputy Mayor
Cr V A West
Cr M J Enright
Cr M J Chalk
Cr D A McInnes OAM

Executive Officers

D Keenan, Chief Executive Officer
J Rutledge, Manager Human Resources / Acting General Manager People and Strategy
M Lohmann, Manager Regional Development, Health and Biodiversity /
Acting General Manager Customer and Regional Prosperity
C Gray, General Manager Asset and Environmental Sustainability
O Pring, General Manager Council Sustainability

Staff

J Pukallus, Principal Specialist Governance and Assurance
S Keepence, Governance Officer
S Oberle, Desktop Support Officer, Information Services and Technology
S Osman, Manager Maintenance and Operations (Items 11.2 and 11.3)

3 Apologies

Nil

4 Prayers

Pastor Josh Cocks from Beaudesert Baptist Church offered prayers via teleconference

5 Public Question Time

Nil

6 Declarations of Prescribed or Declarable Conflict of Interest by Members

Nil

7 Announcements / Mayoral Minutes

Nil

8 Reception of Deputations by Appointment / Presentation of Petitions

Nil

9 Confirmation of Minutes

Recommendation

That the Minutes of the Ordinary Meeting held on 22 August 2023, be adopted.

Moved: Cr Greg Christensen

Seconded: Cr Amanda Hay

Carried unanimously

10 Business Arising from Previous Minutes

10.1 Question - Ordinary Meeting held on 22 August 2023, Item 11.4, Council Monthly Financial Report for July 2023

Cr Greg Christensen noted there was one query at the Ordinary Meeting held on 22 August 2023, in relation to the alignment of figures in the budget report, pertaining to borrowings.

The General Manager Council Sustainability advised that it relates to the end of year processing, where the breakup between current and non-current borrowings is not necessarily shown until June next year. He added that more detail will be provided in the August financial report at the next Ordinary Meeting.

11 Consideration of Business of Meeting

Customer & Regional Prosperity

11.1 2022-2023 Scenic Rim Community Grants Program - In - Kind Contributions Annual Update

Executive Officer: Manager Regional Development, Health and Biodiversity /
Acting General Manager Customer and Regional Prosperity

Attachments: Nil

Recommendation

That:

1. Council note that the 2022-2023 Scenic Rim Community Grants Program - In-Kind contributions are provided to a broad range of not for profit community groups and organisations, representing a total of \$43,895.87, as detailed in the report;
2. Council note that additional In-Kind support was also provided to community groups and organisations in the form of photocopying, tent and marquee hire and banner signage; and
3. Council acknowledge that the 2022-2023 Scenic Rim Community Grants Program - In-Kind contributions is essential in supporting not for profit community groups and organisations to develop and deliver programs that benefit the Scenic Rim community.

Moved: Cr Michael Enright
Seconded: Cr Jeff McConnell

That:

1. Council note that the 2022-2034 Scenic Rim Community Grants Program - In-Kind contributions are provided to a broad range of not for profit community groups and organisations, representing a total of \$43,895.87, as detailed in the report;
2. Council note that additional In-Kind support was also provided to community groups and organisations in the form of photocopying, tent and marquee hire and banner signage; and
3. Council acknowledge that the 2022-2034 Scenic Rim Community Grants Program - In-Kind contributions is essential in supporting not for profit community groups and organisations to develop and deliver programs that benefit the Scenic Rim community.

Carried unanimously

Asset & Environmental Sustainability

11.2 Reserve Naming - Unnamed Reserve at Boyland Road, Boyland

Executive Officer: General Manager Asset and Environmental Sustainability

Attachments:

1. Locality Map - Road Reserve at Cavell Bridge, Boyland Road, Boyland 

Recommendation

That Council name the unnamed reserve situated adjacent to Cavell Bridge on Boyland Road at Boyland, 'Biddaddaba Creek Heritage Reserve'.

Moved: Cr Amanda Hay
Seconded: Cr Jeff McConnell

That Council name the unnamed reserve situated adjacent to Cavell Bridge on Boyland Road at Boyland, 'Biddaddaba Creek Heritage Reserve'.

Carried unanimously

11.3 Road Network Extension - Pamplings Road, Peak Crossing

Executive Officer: General Manager Asset and Environmental Sustainability

Attachments:

1. Proposed Extension to Pamplings Road, Peak Crossing 

Recommendation

That:

1. Council advise the applicant that it is prepared to accept an extension of Pamplings Road, Peak Crossing, by 300 metres, to allow permanent access to property described as Lot 171 CH3188, provided:
 - a. All costs of the road construction are to be borne by the applicant;
 - b. The road reserve must be surveyed by a registered surveyor to ensure the road will be constructed within the road reserve;
 - c. The road must be designed by a Registered Professional Engineer of Queensland (RPEQ), in accordance with Council's Planning Scheme Policy 1 - Infrastructure Design;
 - d. A Constructing or Interfering with a Road or its Operation application must be submitted to Council;
 - e. Following the completion of the road, the RPEQ will provide 'as constructed' plans and certify that the works were constructed in accordance with approved plans, or approved variation to the approved plans;
 - f. The Defect Liability Period for the road will be a minimum of 12 months; and
2. Council note on completion of the extension, of 300 metres of Pamplings Road, Peak Crossing, that this additional section of Class 5d Rural Access road will added to Council's Road Asset Register.

Moved: Cr Virginia West

Seconded: Cr Duncan McInnes

That:

1. Council advise the applicant that it is prepared to accept an extension of Pamplings Road, Peak Crossing, by 300 metres, to allow permanent access to property described as Lot 171 CH3188, provided:
 - a. All costs of the road construction are to be borne by the applicant;
 - b. The road reserve must be surveyed by a registered surveyor to ensure the road will be constructed within the road reserve;
 - c. The road must be designed by a Registered Professional Engineer of Queensland (RPEQ), in accordance with Council's Planning Scheme Policy 1 - Infrastructure Design;

- d. A Constructing or Interfering with a Road or its Operation application must be submitted to Council;
 - e. Following the completion of the road, the RPEQ will provide 'as constructed' plans and certify that the works were constructed in accordance with approved plans, or approved variation to the approved plans;
 - f. The Defect Liability Period for the road will be a minimum of 12 months; and
2. Council note on completion of the extension, of 300 metres of Pamplings Road, Peak Crossing, that this additional section of Class 5d Rural Access road will added to Council's Road Asset Register.

