

AGENDA ORDINARY COUNCIL MEETING

Date:	Wednesday, 26 April 2023
Time:	9am
Venue:	<i>Kilcoy Visitor Information Centre 41 Hope Street Kilcoy</i>

Item No.	Description	Page No
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2.	Leave of absence	-
3.	Confirmation of Previous Minutes	-
4.	Business arising out of minutes of previous meeting	-
5.	Matters of Public Interest	-
6.	Declarations of Interest	-
7.	Reception and consideration of Officers' reports	-

PLANNING AND ECONOMIC DEVELOPMENT

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12.	Purchase of Plant – Lantana Control Program	59
13.	Planning and Development Department Monthly Report – March 2023	61

FINANCE

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23.	Lowood Kindergarten Fete 2023 – Use of Clock Park and Temporary Closure of Carpark for Annual Fete – Saturday, 26 August 2023	116
24.	Request to Place Knitted Scarves on Selected Trees in Esk	119

HR AND CUSTOMER SERVICE

25.	Community Assistance Grants 2022 - 2023 – Kilcoy Chamber of Commerce Inc. – Doc Id 1496567	120
26.	Community Assistance Grants 2022-2023 – Kilcoy Pastoral Agricultural and Industrial Society Inc	121
27.	Community Assistance Grants – Somerset Excellence Bursaries for approval by CEO – March 2023	122
28.	Customer Service Report	124

CHIEF EXECUTIVE OFFICER

29.	Nil	-
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GENERAL

30.	Meetings authorised by Council	-
31.	Mayor's and Councillors' Report	-
32.	Receipt of Petition	-
33.	Consideration of notified motions	-
34.	Reception of Notices of Motion for next meeting	-
35.	Items for reports for future meetings	-
36.	Closure of Meeting	-

Agenda links

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PLANNING

SOMERSET REGIONAL COUNCIL - OFFICER'S REPORT

To: Andrew Johnson, Chief Executive Officer
From: Michael O'Connor, Senior Planner
Director: Luke Hannan, Director of Planning and Development
Date: 17 April 2023
Subject: Development Application No. 23493
Development Application for a Development Permit for Reconfiguring a
Lot by Subdivision (One Lot into Two Lots)
File No: DA23493 Action Officer: SP—MO
Assessment No: 80376-00000-000

1.0 APPLICATION SUMMARY

Property details

Location: 10 Row Street, Kilcoy
Real property description: Lot 26 K3796
Site area: 1,214m²
Current land use: Dwelling house
Easements/encumbrances: Nil identified

South East Queensland Regional Plan 2017

Land use category: Urban footprint

Planning scheme details

Planning scheme: Somerset Region Planning Scheme (Version 4.2)
Zone: General residential zone
Precinct: Not within a precinct
Overlays: OM8 High impact activities management area overlay
OM10 Landslide hazard overlay
OM13 Stock route management overlay

Application details

Proposal: Subdivision (one lot into two lots)
Category of assessment: Code assessment
Applicant details: Tim and Magdalene Nelson
c/- Somerville Consultants
PO Box 1198
Springwood QLD 4127
Owner details: Timothy Nelson
Date application received: 23 February 2023
Date application properly made: 23 February 2023

Referrals None required

Public notification Not required

RECOMMENDED DECISION

Approve the development application subject to the development conditions and requirements contained in the schedules and attachments of this report.



Locality Plan of Lot 26 K3796
Situated at 10 Row Street, Kilcoy

2.0 PROPOSAL

This development application seeks approval for a development permit for reconfiguring a lot by subdivision (one lot into two lots), on land at 10 Row Street, Kilcoy, formally described as Lot 26 K3796. The land benefits from frontage to both Row Street and McCauley Street, and the proposal seeks to split the existing lot in half so that each lot addresses a separate frontage.

The application is made under the Somerset Region Planning Scheme (Version 4.2). The site is located within the General residential zone. The application is required as reconfiguring a lot in this zone is assessable development requiring code assessment.

The existing house is intended to be retained on Proposed Lot 1 which is a 607m² lot fronting Row Street. Proposed Lot 2 will be vacant and front to McCauley Street. Both lots contain the minimum lot size and dimensions sought by the reconfiguring a lot code and are to be serviced by all reticulated networks.

3.0 SITE DETAILS

3.1 Description of the land

The site is a regular shaped allotment with frontages to Row Street at the southern boundary, and McCauley Street at the northern boundary. The site is improved with a dwelling house, which is proposed to be retained on proposed Lot 1, with proposed Lot 2 to be vacant.

Surrounding lots have been improved with dwelling houses and associated buildings and structures. The site is located in proximity to the Kilcoy Hospital, Council's Kilcoy Customer Service Centre and Library, and is within walking distance to the town centre.

3.2 Access

The existing dwelling on Proposed Lot 1 will retain the current access from Row Street. A future dwelling on Proposed Lot 2 will require a Road Access Application from Council's operations department prior to installing a crossover.

3.3 Connection to electricity and telecommunications

The land is within the General residential zone, and as such the development conditions require the development to connect to the reticulated electricity and telecommunications networks.

3.4 Landslide hazard and slope

The land is partly located in the landslide hazard overlay, as the land west of the site contains a slope that exceeds 15%. The application material identifies that the approximate cross slope of the site is 11%.

The proposal is considered to comply with the Landslide hazard overlay code, noting that:

- (a) the site is only partly in the mapped area for the overlay;
- (b) the application material identifies and average slope of less than 15% for the proposed lots;
- (c) the street is an established residential street, where the risk to landslide hazard occurring is expected to be low;
- (d) appropriate geotechnical reporting and certification will be provided through the building certification of any future development on the site; and
- (e) for some forms of development, a material change of use approval may required.

4.0 PLANNING LEGISLATION

The application will be assessed against the matters set out in section 45 and decided in accordance with section 60 of the *Planning Act 2016*.

5.0 ASSESSMENT BENCHMARKS

The proposal requires assessment against the following assessment benchmarks.

5.1 State Planning Policy 2017

A new State Planning Policy (SPP) came into effect on 3 July 2017 and is not currently reflected in the Somerset Region Planning Scheme. An assessment of the proposed development against the assessment benchmarks contained within Part E of the SPP is required.

The application has been assessed against the assessment benchmarks and the proposal is considered to comply.

5.2 South East Queensland Regional Plan 2017

The site is located within the urban footprint. The application has been assessed against the provisions of the regional plan and the associated regulatory requirements and was considered to comply.

As the development is within the urban footprint, the provisions of schedule 10 of the *Planning Regulation 2017* relating to the regional plan do not apply.

5.3 Schedule 10 of the Planning Regulation 2017

The proposal did not require Council to assess the application against the assessment benchmarks within the Regulation. Where a referral agency undertakes an assessment against a matter in the Regulation, this is discussed in section 6.0 of this report.

The proposal:

- (a) does not impact on any regulated vegetation or koala habitat areas;
- (b) is not located within a koala priority area;
- (c) is not located in proximity to a Queensland heritage place or local heritage place;
- (d) is not known to be on a contaminated land or environmental management register;
- (e) does not involve any environmentally relevant activities.

5.4 Temporary local planning instruments

There are currently no temporary local planning instruments in effect within the Somerset Region.

5.5 Variation approvals

The property is not benefitted by any variation approvals.

5.6 Somerset Region Planning Scheme (Version 4.2)

5.6.1 Strategic framework assessment

An assessment against the strategic framework was not required as this development application was subject to code assessment.

5.6.2 Code compliance summary

The assessment below identifies how the development proposal achieves the assessment benchmarks and where the development proposal:

- (a) proposes an alternative outcome to the identified acceptable outcomes satisfying or not satisfying the corresponding performance outcomes; or
- (b) proposes an outcome where no acceptable outcome is stated in the code and the proposed outcome does not satisfy the performance outcome.

Applicable code	Compliance with overall outcomes	Performance outcomes
Reconfiguring a lot code	Yes	No alternative outcomes proposed
Services works and infrastructure code	Yes	No alternative outcomes proposed
Transport access and parking code	Yes	No alternative outcomes proposed
Applicable overlay code	Compliance with overall outcomes	Performance outcomes
Landslide hazard overlay code	Yes	No alternative outcomes proposed

The land is also within the High impact activities management areas and the Stock route management overlay. However, these overlays are not relevant to the assessment of reconfiguring a lot or development within an urban area respectively.

The assessment of the development proposal against the performance outcomes of the applicable code(s) is discussed below.

5.6.3 Performance outcome assessment

The proposal is considered to comply with all the relevant acceptable outcomes and performance outcomes. As such, an assessment of alternative outcomes is not required.

5.6.4 Overall outcome assessment

The proposal is considered to comply with all the relevant performance outcomes. As such, a detailed assessment of the overall outcomes was not required.

5.7 Local government infrastructure plan

5.7.1 Priority infrastructure area

The development land is located within the priority infrastructure area as shown in the Local government infrastructure plan mapping.

5.7.2 Infrastructure charges

The proposed development is for a subdivision, which adopts a charge consistent with a three or more-bedroom dwelling under the *Somerset Regional Council Charges Resolution (No. 1) 2022*. In determining the appropriate charging area, the land is located within the urban footprint of Kilcoy.

The draft infrastructure charges notice is attached and includes charges for the networks identified in the below sections of this report.

5.7.3 Trunk infrastructure requirements

5.7.3.1 Drinking water and wastewater networks

The site is located within the connections area or future connections area for both the drinking water and wastewater networks as shown in Urban Utilities' Netserv Plan. The recommended conditions require the development to connect to both networks to the satisfaction of Urban Utilities.

Infrastructure charges for the drinking water and wastewater networks (where applicable) are managed by Urban Utilities separately from this development application.

5.7.3.2 Public parks and community land network

The proposal is not considered to result in an unreasonable impact on Council's parks and community land network.

An adopted charge for the public parks and community land network applies.

5.7.3.3 Stormwater network

There are no known issues with the existing drainage of the site. Standard development conditions are recommended to ensure no actionable nuisance occurs and that discharge to a lawful point of discharge.

An adopted charge for the stormwater network applies.

5.7.3.4 Transport network

The proposal will not result in an undue impact on the transport network. Standard development conditions are proposed, and no trunk infrastructure works have been identified.

An adopted charge for the transport network applies.

6.0 REFERRAL

In accordance with the *Planning Regulation 2017*, there are no referral agencies applicable for this application.

Council did not seek any third-party advice for this application.

7.0 PUBLIC NOTIFICATION

As the application is subject to code assessment, public notification was not required.

No comments or submissions were received.

8.0 OTHER RELEVANT MATTERS

There are no other relevant matters applicable for code assessment.

9.0 CONCLUSION

The proposed development is for the subdivision of one lot into two lots within the established urban area of Kilcoy. The proposal has demonstrated compliance with acceptable outcomes of each of the applicable assessment benchmarks, or otherwise complied with the relevant performance outcomes.

It is recommended that the application be approved, subject to the imposition of reasonable and relevant conditions, as outlined in the schedules and attachments.

10.0 ATTACHMENT

1. Plan of Proposed Reconfiguration of Lot, drawn by PCSurveys, reference 60533-01-AC, dated 06/12/2022.
2. Draft infrastructure charges notice

RECOMMENDATION

1. THAT Council approve Development Application No. 23493 for a Development Permit for Reconfiguring a Lot by Subdivision (One Lot into Two Lots) on land situated at 10 Row Street, Kilcoy, formally described as Lot 26 K3796, subject to the recommended conditions and requirements contained in the schedules and attachments to this report.
2. THAT the officer report for this application be published to the website as Council's Statement of Reasons in accordance with s63(5) of the *Planning Act 2016*.

SCHEDULE 1 – GENERAL CONDITIONS		
<i>Assessment Manager</i>		
No	Condition	Timing

1.1	Carry out the development generally in accordance with the material contained in the development application, supporting documentation and the plan(s) listed below, except where amended by these development conditions. Plan of Proposed Reconfiguration of Lot, drawn by PCSurveys, reference 60533-01-AC, dated 06/12/2022.	At all times.
1.2	The development must comply with the relevant provisions of the Somerset Region Planning Scheme (Version 4.2), planning scheme policies, and Local Laws, to the extent they have not been varied by this Development Approval.	At all times.
1.3	Pay to Council any outstanding rates or charges or expenses that are a charge over the subject land levied by Council, including any charges that are levied but not fully paid over the subject land.	Prior to the request for approval of the Plan of Subdivision.
1.4	All development conditions of this Development Approval must be complied with at no cost to Council unless stated otherwise in any specific condition of approval	At all times.
1.5	Repair any damage to existing infrastructure (e.g. kerb and channel, footpath, or roadway) that may have occurred as part of the development. Any damage that is deemed to create a hazard to the community must be repaired immediately.	At all times.
1.6	A Registered Cadastral Surveyor must install new Survey Marks in their correct positions in accordance with the Plan of Subdivision and the endorsement of the work must be certified in writing.	Prior to the request for approval of the Plan of Subdivision.
1.7	Pay to Council the applicable amount at the time of request for plan of subdivision approval for the issue of new valuations by the Department of Resources. Currently, the amount is set at \$41.00 per allotment.	As part of the request for approval of the Plan of Subdivision.
1.8	Provide certification from a Registered Cadastral Surveyor that all services (for example, water, wastewater, drainage, electricity, telecommunications) are wholly contained within the lot that they serve, or are otherwise to a standard that is acceptable to the relevant service provider (for example, by way of wayleave or easement).	As part of the request for approval of the Plan of Subdivision.
1.9	Remove any services made redundant as a result of the development and reinstate the land.	Prior to the request for approval of the Plan of Subdivision.
SCHEDULE 2 – ENGINEERING <i>Assessment Manager</i>		
No	Condition	Timing
	General	
2.1	All works are to be designed and constructed in accordance with the requirements of the <i>Somerset Region Planning Scheme</i> .	At all times.

	Any works required to facilitate the subdivision that do not comply with requirements to be accepted development will require the submission of an Operational Works application to Council. The application must be approved prior to commencement of the works.	
	Services	
2.2	<p>Connect the development to a reticulated drinking water supply, sewer infrastructure, underground electricity supply, and telecommunications utilities in accordance with acceptable standards of the relevant regulatory authority so that it is available to each allotment.</p> <p><i>Note: Where proposed allotments front existing overhead electricity or telecommunication service, these lots may connect direct to such service to the approval and requirements of the service provider.</i></p>	Prior to the request for approval of the Plan of Subdivision.
2.3	Submit applications to the relevant Energy and Telecommunications regulatory authority to either obtain design layout plans or certification letters to Council that any existing infrastructure or wayleaves are to their satisfaction and that they can provide services when required at the cost of a normal house connection.	Prior to the request for approval of the Plan of Subdivision.
2.4	The applicant must provide written evidence (e.g. connection certificate) from each particular service provider stating either that each lot has been connected to applicable service, is available at a standard connection, or has a current supply agreement.	As part of the request for approval of the Plan of Subdivision.
	Vehicle Access	
2.5	All vehicular access for new allotments shall provide convenient and safe access and egress from the site in accordance with <i>Somerset Regional Council Planning Scheme</i> .	At all times.
2.6	The landowner is responsible for construction and maintenance of vehicular access for the property, from the road carriageway to the property boundary in accordance with <i>Somerset Region Planning Scheme</i> .	At all times.
2.7	Make an Access Application to Council and pay the required fees where an application involves works required as stated in the conditions.	Prior to Commencement of Access works
	Stormwater	
2.8	Ensure Stormwater drainage is delivered to a lawful point of discharge	At all times.
2.9	Stormwater drainage and flows are to have no actionable nuisance effect on adjoining, upstream, or downstream landholders.	At all times.
	Erosion and sediment control	

2.10	<p>Erosion and sedimentation controls shall be implemented, as necessary, and shall be maintained to Council's satisfaction at all times during the course of the project. Should Council determine that proposed controls are ineffective or a downstream drainage system has become silted, the developer will:</p> <ul style="list-style-type: none"> • Be required to install additional measures. • Be responsible for the restoration work. <p>Should the developer fail to complete the works determined by Council within the specified time, the Council will complete the work and recover all costs from the developer associated with the work.</p>	At all times.
2.11	<p>Measures shall be applied to prevent site vehicles tracking sediment and other pollutants onto adjoining streets during the course of the project, and to prevent dust nuisance.</p>	At all times.
2.12	<p>All wastes to be managed in accordance with the relevant legislation and regulations with regulated waste to be disposed of at a licensed facility and general solid waste to be disposed of at approved landfill sites with the contractor covering all costs incurred for the receipt and management of the waste.</p>	At all times.
2.13	<p>Where vegetation is removed, the vegetation waste shall be disposed of by:</p> <ul style="list-style-type: none"> i) Milling; ii) Chipping and/or mulching iii) Disposal at an approved waste disposal facility. <p>No incineration of vegetation or waste will be permitted at the site. Waste other than vegetation waste, generated as a result of the operations shall be disposed of to an approved disposal facility.</p>	At all times.
SCHEDULE 3 – ADVICE <i>Assessment Manager</i>		
This approval has effect in accordance with the provisions of section 71 of the <i>Planning Act 2016</i> .		
Currency Period - Pursuant to section 85 of the <i>Planning Act 2016</i> the approval will lapse if the plan of subdivision is not provided to the local government within the 'currency period' – being four (4) years starting the day the approval takes effect.		
The applicant may make representations (change representations) about a matter in this development application within the applicant's appeal period under the process established in chapter 3, part 5, subdivision 1 of the <i>Planning Act 2016</i> .		
The <i>Planning Act 2016</i> provides for a person to make a change to this development application outside the applicant's appeal period, following the process outlined in chapter 3, part 5, subdivision 2 of the Act.		
This development approval is for the proposed development only. Any additional uses/structures, if triggers assessable development, may require their own planning approval and will be assessed on its own merits.		

Biosecurity Queensland should be notified on 13 25 23 of proposed development(s) occurring in the Fire Ant Restricted Area before earthworks commence. It should be noted that works involving movements of soil associated with earthworks may be subject to movement controls and failure to obtain necessary approvals from Biosecurity Queensland is an offence.

It is a legal obligation to report any sighting or suspicion of fire ants within 24 hours to Biosecurity Queensland on 13 25 23.

The Fire Ant Restricted Area as well as general information can be viewed on the DAF website www.daf.qld.gov.au/fireants

All works shall be carried out in accordance with the *Workplace, Health & Safety Act (as amended)* and the *workplace Health and Safety Regulation (as amended)*.

The Plan of Subdivision will not be released until all works are completed to Council's satisfaction or uncompleted works are suitably bonded.

The Applicant has the Right of Appeal to the Planning and Environment Court regarding the conditions of this approval.

Should the Applicant notify Council in writing that the conditions of approval are accepted without dispute and that the right of appeal to the Court will not be exercised, the Decision Notice may be taken to be the development permit.

The current Aboriginal Cultural Heritage Act 2003 should be adhered to.

The Act is administered by the Department of Seniors, Disability Services and Aboriginal and Torres Strait Islander Partnerships. (DSDSATSIP).

The Aboriginal Cultural Heritage Act establishes a Duty of Care for Indigenous Cultural Heritage. This applies on all land and water, including freehold land. The Cultural Heritage Duty of Care lies with the person or entity conducting an activity.

Penalty proposing an activity that involves additional surface disturbance beyond that which has already occurred at the proposed site need to be mindful of the Cultural Heritage Duty of Care requirement.

Details on how to fulfil the Cultural Heritage Duty of Care are outlined in the Duty of Care Guidelines gazetted with the Act.

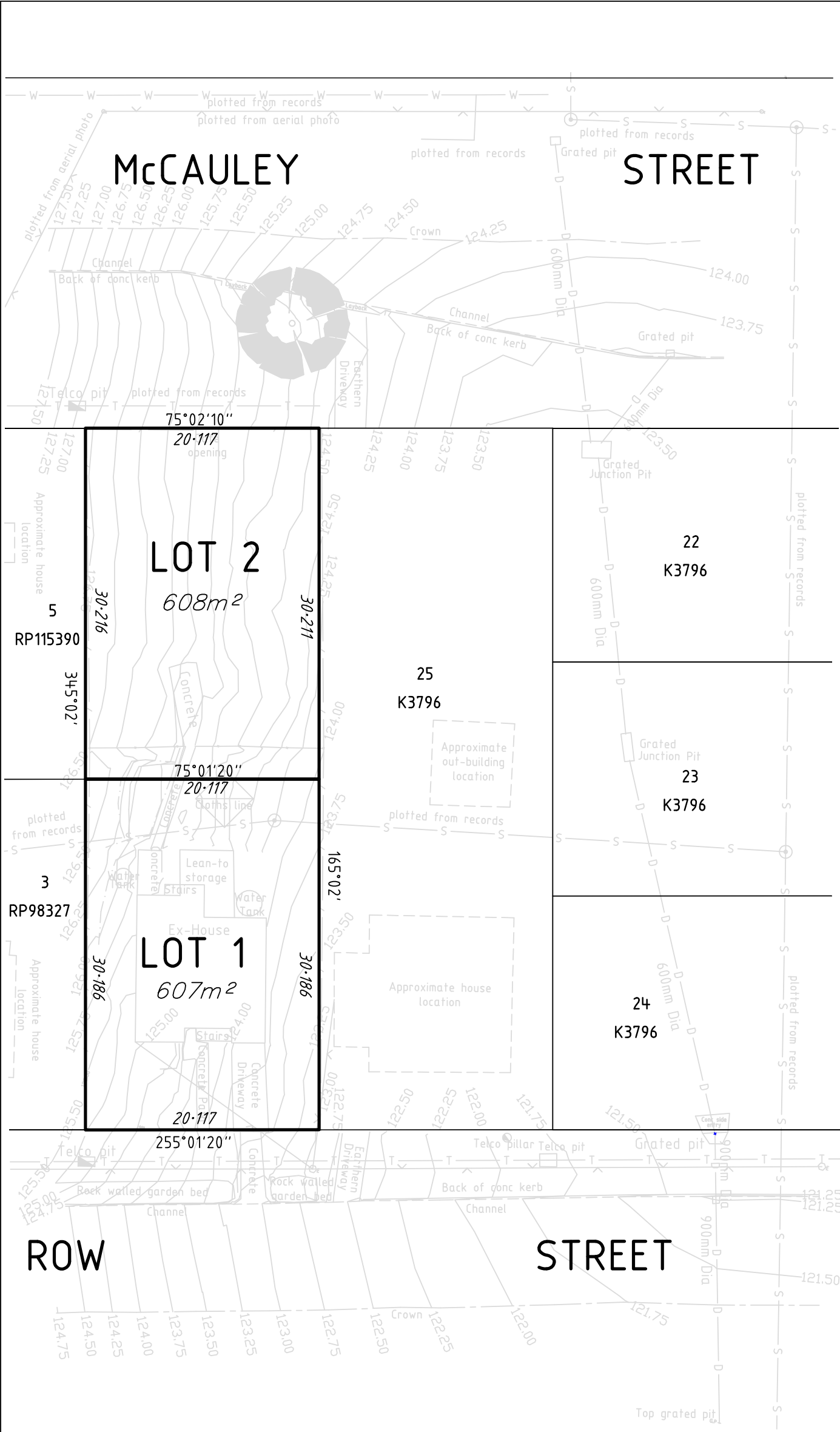
Council strongly advises that you contact DSDSATSIP's Cultural Heritage Coordination Unit to obtain a copy of the Duty of care Guidelines and further information on the responsibilities of proponents under the terms of the current Aboriginal Cultural Heritage Act

Separate development approval is required for any building work and plumbing/drainage works necessitated by the conditions contained in this approval.

Attachments for the Decision Notice include:

- Plan of Proposed Reconfiguration of Lot, drawn by PCSurveys, reference 60533-01-AC, dated 06/12/2022.

This completes the report for Development Application DA23493.



Subdivision Notations

This plan has been prepared as a proposed subdivision under instructions from the client and should not be used by others or for any other purpose. The dimensions, areas and total number of lots shown hereon are subject to field survey, requirements of Council and any other authority which may have requirements under any relevant legislation. In particular, no reliance should be placed on the information on this plan for any financial dealings involving the land. This note is an integral part of this plan.

Services

Services shown hereon have been plotted from records. Pumpa Consulting Pty Ltd take no responsibility for the accuracy of location or identification of the services shown. Reference should be made to service authority plans prior to commencement of any works and or a specific survey carried out for any other purpose.

Drawn Tim Pumpa

<div>PCSurveys</div> <div>PUMPA CONSULTING PTY LTD</div> <div>CADASTRAL SURVEYORS AND</div> <div>DEVELOPMENT CONSULTANTS</div> <div>ABN 76 100 325 853</div> <div>PO BOX 7123</div> <div>BRENDALE, QLD 4500</div> <div>PHONE: (07) 3289 5100 M: 0457 729 690</div>			<div><div>Client</div><div>NELSON</div></div> <div><div>Project</div><div>PLAN OF PROPOSED RECONFIGURATION OF LOT</div></div> <div><div>Details</div><div>10 ROW STREET KILCOY, QLD LOT 26 K3796</div></div> <div><div>Sheet</div><div>1 of 1</div></div> <div><div>Scale</div><div>1 : 375 at A3</div><div><div>0</div><div>3.75</div><div>7.5</div><div>11.25</div><div>15</div></div></div>		<div><div>Survey Notes</div><div>This is NOT A TITLE SURVEY</div><div>The Land Parcel Framework, Area and Dimensions as shown hereon have been determined by Original Plan Dimensions only for plot purposes and not by field survey. A title survey may be required where boundaries are considered essential for future works or where construction is on or near a boundary.</div><div>Levels shown thus 124.00 are to AHD vide PM500020 with a stated value of RL 127.513</div><div>Contour Interval 0.25m Meridian IS316864</div></div>
<div>JOB No.</div> <div>60533</div>		<div>DWG No.</div> <div>60533-01-AC</div>	<div>DATE.</div> <div>6th December, 2022</div>		

Infrastructure Charges Notice
(Section 119 of the Planning Act 2016)

Applicant:	Tim and Magdalene Nelson c/- Somerville Consultants PO Box 1198 Springwood QLD 4127
Application:	Development Application for Development Permit for Subdivision (One Lot into Two Lots)
Notice Number:	XX
Date:	XX
File Reference:	DA23493
Amount of the Levied Charge: <i>(Details of how these charges were calculated are shown overleaf)</i>	\$14,998.00
Automatic Increase of Levied Charge:	The amount of the levied charge is subject to an automatic increase. Refer to the General Information attached to this notice for more information on how the increase is worked out.
Land to which Charge Applies:	Lot 26 K3796
Site Address:	10 Row Street, Kilcoy
Payable to:	Somerset Regional Council
When Payable: <i>(In accordance with the timing stated in Section 122 of the Planning Act 2016)</i>	If the charge applies for reconfiguring a lot— when the local government that levied the charge approves a plan for the reconfiguration that, under the Land Title Act, is required to be given to the local government for approval.
Offsets or Refunds:	Not Applicable.

This charge is made in accordance with Council's **Charges Resolution (No. 1) 2022**.

Details of Calculation

Stormwater network

Adopted charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Proposed lots	2	per 3 or more bedroom dwelling	\$4,205.00	CR Table 2	\$8,410.00

Discounts

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Existing lot	-1	per 3 or more bedroom dwelling	\$4,205.00	CR Table 2	-\$4,205.00

Public parks and community land network

Adopted charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Proposed lots	2	per 3 or more bedroom dwelling	\$6,348.00	CR Table 2	\$12,696.00

Discounts

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Existing lot	-1	per 3 or more bedroom dwelling	\$6,348.00	CR Table 2	-\$6,348.00

Transport network

Adopted charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Proposed lots	2	per 3 or more bedroom dwelling	\$4,445.00	CR Table 2	\$8,890.00

Discounts

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Existing lot	-1	per 3 or more bedroom dwelling	\$4,445.00	CR Table 2	-\$4,445.00

Net charges

Development Description	Stormwater	Public Parks and Community Land	Transport	Total
Proposed lots	\$8,410.00	\$12,696.00	\$8,890.00	\$29,996.00
Existing lot	-\$4,205.00	-\$6,348.00	-\$4,445.00	-\$14,998.00
Total	\$4,205.00	\$6,348.00	\$4,445.00	\$14,998.00

** In accordance with Section 3.3 of the Charges Resolution, the discount may not exceed the adopted charge. Where there are any surplus discounts, these will not be refunded, except at Council's discretion through entering an infrastructure agreement, where the surplus discounts may be attached to the land.*

Yours faithfully

Andrew Johnson
Chief Executive Officer

Information Notice

Authority and Reasons for Charge

This Infrastructure Charges Notice has been given in accordance with section 119 of the *Planning Act 2016* to support the Local government's long-term infrastructure planning and financial sustainability.

Appeals

Pursuant to schedule 1 of the *Planning Act 2016* a person may appeal an Infrastructure Charges Notice. Attached is an extract from the *Planning Act 2016* that details your appeal rights.

Automatic Increase Provision of charge rate (\$)

An infrastructure charge levied by Council is to be increased by the difference between the Producer Price Index (PPI) applicable at the time the infrastructure charge was levied, and PPI Index applicable at the time of payment of the levied charge, adjusted by reference to the 3-yearly PPI Index average¹. If the levied charge is increased using the method described above, the charge payable is the amount equal to the sum of the charge as levied and the amount of the increase.

However, the sum of the charge as levied and the amount of the increase is not to exceed the maximum adopted charge the Council could have levied for the development at the time the charge is paid.

GST

The Federal Government has determined that contributions made by developers to Government for infrastructure and services under the *Planning Act 2016* are GST exempt.

To whom the charge must be paid

Payment of the Charge must be made payable to Somerset Regional Council via Customer Service or Planning and Development Department, PO Box 117 Esk Qld 4312.

The Infrastructure Charge has been calculated in accordance with the charges stated in Council's Charges Resolution. This notice will be escalated to time of payment to the extent permitted under legislation in force at that time.

It is requested that you contact Council's Planning Department to confirm that amount payable prior to making payment.

Payment

This notice is due and payable by the due time shown. Cheques, money orders or postal notes should be made

¹ 3-yearly PPI index average is defined in section 115 of the *Planning Act 2016* and means the PPI index smoothed in accordance with the 3-year moving average quarterly percentage change between quarters. PPI Index is the producer price index for construction 6427.0 (ABS PPI) index number 3101 – Road and Bridge construction index for Queensland published by the Australian Bureau of Statistics.

payable to Somerset Regional Council and crossed "Not Negotiable". Change cannot be given on cheque payments. Property owners will be liable for any dishonour fees.

Overseas Payees

Please forward your infrastructure charges payment by way of a bank draft for the required amount in Australian dollars.

Method of Payment

Payment by Mail

Confirm the current Infrastructure Charge applicable and obtain an updated payment notice from Council's Operations Department or Planning and Development Department.

Mail this updated payment notice immediately with your payment to: Somerset Regional Council, PO Box 117, Esk Qld 4312

NOTE: Cheques must be made payable to Somerset Regional Council

Payment at Council Offices

Confirm the current Infrastructure Charge applicable.

Present written confirmation of charges with your payment to Somerset Regional Council at the Customer Service Counters.

NOTE: Cheques must be made payable to Somerset Regional Council

Payment Made by Credit Card

Credit Cards accepted: Mastercard or Visa

Enquiries

Enquiries regarding this Infrastructure Charges Notice should be directed to the Somerset Regional Council, Operations Department OR Planning and Development Department, Esk Office, during office hours, Monday to Friday by phoning (07) 5424 4000 or email at mail@somerset.qld.gov.au

SOMERSET REGIONAL COUNCIL - OFFICER'S REPORT

To: Andrew Johnson, Chief Executive Officer
From: Mark Westaway, Senior Planner
Director: Luke Hannan, Director of Planning and Development
Date: 18 April 2023
Subject: Development Application No. 00242
Change Application (Minor Change) to construction of Units
File No: DA80242 Action Officer: SP-MW
Assessment No: 80242-50000-000 and
80242-00000-000

1.0 APPLICATION SUMMARY

Subject land

Location: 52 & 54 Royston Street, Kilcoy
Real property description: Lots 1 and 2 SP305547
Site area: 2,024m²
Current land use: Four units constructed
Two units approved – not constructed
Easements/encumbrances: EMT A in Lot 1 on SP305547 – parking
EMT B in Lot 2 on SP305547 – access

South East Queensland Regional Plan 2017

Land use category: Urban footprint

Planning scheme details

Planning scheme: Somerset Regional Planning Scheme (Version Four)
Zone: General residential
Precinct: Not applicable
Overlays: High impact activities management area overlay
Stock route management overlay

Application details

Development approval: Material change of use – Multiple dwelling – 8 units
Development proposal: Material change of use – Multiple dwelling – 6 units
Original approval date: 11 August 2005, Ordinary Meeting
Original category of assessment: Impact assessment
Applicant details: J Hrobekko
C/- PO Box 221
BRIBIE ISLAND QLD 4507
Owner details: Jonter Investments Pty Ltd
Date application received: 27 February 2023

Referral agencies

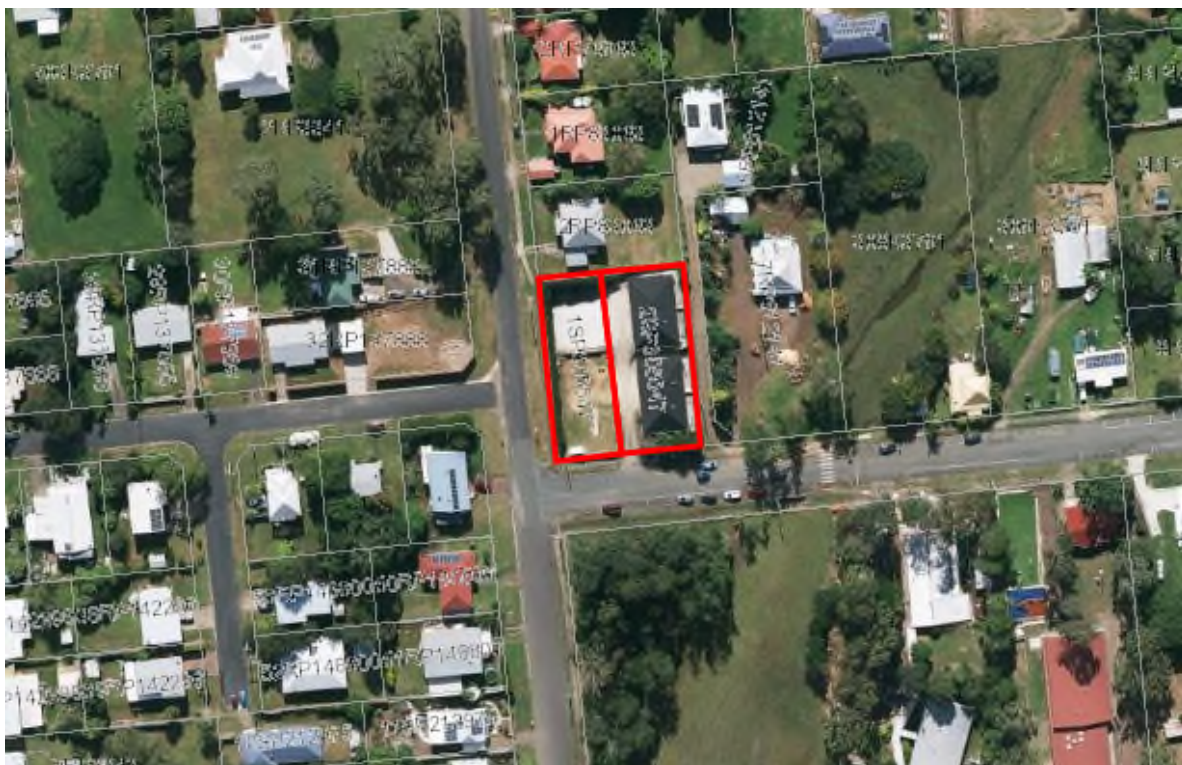
None required

Public notification

Required for original application

RECOMMENDED DECISION

Approve the change application subject to the conditions and requirements contained in the schedules and attachments of this report.



**Locality Plan of Lots 1 and 2 SP305547
Situated at 52 & 54 Royston Street, Kilcoy**

2.0 BACKGROUND AND PROPOSAL

Council, at its Ordinary Meeting of 26 July 2005, approved Negotiated Development Application No. DA80242 to Rezone to Residential B for construction of units, on land at 56 Royston Street, Kilcoy, formally described as Lot 3 RP83063. The site has subsequently been reconfigured into two lots. The site is now identified as 52 & 54 Royston Street, Kilcoy and formally described as Lots 1 and 2 SP305547.

The applicant now seeks to change the development approval to:

- Reduce the number of approved Units on the site from eight (8) to six (6);
- Provide all of the required car parking in a consolidated area that includes a new large carport;
- Enable Units 5 and 6 (not yet constructed) to now be consistent with the Generally in accordance approved plans that go with the approval for a Dual Occupancy DA17808 in this area; and
- Enable Units 1 to 4 that are already constructed on the site to change their garages into living areas.

3.0 PLANNING LEGISLATION

The applicant has made a change application for a minor change in accordance with sections 78 and 79 of the *Planning Act 2016*. An application for a minor change is to be assessed and decided in accordance with sections 81 and 81A of the Act.

A minor change means a change that, for a development approval:

- (i) would not result in substantially different development; and
- (ii) if a development application for the development, including the change, were made when the change application is made would not cause:
 - (A) the inclusion of prohibited development in the application; or
 - (B) referral to a referral agency, other than to the chief executive, if there were no referral agencies for the development application; or
 - (C) referral to extra referral agencies, other than to the chief executive; or
 - (D) a referral agency, in assessing the application under section 55(2), to assess the application against, or have regard to, a matter, other than a matter the

- referral agency must have assessed the application against, or had regard to, when the application was made; or
- (iii) public notification if public notification was not required for the development application.

The proposed changes are considered to meet the test to a minor change, noting that the proposed change:

- (i) does not result in substantially different development, having respect to the guidance in the Development Assessment Rules;
- (ii) does not include prohibited development;
- (iii) does not require any additional referral agencies or additional referral matters;
- (iv) does not require public notification.

