Somerset
REGIONAL COUNCIL

AGENDA
ORDINARY COUNCIL MEETING

Date:	Wednesday, 19 July 2023
Time:	9am
Venue:	*Kilcoy Visitor Information Centre* *41 Hope Street* *Kilcoy*

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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:	11 July 2023
Subject:	Development Application No. 22272 Change Application (Minor Change) to Development Approval for Development Permit for Material Change of Use for Childcare Centre (Extension to Existing Centre)
File No:	DA22272 Action Officer: SP—MO
Assessment No:	01375-00000-000

1.0 APPLICATION SUMMARY

Subject land

Location:	9-11 Park Street, Lowood
Real property description:	Lot 1 SP326802
Site area:	3291m^2
Current land use:	Childcare centre
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:	OM5 Catchment management overlay OM8 High impact activities management area overlay OM9 Infrastructure overlay

Application details

Development approval:	Extension to existing childcare (119 places)
Development proposal:	Extension to existing childcare (129 places)
Original approval date:	18 January 2023, Ordinary Meeting
Original category of assessment:	Impact assessment
Applicant details:	Queensland Child Care Service P/L ATF the Queensland Child Care Service Trust c/- Urbicus Pty Ltd 110 Kennedy Terrace PADDINGTON QLD 4064
Owner details:	Queensland Child Care Service Pty Ltd
Date application received:	19 May 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 Lot 1 SP326802
Situated at 9-11 Park Street, Lowood

2.0 BACKGROUND AND PROPOSAL

Council, at its Ordinary Meeting of 13 January 2023, approved Development Application No. 22272 for a Development Permit for Material Change of Use for Childcare Centre (Extension to Existing Centre), on land at 9-11 and 13 Park Street, Lowood, then described as Lot 12 SP234942 and Lot 1 RP32291.

As a result of the development approval, the land has been amalgamated to 9-11 Park Street, Lowood, formally described as Lot 1 SP326802.

The applicant now seeks to change the development approval to facilitate an additional 10 places by converting an existing ancillary building into an additional playroom. No additional gross floor area is proposed, with only internal fit out works required.

To accommodate the additional 10 children, the proposal has provided five additional parking spaces through the use of tandem parking bays. The tandem spaces will be provided for staff parking.

The change application has been accompanied by amended proposal plans, and an amended acoustic assessment report.

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 additional public notification, as the original application required impact assessment.

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 Approved plans and condition 1.1

Current condition

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 conditions of approval.	At all times.
	Existing and Proposed Site Plans, drawn by Neylan Architecture, reference 2124 DA.01 Issue 4, dated 22/02/2022.	
	Proposed Ground Floor Plan Sheet 1, drawn by Neylan Architecture, reference 2124 DA.02 Issue 4, dated 22/02/2022.	
	Proposed Ground Floor Plan Sheet 2, drawn by Neylan Architecture, reference 2124 DA.03 Issue 4, dated 22/02/2022.	
	Proposed Roof Plan, drawn by Neylan Architecture, reference 2124 DA.04 Issue 4, dated 22/02/2022.	
	Proposed Elevations, drawn by Neylan Architecture, reference 2124 DA.05 Issue 3, dated 22/02/2022.	
	Proposed Elevations, drawn by Neylan Architecture, reference 2124 DA.06 Issue 4, dated 22/02/2022.	
	Proposed Sections, drawn by Neylan Architecture, reference 2124 DA.07 Issue 3, dated 22/02/2022.	
	Proposed Carpark Layout, drawn by Neylan Architecture, reference 2124 DA.08 Issue 3, dated 22/02/2022.	
	Noise Impact Assessment, prepared by Assured Environmental, reference 14137 revision R3, dated 29 November 2022.	
	Site Based Stormwater Management Plan, prepared by Milanovic Neale Consulting Engineers, reference C5431, dated March 2017.	

Applicant request

The applicant has requested that condition 1.1, and the table of approved plans, be amended to reference the amended plan set.

Officer comments

The proposed change is a minor change and is recommended to be supported by officers. To give effect to the change, the condition and table of plans must be amended.

It is recommended that condition 1.1 be amended as follows, and that the table of approved plans be amended accordingly:

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 conditions of approval.	At all times.
	Cover and Proposed Site Plans, drawn by Neylan Architecture, reference 2124 DA.100 Issue A, dated 12/05/2023.	

	Existing and Demolition Site Plan, drawn by Neylan Architecture, reference 2124 DA.101 Issue A, dated 12/05/2023.	
	Existing and Demolition Floor Plan, drawn by Neylan Architecture, reference 2124 DA.102 Issue A, dated 12/05/2023.	
	Proposed Floor Plan, drawn by Neylan Architecture, reference 2124 DA.103 Issue A, dated 12/05/2023.	
	Elevations and Sections, drawn by Neylan Architecture, reference 2124 DA.103 Issue A, dated 12/05/2023.	
	Noise Impact Assessment, prepared by Assured Environmental, reference 14137 revision R6, dated 5 July 2023.	
	Site Based Stormwater Management Plan, prepared by Milanovic Neale Consulting Engineers, reference C5431, dated March 2017.	

4.2 Condition 1.5

Current condition

1.5	The maximum number of places at the childcare centre is 119.	At all times.

Applicant request

The applicant has requested that condition 1.5 be amended to increase the number of placements to 129.

Officer comment

The applicant proposes to increase the number of placements by 10, to a total of 129. The proposed increase in placements has been supported by the necessary noise assessment and additional parking is provided. The increase in placements is therefore recommended to be supported.

It is recommended that condition 1.5 be amended as follows:

1.5	The maximum number of places at the childcare centre is 129.	At all times.

4.3 Condition 2.21

Current condition

2.21	Provide on-site car parking for 22 vehicles in accordance with the approved plans, including one spaces for disabled persons in accordance with *Somerset Region Planning Scheme*. All car parking and circulation areas to be provided with sealed surface, line marking, or be otherwise designed in accordance with AS2890 and *Somerset Region Planning Scheme*.	As part of Operational Works.

Applicant request

The applicant has requested that condition 2.21 be amended to reference 27 on-site parking spaces, including one space for disabled persons. The additional five spaces are provided as tandem spaces for staff usage.

Officer comment

The additional parking accords with the parking demand rates in the planning scheme. It is recommended that the proposed change be supported, subject to a further condition enforcing tandem parking spaces to be for staff use as shown on the approved plans.

It is recommended that condition 2.21 be amended, and new condition 2.22A be inserted, as follows:

2.21	Provide on-site car parking for 27 vehicles in accordance with the approved plans, including one spaces for disabled persons in accordance with *Somerset Region Planning Scheme*. All car parking and circulation areas to be provided with sealed surface, line marking, or be otherwise designed in accordance with AS2890 and *Somerset Region Planning Scheme*.	As part of Operational Works.
2.21A	Tandem parking shall be appropriately marked as staff parking only, as indicated on the approved plans.	Prior to commencement of use and to be maintained.

4.4 Conditions 3.6, 3.7 and 3.8

Current condition

	NOISE	
3.6	The approved development must be operated in accordance with the report titled Noise Impact Assessment, prepared by Assured Environmental, reference 14137 revision R3, dated 29 November 2022	At all times.
3.7	Construct the following acoustic barriers in accordance with Figure 6: Proposed Future Noise Barriers as described in the report Noise Impact Assessment, prepared by Assured Environmental, reference 14137 revision R3, dated 29 November 2022, specifically: • 1.5 metre high acoustic barrier between the existing and proposed buildings • 2.0 metre high acoustic barrier with 0.5 metre cantilever along part of southern carpark boundary • 1.2 metre high acoustic barrier along the northwestern boundary of the carpark • 1.9 metre high acoustic barrier along the northern carpark boundary • 2.4 metre high acoustic barrier along part of the northern boundary between 7 Park Street, and the western boundary between 30 Walters Street. The acoustic barriers must be gap free and constructed of materials achieving a minimum surface density of 12.0 kg/m^2.	Prior to the commencement of use.
3.8	Provide certification from a suitably qualified person, that the installation and construction of the acoustic barriers are in accordance with the Noise Impact Assessment, prepared by Assured Environmental, reference 14137 revision R3, dated 29 November 2022.	Prior to the commencement of use.

Applicant request

The applicant has requested that conditions 3.6, 3.7 and 3.8 be amended to reference the Updated Noise Impact Assessment submitted to support the change application.

Officer comment

Council's environmental health officers have reviewed the amended report. The amended report is consistent with the approved noise impact assessment and appropriately mitigates noise impact associated with the proposed changes.

It is recommended that conditions 3.6, 3.7 and 3.8 be amended as follows:

	NOISE	
3.6	The approved development must be operated in accordance with the report titled Noise Impact Assessment, prepared by Assured Environmental, reference 14137 revision R6, dated 5 July 2023.	At all times.
3.7	Construct the following acoustic barriers in accordance with Figure 6: Proposed Future Noise Barriers as described in the approved Noise Impact Assessment report, specifically: • 1.5 metre high acoustic barrier between the existing and proposed buildings • 2.0 metre high acoustic barrier with 0.5 metre cantilever along part of southern carpark boundary • 1.2 metre high acoustic barrier along the northwestern boundary of the carpark • 1.9 metre high acoustic barrier along the northern carpark boundary • 2.4 metre high acoustic barrier along part of the northern boundary between 7 Park Street, and the western boundary between 30 Walters Street. The acoustic barriers must be gap free and constructed of materials achieving a minimum surface density of 12.0 kg/m^2.	Prior to the commencement of use.
3.8	Provide certification from a suitably qualified person, that the installation and construction of the acoustic barriers are in accordance with the approved Noise Impact Assessment report.	Prior to the commencement of use.

5.0 TRUNK INFRASTRUCTURE AND CHARGES

There were no trunk infrastructure requirements related to the development approval. An infrastructure charges notice was given with the development approval.

The changes requires an amended infrastructure charges notice to be given. The ancillary conversion of the building has an adopted charge that was not considered in the original development and does not attract a discount for an existing or previous use.

6.0 REFERRAL AGENCIES

The development application required referral to the State Assessment and Referral Agency. However, the *Planning Act 2016* provides that the State Assessment and Referral Agency is not an affected entity (i.e., a referral) for minor change applications.

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

7.0 PUBLIC NOTIFICATION

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

The original application was subject to impact assessment and required public notification. During the notification period, Council received one submission. Council must consider any properly made submissions about the development application or another change application that was approved.

The proposed change is not considered to impact on the matters raised in the submission.

8.0 CONCLUSION

The proposed minor change seeks to increase the number of placements at the childcare centre by 10, from 119 to 129. The change incorporates sufficient acoustic attenuation strategies and appropriate car parking, and results in outcome consistent with the development approval.

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. Cover and Proposed Site Plans, drawn by Neylan Architecture, reference 2124 DA.100 Issue A, dated 12/05/2023.
2. Existing and Demolition Site Plan, drawn by Neylan Architecture, reference 2124 DA.101 Issue A, dated 12/05/2023.
3. Existing and Demolition Floor Plan, drawn by Neylan Architecture, reference 2124 DA.102 Issue A, dated 12/05/2023.
4. Proposed Floor Plan, drawn by Neylan Architecture, reference 2124 DA.103 Issue A, dated 12/05/2023.
5. Elevations and Sections, drawn by Neylan Architecture, reference 2124 DA.103 Issue A, dated 12/05/2023.
6. Noise Impact Assessment, prepared by Assured Environmental, reference 14137 revision R6, dated 5 July 2023.
7. Draft amended infrastructure charges notice

RECOMMENDED DECISION

THAT Council approve the Minor Change to Development Application No. 22272 for a Development Permit for Material Change of Use for Childcare Centre (Extension to Existing Centre) on land situated at 9-11 Park Street, Lowood, formally described as Lot 1 SP326802, subject to the recommended conditions and requirements contained in the schedules and attachments to this report.