Carried unanimously

Additional Items

11.4 LATE ITEM - Review of Local Government Infrastructure Plan

Executive Officer: General Manager Asset and Environmental Sustainability

Attachments: Nil

Motion

That the following documents:

- Appointed Reviewer Statement; and
- Proposed High-level Local Government Infrastructure Plan Amendment Project Schedule and Timeline;

be received and tabled for consideration with this report, Item 11.4, and included in the Minutes of this Ordinary Meeting.

Moved: Cr Greg Christensen

Seconded: Cr Jeff McConnell

Carried unanimously

Recommendation

That:

1. Council note the outcomes of the review of the Local Government Infrastructure Plan outlined in the attached Reviewer Statement; and
2. Council prepare an amendment to the Local Government Infrastructure Plan in accordance with the *Planning Act 2016* and Minister's Guidelines and Rules.

Moved: Cr Greg Christensen

Seconded: Cr Michael Enright

That:

1. Council note the outcomes of the review of the Local Government Infrastructure Plan outlined in the attached Reviewer Statement; and
2. Council prepare an amendment to the Local Government Infrastructure Plan in accordance with the *Planning Act 2016* and Minister's Guidelines and Rules.

Carried unanimously


Attachments

- 1 Appointed Reviewer Statement.
- 2 Proposed High-level Local Government Infrastructure Plan Amendment Project Schedule and Timeline.

Appointed reviewer statement template*Approved form MGR5.2 under the Planning Act 2016*

Five Year Statutory review of Scenic Rim Regional local government infrastructure plan

Prepared by: 2EH Consulting Pty Ltd

Version	Date	Reviewer name and signature
Final	23 January 2023	Lau Chean Piau 

Introduction

2EH Consulting has been engaged by Scenic Rim Regional Council to undertake a 5 year statutory review of its proposed Local Government Infrastructure Plan (LGIP) or amendment to a current LGIP.

2EH Consulting is required to:

- (1) evaluate whether a proposed LGIP or amendment complies with the requirements outlined under the *Planning Act 2016* and the Minister's Guidelines and Rules, including:
 - (a) the SOW model requirements in Schedule 7 of the Guideline and Rules;
 - (b) the LGIP template;
 - (c) the approved form MGR5.1 – LGIP Review Checklist; and
- (2) comply with the fundamental ethical principles of integrity, objectivity, professional competence, due care and professional behaviour when reviewing the LGIP; and
- (3) provide a written statement and the completed checklist to the local government detailing the findings of the compliance check.

Scope exclusions

The following items are outside the scope of this review:

- A verification of the accuracy of individual inputs used in the preparation of an LGIP.
- A review of the local government's Long Term Financial Forecast (LTFF) or asset management plan (AMP) other than to determine the extent of their alignment with the LGIP.

Compliance check process

The process used for the compliance check is as follows:

Stage	Description
<u>Engaged</u>	<ul style="list-style-type: none"> Documents and other information requested from Scenic Rim Regional Council on 5 October 2022 Documents and other information provided by Scenic Rim Regional Council on 28 October 2022
<u>Review</u>	<ul style="list-style-type: none"> Review commenced on 1 November 2022 Meeting held with local government on 11 & 23 January 2023.
<u>Final report</u>	<ul style="list-style-type: none"> Final report issued on 23 January 2023

The following local government personnel were involved in the compliance check:

Name	Date of discussion (s)	Scope of discussion
Udaya Kharel – Infrastructure Planning Engineer Alvin Valle – Principal Specialist Asset Management Heather Nelson – Principal Specialist Strategic Planner Adrienne Jeuda – Strategic Planner	5 October 2022	<ul style="list-style-type: none"> Provided an overview of the statutory review and 2EH Consulting approach to the review process. Discussed required documentation, relevant extrinsic materials, and data for the review. Project team provided a detailed status update regarding Council's draft growth management strategy work.
Vasu Pardeshi – A/Manager Capital Works & Asset Management Mark Lohmann, Manager Regional Development, Health and Biodiversity Udaya Kharel – Infrastructure Planning Engineer Asset Management Heather Nelson – Principal Specialist Strategic Planner Adrienne Jeuda – Strategic Planner	1 December 2022	<ul style="list-style-type: none"> Presented to the findings and preliminary recommendations of the review.
Chris Gray – General Manager Asset and Environmental Sustainability Vasu Pardeshi – A/Manager Capital Adrienne Jeuda – Strategic Planner	11 January 2023	<ul style="list-style-type: none"> Presented draft report, findings & recommendations. Discussed preparation for Council Executive Leadership and Councillors' briefing on the review.
David Keenan – Chief Executive Officer Debra Howe - General Manager Customer and Regional Prosperity Chris Gray – General Manager Asset and Environmental Sustainability Oliver Pring - General Manager Council Sustainability	23 January 2023	<ul style="list-style-type: none"> Presented the review report, findings & recommendations.

Compliance check findings

The attached LGIP Review Checklist should be used as a guide by the council in preparing the amendment to the LGIP.

Conclusions

This review has identified that SRRC's current LGIP is no longer fit for purpose having regard to the currency and accuracy of the base information used to originally develop the LGIP. A key and critical finding has been that the planning assumptions originally developed are now dated, with comparison against Census 2021 showing that growth within the SRRC area has been lower than anticipated.

The growth of population has been substantially lower than anticipated when benchmarked against Census 2021. While employment growth has been less than predicted, the differences between forecast and actual growth are less marked than for population.