4.0 ASSESSMENT OF REQUESTED CHANGES

All matters relating to the development's compliance with the relevant provisions of the planning scheme were addressed as part of the development approval. Approved plans/documents and development conditions contained in the schedules and attachments to the approval, other than those subject of this assessment, will remain unchanged.

4.1 Background

The 2005 approval originally comprised:

- (a) *four two storey units each with three bedrooms and kitchen etc and one covered parking space for each unit, and*
- (b) *four one storey units each of two bedrooms and kitchen etc and one covered car parking space for each unit, ...*

In November 2006, the proponent advised he wished to amend the four units containing three bedrooms to comprising two bedrooms and a study. This was accepted by Kilcoy Shire Council in February 2007.

A Reconfiguring a lot application (one into two lots and access easement) (ref DA17808) was made over the site on 29 June 2018. While the application is now over these two lots, the extent of the development has not varied.

4.2 Approved and Proposed Plans

The approved plans for the development comprised individual semi-detached units comprising four groups of two units. Each unit contained a single car park space within the footprint of the unit.

After the first four units had been constructed, an amended design was proposed for Units 5 and 6, being the units in the southwest quadrant of the site. The amended design proposed no parking spaces in either unit and proposing a parking area in the northwest quadrant of the site.

The plans show a 15m x 18m carport, designed to accommodate ten parking spaces. The plans show two stormwater discharge points from the proposed carport connecting into the sewer. An alternate solution will be required as stormwater is not to be plumbed to sewer.

5.0 REQUESTED CHANGES TO EXISTING APPROVAL

5.1 Condition 1

1. *The building be constructed in accordance with the plans lodged with the application drawing no 2005/2/5-2 to 6 which show*
 - (a) *four two storey units each with three bedrooms and kitchen etc and one covered parking space for each unit, and*
 - (b) *four one storey units each of two bedrooms and kitchen etc and one covered car parking space for each unit, and*
 - (c) *four uncovered car parking spaces in the location shown and to be clearly signed visitors only on the pavement and by a sign at the end of the bay.*

- (d) *The maximum height of the buildings, from the existing ground level at any point within the planned area of the site is to be 8 metres.*
- (e) *A development approval will be required for building works, as will compliance with the BCA including location of w.c's in relation to other habitable rooms.*
- (f) *Connect the premises to the electricity grid in accordance with Energex requirements.*
- (g) *The site to be services with telecommunication facilities.*

Applicant comments

The applicant has requested the following change to the condition:

The building be constructed in accordance with the approved plans lodged with the application which show:

- (a) *Two one storey units each with 3 bedrooms and kitchen etc and one covered car parking space for each unit.*
- (b) *Delete condition.*

These changes will remove the plans listed in the condition and change the unit numbers and types for Units 5 & 6 and visitor carparking is covered in new Condition 8.

Council Officer comments

The applicant proposed that a new condition be included that listed the updated approved plans. It is however proposed to incorporate the approved plans into Condition 1.

The plans shown the conversion of the garages into living area rather than a third bedroom. As such, it is proposed to reference the plans as part of Condition 1 rather than use the applicant's proposed wording.

5.2 Condition 6

Contribute to infrastructure charges at the rate of 0.75 equivalent tenement for each unit subsequently proposed to be constructed on the site, less one equivalent tenement for the existing service, for sewerage currently at the rate of \$4,500 per equivalent tenement and water currently at the rate of \$4,000 per equivalent tenement.

Note: The above condition had been the subject of a Negotiated decision dated 11 August 2005 which resulted in Condition 6 being amended to:

Contribute to infrastructure charges at the rate of 0.75 equivalent tenement for each unit subsequently proposed to be constructed on the site, less one equivalent tenement for the existing service, for sewerage currently at the rate of \$4,500 per equivalent tenement and water currently at the rate of \$4,000 per equivalent tenement.

Sewerage Supply Contribution 8 Units x 0.75 – 1 = 5 x 4,500.00 = \$22,500.00

Water Supply Contribution 8 Units x 0.75 -1 = 5 x 4,000.00 = \$20,000.00

Applicant comments

Please update the infrastructure charges to reflect six Units instead of eight Units.

Council Officer comments

The infrastructure charges for sewerage and water supply networks are now actioned by Urban Utilities. A new water approval will be applicable for the balance of the development. Infrastructure charges for sewerage and water supply networks will be assessed by Urban Utilities as a part of that application.

A note will be added to the original condition confirming that sewerage and water infrastructure charges have been paid for four of the units, however the remaining two units have been separately approved as a Dual occupancy under DA17808.

A separate Infrastructure charges notice has been prepared as part of the approved combined DA17808 which was for a one into two lot subdivision and a Dual occupancy. The Dual occupancy comprises the remaining two units listed above. As a result no additional infrastructure charges are directly applicable to the original approval.

5.3 New Condition 7

Applicant comments

Please update the approval to list new approved plans:

- Development Layout Plan, Proposed Portal Frame Carport, prepared by Contour Consulting Engineers, Plan no 3346-SK03 Revision A, dated December 2022;
- Single Storey Units Floor Plan, Drawing no 2005/2/5-3, drawn by Weber Drafting Services (Qld) Pty Ltd, dated 4/2001, (amended by John Hrobelko, Amended drawing No 5254B, dated 18 February 2023)
- Single Storey Units Elevation, Drawing no 2005/2/5-4, drawn by Weber Drafting Services (Qld) Pty Ltd, dated 4/2001, (amended by John Hrobelko, Amended drawing No 5254A, dated 18 February 2023)
- Floor Plan, Proposed units, Drawing No C2773, Sheet 3 of 9, prepared by McLachlan, dated 25 February 2019
- Elevations, Proposed units, Drawing No C2773, Sheet 4 of 9, prepared by McLachlan, dated 25 February 2019
- Parking layout plan, prepared by Contour Consulting Engineers, Plan no 3346-SK01 Revision A, dated December 2022;

Council Officer comments

It is proposed to list the plans in conjunction with condition 1.

5.4 New Condition 8

Car parking is to be provided in accordance with the approved plans and allocated as listed below:

Resident Parks:	Visitor Parks
Unit 1 – Carpark 1	Unit 1 – Carpark 7
Unit 2 – Carpark 2	Unit 2 – Carpark 6
Unit 3 – Carpark 3	Unit 3 – Carpark 4
Unit 4 – Carpark 12	Unit 4 – Carpark 5
Unit 5 – Carpark 10	Unit 5 – Carpark 11
Unit 6 – Carpark 8	Unit 6 – Carpark 9

Car parks are to be marked with the Unit allocation.

Applicant comments

This new condition is to allocate resident parks and visitor parking for each of the six (6) Units.

Council Officer comments

Additional conditions are included to ensure that the carparking within the carport is provided prior to removal of the carparking spaces within the existing units, to ensure the residents of Units 1 to 4 are still provided with carparking spaces.

6.0 TRUNK INFRASTRUCTURE AND CHARGES

Infrastructure charges were included as a condition of the Negotiated decision. These charges have been paid in part as only four of the eight original units have been constructed.

At the time the development was originally approved, Council's infrastructure charges only addressed Water and Sewer infrastructure charges, which are now the responsibility of Urban Utilities. The original condition did not include network charges for Stormwater, Public parks and Open space or Transport.

Headworks for four of the eight approved units have been paid. Payment of \$23,375.00 was received on 18 June 2008 and the balance of \$7,315.00 paid on 30 July 2008. The additional \$7,315.00 related to indexation of charges.

Development conditions relating to infrastructure and charges that is now provided by Urban Utilities are required to be maintained on the development approval. Despite the conditions within this development approval, the applicant will require a separate approval from Urban Utilities for the identified works, including any necessary alterations/amendments.

A separate infrastructure charges notice (ICN) was prepared for the more recent approval DA17808 over the site which was a Combined development application for a Reconfiguring a Lot for Subdivision (one into two lots) and easement creation and Development Permit for a Material change of use for a Dual occupancy. This ICN included network charges for Stormwater, Public parks and Open space or Transport.

The applicable charge for Stage 1 of the ICN, being the reconfiguration, has been paid. The applicable charge for Stage 2 of the ICN, being the Dual occupancy, has not been paid as the Dual occupancy has not yet been developed. The ICN will be indexed when the Dual occupancy on Lot 1 is actioned.

The development therefore does not require a change to the condition, however a note has been proposed to explain that a separate ICN is applicable to the development of the additional units.

7.0 REFERRAL AGENCIES

The development application did not require referral to any referral agencies, and there are no additional referral agencies for the proposed changes.

Council did not seek any third-party advice for this application.

8.0 PUBLIC NOTIFICATION

The original application was subject to impact assessment and required public notification.

During the notification period, Council received four submissions comprising three submissions in support of the proposal and one submission objecting to the proposal. Council must consider any properly made submissions about the development application or another change application that was approved.

The only submission objecting to the proposed development expressed concern about high density development in this part of Kilcoy, the proximity of the site to the Kilcoy State School, and the congestion associated with the school.

The development was originally approved 17 years ago, is partially developed, and the proposed change involves an overall reduction in the number of units. It is considered this would reduce the amount of traffic generated by the development and does not materially affect the overall proposal.

9.0 CONCLUSION

The proposed development involves an overall reduction in the number of units across the two lots from eight to six.

The proposed changes to the approved development have been assessed against the intent of the original approval. It is recommended that the application be approved, subject to the changes to the development conditions and approved plans contained within the schedules and attachments to this report.

10.0 ATTACHMENT

1. Original decision notice dated 15 June 2005 and Negotiated decision notice dated 11 August 2005.

2. Development Layout Plan, Proposed Portal Frame Carport, prepared by Contour Consulting Engineers, Plan no 3346-SK03 Revision A, dated December 2022;
3. Single Storey Units Floor Plan, Drawing no 2005/2/5-3, drawn by Weber Drafting Services (Qld) Pty Ltd, dated 4/2001, (amended by John Hrobelko, Amended drawing No 5254B, dated 18 February 2023)
4. Single Storey Units Elevation, Drawing no 2005/2/5-4, drawn by Weber Drafting Services (Qld) Pty Ltd, dated 4/2001, (amended by John Hrobelko, Amended drawing No 5254A, dated 18 February 2023)
5. Floor Plan, Proposed units, Drawing No C2773, Sheet 3 of 9, prepared by McLachlan, dated 25 February 2019
6. Elevations, Proposed units, Drawing No C2773, Sheet 4 of 9, prepared by McLachlan, dated 25 February 2019
7. Parking layout plan, prepared by Contour Consulting Engineers, Plan no 3346-SK01 Revision A, dated December 2022;
8. Carport Plan – Reference No. 2017288889 – Sheets 2 – 4 – prepared by Emerald Design and Construction – dated 24 February 2022.

RECOMMENDED DECISION

1. THAT Council approve the Minor Change to Development Application No. 80242 for a construction of Units on land situated at 52 & 54 Royston Street, Kilcoy, formally described as Lots 1 and 2 SP305547, subject to the recommended conditions and requirements contained in the schedules and attachments to this report.

Conditions

- ~~1. The building be constructed in accordance with the plans lodged with the application drawing no 2005/2/5-2 to 6 which show~~
 - ~~(a) four two storey units each with three bedrooms and kitchen etc and one covered car parking space for each unit; and~~
 - ~~(b) four one storey units each of two bedrooms and kitchen etc and one covered car parking space for each unit; and~~
 - ~~(c) four uncovered car parking spaces in the location shown and to be clearly signed "visitors only" on the pavement and by a sign at the end of the bay.~~
 - ~~(d) The maximum height of the buildings, from the existing ground level at any point within the planned area of the site is to be 8 metres.~~
 - ~~(e) A development approval will be required for building works, as will compliance with the BCA including location of w.c's in relation to other habitable rooms.~~
 - ~~(f) Connect the premises to the electricity grid in accordance with Energex requirements.~~
 - ~~(g) The site to be services with telecommunication facilities.~~
1. The building be constructed in accordance with the plans lodged with the approved suite of plans
 - (a) Development Layout Plan, Proposed Portal Frame Carport, prepared by Contour Consulting Engineers, Plan no 3346-SK03 Revision A, dated December 2022 (as annotated);
 - (b) Single Storey Units Floor Plan, Drawing no 2005/2/5-3, drawn by Weber Drafting Services (Qld) Pty Ltd, dated 4/2001, (amended by John Hrobelko, Amended drawing No 5254B, dated 18 February 2023)
 - (c) Single Storey Units Elevation, Drawing no 2005/2/5-4, drawn by Weber Drafting Services (Qld) Pty Ltd, dated 4/2001, (amended by John Hrobelko, Amended drawing No 5254A, dated 18 February 2023)
 - (d) Floor Plan, Proposed units, Drawing No C2773, Sheet 3 of 9, prepared by McLachlan, dated 25 February 2019
 - (e) Elevations, Proposed units, Drawing No C2773, Sheet 4 of 9, prepared by McLachlan, dated 25 February 2019
 - (f) Parking layout plan, prepared by Contour Consulting Engineers, Plan no 3346-SK01 Revision A, dated December 2022;

2. Provide and maintain a sealed or concrete pavement for all vehicle accesses and car park areas within the site and from the Council roadway to the property boundary, to Council's standards.
3. Remove existing crossover / layback in Ethel Street, reinstate kerb and make footpaths safe.
4. Establish and maintain landscaping and gardens in the locations shown on the plan.
- ~~5. Connect all units to Council sewerage and water supply systems to Council standards.~~
5. Connect all units to sewerage and water supply systems to Urban Utilities standards.
6. Contribute to infrastructure charges at the rate of 0.75 equivalent tenement for each unit subsequently proposed to be constructed on the site, less one equivalent tenement for the existing service, for sewerage currently at the rate of \$4,500 per equivalent tenement and water currently at the rate of \$4,000 per equivalent tenement.

Sewerage Supply Contribution 8 Units x 0.75 – 1 = 5 x 4,500.00 = \$22,500.00
 Water Supply Contribution 8 Units x 0.75 -1 = 5 x 4,000.00 = \$20,000.00

Note: Payment of infrastructure charges has been made for four units. A separate application (DA17808) was subsequently lodged and approved to develop two additional units, with a separate Infrastructure Charges Notice. Development of the two unconstructed units will be payable against that Infrastructure Charges Notice.

7. Car parking is to be provided in accordance with the approved plans and allocated as listed below:

Resident Parks:	Visitor Parks
Unit 1 – Carpark 1	Unit 1 – Carpark 7
Unit 2 – Carpark 2	Unit 2 – Carpark 6
Unit 3 – Carpark 3	Unit 3 – Carpark 4
Unit 4 – Carpark 12	Unit 4 – Carpark 5
Unit 5 – Carpark 10	Unit 5 – Carpark 11
Unit 6 – Carpark 8	Unit 6 – Carpark 9

8. Car parks are to be marked with the Unit allocation.
9. Car parking for Units 1 to 4 is to be provided prior to the repurposing of the garages within the units.

Attachments for the Decision Notice include:

1. Development Layout Plan, Proposed Portal Frame Carport, prepared by Contour Consulting Engineers, Plan no 3346-SK03 Revision A, dated December 2022 (as annotated);
2. Single Storey Units Floor Plan, Drawing no 2005/2/5-3, drawn by Weber Drafting Services (Qld) Pty Ltd, dated 4/2001, (amended by John Hrobekko, Amended drawing No 5254B, dated 18 February 2023)
3. Single Storey Units Elevation, Drawing no 2005/2/5-4, drawn by Weber Drafting Services (Qld) Pty Ltd, dated 4/2001, (amended by John Hrobekko, Amended drawing No 5254A, dated 18 February 2023)
4. Floor Plan, Proposed units, Drawing No C2773, Sheet 3 of 9, prepared by McLachlan, dated 25 February 2019

5. Elevations, Proposed units, Drawing No C2773, Sheet 4 of 9, prepared by McLachlan, dated 25 February 2019
6. Parking layout plan, prepared by Contour Consulting Engineers, Plan no 3346-SK01 Revision A, dated December 2022;
7. Parking layout plan, prepared by Contour Consulting Engineers, Plan no 3346-SK01 Revision A, dated December 2022

This completes the report for Change Application DA80242.

KILCOY SHIRE COUNCIL

A.B.N. 17 725 373 369

"Our vision is to ensure Kilcoy Shire maintains its rural lifestyle and natural beauty through balanced development"



File 00242

11 August 2005

*Council Chambers
15 Kennedy Street
Kilcoy Qld 4515*

CKE & JO Reichow
PO Box 177
KILCOY QLD 4515

NEGOTIATED DECISION NOTICE

Dear Mr & Mrs Reichow

Re: Development Application 00242 Rezone to Residential B for Construction of Units

I refer to your request to negotiate Condition 6 of Council's approval conditions for Development Application 00242, dated 15 June 2005. You are advised that Council at its meeting of 6 August 2005, agreed to modify Condition 6 and the full revised approval is set out below.

I refer to the above Development Application and advise that at its meeting of 6 August 2005, Council in accordance with the Integrated Planning Act 1997, granted approval for a Material Change of Use and Rezoning from Residential A to Residential B for eight (8) units on land described as Lot 3 RP83063 subject to the following conditions.

1. The building be constructed in accordance with the plans lodged with the application drawing no 2005/2/5-2 to 6 which show
 - (a) four two storey units each with three bedrooms and kitchen etc and one covered car parking space for each unit, and
 - (b) four one storey units each of two bedrooms and kitchen etc and one covered car parking space for each unit; and
 - (c) four uncovered car parking spaces in the location shown and to be clearly signed "visitors only" on the pavement and by a sign at the end of the bay.
 - (d) The maximum height of the buildings, from the existing ground level at any point within the planned area of the site is to be 8 metres.
 - (e) A development approval will be required for building works, as will compliance with the BCA including location of w.c's in relation to other habitable rooms.
 - (f) Connect the premises to the electricity grid in accordance with Energex requirements.
 - (g) The site to be services with telecommunication facilities.

Page 1 of 2

2. Provide and maintain a sealed or concrete pavement for all vehicle accesses and car park areas within the site and from the Council roadway to the property boundary, to Council's standards.
3. Remove existing crossover / layback in Ethel Street, reinstate kerb and make footpaths safe.
4. Establish and maintain landscaping and gardens in the locations shown on the plan.
5. Connect all units to Council sewerage and water supply systems to Council standards.
6. Contribute to infrastructure charges at the rate of 0.75 equivalent tenement for each unit subsequently proposed to be constructed on the site, less one equivalent tenement for the existing service, for sewerage currently at the rate of \$4,500 per equivalent tenement and water currently at the rate of \$4,000 per equivalent tenement.

Sewerage Supply - $((8 \text{ Units} - 3) \times 0.75 - 1) \times 4,500.00 = \$12,375.00$

Water Supply - $((8 \text{ Units} - 3 \times 0.75 - 1) \times 4,000.00 = \$11,000.00$

Total Contribution = \$23,375.00

Enclosed is a schedule detailing your rights of appeal under Section 4.1.27 of the Integrated Planning Act 1997.

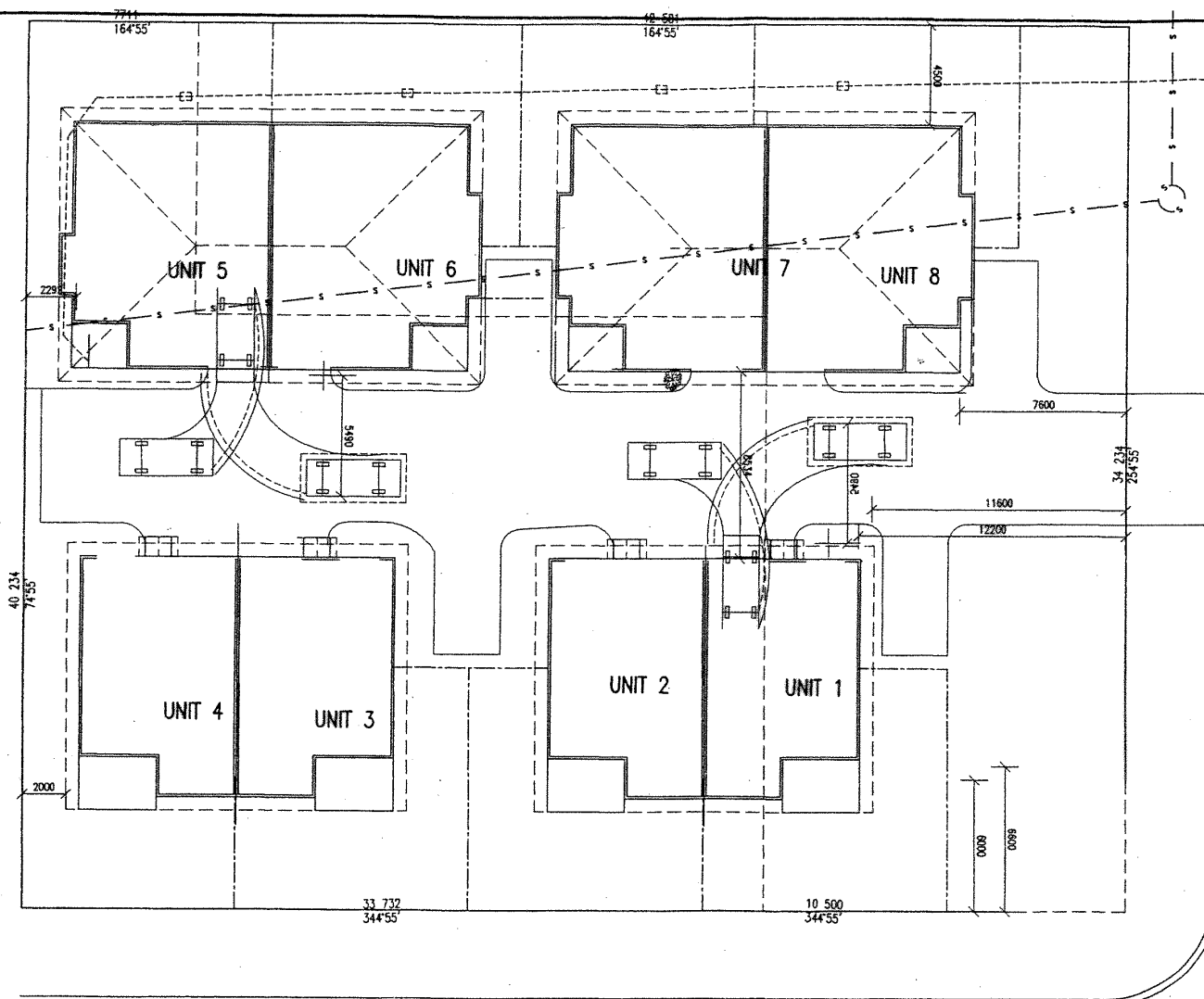
Yours faithfully

B/c Mr John Hrobelko
10 Post Office Lane
KILCOY Q 4515

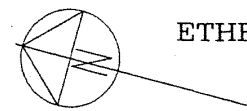
For your information

KL Timms
Chief Executive Officer

KL Timms
Chief Executive Officer



ROYSTON STREET



ETHEL STREET



Taylor Westerveld pty. Ltd

Civil, Structural Engineers
Project Managers & Planners
"Parkrise Building"
2 Alison St. Surfers Paradise
4217 phone 07 - 55382311
P.O. Box 820, Surfers Paradise
4217. Fax: 07 - 55920591

PROJECT

PROPOSED UNITS
Cnr ROYSTON & ETHEL ST., KILCOY

TITLE

VEHICLE MANEUVERING PLAN

KILCOY SHIRE COUNCIL

A.B.N. 17 725 373 369

"Our vision is to ensure Kilcoy Shire maintains its rural lifestyle and natural beauty through balanced development"



*Council Chambers
15 Kennedy Street
Kilcoy Qld 4515*

File DA 00242

15 June 2005

CKE & JO Reichow
PO Box 177
KILCOY QLD 4515

Dear Mr & Mrs Reichow

**Re: Development Application 00242
Rezoned to Residential B for construction of Units**

I refer to the above Development Application and advise that at its meeting of 14 June 2005, Council in accordance with the Integrated Planning Act 1997, granted approval for a Material Change of Use and Rezoning from Residential A to Residential B for eight (8) units on land described as Lot 3 RP83063 subject to the following conditions.

1. The building be constructed in accordance with the plans lodged with the application drawing no 2005/2/5-2 to 6 which show
 - (a) four two storey units each with three bedrooms and kitchen etc and one covered car parking space for each unit, and
 - (b) four one storey units each of two bedrooms and kitchen etc and one covered car parking space for each unit; and
 - (c) four uncovered car parking spaces in the location shown and to be clearly signed "visitors only" on the pavement and by a sign at the end of the bay.
 - (d) The maximum height of the buildings, from the existing ground level at any point within the planned area of the site is to be 8 metres.
 - (e) A development approval will be required for building works, as will compliance with the BCA including location of w.c's in relation to other habitable rooms.
 - (f) Connect the premises to the electricity grid in accordance with Energex requirements.
 - (g) The site to be services with telecommunication facilities.

Page 1 of 2

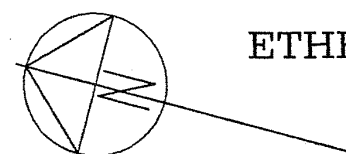
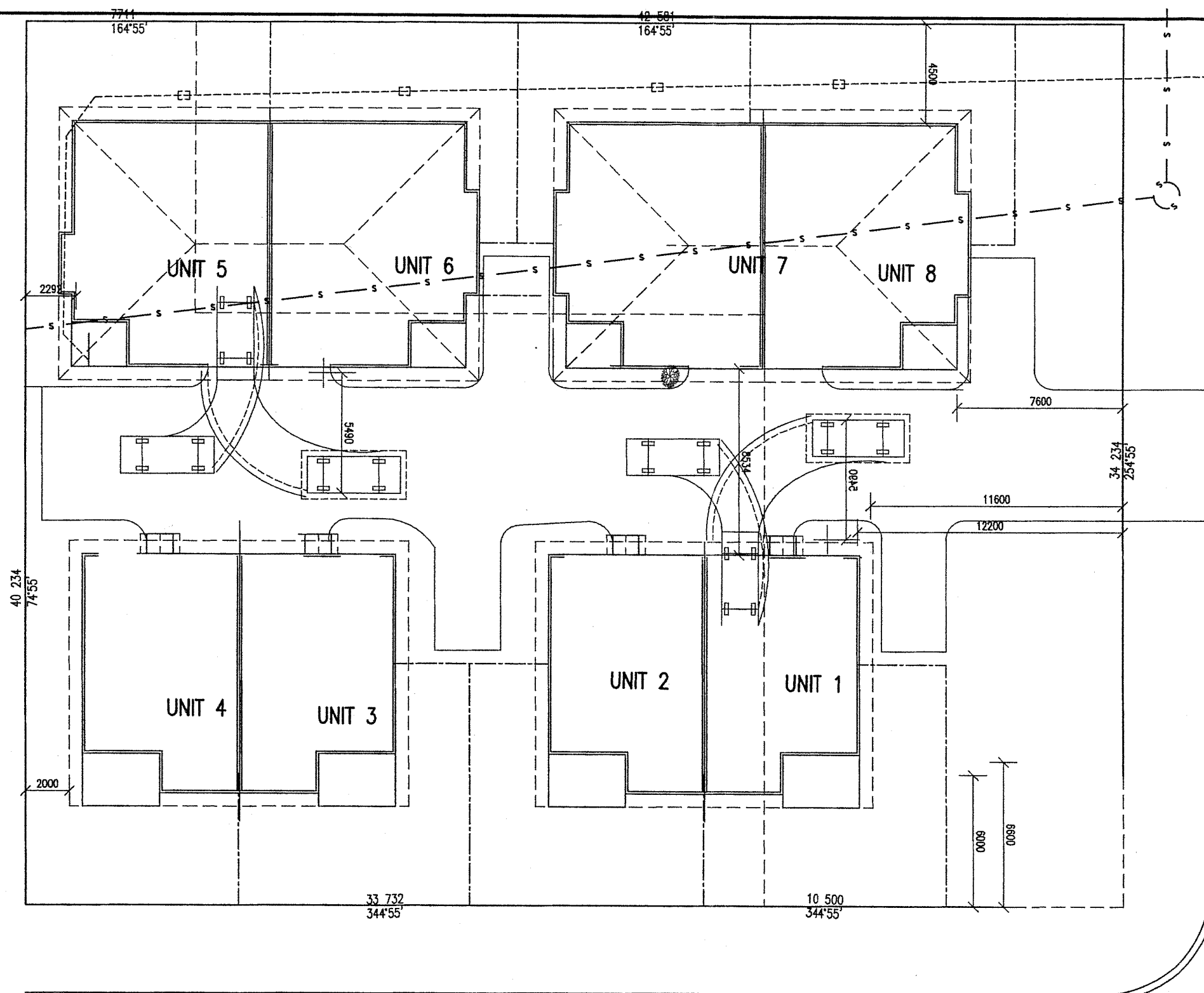
2. Provide and maintain a sealed or concrete pavement for all vehicle accesses and car park areas within the site and from the Council roadway to the property boundary, to Council's standards.
3. Remove existing crossover / layback in Ethel Street, reinstate kerb and make footpaths safe.
4. Establish and maintain landscaping and gardens in the locations shown on the plan.
5. Connect all units to Council sewerage and water supply systems to Council standards.
6. In accordance with Council's Policy, contribute 6 units of infrastructure charges for water supply currently \$4000.00 per unit and 6 units of sewerage charges currently \$4500.00 per unit, total currently \$51,000.00.

Enclosed is a Decision Response Notice for your attention, together with your rights of appeal under Section 4.1.27 of the Integrated Planning Act 1997.

Yours faithfully



KL Timms
Chief Executive Officer



ETHEL STREET



Taylor Westerveld pty. Ltd

Civil, Structural Engineers
Project Managers & Planners

"Parkrise Building"
2 Alison St. Surfers Paradise
4217 phone 07 - 55382311
P.O. Box 820, Surfers Paradise
4217. Fax: 07 - 55920591

FIGURED DIMENSIONS TO BE READ

APPROVED

[Signature]

PROJECT

PROPOSED UNITS
Cnr ROYSTON & ETHEL ST., KILCOY

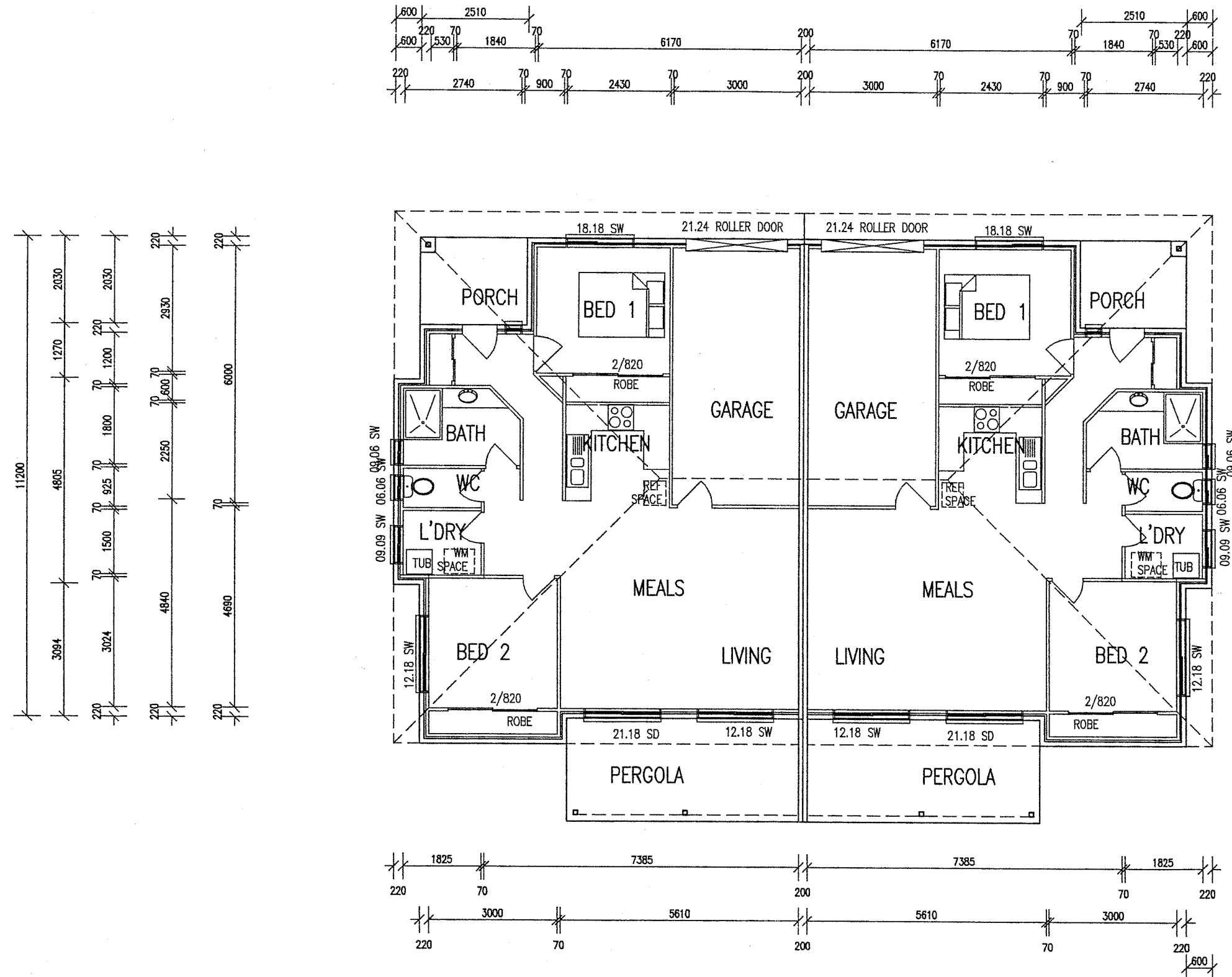
TITLE

VEHICLE MANEUVERING PLAN

SCALE AS SHOWN

DRAWN W/W

DRAWING No.



WEBER DRAFTING SERVICES (QLD) PTY LTD

BUILDING DESIGN/RESIDENTIAL DESIGN

ABN 94 093 008 416
ACN 093 008 416

PO BOX 429
DEPTFORD Q 4020

Ph: 3204 2050
Fax: 3203 2166

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DESIGN **WW** **4/2001**

PROJECT:

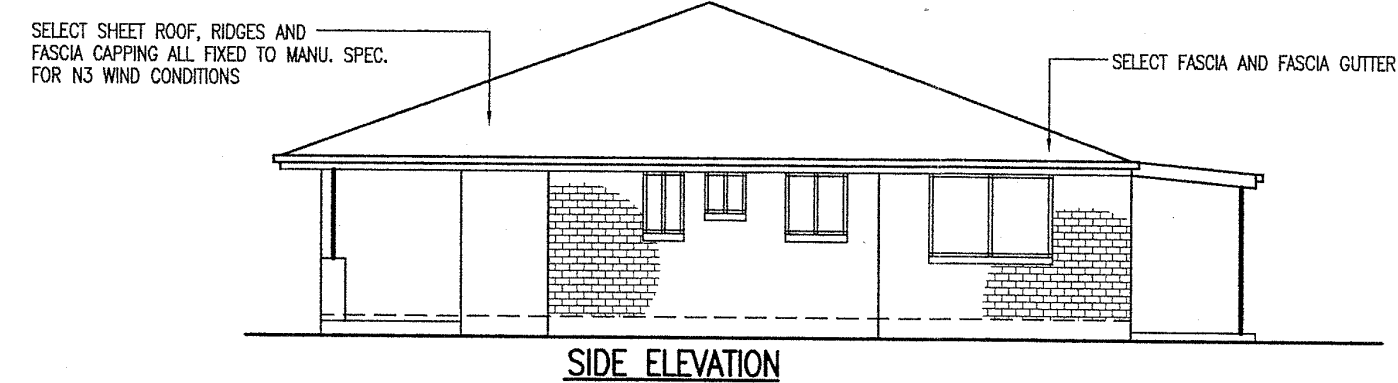
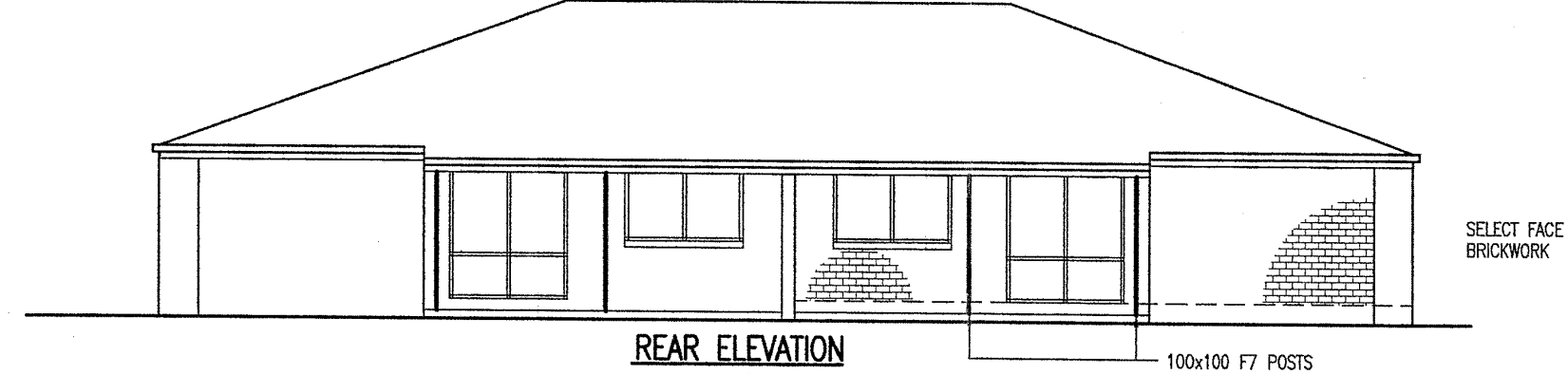
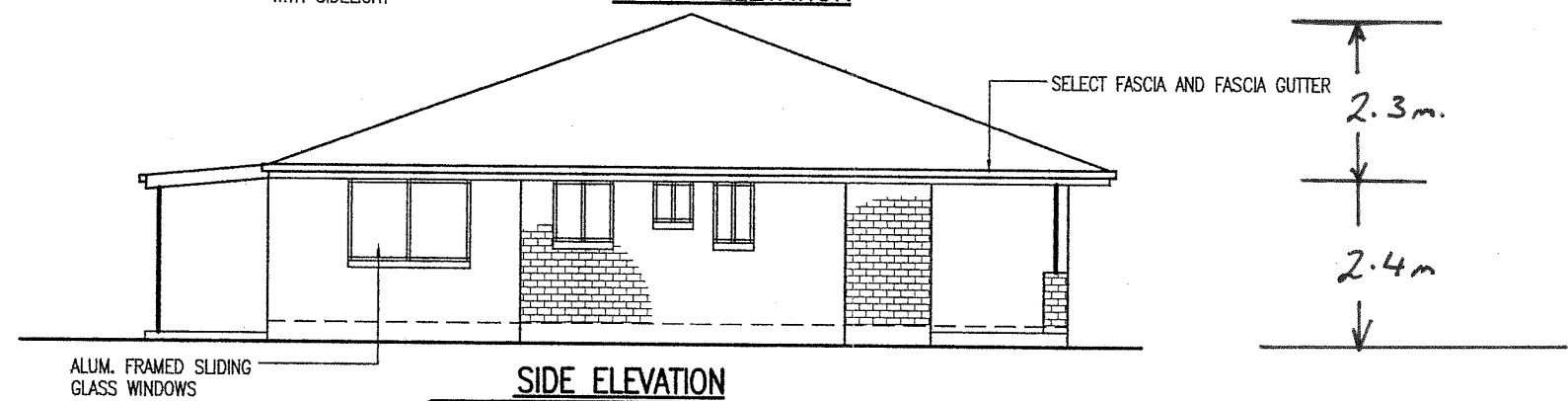
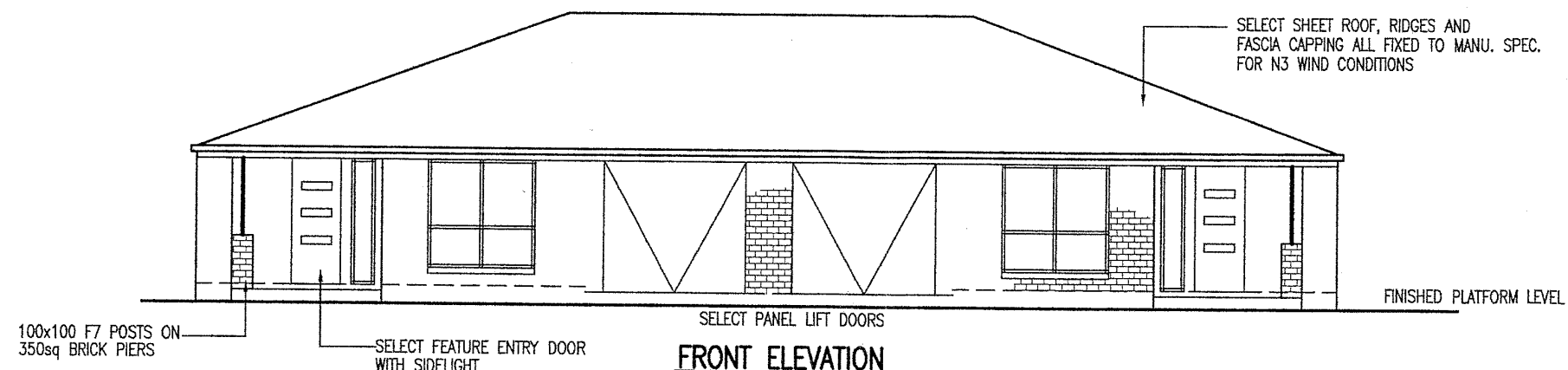
PROPOSED UNITS
Cnr ROYSTON & ETHEL ST., KILCOY

TITLE:

SINGLE STOREY UNITS
FLOOR PLAN

SCALE

DRG. NO.