SCHEDULE 1 – GENERAL CONDITIONS *Assessment Manager*		
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 conditions of approval.~~	~~At all times~~
	~~Existing and Proposed Site Plans, drawn by Neylan Architecture, reference 2124 DA.01 Issue 4, dated 22/02/2022.~~	
	~~Proposed Ground Floor Plan Sheet 1, drawn by Neylan Architecture, reference 2124 DA.02 Issue 4, dated 22/02/2022.~~	
	~~Proposed Ground Floor Plan Sheet 2, drawn by Neylan Architecture, reference 2124 DA.03 Issue 4, dated 22/02/2022.~~	
	~~Proposed Roof Plan, drawn by Neylan Architecture, reference 2124 DA.04 Issue 4, dated 22/02/2022.~~	
	~~Proposed Elevations, drawn by Neylan Architecture, reference 2124 DA.05 Issue 3, dated 22/02/2022.~~	
	~~Proposed Elevations, drawn by Neylan Architecture, reference 2124 DA.06 Issue 4, dated 22/02/2022.~~	
	~~Proposed Sections, drawn by Neylan Architecture, reference 2124 DA.07 Issue 3, dated 22/02/2022.~~	
	~~Proposed Carpark Layout, drawn by Neylan Architecture, reference 2124 DA.08 Issue 3, dated 22/02/2022.~~	
	~~Noise Impact Assessment, prepared by Assured Environmental, reference 14137 revision R3, dated 29 November 2022.~~	
	~~Site Based Stormwater Management Plan, prepared by Milanovic Neale Consulting Engineers, reference C5431, dated March 2017.~~	
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 conditions of approval.	At all times.
	Cover and Proposed Site Plans, drawn by Neylan Architecture, reference 2124 DA.100 Issue A, dated 12/05/2023.	
	Existing and Demolition Site Plan, drawn by Neylan Architecture, reference 2124 DA.101 Issue A, dated 12/05/2023.	
	Existing and Demolition Floor Plan, drawn by Neylan Architecture, reference 2124 DA.102 Issue A, dated 12/05/2023.	
	Proposed Floor Plan, drawn by Neylan Architecture, reference 2124 DA.103 Issue A, dated 12/05/2023.	
	Elevations and Sections, drawn by Neylan Architecture, reference 2124 DA.103 Issue A, dated 12/05/2023.	
	Noise Impact Assessment, prepared by Assured Environmental, reference 14137 revision R6, dated 5 July 2023.	
	Site Based Stormwater Management Plan, prepared by Milanovic Neale Consulting Engineers, reference C5431, dated March 2017.	
1.2	Comply with the relevant provisions of the Somerset Region Planning Scheme, Planning Scheme Policies and Local Laws.	At all times.

1.3	A legible copy of this development approval package is to be available on the premises.	At all times during the construction phase.
1.4	Pay to Council any outstanding rates or charges or expenses that are a charge over the subject land levied by Council; and/or levied but not fully paid over the subject land.	Prior to the commencement of use.
~~1.5~~	~~The maximum number of places at the childcare centre is 119.~~	~~At all times.~~
1.5	The maximum number of places at the childcare centre is 129.	At all times.
1.6	Obtain building approval for the demolition or removal of any existing buildings on site necessary for the approved development to proceed.	Prior to commencement of demolition works.
1.7	Lot 12 SP234942 and Lot 1 RP32291 are to be amalgamated by Plan of Survey into one parcel. All associated survey documentation shall be prepared at no cost to the Somerset Regional Council.	Prior to commencement of use.
1.8	Install street numbering conveniently located at the road frontage of the site. Ensure street numbers and any building names are prominently displayed at the road frontage of the site, to enable identification by emergency services.	Prior to commencement of use and to be maintained.
1.9	All buildings, structures, fittings, fixtures and grounds forming part of this development must be maintained: • In a serviceable condition; • In a state of good repair and efficient action; • In a clean, sanitary condition; • Free of accumulated disused materials; and • Free of vermin and pest infestations.	At all times.
1.10	Any graffiti within the proposed development must be removed immediately.	At all times
1.11	All plant and air conditioning is to be visually screened from the street.	At all times.
1.12	Submit to Council for approval, a landscaping plan to detail landscaping within the landscaping area shown on the proposal plans. The landscaping should include a combination of trees, shrubs and ground covers, and be generally consistent with existing landscaping on the site.	Prior to commencement of building works
1.13	Provide landscaping as identified in the approved plans and documents.	Prior to commencement of use and to be maintained.
1.14	Protect all landscaped areas and pedestrian paths adjoining any car parking areas from vehicular encroachment by wheel stops, kerbing or similar barrier approved by the Council.	Prior to commencement of use and to be maintained.
1.15	Where vegetation is removed, the vegetation waste shall be disposed of by: i) Milling;	At all times.

	ii) Chipping and/or mulching iii) Disposal at an approved waste disposal facility. 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.	
1.16	All declared weeds and pests are to be removed from the subject land and kept clear of such nuisance varieties during the course of operations.	At all times.
SCHEDULE 2 – ENGINEERING *Assessment Manager*		
No	**Condition**	**Timing**
2.1	Make an Operational Work application to Council and pay the required fees where an application involves earthworks, erosion and sediment control, roadworks, car parks, landscaping, clearing and stormwater drainage required as stated in the following conditions.	Prior to the commencement of Operational Work.
2.2	All works are to be designed and constructed in accordance with the requirements of the *Somerset Region Planning Scheme.*	At all times.
2.3	Bear the costs of works carried out to Council and utility services infrastructure and assets, including any alterations and repairs resulting from compliance with these conditions.	Prior to commencement of use.
2.4	Repair any damage to Council infrastructure that occurs during any works carried out in association with the approved development.	At all times.
2.5	It is required that the design and construction of civil components of the Operational Work are to be certified by a Registered Professional Engineer Queensland (RPEQ), including: • Plans and specifications must be prepared and certified with the Operational Work application. • Certification that the works have been undertaken in accordance with the approved plans, specifications and to Council's requirements.	As part of operational works.
	SERVICES	
2.5	Connect the development to a reticulated water supply, sewer infrastructure, electricity supply, and telecommunications utilities in accordance with acceptable standards of the relevant regulatory authority so that it is available to each allotment. 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. New property poles are not to be installed.	Prior to commencement of use.
2.6	The applicant must provide written evidence (e.g. connection certificate) from each particular service provider stating either that the development has been connected to applicable service.	Prior to commencement of use.

2.7	Electricity/telecommunication/water supply/sewer drawings must be co-ordinated with the civil engineering design details, to ensure that service clashes are avoided.	As part of Operational Works
	EARTHWORKS	
2.8	All earthworks to be constructed in accordance with AS3798. Fill material is to be placed, compacted, and tested by a suitably qualified inspection and testing organization.	At all times.
2.9	Contaminated material must not be used as fill on the site. Any filling must be undertaken using inert materials only.	At all times.
2.10	Any fill, cut and other stored material must be contained within properties comprising the development application. Fill cannot be placed on adjacent properties without providing Council with written permission from the respective property owner(s).	At all times.
2.11	The foundation design of the proposed buildings must be certified by a Registered Professional Engineer of Queensland (RPEQ) for the proposed location. A copy of the certified foundation design is to be submitted to Council.	As part of Building Application for the childcare centre
	KERB AND CHANNEL	
2.12	Provide detailed design of kerb and channelling to be provided as part of this development application including levels, cross sections and pavement reinstatement works.	As part of Operational Works.
	FOOTPATHS	
2.13	Reinstate the footpath where required to be removed for stormwater installation. Footpath to be to be removed between existing joints and re-instated with12mm dowels at 300mm centres.	As part of Operational Works
	VEHICLE ACCESS	
2.16	All vehicular access for development shall provide convenient and safe access and egress from the site in accordance with *Somerset Region Planning Scheme*.	At all times.
2.17	The landowner is responsible for construction and maintenance of vehicular access for the property, from the road carriageway to property boundary in accordance with *Somerset Region Planning Scheme*.	At all times.
2.18	All vehicles shall enter and leave the site in a forward gear	At all times.
2.19	All manoeuvring areas shall enable access to a 6.4 vehicle in accordance with *Austroads* design manual.	As part of Operational Works.
2.20	Vehicles larger than a 6.4-metre vehicle are not permitted on the site.	At all times.
	CAR PARKING	
~~2.21~~	~~Provide on-site car parking for 22 vehicles in accordance with the approved plans, including one spaces for disabled persons in accordance with *Somerset Region Planning Scheme*.~~	~~As part of Operational Works.~~

	~~All car parking and circulation areas to be provided with sealed surface, line marking, or be otherwise designed in accordance with AS2890 and *Somerset Region Planning Scheme*.~~	
2.21	Provide on-site car parking for 27 vehicles in accordance with the approved plans, including one spaces for disabled persons in accordance with *Somerset Region Planning Scheme*. All car parking and circulation areas to be provided with sealed surface, line marking, or be otherwise designed in accordance with AS2890 and *Somerset Region Planning Scheme*.	As part of Operational Works.
2.21A	Tandem parking shall be appropriately marked as staff parking only, as indicated on the approved plans.	Prior to commencement of use and to be maintained.
2.22	All pedestrian pathways shall be appropriately marked and signposted where they cross internal driveways.	Prior to commencement of use.
2.23	Construct and maintain the driveway, vehicle manoeuvring and parking areas of hard standing material such as concrete or bitumen in accordance with Australian Standards.	At all times.
	STORMWATER	
2.23	Ensure Stormwater drainage is delivered to a lawful point of discharge	At all times.
2.24	Stormwater drainage and flows are to have no increase in peak discharge immediately downstream of this development for a selected range of storm durations, and a selected range of AEP's up to the defined flood event.	At all times.
2.25	Stormwater Drainage and flows are to have no actionable nuisance effect on adjoining, upstream, or downstream landholders.	At all times.
2.26	Stormwater drainage and flows are to have no increase in flood levels on adjoining land that may damage or adversely affect the value or potential use of the land.	At all times.
2.27	Design and construction of all stormwater drainage works must comply with the relevant section/s of the Queensland Urban Drainage Manual (QUDM) and the *Somerset Region Planning Scheme*.	As part of Operational Works.
2.28	Stormwater Drainage shall be constructed in general accordance with the Site Based Stormwater Management Plan, prepared by Milanovic Neale Consulting Engineers, reference C5431, dated March 2017.	As part of Operational Works.
	EROSION AND SEDIMENT CONTROL	

2.29	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: • Be required to install additional measures. • Be responsible for the restoration work. 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.	At all times.
2.30	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.	At all times
2.31	Prepare an Erosion and Sediment Control Plan designed by a Registered Professional Engineer Queensland (RPEQ). Implement all relevant sediment and erosion control measures and temporary fencing as identified on the approved engineering drawings as part of the operational works. All sediment control devices and sediment collection points shall be regularly monitored, sediment removed as necessary and devices maintained responsibly during construction and maintenance period of the development works.	As part of the lodgement of the Operational Works application
2.32	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.	At all times.
SCHEDULE 3 – ENVIRONMENTAL *Assessment Manager*		
No	**Condition**	**Timing**
	HOURS OF OPERATION	
3.1	The approved hours of operation for the childcare centre are 6am to 6pm Monday to Friday.	At all times.
	GENERAL	
3.2	Notwithstanding any other condition of this development approval, this development approval does not authorise any release of contaminants that causes, or is likely to cause, an environmental nuisance or harm beyond the boundaries of the development site.	At all times.
3.3	No change, replacement or operation of any plant or equipment is permitted if the change, replacement or operation of the plant or equipment increases, or is likely to substantially increase, the risk of environmental harm.	At all times.
3.4	The approved use shall not cause any adverse impact on the amenity of the neighbourhood by the emission of noise, vibration, odour, glare, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit, oil or otherwise.	At all times.

	LIGHTING	
3.5	Light sources must be positioned and shielded, when necessary, to prevent light spillage causing a nuisance to any other premises outside the boundaries of the property to which this development permit relates.	At all times.
	NOISE	
~~3.6~~	~~The approved development must be operated in accordance with the report titled Noise Impact Assessment, prepared by Assured Environmental, reference 14137 revision R3, dated 29 November 2022~~	~~At all times.~~
3.6	The approved development must be operated in accordance with the report titled Noise Impact Assessment, prepared by Assured Environmental, reference 14137 revision R6, dated 5 July 2023.	At all times.
~~3.7~~	~~Construct the following acoustic barriers in accordance with Figure 6: Proposed Future Noise Barriers as described in the report Noise Impact Assessment, prepared by Assured Environmental, reference 14137 revision R3, dated 29 November 2022, specifically:~~ ~~• 1.5 metre high acoustic barrier between the existing and proposed buildings~~ ~~• 2.0 metre high acoustic barrier with 0.5 metre cantilever along part of southern carpark boundary~~ ~~• 1.2 metre high acoustic barrier along the northwestern boundary of the carpark~~ ~~• 1.9 metre high acoustic barrier along the northern carpark boundary~~ ~~• 2.4 metre high acoustic barrier along part of the northern boundary between 7 Park Street, and the western boundary between 30 Walters Street.~~ ~~The acoustic barriers must be gap free and constructed of materials achieving a minimum surface density of 12.0 kg/m^2.~~	~~Prior to the commencement of use.~~
3.7	Construct the following acoustic barriers in accordance with Figure 6: Proposed Future Noise Barriers as described in the approved Noise Impact Assessment report, specifically: • 1.5 metre high acoustic barrier between the existing and proposed buildings • 2.0 metre high acoustic barrier with 0.5 metre cantilever along part of southern carpark boundary • 1.2 metre high acoustic barrier along the northwestern boundary of the carpark • 1.9 metre high acoustic barrier along the northern carpark boundary • 2.4 metre high acoustic barrier along part of the northern boundary between 7 Park Street, and the western boundary between 30 Walters Street. The acoustic barriers must be gap free and constructed of materials achieving a minimum surface density of 12.0 kg/m^2.	Prior to the commencement of use.