Discussions with SRRC have also revealed that some of the planning assumptions relating to residential development densities may also not have been achieved as lot sizes in new subdivisions have been larger than expected.

Given that population and employment growth are a fundamental building block of the planning assumptions, the determination of infrastructure demand and subsequent planning for trunk infrastructure, including timing for delivery, the inaccuracies of the current projections in the LGIP have impacted on the currency of infrastructure planning and timing in the LGIP.

In addition, it is recognised that there have been significant escalations in construction costs in recent times and the costings used to develop the SOW model are dated. This requires a refresh of costings used in the SOW model.

Furthermore it is noted that the infrastructure modelling used to develop the LGIP is also dated and needs to be revised in light of changes that have occurred since modelling was completed.

Key infrastructure networks, not controlled by but, influencing growth in the SRRC area are the transport network controlled by the Department of Main Roads and the water and sewer networks controlled by Urban Utilities.

During the LGIP review discussions were held with both of these agencies. SRRC project team provided an overview of the proposed timing of the LGIP amendment and key components that will require collaboration and technical support from these agencies such as reviewing the planning and growth assumptions, timing & prioritisation of the critical proposed trunk infrastructure projects, and identification of concerns that may affect the realisation of SRRC Growth Management Strategy objectives.

A further factor that dates the LGIP growth projections is the fact that SRRC has recently prepared a Growth Management Strategy which sets growth targets above trend that are also not aligned with the planning contained in the current LGIP. As infrastructure will be a key enabler for the implementation of the Growth Management Strategy it is appropriate that a new LGIP is prepared aligned with the Growth Management Strategy.

Recommendations

2EH Consulting recommends to the that the LGIP should amended to improve the currency and accuracy of the LGIP.

The LGIP amendment should:

- provide updates to improve clarity about the infrastructure policy objectives within the Scenic Rim Region local government area
- update infrastructure policy to ensure it remains relevant and appropriately responds to emerging trends and changing community values
- update technical matters and studies that underpin key assumptions and policy decisions in the LGIP
- ensure alignment with Urban Utilities and the Department of Transport and Main Roads to allow these entities to make informed decisions about infrastructure investment and expenditure.

Recommended conditions to be imposed

Not applicable.



<p>Review principles:</p> <ul style="list-style-type: none">• A reference in the checklist to the LGIP is taken to include a relevant reference to the <i>Planning Act 2016</i> and chapter 5 of the Minister's Guidelines and Rules.• Terms in this checklist that are defined in the <i>Planning Act 2016</i> or the Minister's Guidelines and Rules. <p>The checklist must not be taken to cover all requirements of the <i>Planning Act 2016</i> and the Minister's Guidelines and Rules. Local governments must still have regard to the requirements as set out in the <i>Planning Act 2016</i> and the Minister's Guidelines and Rules when preparing or amending an LGIP.</p>							
Local government infrastructure plan (LGIP) checklist				To be completed by appointed reviewer			
LGIP outcome	LGIP component	Number	Requirement	Compliant (yes/no)	Review Comments	Corrective action description	Recommendation
The LGIP is consistent with the legislation for LGIPs and the Minister's Guidelines and Rules	All	1.	The LGIP sections are ordered in accordance with the LGIP template.	No	Minor formatting changes (numbering) required	• Minor formatting changes (numbering) required.	• Ensure LGIP sections are updated to comply with template as part of amendment process.
		2.	The LGIP sections are correctly located in the planning scheme.	Yes			• Discussion with DSDILGP about need to include Mapping in Schedule 3 of Planning Scheme given council has an online mapping system that shows all layers. It is noted that other important scheme information such as Zoning and Overlays is not required in this form.
		3.	The content and text comply with the mandatory components of the LGIP template.	No	Minor formatting changes (numbering) required	• Minor formatting changes (numbering) required. • Specific word for word changes needed to exactly replicate the wording of the LGIP template.	• Ensure LGIP sections are updated to comply with template as part of amendment process.
		4.	Text references to numbered paragraphs, tables and maps are correct.	No	Minor formatting changes (numbering) required	• Minor formatting changes (numbering) required	• Ensure LGIP sections are updated to comply with template as part of amendment process.
	Definitions	5.	Additional definitions do not conflict with statutory requirements.	Yes	No additional definitions included in LGIP.		• Ensure LGIP sections are updated to comply with template as part of amendment process. • Add definitions if identified as necessary in discussion with SRRC officers.
	Preliminary section	6.	The drafting of the Preliminary section is consistent with the LGIP template.	No	Minor formatting changes (numbering) required	• Minor formatting changes (numbering) required	• Ensure LGIP sections are updated to comply with template as part of amendment process.
		7.	All five trunk networks are included in the LGIP. (If not, which of the networks are excluded and why have they been excluded?)	No	Only three networks required – Transport, Parks and Community land and Stormwater. Water and Sewer controlled by Urban Utilities since water separation and dealt with under the Urban Utilities Water Netserv Plan	• Only three networks required. Water and sewer appropriately excluded as these are controlled by Urban Utilities	• Consult with Urban Utilities as part of update of LGIP to ensure Water Netserv Plan aligns with LGIP.