ELEVATION LEVELS & CUT/FILL VOLUMES AREA INDICATIVE ONLY

LEVELS & CUT/FILL VOLUMES MAYBE SUBJECT TO CHANGE WITHOUT NOTICE

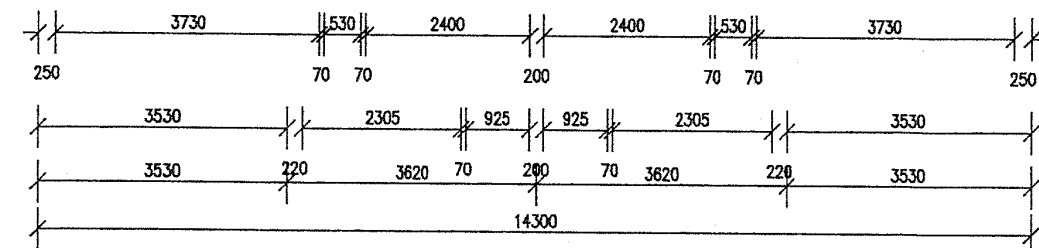
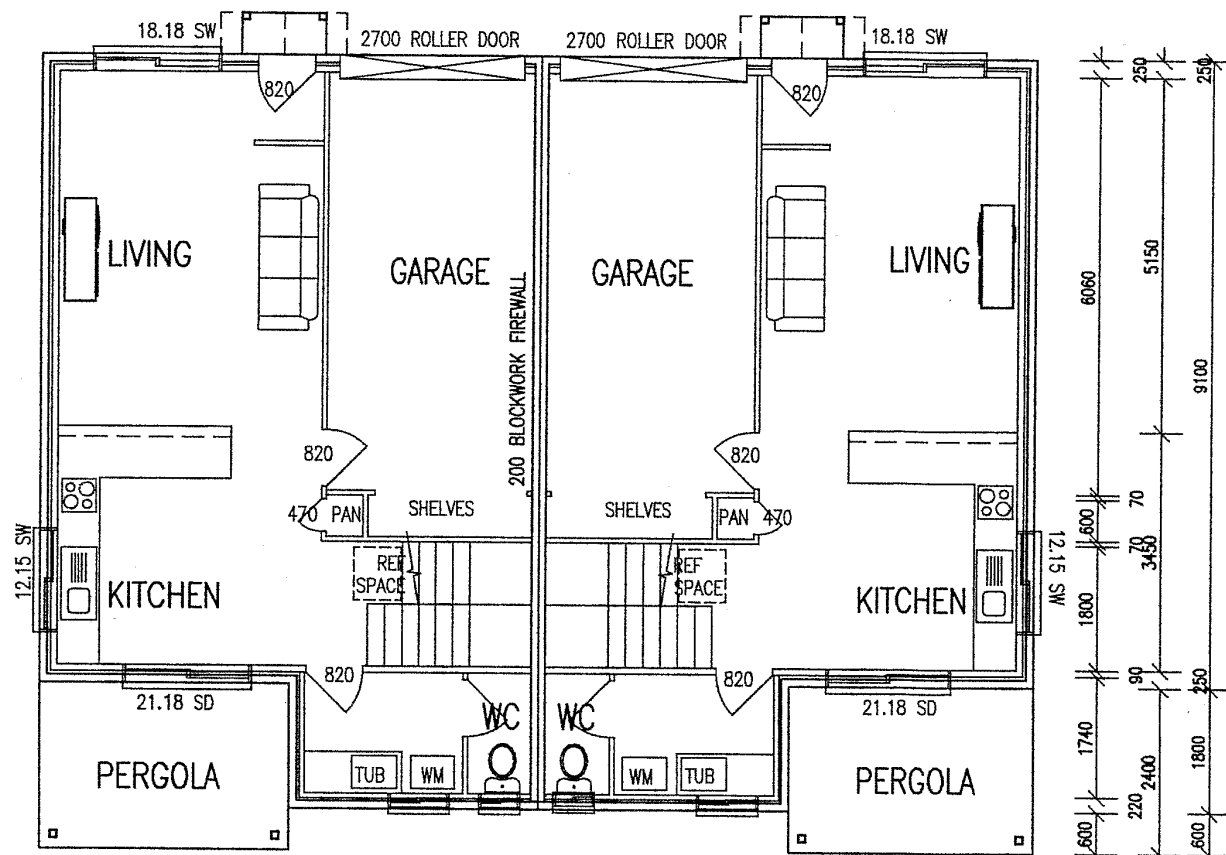
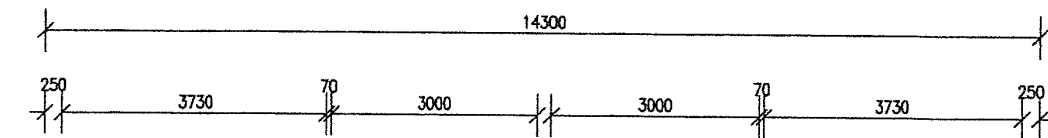


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 BUILDING DESIGN/RESIDENTIAL DESIGN
 ABN 94 093 008 416
 ACN 093 008 416
 PO BOX 429
 REDCLIFFE QLD 4020
 Ph: 3204 2050
 Fax: 3203 2166

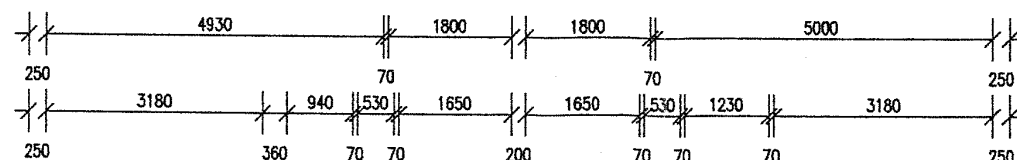
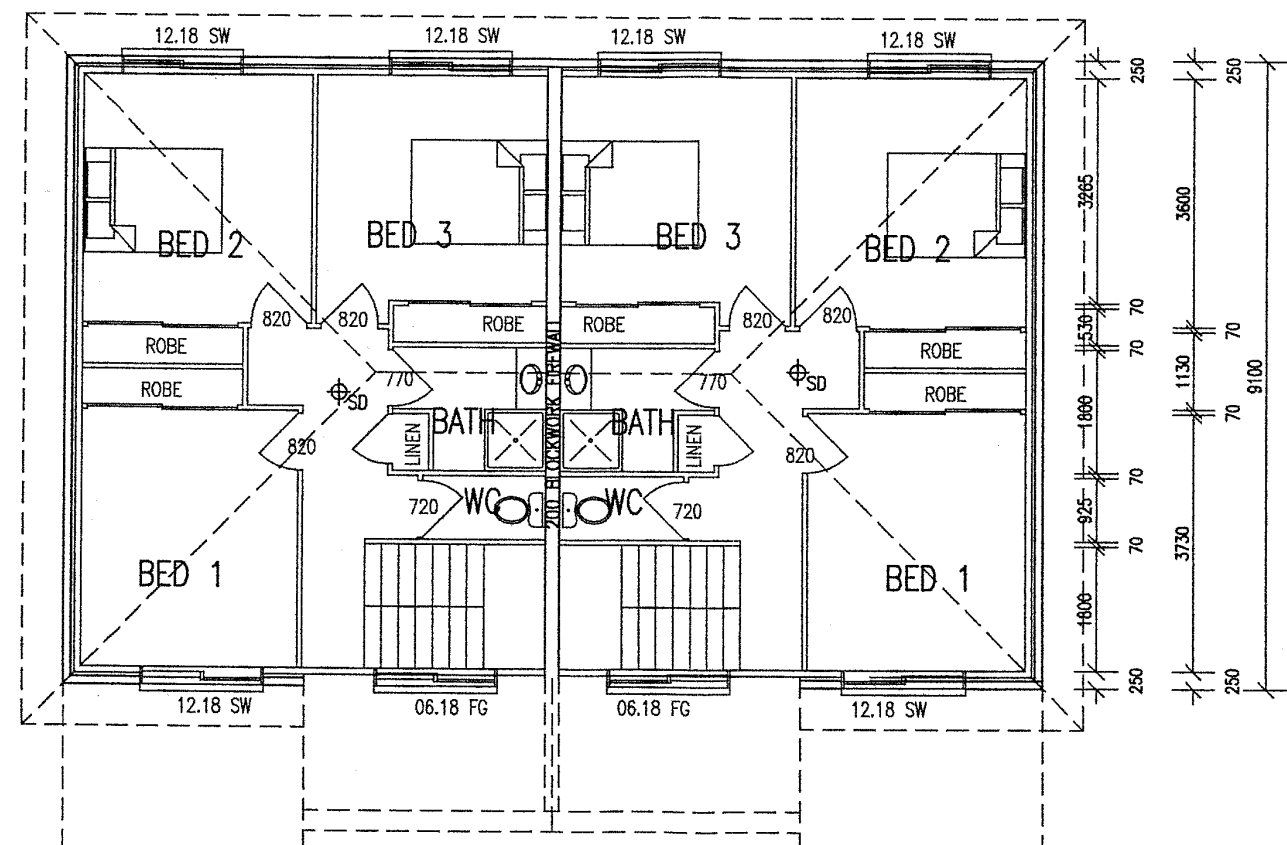
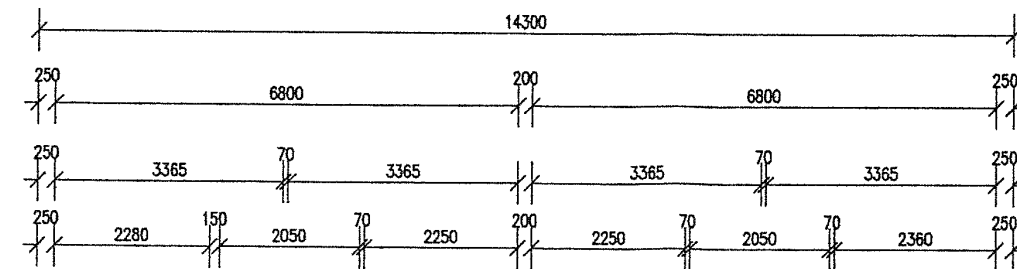
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 DESIGN **WW** 4/2001

PROJECT:
PROPOSED UNITS
Cnr ROYSTON & ETHEL ST., KILCOY

TITLE:
SINGLE STOREY UNIT ELEVATIONS
 SCALE _____ DRG. NO. _____



LOWER FLOOR PLAN



UPPER FLOOR PLAN



WEBER DRAFTING SERVICES (QLD) PTY LTD

BUILDING DESIGN/RESIDENTIAL DESIGN

ABN 94 093 008 416
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Ph: 3204 2050
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DESIGN	WW	2/2005
DRAWN		2/2005

PROJECT:

PROPOSED UNITS
Cnr ROYSTON & ETHEL ST., KILCOY

TITLE:

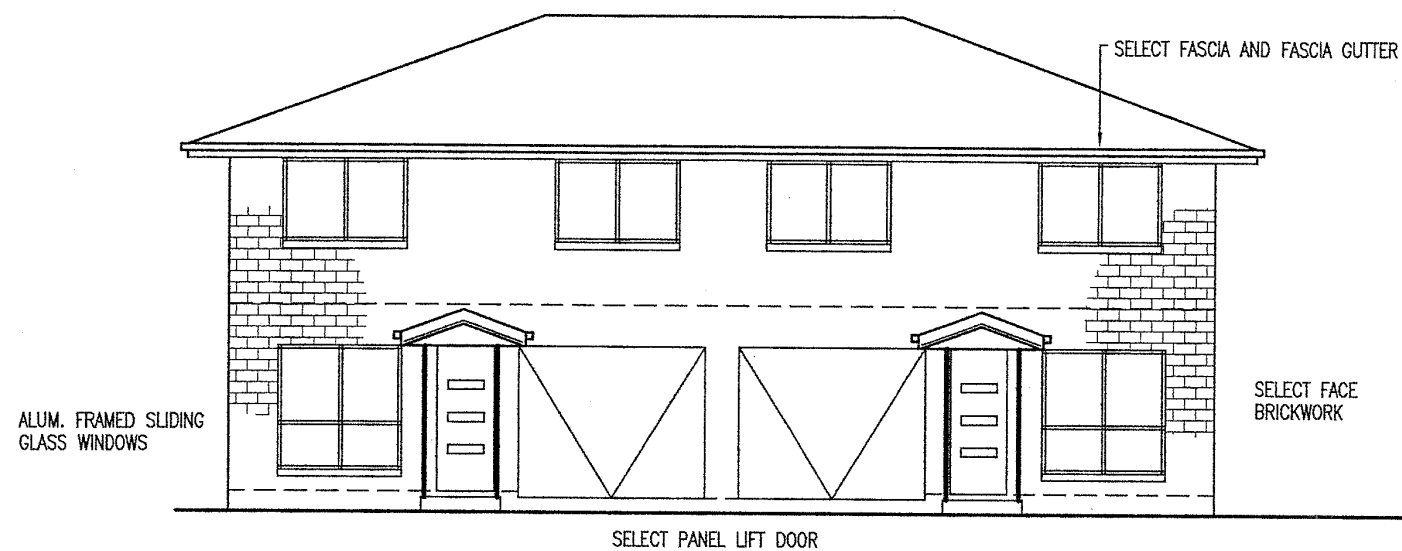
DOUBLE STOREY FLOOR PLANS

SCALE

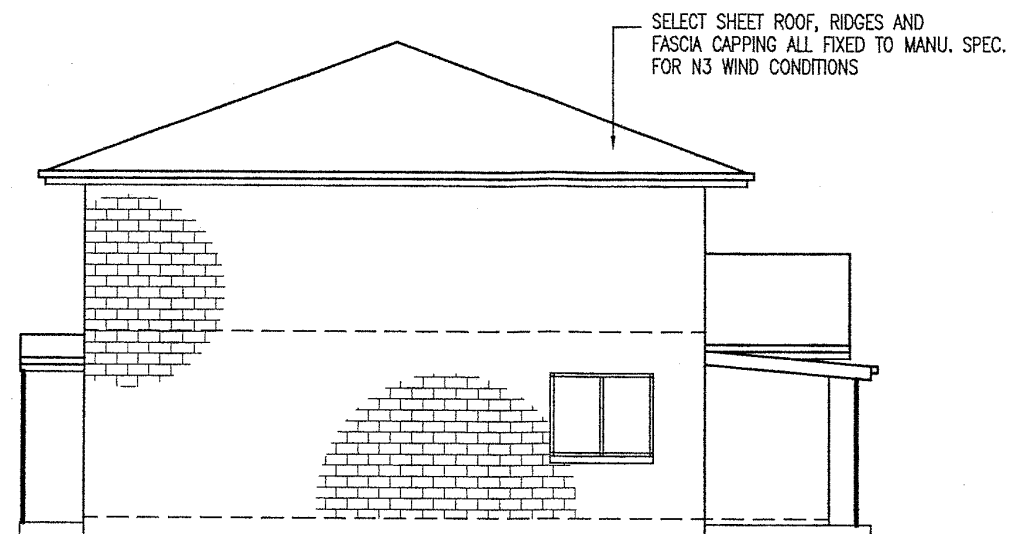
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DRG. NO.

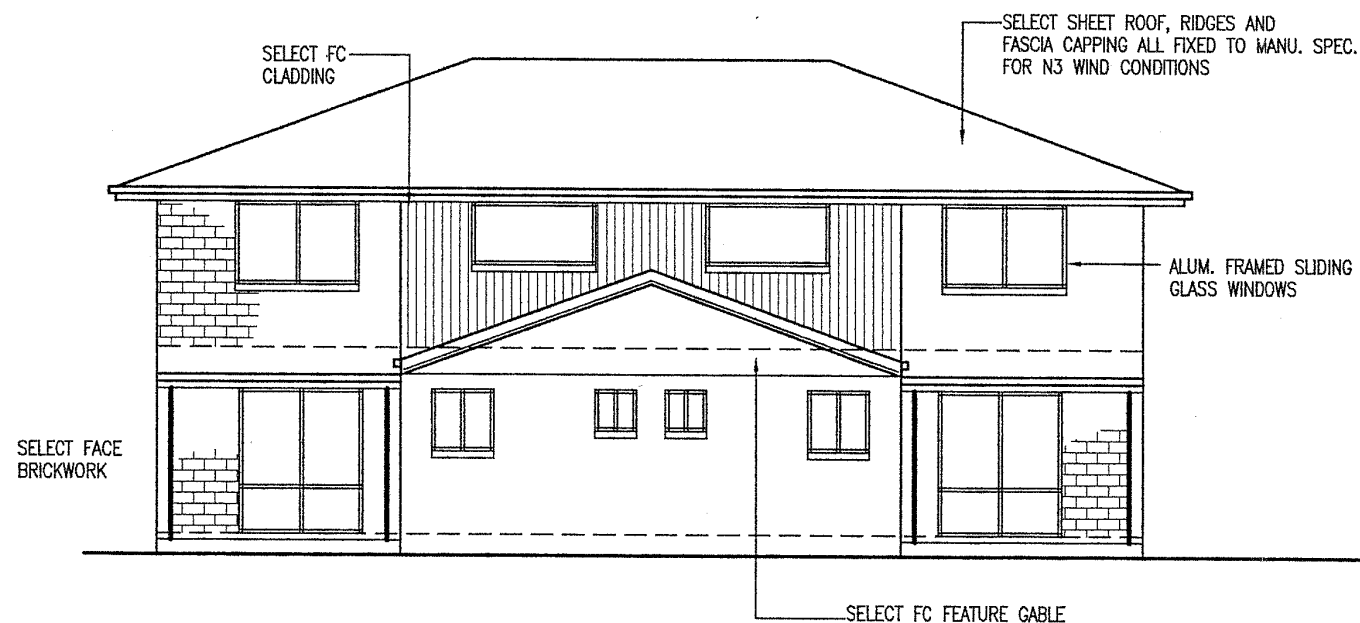
2005/2/5 5



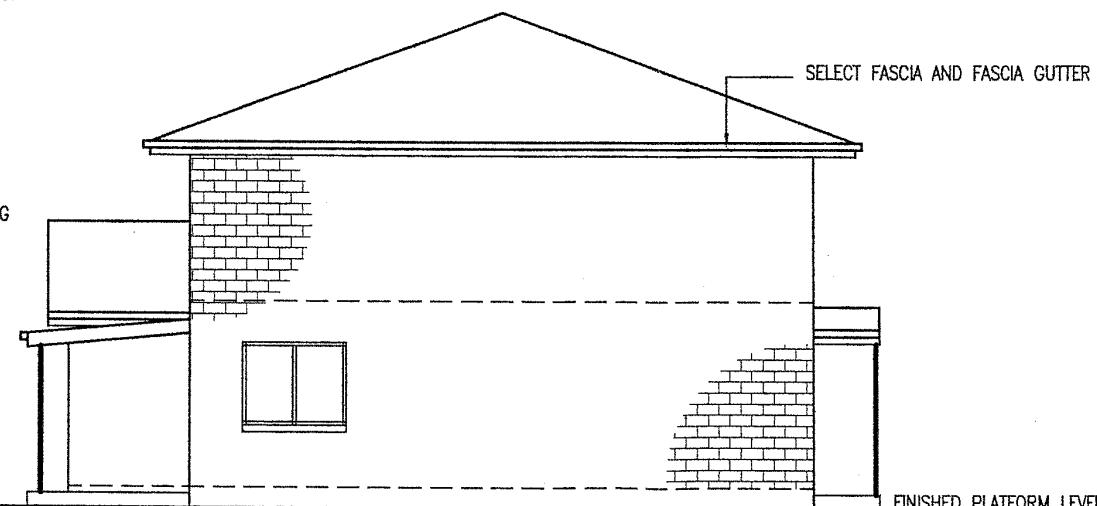
FRONT ELVATIONS



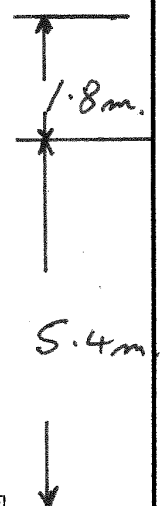
SIDE ELEVATION



REAR ELEVATION



SIDE ELEVATION



WEBER DRAFTING SERVICES (QLD) PTY LTD

BUILDING DESIGN/RESIDENTIAL DESIGN

ABN 94 093 008 416
ACN 093 008 416

PO BOX 429

DEVELOP 0 4020

Ph: 3204 2050
Fax: 3203 2166

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DESIGN **WW** 2/2005

PROJECT:

PROPOSED UNITS
Cnr ROYSTON & ETHEL ST., KILCOY

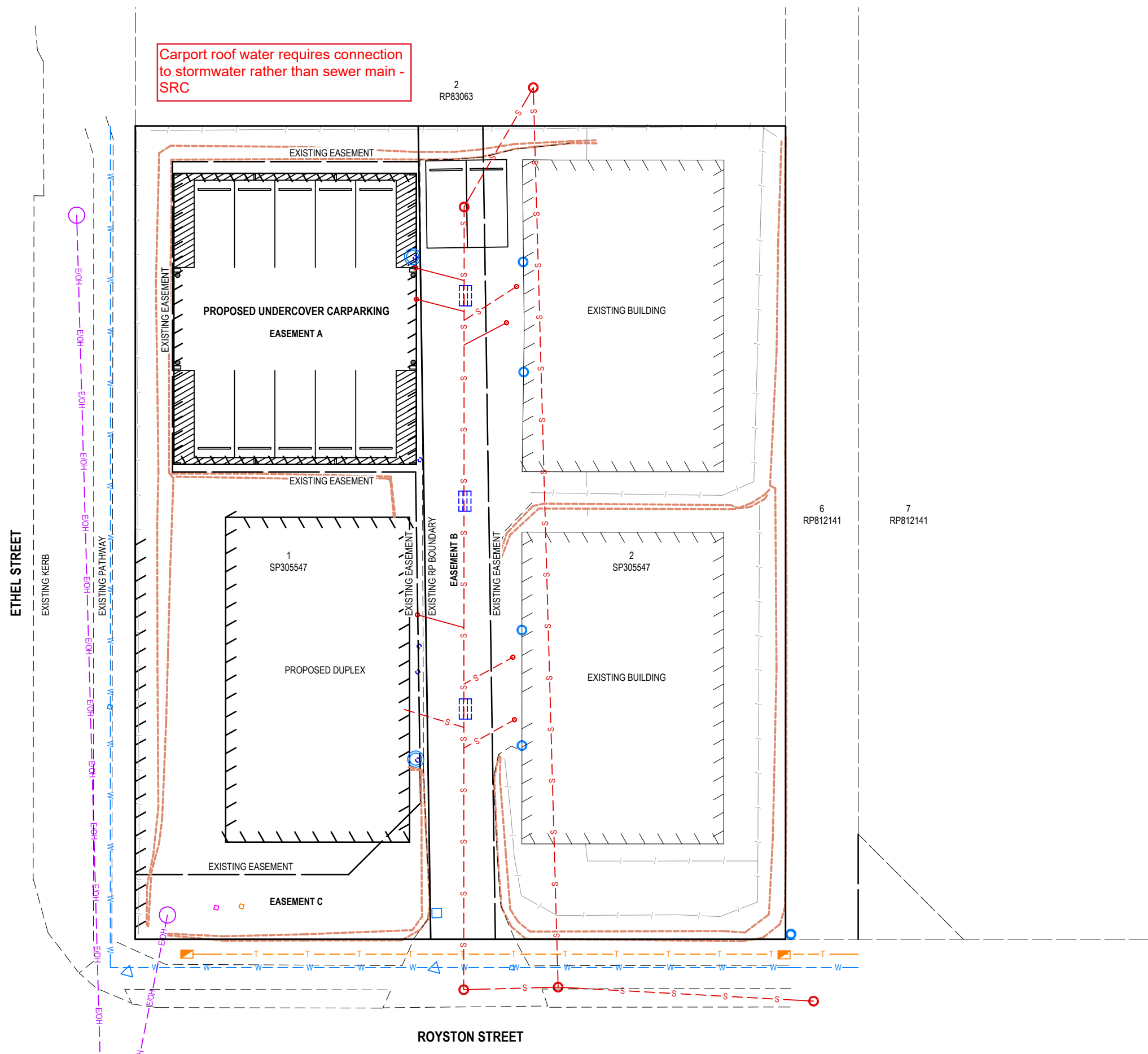
TITLE:

DOUBLE STOREY ELEVATIONS

SCALE

DRG. NO.

0005 10 15 0

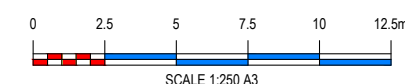


EXISTING FEATURES

-
- OVERALL RP BOUNDARY
 CADASTRAL EASEMENT
 SURVEYED RP BOUNDARY
 RETAINING WALL
 FENCE
 CONCRETE
 STORMWATER
 WATER RETICULATION
 SEWER RETICULATION
 OVERHEAD ELECTRICAL
 UNDERGROUND ELECTRICAL
 TELSTRA

PROPOSED FEATURES

-
- Diagram illustrating the proposed site layout with the following components:
- RP BOUNDARY
 - RP EASEMENT
 - COLUMN
 - CARPARK
 - SHED
 - BOLLARD (1400mm x 1200mm)

[illegible]

**PROPOSED PORTAL FRAME CARPORT
AT 52 & 54 ROYSTON STREET, KILCOY
FOR ELIZABETH FRANKLIN**

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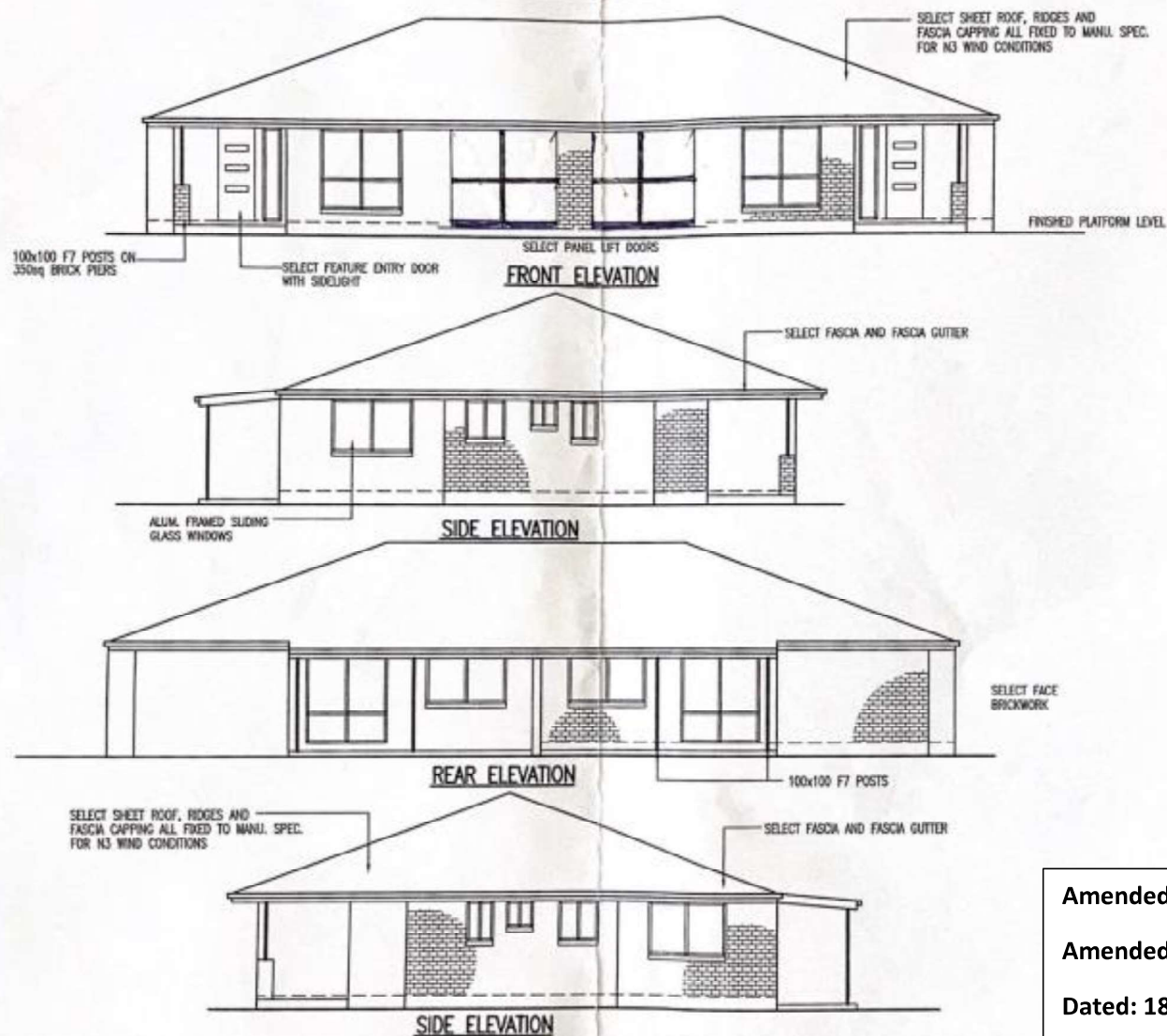
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DEVELOPMENT LAYOUT PLAN

FOR APPROVAL - NOT FOR CONSTRUCTION

PLAN No: **3346 - SK03** REVISION: **A**

PLAN No: **3346 - SK03** REVISION: **A**
FILE LOCATION: C:\12DS\DATA\CCE2K16\DC01\03346 - 56 ROYSTON STREET, KILCOY 20975\DESIGN - CIVIL\AUTOCAD\SKETCHES\3346-SK01.DWG



Amended by John Hrobelko

Amended Drawing No: 5254A

Dated: 18/2/2023



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DESIGN **WW**
DRAWN

PROJECT:

PROPOSED UNITS
Cnr ROYSTON & ETHEL ST., KILCOY

TITLE:

SINGLE STOREY UNIT
ELEVATIONS

SCALE

1:100

NOTE:

— INTERNAL L.B.W.

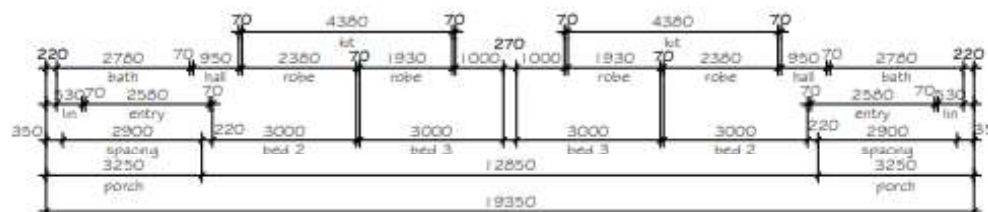
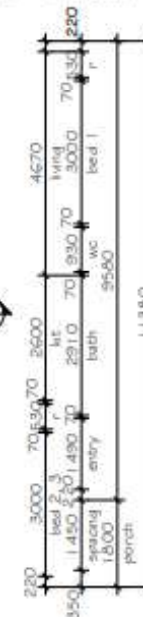
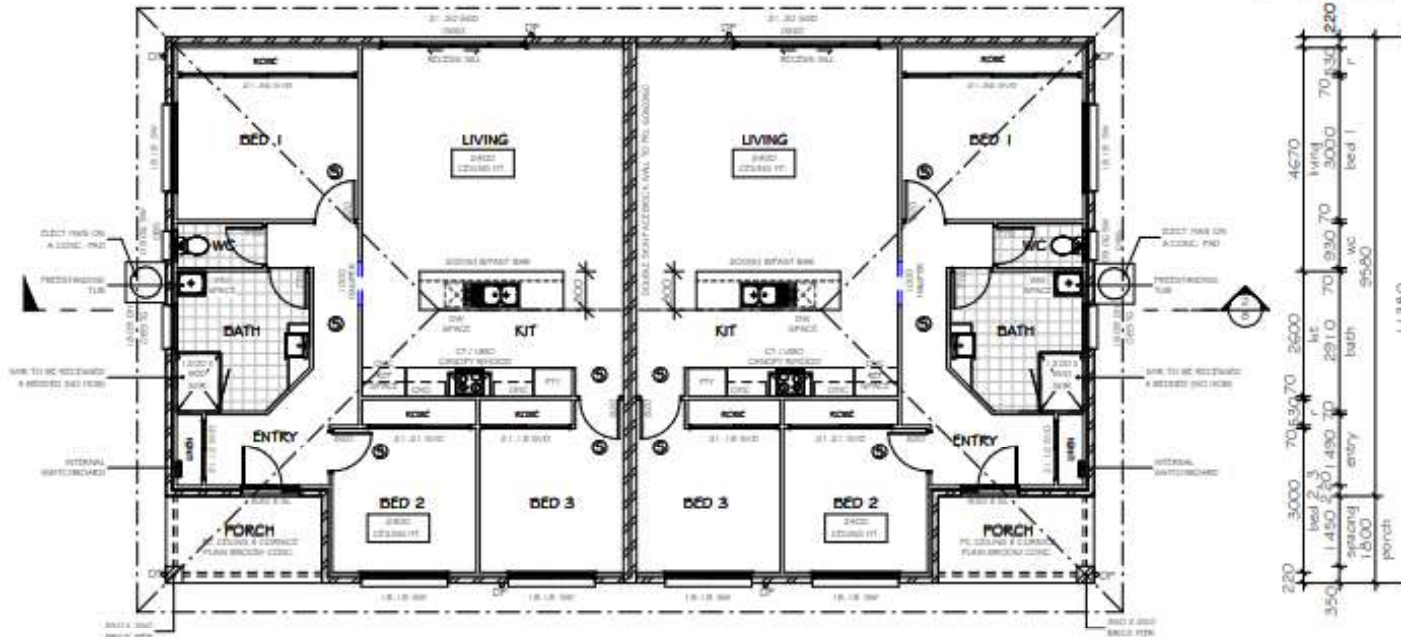
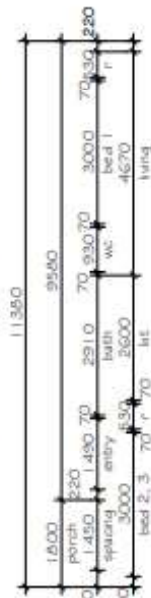
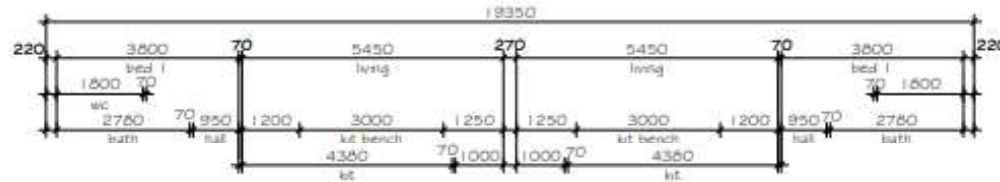
NOTE:

ALL EXTERNAL WALLS TO BE L.B.W.
UNLESS SHOWN OTHERWISE

SMOKE ALARMS

PROVIDE SMOKE ALARMS TO THE RESIDENCE IN ACCORDANCE WITH PART 3.7.2 OF THE BCA 2006 VOL. 2. ALARMS SHALL BE CONNECTED TO MAIN POWER.
REFER TO PLAN FOR POSITIONS.