~~3.8~~	~~Provide certification from a suitably qualified person, that the installation and construction of the acoustic barriers are in accordance with the Noise Impact Assessment, prepared by Assured Environmental, reference 14137 revision R3, dated 29 November 2022.~~	~~Prior to the commencement of use.~~
3.8	Provide certification from a suitably qualified person, that the installation and construction of the acoustic barriers are in accordance with the approved Noise Impact Assessment report.	Prior to the commencement of use.
	WASTE	
3.9	All general waste produced as part of the operation of the development must be disposed of through either: (a) The number of standard waste services as determined by Council; or (b) A private agreement with a licensed waste disposal contractor through an exemption granted by Council.	At all times.
3.10	The approval holder must provide an impervious, screened area which is drained as required by Council, where all refuse bins are placed.	At all times.
	SERVICING	
3.11	Refuse collection and other loading and unloading activities occurs during the following period: (a) 7.00am and 6.00pm Monday to Friday; and (b) 8.00am to 5.00pm Saturday and Sunday.	At all times.
SCHEDULE 4 – REFERRAL AGENCY CONDITIONS Referral agency response given under section 56 of the *Planning Act 2016*		
Pursuant to section 62 of the *Planning Act 2016*, the assessment manager must, other than to the extent a referral agency's response provides advice, comply with all referral agencies' responses and include conditions exactly as stated in the response. The following referral agency responses have been received and are attached to the Decision Notice.		
4.1	Comply with the requirements of the referral agency response 2205-28617 SRA dated 3 June 2022 or as amended.	As indicated in the attached referral agency response.
4.2	Provide certification to Council from a suitably qualified person or the relevant agency demonstrating that the requirements of the referral agency response have been met.	Prior to commencement of the use.
SCHEDULE 5 – ADVICE *Assessment Manager*		
This approval has effect in accordance with the provisions of section 71 of the *Planning Act 2016*, and development may commence in accordance with section 72.		
Currency Period - Pursuant to section 85 of the *Planning Act 2016* the approval will lapse if the first change of the use under the approval does not start within the currency period – being six (6) 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 *Planning Act 2016*.		

The *Planning Act 2016* 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.
The rights of applicants to appeal to a tribunal or the Planning and Environment Court against decisions about a development application are set out in chapter 6, part 1 of the *Planning Act 2016*. For particular applications, there may also be a right to make an application for a declaration by a tribunal (see chapter 6, part 2 of the *Planning Act 2016*).
Separate development approval is required for any building work and plumbing/drainage work necessitated by the conditions contained in this approval.
This development approval is for the proposed development only. Any additional structures proposed may require their own planning approval and will be assessed on its own merits.
All Operational Work is to comply with relevant codes for design and construction.
Construction hours are 6:30 am to 6:30 pm Monday to Saturday, with no work to be undertaken on Sundays or public holidays. Noise levels from construction work shall at all times comply with the requirements of the *Environmental Protection Act 1994*.
Upon receiving the certification by a RPEQ, and submission and approval of as constructed drawings and documentation, Council will accept the works as "On Maintenance". Council will bond the developer for an amount equal to 5% of the operational works and the Developer is required to maintain all works for a period of 12 months for civil works and 18 months for landscaping (maintenance period) from the date of "On Maintenance". Any defective works must be rectified within the maintenance period. At the end of the maintenance period the works shall be inspected and if satisfactory, shall be placed "Off Maintenance". Bonds or other securities will be released after the works have been placed "Off Maintenance".
No licensable food preparation activities are permitted under this approval unless the operator holds a current food business licence for the activity under the *Food Act 2006* or any superseding legislation as published from time to time.
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

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."

Attachments for the Decision Notice include:

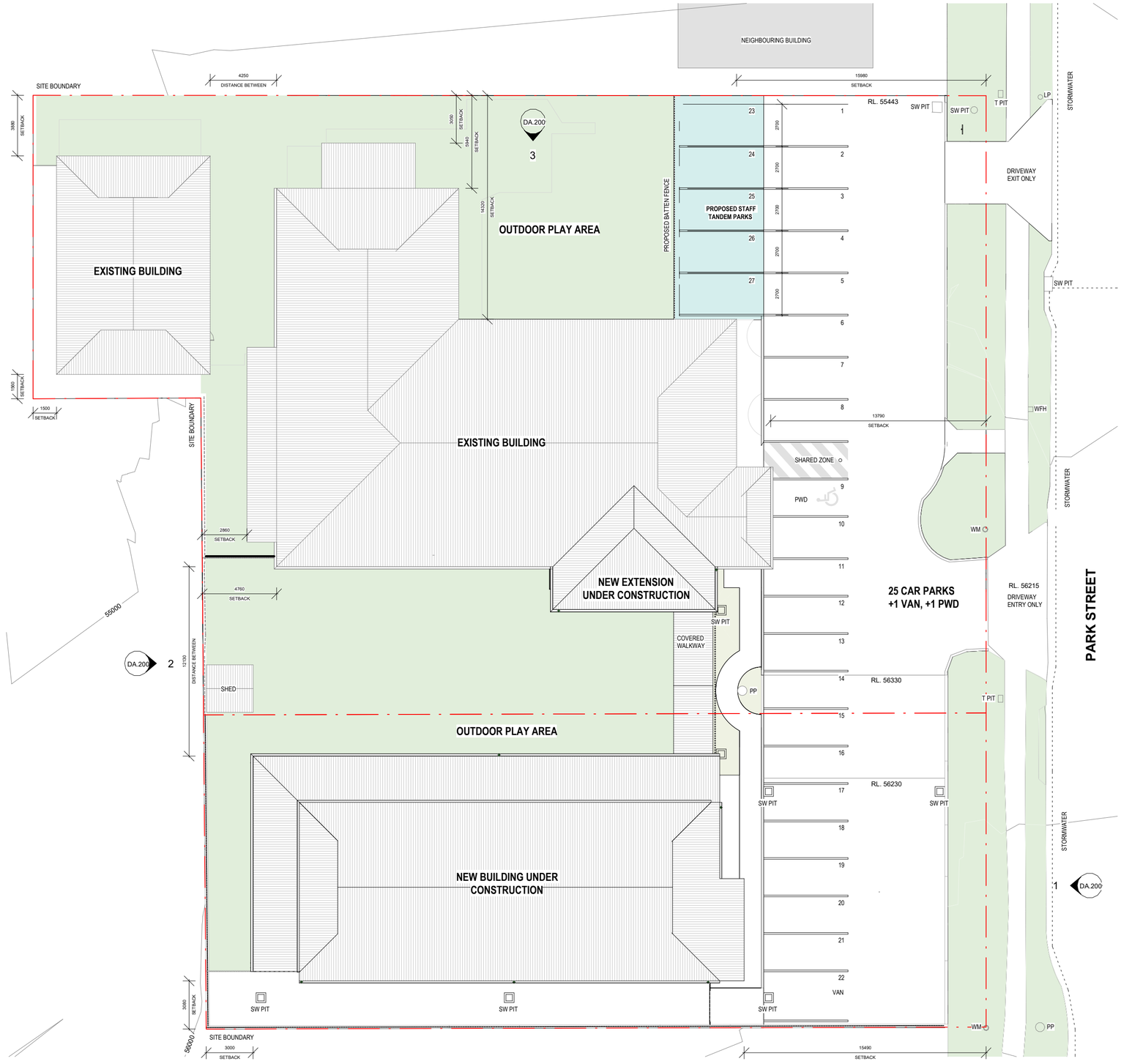
- Cover and Proposed Site Plans, drawn by Neylan Architecture, reference 2124 DA.100 Issue A, dated 12/05/2023.
- Existing and Demolition Site Plan, drawn by Neylan Architecture, reference 2124 DA.101 Issue A, dated 12/05/2023.
- Existing and Demolition Floor Plan, drawn by Neylan Architecture, reference 2124 DA.102 Issue A, dated 12/05/2023.
- Proposed Floor Plan, drawn by Neylan Architecture, reference 2124 DA.103 Issue A, dated 12/05/2023.
- Elevations and Sections, drawn by Neylan Architecture, reference 2124 DA.103 Issue A, dated 12/05/2023.
- Noise Impact Assessment, prepared by Assured Environmental, reference 14137 revision R6, dated 5 July 2023.
- Site Based Stormwater Management Plan, prepared by Milanovic Neale Consulting Engineers, reference C5431, dated March 2017.
- State Assessment and Referral Agency response

This completes the report for Change Application DA22272.

LOWOOD CHILDCARE EXPANSION

MINOR CHANGE APPLICATION

Amendments		
No.	DATE	DESCRIPTION
A	12.05.23	MINOR CHANGE DA



PROPOSED SITE PLAN - EXPANSION

1 : 200

SITE INFORMATION

ADDRESS: 9 - 13 PARK ST, LOWOOD, QLD 4311

RPD	LOT / DP 1RP32291, 12SP234942
COUNCIL	SOMERSET REGIONAL
APPROVED	
CARPARKING	20 SPACES + 1 PWD + 1 VAN
NO. OF CHILDREN	119
PROPOSED	
CARPARKING	25 SPACES + 1 PWD + 1 VAN
NO. OF CHILDREN	129

PHASING LEGEND

- EXISTING
- APPROVED & UNDER CONSTRUCTION
- PROPOSED

LEGEND

- UNENCUMBERED FLOOR AREA
- UNENCUMBERED OUTDOOR PLAY AREA

NO CHANGES ARE BEING MADE TO THE DESIGN OF THE EXISTING BUILDING, NOR THE APPROVED NEW EXTENSIONS, WHICH ARE CURRENTLY UNDER CONSTRUCTION.

THIS MINOR CHANGE APPLICATION SEEKS TO GAIN APPROVAL FOR THE ADDITIONAL SPACES IN THE EXISTING CHILDCARE CENTRE, AND SUBSEQUENT ADDITIONAL PARKING.

NEYLAN ARCHITECTURE
"The Albion Fire Station" 42 Bridge Street Albion Queensland 4010
P: +61 7 3857 2044 F: +61 7 3857 0004 www.neylan.com.au

Client:

QUEENSLAND CHILDCARE SERVICE P/L

Project:

LOWOOD CHILDCARE EXPANSION

Location:

9 - 13 PARK STREET LOWOOD

Sheet Name:

COVER & PROPOSED SITE PLAN

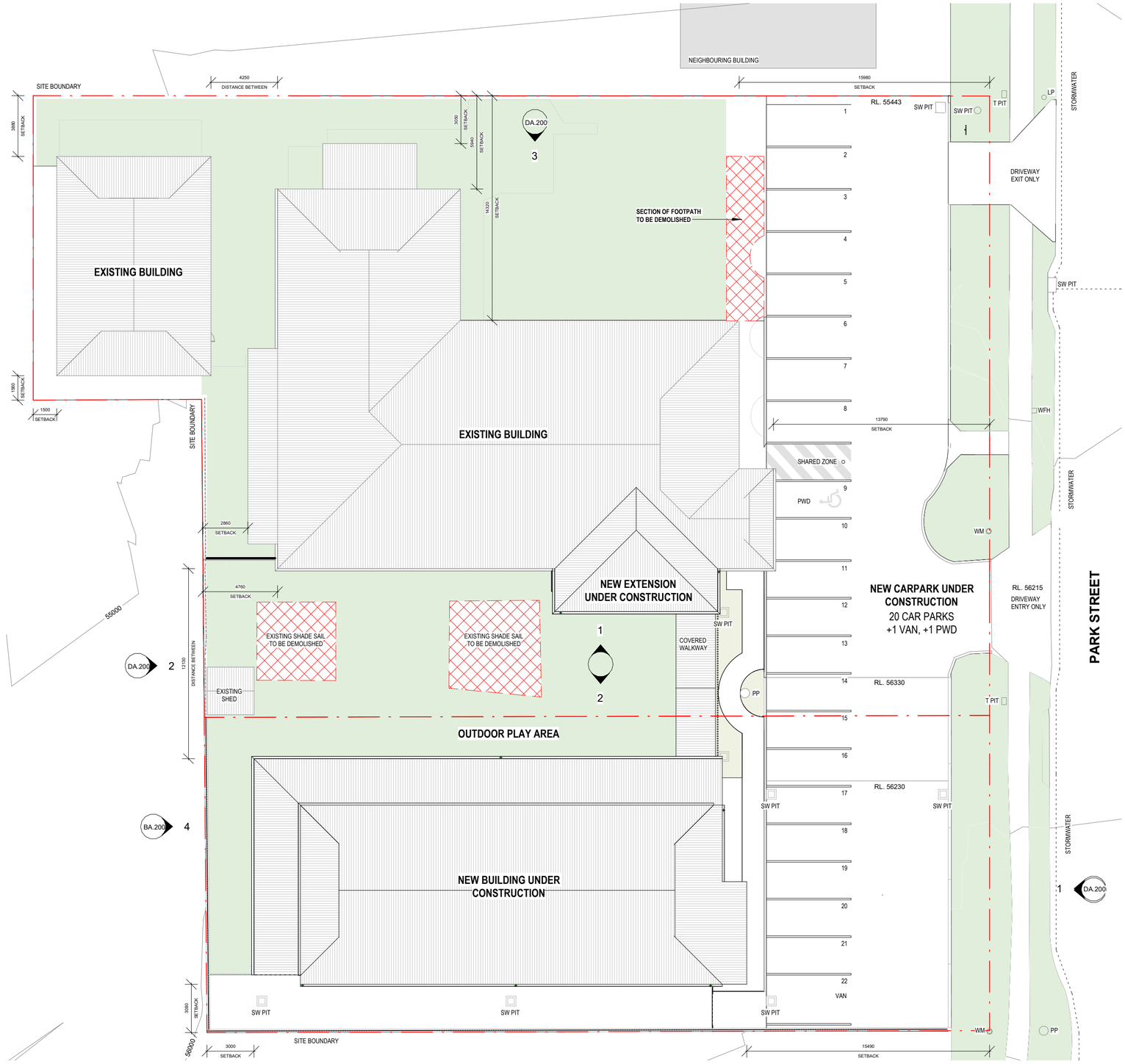
Project number	2124
Scale	As indicated
Date	MAY 2023
Drawn by	EB
Checked by	KL
Sheet size	A2

Drawing No: DA.100

Issue No: A

12/05/2023 4:50:32 PM

Amendments		
No.	DATE	DESCRIPTION
A	12.05.23	MINOR CHANGE DA



EXISTING SITE PLAN - EXPANSION

1 : 200

PHASING LEGEND

- EXISTING
- APPROVED & UNDER CONSTRUCTION
- PROPOSED

LEGEND

- UNENCUMBERED FLOOR AREA
- UNENCUMBERED OUTDOOR PLAY AREA

NEYLAN ARCHITECTURE
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Client:

QUEENSLAND CHILDCARE SERVICE P/L

Project:

LOWOOD CHILDCARE EXPANSION

Location:

9 - 13 PARK STREET LOWOOD

Sheet Name:

EXISTING + DEMOLITION SITE PLAN

Project number	2124
Scale	As indicated
Date	MAY 2023
Drawn by	EB
Checked by	KL
Sheet size	A2

Drawing No: DA.101

Issue No: A

12/05/2023 4:50:34 PM

Amendments		
No.	DATE	DESCRIPTION
A	12.05.23	MINOR CHANGE DA

PHASING LEGEND

- EXISTING
- APPROVED & UNDER CONSTRUCTION
- PROPOSED

LEGEND

- UNENCUMBERED FLOOR AREA
- UNENCUMBERED OUTDOOR PLAY AREA

EXISTING & DEMOLITION FLOOR PLAN - EXPANSION

1 : 200

NEYLAN ARCHITECTURE
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Client:

QUEENSLAND CHILDCARE SERVICE P/L

Project:

LOWOOD CHILDCARE EXPANSION

Location:

9 - 13 PARK STREET LOWOOD

Sheet Name:

EXISTING + DEMOLITION FLOOR PLAN

Project number	2124
Scale	As indicated
Date	MAY 2023
Drawn by	EB
Checked by	KL
Sheet size	A2

Drawing No: DA.102

Issue No: A

12/05/2023 4:50:35 PM

Amendments		
No.	DATE	DESCRIPTION
A	12.05.23	MINOR CHANGE DA

PROPOSED FLOOR PLAN - EXPANSION

1 : 200

PHASING LEGEND

- EXISTING
- APPROVED & UNDER CONSTRUCTION
- PROPOSED

LEGEND

- UNENCUMBERED FLOOR AREA
- UNENCUMBERED OUTDOOR PLAY AREA

NEYLAN ARCHITECTURE
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Client:
QUEENSLAND CHILDCARE SERVICE P/L

Project:
LOWOOD CHILDCARE EXPANSION

Location:
9 - 13 PARK STREET LOWOOD

Sheet Name:
PROPOSED FLOOR PLAN

Project number	2124
Scale	As indicated
Date	MAY 2023
Drawn by	EB
Checked by	KL
Sheet size	A2

Drawing No: DA.103

Issue No: A

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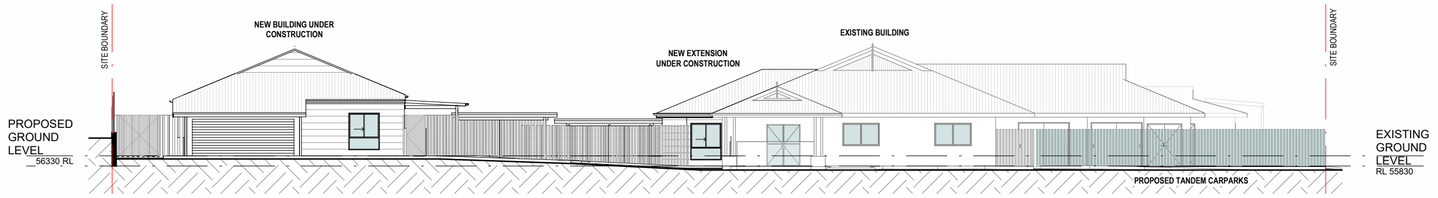
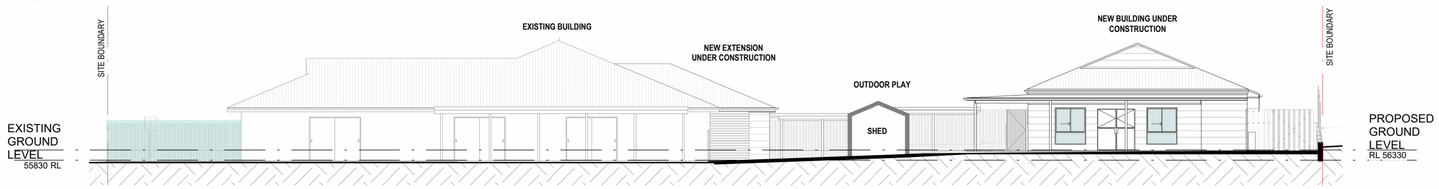


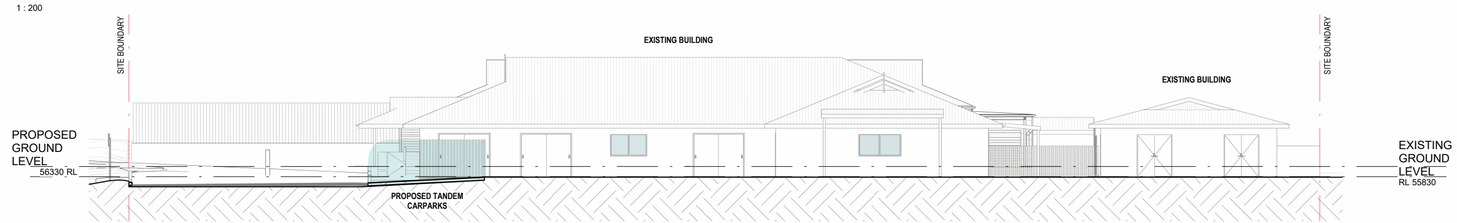
EASTERN ELEVATION - EXISTING & PROPOSED

1 : 200



WESTERN ELEVATION - EXISTING & PROPOSED

1 : 200



NORTHERN ELEVATION - EXISTING & PROPOSED

1 : 200

OVERALL CROSS SECTION

1 : 200

PHASING LEGEND

- EXISTING
- APPROVED & UNDER CONSTRUCTION
- PROPOSED

LEGEND

- UNENCUMBERED FLOOR AREA
- UNENCUMBERED OUTDOOR PLAY AREA

Amendments

No.	DATE	DESCRIPTION
A	12.05.23	MINOR CHANGE DA

NEYLAN ARCHITECTURE
"The Albion Fire Station" 42 Bridge Street Albion Queensland 4010
P: +61 7 3857 2044 F: +61 7 3857 0004 www.neylan.com.au

Client:

QUEENSLAND CHILDCARE SERVICE P/L

Project:

LOWOOD CHILDCARE EXPANSION

Location:

9 - 13 PARK STREET LOWOOD

Sheet Name:

ELEVATIONS & SECTIONS

Project number	2124
Scale	As indicated
Date	MAY 2023
Drawn by	EB
Checked by	KL
Sheet size	A2

Drawing No: DA.200

Issue No: A

12/05/2023 4:50:47 PM

9 - 13 PARK STREET, LOWOOD: NOISE IMPACT ASSESSMENT

Project ID: 14137

5/07/2023

Release: R6

Prepared For:

Queensland Childcare Services Pty Ltd

Assured Environmental

DOCUMENT CONTROL PAGE

Project Title: 9 - 13 PARK STREET, LOWOOD: NOISE IMPACT ASSESSMENT

Project Reference ID: 14137

Report Prepared by:

Assured Environmental
6/142 Tennyson Memorial Avenue
Tennyson, QLD, 4105

Report Prepared for:

Queensland Childcare Services Pty Ltd
1 / 58 Commercial Drive
Shailer Park, QLD, 4128

Author: Kayla Zhang

Reviewer: Aiden Allen

Table 1: History of Revisions

Revision	Date	Issued to	Changes
R0	23/03/2022	H. Watson	Initial Release
R1	11/04/2022	H. Watson	Revised barrier
R2	5/10/2022	H. Watson	RFI
R3	29/11/2022	H. Watson	RFI
R4	18/05/2023	H. Watson	Change in layout
R5	19/05/2023	H. Watson	Client comment
R6	5/07/2023	H. Watson	Client comment

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Where site inspections, testing or fieldwork have taken place, the report is based on the information made available by the client or their nominees during the visit, visual observations, and any subsequent discussions with regulatory authorities. The validity and comprehensiveness of supplied information has not been independently verified and, for the purposes of this report, it is assumed that the information provided to Assured Environmental is both complete and accurate. It is further assumed that normal activities were being undertaken at the site on the day of the site visit(s), unless explicitly stated otherwise.

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1 INTRODUCTION

1.1 Background

The existing childcare centre at 9 – 11 Park Street, Lowood, 4311 (Lot / DP 1RP32291 & 12SP234942) has recently acquired 13 Park Street, located to the south of the existing childcare centre. It is proposed that the existing childcare centre will be extended to accommodate an additional 44 children.

The current proposal is for a Minor Change to the Current Approval (DA22272), which increased the child places from 75 to 119 places (44 increase). A minor change is required to increase the number of places by a further 10 places to a total of 129 places.

1.2 Scope of Assessment

Assured Environmental (AE) was appointed by Queensland Childcare Services Pty Ltd to undertake a noise impact assessment of the proposed expansion of the existing Childcare Centre located at 9 – 11 Park Street, Lowood, 4311. The assessment comprises the impacts of the childcare centre extension upon existing and approved sensitive uses.

The assessment has been undertaken in accordance with the following codes and policies:

- Somerset Regional Council Planning Scheme Policy.
- Environmental Protection (Noise) Policy 2019.

In accordance with the requirements of the above codes and policies, computational modelling and first principle calculations have been undertaken to assess the potential for adverse amenity impacts as a result of the development.

1.3 Sommerset Council Request for Information

Two Requests for Information (RFI) was received on two occasions as described below

- RFI 1 – 11 April 2022
- RFI 2 – 16 November 2022

Below presents these responses to both RFI's.