Review principles: <ul style="list-style-type: none"> A reference in the checklist to the LGIP is taken to include a relevant reference to the <i>Planning Act 2016</i> and chapter 5 of the Minister's Guidelines and Rules. Terms in this checklist that are defined in the <i>Planning Act 2016</i> or the Minister's Guidelines and Rules. <p>The checklist must not be taken to cover all requirements of the <i>Planning Act 2016</i> and the Minister's Guidelines and Rules. Local governments must still have regard to the requirements as set out in the <i>Planning Act 2016</i> and the Minister's Guidelines and Rules when preparing or amending an LGIP.</p>							
Local government infrastructure plan (LGIP) checklist				To be completed by appointed reviewer			
LGIP outcome	LGIP component	Number	Requirement	Compliant (yes/no)	Review Comments	Corrective action description	Recommendation
	Planning assumptions - structure	8.	The drafting of the Planning assumptions section is consistent with the LGIP template.	No	LGIP template requires summaries of planning assumptions to be included in Schedule three of the planning scheme.	<ul style="list-style-type: none"> While consistent with template the assumptions are now very dated. Examination against Census 2021 has shown that actual growth has been slower than predicted. 	<ul style="list-style-type: none"> Update review of planning assumptions
		9.	All the projection areas listed in the tables of projections are shown on the relevant maps and vice versa.	Yes		<ul style="list-style-type: none"> Need to review in light of need to update planning assumptions 	<ul style="list-style-type: none"> Review planning assumptions and undertake consequential mapping changes.
		10.	All the service catchments listed in the tables of projected infrastructure demand are identified on the relevant plans for trunk infrastructure (PFTI) maps and vice versa.	Yes		<ul style="list-style-type: none"> 	<ul style="list-style-type: none">
	Planning assumptions - methodology	11.	The population and dwelling projections are based on those prepared by the Queensland Government Statistician (as available at the time of preparation) and refined to reflect development trends in the local government area.	No	<p>Planning assumptions are now at least 8 years out of date.</p> <p>Most recent Estimated Residential Population figures by QGSO show that growth has been slower than projections in current LGIP.</p> <p>Projections need to be updated.</p>	<ul style="list-style-type: none"> Population and dwelling projections in LGIP out of date. QGSO projections used are from 2015 which were based on 2011 Census Projections need to be updated based on latest information available. 	<ul style="list-style-type: none"> Undertake new top-down/bottom-up methodology using new (2022) QGSO projections (top down) and a revised growth model (bottom up).
		12.	The employment and non-residential development projections align with the available economic development studies, other reports about employment or historical rates for the area.	Yes	<p>Planning assumptions are now at least 8 years out of date.</p> <p>Most recent projections undertaken by Bull & Bear Economics (2021) suggest growth in employment has been lower than anticipated.</p> <p>Projections need to be updated.</p>	<ul style="list-style-type: none"> Employment projections based on 2015 QGSO medium series population projection which is now out of date. Projections need to be updated. 	<ul style="list-style-type: none"> Revise employment projections based on latest data available. Approach DTMR to seek approval to use new employment projections being prepared.

<p>Review principles:</p> <ul style="list-style-type: none"> • A reference in the checklist to the LGIP is taken to include a relevant reference to the <i>Planning Act 2016</i> and chapter 5 of the Minister's Guidelines and Rules. • Terms in this checklist that are defined in the <i>Planning Act 2016</i> or the Minister's Guidelines and Rules. <p>The checklist must not be taken to cover all requirements of the <i>Planning Act 2016</i> and the Minister's Guidelines and Rules. Local governments must still have regard to the requirements as set out in the <i>Planning Act 2016</i> and the Minister's Guidelines and Rules when preparing or amending an LGIP.</p>							
Local government infrastructure plan (LGIP) checklist				To be completed by appointed reviewer			
LGIP outcome	LGIP component	Number	Requirement	Compliant (yes/no)	Review Comments	Corrective action description	Recommendation
		13.	The developable area excludes all areas affected by absolute constraints such as steep slopes, conservation and flooding.	Yes	Planning assumptions are now at least 8 years out of date. Developable area likely to have changed based on updating of constraint layers. Developable area needs to be redefined based on latest constraint mapping.	<ul style="list-style-type: none"> • Absolute constraints based on older data sets. 	<ul style="list-style-type: none"> • Undertake fresh analysis of constrained areas using most up to date mapping layers.
		14.	The planned densities reflect realistic levels and types of development having regard to the planning scheme provisions and current development trends.	No	Planning assumptions are now 8 years old and need to be updated	<ul style="list-style-type: none"> • Assumptions in LGIP out of date • Requires discussion on outcomes being achieved. Discussion with SRRC officers on 5/10/22 indicate some misalignment between LGIP assumed densities and densities being achieved on the ground due to inability to sewer. Requires more investigation 	<ul style="list-style-type: none"> • Revise planned densities based on 2021 census info and SRRC officer input. • Potential issue with densities achieved not trending in right direction to meet SEQRP targets
		15.	The planned densities account for land required for local roads and other infrastructure.	No	Planning assumptions are now 8 years old and need to be updated	<ul style="list-style-type: none"> • Need to revise based on recent development outcomes 	
		16.	The population and employment projection tables identify "ultimate development" in accordance with the defined term.	No	Planning assumptions are now 8 years old and need to be updated	<ul style="list-style-type: none"> • Assumptions in LGIP out of date • Requires reassessment based on new growth model • April 2022 Beaudesert Corridor Study (p95 suggests VLC work was based on an overestimation of forecasts. Suggests that VLC model for 2031 is more in line with ultimate development at Beaudesert. 	<ul style="list-style-type: none"> • Recalculate ultimate development based on new projections and growth model.