AMENDED FINAL PLAN



FLOOR PLAN

1:100

NOTES

DRAWING SYMBOLS USED ON THIS
DRAWING ARE NOT A TRUE REPRESENTATION
OF ITEMS INCLUDED IN CONTRACT.
REFER TO CONTRACT FOR SPECIFIED ITEMS

LEGEND

- | | |
|------|----------------------|
| BD | B-I FOLD DOOR |
| BW | B-I FOLD WINDOW |
| BWM | BROW CLOSET |
| CSD | CAVITY SLIDING DOOR |
| CH | COCKTOP |
| DI | DOUBLE HUNG WINDOW |
| DP | DOWNPipe |
| DW | DISHWASHER |
| FG | FIXED GLASS |
| GT | GRAY TINT |
| HWS | HOT WATER SYSTEM |
| UN | UNEN |
| LV | LOUVER WINDOW |
| MB | METER BOX |
| MG | MIRROR GLASS |
| CHC | OVERHEAD CUPBOARDS |
| SH | KITCHENHOOD |
| S/GD | SLIDING GLASS DOOR |
| SH | SHELVES |
| SMD | SLIDING MIRROR DOOR |
| STL | SLIDING STACKER DOOR |
| SVD | SLIDING VINYL DOOR |
| SW | SLIDING WINDOW |
| TG | TOUGHENED GLASS |
| UBO | UNDER BENCH OVEN |
| WC | WATER CLOSET |
| WO | WALL OVEN |

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NOTES

AMENDMENTS

DATE	DESCRIPTION OF AMENDMENTS
01/03/2018	RELOCATE HW5 & ADD SOFTWARE AS PER V04
15/03/2018	CHANGED AS PER V05 & V06
25/03/2018	CHANGED AS PER V07



MILACHLAN SPECIAL PROJECTS PTY. LTD.
QBSA LICENCE No. 1087956.
PH: (07) 5498 9866
FAX: (07) 5498 9133

CLIENT: JONTER INVESTMENTS PTY LTD

PROJECT : PROPOSED UNITS

SITE : LOT 3
ROYSTON STREET
KILCOY

DESIGN BASE : ORIGINAL

DESIGNED BY MSP

DRAWN BY: B.D.

CHECKED BY: MSP

JOB No: C2773

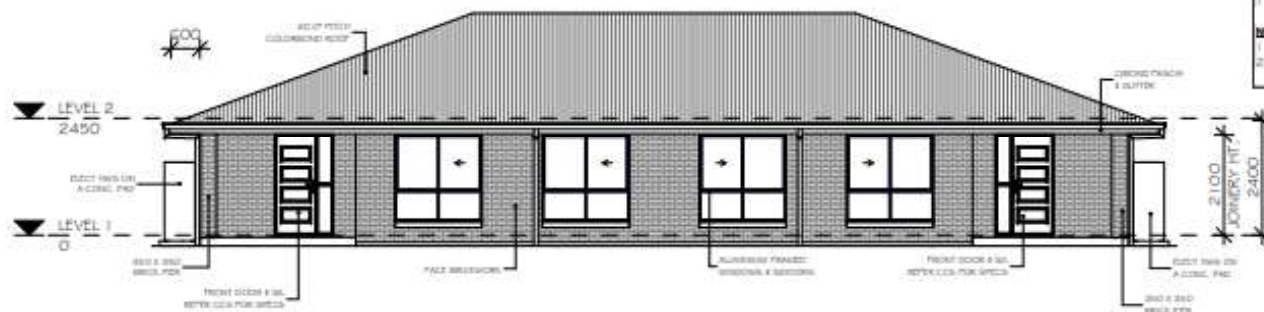
SCALE 1: 1/100

ISSUE: WIDRAN

ISSUE DATE : 25/02/2019

FLOOR PLAN

SHEET : 3 OF 5



1 EAST ELEVATION
1 : 100

NOTES TO BUILDER:

1. GUTTER & FLASH AS PER MANUFACTURER'S SUPPLIERS DETAILS TO COMPLY WITH BCA GUTTER & OVERFLOWS PERFORMANCE REQUIREMENT P3.3.2.

NOTES TO TRUSS MANUFACTURER:

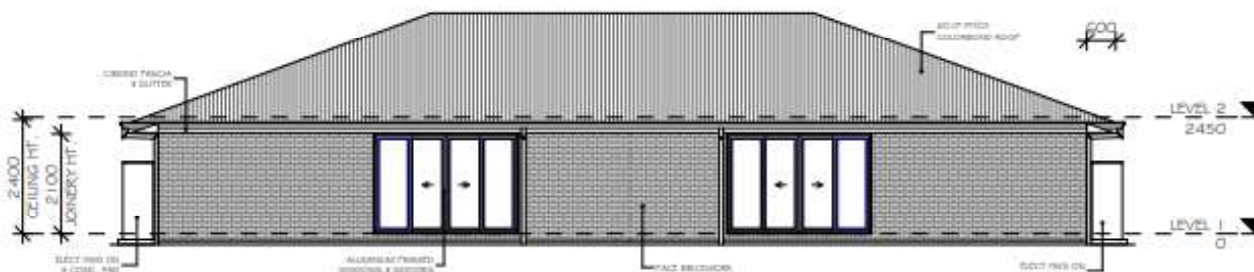
1. ALL UPSTAND & REEL HEIGHTS TO BE CONFIRMED BY TRUSS MANUFACTURER.
2. HEIGHTS ARE MEASURED FROM THE UNDERSIDE OF BOTTOM CHORD TO TOP OF TOP CHORD.



3 SOUTH ELEVATION
1 : 100



4 NORTH ELEVATION
1 : 100



2 WEST ELEVATION
1 : 100

**AMENDED
FINAL PLAN**

NOTES
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NOTES**AMENDMENTS**

DATE	DESCRIPTION OF AMENDMENTS
01/02/2019	RELOCATE HWYS & ADD SOFTFRT AS PER V04
19/02/2019	CHANGES AS PER V05 & V06
25/02/2019	CHANGES AS PER V07



MCLACHLAN SPECIAL PROJECTS PTY. LTD
ORSA LICENCE No. 1087956
PH : (07) 5498 9886
FAX : (07) 5498 9133

CLIENT: JONTER INVESTMENTS PTY LTD
PROJECT : PROPOSED UNITS

SITE : LOT 3
ROYSTON STREET
ILCOY

DESIGN BASE : ORIGINAL

DESIGNED BY : MSP

DRAWN BY : S.D.

CHECKED BY : MSP

JOB No: C2773

SCALE : 1 : 100

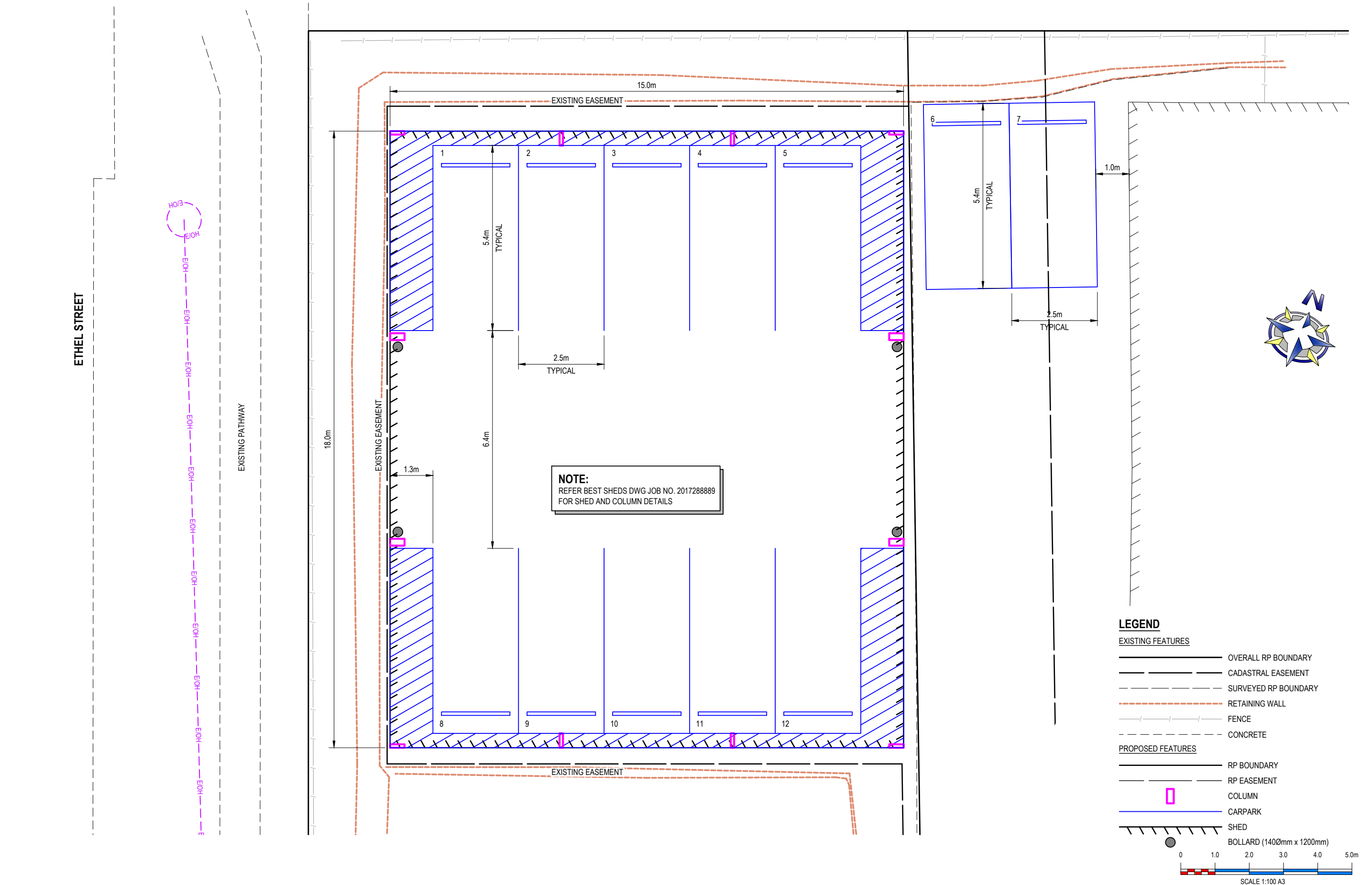
WIND CLASS : N3


ISSUE : WITHDRAWN REVISION: 0

ISSUE DATE : 25/02/2019

ELEVATIONS

SHEET : 4 OF 5





CONTOUR

SUNSHINE COAST OFFICE
Suite 512 & 513, Level 5
Tower 2, 55 Plaza Pde
Maroochydore, Qld 4558
Ph. (07) 5493 9777

NORTH LAKES OFFICE
Suite 51, Bld 5, Level 1
2 - 4 Flinders Parade,
North Lakes, Qld 4509

www.contource.com.au
admin@contource.com.au

ISO 9001

UKAS

6127

MANAGEMENT SYSTEMS

A.B.N. 62 117 061 659

Trading name of the Registered Provider (s)
Quality Assured International 3rd Party Accredited

PLAN DETAILS:

Designed: **PB**
Drawn: **JF**
Checked: **PB**
Vert. Datum: **AHD**
Hori. Datum: **MGA GDA 2020**
Date: **DEC 2022**

PLAN AMENDMENTS:

Rev	Date	Comment	Alt	Chkd	RPEQ

**PROPOSED PORTAL FRAME CARPORT
AT 52 & 54 ROYSTON STREET, KILCOY
FOR ELIZABETH FRANKLIN**

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PLAN TITLE:
PARKING LAYOUT PLAN

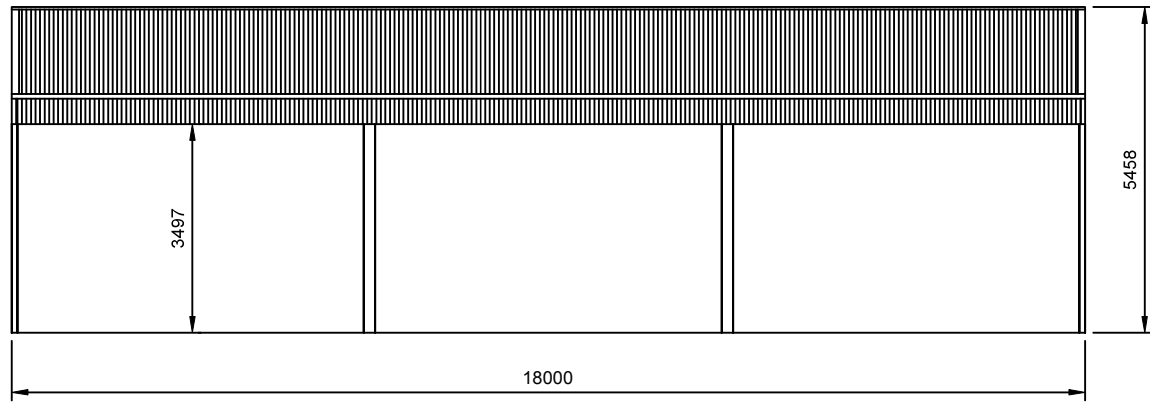
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PLAN No: **3346 - SK01**

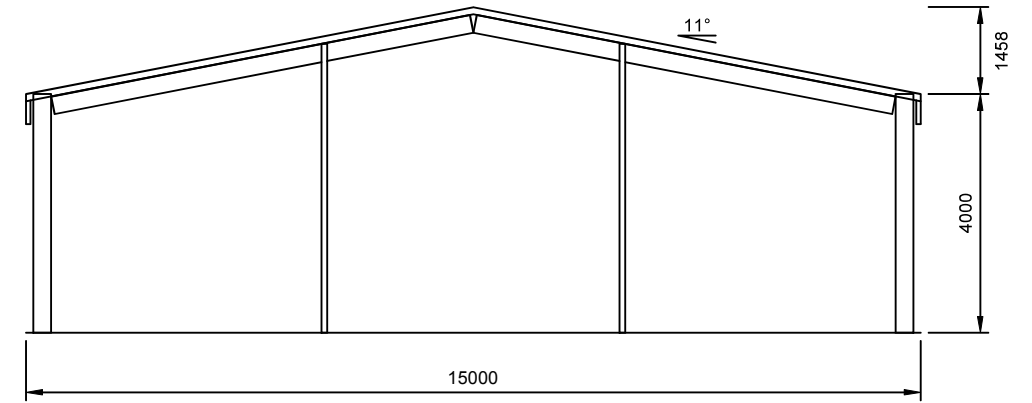
REVISION: **A**

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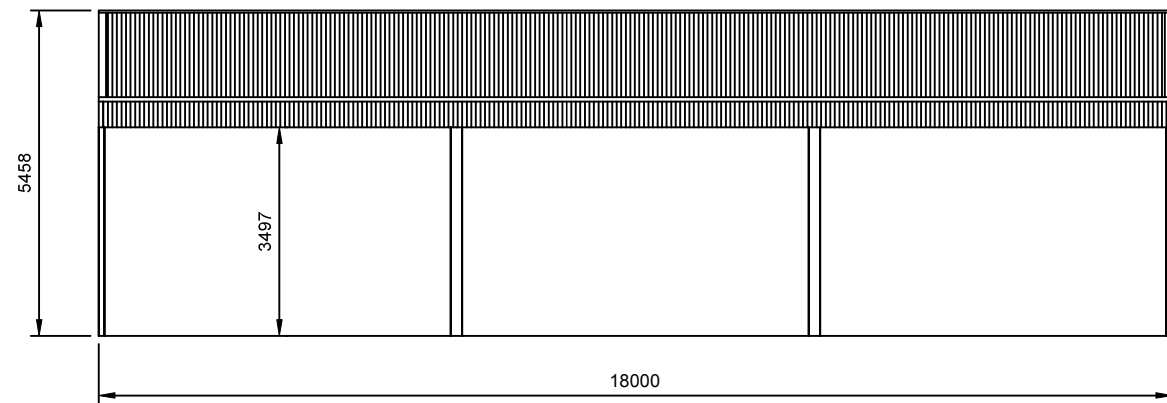
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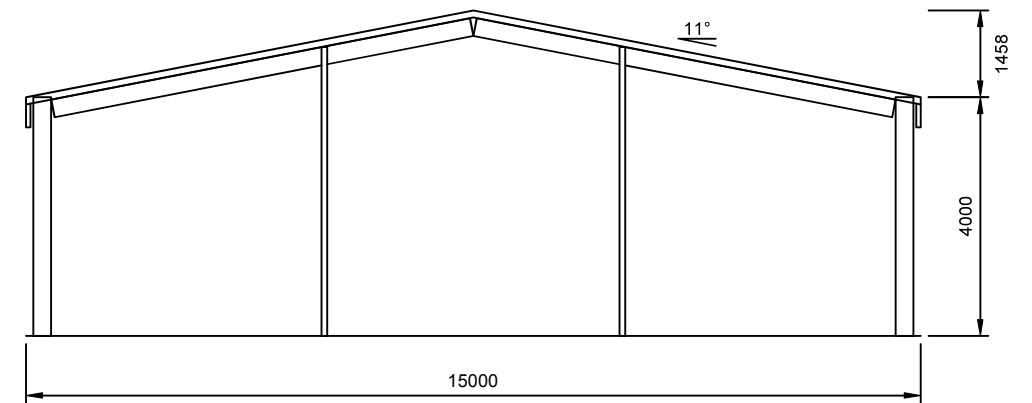
2 LEFT ELEVATION
2 SCALE: 1:125



3 REAR ELEVATION
2 SCALE: 1:125 FRAME #4

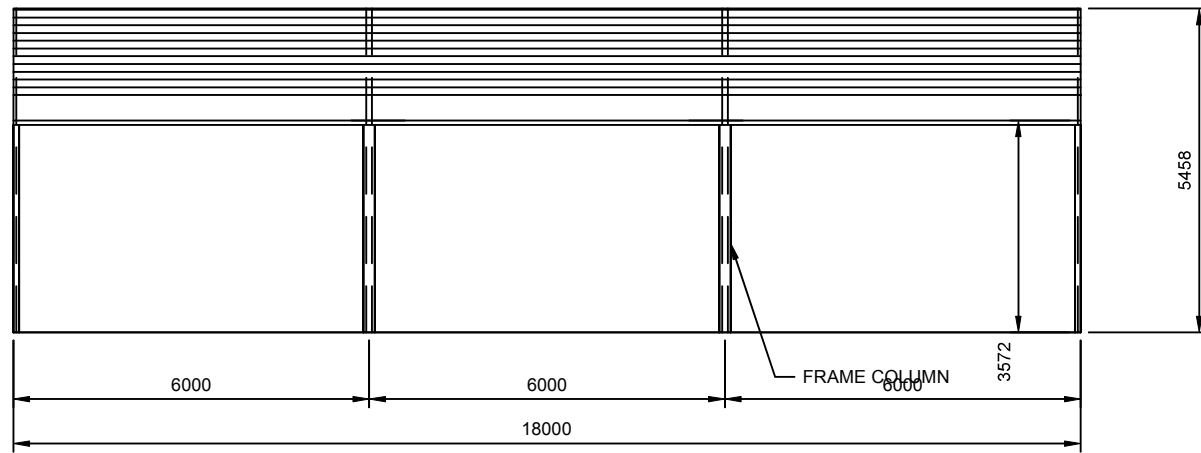


1 RIGHT ELEVATION
2 SCALE: 1:125

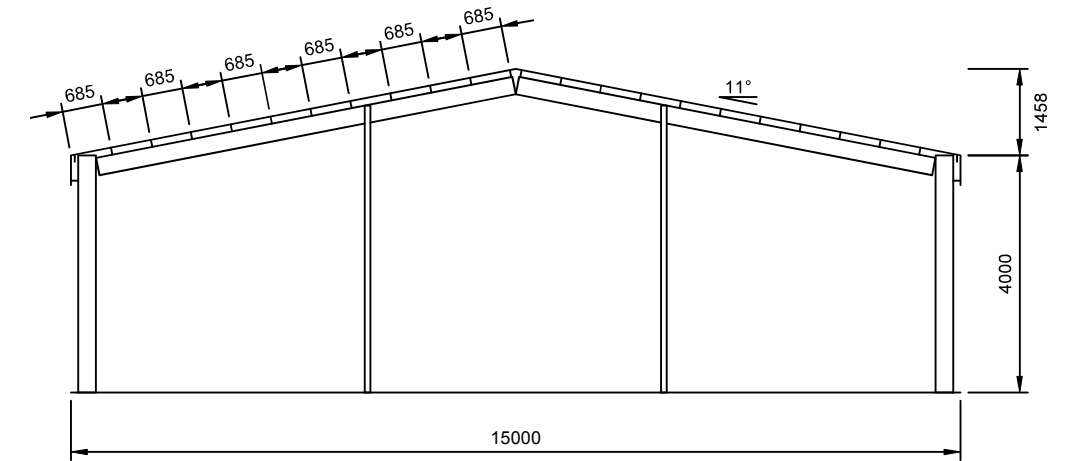


4 FRONT ELEVATION
2 SCALE: 1:125 FRAME #1

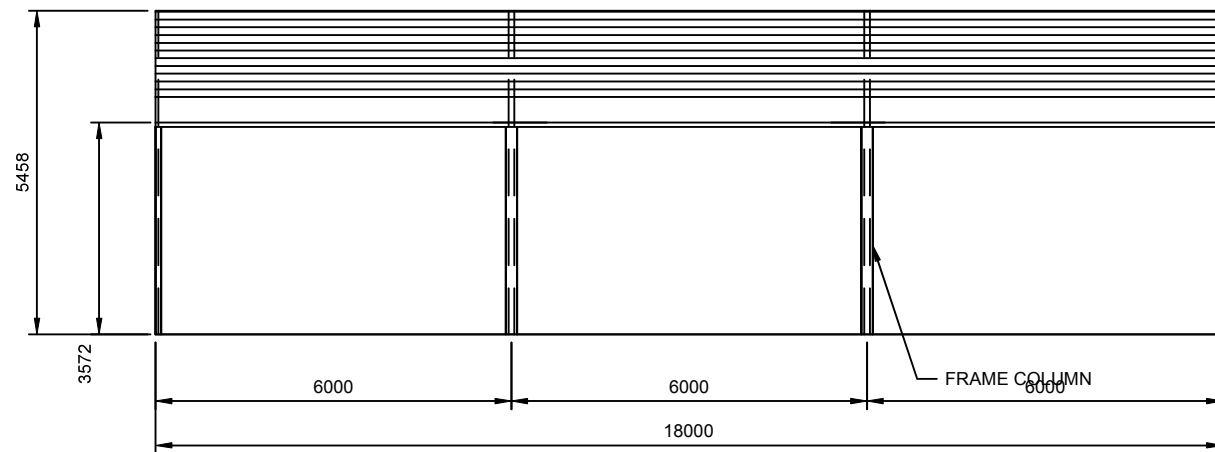
ALL ROOF SHEETING, FLASHINGS
SUPPLIED BY OTHERS



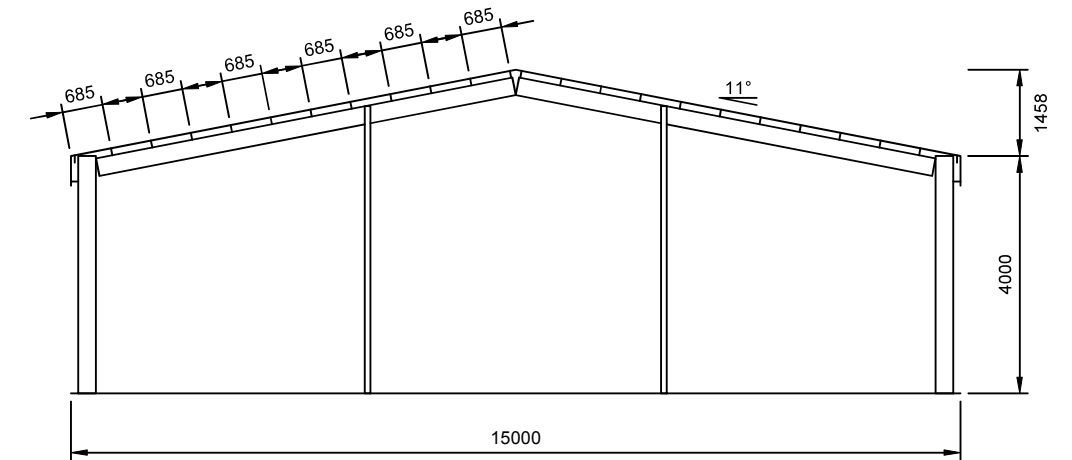
2 LEFT ELEVATION
3 SCALE: 1:125



Notes: Main Building - Install first purlin at inner edge of haunch bracket, 717mm from outside of eave purlin.
3 REAR ELEVATION
3 SCALE: 1:125 FRAME #4

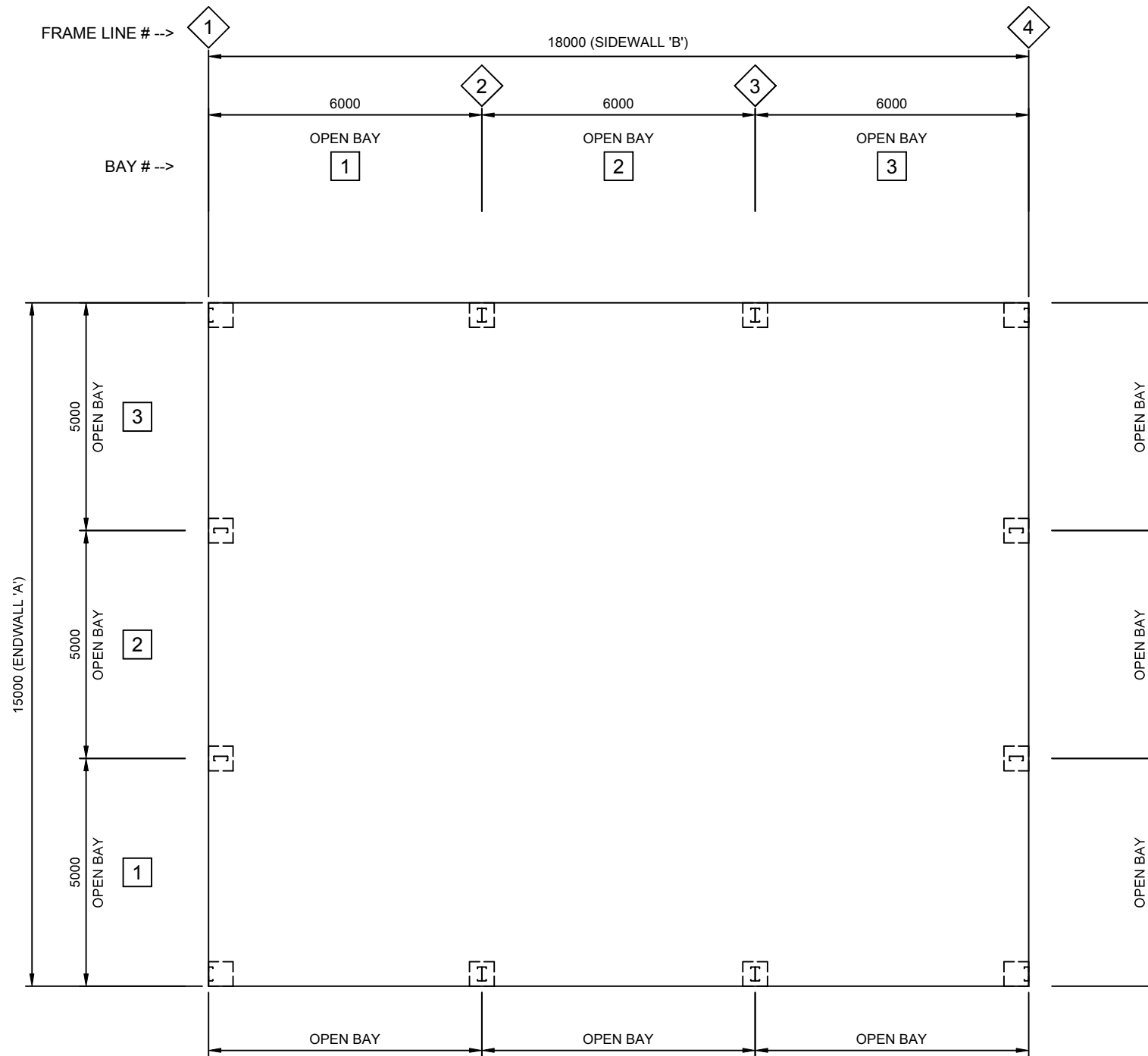


1 RIGHT ELEVATION
3 SCALE: 1:125



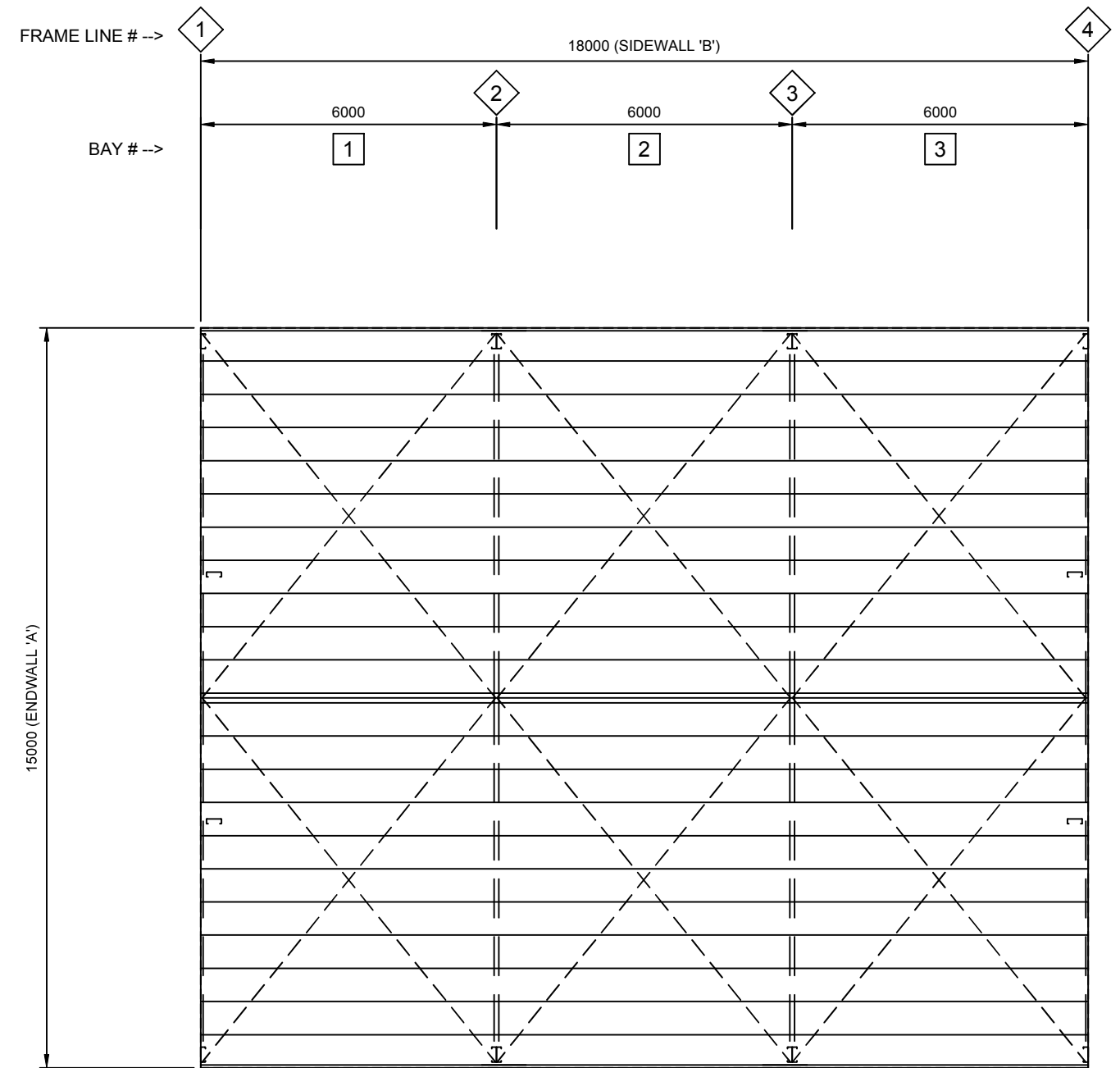
Notes: Main Building - Install first purlin at inner edge of haunch bracket, 717mm from outside of eave purlin.
4 FRONT ELEVATION
3 SCALE: 1:125 FRAME #1

ALL ROOF SHEETING, FLASHINGS
SUPPLIED BY OTHERS



1 FLOOR PLAN
4 SCALE: 1:125

ALL ROOF SHEETING, FLASHINGS
SUPPLIED BY OTHERS



2 ROOF FRAMING PLAN
4 SCALE: 1:125



151 Smeaton Grange Road,
Smeaton Grange, NSW, 2567
Phone: 02 4648 7777
Fax: 02 4648 7700
Email: sales@bestsheds.com.au



CIVIL & STRUCTURAL ENGINEERS
COMMERCIAL - INDUSTRIAL - RESIDENTIAL - FORENSIC - STEEL DETAILING
CAMILO PINEDA MORENO
Bend MIEAust RPEng
RPEQ 15562 TBP PE003976 (VIC)

Signature: _____

Date: 24.02.2022

Customer Name: John Hrobekko
Site Address: 56 Royston Street
Kilcoy,
QLD, 4515

DATE 24-02-2022
JOB NO. 2017288889
SHEET 4 of 6

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Steven Brennan, Environmental Services Manager
Director: Luke Hannan, Director of Planning and Development
Date: 13 April 2023
Subject: Pest Management Working Group Meeting – 13 April 2023
File Ref: Environmental Management/Reports/Environmental Health Reports
Action Officer: ESM

Background/Summary

A meeting of the Pest Management Working Group was held on 13 April 2023. Please refer to the attached report from the meeting.

Attachments

1. Report, Pest Management Working Group Meeting held on 13 April 2023.

Recommendation

THAT

1. Council receive the Pest Management Working Group Meeting report from the meeting held on 13 April 2023 and the contents be noted.

2. Write to the Regional Director of the North Coast Department of Transport and Main Roads expressing gratitude for the increase in element five (5) funding and further, request that this increased funding be ongoing to ensure the continued success of Council's Pest Management Plan.

Report Pest Working Group Meeting

Date:	Thursday 13 April 2023
Time:	10.30pm to 12.30pm
Venue:	Esk Library Meeting Room

Attendance Mayor Graeme Lehmann (Chair) Cr Helen Brieschke Cr Sean Choat Andrew Johnson - CEO Shane Lampard – SPMO Matthew Ryan, Senior Biosecurity Queensland Officer		Luke Hannan - DP&D Steven Brennan – ESM Darren McPherson - NRMO Guests Dan Hall
Item No.	Description	Time/Lead
1.	Apologies	5 min/ Cr Lehmann
2.	Lantana Control Program Update: <ul style="list-style-type: none"> Council roads and reserves DTMR element 5 funding SL gave an update on the program.	15 min/ SL
3.	Fireweed Control: <ul style="list-style-type: none"> Communication/education/GBO Control and Council land Action: Media/communication to be done on residents meeting their GBO, control methods, safety precautions and Council's chemical subsidy program.	15 min/ SL/SB
4.	Chemical Subsidy Programs Update: <ul style="list-style-type: none"> Lantana – (\$71K on \$100K spent and expected to be fully expended). Other species (\$12K of \$15K spent and expected to be fully expended). SL/SB gave an update on the program.	15 min/ SL/SB
5.	Bounty Program Updates: <ul style="list-style-type: none"> Feral pigs (\$9,120 or 912 pigs). Wild dogs (\$5,075 or 203 dogs). 	15 min/ SL
6.	Pest Animal Program Update SL gave an update on the program. The state no longer provides 1080 licencing training. Council is having issues finding an RTO to offer this service to train new officers.	15 min/ SL/SB

7.	Emerging Species/Watchlist MR gave an update on Peruvian primrose which is located in a neighbouring region and tropical soda apple control at a site in Coominya.	15min/SL/MR
8.	New Plant Proposal – UTV Action: report to be presented to Council for consideration.	10min/ SL/SB
9.	General Business Council's Biosecurity Plan – Invasive Pests and Animals to be review in 2024.	10min/ Cr Lehmann
10.	Next meeting Mid July 2023.	

Somerset Regional Council - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Damien Burge, Environmental Health Officer
Director: Luke Hannan, Director of Planning and Development
Date: 18 April 2023
Subject: Application for Temporary Entertainment Event – Kilcoy Woodchop 2023
File: Environmental Management/Reports/Environmental Health Reports
Action Officer: EHO-DB

Background/Summary

Council received a temporary entertainment event application from Liquid Operations Pty Ltd Ltd (Ref: 1490251) to conduct the Kilcoy Woodchop 2023 located at Kilcoy Exchange Hotel 13 William Street footpath and service road on Lot 8 RP864209. The event is called "Kilcoy Woodchop 2023".

The event is proposed to be operated on Saturday 9 September 2023 from 10am until 10pm. Total attendance for the one-day event is predicted to be 200 - 300 persons.