1.3.1 RFI 1: 11 April 2022 – DA22272

RFI Question	AE Response
Day, evening and night time $L_{A90,T}$ values. 1. Night time $L_{A90,T}$ values seem high for an area well removed from a well trafficked road. The minimum $L_{A90,T}$ value appears to be 37dBA. The RBL value for the night-time period and the evening time period were both determined to be 39dBA. This is unusual. Normally, night time RBL values will be lower than evening RBL values. A reasonable expectation for the night-time RBL would be 30-33dBA Was noise logging data affected by insect noise? If so, did this affect the day and evening RBL's as well. If it did, please recalculate the RBL values for all affected time periods to remove insect noise contribution. If logging data was not affected by	Monitoring has been updated and discussion of the results have been presented in Section 3.

RFI Question	AE Response
insect noise, please provide explanation of the higher-than-expected night time $L_{A90,T}$ values and resultant night-time RBL. Please adjust schedule of noise limits take account of any change to RBL values.	
Adoption of a value of 15dBA to quantify the attenuation of the building facade with open windows. 2. Typically, with windows open, facade attenuation values are set at 7-8dBA under free field conditions and 10dBA under facade-corrected conditions. A value of 15dBA has been adopted to quantify the attenuation of the building facade with open windows. This attenuation value is higher than that commonly applied. Given the nature of the construction of the residence adjoining the site at 7 Park Street, the actual attenuation value for this residence is likely to be significantly less than 15dBA. Please provide justification for adopting 15dBA attenuation, eg calculations conducted after making detailed inspections of the exposed facades of relevant affected dwellings. Please adjust schedule of noise level limits to take account of any change to the value of the facade attenuation.	Table 11 has been updated with an attenuation of 7 dB(A).
Model Configuration (section 5.2) Time periods. 3. The operating hours of the child care centre intrude into only the start of the night and evening time periods, but the assessment of impact of noise emission during the evening and night time periods appears to have been based on RBL's measured over the entirety of each of the two time periods. For each of the night time period and the evening time period, please determine RBL values for just those hours when noise may be generated by activities at the child care centre and adjust schedule of noise level limits accordingly. Depending upon the outcome of any change to 15dBA facade attenuation value, this action may result in slightly less stringent noise level limits during the	Night time and evening shoulder periods have been included.
Model Configuration (sections 5.3 and 6) Receptor heights 4. Receptor heights have been set at 1.5m agl for lowset residences and 2.0m residences on stumps. Commonly, receptor heights for affected facades are set at the mid-window level of the facade. The adjoining residence and 7 Park Street is set on stumps which appear to have raised the floor level of the residence 1.4m above ground level, refer to Figure 1 below. Mid-window level at this residence is likely to be 1.6 m above floor level. The receptor height would be 3.0m agl as a result. Please determine more accurately the actual receptor height for the affected residences, adopt these heights in the noise model and re-evaluate the impact of noise emission. Alternatively, adopt receptor heights of 1.6m agl lowset residences, 3.0m (min) for residence on stumps and 4.2m highset residences.	The model and results have been updated with the recommended receptor heights of 1.6 m AGL for the lowset residences, 3.0 m (min) for residence on stumps and 4.2 m highset residences.

RFI Question	AE Response
Schedule of noise sources (section 5.3) Occupancy rate of outdoor play spaces 5. The assumption that there will be "children playing outdoors 100% of the time from 7:00 am to 6:00 pm" is unnecessarily conservative. Please evaluate the impact of noise emission from children at play outdoors based on the actual percentage of children expected to be outdoors during the likely worst-case 15 minute period. Seek advice from applicant.	Children age and outside paly time have been updated per the client's advice.
Schedule of noise sources (section 5.3 and table 13) Source sound power levels for children at play 6. Source sound power levels of children at play have been derived from the second version of ACCC Guideline for Child Care Centre Acoustical Assessment dated October 2013. The latest edition of this guideline is Version 3.0 dated September 2020. The overall sound power levels for children are consistent with Version 3.0, but this version sets octave band sound power data as well. The assessment assumes that there will be an equal distribution of children between the three age groups. The split between age groups not normally equal. Almost invariably, the largest cohort is the 3-5yo group. The smallest is the 0-2yo group. Are there equal numbers of children in each of the three age groups at present? If not, and if the distribution is biased towards the older children, the assessment should be updated accordingly. The update should adopt the octave band source sound power levels of Version 3.0 of the guideline.	Source sound power levels have been updated as per the ACCC Version 3 document. Children age and outside time has been updated per the client's information
Schedule of noise sources (section 5.3, table 13) Source sound power levels and source heights for mechanical plant. 7. Because there is existing plant installed at the child care centre, it is appropriate to determine the source sound power levels of the existing plant by direct measurement. There is a difference in assumed height above ground of the air conditioning condensing units. If existing plant is on roof, the height above ground will be greater than the 2.4m agl stated. Other than on Figure 4 where two magenta coloured dots are shown at the SW extent of the new extension, it is not clear where the new condensers are proposed to be located. Was the 65dBA sound power level for each item of the existing mechanical plant based on direct measurements? If not, please explain why. Please also explain what the consequences will be if the actual sound power levels are higher. If the existing plant is on the roof, please explain why the height above ground has been set at ceiling height, ie 2.4m agl. If the actual height is greater than 2.4m agl, please explain the consequences of the adoption of the actual height above ground level. Please confirm location/s of new air conditioning condensing units.	Source noise measurements were taken for the mechanical plant and discussed in Section 3.3.1 Figure 5 has been updated to include the correct locations. The existing air conditioner condensers are located on the roof and ground floor of the current and proposed developments respectively. The air conditioner condenser height has been updated to 0.5 m above roof level. See Section 3 for updated discussion. In table 2 of the ACCC V3.0, 65 dB(A) is the recommendation for a single fan condenser. However, SWL for existing plant has been measured and updated in the report.

RFI Question	AE Response
Distribution of children at play and source heights of children playing on elevated structures (section 5.3 and figure 4) 8. The children at play have been collected into groups of 10 children. The actual performance of the acoustic barriers will be sensitive to the placement of the noise sources. To evaluate more accurately the level of noise emission and the degree of noise attenuation that will actually be achieved, it is more appropriate to collect the children into groups of 2-3 and distribute these small groups in accordance with the layout of the outdoor play spaces. The source height of children at play on elevated structures (refer also Figure 2 below) will be generally equal to the height of the child plus the height of the platform of the structure above ground level. This will be greater than the height of 1m adopted in Table 13. Please re-evaluate the impact of noise emission from children at play in the outdoor play areas having regard to children playing in groups of 2-3 distributed in accordance with the layout of the outdoor play spaces and taking due account of children playing on the elevated structure/s.	The number of sources has been updated as per the recommendation. Model has been updated to include an elevated source located on play equipment as per recommendation.
Distribution of cars to quantify noise from car door closures (section 5.3 and figure 4) 9. One location has been considered for evaluation of the noise from car door closure. The actual performance of the acoustic barriers will be sensitive to the placement of the car. To evaluate more accurately the level of noise emission and the degree of noise attenuation that will actually be achieved, it is more appropriate to consider car door closures at multiple locations. Please explain why the "car door slamming" location was selected. Please explain also the consequences, if any, on the level of noise emission to nearby residences if this noise source is located at other locations throughout the carparking area.	Nine additional car door slams were modelled, bringing the total to 10 car door slams, spread over the car park area. This will provide a more representative assessment.
Predicted noise levels (section 6 and table 10) $L_{Aeq,adj,T}$ noise level parameter 10. The noise level limits have been set by reference to the assessment criteria presented in Table 10. The adopted noise level metric was LAeq,adj,T. The value of the integrating time period, "T", is normally 15 minutes. The Predicted Outdoor Noise Levels presented in Table 14 are quoted as LAeq,T values, ie without reference to any adjustment for noise character. Please explain whether the particular character of the noise of children at play has been included in results presented in Table 14. If not, please provide an explanation justifying this decision.	Table presents the maximum 1-hour period for the day evening and night period. As there are no changes in the number of children modelled playing outside during the day, this is considered representative. A review of the noise monitoring data for the children playing has identified there is no noise characteristics (tonal etc).
Labelling of noise contour plots (appendix B) 11. The second and third noise contour plots presented on Pages 25 and 26, respectively, are both labelled "Period: Night". Presumably, the second noise contour plot presents the results of the evening time period. Please confirm if this is a correct presumption.	All contours have been updated.
Attenuation and reflection from the built form (appendix B) 12. Buildings are shown in the noise contour plots presented in Appendix B. Due to the coarseness of the noise contours, it is not	Building have been modelled with shielding. The grid has been updated with a 2.5 X 2.5 resolution. An issue occurred

RFI Question	AE Response
clear whether due account has been taken of the beneficial shielding by the built form. It is also not apparent whether reflection from building facades has been considered. Please explain whether due account has been taken of the beneficial shielding of the built form and the increase in noise levels due to reflections from building facades. In any event, please improve the granularity of all of the noise contour plots so that the effects of shielding and reflection are made evident in the plots.	with the layer order of the gird and the building, which has now been updated.
Inconsistencies in results (table 14 and appendix B) 13. In the first noise contour plot (day time period, page 24), the orange 50dBA noise contour is shown intruding onto the residence at 7 Park St (R07) and the residence at 13 Park Street (R01). In Table 14, the reported day time noise levels at these residences are much lower, i.e. 43dBA and 44dBA, respectively. In this same noise contour plot, the yellow 45dBA noise contour is shown intruding onto the residence at 30 Walters (R13). In Table 14, the reported day time noise level at this residence is 33dBA. Other inconsistencies are apparent. Please reconcile all tabulated values and noise contour plots.	The building layer was below the contour layer, causing the contours to intrude into the building. The layer order has been corrected and contours have been updated. Building do provide shielding, which was tested by running the model with a without the building.
Inconsistency between barrier heights and sightlines (figure 5) 14. The proposed 2.4m high barrier along the northern boundary of the site will be inadequate to interrupt the line of sight between the receptor at 7 Park St (R07) at 3.0m agl and almost all of the outdoor play area at the northern extent of the child care centre and, especially, the children playing the elevated structure. Similarly, the 1.9m and 1.2m high acoustic barrier combination will be inadequate to obscure line of sight from the receptor at 7 Park St (R07) at 3.0m agl to the eastern portion of the outdoor play area at the northern extent of the child care centre. In these circumstances, the proposed barrier arrangement will be expected to be largely ineffectual. Please re-evaluate the acoustical effectiveness of the proposed barrier arrangement having regard to the actual receiver heights, the actual source heights and the distribution of noise sources. If the height of any boundary barrier is required to be greater than 2.4m, please give due consideration to the visual impact of the barrier when viewed from the neighbouring side and propose appropriate treatments to ensure that visual amenity is satisfactorily preserved.	Methodology and modelling have been updated; updated noise barrier recommendations are discussed in the report.

1.3.2 RFI 2: 16 November 2022 - DA22272

RFI Question	AE Response
The initial proposal included acoustic barriers to the northern site boundary to mitigate noise to sensitive receptors R07 and R08. As part of the amended noise impact assessment, these barriers have been removed as the applicant has identified no changes to the level of noise within the existing playground area. The amended noise impact assessment predicts noise levels to be 17 dB(A) higher than contemporary standards at receptor R07. The planning scheme requires that existing negative environmental impacts are ameliorated. Particularly, PO6 of the General residential zone code (extract below) and Strategic framework section 3.4.4 Air and noise environment require that the development respond to existing impacts and implement noise mitigation measures into the design. PO6 Development must take into account and seek to ameliorate any existing negative environmental impacts, having regard to: (a) noise; [...]. Given that a noise barrier was proposed along the northern site boundary, it is considered reasonable that such a barrier be provided to mitigate existing effects from the childcare centre. Please reinstate barriers to the northern boundary and provide amended modelling to determine	Barrier have been updated to meet this performance outcome
Issues for clarification in Acoustic Report: 6.2 – the amended report says current impact results in exceedance of LAeq at nine receptors and LAMax at 2 receptors. Based on Table 16 it appears that this should be 5 receptors at LAeq and 1 receptor at LAMax. Can this please be clarified. 6.4 – the amended report says future combined impact results in exceedance of LAeq at 8 receptors and LAMax at 3 receptors. Based on Table 18 it appears that this should be 4 receptors at LAeq and 2 receptors at LAMax. Can this please be clarified. The development plans in Figure 6 do not show the updated parking plan with tandem staff parking. The acoustic report should confirm that the 1.2m acoustic barrier in front of the parking area will be retained despite the addition of tandem parking. Updated plans showing the both the new parking layout and the position of all acoustic barriers would clarify this.	Updated 6.2 and 6.4 related description and the parking plan with tandem staff parking

1.4 This Report

This report summarises the methodology, results, and conclusions of the noise impact assessment.