Review principles: <ul style="list-style-type: none"> • A reference in the checklist to the LGIP is taken to include a relevant reference to the <i>Planning Act 2016</i> and chapter 5 of the Minister's Guidelines and Rules. • Terms in this checklist that are defined in the <i>Planning Act 2016</i> or the Minister's Guidelines and Rules. <p>The checklist must not be taken to cover all requirements of the <i>Planning Act 2016</i> and the Minister's Guidelines and Rules. Local governments must still have regard to the requirements as set out in the <i>Planning Act 2016</i> and the Minister's Guidelines and Rules when preparing or amending an LGIP.</p>							
Local government infrastructure plan (LGIP) checklist				To be completed by appointed reviewer			
LGIP outcome	LGIP component	Number	Requirement	Compliant (yes/no)	Review Comments	Corrective action description	Recommendation
		17.	Based on the information in the projection tables and other available material, it is possible to verify the remaining capacity to accommodate growth, for each projection area.	No	Planning assumptions are now 8 years old and need to be updated	<ul style="list-style-type: none"> • Discussions with SRRC officers have identified that anecdotally it appears spare capacity may be available but there are no records to confirm this. 	<ul style="list-style-type: none"> • Undertake additional planning to determine available capacity, particularly for roads, water and wastewater.
		18.	The determination of planning assumptions about the type, scale, timing and location of development, reflect an efficient, sequential pattern of development.	No	Planning assumptions are now 8 years old and need to be updated	<ul style="list-style-type: none"> • Planning assumptions are now out of date. 	<ul style="list-style-type: none"> • Revise planning assumptions based on top-down bottom-up approach and intelligence identified through discussions with SRCC officers, TMR and UU. • Determine contemporary model of growth and development.
		19.	The relevant state agency for transport matters and the distributor-retailer responsible for providing water and wastewater services for the area (if applicable), has been consulted in the preparation of the LGIP (What was the outcome of the consultation?)	No	Planning assumptions are now 8 years old and need to be updated	<ul style="list-style-type: none"> • LGIP based on dated information and discussions with TMR/QR and Urban Utilities. 	<ul style="list-style-type: none"> • Undertake consultation with TMR • Undertake consultation with QR to determine if there are any corridors required for the future and consider buffer requirements in the planning scheme. • Undertake consultation with Urban Utilities
	Planning assumptions - demand	20.	The infrastructure demand projections are based on the projections of population and employment growth.	No	Planning assumptions are now 8 years old and need to be updated	<ul style="list-style-type: none"> • Assumptions in LGIP out of date • Growth appears to be slower than envisaged by LGIP. Requires baselining 	<ul style="list-style-type: none"> • Undertake new top down/bottom-up methodology using new (2022) QGSO projections (top down) and a revised growth model (bottom up). • Revise employment projections based on latest data available. • Approach DTMR to seek approval to use new employment projections being prepared.
		21.	The infrastructure units of demand align with those identified in the Minister's Guidelines and Rules, or where alternative demand units are used, their numerical relationship to the standard units of demand is identified and explained.	Yes		<ul style="list-style-type: none"> • Need to review to ensure currency based on feedback from SRRC officers 	<ul style="list-style-type: none"> • Need to review to ensure currency based on feedback from SRRC officers
		22.	The demand generation rates align with accepted rates and/or historical data.	Yes		<ul style="list-style-type: none"> • Review based on feedback from SRRC officers 	<ul style="list-style-type: none"> • Review based on feedback from SRRC officers

Review principles: <ul style="list-style-type: none"> A reference in the checklist to the LGIP is taken to include a relevant reference to the <i>Planning Act 2016</i> and chapter 5 of the Minister's Guidelines and Rules. Terms in this checklist that are defined in the <i>Planning Act 2016</i> or the Minister's Guidelines and Rules. <p>The checklist must not be taken to cover all requirements of the <i>Planning Act 2016</i> and the Minister's Guidelines and Rules. Local governments must still have regard to the requirements as set out in the <i>Planning Act 2016</i> and the Minister's Guidelines and Rules when preparing or amending an LGIP.</p>							
Local government infrastructure plan (LGIP) checklist				To be completed by appointed reviewer			
LGIP outcome	LGIP component	Number	Requirement	Compliant (yes/no)	Review Comments	Corrective action description	Recommendation
		23.	The service catchments used for infrastructure demand projections are identified on relevant PFTI maps and demand tables.	Yes		<ul style="list-style-type: none"> Ensure this rigour carried forward in the event of any changes. 	<ul style="list-style-type: none"> Ensure this rigour carried forward in the event of any changes.
		24.	The service catchments for each network cover, at a minimum, the urban areas, and enable urban development costs to be compared.	Yes		<ul style="list-style-type: none"> Costs in LGIP dated and need to be updated Costs can't be compared as current SOW model links broken – needs to be rebuilt 	<ul style="list-style-type: none"> Update costs in SOW model to be more current. SOW model needs to be rebuilt
		25.	The asset management plan (AMP) and Long Term Financial Forecast (LTFF) align with the LGIP projections of growth and demand. (If not, what process is underway to achieve this?)	No	Further work to be done on the alignment with the AMP and LTFF	<ul style="list-style-type: none"> This was a requirement of the 2017 Review. Further work to be done on the alignment with the AMP and LTFF 	<ul style="list-style-type: none"> Undertake work to more closely align asset management plan (AMP) and Long Term Financial Forecast (LTFF)
	Priority infrastructure area (PIA)	26.	The drafting of the PIA section is consistent with the LGIP template.	Yes			
		27.	Text references to PIA map(s) are correct.	Yes			
		28.	The PIA boundary shown on the PIA map is legible at a lot level and the planning scheme zoning is also shown on the map.	No	PIA is visible at the lot level. Zoning not shown but would argue that this is not necessary for Schedule 3 maps given SRRC interactive mapping allows this to be interrogated.	<ul style="list-style-type: none"> PIA is visible at the lot level. Zoning not shown but would argue that this is not necessary for Schedule 3 maps given SRRC interactive mapping allows this to be interrogated. 	<ul style="list-style-type: none"> Zoning is not shown but this would degrade the readability of the Maps. Discuss with state as to the utility of requiring zoning on the Schedule 3 PFTI maps given the legibility problems this creates and the fact that the interactive mapping system allows this to be viewed/interrogated.
		29.	The PIA includes all areas of existing urban development serviced by all relevant trunk infrastructure networks at the time the LGIP was prepared.	No	Mapping now out of date. Require SRRC input to determine	<ul style="list-style-type: none"> Minor areas now outside the PIA e.g. Kalbar SRRC officers advised PIA requires review based on local knowledge and feedback from Urban Utilities 	<ul style="list-style-type: none"> Undertake a review of the PIA
		30.	The PIA accommodates growth for at least 10 years but no more than 15 years.	Yes	<p>Actual growth has been slower than projected. Current PIA may still be appropriate given slower growth rate.</p> <p>Planning assumptions are now 8 years old and need to be updated to assess the extent to which growth can be accommodated within the PIA</p>	<ul style="list-style-type: none"> Growth has been slower than projected. Planning assumptions are now 8 years old and need to be updated to assess the extent to which growth can be accommodated within the PIA 	<ul style="list-style-type: none"> Undertake a review of the PIA