Council regulates this activity through *Local Law No.1 (Administration) 2011*, and *Subordinate Local Law 1.12 (Operation of Temporary Entertainment Events) 2011*. The applicant has prepared an Event Management Plan (EMP) which outlines how the event will comply with Council's local law requirements for temporary entertainment events.

It is noted that Council has approved previous Kilcoy Woodchop events, which were held at this location in July 2022 and January 2023.

Assessment of Application

Under section 9 of *Local Law No. 1 (Administration) 2011*, Council may grant an approval for a temporary entertainment event only if it is satisfied that:

Criteria – LL, section 9(1)(a)	If the prescribed activity requires a separate approval under an Act, a law of the Commonwealth or the local government's planning scheme - the separate approval has been granted; and
Officer Comment	The applicant is required to make an application to Council and the Police Department for consideration for any temporary road closures. The applicant is required a liquor permit from the Officer of Liquor and Gaming Regulation. The applicant is required to follow the Queensland Health guidance on COVID-19 at events.
Criteria – LL, section 9(1)(b)	The proposed operation and management of the prescribed activity is adequate to protect public health, safety and amenity and prevent environmental harm; and
Officer Comment	The applicant has provided an Event Management Plan for the event detailing provisions for public safety and environmental harm. The applicant has provided public liability insurance which covers the event activities and meets Council's requirements. Medical Crowd Controllers and staff trained in first aid will be present on the premises. Security

	<p>Staff and security briefings will occur prior to the conduct of the event. Crowd Controllers are employed to ensure the safety of the event space. Temporary fencing will be erected to ensure the safety of event attendees and passer-by's.</p> <p>Post Event Report A condition of approval will require the approval holder to submit to Council, within 14 days of the event, a Post Event Report detailing: Total number of paying attendees and staff; Any incidents during the event relating to public health and safety and the outcomes of those incidents; Any incidents during or associated with the event where the Queensland Police Service, Queensland Ambulance Service or Queensland Fire and Emergency Services assistance was required, and the outcomes of those incidents.</p>
Criteria – LL, section 9(1)(c)	If the prescribed activity is the commercial use of a local government controlled area or road - the grant of the approval is consistent with the objective of the local government of restriction of the commercial use of local government controlled areas and roads, where such activities are permitted, in recognition of the fact that the activities may otherwise enjoy an unfair commercial advantage over competitive activities conducted from fixed premises in the local government area for which rates and other charges are paid, and to which planning and other regulatory legislation applies;
Officer Comment	The applicant has advised that all affected businesses and residences have been approached, with no objections to the activity being received.
Criteria – LL, section 9(1)(d)	The proposed operation and management of the prescribed activity would be consistent with any additional criteria prescribed for the activity under a subordinate local law for this paragraph; and
Officer Comment	<i>Subordinate Local Law 1.14 (Undertaking Regulated Activities on Local Government Controlled Areas and Roads) 2011</i> prescribes criteria for the proposed activity. An assessment against that criterion is provided below.
Criteria – LL, section 9(1)(e)	The grant of the approval would be consistent with the purpose of any relevant local law; and
Officer Comment	The approval would be generally consistent with Council's Local Laws.
Criteria – LL, section 9(1)(f)	If the application relates to trust land - the grant of the approval would be consistent with the terms and conditions of the trust; and
Officer Comment	The event will be held on a Council controlled road and the proposed use is generally consistent with the terms and conditions of the trust.
Criteria – LL, section 9(1)(g)	If the application relates to a prescribed activity mentioned in section 5(b) - the grant of the approval would be consistent with any requirements or criteria specified in the relevant <i>Local Government Act</i> in relation to the approval.
Officer Comment	Not applicable.
Criteria – SLL, Section 4(1)	The design and construction of the place of the temporary entertainment event must be safe and appropriate to the nature of the entertainment proposed and the number of people expected to attend the place.
Officer Comment	<p>The area intended for use is suitable for the purposes of a wood chopping event. The attends are limited to 200 to 300 people.</p> <p>Crowd Controllers are employed to ensure the safety of the event space.</p>

	The applicant must comply with the public health directions of the Queensland Chief Health Officer
Criteria – SLL, section 4(2)	Entertainment provided at the place must not unreasonably detract from the amenity of the area in which the entertainment is, or is proposed to be, situated.
Officer Comment	It is unlikely that the proposed event will unreasonably detract from the amenity of the surrounding area.
Criteria – SLL, section 4(3)	Entertainment provided at the place must not generate significant noise, dust or light pollution or other significantly adverse effects on the surrounding neighbourhood.
Officer Comment	Noise is limited to amplified PA address in conjunction with event, woodchop noise and patron noise. A condition of approval will require that no nuisance, as defined by the <i>Environmental Protection Act 1994</i> , is caused by the event.
Criteria – SLL, section 4(4)	There must be enough toilets and sanitary conveniences provided for the event.
Officer Comment	Toilet facilities available in the Exchange Hotel Kilcoy for all event attendees.
Criteria – SLL, section 4(5)	Adequate provision must exist for the disposal of waste generated by the use of the place for the temporary entertainment event.
Officer Comment	Waste managed by Exchange Hotel staff. Walkthroughs of the event space will occur to clear rubbish as needed. Woodchop debris will be removed by staff for disposal.
Criteria – SLL, Section 4(6)	Adequate provision must exist for people and (if relevant) vehicles to enter and leave the place of the temporary entertainment event.
Officer Comment	The applicant has submitted a Traffic Guidance Scheme for the event as part of the application material to the satisfaction of council's Operations Department. Vehicular and pedestrian traffic are not expected to be inconvenienced by the event. No significant disruption is expected to the normal use of William Street (D'Aguilar Highway).

Attachments

1. Site Plans
2. Event Management Plan
3. Traffic Guidance Scheme

Recommendation

It is recommended that the Council approve the application subject to the conditions listed below:

No.	CONDITION
1.0	ENVIRONMENTAL/ LOCAL LAW
1.1	The approval holder must: <ul style="list-style-type: none"> • Display the approval in the manner, and at the locations, specified by the local government; and • Produce the approval for inspection by an authorised person on demand.
1.2	The approval holder must provide Somerset Regional Council with a copy of a public liability insurance certificate of currency for a minimum of \$20 million dollars and must note Somerset Regional Council as an interested party. The insurance certificate must cover all relevant aspects of the event.
1.3	The operation of the temporary entertainment event must not unreasonably detract from the amenity of the area in which the place is located.

1.4	The temporary entertainment event is limited to the operation of the Kilcoy Woodchop 2022 on Lot 8 RP864209, located at 13 William Street service road, Kilcoy, and adjoining footpath located immediately to the front of the Exchange Hotel from 10am to 10pm on Saturday 9 September 2023.
1.5	The approval holder must provide the following number of toilets, sanitary conveniences and showers for the event: Males: 3 toilets; 8 urinals; 2 hand basins. Females: 13 toilets; 2 hand basins; 1 sanitary convenience bin per female toilet. Unisex: at least 1 unisex toilet for patrons with a disability at each group of toilet facilities. The approval holder must also provide separate toilet and hand washing facilities for food handlers.
1.6	The approval holder must provide an appropriate number of waste bins that are to be serviced by an appropriately licensed waste contractor. The number of waste bins provided must be sufficient to accept all waste generated by the event, including waste from attendees, event staff, and food vendors.
1.7	All waste generated from the event must be disposed of at an appropriately licenced waste disposal facility.
1.8	The approval holder must maintain insurance that is applicable to the activity including without limitation, a public liability insurance policy which provides indemnity for each individual occurrence in an amount not less than \$20 million dollars. The insurance certificate must cover the permit holder and the Somerset Regional Council against any claims whatsoever arising from the operation of the event.
1.9	The approval holder must indemnify and keep indemnified, the Somerset Regional Council, their officers, employees and agents (the indemnified) against any or all losses suffered or incurred (except to the extent that any losses are caused through the negligent act or omission of the indemnified) in connection with the erection, existence or operation of the works or activities, the subject of this approval. "Losses" include liabilities, losses, damages, expenses and costs (including legal costs on a full indemnity basis and whether incurred or awarded) of any kind or nature, whether arising in contract or tort (including, but not limited to, negligence) or under a statute; and also include loss or profits, loss of revenue, loss of anticipated saving, loss of opportunity, pure economic loss and loss of data any other consequential special or indirect loss or damage.
1.10	The temporary entertainment event must not cause an environmental nuisance as defined by the <i>Environmental Protection Act 1994</i> .
1.11	Noise associated with the event must not exceed the following levels at a sensitive receptor: (a) before 7am, if the use causes audible noise; or (b) from 7am to 10pm, if the use causes noise of more than 70dB(A); or (c) from 10pm to midnight, if the use causes noise of more than the lesser of the following— (i) 50dB(A). (ii) 10dB(A) above the background level.
1.12	The operation of the temporary entertainment event must not create a traffic nuisance or increase an existing traffic nuisance or detrimentally affect the efficiency of the road network in which the activity is undertaken.
1.13	The approval holder must provide appropriate lighting to all areas of the temporary entertainment event to ensure the safety of the public.
1.14	All buildings, structures, vehicles, facilities or equipment used in the operation of the temporary entertainment event must be maintained at all times: <ul style="list-style-type: none"> • In good working order. • In good state of repair. • In a clean and sanitary condition.
1.15	The approval holder must ensure that a food licence issued under the <i>Food Act 2006</i> is obtained (to the extent that it is required) by any entities selling food at the event.
1.16	The approval holder must ensure that the temporary entertainment event is run in accordance with the approved Event Management Plan.
1.17	The approval holder is to provide a contact number for any complaints received during the event.
1.18	The approval holder must ensure that all electrical installations or distribution to be utilised for the event is installed and signed off by a licenced electrician.

1.19	The approval holder must ensure that the construction of any structures onsite, including temporary stages and shade sails, are installed by appropriately qualified persons holding riggers licences with Workplace Health and Safety Queensland where required.
1.20	<p>The approval holder must submit to Council, within 14 days of the event, a Post Event Report detailing:</p> <ul style="list-style-type: none"> • Total number of attendees, performers and staff. • Any incidents during the event relating to public health and safety and the outcomes of those incidents. <p>Any incidents during or associated with the event where the Queensland Police Service, Queensland Ambulance Service or Queensland Fire Emergency Services assistance was required and the outcomes of those incidents.</p>
2.0	OPERATIONS
2.1	A Road Closure Permit is to be obtained from the Queensland Police Service in consultation with Council prior to the event and covering the operating hours of Saturday 9 September 2023 William Street Service Road.
2.2	The applicant must comply with the Traffic Guidance Scheme for the event which was submitted as part of the application material.
2.3	The approval holder must maintain free access for the general public to use the footpath within the event footprint.
2.4	The approval holder must conduct an 'emu parade' and clean and sanitise of the footpath and parking area around the event site to remove any accumulated litter, the day following the event.
2.5	The approval holder must not use tent pegs or stakes within the car park or footpath area for the purpose of setting up of any temporary structures (e.g. temporary fences, stages, etc.).
2.6	The approval holder is liable for any damages to Council infrastructure caused by the operation of the entertainment event.

Event Management Plan

Event Overview	
Event Name	Kilcoy Woodchop September 2023
Event Description	Woodchop event – utilizing footpath and roadway spaces
Event Purpose	Family friendly entertainment event
Number of Event Attendees	200-300pax
Age of Event Attendees	Predominantly 18-55, young children will also be in attendance
Is the Event Ticketed	No tickets, free entry.
Entertainment <i>Attach certifications or permits if required</i>	Amplified PA for announcement and MC duties. Woodchop entertainment.
Sponsorship	N/A
Event Venue	
Event Dates	9 September 2023
Event Times	10:00am to 10:00pm
Event Bump In Times	10:00am on 9 September 2023
Event Bump Out Times	10:00pm on 9 September 2023
Event Venue	William St Service Road and adjoining footpath located immediately to the front the Exchange Hotel.
Event Address	13 William Street, Kilcoy, 4515
Is the Event on Council Land, Venue or Road <i>If yes, attach Council approval</i>	Council roadway and footpath.
Site Map <i>Attach a site map</i>	Attached
Public Liability Insurance <i>Attach certificate of currency</i>	Attached

Event Organiser's Details	
Event Organiser <i>An individual's name</i>	Rick Kay
Event Organiser's Mobile Phone Number	0424 114 557
Event Organiser's Email	rick@aushotels.net.au
Event Organisation	Liquid Operations Pty Ltd
Event Organisation's Address	13 William Street, Kilcoy, 4515
Key Event Management Plans / Licences	
Risk Management Plan <i>Attach Risk Management Plan</i>	N/A
Emergency Management Plan <i>Attach Emergency Management Plan</i>	N/A
Traffic Management Plan <i>Attach Traffic Control Permit if required</i>	Police closure attached.
Food Business Licences <i>Attach copies of food business licences if required</i>	N/A
Liquor Licence <i>Attach copy of liquor licence if required</i>	Application lodged.
Environmental Issues	
Noise Management	Noise is limited to amplified PA address in conjunction with event, woodchop noise and patron noise.
Waste Management	Waste managed by Exchange Hotel staff. Walkthroughs of the event space will occur to clear rubbish as needed. Woodchop debris will be removed by staff for disposal.
Amenities <i>List number and type of facilities</i>	Toilet facilities available in the Exchange Hotel Kilcoy for all event attendees.
Animal Management	N/A
Safety and Security	
Workplace Health and Safety	Staff and security briefings will occur prior to the conduct of the event.

Power and Lighting	Lighting will be used to ensure the event space and viewing areas are well lit for the safety and convenience of patrons.
Temporary Structures <i>Attach structural certification if required</i>	Temporary fencing will be erected to ensure the safety of event attendees and passerby's.
Security	Crowd Controllers are employed to ensure the safety of the event space.
First Aid	Crowd Controllers and staff trained in first aid will be present on the premises.
Signage (inside the event) E.g. exits, toilets, first aid, lost and found	N/A
Inclusivity and Accessibility	N/A
Event Information Tent	N/A
Communication and Consultation	
Communication Plan	Complaints regarding the event will be directed to [TBA]. Complaints will be dealt with on a case by case basis.
Key Event Contacts <i>Attach key contacts list with phone numbers</i>	TBA
Community Event Notice <i>Attach Community Event Notice</i>	N/A
Consultation with Key Stakeholders <i>Advise QAS, QPS and QFES of event</i>	Police consent attached.
Volunteers	N/A



AACTION TRAFFIC DTMR #: 0202 PH: 07 3204 9988	Client: Kilcoy Exchange Hotel Client Contact: William Overall Client Mobile: 0449 665 188 Activity: Woodchop Event 2022 Street: William St Suburb: Kilcoy Cross Street 1: Carpark in front of Kilcoy Exchange Hotel Cross Street 2: Road Type: Two Way	Posted Speed: Under 40kmh Term of Works: Short Existing Width: 8.2m Control Type: Signage/Cones Closure: Road Closure TC/Ute Numbers: 1x1 D Spacing: 15m Date Created: 21/07/2022 Revision Due: 21/07/2023	LEGEND: Traffic Cones/Bollards Work Vehicle Vehicle Mounted Arrow Board Work Area	TGS Number: 22-4375 NOTE: This Traffic Guidance Scheme is not to scale.

Somerset Regional Council - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Steven Brennan, Environmental Services Manager
Director: Luke Hannan, Director of Planning and Development
Date: 18 April 2023
Subject: Purchase of Plant – Lantana Control Program
File: Environmental Management/Reports/Environmental Health Reports
Action Officer: ESM

Background/Summary

To assist with the extra workload of the lantana control program and to provide operational improvements and increased productivity generally in the Pest Management Program, it is proposed to purchase a new UTV, trailer and spray unit (the Purchase).

It is believed that the Purchase will provide operational improvements for Council and increased productivity through:

- Increasing access to road reserves and reducing the time taken to walk to and from 4WD vehicles dragging spray hosed up to 100m.
- Reduce traffic control costs due to working further from the roadway.
- Allow improved access to perform works following wet weather.
- Sharing the asset across the three spray teams to assist in treatment of target species in difficult to access areas around the region.
- Increasing safety by reducing the time spent working adjacent to roads where a 4WD vehicle would be parked in hard to access areas.
- Reduce fatigue resulting from reduced walking and dragging of spray hoses and carrying of other equipment.

Broader benefits and considerations for Council include:

- UTVs can be conditionally registered to allow use for official duties upon gazetted roads and trails such as the Brisbane Valley Rail Trail.
- UTVs have a lower centre of gravity than four-wheel drive vehicles which improves stability when operated in rough terrain or upon inclines which both increases areas of operation for officers and reduces risk when driving in some areas. Regardless, areas of operation must be risk assessed prior to driving in any vehicle.
- UTVs provide more visibility from the driving position increasing observations for targeted species during surveillance activities and improving visibility to navigate obstacles or hazards when driving. Officers regularly encounter hazards in the form of rubbish or debris upon roadsides which undertake surveillance which can cause damage to council vehicles. Poor visibility of hazards can be associated with the driver position within a vehicle cabin, obstruction of view from vehicle body panels and roadside vegetation. UTVs are fitted with basic safety features associated with motor cars including lap sash inertia seatbelts and integrated roll over protection within their construction. Current Queensland legislation also requires operators of UTVs to wear a motorbike helmet when in use.
- UTVs maintain a carrying capacity to support operational tasks – this can include spray equipment, first aid, trapping equipment or other material used with pest plant or animal management. UTVs have a reduced capacity than four-wheel drive vehicles but allow the transport of specific material into less accessible areas.
- Due to their size and capability a UTV leaves a smaller footprint when used on land including after weather events which would restrict or exclude normal vehicle use. This reduces the need to reschedule work in some instances.
- A UTV can be used in Biosecurity Surveillance Programs of private properties and in conjunction with other agencies to allow officers to cover more ground faster.

- Other officers, such as the NRM officer, may utilise the Purchase to access remote areas as part of their duties.
- A UTV is easily inspected and cleaned of all plant matter and seeds before departing from a property increasing our ability to ensure we meet our GBO and don't spread restricted species.

Safety Operating Procedures/Maintenance

- Council current has a UTV that is utilised at the Esk Landfill that is serviced by Council workshop team.
- An initial assessment has been conducted on load limits and it is anticipated that a 300L tank will meet the load limits.
- Council currently has a safe operating procedure for operation of UTVs.
- Officers have obtained sample SWMS's, risk assessments and operating procedures from another Council and the State Government who utilise UTVs which can be adapted for our use.
- Consultation with Council's WHS Advisor has occurred and it is proposed to review and amend the existing procedure having regard to the documents obtained to suit our specific uses and needs.
- Training on operation of the UTV can also be provided by the manufacturer.

Plant costs

Indicative costs for the Purchase as follows:

UTV Can-am Defender DPS Pro	\$ 30,000	
Plant trailer	\$ 16,000	
Quick spray Unit	\$ 12,500	
Total		\$ 58,500

Attachments

Nil

Recommendation

THAT Council

1.purchase a new UTV, trailer and spray unit to increase productivity of the lantana control program and provide broader operational improvements to Council's Pest Management Program.

2. allocate \$60,000 in the 2023/24 budget to purchase a new UTV, trailer and spray unit with allowance for minor cost variations subject to CEO approval.

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Luke Hannan, Director Planning and Development
Director: Luke Hannan, Director Planning and Development
Date: 19 April 2023
Subject: Planning and Development Department Monthly Report – March 2023
File Ref: Governance/Reporting/Officer Reports
Action Officer: DPAD, ESM, SP, SBC, NRMO

Report

A summary of the Department's activities during the month of March 2023 is provided for Council's information.

Planning Development Applications

A total of twenty-three (23) development applications were received in March 2023.

Assessment Type	February 2022	March 2022	February 2023	March 2023
Building Works assessable against the Planning Scheme	15	15	12	12
Material Change of Use	7	11	3	8
Reconfiguring a Lot	4	4	4	1
Operational Works	-	2	3	1
Combined Applications	-	-	-	1
Total	26	32	22	23

The list of applications received is provided in Appendix 1.

A total of twenty-five (25) development applications were decided in March 2023.

Approved/Refused	February 2022	March 2022	February 2023	March 2023
Refused - Council	-	-	-	-
Refused - Delegated Authority	-	-	-	-
Approved - Council	3	8	4	2
Approved - Delegated Authority	10	15	10	23
Total	13	23	14	25

The list of applications decided is provided in Appendix 1A.

Planning Compliance Matters

Non-compliant planning / land use activities under investigation in this period include but are not limited to:

- o Function Facilities
- o Animal Keeping
- o Workshops / Vehicle Sales
- o Transport Depot
- o Vegetation Clearing.

Activities located in Esk, Mount Tarampa, Toogoolawah, Wanora, Coal Creek, Winya, Glamorgan Vale, Clarendon, Fernvale, Royston, Sandy Creek, Villeneuve.

Building Development Approvals

A total of seventy-two (72) building approvals were issued in the region for March 2023.

Assessment Type:

Building Works

Status	February 2022	March 2022	February 2023	March 2023
Accepted Applications	72	65	58	83
Approved - Council	7	12	11	9
Approved - Private Certifier	65	56	46	63

The list of applications approved is provided in Appendix 2.

Building Compliance Matters

The following are non-compliant building activities in this period:

March 2023:

Unapproved building works in Mount Hallen, Atkinsons Dam and Minden.

Unlawful use of buildings or structures at Mount Hallen, Coominya and Atkinsons Dam.



Plumbing Compliance Permits and Inspections

A total of thirty-four (34) plumbing and drainage approvals were issued in the region for March 2023.

Assessment Type:

Plumbing Approval

Status	February 2022	March 2022	February 2023	March 2023
Approved	28	35	34	36
Info Request	14	7	8	8
Total	42	42	42	44
Plumbing Inspections	76	94	111	127

The list of applications approved is provided in Appendix 3.

Mid-Brisbane (Black Snake Creek Catchment) Wastewater Risk Mitigation Program

Council's plumbing inspectors have continued working through the next phase of the Wastewater Risk Mitigation Program within Mid-Brisbane (Black Snake Creek Catchment). Twenty-one eligible properties in the Glamorgan Vale area were sent invitations to apply for an upgrade subsidy; eight of which have volunteered for an inspection, with six inspections resulting in the allocation of funding.

One property has had a plumbing application approved and finalised with the installation of HSTP.

Strategic Projects

New Somerset Economic Development Strategy

The new Economic Development Strategy for the Somerset Region was formally adopted by Council on 15 December 2022.

The development of the Strategy included a detailed economic and industry analysis, background reports and preliminary stakeholder engagement through several meetings, interviews and briefings, including workshops with Somerset Regional Council's Economic Development and Tourism Advisory Committee (EDTAC).

Implementation of the Strategy is currently underway and will be part of the 23/24 Financial Year budget and 23/24 Operational Plan deliberations.

Lowood Futures Strategy

The Lowood Futures Strategy (the Strategy), adopted by Council in December 2022, is an urban renewal project for the Lowood community – one that harnesses bold and ambitious thinking, aims to enhance community wellbeing by amplifying the town's identity and competitive advantage, and providing a pragmatic road map for delivery.

Overall, the Strategy has successfully delivered its objectives to:

- Provide an evidence-based understanding of Lowood's competitive advantages and opportunities to become a regionally attractive destination and secure new investment opportunities
- Provide a vision and concept master plan that amplifies the town's unique brand and identity, and sets out the priority actions over the next decade
- Identify the priority policy, development and infrastructure responses required to create a distinctive and attractive township, create jobs, strengthen the local economy and attract people to stop, interact and engage in the community
- Develop a prioritised implementation plan with costs and program for delivery of immediate infra-structure, asset disposal, placemaking (including temporary activations) and public realm / streetscape enhancements
- Provide direction on the role Somerset Regional Council can play in enabling actions through repurposing redundant and underutilised land holdings and assets, or other policy levers and governance arrangements at Council's disposal
- Work collaboratively with the community, business and government stakeholders to align plans and actions for the benefit of the town and region.



The preparation of the Strategy is the first step in the process. The Strategy identifies a range of key delivery actions and projects in a variety of areas including governance, place activation, advocacy and capital works that can be sequenced over the short, medium and long-term for the benefit of Lowood.

Since the Strategy's adoption by Council in December 2022; necessary governance arrangements and budget proposals have been prepared ahead of the 23/24 Financial Year commencement.

Environmental Health Services

Food Safety Training



Council subscribes to the *I'm ALERT* food safety training package which offers food businesses, community groups, schools and the general public access to free online interactive food safety training. Just go to www.somerset.imalert.com.au

A total of 10 users completed the training during the month of March.

Swimming Pool Water Quality Monitoring

Water sampling was conducted at Council's swimming pools located at the Toogoolawah, Kilcoy and Lowood. Samples were submitted to Queensland Health for analysis to check compliance with the *Queensland Health Water Quality Guidelines for Public Aquatic Facilities, 2019*.



Mosquito Monitoring



At end of March, Officers completed the 2022-2023 mosquito surveillance program in conjunction with Queensland Health. Sample and report have been submitted to Queensland Health for analysis. The main aim of the annual surveillance program is to establish the level of confidence in:

- the assumption that mosquitoes *Aedes aegypti* or *Aedes albopictus* are not present in the Somerset Region, and
- the likelihood of early detection – to facilitate eradication.

In addition to the Queensland Dengue Management Plan 2015 – 2020; Queensland Health is currently working with local governments in SEQ to establish an emergency response framework that will be triggered on confirmation of positive *Aedes aegypti* or *Aedes albopictus* identification in SEQ.

An overview of the section activities for the month is contained in Appendix 4.

Pest Management

The following is a report on activities in the Pest Management section.

Invasive Plant Control

A summary of invasive plant and other vegetation treatment activities for the month is as follows:

February 2023:

- **Giant rats tail grass** – Crossdale, Colinton, Harlin, Mount Kilcoy, Lowood, Tarampa, Sheep Station Creek, Esk, Coominya, Atkinson Dam, Biarra, Wivenhoe Pocket, Clarendon.
- **Annual Ragweed** - Esk, Coominya, Monsildale, Colinton, Crossdale, Bryden, Toogoolawah, Harlin, Atkinson Dam, Biarra, Lowood, Wivenhoe Pocket, Minden, Fernvale, Buaraba, Banks Creek.
- **Groundsel** - Gregors Creek.
- **Honey Locust** - Gregors Creek.
- **Leucaena** – Neurum Road, Wivenhoe Somerset, Esk-Kilcoy Road.
- **Lantana** - D'Aguilar Highway West, Coominya, Tarampa, Minden, Biarra.
- **Lantana Mechanical control** - D'Aguilar Hwy West, Biarra, Lowood, Minden, Esk Crows-Nest Road.
- **Council managed infrastructure** - Kilcoy fat cattle yards, Kilcoy Depot.

- **Element 5-** D'Aguilar Highway West, Kilcoy Murgon Road, Gatton Esk Road, Esk Hampton Rd, Brisbane Valley Highway, Esk Kilcoy, Wivenhoe Somerset Road.
- **Lantana chemically treated** – 9,135M² / 9.135Ha.
- **Lantana mechanically removed** - 243,000M² / 24.3Ha.
- **Herbicide applied** – 18,880L.

March 2023:

- **Mother of Millions** - Neurum, Minden, Esk, Eskdale, Glamorgan Vale, Lowood.
- **Annual Ragweed** - Mount Kilcoy, Toogoolawah, Sandy Creek, Neurum, Fernvale, Moore, Linville, Gregors Creek, Minden, Glamorgan Vale, Lowood.
- **Giant rats tail grass** – Colinton, Sandy Creek, Mount Kilcoy, Esk, Fernvale, Neurum, Gregors Creek, Linville, Moore, Minden.
- **Fireweed** - Fernvale.
- **Groundsel** - Moore, Glamorgan Vale, Lowood.
- **Leucaena** - Colinton.
- **Lantana** – Neurum, Fernvale, Sandy Creek, Mount Kilcoy, Brisbane Valley Highway.
- **Lantana Mechanical control** - Eskdale.
- **Council managed infrastructure** - Kilcoy and Esk Showgrounds, Esk Landfill, Kilcoy Dump, Kilcoy Depot.
- **Element 5** - Kilcoy Murgon Road, D'Aguilar Highway East and West, Esk Kilcoy.
- **Element 15-** All TMR Roadside furniture was treated in the month of March.
- **Lantana chemically treated** – 10,000M² / 10Ha.
- **Lantana mechanically removed-** 268,000M² / 26.8Ha.
- **Herbicide applied** – 29,640L.

Lantana Chemical Subsidy Program

As part of the 2021/22 budget, Council has funded an ongoing Lantana Chemical Subsidy Program, where a 50% subsidy is provided to eligible landholders who purchase approved chemicals to control lantana for the business located within the Somerset Region.

The second round of the 2022/23 program has opened for expressions of interest to participate in the lantana subsidy program, applicants that are already registered and missed out on the first round and waited for a possible second round will be approached and offered a chance to receive funding, we expect this list of landholders will easily deplete the remaining funding.

Compliance under the *Biosecurity Act 2014*:

	February 2023	March 2023
Information notices	-	-
Biosecurity Orders	-	-
Enter and Clear action	-	-

Regulatory Services

An overview of the section activities for the month are contained in Appendix 4.

Natural Resource Management

Land for Wildlife

- Preparations for a Botanical workshop for Land for Wildlife participants to be held 29 April 2023.

Somerset Flora and Fauna



- Birds Queensland has finalised the “Birds Places of Somerset” brochure for the Somerset Region. Brochures have been distributed to the Somerset Region Visitor Information Centres.
- Meeting with Griffith University Social Marketing team to promote Koala awareness – 9 March 2023.
- Participation in the inception SEQ Regional Fauna Infrastructure network meeting 14 March 2023.
- Provision of Snake awareness training for Council staff and volunteers at Toogoolawah – 16 March 2023.
- Participation in Regional Local Government Flying Fox project meeting – 20 March 2023.
- Attendance at Department of Environment and Science Koala Threat Reduction Program workshop – 22 March 2023.

Catchment Management

- Resilient Rivers Project Updates:
 - Planting has been completed at the next stage of the Black Snake Creek Project (2 properties at Glamorgan Vale) and is now under two years of maintenance to assist plant establishment.
 - Submissions have been prepared for projects across the Council managed reserves of the Mid Brisbane River Catchment and submitted to the Resilient Rivers Taskforce for consideration.
 - Facilitated an Erosion and Sediment control management system review with Healthy Land and Water – 1 March 2023.



Offsets – Planting



Delivery of Councils Capital Works Offsets:

- Council has appointed contractors to deliver the 22/23 Offset proposal on the Brisbane Valley Rail Trail, incorporating Brisbane Valley Kilcoy Landcare’s Queens Jubilee planting. Collectively, this will incorporate approximately 1000 trees in and around the Yimbun Station area. Planting is anticipated in March 2023.

Collaborations

- Facilitated consultant inductions for Mount Glenrock ecological assessment - 2nd and 7th March 2023
- Facilitated Control Burns at 2 strategic Locations in Esk – with Fireland Consultancy and the Department of Resources – 8 March 2023.
- Representation at Mount Glenrock Steering Committee meeting – 28 March 2023.
- Participant in Koala Tree Planting at Yimbun Station, with Brisbane Valley Kilcoy Landcare and Harlin State School Students – 29 March 2023.
- Facilitated Fire information and property planning workshop, with Healthy Land and Water and Queensland Fire and Biodiversity Consortium – 29 March 2023.

Business Recovery Officer



Below is a summary of the Business Recovery Officer's (BRO) activities during the month of March 2023.

General Business

Discussions continue around budget planning and implementation actions regarding the recently adopted Economic Development Strategy.

Events

Somerset Regional Council, together with the AusIndustry/Deloitte Strengthening Business Programme, facilitated the "Business Discovery Series" which consisted of three related business planning workshops.

The workshops were delivered by Renae Berry, Strengthening Business Facilitator, together with a digital marketing specialist – Sonya Keenan (session three), and ran over three consecutive Wednesday's during the month of March.

A total of 70 registrations were received, consisting of 31 individual business owners across the three workshops. 15 business owners participated in all three sessions.



An event is currently being arranged for Small Business Month in May.

Planning continues for educational workshops and forums for the remainder of the year.

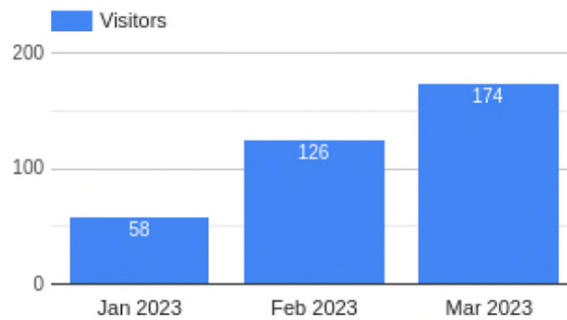
Business Communications

The BRO is continuing to meet and build relationships with local businesses via phone calls and business visits.

Total Business Interactions for March = 91

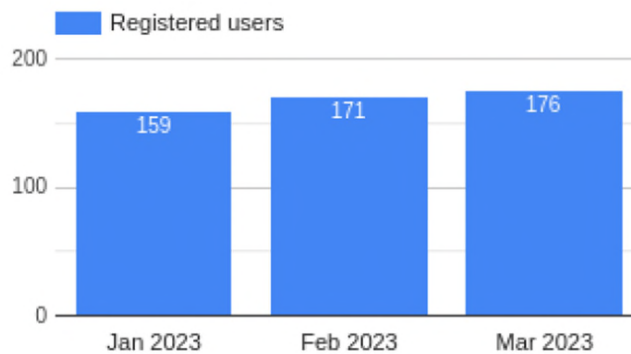
Somerset Regional Council Grant Finder – March 2023

Total portal visitors = 174



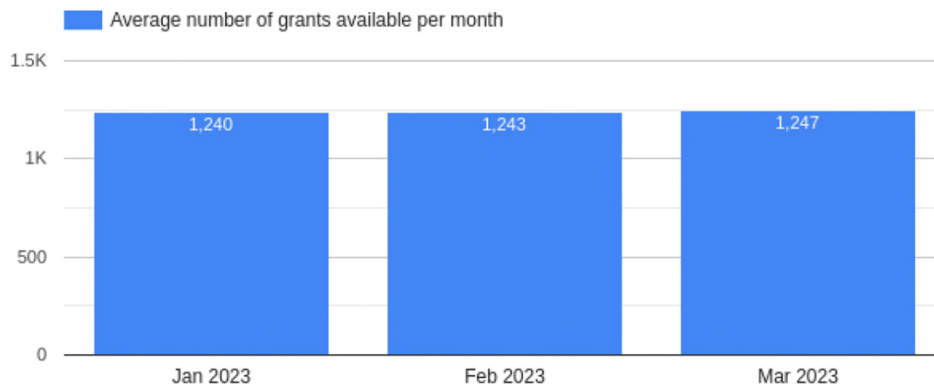
A visitor is someone who has viewed your portal, but may or may not be registered. Per month totals are shown above. This figure only includes unique visitors. I.e. the same person is not double counted.

Total registrations = 176



Registrations are people that have registered to your portal via the signup form and are still active. Total cumulative registrations are shown above.

Number of grants on the portal = 1,247



Average number of grants available on your portal per month. Approx. 30 grants will open, close or be announced each week in Australia. Hence an average figure is provided.

Recommendation

THAT the Department of Planning and Development Monthly Report for March 2023 be received and the contents noted.