2 PROPOSED DEVELOPMENT

2.1 Site Location

The proposed expansion will be located 13 Park Street, Lowood. Figure 1 presents the site location, land use zoning and sensitive receptors relevant to this Project.

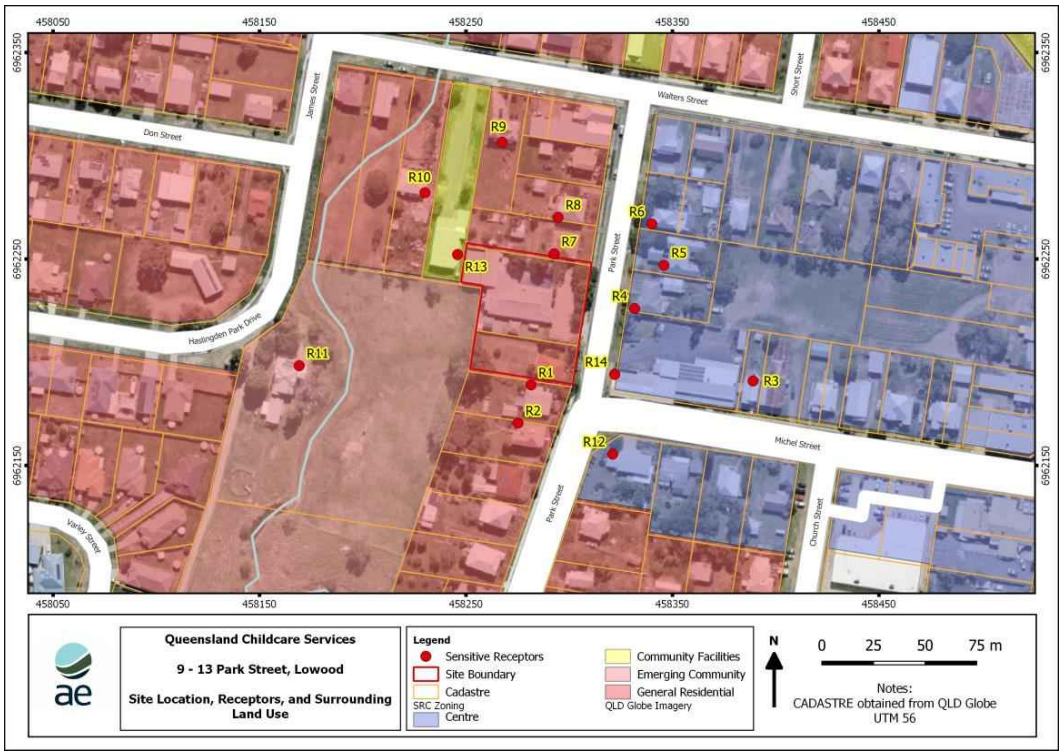


Figure 1: Site Location, Land Use Zoning and Sensitive Receptors

The Subject Site, along with the lots immediately to the south and north are zoned as general residential. The lot to the east is zoned as an emerging community land use, and the lots to the east across Park Road are zoned as a centre use under the Somerset Regional Council Planning Scheme. In total, 11 receptors have been assessed. These receptors fall under the following land use categories:

- General residential;
- Emerging community; and
- Centre use.

2.2 Development Description

The existing childcare centre currently caters for 75 children with a total of 12 staff employed to operate the childcare centre. Table 2 outlines the existing and proposed childcare centre operations. The proposed expansion involves the demolition of the currently existing residential dwelling located at 13 Park Street, Lowood. Once complete, the extension will cater for an additional 54 children and 10 car parking spaces.

In regard to outdoor play, this can change daily dependant on weather and centre programming; but on average children spend approx. 5 hours outdoors.

Table 2: Existing and Proposed Operations

Parameter	Existing	Proposed Extension	Total
Number of children	- 0 to 15 months – 8 children - 15months to 2.5yrs – 10 children - 2yrs to 3yrs – 13 children - 3yrs to 4yrs – 22 children - 4yrs to 5yrs – 22 children - Total: 75	- 3yrs to 4yrs – 22 children - 3yrs to 4yrs – 22 children - 4 yrs – 10 children - Total: 54	129
Number of staff	12	3	15
Parking spaces	12	22	24
Operating hours	6:15 – 18:15	6:15 – 18:15	6:15 – 18:15

The current operations as well as the proposed childcare operations, will be assessed cumulatively, in order to understand the full impact of the development. The proposed plans are provided in Appendix A.

3 EXISTING ENVIRONMENT

3.1 Noise Monitoring Methodology

Background noise monitoring was undertaken at a single representative location during 7 September 2022 – 17 September 2022 as shown in Figure 2. The monitoring location was selected to provide background noise levels representative of nearby sensitive receptors.

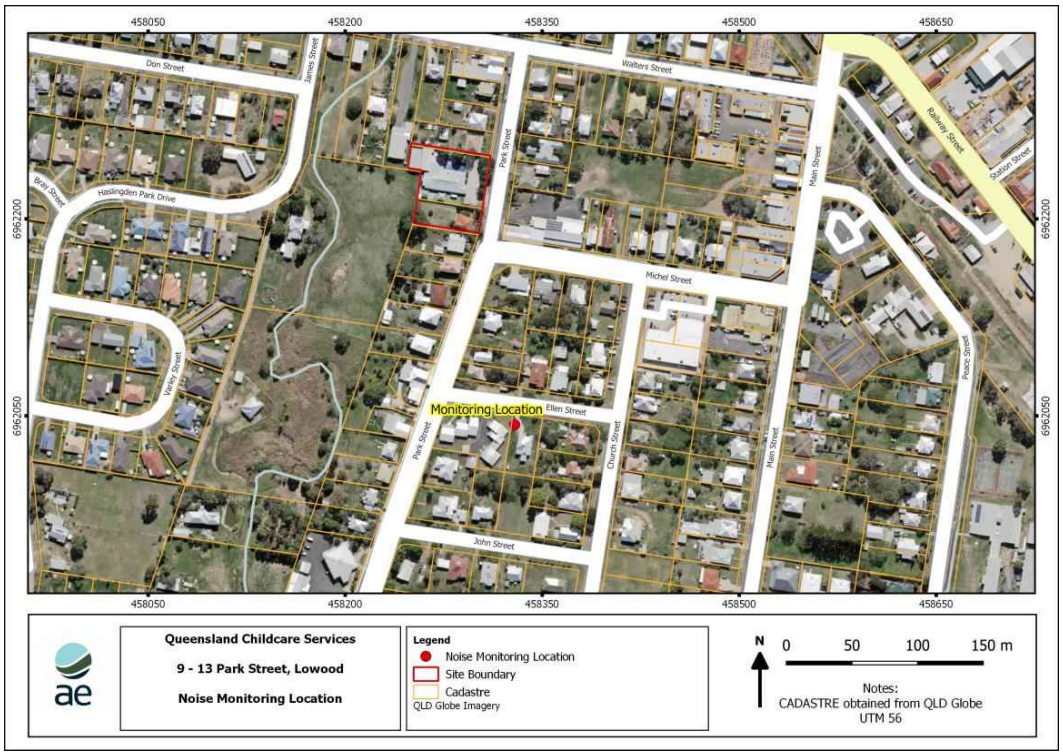


Figure 2: Noise Monitoring Locations

Noise measurements were undertaken in accordance with the requirements of *Australian Standard AS 1055-2018 'Acoustics – Description and measurement of environmental noise'* using a Type 2 environmental noise logger. The instrument was situated in a free-field position and an averaging time of 15 minutes adopted for the monitoring. The microphone was positioned at a height of 1.2 metres above ground level and fitted with a windshield throughout the measurements.

Noise monitoring has a potential to be affected by rainfall and wind speeds above 5 m/s. Review of meteorological data from a co-located weather station indicates that one hour was affected by rainfall or high wind speeds. These periods were excluded from the analysis to minimise the potential for weather related bias in the monitoring results.

The serial numbers and calibration information for the instruments used are presented in Table 3.

Table 3: Equipment Information

Instrument	Serial No.	Monitoring Dates	NATA Calibration Current to:	Pre-/Post Calibration (dB)
Norsonic 139	1392800	7-8-2022 to 17-8-2022	10 October 2023	94/94
Pulsa 106	SN683	-	10-3-2023	-+
Davis Vantage Pro	3788A-6312	7-8-2022 to 17-8-2022	-	-

3.2 Background Monitoring Results

Table 4 below provides a summary of average noise levels of each period for a variety of statistical noise parameters. The periods are defined as follows:

- Day – 7 am to 6 pm;
- Evening – 6 pm to 10 pm; and
- Night – 10 pm to 7 am.

Table 4: Baseline Noise Monitoring Data for Each Day (dB(A))

Date	Period	L_{max}	L_{10}	L_{90}	L_{eq}
07-09-22	Day	-	--	-	-
	Evening	74.3	44.1	31.4	45.5
	Night	81.3	38.2	27.9	44.5
08-09-22	Day	85.3	53.0	39.3	52.3
	Evening	-	-	-	-
	Night	92.1	36.7	26.7	47.3
09-09-22	Day	88.9	54.2	41.3	56.9
	Evening	77.7	48.2	41.0	49.1
	Night	83.8	41.4	28.7	47.2
10-09-22	Day	84.7	54.6	42.8	53.1
	Evening	83.8	46.7	35.1	48.5
	Night	74.1	39.2	27.4	43.2
11-09-22	Day	81.9	51.3	38.2	50.2
	Evening	82.2	43.3	32.2	47.0
	Night	79.9	37.6	26.7	44.2
12-09-22	Day	81.0	52.5	40.5	51.0
	Evening	74.5	44.7	32.9	45.4
	Night	83.7	39.2	28.7	49.4
13-09-22	Day	82.3	52.0	37.5	50.9
	Evening	97.8	45.4	31.6	65.0

Date	Period	L_{max}	L_{10}	L_{90}	L_{eq}
	Night	77.3	37.0	26.4	44.5
14-09-22	Day	88.6	51.3	36.7	50.7
	Evening	95.9	46.4	31.1	65.0
	Night	78.5	35.5	26.2	44.0
15-09-22	Day	85.4	51.7	38.2	51.6
	Evening	78.5	43.6	31.5	45.6
	Night	78.2	39.5	28.8	49.0
16-09-22	Day	97.7	53.4	38.2	63.0
	Evening	77.4	45.7	35.8	46.0
	Night	82.4	39.0	27.6	46.1
17-09-22	Day	83.0	52.3	40.3	51.3
	Evening	78.6	45.8	35.8	46.2
	Night	-	-	-	-

A summary of the noise monitoring data is presented in Table 5. RBL values are generally consistent of a residential zone, except for evaluated noise levels between 6:00 AM to 7:00 AM. A review of the 1/3 Z-weighted frequency for this period, identified an increase between 1 kHz and 5 kHz, which is the band range mostly associated with birds. This interpretation of the data was confirmed by onsite observations, which identified that bird noise was prevalent nearby. The noise monitoring data has been adjusted to account for bird noise.

Table 5: Baseline Noise Monitoring Data for All Days (dB(A))

Period	L_{max}	L_{10}	L_{90}	L_{eq}	RBL
Day	89	53	40	52	36
Evening	98	45	34	50	29
Night	92	38	28	46	24
6:00 AM – 7:00 AM	92	48	34	50	34
6:00 PM to 7:00 PM	92	48	33	49	33

A time history of the noise monitoring data is presented in Figure 3.