<p>Review principles:</p> <ul style="list-style-type: none"> A reference in the checklist to the LGIP is taken to include a relevant reference to the <i>Planning Act 2016</i> and chapter 5 of the Minister's Guidelines and Rules. Terms in this checklist that are defined in the <i>Planning Act 2016</i> or the Minister's Guidelines and Rules. <p>The checklist must not be taken to cover all requirements of the <i>Planning Act 2016</i> and the Minister's Guidelines and Rules. Local governments must still have regard to the requirements as set out in the <i>Planning Act 2016</i> and the Minister's Guidelines and Rules when preparing or amending an LGIP.</p>							
Local government infrastructure plan (LGIP) checklist				To be completed by appointed reviewer			
LGIP outcome	LGIP component	Number	Requirement	Compliant (yes/no)	Review Comments	Corrective action description	Recommendation
		31.	The PIA achieves an efficient, sequential pattern of development.	No	Requires review on the basis of development that has occurred since LGIP was completed.	<ul style="list-style-type: none"> PIA needs revision based on more up to date information on servicing priorities. 	<ul style="list-style-type: none"> Undertake a review of the PIA.
		32.	If there is an area outside the PIA that the planning assumptions show is needed for urban growth in the next 10 to 15 years, why has the area been excluded from the PIA?	No	Based on discussion with SRRC staff it appears some growth has occurred outside of PIA. Reconsider after new planning assumptions have been developed.	<ul style="list-style-type: none"> Based on discussion with SRRC staff it appears some growth has occurred outside of PIA and there is potential for more of this to occur. 	<ul style="list-style-type: none"> Undertake a review of the PIA based on updated planning assumptions.
	Desired standards of service (DSS)	33.	The drafting of the DSS section is consistent with the LGIP template.	Yes	Need to determine if DSS still appropriate based on SRRC discussions. Discussion indicated some DSS may be too high	<ul style="list-style-type: none"> Need to determine if DSS still appropriate based on SRRC discussions. Discussion indicated some DSS may be too high 	<ul style="list-style-type: none"> Review DSS in consultation with SRRC officers.
		34.	The DSS section states the key planning and design standards for each network.	Yes	SRRC officers suggest some DSS may be too high.	<ul style="list-style-type: none"> Need to determine if DSS still appropriate based on SRRC discussions. Discussion indicated some DSS may be too high 	<ul style="list-style-type: none"> Review DSS in consultation with SRRC officers.
		35.	The DSS reflects the key, high level industry standards, regulations and codes, and planning scheme policies about infrastructure.	No	Reconsider after new planning assumptions have been developed.	<ul style="list-style-type: none"> Need to determine if DSS still appropriate based on SRRC discussions. Discussion indicated some DSS may be too high 	<ul style="list-style-type: none"> Review DSS in consultation with SRRC officers.
		36.	There is alignment between the relevant levels of service stated in the local government's AMP and the LGIP. (If not, what process is underway to achieve this?)	No	This was a requirement of the 2017 Review. Further work required based on most recent AMP	<ul style="list-style-type: none"> Further alignment with AMP and LTFF required. 	<ul style="list-style-type: none"> Undertake work to more closely align asset management plan (AMP) and Long Term Financial Forecast (LTFF)
	Plans for trunk infrastructure (PFTI) – structure and text	37.	The drafting of the PFTI section is consistent with the LGIP template.	No	PFTI require review to exclude items where there is no nexus with infrastructure required to service growth.	<ul style="list-style-type: none"> Not all infrastructure identified in the SOW / planning documents are relevant for inclusion in the LGIP. Some works are maintenance or upgrades to infrastructure that is not serving new 	<ul style="list-style-type: none"> Update SOW with trunk infrastructure that has a nexus with anticipated growth rather than addressing an existing shortfall for existing population.