Appendix 1

During March 2023 the following Development Applications were received:

Lodgement	Application No	Applicant	Property Address	Description
1 March 2023	DA23522	TCERT Pty Ltd	16 Kassulke Court, Hazeldean	BWUPS – Domestic Outbuilding (siting variation)
2 March 2023	DA23528	C/- DEQ Consulting Engineers	146 Banks Creek Road, Fernvale	OP Work – Filling and Excavation for Dwelling
3 March 2023	DA23533	Rodney J and Teresa R Whiting	62 Pine Crescent, Esk	BWUPS – Domestic Outbuilding (siting variation)
3 March 2023	DA23536	Karl Skennar	Larsens Road, Coominya	BWUPS – Outbuilding (on vacant land)
7 March 2023	DA23551	Harold and Leonie Wighton	80 Adams Road, Glamorgan Vale	MCU – Dwelling House (secondary dwelling)
9 March 2023	DA23559	C/- Suncoast Building Approvals	5217 Unnamed Road, Marburg	MCU – Dwelling House (affected by overlays and siting variation)
9 March 2023	DA23561	C/- Suncoast Building Approvals	261 Buaraba Creek Road, Buaraba	MCU – Dwelling House (siting variation)
9 March 2023	DA23564	C/- O'Brien Building Consultants	22 Happydale Road, Lowood	BWUPS – Domestic Outbuilding (siting variation)
10 March 2023	DA23570	C/- ONF Surveyors	Factory Road, Toogoolawah	RAL – Boundary Realignment (five into two lots and new road)
14 March 2023	DA23579	Project BA	85 Adams Road, Glamorgan Vale	MCU – Dwelling House (secondary dwelling)
16 March 2023	DA23595	C/- Vermeer Building Certification	473 Lowood Minden Road, Tarampa	BWUPS – Domestic Outbuilding (siting variation)
17 March 2023	DA23597	Fallon Homes	19 Burnside Court, Esk	MCU – Dwelling House (affected by overlays)
20 March 2023	DA23604	C/- O'Brien Building Consultants	1325 Brisbane Valley Highway, Fernvale	BWUPS – Domestic Outbuilding (exceeding two domestic outbuildings and 70% GFA of the dwelling and siting variation)
21 March 2023	DA23607	AAA Building Consultants	Old Fernvale Road, Vernor	BWUPS – Domestic Outbuilding (siting variation)
21 March 2023	DA23608	C/- Steffan Town Planning	84 Daisy Road, Mount Tarampa	MCU – Dwelling House (secondary dwelling)
21 March 2023	DA23609	Our Super Adventure SMSF Pty Ltd	19 Crest Court, Esk	BWUPS – Domestic Outbuilding (exceeding 70% GFA of the dwelling house)
22 March 2023	DA23614	Peter and Sandra Tyack	346 Fulham Road, Cressbrook	MCU – Dwelling House (affected by overlays)
22 March 2023	DA23617	C/- Adams and Sparkes Town Planning	Mount Archer Road, Mount Archer	MCU – Dwelling House (affected by overlays)
24 March 2023	DA23624	Veris Australia Pty Ltd	9-11 William Street, Kilcoy	COMB: MCU – Short-Term Accommodation (motel – 20 rooms),

				Hotel (two cabins), Dwelling House/Short-Term Accommodation, Temporary Periodic Functions/Events and Car Park Extensions and RAL – Subdivision (two lots into four lots plus access easements)
28 March 2023	DA23639	Project BA	36 Davis Court, Hazeldean	BWUPS – Domestic Outbuilding (siting variation)
29 March 2023	DA23641	Vermeer Building Certification Pty Ltd	25 Luther Court, Minden	BWUPS – Extension to Domestic Outbuilding (exceeding 70% GFA of the dwelling and siting variation)
29 March 2023	DA23643	Shield Building Approvals	15 Mary Smokes Creek Road, Royston	BWUPS – Domestic Outbuilding (siting variation)
30 March 2023	DA23645	Fluid Building Approvals	32 Duke Court, Mount Hallen	BWUPS – Outbuilding (on vacant land)

Appendix 1A

During March 2023 the following Development Applications were decided:

Decision Date	Application No	Approved/ Refused:	Description	Primary Address
1 March 2023	DA23391	Approved – Delegated Authority	BWUPS - Domestic Outbuilding (exceeding two outbuildings)	60 Reinbotts Road, Lowood
3 March 2023	DA23485	Approved – Delegated Authority	BWUPS - Domestic Outbuilding (exceeding two domestic outbuildings and 70% GFA of dwelling)	1332 Brisbane Valley Highway, Fernvale
6 March 2023	DA22982	Approved – Delegated Authority	BWUPS - Domestic Outbuilding (siting variation)	1251 Glamorgan Vale Road, Wanora
6 March 2023	DA23189	Approved – Delegated Authority	BWUPS - Domestic Outbuilding (siting variation)	195 Banks Creek Road, Fernvale
6 March 2023	DA23445	Approved – Delegated Authority	BWUPS - Domestic Outbuilding (siting variation)	46 Wernowskis Road, Vernor
6 March 2023	DA23462	Approved – Delegated Authority	BWUPS - Domestic Outbuilding (siting variation)	12 Terragon Road, Mount Archer
6 March 2023	DA23481	Approved – Delegated Authority	BWUPS - Outbuilding (on vacant land)	337 Windsor Drive, Mount Hallen
8 March 2023	DA23081	Approved – Council	MCU - Short Term Accommodation	36 Pine Crescent, Esk
8 March 2023	DA23119	Approved – Council	MCU - Animal Keeping (up to four horses)	25 Shannon Road, Lowood
10 March 2023	DA23076	Approved – Delegated Authority	MCU - Dwelling House (affected by overlays and siting variation) and BWUPS - Domestic Outbuilding (siting variation)	94 Lakeview Drive, Esk
10 March 2023	DA23307	Approved – Delegated Authority	RAL - Boundary Realignment (three into three lots)	529 and 535 Patrick Estate Road and 841 Mahons Road, Patrick Estate
10 March 2023	DA23423	Approved – Delegated Authority	BWUPS - Domestic Outbuilding (siting variation)	88 Rose Avenue, Minden
13 March 2023	DA23486	Approved – Delegated Authority	BWUPS - Domestic Outbuilding (siting variation)	48 Poinciana Avenue, Rifle Range
13 March 2023	DA23516	Approved – Delegated Authority	BWUPS - Domestic Outbuilding (siting variation)	15 Grevillea Way, Rifle Range
13 March 2023	DA23522	Approved – Delegated Authority	BWUPS - Domestic Outbuilding (siting variation)	16 Kassulke Court, Hazeldean
17 March 2023	DA23470	Approved – Delegated Authority	BWUPS - Domestic Outbuilding (siting variation)	212 Grays Road, Royston
22 March 2023	DA23528	Approved – Delegated Authority	OP Work - Filling and Excavation for Dwelling	146 Banks Creek Road, Fernvale
23 March 2023	DA23564	Approved – Delegated Authority	BWUPS - Domestic Outbuilding (siting variation)	22 Happydale Road, Lowood
24 March 2023	DA23561	Approved – Delegated Authority	MCU - Dwelling House (siting variation)	261 Buaraba Creek Road, Buaraba
27 March 2023	DA23595	Approved – Delegated Authority	BWUPS - Domestic Outbuilding (siting variation)	473 Lowood Minden Road, Tarampa
29 March 2023	DA23579	Approved – Delegated Authority	MCU - Dwelling House (secondary dwelling)	85 Adams Road, Glamorgan Vale

30 March 2023	DA23533	Approved – Delegated Authority	BWUPS - Domestic Outbuilding (siting variation)	62 Pine Crescent, Esk
30 March 2023	DA23536	Approved – Delegated Authority	BWUPS - Outbuilding (on vacant land)	Larsens Road, Coominya
30 March 2023	DA23604	Approved – Delegated Authority	BWUPS - Domestic Outbuilding (exceeding two domestic outbuildings and 70% GFA of the dwelling and siting variation)	1325 Brisbane Valley Highway, Fernvale
30 March 2023	DA23607	Approved – Delegated Authority	BWUPS - Domestic Outbuilding (siting variation)	Old Fernvale Road, Vernor

Appendix 2

Details of the Approved Building Developments for March 2023:

Determined	Application No:	Approved/ Finalised:	Description	Primary Address
1 March 2023	DA23045	Approved - Council	New Shed	Wivenhoe Somerset Road, Crossdale
1 March 2023	DA23527	Approved - Private Certifier	New Dwelling	18 Bottlebrush Crescent, Rifle Range
1 March 2023	DA23529	Approved - Private Certifier	New Swimming Pool	17 Grevillea Way, Rifle Range
1 March 2023	DA23534	Approved - Private Certifier	Roof replacement on dwelling	535 Patrick Estate Road, Patrick Estate
2 March 2023	DA20865	Approved - Council	Alterations to Existing SES Headquarters	67-69 Taylor Street, Kilcoy
2 March 2023	DA23532	Approved - Private Certifier	Roof Replacement of Dwelling	99 Ogg Road, Vernor
2 March 2023	DA23535	Approved - Private Certifier	New IG Pool and Fence	128 Burns Street, Fernvale
3 March 2023	DA22936	Approved - Council	New Dwelling	170 Mckey Road, Crossdale
3 March 2023	DA23540	Approved - Private Certifier	Removal Dwelling and Deck Addition	723 Clarendon Road, Clarendon
3 March 2023	DA23556	Approved - Private Certifier	New IG Pool	11 Bottlebrush Crescent, Rifle Range
5 March 2023	DA23542	Approved - Private Certifier	New Dwelling	Langtons Lane, Esk
6 March 2023	DA23545	Approved - Private Certifier	Replace Roof Cladding of Dwelling House	88 Fielding Road, Vernor
6 March 2023	DA23546	Approved - Private Certifier	New Dwelling and Attached Garage	2 Stallard Close, Woolmar
7 March 2023	DA23552	Approved - Private Certifier	New Shed	99 O'grady Road, Redbank Creek
7 March 2023	DA23553	Approved - Private Certifier	New Dwelling. Games Room, Two Carports and Patio	59 Charles Street, Toogoolawah
7 March 2023	DA23554	Approved - Private Certifier	New Roofed Deck	75 Kennedy Street, Kilcoy
7 March 2023	DA23555	Approved - Private Certifier	New Carport	60 Reinbotts Road, Lowood
8 March 2023	DA21772	Approved - Council	Removal Dwelling	Possum Bush Road, Moore
8 March 2023	DA23586	Approved - Private Certifier	Conversion from Class 1a Dwelling to Class 10a Storage	43 Jackson Road, Coominya
9 March 2023	DA23566	Approved - Private Certifier	New Dwelling with attached garage	13 Stallard Close, Woolmar
9 March 2023	DA23589	Approved - Private Certifier	New Shed	46 Wernowskis Road, Vernor
9 March 2023	DA23602	Approved - Private Certifier	New IG Swimming Pool	288 Fairneyview Fernvale Road, Fairney View
10 March 2023	DA23568	Approved - Private Certifier	New Shed	12 Terragon Road, Mount Archer

10 March 2023	DA23569	Approved - Private Certifier	Roof Sheet Replacement to Dwelling and Sheds x 3	128 Fielding Road, Vernor
10 March 2023	DA23573	Approved - Private Certifier	New Dwelling	398 Wills Road, Coominya
10 March 2023	DA23593	Approved - Private Certifier	New Patio	5 Atherton Place, Winya
11 March 2023	DA23571	Approved - Private Certifier	New AG Pool	7 Sim Jue Creek Road, Dundas
12 March 2023	DA23575	Approved - Private Certifier	New Shed	410 Kilcoy Murgon Road, Mount Kilcoy
13 March 2023	DA23358	Approved - Council	New Carport	37 Pryce Street, Braemore
13 March 2023	DA23590	Approved - Private Certifier	New Shed	337 Windsor Drive, Mount Hallen
14 March 2023	DA23578	Approved - Private Certifier	New Swimming Pool	19 Grevillea Way, Rifle Range
14 March 2023	DA23582	Approved - Private Certifier	New Shed	570 Cedarvale Road, Sandy Creek
14 March 2023	DA23583	Approved - Private Certifier	New Dwelling with attached garage	4 Stallard Close, Woolmar
14 March 2023	DA23584	Finalised	Dwelling Roof restoration and repair	36 Freewood Drive, Sandy Creek
14 March 2023	DA23585	Approved - Private Certifier	New Shed	40 Poinciana Avenue, Rifle Range
14 March 2023	DA23587	Approved - Private Certifier	New Patio	76 Nottingham Drive, Mount Hallen
15 March 2023	DA23591	Approved - Private Certifier	New IG Pool	10 Poinciana Avenue, Rifle Range
16 March 2023	DA23594	Fees Not Paid	New Dwelling and attached Garage	20 Overlander Avenue, Woolmar
17 March 2023	DA23562	Approved - Council	New A/G Spa and Barrier	1 Fawnwood Street, Fernvale
17 March 2023	DA23596	Approved - Private Certifier	Roof sheet replacement on dwelling	19 Charles Street, Toogoolawah
17 March 2023	DA23598	Approved - Private Certifier	Re-sited dwelling plus carport	30 Mack Street, Esk
17 March 2023	DA23599	Approved - Private Certifier	I/G Pool and Fence	15 Honeyeater Place, Lowood
17 March 2023	DA23600	Approved - Private Certifier	New Garaport	49 Edinburgh Drive, Mount Hallen
17 March 2023	DA23603	Approved - Private Certifier	New Shed	88 Rose Avenue, Minden
17 March 2023	DA23610	Approved - Private Certifier	New Dwelling	385 Glamorgan Vale Road, Glamorgan Vale
17 March 2023	DA23615	Finalised	Dwelling Roof Restoration / Repair	24 Daniel Street, Lowood
20 March 2023	DA23601	Approved - Private Certifier	New Patio Roof	32 Schmidt Road, Fernvale
20 March 2023	DA23605	Approved - Private Certifier	New Dwelling with attached Garage, Porch, Patio and Alfresco	8 Prospector Rise, Winya
20 March 2023	DA23611	Approved - Private Certifier	New Shed	15 Grevillea Way, Rifle Range

20 March 2023	DA23625	Approved - Private Certifier	New Dwelling with Garage	15 Overlander Avenue, Woolmar
21 March 2023	DA23619	Approved - Private Certifier	Two New Safari Tents with Decks	16 Hassall Street, Esk
21 March 2023	DA23661	Approved - Private Certifier	New Shed	48 Poinciana Avenue, Rifle Range
22 March 2023	DA23620	Approved - Private Certifier	New Dwelling	18 Pine Tree Drive, Winya
22 March 2023	DA23621	Approved - Private Certifier	New Dwelling	7 Stallard Close, Woolmar
22 March 2023	DA23627	Approved - Private Certifier	New Substation	349 Paddy Gully Road, Glen Esk
23 March 2023	DA23421	Approved - Council	New Shed	212 Grays Road, Royston
23 March 2023	DA23618	Approved - Private Certifier	Additions to Existing Shed and Awning	Brisbane Valley Highway, Toogoolawah
23 March 2023	DA23622	Approved - Private Certifier	New Dwelling	7/12 Walnut Crescent, Lowood
23 March 2023	DA23626	Approved - Private Certifier	New Dwelling with Garage	11 Stallard Close, Woolmar
24 March 2023	DA23623	Approved - Private Certifier	New Dwelling and Pool House	342 Fernvale Road, Fairney View
25 March 2023	DA23628	Approved - Private Certifier	New IG Pool	1262 Kilcoy Murgon Road, Woolmar
25 March 2023	DA23629	Approved - Private Certifier	New AG Pool	410 Buaraba Creek Road, Buaraba
27 March 2023	DA23449	Approved - Council	New Carport	46 Annette Street, Toogoolawah
27 March 2023	DA23630	Approved - Private Certifier	New Dwelling	34 Elm Street, Esk
27 March 2023	DA23633	Approved - Private Certifier	New Shed	198 Wivenhoe Somerset Road, Split Yard Creek
27 March 2023	DA23637	Approved - Private Certifier	New Dwelling and Attached Garage	3 Stallard Close, Woolmar
28 March 2023	DA23640	Approved - Private Certifier	New Carport	3 Shadywood Drive, Fernvale
28 March 2023	DA23642	Approved - Private Certifier	New Patio	15 Gregor Road, Glen Esk
30 March 2023	DA23440	Approved - Council	New Dwelling	378 Scrub Creek Road, Scrub Creek
30 March 2023	DA23659	Fees Not Paid	New Shed	22 Happydale Road, Lowood
31 March 2023	DA23648	Approved - Private Certifier	Roof Replacement of Dwelling and Outbuilding	114 Mahons Road, Coominya
31 March 2023	DA23649	Approved - Private Certifier	New Dwelling	261 Buaraba Creek Road, Buaraba

Building Approvals – March 2023																								
Locality	New Houses				Removal Dwellings				Alterations/Additions				Commercial/Industrial				Sheds/Carports/Pool				Demolitions			
	P Cert		Council		P Cert		Council		P Cert		Council		P Cert		Council		P Cert		Council		P Cert		Council	
	(C)	(P)	(C)	(P)	(C)	(P)	(C)	(P)	(C)	(P)	(C)	(P)	(C)	(P)	(C)	(P)	(C)	(P)	(C)	(P)	(C)	(P)	(C)	(P)
Glamorgan Vale Village	-	-	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-	-	1	-	-	-	-	
Minden Town/Village	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	9	-	4	-	-	-	-
Lowood Town	1	11	-	2	-	-	-	-	1	3	-	-	-	4	-	-	2	21	-	3	-	-	-	1
Fernvale Town	-	8	-	-	-	-	-	-	-	5	-	-	-	-	-	-	3	27	1	13	-	1	-	1
Esk Town	-	2	-	-	1	1	-	-	-	2	-	1	1	4	-	2	-	9	-	4	-	-	-	1
Toogoolawah Town	1	3	-	1	-	-	-	-	1	2	-	-	-	-	-	2	-	5	1	5	-	-	-	-
Coominya Village	-	-	-	-	-	-	-	-	-	2	-	-	-	-	-	-	-	-	-	1	-	-	-	-
Somerset Village	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	-	1	-	-	-	-
Kilcoy Town	1	13	-	-	-	-	-	-	-	9	-	-	-	3	1	1	2	13	-	2	-	-	-	-
Harlin Village	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Villeneuve Village	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	-	-	-	-	-	-
Moore Village	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2	-	-	-	-	-	-
Linville Village	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-	1	-	1	-	2	-	-	-	-
Jimna Village	-	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	1	-	-	-	-	-	-
Wanora / G'vale Area	1	3	-	-	-	-	-	-	-	2	-	1	-	-	-	-	-	7	-	2	-	-	-	-
Lwd - Minden Corridor	1	43	-	-	1	1	-	-	1	9	-	-	-	1	-	1	8	40	-	13	-	-	-	-
WHPkt / Split'dCk / F'vale	1	6	-	-	-	1	-	-	3	6	-	-	-	-	-	-	3	15	-	3	-	-	-	1
Rural Esk	3	11	-	3	-	-	-	-	-	-	-	-	1	1	-	-	6	16	-	8	-	-	-	-
Rural Cya /Atk Dam	1	4	-	-	-	1	-	1	1	8	-	-	-	1	-	-	1	17	-	3	-	-	-	-
Rural Tgh / Harlin / C'ton	-	7	1	3	-	1	-	1	-	3	-	-	-	-	-	1	1	8	1	6	-	-	-	1
Rural S'Dam / Bryden	-	2	1	1	-	1	-	-	-	-	-	-	-	-	-	-	1	2	1	1	-	-	-	-
Wool,r / Gregor Ck / H,dean	8	13	-	-	-	-	-	-	-	3	-	-	-	1	-	-	-	12	-	1	-	-	-	-
Rural Villen've / Mt Archer	-	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	5	-	1	-	1	-	-
Mt Kilcoy / Sand Ck /R'ston	1	4	-	-	-	-	-	-	1	3	-	-	-	-	-	1	3	23	1	6	-	-	-	1
Rural Moore / Linville	-	-	-	-	-	-	1	1	-	-	-	-	-	1	-	-	-	1	-	-	-	-	-	-
Rural Jimna	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3	-	-	-	-	-	-
Total	119	134	2	11	2	6	1	4	8	58	-	2	2	16	1	9	32	239	5	80	-	2	-	6
“C”=Current Month Total “P”=Progressive Total for Financial Yr G:Buildoc/Reports/BuildStat Mar2023									Private Certifier				Council				Total							
									63				9				72							
									\$11,362,398.00				\$1,148,681.00				\$12,511,079.00							
									455				112				567							
									\$85,919,455.00				\$7,392,987.00				\$93,312,442.00							

Appendix 3 - Plumbing

Plumbing and Drainage Approvals March 2023

Application No.	Received Date	Approval Date	Days to Approve	Water	Sew	Sept	HSTP	Ext	P&D
DA22227	23 February 2023	1 March 2023	-	Y	-	-	Amended Y	-	Y
DA23441	8 February 2023	1 March 2023	-	Y	-	-	Y	-	Y
DA23427	6 February 2023	7 March 2023	-	Y	-	-	Y	-	Y
DA23472	15 February 2023	7 March 2023	-	Y	Y	-	-	-	Y
DA23430	1 February 2023	7 March 2023	-	Y	-	-	Y	-	Y
DA23446	9 February 2023	7 March 2023	-	Y	-	-	Y	-	Y
DA23447	7 February 2023	7 March 2023	-	-	-	Disconnection	-	-	D
DA23448	7 February 2023	7 March 2023	-	-	-	Disconnection	-	-	D
DA23537	8 March 2023	8 March 2023	-	-	-	-	Y	-	D
DA23487	22 February 2023	13 March 2023	-	Y	Y	-	-	-	Y
DA23501	24 February 2023	13 March 2023	-	Y	Y	-	-	-	Y
DA23390	12 January 2023	13 March 2023	-	Y	-	-	Y	-	Y
DA23451	10 February 2023	13 March 2023	-	Y	-	-	Y	-	Y
DA23544	6 March 2023	14 March 2023	-	Y	Y	-	-	-	Y
DA23467	15 February 2023	14 March 2023	-	-	-	-	Y	-	D
DA23466	6 February 2023	14 March 2023	-	Y	-	-	Y	-	Y
DA23082	19 October 2023	17 March 2023	-	-	Y	-	-	-	Y
DA23338	28 February 2023	17 March 2023	-	Y	-	-	Y Amended	-	Y
DA23492	23 February 2023	17 March 2023	-	Y	-	-	Y	-	Y
DA23417	2 February 2023	20 March 2023	-	Y	-	AES	-	-	Y
DA23511	27 February 2023	20 March 2023	-	Y	-	-	Y	-	Y
DA23507	26 February 2023	20 March 2023	-	-	-	-	Y	-	D
DA21775	10 March 2023	21 March 2023	-	Y	-	-	Y Amended	-	Y
DA23369	10 March 2023	21 March 2023	-	Y	-	-	Y Amended	-	Y
DA23567	10 March 2023	21 March 2023	-	-	-	Holding tank	-	-	D
DA23563	9 March 2023	21 March 2023	-	Y	Y	-	-	-	Y
DA23488	22 February 2023	21 March 2023	-	Y	Y	-	-	-	Y

DA23580	14 March 2023	23 March 2023	-	Y	Y	-	-	-	Y
DA23581	14 March 2023	23 March 2023	-	Y	Y	-	-	-	Y
DA23616	22 March 2022	23 March 2023	-	Y	-	AES	-	-	Y
DA23541	1 March 2023	28 March 2023	-	Y	-	-	-	-	Y
DA23548	6 March 2023	28 March 2023	-	-	-	-	Y	-	D
DA23543	6 March 2023	28 March 2023	-	-	-	-	Y	-	D
DA23565	6 March 2023	28 March 2023	-	Y	-	-	Y	-	Y
DA23549	15 March 2023	31 March 2023	-	Y	-	-	Y	-	Y
DA23588	10 March 2023	31 March 2023	-	Y	-	-	Connect to existing	-	Y
Total Number of Approvals:									36
Average Days to Approve:									-

Appendix 4 - Environmental Services

Regulatory Services	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	22-23
Dog Attack on a Person	0	1	1	1	1	5	4	1	-	-	-	-	14
Dog attack on Another Animal	3	0	2	1	2	7	3	3	-	-	-	-	21
Barking Dogs	6	9	8	4	9	7	11	5	-	-	-	-	59
Animal Issues - Miscellaneous	13	7	9	3	4	17	9	27	-	-	-	-	89
Dogs Wandering at Large	10	16	8	11	5	7	5	4	-	-	-	-	66
Livestock Wandering at Large	7	10	3	4	11	10	7	9	-	-	-	-	61
After Hours Emergency call out Dogs	1	0	1	2	0	0	0	0	-	-	-	-	4
After Hours Emergency call Out Stock	1	5	3	2	2	2	3	2	-	-	-	-	20
Request for Animal Traps	3	4	7	7	8	4	5	3	-	-	-	-	41
Request to Impound Animals	8	10	14	19	13	10	9	5	-	-	-	-	88
Abandoned Motor Vehicle	4	3	2	3	3	6	3	5	-	-	-	-	29
Illegal Camping	0	1	0	1	3	5	10	7	-	-	-	-	27
Visual Pollution	0	0	2	2	1	5	0	0	-	-	-	-	10
Local Law Investigations – other local law issues	0	2	3	1	2	2	4	4	-	-	-	-	18
Overgrown Allotments	5	2	4	16	14	13	14	13	-	-	-	-	81
Restricted activity – Selling Vehicles	0	0	0	0	0	0	1	0	-	-	-	-	1
Unlawful Materials on Footpath	1	1	3	1	0	0	1	1	-	-	-	-	8
Litter and Illegal Dumping of Rubbish less than 200 litres	9	1	7	3	2	8	3	2	-	-	-	-	35
Total Regulatory Services CSR's	71	72	77	81	80	108	92	91	-	-	-	-	672

Pest Management	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	22-23
Pest Plants - Council Land	3	3	5	0	2	1	5	1	-	-	-	-	20
Pest Plants - Private Land	16	45	34	14	10	5	7	8	-	-	-	-	139
Pest Plants - Road Reserves	0	3	4	0	2	0	2	1	-	-	-	-	12
Pest Animals - General Enquires	4	12	11	9	10	2	5	11	-	-	-	-	64
Total Pest Management CSR's	23	63	54	23	24	8	19	21	-	-	-	-	235

Environmental Health	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	22-23
General Environmental Complaints	1	3	1	3	1	1	3	3	-	-	-	-	16
Food Premises Complaints	0	1	0	1	2	1	0	0	-	-	-	-	5
Miscellaneous Health Issues	1	4	2	2	1	1	4	3	-	-	-	-	18
Mosquito Complaints	0	0	0	0	0	0	0	0	-	-	-	-	0
Environmental Issues - Dust Nuisance	0	0	0	0	0	0	0	3	-	-	-	-	3
Environmental Issues - Light Nuisance	0	0	0	0	0	0	0	0	-	-	-	-	0
Environmental Issues - Noise Nuisance	1	2	0	1	1	3	2	2	-	-	-	-	12
Environmental Issues - Odour Nuisance	0	0	3	1	3	0	0	2	-	-	-	-	9
Environmental Issues - Smoke Nuisance	0	3	1	0	1	0	0	2	-	-	-	-	8
Environmental Issues - Water Pollution	0	0	1	1	2	0	0	0	-	-	-	-	4
Local Laws - Illegal Vending	0	0	0	0	0	0	0	0	-	-	-	-	0
Local Laws - Obstruction of Footpath by a Business	0	1	0	0	0	0	0	0	-	-	-	-	0
Illegal Dumping - over 200L	4	4	3	5	4	4	4	2	-	-	-	-	30
Illegal Dumping - Asbestos	0	0	0	0	0	0	0	0	-	-	-	-	0
Illegal Dumping – one of items – non-investigation	6	1	5	3	1	8	3	0	-	-	-	-	27
Illegal Dumping - Tyres	3	0	1	0	0	0	1	0	-	-	-	-	5
Total Environmental Health CSR's	16	18	17	17	16	18	18	17	-	-	-	-	137

Total all Environmental Services CSR's	110	153	148	121	120	134	129	129	-	-	-	-	1044
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Dog Registration	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	22-23
Dogs Registered	5676	5217	5178	5145	5077	5066	5040	5782	-	-	-	-	5782
Unpaid Notices	0	0	0	0	0	0	0	0	-	-	-	-	0
Infringement Notice Issued	12	5	15	5	3	0	7	6	-	-	-	-	53
Registration Compliance activities	3	50	1	1	3	0	4	0	-	-	-	-	62

Animal Pound Operations	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	22-23
Dogs	7	6	10	13	3	3	15	1	-	-	-	-	58
Cats	2	7	13	13	22	9	5	1	-	-	-	-	72
Stock	0	0	13	0	1	0	0	0	-	-	-	-	14

Inspections and Approvals	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	22-23
Food Business Inspections	1	9	6	13	12	5	6	6	-	-	-	-	58
Food Business Re-inspections	0	0	0	0	0	1	0	0	-	-	-	-	1
Kennel Inspections	1	0	0	0	0	0	0	0	-	-	-	-	0
Poultry Farm Inspections	1	0	0	0	3	5	0	0	-	-	-	-	9
Local Law - Prescribed Activity Approvals	2	3	3	5	2	0	0	8	-	-	-	-	23

FINANCE

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Geoffrey Smith, Director Finance
Director: Geoffrey Smith, Director Finance
Date: 13 April 2023
Subject: Report of the Audit Committee meeting
File Ref: Audit committee
Action Officer: DFIN

Background/Summary

Section 211 (4) of the Local Government Regulation 2012 requires a written report about the matters reviewed at an audit committee meeting and the committee's recommendations about the matters to be presented at the next meeting of Council.

The Audit Committee met on 12 April 2023 and considered reports and plans including "Internal audit – recruitment", "Internal audit - right to information and privacy reporting (including customer complaints processes)" and "Internal audit - review of financial management risk register".

The internal audit reports document agreed action to be taken in respect of internal audit recommendations with a responsible council officer nominated.

The internal audit report about recruitment notes that amendments will be sought to Council's Recruitment and Selection Policy before 30 November 2023.

Attachments

Report of the Somerset Regional Council Audit Committee meeting of 12 April 2023

Recommendation

THAT the report of the Somerset Regional Council Audit Committee meeting of 12 April 2023 be received and the contents noted.

Report of the Audit Committee Meeting

Held Wednesday 9 March 2022 at 8:00 am
Kilcoy Visitor Information Centre, KILCOY and via Microsoft Teams

Members

*Mr Eamon Lynch (Independent Chair – Whitehouse Audit)
Cr Graeme Lehmann (Mayor)
Cr Helen Brieschke (Deputy Mayor)

Observers

*Mr Steven Bosiljevac (Partner, PricewaterhouseCoopers (PwC))
*Ms Lizelle van Loggerenberg (Manager, PwC)
*Mr Dale Hassell (Senior Manager, Queensland Audit Office)
*Mr John Zabala (Senior Partner, Crowe)
*Ms Cynthia Iafano (Senior Manager, Crowe)
Mr Andrew Johnson (Chief Executive Officer, Somerset Regional Council)
Mr Geoffrey Smith (Director Finance, Somerset Regional Council)
Mr Matthew McGoldrick (Director Corporate and Community Services, Somerset Regional Council)

(*Indicates attended via MS Teams)

Apology

Mrs Pauline Banditt (Senior Finance Officer, Somerset Regional Council)

Item	Description
1. Opening of Meeting	The Chair opened the Audit Committee meeting at 8:00 am
2. Leave of absence	All members were present.
3. Confirmation of Previous Minutes	The report of the previous Audit Committee meeting held 8 September 2021 was confirmed.
4. Business arising out of minutes of previous meeting	There was no business arising in respect of the meeting of the Audit Committee held 8 September 2021.
5. Noting of relevant legislation and report – section 105 of the Local Government Act 2009, sections 207 to 211 of the Local Government Regulation 2012	The legislative background to the Audit Committee and its role was noted.
6. Section 211 (b) (i) - Review of the internal audit plan for the internal audit for the current financial year	Mr John Zabala of Crowe presented the internal audit plan and three-year strategic

audit plan 1 July 2021 to 30 June 2024.

The Audit Committee confirmed that the internal audit plan and three-year strategic audit plan 1 July 2021 to 30 June 2024 have been reviewed.

7. **Section 211 (b) (iv) - Review of the Auditor-General's report and the auditor-general's observation report about the local government's general purpose financial statement for the preceding financial year**

Mr Steven Bosiljevac of PwC presented the Auditor-General's reports in respect of the period ended 30 June 2021 dated 8 October 2021 and 19 October 2021

The Audit Committee confirmed that the Auditor-General's report in respect of the period ended 30 June 2021 has been reviewed.

8. **Presentation of 2022 external audit plan**

Mr Steven Bosiljevac of PwC presented the external audit plan for the year ending 30 June 2022

9. **Presentation of Queensland Audit Office briefing paper**

Mr Dale Hassell from Queensland Audit Office (QAO) presented the 2022 QAO briefing paper

10. **Section 211 (b) (ii) - Review of the internal audit progress report for the internal audit for the preceding financial year including the recommendations in the report and the actions to which the recommendations relate**

Mr John Zabala of Crowe Australasia presented the internal audit progress reports entitled "Follow up of Prior Period Findings" and "Internal Audit of Contract Management, Budgeting Process and Stores Management" dated March 2022

The Audit Committee confirmed that the internal audit progress reports entitled "Follow up of Prior Period Findings" and "Internal Audit of Contract Management, Budgeting Process and Stores Management" dated March 2022 have been reviewed

11. **Section 211 (b) (iii) - Review of the draft of the local government's general purpose financial statements and current year financial sustainability statement for the preceding financial year before the statements are certified and given to the auditor-general under section 212**

The Audit Committee confirmed that the financial statements and other documents presented for the year ended 30 June 2021 were reviewed at the 8 September 2021 audit committee meeting

12. **Presentation of Briefing Paper – high level asset valuation scoping/ methodology report**

Geoffrey Smith of Somerset Regional Council presented a report about the proposed scope and methodology of asset valuations for 2021/2022

The Audit Committee noted the briefing document and confirmed that the proposed scope and methodology of asset valuations for 2021/2022 are appropriate

13. **Future meeting**

It was confirmed that the next meeting of the Audit Committee would be held at 8:00am on Wednesday 7 September 2022.

14. **Closure of Meeting**

The meeting was closed by the Chair at 8:50 am.

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Ian Boycon, Senior Procurement Officer
Director: Geoffrey Smith, Director Finance
Date: 5 April 2023
Subject: Tender 1279 – Standing Offer Arrangement - Supply and Delivery of Quarry Materials for a 36-month period with one x 12-month optional extension period
File Ref: Corporate management\tendering\tenders
Action Officer: SPO

Background/Summary

Tenders were called for a standing offer arrangement to replace the current agreement. The tender was advertised on the Somerset Regional Council website and on VendorPanel.

Tender submissions were received from:

- Bracalba Quarry (a business of Brisbane City Council)
- Karreman Quarries Pty Ltd
- Mt Marrow Blue Metal Quarries Pty Ltd

Tender offers cover 204 different pricing permutations based on 17 different types of material to be delivered to 12 different localities.

Attachments

Confidential tender analysis provided separately.

Recommendation

THAT Council accepts the offers under tender 1279 for the supply of quarry materials from Bracalba Quarry, Karreman Quarries and Mt Marrow Blue Metal Quarries as ranked on the confidential tender analysis for the period commencing 1 May 2023.

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Geoffrey Smith, Director Finance
Director: Geoffrey Smith, Director Finance
Date: 17 April 2023
Subject: Sale of land for overdue rates or charges – Clean Space Investments Pty
Ltd – deregistered
File Ref: Rates/ abandonment/ sale of lands FY2023
Action Officer: DFIN

Background/Summary

Council has been advised that the below recommendation should be re-presented for consideration as a consequence of the effective owner being an Australian Government body (Australian Securities and Investments Commission).

Attachments

Nil

Recommendation

THAT the property described as L 1 RP188821 at 5220 Brisbane Valley Highway Esk Qld 4312 be sold by way of auction for overdue rates or charges with an auction reserve and other terms of the process to be set by the Chief Executive Officer having regard to legal requirements. (04451-00000-000).

CORPORATE AND COMMUNITY SERVICES
SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Rachel Pitman, Governance and Business Improvement Officer
Director: Matthew McGoldrick, Director Corporate and Community Services
Date: 6 April 2023
Subject: Delegations Register Amendments – Council to Chief Executive Officer
File Ref: GOVERNANCE - AUTHORISATIONS – Delegations – Council to Chief Executive Officer – Doc Id. 1433365

Action Officer: GBIO

Background/Summary

A review of Council's delegations from Council to the Chief Executive Officer has been undertaken for legislation that has been amended.

In reviewing the delegations register, consideration has been given to the template maintained by the Local Government Association of Queensland (LGAQ), the existing level of delegations to the Chief Executive Officer, and the types of operational decisions to be made on a regular basis. Importantly, any power delegated by the Council may continue to be dealt with by the elected body itself.

As a result of the review, proposed changes have been categorised as either:

- amendments to existing delegations,
- removal of delegations, or
- new delegations.

Attachments

Attachment A - Amendment to Existing Delegations
Attachment B - Removal of Delegations
Attachment C - New Delegations

Recommendation

THAT Council

- (i) approve the amendments to the existing delegations to the Chief Executive Officer as they appear in Attachment A;
- (ii) remove the delegations to the Chief Executive Officer included in Attachment B;
- (iii) approve the new delegations to the Chief Executive Officer as they appear in Attachment C.

ATTACHMENT A

AMENDMENT TO EXISTING DELEGATIONS - COUNCIL TO CEO

Environmental Protection Act 1994

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
142.	Chief Executive Officer	Power to consult with the chief executive about guidelines the chief executive proposes.	Section 549(2) Environmental Protection Act 1994	26 April 2023 (originally adopted 27 April 2016)	
148.	Chief Executive Officer	Power, as an administering authority, to amend a condition about financial assurance imposed under Chapter 13 Part 6.	Section 634 <i>Environmental Protection Act 1994</i>	26 April 2023 (originally adopted 30 October 2013)	

State Penalties Enforcement Act 1999

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
11.	Chief Executive Officer	Power, as administering authority in the circumstances listed in subsections 33(1)(a) to (d), to give the State Penalties Enforcement Registry a default certificate for the infringement notice offence.	Section 33(1) <i>State Penalties Enforcement Act 1999</i>	26 April 2023 (originally adopted 24 April 2013)	

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
13.	Chief Executive Officer	Power, as administering authority, to (a) accept payment of the fine in full; or (b) issue a fresh infringement notice where the registrar has cancelled an enforcement notice and referred the matter back to Council.	Section 57(4) State Penalties Enforcement Act 1999	26 April 2023 (originally adopted 24 April 2013)	

ATTACHMENT B

REMOVAL OF DELEGATIONS - COUNCIL TO CEO

Building Act 1976

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
80.	Chief Executive Officer	Power, as local government, to make a complaint for an offence in the <i>Building Act 1975</i> other than an offence listed in section 256(2)(a)-(j) of the <i>Building Act 1975</i> .	Section 256(2)(k) <i>Building Act 1975</i>	23 September 2020	
81.	Chief Executive Officer	Power, as local government, to authorise a person to make a complaint for an offence in the <i>Building Act 1975</i> other than an offence listed in section 256(2)(a)-(j) of the <i>Building Act 1975</i> .	Section 256(2)(k) <i>Building Act 1975</i>	23 September 2020	

Environmental Protection Act 1994

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
13.	Chief Executive Officer	Power, as an administering authority, to determine the change would not be likely to attract a submission objecting to the thing the subject of the change, if the notification stage were to apply to the change.	Section 150(1)(d) <i>Environmental Protection Act 1994</i>	24 January 2018	
14.	Chief Executive Officer	Power, as an administering authority, to give the applicant an information notice prescribing an additional or substituted way to give public notice of an application.	<u>Section 152</u> <u>Environmental Protection Act 1994</u>	30 October 2013	

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
15.	Chief Executive Officer	Power, as an administering authority, to keep the documents listed in subsection 157(1) open for inspection by members of the public during office hours on business days for all of the access period.	Section 157(1) <i>Environmental Protection Act 1994</i>	8 June 2022	
16.	Chief Executive Officer	Power to decide to allow or not allow substantial compliance with public notice requirements.	Section 159 <i>Environmental Protection Act 1994</i>	30 October 2013	
17.	Chief Executive Officer	Power, as an administering authority, to accept a properly made submission and a submission that is not a properly made submission.	Sections 161(1) and (3) <i>Environmental Protection Act 1994</i>	8 June 2022	
138.	Chief Executive Officer	Power, as an administering authority, to consider and decide a request for the issue of a temporary authority.	Section 547C(1) and (2) <i>Environmental Protection Act 1994</i>	8 June 2022 (originally adopted 23 September 2020)	Temporary authority granted must not end later than 30 June 2022.
139.	Chief Executive Officer	Power, as an administering authority, to give the person written notice of the decision to refuse the issue of a temporary authority and the reasons for the decision.	Section 547C(3) <i>Environmental Protection Act 1994</i>	8 June 2022 (originally adopted 23 September 2020)	Temporary authority granted must not end later than 30 June 2022.
140.	Chief Executive Officer	Power, as an administering authority, to issue a temporary authority by giving a written notice.	Section 547D(2) <i>Environmental Protection Act 1994</i>	8 June 2022 (originally adopted 23 September 2020)	Temporary authority granted must not end later than 30 June 2022.