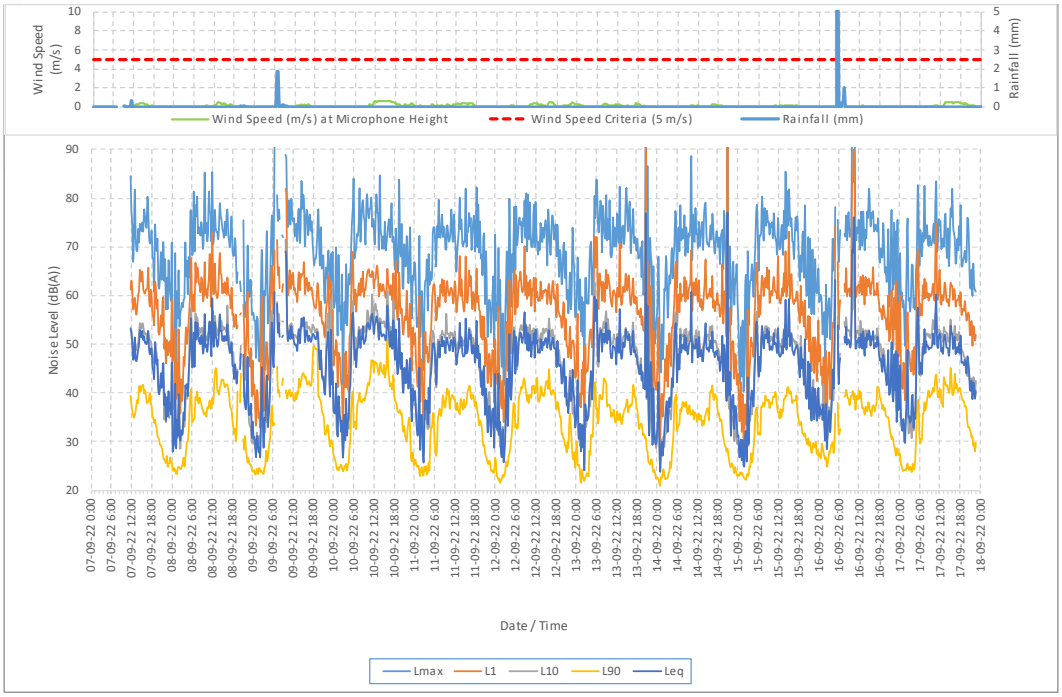


Figure 3: Time History of Monitoring Data

3.3 Existing Noise Sources

3.3.1 Air conditioning Noise

Source noise measurements were performed on the 19 September 2022. Results indicate that the air conditioner has a SWL of 67 dB(A).

3.3.2 Children Noise

A site visit was conducted on 29 September 2022, to measure noise levels at the existing childcare centre in order to understand the current impact on nearby receptors. Two noise monitoring locations were chosen as shown in Figure 4, and measurements were taken while the children were playing inside and outside. Results of the monitoring are summarised in Table 6.

Table 6: Attended Monitoring Results

Location	Children Outdoors	Children Indoors	Logarithmic difference	Observation
1 (most affected resident)	50.8	43.7	49.8	- A 1.5 m barrier, on top of a 0.9 m retaining wall was observed between the childcare centre and R01, as shown in Figure 4. Inspection of the barrier identified that it was gap free. - Children noise was dominant at this location with a noticeable difference in noise level when the children went inside - Bird and animal noise was frequent throughout the monitoring period, which was

Location	Children Outdoors	Children Indoors	Logarithmic difference	Observation
				removed from the monitoring data based on the 1/3 monitoring data observed onsite. - Children noise including shouting, playing with toys, yelling, and singing was observed - 26 to 35 children were counted throughout the monitoring period
2	60.6	48.9	60.3	- Children noise was dominant at this location with a noticeable difference when the children when inside - Bird and animal noise was frequent throughout the monitoring period, which was removed from the monitoring data based on the 1/3 monitoring data observed onsite. - Children noise including shouting, playing with toys, yelling, and singing was observed - 10 vehicles entering and leaving the carpark over the duration of the measurement - - 26 to 35 children were counted throughout the monitoring period

Figure 4: Attended Monitoring Locations and Site Overview

4 PLANNING SCHEME AND ASSESSMENT CRITERIA

4.1 Somerset Regional Council Planning Scheme Policy – Zone Codes

The Subject Site is located within the Somerset Regional Council. As such, the Somerset Regional Council Planning Scheme version 4 has been used to assess the proposed childcare centre extension.

The Subject Site is located within a general residential zone, whilst the identified sensitive receptors are located within the following SRC zone codes:

- General residential;
- Emerging communities; and
- Centre use.
- Table 7 to Table 9 present the relevant noise criteria for each zone code being assessed.

Table 7: Somerset Regional Council Planning Scheme – General Residential Zone Code

For assessable development	
Amenity	
Performance outcomes 8 (PO8)	Acceptable outcomes (AO8.1)
Development does not result in exposure of *sensitive land use* to industrial air, noise, and odour emission that impact on human health, amenity, and well-being.	Development is designed to ensure that: a) the indoor noise objective set out in the *Environment Protection (Noise) Policy 2008* are met; and b) the air quality objectives in the *Environmental Protection (Air) Policy 2008* are met.
	Acceptable outcomes (AO8.2)
	Noxious and offensive odours are not experienced at the location of a *sensitive land uses*

Table 8: Somerset Regional Council Planning Scheme – Emerging Communities Zone Code

For assessable development	
Amenity	
Performance outcomes 8 (PO8)	Acceptable outcomes (AO8)
The design, location and operation of development does not result in any undue adverse impact on the amenity of the locality, having regard to: (a) hours of operation; (b) lighting; (c) noise; (d) dust, odour, and other airborne emissions; (e) public health and safety; (f) traffic generation; (g) the use of *advertising devices*; (h) visual amenity; and (i) overlooking and privacy.	No acceptable outcome provided.

Table 9: Somerset Regional Council Planning Scheme – Centre Zone Code

For assessable development	
Amenity	
Performance outcomes 7 (PO7)	Acceptable outcomes (AO7)
The design, location and operation of development does not result in any undue adverse impact on the amenity of the locality, having regard to: (a) hours of operation; (b) lighting; (c) noise; (d) dust, odour, and other airborne emissions; (e) public health and safety; (f) traffic generation; (g) the use of *advertising devices*; (h) visual amenity; and (i) overlooking and privacy.	No acceptable outcome provided.

There are no acceptable outcomes for emerging communities and centre uses, as such the EPP (Noise) 2019 criteria has been applied to all sensitive receptors.

4.1.1 General residential Code

As there is an existing childcare use onsite, the development must comply with the following performance outcome in Table 6.2.4.3.A summarised in Table 10. The outcome states that the impact from existing uses must be reduced and doesn't have to achieve compliance.

Table 10: Table 6.2.4.3.A - —Requirements for Accepted Development and Assessment Benchmarks For Assessable Development

Amenity	
Performance outcomes 9 (PO6)	Acceptable outcomes (AO6)
PO6 Development must take into account and seek to ameliorate any existing negative environmental impacts, having regard to: (a) noise; (b) hours of operation; I traffic; (d) lighting; (e) advertising devices; (f) visual amenity; (g) privacy; (h) odour; or (i) emissions.	AO6 No acceptable outcome provided.

4.2 Environmental Protection (Noise) Policy 2019

The Environmental Protection (Noise) Policy 2019 supersedes the 2008 policy referenced in AO8 in Table 7. The EPP (Noise) 2019 provides acoustic quality objectives for a range of receptors with respect to the potential impact of an activity upon on the health and well-being and biodiversity of the receptors. Specifically, the objectives are intended to enhance or protect the following environmental values:

- The qualities of the acoustic environment that are conducive to protecting the health and biodiversity of ecosystem.
- The qualities of the acoustic environment that are conducive to human health and wellbeing, including by ensuring a suitable acoustic environment for individuals to do any of the following:
- sleep
- study or learn
- be involved in recreation, including relaxation and conversation.
- The qualities of the acoustic environment that are conducive to protecting the amenity of the community.

Table 11 presents a summary of the acoustic quality objectives applicable to the receptors surrounding the Project.

Table 11: Noise Emission Criteria – EPP (Noise) 2019

Sensitive receptor	Time of day	Acoustic quality objectives (measured at the receptor) *dB(A)*			Environmental value
		$L_{Aeq,adj,1hr}$	$L_{A10,adj,1hr}$	$L_{A1,adj,1hr}$	
Residence (for outdoors)	Daytime and evening	50	55	65	health and wellbeing
Residence (for indoors)	Daytime and evening	35	40	45	health and wellbeing
	Night-time	30 (37)	35 (42)	40 (52)	health and wellbeing (ability to sleep)
Commercial and retail activity (for indoors)	When the activity is open for business	45 (52)	-	-	health and wellbeing (ability to converse)

Note: Brackets ( ) denote the external noise criteria assuming a 7 dB(A) façade transmission loss.

4.2.1 Background Creep

In addition to the above acoustic quality objectives, the EPP (Noise) 2019 requires that, where reasonable to do so, background creep should be prevented or minimised [Section 9(2)(b)]. While specific noise limits to achieve this outcome are not provided in the EPP (Noise) 2019, reference is made to the previous objectives provided in the now repealed EPP (Noise) 2008 as follows:

(a) for noise that is continuous noise measured by $L_{A90,T}$—more than nil dB(A) greater than the existing acoustic environment measured by $L_{A90,T}$; or

(b) for noise that varies over time measured by $L_{Aeq,adj,T}$—more than 5 dB(A) greater than the existing acoustic environment measured by $L_{A90,T}$.

Given the results of the baseline noise monitoring (see Section 3), Table 12 below presents indicative noise level targets that may be considered appropriate to prevent or minimise background creep at nearby sensitive uses.

Table 12: Noise Level Targets for the Prevention of Background Creep

Receptors	Parameter	Assessment Criteria (dB(A))				
		Day	Evening	Night	6 AM – 7 AM	6 PM -7 PM
R01-R14	Continuous Noise ($L_{A90,T}$)	36	29	24	34	33
	Variable Noise ($L_{Aeq,adj,T}$)	36 + 5 = 41	29 + 5 = 34	24 + 5 = 29	34 + 5 = 39	33 + 5 = 38

5 NOISE IMPACT ASSESSMENT

5.1 Noise Modelling Methodology

For the purposes of predicting impacts associated with noise emissions from the Subject Site on nearby sensitive receptors, noise modelling of the sources was completed using the proprietary software CadnaA (version 2022 build 181.5221) developed by DataKustik. CadnaA incorporates the influence of meteorology, terrain, ground type and air absorption in addition to source characteristics to predict noise impacts at receptor locations. All predictions have been undertaken in accordance with CONCAWE.

5.2 Model Configuration

Table 13 below outlines the key model configuration settings utilised the noise model.

Table 13: Modelled Meteorological Conditions

Parameter	Approach
Standards	CONCAWE
Time Periods	Day (07:00 – 18:00 hours) Evening (18:00 – 22:00 hours) Night (22:00 – 07:00 hours)
Digital Terrain	LIDAR data at 1 m intervals. Triangulation calculation applied.
Ground Absorption	Default absorption for hard surface. Aerial mapping used to include soft ground.
Meteorology	Day and Evening: Stability class D at 3 m/s Night: Stability class F at 2 m/s Worst case source to receptor
Receptors	1.5 metre elevation above ground level and first floor where applicable at the façade of the affected dwelling. Where the property is on stilts, the height has been increased to reflect ground floor height of each property.

5.3 Noise Sources

Operational noise sources associated with the childcare centre are expected to include vehicle movements (associated with drop-off and collection of children from the facility), fixed plant noise (associated with air conditioning), refuse collection, goods deliveries, and noise associated with children playing outside.

Trip generation numbers have been sourced from the Department of Transport and Main Road's (DTMR) '*Guide to Traffic Impact Assessment*'.

For the purposes of the assessment, it has been assumed that all air conditioning units are operating 100% of the opening hours (6:15 am – 6:15 pm) and children playing outdoors are occurring for 5 hours between 7:00 am to 6:00 pm.

Sound power levels for children playing outdoors have been sourced from the *Association of Australian Acoustical Consultants – Guideline for Child Care Centre Acoustic Assessment V 3.0*, dated September 2020. Table 14 below outlines all noise sources modelled as part of this noise impact assessment. Its assumed all children will be playing outdoors at once.

Figure 5 presents the location of the noise sources outlined in Table 14. Playroom 5 is currently being fitted out, and the air con was modelled ground level western façade of the building.