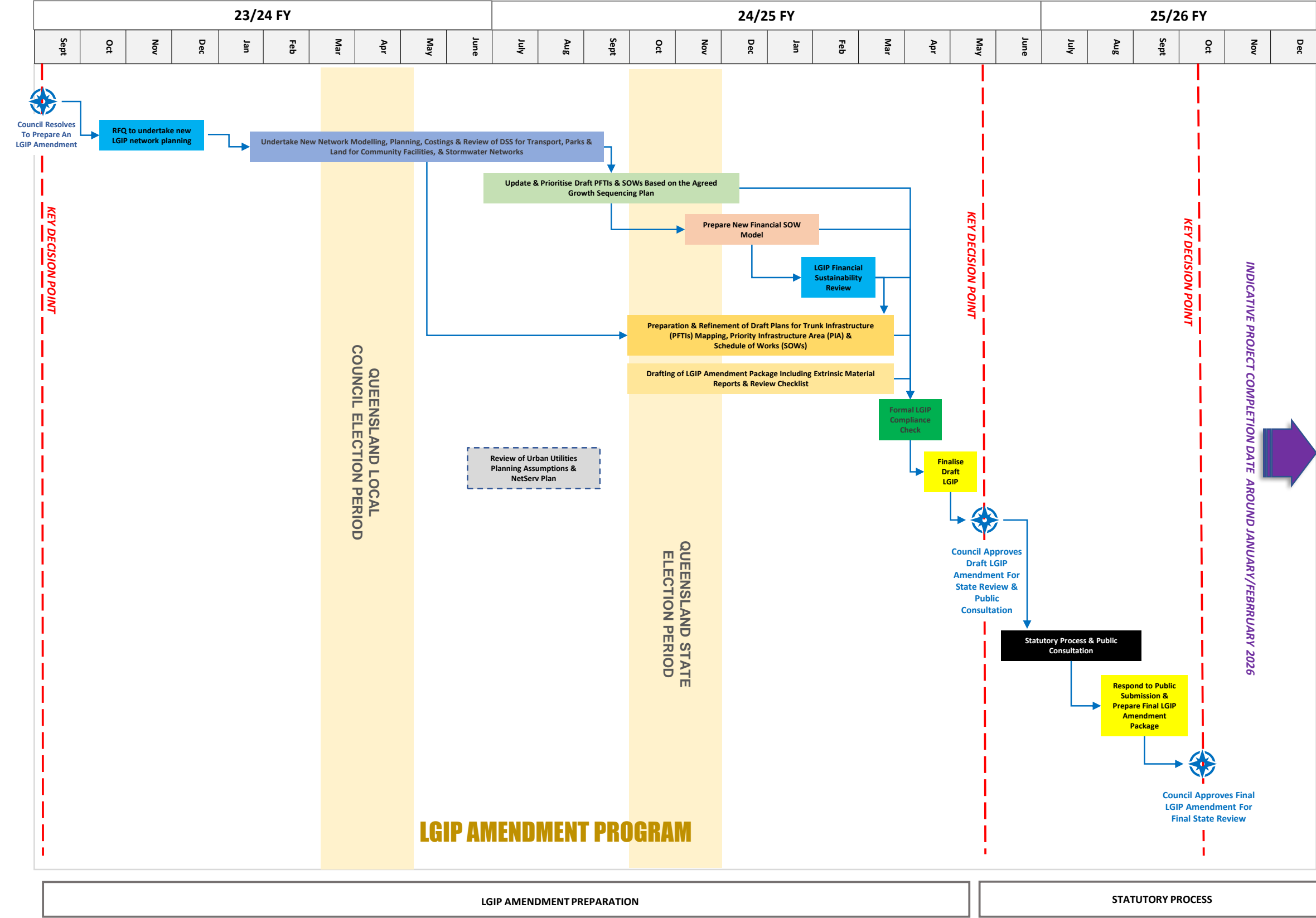
<div>Review principles:<ul style="list-style-type: none">• A reference in the checklist to the LGIP is taken to include a relevant reference to the <i>Planning Act 2016</i> and chapter 5 of the Minister’s Guidelines and Rules.• Terms in this checklist that are defined in the <i>Planning Act 2016</i> or the Minister’s Guidelines and Rules.The checklist must not be taken to cover all requirements of the <i>Planning Act 2016</i> and the Minister’s Guidelines and Rules. Local governments must still have regard to the requirements as set out in the <i>Planning Act 2016</i> and the Minister’s Guidelines and Rules when preparing or amending an LGIP.</div>							
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LGIP outcome	LGIP component	Number	Requirement	Compliant (yes/no)	Review Comments	Corrective action description	Recommendation
						growth anticipated in the LGIP. <ul style="list-style-type: none">• Some of the PFTI items form part of a network which may be appropriate for whole of local government infrastructure planning but are not required to service growth. For example, upgrades of Kerry Road and Christmas Creek Road are proposed and yet there is negligible growth that would justify these upgrades. Similarly, parks are proposed in areas which will not serve future population	
		38.	PFTI maps are identified for all networks listed in the Preliminary section.	Yes	Some clarification required on maps for Community Purposes PFTI.	<ul style="list-style-type: none">• Some clarification required on maps for Community Purposes PFTI.•	<ul style="list-style-type: none">• Clarify mapping of infrastructure into categories of existing and proposed. Current mapping not clear.
		39.	PFTI schedule of works summary tables for future infrastructure are included for all networks listed in the Preliminary section.	Yes	Schedule of works model needs to be rebuilt as it is not functioning properly	<ul style="list-style-type: none">• SOW includes projects that are for major maintenance.• See also comments on item 37	<ul style="list-style-type: none">• Update the SOW to remove items that are for maintenance purposes.
	PFTI – Maps [Add rows to the checklist to address these items for each of the networks]	40.	The maps clearly differentiate between existing and future trunk infrastructure networks.	No	Some clarification required on maps for Community Purposes PFTI.	<ul style="list-style-type: none">• Transport and Stormwater infrastructure mapping compliant• Community facilities – it appears that existing facilities are mapped but it is not quite clear – could be more clearly designated as “existing” and “Proposed” in the legend	<ul style="list-style-type: none">• Modify community facilities mapping legend
		41.	The service catchments referenced in the schedule of works (SOW) model and infrastructure demand summary tables are shown clearly on the maps.	Yes			