Local Government Act 2009

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
84.	Chief Executive Officer	Power to start a proceeding:- (1) in the name of Council; (2) under the <i>Justices Act 1886</i> in the name of a local government employee who is a public officer within the name of that Act.	Section 237 <i>Local Government Act 2009</i>	8 June 2022	

Local Government Regulation 2012

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
108.	Chief Executive Officer	Power, in the circumstances set out in subsection 277D(1), to ensure the meeting is available for real-time viewing or listening by the public at 1 of the local government's public offices or on the local government's website.	Section 277D(2) <i>Local Government Regulation 2012</i>	23 September 2020	

ATTACHMENT C

NEW DELEGATIONS - COUNCIL TO CEO

Building Act 1975

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power, as local government, to make a complaint for an offence in the expired <i>Building Regulation 2006</i> , part 4A.	Section 256(2)(k) <i>Building Act 1975</i>	26 April 2023	
	Chief Executive Officer	Power, as local government, to authorise a person to make a complaint for an offence in the expired <i>Building Regulation 2006</i> , part 4A.	Section 256(2)(k) <i>Building Act 1975</i>	26 April 2023	
	Chief Executive Officer	Power, as local government, to make a complaint for an offence in the <i>Building Act 1975</i> other than an offence listed in section 256(2)(a)-(k) of the <i>Building Act</i> .	Section 256(2)(l) <i>Building Act 1975</i>	26 April 2023	
	Chief Executive Officer	Power, as local government, to authorise a person to make a complaint for an offence in the <i>Building Act 1975</i> other than an offence listed in section 256(2)(a)-(k) of the <i>Building Act</i> .	Section 256(2)(l) <i>Building Act 1975</i>	26 April 2023	

Local Government Act 2009

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power to start a legal proceeding in the name of Council.	Section 11(c) <i>Local Government Act 2009</i>	26 April 2023	

Public Health (Infection Control for Personal Appearance Services) Act 2003

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power to consider an application for restoration of a licence and decide to: - (a) restore the licence; or (b) restore the licence subject to conditions; or (c) refuse to restore the licence.	Section 46A <i>Public Health (Infection Control for Personal Appearance Services) Act 2003</i>	26 April 2023	
	Chief Executive Officer	Power to give the applicant a notice requiring the applicant to give further information or a document reasonably required to decide the application for restoration of a licence.	Section 46B <i>Public Health (Infection Control for Personal Appearance Services) Act 2003</i>	26 April 2023	

State Penalties Enforcement Act 1999

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power, as administering authority who has given a default certificate under subsection 33(1), to pay the registration fee.	Section 33(3) <i>State Penalties Enforcement Act 1999</i>	26 April 2023	
	Chief Executive Officer	Power, as administering authority who has given a default certificate under subsection 33(1), to give an amended default certificate to the State Penalties Enforcement Registry.	Section 33(7) <i>State Penalties Enforcement Act 1999</i>	26 April 2023	

Transport Operations (Road Use Management – Vehicle Registration) Regulation 2021

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power, as client user, to request an extract from the register about a vehicle, and pay the relevant fee to, the public access provider.	Section 203(1) <i>Transport Operations (Road Use Management—Vehicle Registration) Regulation 2021</i>	26 April 2023	

SOMERSET REGIONAL COUNCIL – Officer’s Report

To: Andrew Johnson, Chief Executive Officer
From: Caroline Smith, Arts and Culture Manager
Director: Matthew McGoldrick, Director Corporate and Community Services
Date: 6 April 2023
Subject: Exhibition Policy – The Condensery
File Ref: Policy Development
Action Officer: ACM

Background/Summary

The aim of this policy document is to provide a clear summary of The Condensery’s exhibition and displays activities, in particular outlining the criteria by which the programme is decided, and the way in which individual exhibitions and displays are selected.

The policy complements the goals set out in The Condensery’s strategic plan and where possible, will further The Condensery’s reputation and enhance the galleries importance and relevance as a cultural and tourist destination in South-East Queensland.

Attachments

1. Exhibition Policy

Recommendation

THAT Council adopt the Exhibition Policy – The Condensery C/039 as attached in Appendix 1.



Policy Subject/Title: The Condensery Exhibitions Policy

Policy Number: C/039

Responsible Officer: Gallery Curator

Legislative or Regulatory Reference: Anti-discrimination Act 1991
Queensland Human Rights Act 2019
International Council of Museums (ICOM)
– Code of Professional Ethics

Related Policies / Procedures: Arts, Culture and Heritage Plan 2023-2028
Code of Conduct – Policy HR/001
Somerset Regional Council
Corporate Plan

Authorised by: Somerset Regional Council

Considered at: 26 April 2023

Authorised on: 26 April 2023

Implemented from: 26 April 2023

Amendments: N/A

1. OBJECTIVE

- To establish guidelines for the curation and presentation of exhibitions at The Condensery Somerset Regional Art Gallery in order to recognise artistic excellence and ensure a balanced presentation in terms of subject, style, interpretation and current artistic developments.
- To ensure integrity and independence of exhibitions, provide ethical guidelines for exhibition development and duty of care to artists, public safety and the safety of artworks.

2. Legislation Background

Somerset Regional Council has considered the human rights protected under the Human Rights Act 2019 (QLD) and the Queensland Anti-discrimination Act 1991 (the Act) when adopting and/or amending this policy.

When applying this policy, Council will act and make decisions in a way that is compatible with both

- i) human rights and give proper consideration to a human right relevant to the decision in accordance to the Act and
- ii) conform to the legal principles of the Queensland Anti-discrimination Act in the application of this policy.

3. PURPOSE

This policy determines the parameters and guidelines for the development and delivery of The Condensery's annual schedule of exhibitions and programs across The Condensery building and site. The Condensery building and site encompasses both internal exhibition spaces and external covered areas and grounds used for projects, programs and associated events.

4. SCOPE

The Exhibition Policy formalises the general principles under which the gallery's annual schedule of exhibitions and programs is to be developed and delivered to the wider audiences of the Somerset region.

5. POLICY

The Condensery, as cultural facility of Somerset Regional Council, is a producer and presenter of visual arts content, committed to showcasing work by artists that diversifies the experiences, knowledge and capacity of the Somerset community. Through the presentation of exhibitions, arts education and cultural programs, The Condensery is a creative and cultural hub for the community of the Somerset region.

The Condensery is committed to vibrant and transformative art experiences that inspire, surprise, challenge and create a cohesive and connected community. As the key expression and output of its purpose, The Condensery's exhibition program is vital in ensuring that the gallery remains vibrant, creates space for discussion and learning and engages with audiences.

PRINCIPLES

The Condensery is committed to offering exceptional art and cultural experiences through an integrated program of exhibitions, events and activities that expand audience engagement across diverse community sectors.

The Condensery will develop and host exhibitions and programs that display Somerset Region (local) regional and national practice across all areas and media of art, craft and design, fostering wide-ranging conversations.

Exhibitions will be curated and selected which meet the following criteria:

- Artistic rigour - exhibitions should be of high artistic excellence and integrity
- Relevance - exhibitions should demonstrate the exploration of local, regional and national issues, reflect current directions in art practice, contribute unique and new perspectives in response to a changing world and/or have relevance to the Somerset region and its community
- Audience development - exhibitions should be a rich educational resource to meaningfully engage with both established audiences of the region and/or creatively attract new audiences
- Best-practice - exhibitions should be in-line with industry standards, particularly with regard to the standard of display and interpretation.

The Condensery, strives to maintain close relations with the community and will foster the professional development of local artists through engagement with exhibition and public program opportunities and the development and presentation of their art.

ETHICS AND DUTY OF CARE

To maintain the highest standard of professionalism and expertise in the development and delivery of exhibitions, The Condensery will

- enter into appropriate contracts with participating artists, curators, agents, writers, lenders, donors or lecturers when accepting works or material for exhibition, publication, or performance, and shall adhere to the terms of such contract.
- recognise and observe current Australian copyright regulations on the reproduction of works of art
- give proper acknowledgment of authorship and ownership on display labels when works are on public display and in all publicity where works or texts are referred to or reproduce
- place appropriate and clear signage near any exhibition or artwork that could reasonably be considered to be sensitive to the public, may offend or contains mature themes
- attract and appreciate sponsorship, donations and other patronage, but such support will not determine, compromise or hinder the commitments or public obligations of the gallery
- respect the installation and display requirements of artists, where appropriate, safe and feasible, but in case of dispute concerning installation and/or display the decision shall be made by gallery curator

- handle, store and present artwork, to the highest possible level feasible, in accordance with ICOM professional standards.

APPROVAL

The exhibition program is developed by the gallery curator and approved by The Condensery Advisory Committee. In general, the exhibition program is developed on an 18 month to 2 year forward-planning basis. Due to the interdependent nature of exhibition development, planning and scheduling, elements of the exhibition program will alter over the projected period. The gallery curator will ensure that a schedule of all temporary and touring exhibitions is maintained.

The exhibition program will be presented to The Condensery Advisory Committee annually and strategic advice sought and incorporated into planning, for endorsement.

The Condensery may call for proposals from the artist community, including for the bomb shelter exhibition space. The timing, scheduling and assessment of proposals is overseen by the gallery curator, who may call on members of The Condensery Advisory Committee to assist with assessment and other strategic advice, as required.

ACCESS AND ENGAGEMENT

The Condensery will provide education and public programs aligned with the exhibition program and according to budget and resourcing capacity. Programs will include but are not limited to the following:

- talks, panel discussions and exhibition tours by artists, curators and writers in the field of visual and creative arts, designed to add value to exhibitions and audience experience
- workshops exploring visual arts activities for education and community groups led by artists and trained staff, designed to develop and maintain engagement with culture and creative practice
- public workshops exploring visual arts activities for children, young people and adults led by artists and trained staff, designed to develop and maintain engagement with culture and creative practice
- tours of exhibitions and the building for education and community groups

7. REVIEW

This policy is to be reviewed on or before .

8. DATE OF RESOLUTION

This policy was approved by the Chief Executive Officer and adopted by the Somerset Regional Council at the Ordinary Meeting of 26 April 2023.

Signed:

Date:

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer

From: Daniel Rowe — Community and Tourism Manager and Anastasia Fountain — Customer Service Officer

Director: Matthew McGoldrick, Director Corporate and Community Services

Date: 18 April 2023

Subject: Somerset Rail Trail Classic — 2023 Event Beneficiary Agreement

File Ref: Recreation and Cultural Services — Event Management — 2022 - 2023
Somerset Rail Trail Fun Run or Ride

Action Officer: CTM

Background/Summary

The CSO has negotiated with Mercy Community Lowood (MCL) to be the Event Beneficiary for the 20th instalment of the Somerset Rail Trail Classic (SRTC) to be held on Sunday, 23 July 2023.

MCL is a not-for-profit charity that provides targeted support and services to children and families in the Lowood and surrounding area, such as an Integrated Early Years' Service, Targeted Family Support Service, and Centrelink Agency. They also manage bookings for the Lowood Community Centre, supported by Somerset Regional Council (SRC).

MCL, in collaboration with the CSO, have drafted a Memorandum of Understanding for the 20th SRTC. In summary, SRC will donate \$2 from every paid entry to MCL, incorporate the MCL logo in promotional content, and include check boxes to 'donate' as part of the participant registration process. MCL will provide promotional support and assist in the recruitment of volunteers for the event.

This agreement provides Council with an opportunity to promote the event to a wider audience, and an opportunity to raise funds and awareness for a great organisation operating in the Somerset region in support of local community members.

Attachment

Nil

Recommendation

THAT Council approve the Memorandum of Understanding with Mercy Community Lowood for the 20th Annual Somerset Rail Trail Classic.

SOMERSET REGIONAL COUNCIL – Officer's Report

To: Andrew Johnson, Chief Executive Officer

From: Matthew McGoldrick, Director Corporate and Community Services

Director: Matthew McGoldrick, Director Corporate and Community Services

Date: 18 April 2023

Subject: Memorandum of Understanding between Council and Somerset Assist Inc

File Ref: LEASING-OUT-2022-2023 - Council Land and Buildings

Action Officer: DCORP

Background/Summary

Somerset Assist Inc is a Somerset based not-for-profit organisation and registered charity which operates solely within the Somerset region and assists older persons to access care, enabling them to stay in their homes for longer. All the preliminary work is provided on a voluntary basis, with the organisation only earning a management fee, once a client receives funding through an aged care package. This fee is earned through their partnership with Trilogy Care, the registered aged care provider and Mable, providing contract workers through their online platform.

Since November 2022, when the organisation entered into the agreement with Trilogy Care, it has assisted over fifty residents to navigate the aged care system, with a significant number being successful in getting approved and then later funded for an aged care package. The number of clients is such that they now need to operate out of a premises other than their homes. However, at this stage, income earned through the package management fee is not sufficient to allow them to enter into a commercial lease. It is anticipated, at the current growth rate, this would be expected by twelve months.

As a result, the organisation has requested use of one room within the Stepping Stones Community Wellness Hub to store their files securely and operate a part-time office. The office would only be used when it was not needed by other support services, which currently include a mental health service, optometrist and dietician. The room is available on Mondays and Wednesdays and weekends which is ample time to enable Somerset Assist to perform administration activities.

The hire of Stepping Stones building without a fee is consistent with Council's definition that where the applicant is a Somerset Region based community group or not for profit organisation based in the region there will be no applicable hire charge.

To facilitate this use, it is recommended that Council offer a Memorandum of Understanding for twelve months, from 1 May 2023 to allow this organisation to continue to expand for the benefit of older persons in the region.

Attachments

Confidential – Memorandum of Understanding between Somerset Regional Council and Somerset Assist Inc

Recommendation

THAT Council enter into a Memorandum of Understanding with Somerset Assist for a period of twelve months from 1 May 2023 to facilitate the continued growth of the organisation, supporting older residents to access appropriate aged care support.

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Matthew McGoldrick, Director Corporate Services
Director: Matthew McGoldrick, Director Corporate Services
Date: 12 April 2023
Subject: Caretaking and Cleaning Agreement – Kilcoy Showgrounds
File Ref: Legal Documents – Agreements – AG1271
Action Officer: DCORP

Background / Context

The agreement between Somerset Regional Council and Kilcoy Race Club for the Caretaking and Cleaning of the Kilcoy Showgrounds expired 1 April 2023.

Kilcoy Race Club would like to renew this agreement for a further twelve months from 1 May 2023 until 30 April 2024 with the added clause under Schedule 1: Payment of services "In the event of a statutory wage increase, an equal amount will be added to the contract at that time".

A further review of the agreement has concluded no additional changes are required and a new term will be set at the end of the agreed renewal term.

Attachments

Confidential Attachment 1 – Caretaker and Maintenance Agreement SRC and KRC

Recommendation

THAT Council approve the renewal of the Caretaking and Cleaning agreement between Somerset Regional Council and Kilcoy Race Club effective from 1 May 2023 to 30 April 2024 as the only supplier reasonably available.

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Matthew McGoldrick, Director Corporate and Community Services
Director: Matthew McGoldrick, Director Corporate and Community Services
Date: 18 April 2023
Subject: Corporate and Community Services Monthly Report – March 2023
File Ref: Corporate Service Report
Action Officer: DCORP

Background/Summary

In delivering on Council's Operational Plan and commitment to excellent customer service, the Corporate and Community Services Department offer the following information as a representation of activities undertaken during the month of March 2023.

Records

Documentation – At a Glance – March 2023

Inward/Actioned Documents – 4053	Outward Correspondence - 2610
Customer Service Requests - 507	Councillor Requests – Fifty-Five (55)
Emails Processed by the Records Team	
Corporate Mailbox - mail@ - 11222	Internal Only Records Email - 11114
Decision Notices/Workshop Outcomes - Decision Notices – Forty-Seven (47) Workshop Actions – Twenty-One (21)	Tender/Quotation – Tenders – Three (3) Numbered Quotations – Two (2)

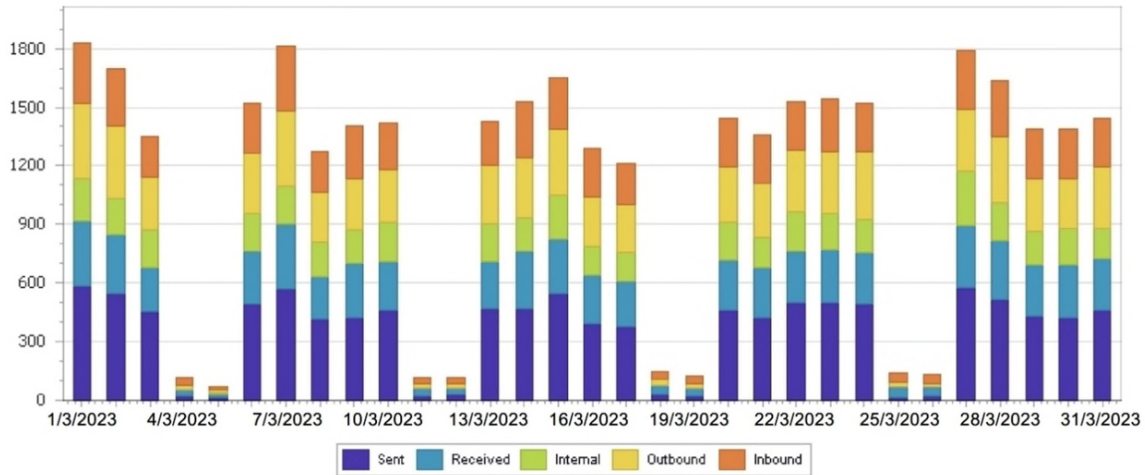
Total Documents Registered for the month of March 2023 – 9922

Email Traffic

Somerset Regional Council mail@somerset.qld.gov.au (Corporate Mailbox)

Summary

Inbound Total Emails: 6219	Outbound Total Emails: 7163	Internal Total Emails: 4308	Sent Total Emails: 6468	Received Total Emails: 11222
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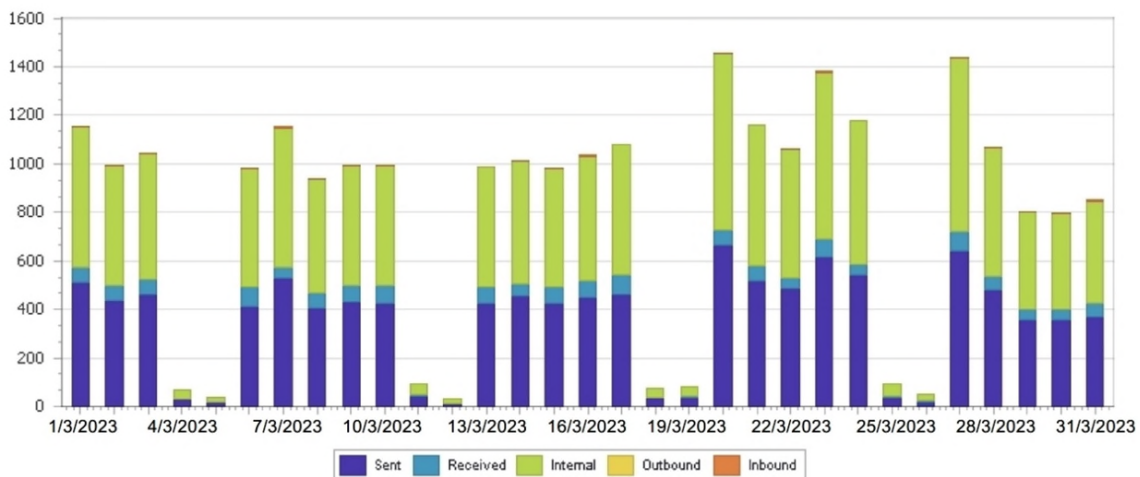


Email Traffic

Records (Internal Only Email Address)

Summary

Inbound Total Emails: 38	Outbound Total Emails: 4	Internal Total Emails: 12495	Sent Total Emails: 1423	Received Total Emails: 11114
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The focus remains on implementing the digital disposal strategy to free up space in Council's archive facilities and minimise reliance on paper-based documentation.

The team has also implemented changes which minimise access to certain folders within MagiQ tightening security. Training our new records officer continues but does impact on progression of long-term projects.

Queensland State Archives is currently reviewing the Public Records Act 2002 and seeking feedback. Senior records officers attended online consultation to ensure Council is prepared for the proposed reforms and ready to implement any of the any suggested changes when required.

Governance and Business Improvement

Policy Review

The Queensland Ombudsman (QO) investigates complaints about the actions and decisions of Queensland local governments. The QO recently produced a report identifying the top 5 problems identified in the complaints they have investigated over the last 20 years. It was found that 69% of reports identified an issue about policies and procedures as a factor for the problem under investigation.

Policies and procedures form the fundamental framework to guide staff on how to perform their jobs well. The QO indicates that policies need to comprehensively address operational issues, be effectively communicated to staff, be regularly reviewed and not include overlapping policies, which can create confusion.

The Information Services Team are currently developing a policy framework to facilitate a corporate approach to developing and reviewing policies, procedures and forms. It will provide guidance on the types of policies and procedures within Council, the approval authority process and instructions on how to develop and review these on an ongoing basis.

To be effective, policies and procedures need to be fair (in the public interest), practical (able to be implemented), sustainable and measurable. It is intended that best efforts be made to simplify and reduce the amount and complexity of Council's policies and procedures to:

- create greater efficiencies, as elected members and staff are empowered to confidently apply clear and transparent directions to achieve desired outcomes;
- improve compliance, as it will be easier to navigate, find and apply relevant governance documents for any given situation;
- ensure that policies and procedures are applied fairly, consistently and predictably.

Information and Communication Technology (ICT)

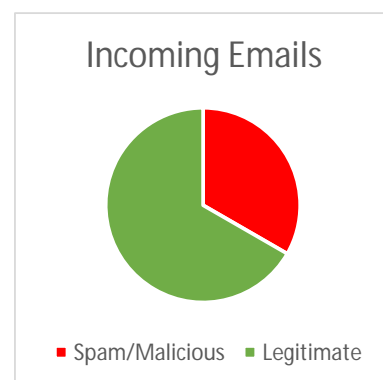
Software and infrastructure upgrades continue in line with budgetary considerations and operational requirements, and work continues implementing audit recommendations in line with target dates.

Advancements to the electronic document and records management system continued and further upgrades to NBN technologies at multiple sites have been progressed.

Reminders to update Dog Registration information have been distributed via SMS twice a week.

Cyber Security

Incoming emails identified as malicious remained at 33%, with a further 10% increase to overall emails. Phishing emails continue to target Office365, file sharing services and videoconferencing utilities, with several incoming malicious emails received from compromised email accounts at vendors and other government entities including Councils. Internet facing resources continue to be bombarded with targeted attacks, with the Australian Cyber Security Centre (ACSC) and Queensland Government Chief Information Officer (QGCI) warnings of ongoing campaigns by foreign nations and organised hacker groups targeting Australian government and business networks enduring.

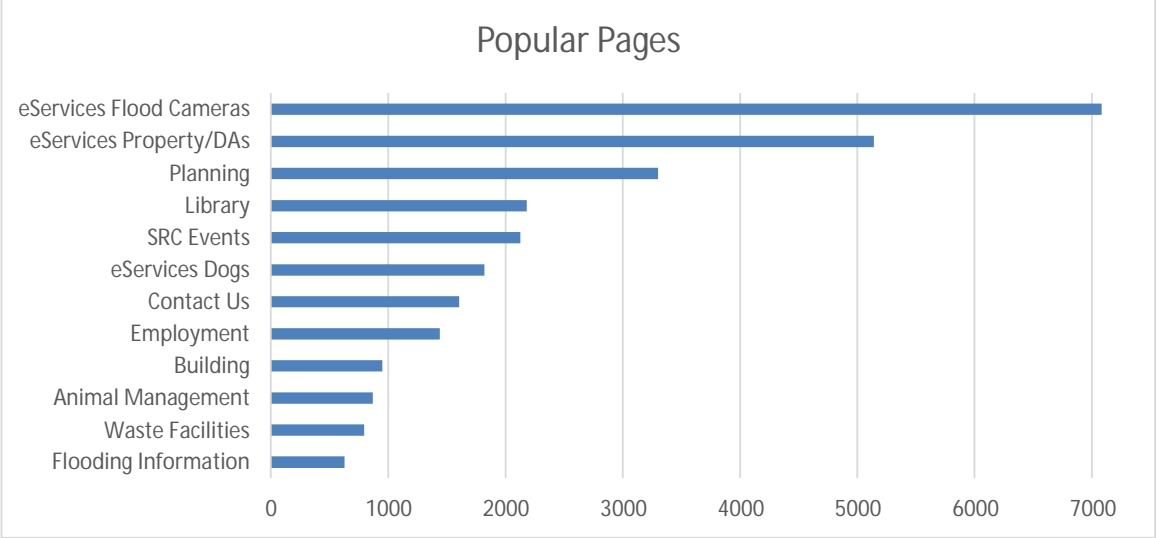


Latitude Financial Services faced 14 million customers who had had their personal information exposed in Australia's largest data breach. Latitude identified approximately 7.9 million Australian and New Zealand driver licence numbers were stolen, as well as 53,000 passport numbers and a number of monthly financial statements. A further 6.1 million records dating back to at least 2005 including name, address, telephone and date of birth were stolen. This confirmation came days before property giant Meriton disclosed a significant data breach of their own, warning that personal information may have been accessed by cybercriminals. Anyone concerned that their information may have been compromised is urged to visit IDCARE.org, a not-for-profit organisation specialising in providing free, confidential cyber incident information and assistance, or to contact one of their Case Managers on 1800 595 160.




Council maintains responsibility to Information Security, which involves measures used to protect all personal information from misuse, interference, loss, and from unauthorised access, modification, or disclosure, including not retaining identity information unless absolutely necessary.

Websites

The primary corporate website (someset.qld.gov.au) received 43,626 page views for the month, and eServices (eservices.someset.qld.gov.au) received 29,434 with an increase from Dog Registration reminders and flood cameras continuing to be most popular.



The Condensery – Somerset Regional Art Gallery

 <p>246 Visitors</p>	 <p>6,219 Social Media Reach 2,750 Social Media Followers</p>	 <p>1 Exhibitions Presented</p>
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	<p><i>"An amazing space. Thinking Business was awesome. (The work) Stained Glass resonated with me"</i></p> <p><i>"Fantastic"</i></p> <p><i>"Really enjoyed it!"</i></p> <p><i>"Interesting display"</i></p> <p><i>"Very modern display – excellent"</i></p> <p><i>"Amazing"</i></p> <p><i>"Fantastic. Good steady stuff"</i></p> <p><i>"Awesome"</i></p> <p>1 Public Programs Held</p> <p>March Exhibitions and Programs Feedback</p>
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Artistic Program

Thinking Business by art collective Barbara Cleveland opened to the public on 18 February with a launch event held on 25 February. Over 43 local residents attended the opening event, where exhibition curator Gina Mobayed gave an eloquent speech on the collective's work, collaborative forms of practice and the importance of friendship and humour.

The exhibition will be accompanied by a substantial engagement program in April, supported by touring agent Museums & Galleries of NSW.

The Condensery hosted a visit by artist Anna Louise Richardson in preparation for her exhibition in July 2023. A submission has been made to the Australia Council by partners Museums & Galleries of NSW to support the national tour of the exhibition, with an outcome due in May 2023.

Learning & Engagement

Planning has begun for 2023 programs to accompany the *Thinking Business*, *Things I want to say* and *Healing Garden* exhibitions, which all have funding attached for substantial engagement or participatory programs.







A very successful workshop for local young people was held in early March as part of the *Things I want to say* project. Local artist Zenus Moonbeam led the young people in costume making, with their fabulous creations appearing in The Independent newspaper.

The Creation Station features children's activities from the Queensland Art Gallery | Gallery of Modern Art as part of the *Superpowered on Tour* program.

Operational

As part of our ongoing partnership, UQ Art Museum ran an excellent workshop for staff and volunteers on the practice of cultural mediation including an active listening exercise. Further training will take place in May.

Somerset Libraries

 <p>5413 Reach 1083 Followers 15 Posts</p>	 <p>14,719 ▲ 14% from March 2022 Physical Items Circulated</p>	 <p>66 Events and Activities</p>
 <p>654 ▲ 40% from March 2022 Computer Bookings</p>	 <p>6003 ▲ 36% from March 2022 Catalogue Searches</p>	 <p>8700 ▲ 45% from March 2022 Total Interactions</p> <p>92 ▲ 84% from March 2022 New Members</p> <p>3143 Esk 2208 Kilcoy 2711 Lowood 533 Toogoolawah 105 Outreach</p>

Somerset Libraries News

March Into Mindfulness

This month saw **49 people** attend the second March Into Mindfulness program which ran across the region. Events centred around the concept of self-expression and inwards connection, with patrons participating in events including painting, Dream Catchers, meditation and macrame.

Special Storytime: First Nations

On Friday, 17 March 2023 Somerset Libraries were happy to host Elder Aunty Rhonda Collard-Spratt and Jacki Ferro at two special storytimes: Lowood Library and Kilcoy State School. **101 children and their caregivers** experienced First Nations lore and culture as they listened to a reimagined Aboriginal Dreamtime story, played with puppets and learned how to dance like an emu or kangaroo.

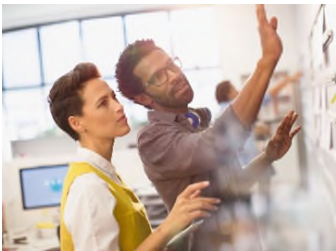


Value of Library Services in Somerset Felt

The data has been analysed and the results are in, Somerset Libraries services continue to increase in popularity. Across the region, **physical visitation is up 45%** on average from this time last year, with **total visits for the 2022-2023 Financial Year this month exceeding the visitations of 2021-2022**.

Visitations are also leading to upticks in new memberships, with **92 new memberships in March alone, an increase of 84%** from this time last year. Circulation is also the highest it has been this Financial Year, with **14,700 transactions**.

The demand for digital services is also increasing with **branch computer usage up 20% month to month and 40% year to year**.

Somerset Civic Centre

Ticket & Bar Sales MTD \$13,639 FYTD \$32,172	Venue Hire MTD \$1,052 FYTD \$17,552	Lost Revenue MTD \$4,695 FYTD \$55,572
 3 Council Workshops	 1,231 Total Visitors 324 tickets sold	 Facebook 13,395 Reach 13 Posts 449 Followers 698 Visitors

Somerset Civic Centre News

SCC hosted three Council workshops, one stakeholder concert with over 200 in attendance, and three private functions in addition to regular classes and hirers.

SCC hosted the Disaster Planning & Resilience Workshop, the Customer-Focused 101 Business Recovery Workshop, and Fire Management Workshop in March with a combined attendance of 105 people. Hosting these **workshops** allows Council to connect with the community in a meaningful way and offer accessible training and development to businesses and individuals in the Somerset region, improving social and economic outcomes.

SCC Facebook reach is up by 489% from February. This can be partially contributed to a Facebook paid ad that reached 2,292 people but also demonstrates increasing brand engagement and visibility on the platform.

The **children's drama classes** set to commence in Term 2 on Wednesday afternoons are gaining traction with a promising number of attendees already having signed up for the sessions. This program offers a great opportunity to connect and engage the next generation of performing arts talent in the Somerset region and celebrate our young people.

SCC Branding has been rolled out with social media and advertising posters displaying the new imagery. Compliments are flowing in from regular hirers and patrons commenting on how "it elevates the whole venue".



Upcoming events:





- Disaster Planning Resilience Workshop Friday 10 March
- Business Recovery Workshop Wednesday 22 March
- Private Hire – Funeral Monday 27 March
- Multicultural Carnival – Friday 5 May
- Mayoral Gala Charity Ball – Saturday 19 August
- Team Building Day – Tuesday 31 October



Sport and Recreation

The following contains an overview of Sport and Recreation programs and projects for the month of March 2023.

Indoor sport, gymnasium and aquatic facility operations

Facility	Commentary / Highlights	Attendance for the Month	Comparative to Month Historical Average	Membership Change (comparative to previous month) - Total
Fernvale Indoor Sports Centre	<ul style="list-style-type: none"> • PCYC Fernvale set another monthly patronage record for March (and its associated activities run off site). The previous March record was 2,327 set in 2014/15. • The Breaking the Cycle program had a record 57 young people participate in driving lessons, accumulating a record total of 73 hours. • A record 13 Mentors now registered • Basketball after Dark had 87 young people 	3,820	 +1,734 (2,086)	 +16 (1,251)

	12-17yr olds attend <ul style="list-style-type: none"> 579 attended the 15 offered fitness classes in March 			
Kilcoy Indoor Sports Centre	<ul style="list-style-type: none"> Volleyball participation is increasing, with significant participation from the local migrant community. New return to work programs underway with various service providers. 	2,311	 +363 (1,948)	 -7 (114)
Toogoolawah Community Gym and Swimming Pool	<ul style="list-style-type: none"> The facility set a significant monthly attendance record, exceeding the previous monthly record for March (1,016 set in March 2018/19). This month attendance was the highest number on record of any month to date. A significant achievement for the International Women's Day and Laps for Life TSP fundraiser placing 9th in Australia across over 10,000 groups who raised funds for the cause. New exercise physiologist working Promoting 6-week FREE challenge, Learn to Swim, 	3,887	 +2,678 (1,209)	 -8 (60)

	Aqua, Aqua Zumba, Squad, Movement to Music, three All Abilities Programs.			
Kilcoy Aquatic Centre	<ul style="list-style-type: none"> Learn to Swim Program and Aquatic Exercises continuing 	3,821	 +1,151 (2,670)	N/A
Lowood Swimming Pool	<ul style="list-style-type: none"> The facility had the highest monthly attendance record for the month of March which was set in 2022. This was the highest attendance since November 2019. Consistently increasing numbers in Aqua Aerobics and Learn to Swim. 	4,125	 +2,514 (1,611)	N/A

Sport and Recreation Highlights and Projects

- The first Free Sporting & Recreation Clubs Workshop for 2023 was held at the Esk Country Golf Club on Wednesday 22 March and was attended by 14 members of Sport and Recreation groups from within in the Somerset region.
- Promoting the April Easter School Holidays events including a free movie screening in Kilcoy on 11 April, and three canoe events on Monday 3 April and Thursday 13 April at the Twin Bridges in Fernvale.
- SRO submitted three Major Infrastructure Project grant applications.
- Continued work on the Kilcoy Indoor Sports Centre development application.
- SRO attending regular West Moreton Obesity Advisory meetings as a Somerset Representative.
- Preparations are continuing for the Somerset Rail Trail Classic on 23 July 2023.

Youth Engagement – March 2023 highlights

School Holiday Program

The Autumn School Holiday Program (SHP) promotional material was displayed and distributed during March and the SHP website updated to include over 40 free and low-cost activities for children and youth in the Somerset region over the upcoming holiday period. The Youth Week Movie Event poster, developed by the Toogoolawah Progress Association, was finalised and promoted to the community in March. The event is set to take place from 9am to 12pm at the Toogoolawah Pictures on Friday, 14 April and is supported by Wellways Carers Gateway and Somerset Regional Council.

Somerset Youth Leaders' Camp

Mayor Graeme Lehmann and a Council officer attended parades at Lowood, Kilcoy and Toogoolawah State High Schools in March where the Mayor presented appreciation certificates to the student leaders who attended the camp in 2023.



Student leaders from Lowood, Kilcoy and Toogoolawah State High Schools after receiving their Somerset Youth Leaders' Camp appreciation certificates

Document Review

The annual review of the Working With Children Policy, Procedures and Risk Management Strategy and the Youth Engagement Strategy Review – Engagement Plan are underway.

Networks, Committees, Training, Events

- Talkin' It Up! Regional Youth Mental Health Forum – steering committee meeting
- Toogoolawah State High School – Student Council Representatives meeting

Community Development Report for March 2023

Work was finalised on the Social Plan which will be presented to Council in May. Targeted actions have been proposed by the planners on the eight themes which were identified by the community as being significant to improving the health and wellbeing of the communities within the region.

Planning for the Mad Hatter's Tea Party also finalised with twenty stall holders attending. This is the third year that this event has been held and provides an excellent opportunity for social support services to connect with families who have young children, in a safe and fun manner. Planning for a second farmers dinner is also being planned. This will complete the funding available from the Community Drought Support (Event) grant. Shane Webcke will be the guest speaker and will talk about farm safety. It will be held at the Civic Centre on 22 June.

Arrangements were also made for a visit by a number of officers from the Department of Communities Housing and Digital Economy to accompany the community development coordinator, to better understand how the Somerset Region Support Service, funded by the department is delivered throughout the region. They have been invited to visit both the Esk and Kilcoy Community Wellness Hubs, attend a Movement to Music exercise class in Toogoolawah and visit the Mad Hatter's Tea Party in Lowood.

Community Recovery and Resilience Officer

During March the Community Recovery and Resilience Officer was involved in two community engagement events. The Neighbour Day barbecue was attended by approximately sixty members from the streets around Lakeview Park, Esk. This is a particularly bushfire prone area. The local fire wardens and Rural Fire Service came to the day to communicate messages of preparedness and to provide a question and answer session for local residents. HealthWISE provided activities and neighbour packs as did the Community Development Team from Somerset Regional Council. The Community Recovery and Resilience Officer was present at the International Women's Day Chat and Coffee at Stepping Stones, where women from community and from services in Esk were invited to an informal chat and morning tea. As part of community engagement in general a further thirty-six hours of consultation with Somerset community stakeholders occurred throughout March.