Review principles: <ul style="list-style-type: none"> A reference in the checklist to the LGIP is taken to include a relevant reference to the <i>Planning Act 2016</i> and chapter 5 of the Minister's Guidelines and Rules. Terms in this checklist that are defined in the <i>Planning Act 2016</i> or the Minister's Guidelines and Rules. <p>The checklist must not be taken to cover all requirements of the <i>Planning Act 2016</i> and the Minister's Guidelines and Rules. Local governments must still have regard to the requirements as set out in the <i>Planning Act 2016</i> and the Minister's Guidelines and Rules when preparing or amending an LGIP.</p>							
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LGIP outcome	LGIP component	Number	Requirement	Compliant (yes/no)	Review Comments	Corrective action description	Recommendation
		42.	Future trunk infrastructure components are identified (at summary project level) clearly on the maps including a legible map reference.	Yes			
		43.	The infrastructure map reference is shown in the SOW model and summary schedule of works table in the LGIP.	Yes			
	Schedules of works <i>[Add rows to the checklist to address these items for each of the networks]</i>	44.	The schedule of works tables in the LGIP comply with the LGIP template.	No	LGIP template		
		45.	The identified trunk infrastructure is consistent with the <i>Planning Act 2016</i> and the Minister's Guidelines and Rules.	No	Some trunk works identified are not required to serve new urban development and need revision.	<ul style="list-style-type: none"> Stormwater planning has considered trunk open channel network, however, not the trunk piped network. Discuss need for further piped network TRUNK infrastructure with SRRC officers. Netserv SOW requires size of infrastructure to be documented. 	<ul style="list-style-type: none"> Undertake additional planning to expand to include the trunk piped network and considering overland flow. Expand studies to include other towns. In consultation with SRRC determine if further piped drainage is to be identified as Trunk Infrastructure. Raise issues with Water Netserv Plan with Urban Utilities.
		46.	The existing and future trunk infrastructure identified in the LGIP is adequate to service at least the area of the PIA.	Yes	Infrastructure planning may now be out of date.	<ul style="list-style-type: none"> Infrastructure planning may now be out of date. 	<ul style="list-style-type: none"> Review infrastructure planning based on updated planning assumptions.
		47.	Future urban areas outside the PIA and the demand that will be generated at ultimate development for the relevant network catchments have been considered when determining the trunk infrastructure included in the SOW model.	No	Infrastructure planning may now be out of date.	<ul style="list-style-type: none"> Infrastructure planning may now be out of date. 	<ul style="list-style-type: none"> Review infrastructure planning based on updated planning assumptions.
		48.	There is alignment of the scope, estimated cost and planned timing of proposed trunk capital works contained in the SOW model and the relevant inputs of the AMP and LTFF. (If not, what process is underway to achieve this?)	No	Further work required on alignment with AMP and LTFF	<ul style="list-style-type: none"> Work required to more closely align asset management plan (AMP) and Long Term Financial Forecast (LTFF) 	<ul style="list-style-type: none"> Undertake work to more closely align asset management plan (AMP) and Long Term Financial Forecast (LTFF)
		49.	The cost of trunk infrastructure identified in the SOW model and schedule of work tables is consistent with legislative requirements.	No	Costings are not current and need revision	<ul style="list-style-type: none"> Costs stated in the original reports are dated. The costs in the SOW have not been regularly updated to keep current. 	<ul style="list-style-type: none"> Update all SOW costings and ensure that the costs are kept up to date and that the currency date is kept. Update the SOW to include corrected links to unit rates. Raise with Urban Utilities – need to update costings in the Water Netserv SOW.

Review principles: <ul style="list-style-type: none"> A reference in the checklist to the LGIP is taken to include a relevant reference to the <i>Planning Act 2016</i> and chapter 5 of the Minister's Guidelines and Rules. Terms in this checklist that are defined in the <i>Planning Act 2016</i> or the Minister's Guidelines and Rules. <p>The checklist must not be taken to cover all requirements of the <i>Planning Act 2016</i> and the Minister's Guidelines and Rules. Local governments must still have regard to the requirements as set out in the <i>Planning Act 2016</i> and the Minister's Guidelines and Rules when preparing or amending an LGIP.</p>							
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LGIP outcome	LGIP component	Number	Requirement	Compliant (yes/no)	Review Comments	Corrective action description	Recommendation
						<ul style="list-style-type: none"> The SOW presented on the external website does not include the unit rates, although the spreadsheet provides links. The SOW in the Water Netserv Plan are inconsistent. 	
	SOW model	50.	The submitted SOW model is consistent with the SOW model included in the Minister's Guidelines and Rules.	No	SOW model has structural issues and needs to be rebuilt.	<ul style="list-style-type: none"> SOW model is not functioning properly and needs rebuilding The SOW has a repetition of Asset ID / LGIP ID for what could be, or, may not be different projects on the same infrastructure e.g. Parks SOW, ID 80. 	<ul style="list-style-type: none"> Remove repetition by having different projects as different ID's. Rebuild SOW model
		51.	The SOW model has been prepared and populated consistent with the Minister's Guidelines and Rules.	No	SOW model has structural issues and needs to be rebuilt.	<ul style="list-style-type: none"> SOW model is not functioning properly and needs rebuilding 	<ul style="list-style-type: none"> Rebuild SOW model
		52.	Project owner's cost and contingency values in the SOW model do not exceed the ranges outlined in the Minister's Guidelines and Rules.	No	Costings are not current and need revision	<ul style="list-style-type: none"> Costings are not current and need revision 	<ul style="list-style-type: none"> Undertake an update of the SOW model, including costings that clearly state the project owner's cost.
		53.	Infrastructure items included in the SOW model, SOW tables and the PFTI maps are consistent.	No	Some trunk works identified are not required to serve new urban development and need revision.	<ul style="list-style-type: none"> Some trunk works identified are not required to serve new urban development and need revision. 	<ul style="list-style-type: none"> Review infrastructure planning based on updated planning assumptions.
	Extrinsic material	54.	All relevant material including background studies, reports and supporting information that informed the preparation of the proposed LGIP is available and identified in the list of extrinsic material.	Yes	All of the LGIP documents and LGIP Extrinsic material are readily available online.	<ul style="list-style-type: none"> Netserv Extrinsic material is difficult to locate water and wastewater planning studies. 	<ul style="list-style-type: none"> Update the extrinsic materials report for Netserv and SRRC to include all available relevant studies.
		55.	The extrinsic material explains the methodology and inter-relationships between the components and assumptions of the LGIP.	No	Some detail is not available in the extrinsic material to allow steps to be replicated. Some further documentation required.	<ul style="list-style-type: none"> Extrinsic material needs to be updated. Some of the assumptions are explained but can't be replicated based on the material provided 	<ul style="list-style-type: none"> Update extrinsic material. Information to be included so that assumptions explained can be replicated based on the material provided.



Figure 1: Proposed High Level LGIP Amendment Project Schedule & Timeline



12 Confidential Matters

Nil

The Ordinary Meeting ended at 9:57 am.

To be confirmed on 19 September 2023.

Cr Greg Christensen

Mayor