Project: Building Inclusive Disaster Resilient Communities

University of Sydney facilitated a productive event, where more than forty participants from organisations as well as individuals gathered at the Civic Centre to exchange ideas about being disaster-prepared for people living with a disability. Feedback on the day was extremely positive and all who attended showed an interest in continuing on to the next stage of the Building Inclusive Disaster Resilient Communities (BIDRC) Project which will provide training in creating a Person-Centred Emergency Plan. The Community Development Coordinator and the Disaster Management Officer and the Community Recovery and Resilience Officer have shared in the organisation of this initiative with the QDN (Queenslanders with Disability Network) and the CSIA (Community Services Industry Alliance).

Project: The Birdies Tree Books

The Community Recovery and Resilience Officer has purchased parent-friendly copies of the resources to include in our comprehensive Welcome to Somerset Kits. Along with the Birdies Tree books, there will be emergency- preparedness information and community involvement resources included for new residents and existing residents alike.

Youth Event Project

As part of the Community Development Team, the Community Recovery and resilience Officer has contacted youth services in the Lowood area with the purpose of attending a workshop to address the needs of young people and the specific challenges they may be facing currently. Four services have been interested in attending and those that cannot be there have had an opportunity to provide feedback for this initiative. Next month the Tackling Regional Adversity through Collaborative Communities (TRACC) will facilitate the workshop and will give feedback about some of the ideas discussed. The aim following the workshop is to be successful in achieving a substantial grant through TRACC to bring the ideas into fruition.

Attachments

Nil

Recommendation

THAT the Corporate and Community Services Report for March 2023 be received, and the contents noted.

OPERATIONS
SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Debbie Chandler, Customer Service Administrator
Director: Craig Young, Director Operations
Date: 12 April 2023
Subject: Lowood Kindergarten Fete 2023 – Use of Clock Park and Temporary Closure of Carpark for Annual Fete – Saturday, 26 August 2023
File Ref: Roads / road closures / partial (1486052)
Action Officer: CSSA

Background/Summary

The Lowood District Community Kindergarten has made an application to Council to hold their annual fete on Saturday, 26 August 2023 between 8am and 2pm in Lowood Clock Park.

The annual Lowood Kindergarten Fete will have live entertainment, market stalls, children's rides, animal farm and food outlets. The Lowood District Community Kindergarten have held this fete in Lowood Clock Park for several years without any complaints.

The organisers would like to close a section of the carpark from adjacent to the railway station back towards Main Street, Lowood as shown on the attached plan. This section will contain approximately 20 carparks. The closed section of the carpark would be utilised to set up food stalls, children's activities and to allow pedestrian movement in that area without restriction.

This section of the carpark has been closed on other occasions for events with no complaints being received from the public.

Attachments

Layout plan.

Recommendation

THAT Council grant approval under Council's Local Law No. 1 (Administration) 2011 and Subordinate Local Law No. 1.14 (Undertaking Regulated Activities on Local Government Controlled Areas and Roads 2011) to the Lowood District community Kindergarten to hold their annual fete in Lowood Clock Park on Saturday, 26 August 2023 subject to the following conditions:-

- The fete is to be held between the hours of 8am and 2pm only.
- The area is to be kept in a clean and tidy state and you are required to adequately provide for the collection and disposal of waste generated by the event.
- It is noted that toilet facilities are available. These public toilets are serviced by Council Monday to Friday of each week. Therefore, should these facilities require cleaning or stocking up of supplies during or after your event, you will be required to ensure that these facilities are kept clean and supplied with the necessary stock.
- Should a temporary shade structure be required, only a standalone marquee (no tent pegs or spikes) is permitted to be used.
- Noise is to be kept to a minimum and as such not to cause a nuisance for neighbouring properties.
- All temporary signage for your event must be displayed on private property only and are only to be displayed 14 days prior to the event and all signage must be removed from display one day after the event.
- The approval holder must ensure that through traffic is not impeded due to this event.
- There is to be no vehicular access into the park.

- The approval holder must provide all necessary equipment and take all practical measures to ensure the safety of the people attending the activity.
- The approval holder must ensure that the design and construction of all structures that form part of the activity are safe and appropriate to the nature of the activity proposed and the number of people expected to attend.
- The activity must not detrimentally affect the amenity of the area.
- The approval holder must have public liability insurance in an amount not less than \$20,000,000 to hold this event and it must state that Somerset Regional Council is an interested party. A copy of the public liability certificate of currency must be provided to Council before the commencement of the event.
- The approval holder is responsible to ensure all operators of activities taking part in this event have current public liability insurance in an amount of not less than \$20,000,000.
- If food is to be sold at the event for profit, a food business licence must be obtained from Council from all stallholders. Some exemptions do apply for non-profit organisations, please contact Council's Environmental Health Section for further information.
- In the event of prevailing wet weather, a joint inspection of the ground conditions is to be conducted with the organiser and Council's Parks and Garden Co-ordinator. Should the ground be deemed unsuitable for the purpose of the event and no other arrangements can be made, the event will be cancelled.

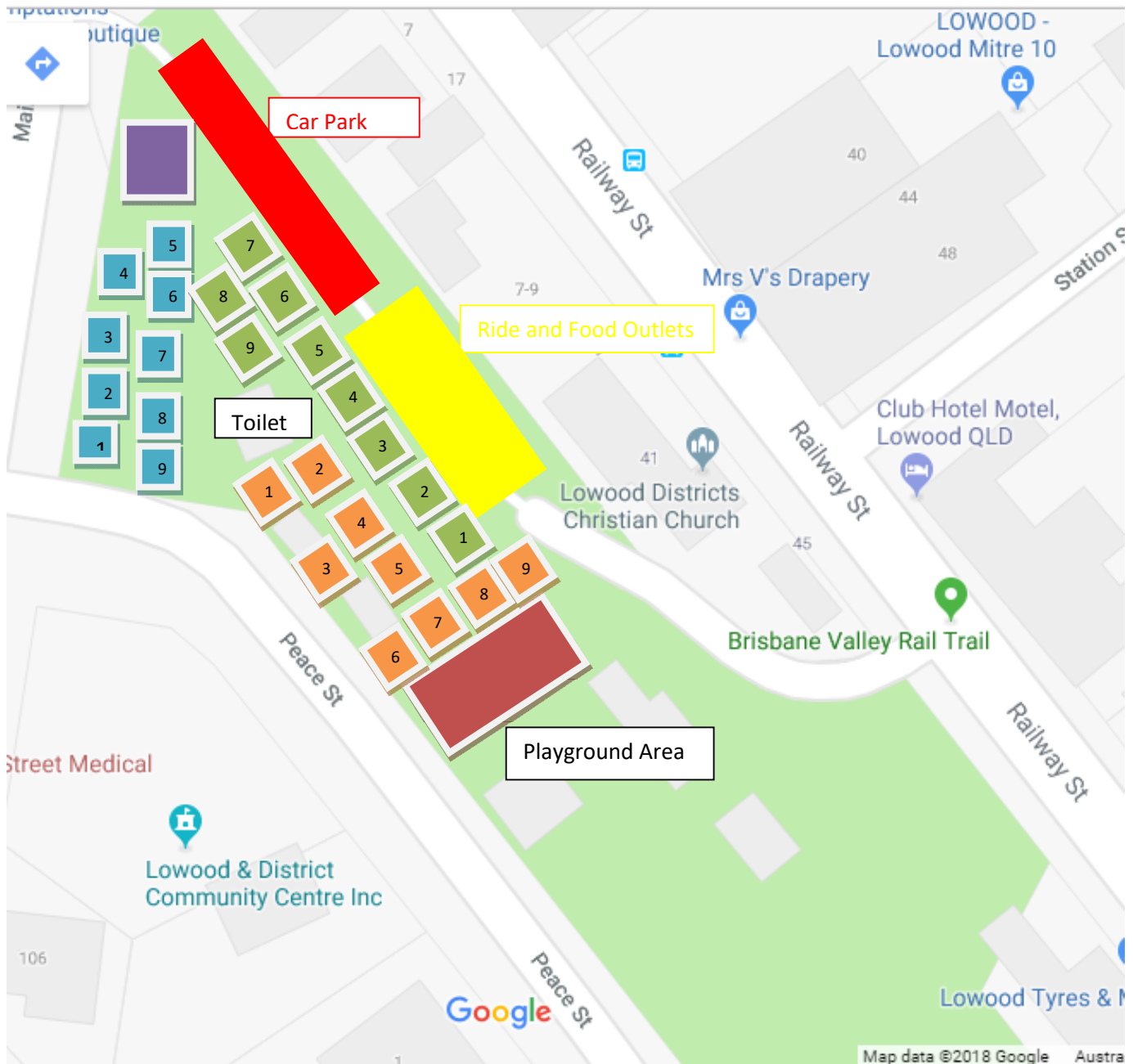
Special Condition

- Animal nursery – the approval holder is responsible to ensure that the park is cleaned of any waste and/or other material at the time of the removal of the animal nursery from the site and the park is returned to its original condition.

THAT Council

1. approve the partial closure of the carpark area as shown on the attached plan between the hours of 6am and 3pm on Saturday, 26 August 2023.

2. assist the Lowood District Community Kindergarten by providing access to power supply, three community bins for waste disposal and two road closed signs on stands.



Ride and Food Outlets (secure spot to ensure patron safety)



Live Band Area (use of power)



Live Performance Area (use of power)



Stall Sites

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Debbie Chandler, Customer Service Administrator
Director: Craig Young, Director Operations
Date: 12 April 2023
Subject: Request to Place Knitted Scarves on Selected Trees in Esk
File Ref: Customer service / public reaction / 2022-2023 – request for service (1488938)
Action Officer: CSSA

Background/Summary

A letter has been received from the Esk Country Women's Association (Esk CWA) requesting permission to place knitted scarves on various trees in Ipswich Street – Esk in conjunction with the Esk Garden and Lifestyle Fair.

Council has not received any complaints.

It is proposed that the knitted jumpers would be placed on various trees from end of May 2023 until 31 July 2023.

Attachments

NIL

Recommendation

THAT Council offers no objection to the placement of knitted scarves on various trees in Ipswich Street – Esk from the end of May 2023 until 31 July 2023.

HR AND CUSTOMER SERVICE

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Tiara Hurley, Executive Assistant Support
Director: Kerri-Lee Jones, Director Human Resources and Customer Service
Date: 14 April 2023
Subject: Community Assistance Grants 2022 - 2023 – Kilcoy Chamber of Commerce Inc. – Doc Id 1496567
File Ref: Community Relations – Sponsorships – Donations
Action Officer: DHRCS

Background/Summary

To assist with the costs associated with purchasing a branded marquee to improve the groups professional image and ensure volunteer wellbeing when attending events on behalf of the Kilcoy Chamber of Commerce.

Amount requested:	\$976.99
Total cost of project:	\$1,176.99
Amount recommended to be granted:	\$ 976.99

Assessor's Summary

The applicant states:

- the current marquee used by the group is in disrepair.
- the replacement marquee will strengthen the groups messaging in the community and provide a safe place for volunteers engaging with the local community at events on behalf of the chamber.
- health and safety of the volunteers is paramount.
- the branded marquee will emphasise the professional look of the organisation.
- a quotation has been provided from Banner World.

The group have been the recipients of two community assistance grants in previous years totalling \$1,000.

The Kilcoy Chamber of Commerce have asked for the application to be considered outside of the regular funding rounds due to the marquee being required for the Kilcoy Carnival on 5 May 2023.

Attachments

Nil

Recommendation

THAT the application as summarised in this report be approved for funding and \$976.99 be granted through the Community Assistance Grants budget allocation; plus GST if applicable, to assist with the costs associated with purchasing a branded marquee to improve the groups professional image and ensure volunteer wellbeing when attending events on behalf of the Kilcoy Chamber of Commerce.

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Tiara Hurley, Executive Assistant Support
Director: Kerri-Lee Jones, Director Human Resources and Customer Service
Date: 14 April 2023
Subject: Community Assistance Grants 2022-2023 – Kilcoy Pastoral Agricultural and Industrial Society Inc.
File Ref: Community Relations – Sponsorships – Donations - Doc Id 1490029
Action Officer: DHRCS

Background/Summary

To assist with the costs associated with holding the annual Kilcoy Show from 12-13 May 2023.

Amount requested:	\$1,500.00
Total cost of project:	\$1,500.00
Amount recommended to be granted:	\$1,500.00 <i>as sponsorship</i>

Assessor's Summary

The applicant states:

- The annual Kilcoy Show plays a significant role in the Somerset regions calendar of events and support is required to future proof the show and encourage growth in the Kilcoy township and surrounding areas.
- The show requires many volunteer hours of preparation, winning a prize at your local show is the ultimate achievement for everyone's hard work.
- Families from around the Somerset region attend the show to view the exhibitions and enjoy a jam-packed day of entertainment.

Please see below excerpts from the Community Assistance Grant Policy C/001:

The following criteria may be used to assess grant applications:

Maximum of one (1) application per funding round (total of two (2) per financial year) with maximum funding of \$5,000 per application unless exceptional circumstances can be demonstrated.

Funding for events held within the Somerset region will be considered at the following levels:

- *Small scale event up to \$ 500*
- *Large scale event up to \$ 1,000*
- *Annual Agricultural Shows up to \$ 1,500*
- *Large scale regional event up to \$ 2,500*

Attachments

Nil

Recommendation

THAT the application as summarised in this report be approved for funding and \$1,500 be granted through the Community Assistance Grants budget allocation; plus GST if applicable, to assist with the costs associated with holding the annual Kilcoy Show from 12-13 May 2023.

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer

From: Kim Frohloff, Customer Service Officer

Director: Kerri-Lee Jones, Director Human Resources and Customer Service

Date: 06 April 2023

Subject: Community Assistance Grants – Somerset Excellence Bursaries approval by CEO – March 2023

File Ref: Community Relations – Sponsorships – Somerset Excellence Bursaries

Action Officer: CEO / DHRCS

Background/Summary

Somerset excellence bursaries are not community grants as defined by the Local Government Regulation notwithstanding that they are to be funded from the same budget allocation as community assistance grants. Excellence Bursaries will be **considered and approved at Officer level** as delegated and reported to Council's Ordinary meeting monthly.

These Somerset Excellence Bursary applications are considered as part of the Community Assistance Grant Policy which Council provides:

- Regional Level selection \$250
- State Level selection \$500
- National Level selection \$750
- Selection for an event hosted internationally \$1,000
- Team application (Regional, State or National) Up to \$2,000 per team/group of 4 or more individuals.

Council received four (6) Somerset Excellence Bursary applications during the month of March 2023 as detailed below:

Applicant	Bursary Recipient	Doc Id	Field	Level	Event
Ross Jardine	Grace Jardine	1484232	Triathlon	Regional \$250	Grace Jardine was selected to represent the Darling Downs Under 14 Triathlon team at the State Championships in Hervey Bay 03-05 February 2023 with an overall placing of 123/149 and a gender placing of 56/71.
Lisa Anderson	Shari Anderson	1488465	Cricket	Regional \$250	Shari Anderson was selected to join the Sunshine Coast School Sport regional team to compete at the State Championships at the Rockhampton Cricket Grounds 13-16 March 2023.

Lauren Henderson	April Henderson	1488486	Swimming	Regional \$250	April Henderson has been selected to compete in the Darling Downs School Sport State Championships to be held at the Chandler Aquatic Centre in Brisbane
Bree Norton	Cohen Cochran	1493145 1490646	Rugby League	Regional \$250	Cohen has been selected for the Sunshine Coast School Sport Regional 14-15 years Rugby League team competing at the Queensland School Sport State Championships. He first made selection in the district team before being selected for the Sunshine Coast team of 19 boys from 80 participants. To be held at Townsville Sports Precinct 20-23 May 2023.
Andrew Buchbach	Colin Buchbach	1490742	Netball	Regional \$250	Colin Buchbach has been selected for the Darling Downs Stampede team to compete at the Senior Nissan Stage Age Championships run by Netball Queensland. This is the first year a boy's competition has been entered. To be held at the Sunshine Coast Netball Association, Maroochydore 3-4 April 2023.
Louise McColm	Lily McColm	1489373 1489549	Softball	State \$500	Lily was selected to compete in the Queensland Under 16s Girl's Softball Team. Lily has gone through district and state trials before being selected for the final 14 players to travel to the National Softball Championships. This event was held at Waverley Victoria 12-16 January 2023.

Attachments

Nil

Recommendation

THAT Council receives the Summary of Awarded Somerset Excellence Bursaries for the month of March 2023 and the contents be noted.

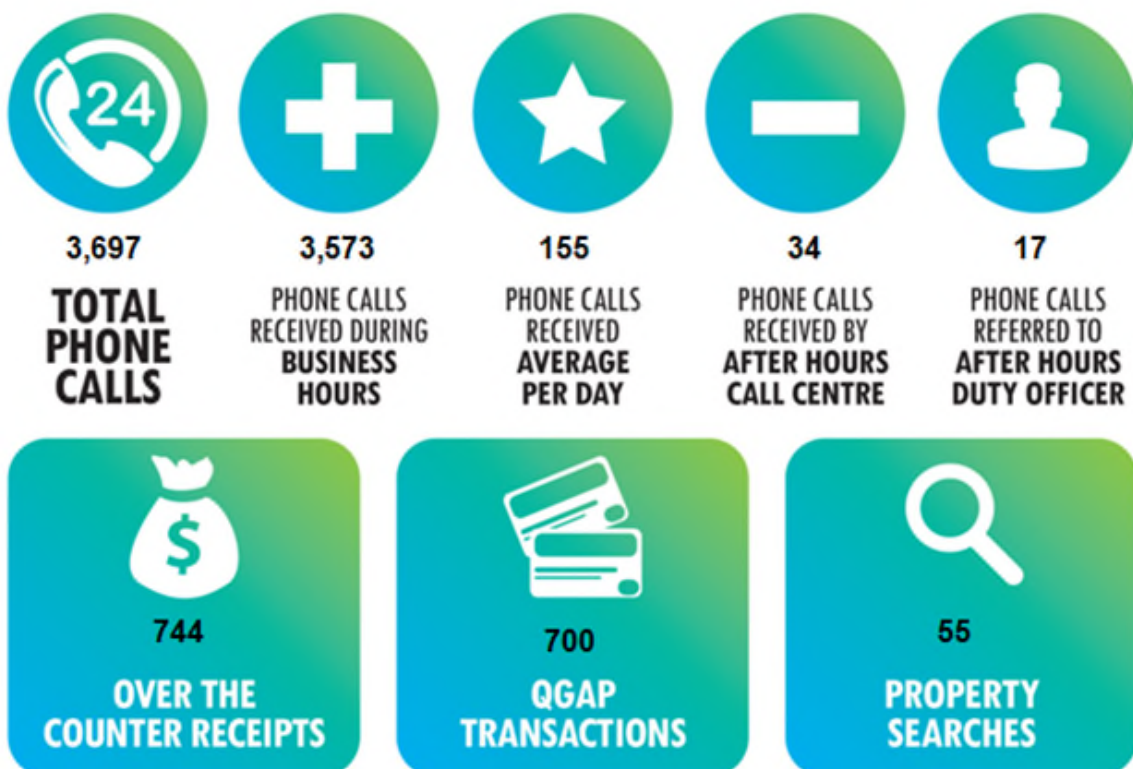
SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Kristy McLean, Customer Service Coordinator
Director: Kerri-Lee Jones, Director HR and Customer Service
Date: 13 April 2023
Subject: Customer Service Report
File Ref: Officers Report
Action Officer: (CSC) Customer Service Coordinator

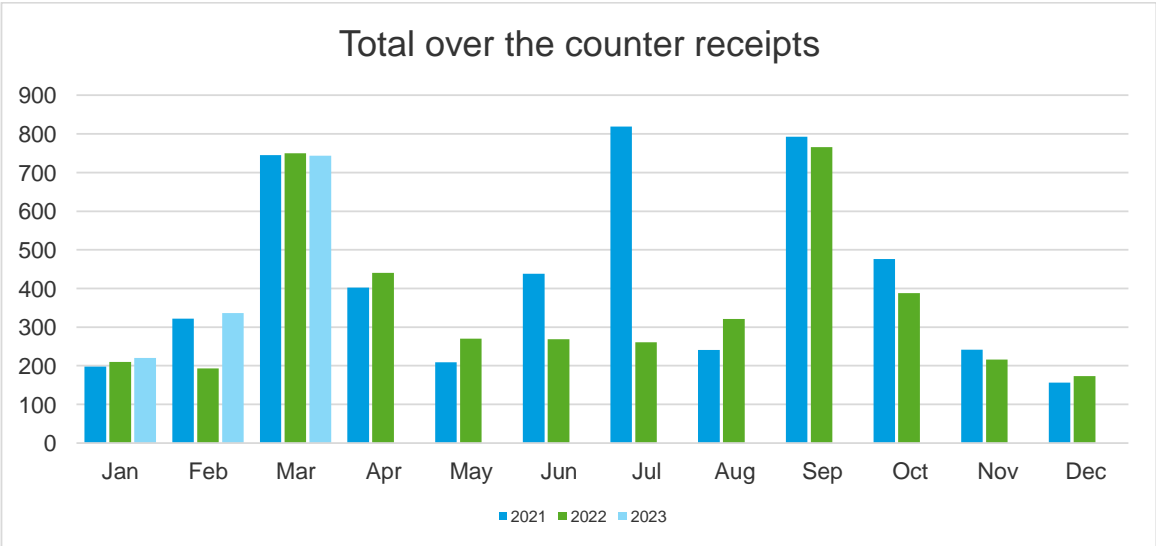
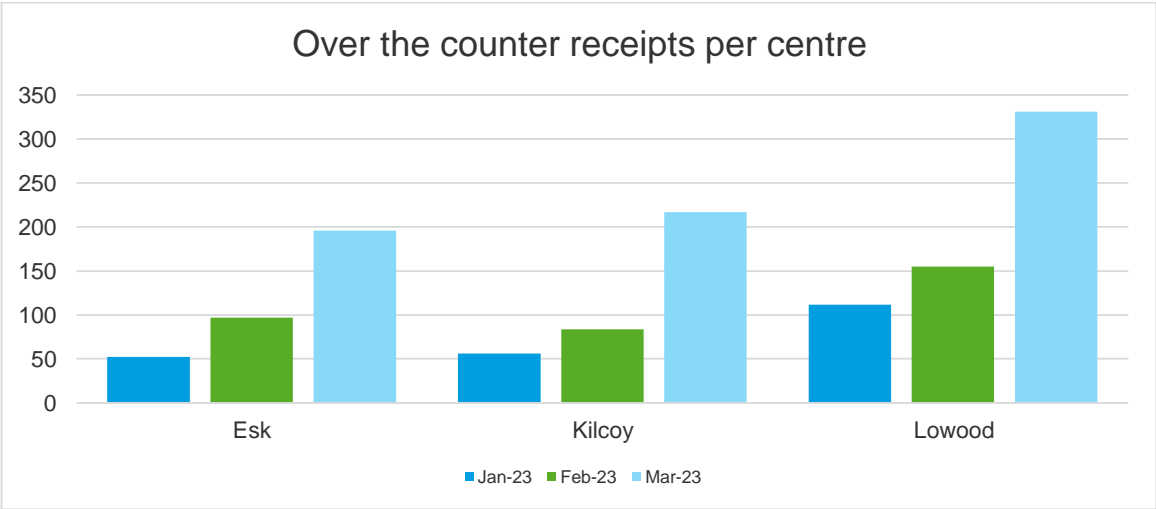
Background/Summary

In delivering on Council's Operational Plan and commitment to excellent customer service, a summary of the customer service section activities for the month of March 2023 is provided for Council's information.

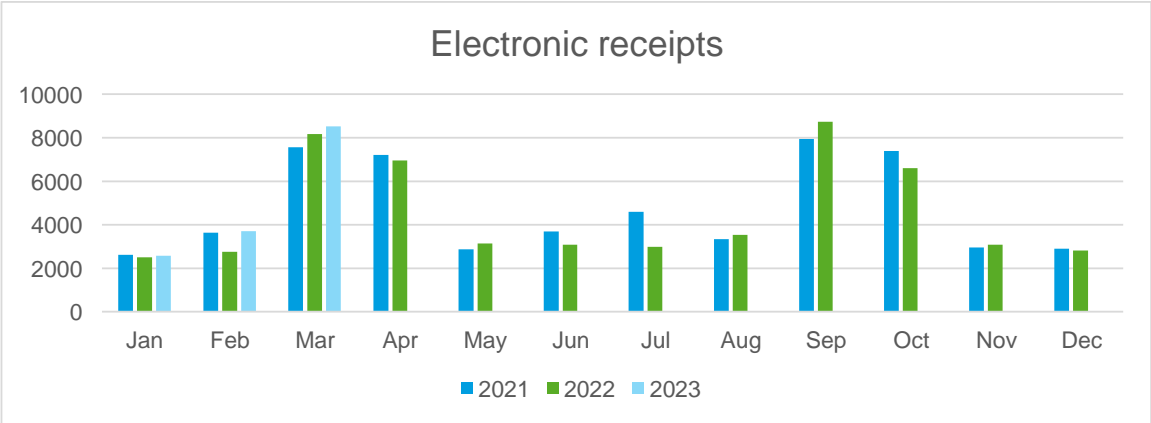
Summary for March 2023



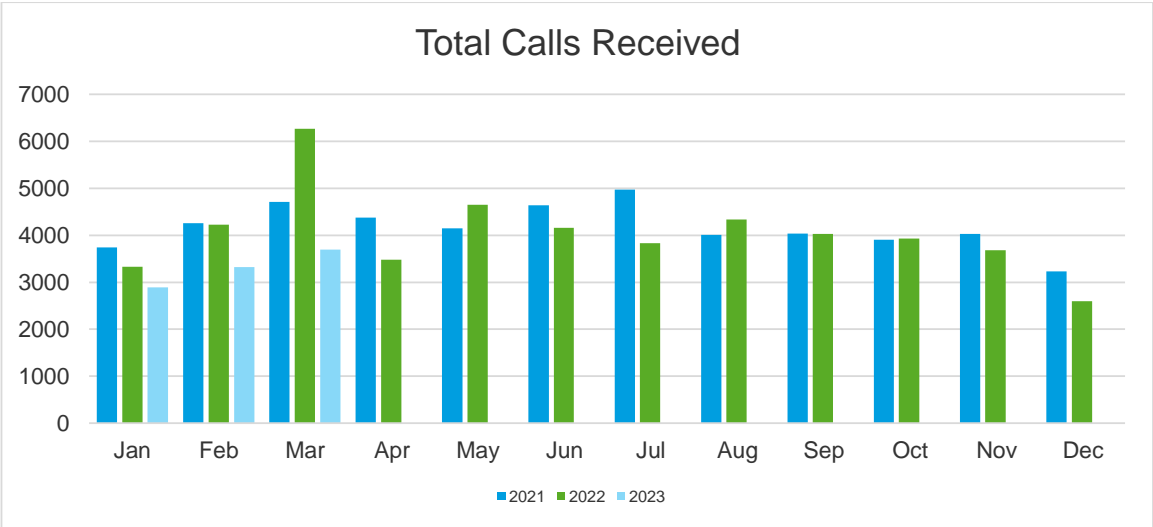
The below table shows the number of Council financial transactions that were taken over the counter at each of the customer service centres in the region for March 2023. These numbers include cheques that were posted into the Council. In total there was 744 financial transactions across the three customer service centres with 196 at Esk Administration Centre, 217 at Kilcoy Customer Service Centre and 331 at Lowood Customer Service Centre for March 2023.



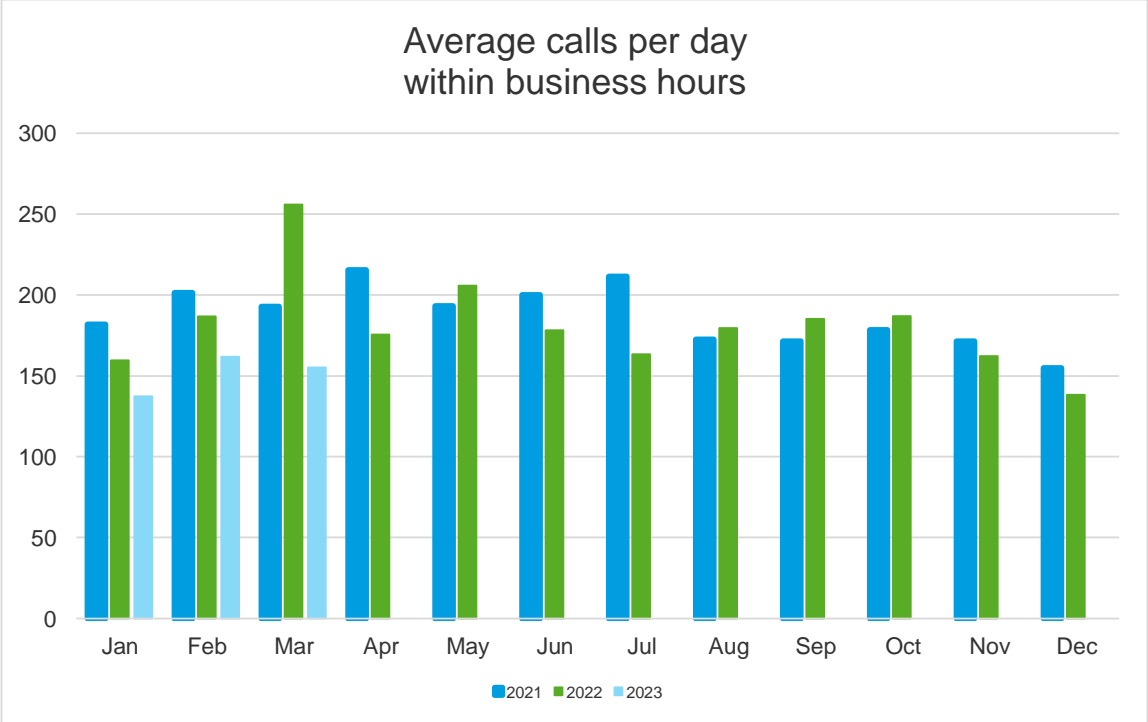
The below table illustrates all other financial transactions (excluding over the counter receipts) received at Council and processed by the finance department. These are BPay and EFT (electronic funds transfer) transactions for payments such as rates, animal registration etc.



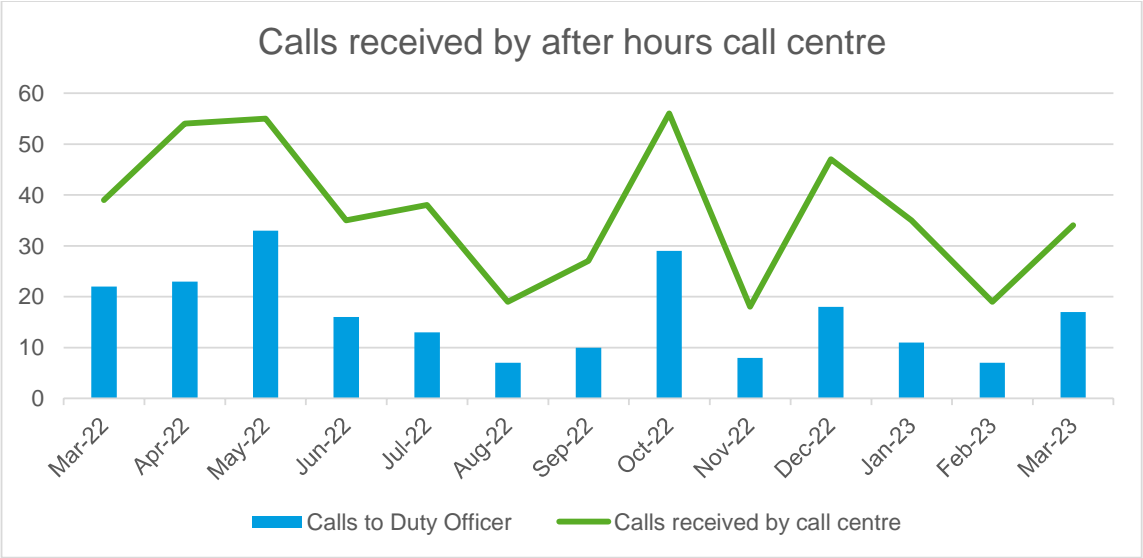
Below are the total number of calls received into the Council main phone line (07 5424 4000), including out of hours, compared to previous calendar years. Calls received does not include internal calls made within Council, or outbound calls. There were 3,697 calls received for the month March 2023. This is an increase of 371 calls compared to February 2023. Compared to March 2022 there was a decrease of 2,575 calls for the month, the large decrease in phone calls is due to the flood event in March 2022.



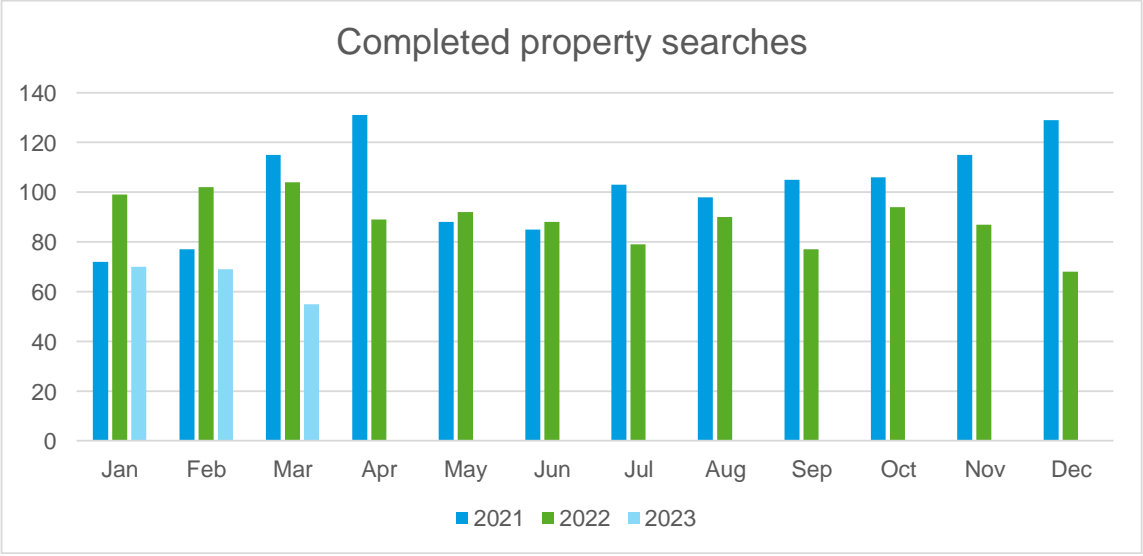
Listed below is a comparison of the average calls received per day within business hours. On average there were 155 calls received each business day for March 2023, which was a decrease of 7 calls on average per day from February 2023. Compared to March 2022 there was a decrease of 101 calls on average per day. The increased call numbers in March 2022 were due to the flooding event.



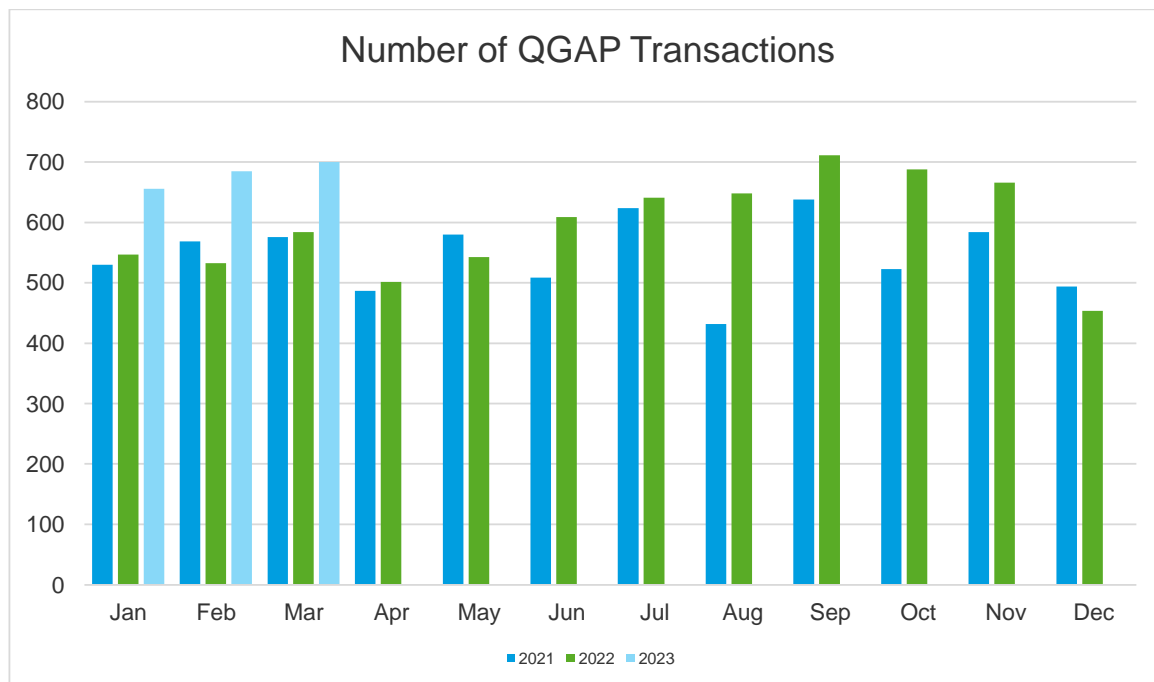
There were 3,697 calls received during business hours and 124 out of hours. Of the 124 calls received out of hours, 34 calls transferred to the afterhours call centre. There was an increase of 15 calls to Council’s afterhours provider compared to February 2023.



For the month of March 2023 there were 55 property searches completed for prospective purchasers. This decreased by 14 completed searches for the month compared to February 2023.



There were 700 Queensland Government Agent Program (QGAP) transactions for the Lowood QGAP agency in March 2023. On average there were 30 transactions per business day in March which is a decrease of four transactions on average per day compared to February 2023.



Attachments

Nil

Recommendation

THAT Council receive the *Customer Service Report for March 2023* and the contents be noted.