Table 14: Noise Sources

Scenario	Source	Qty	Height above ground level(m)	Acoustical Usage (%)			Sound Power Level dB(A)		Noise Characteristics/comments
				Day	Evening	Night	L_{Aeq}	L_{Amax}	
Calibration	Group of 2 children– 0 to 2 years	4	1	100	-	-	71	-	Noise monitoring of children playing outside did not exhibit and noise characteristics
	Group of 2 children– 2 to 3 years	3	1	100	-	-	78	-	
	Group of 2 children shouting – 3 to 6 years	9	1	100	-	-	80	-	
	Existing mechanical plant	5	0.5 above roof	100	100	100	67	-	-
	Car movements	-	1	10 / hour	-	-	80 per vehicle	-	-
Current	Delivery Van Movement	-	1	1 / hour	-	-	86	-	-
	Refuse Collection	-	1.5	1 / hour	-	-	103	-	+5 dB(A) for impulsiveness
	Car movements	-	1	105 / hour	61 / hour	17 / hour	80 per vehicle	-	
	Car door slam	10	0.5	-	-	5	-	91	Maximum event
	Child screaming	1	1	-	-	5	-	91	Maximum event
	Group of 2 children– 0 to 2 years	9	1	41	-	-	71	-	-
	Group of 2 children– 2 to 3 years	7	1	41	-	-	78	-	-
	Group of 2 children shouting – 3 to 6 years	22	1	41	-	-	80	-	-
	Existing mechanical plant	5	0.5 above roof	100	100	100	67	-	-
	Goods Delivery	1	1	1/hour	-	-	101.	-	

Scenario	Source	Qty	Height above ground level(m)	Acoustical Usage (%)			Sound Power Level dB(A)		Noise Characteristics/comments
				Day	Evening	Night	L_{Aeq}	L_{Amax}	
Future	Delivery Van Movement	-	1	1 / hour	-	-	86	-	-
	Refuse Collection	-	1.5	1 / hour	-	-	103	-	+5 dB(A) for impulsiveness
	Car movements	-	1	210 / hour	95 / hour	27 / hour	80 per vehicle	-	-
	Car door slam	10	0.5	-	-	5	-	91	Maximum event
	Child screaming	1	1	-	-	5	-	91	Maximum event
	Group of 2 children– 0 to 2 years	9	1	41	-	-	78	-	Noise monitoring of children playing outside did not exhibit and noise characteristics
	Group of 2 children– 2 to 3 years	6.5	1	41	-	-	85	-	
	Group of 2 children shouting – 3 to 6 years	49	1	41	-	-	87	-	
	Existing mechanical plant	5	0.5 above roof	100	100	100	65	-	-
	Proposed mechanical plant	3	1	100	100	100	67		-
	Goods Delivery	1	1	5	-	-	87	-	-
	Delivery Van Movement	-	1	1 / hour	-	-	86	-	-
	Refuse Collection	-	1.5	1 / hour	-	-	103	-	+5 dB(A) for impulsiveness

a) One of the "Group of 2 children shouting – 3 to 6 years" sources in the future and current play area was modelled 1 m above the ground to replicate playing on elevated play areas

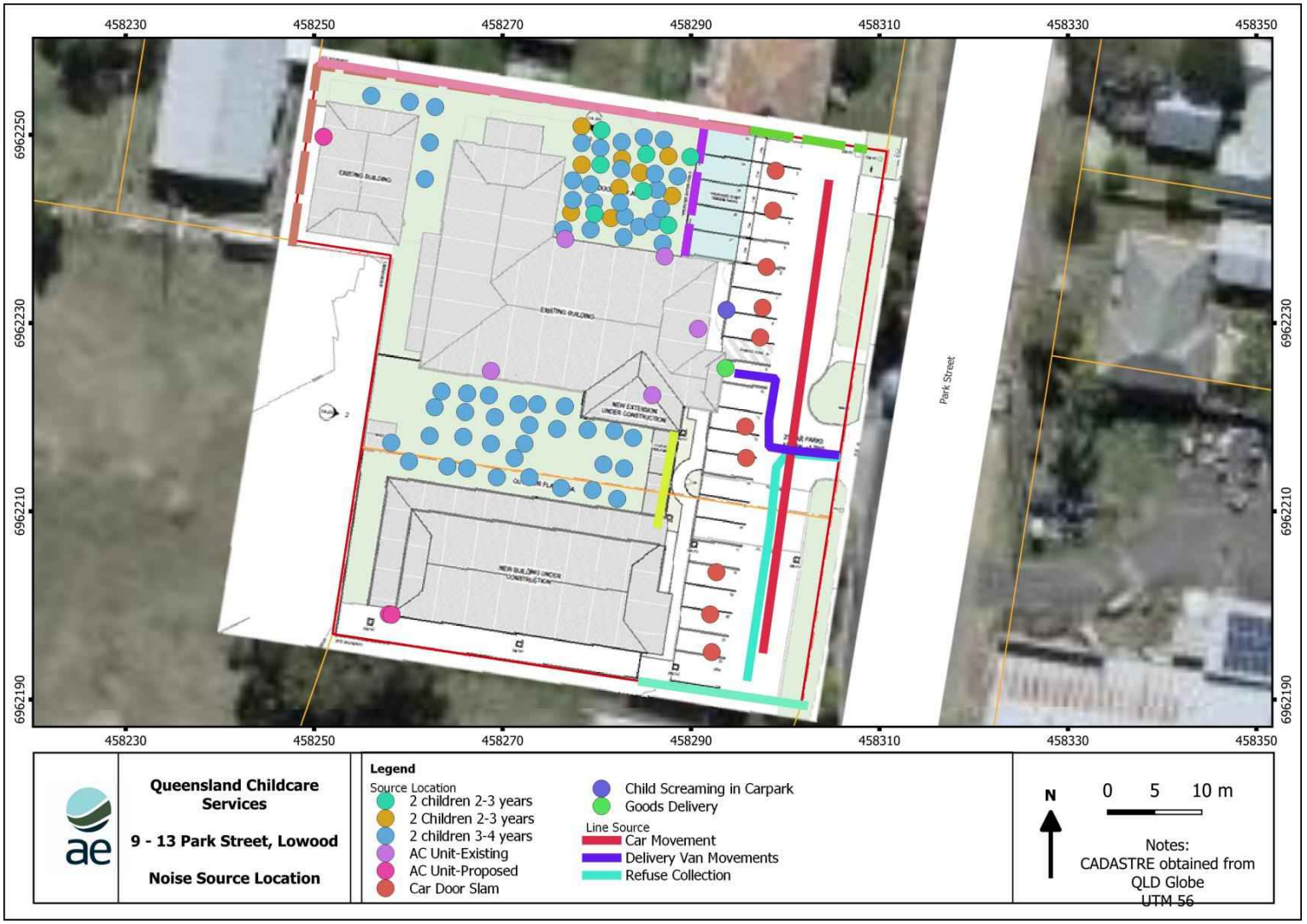


Figure 5: Location of Noise Sources

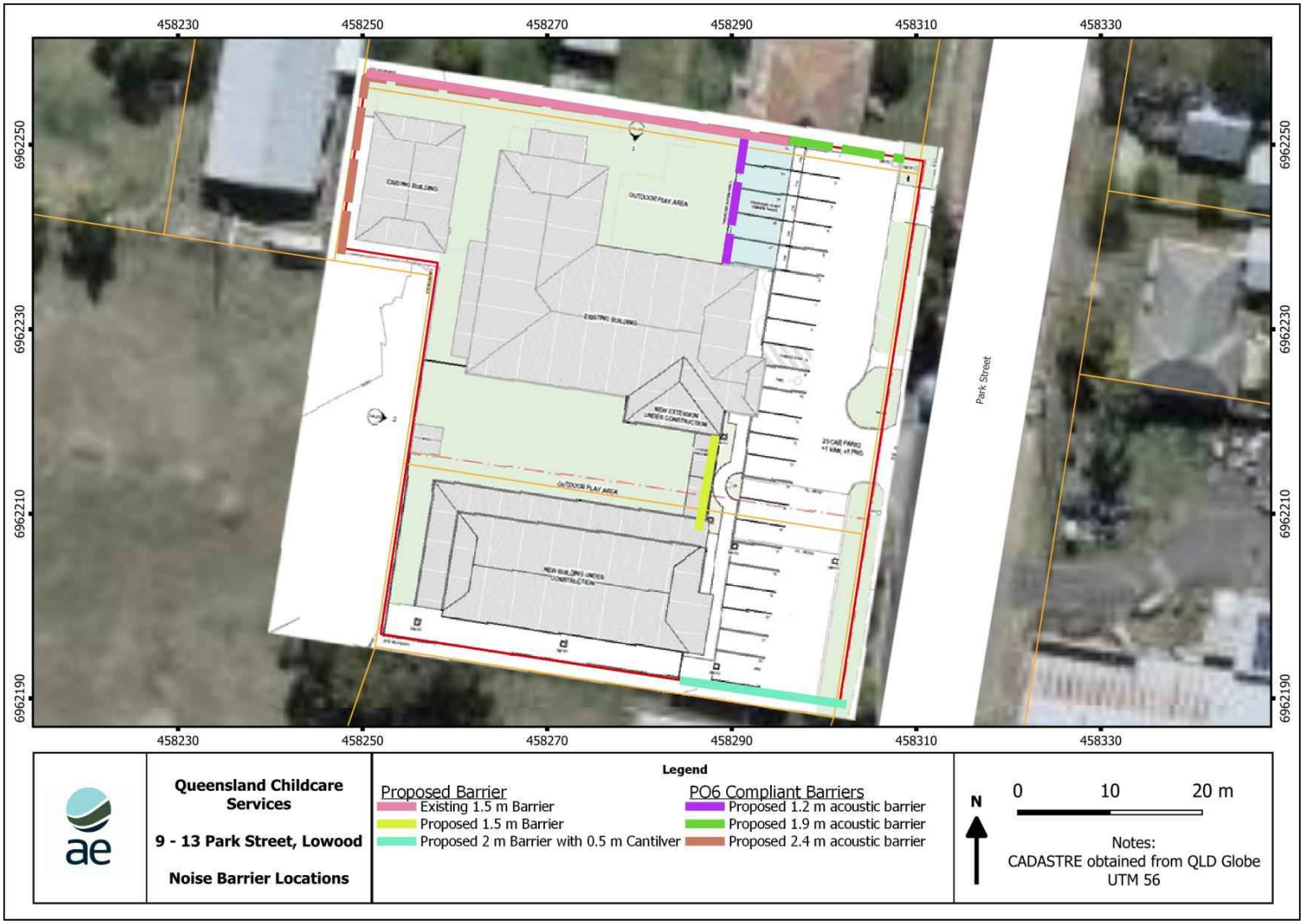


Figure 6: Proposed Future Noise Barriers

6 PREDICTED NOISE IMMISSIONS

6.1 Overview

To understand the impact of the current childcare centre, a calibration scenario will be set up to validate the model using the monitoring data in Section 3.3.2. Future impacts have also been modelled to predict the changes in noise levels compared to the current operations.

As the majority of the noise sources are variable (only air conditioning units are constant) the overall noise level will be assessed against the variable criteria.

In the following sections, "Current" describes the current operating conditions of the childcare centre, and "Future" describes current operations plus additional operations related to the extension. The following scenarios will be assessed:

- Current impact of the existing childcare centre;
- Current impact of the childcare centre vs current impact of childcare centre with required PO6 mitigation;
- Current impact Vs Future impact with required PO6 mitigation;
- Future impact; and
- Future impact with mitigation

6.2 Scenario 1: Current Impact

A calibration model of the existing childcare centre was constructed based on the monitoring data in Section 3.3.2, and the following parameters (as observed in Table 6):

- Scenario 1: 30 children will be modelled outdoors, which is the average counted during site measurements;
- Scenario 2: SWL as described in Table 14;
- Scenario 3: 10 vehicle movements;
- Scenario 4: Noise barrier as indicate in Figure 5; and
- Scenario 5: The model will be calibrated at monitoring locations described in Figure 4.

Results of the calibration in Table 15, indicate that there is a <1 dB(A) variation, which is within an acceptable ± 2 dB(A) limit.

Table 15: Model Calibration

Location	Monitoring L_{Aeq}	Predicted L_{Aeq}	Difference (dB(A))
Attended ML1	49.8	50.3	0.5
Attended ML2	60.3	60.9	0.6

The current impact of the childcare centre was predicted as follows in Table 16. The results indicate the following

- Exceedance of the $L_{Aeq, Day}$ criteria of 41 dB(A) at five receptors;
- Exceedance of the $L_{AMax, Night}$ criteria of 55 dB(A) at one receptor.

Table 16: Current Childcare Centre Impact

Receptor	Predicted Outdoor Noise Levels Current, ($L_{Aeq,Period}$ dB(A))				Criteria	Compliance
	D	E	N	L_{AmaxN}		
R01-1.6m	25	<10	<10	33	41 | 39 | 38 | 55	Y|Y|Y|Y
R01-3m	27	14	14	35	41 | 39 | 38 | 55	Y|Y|Y|Y
R02-1.6m	29	16	18	27	41 | 39 | 38 | 55	Y|Y|Y|Y
R02-3m	29	16	19	29	41 | 39 | 38 | 55	Y|Y|Y|Y
R03-1.6m	18	<10	<10	23	41 | 39 | 38 | 55	Y|Y|Y|Y
R03-3m	21	<10	<10	25	41 | 39 | 38 | 55	Y|Y|Y|Y
R04-1.6	46	29	24	49	41 | 39 | 38 | 55	N|Y|Y|Y
R04-3m	46	29	24	49	41 | 39 | 38 | 55	N|Y|Y|Y
R04-4.2	46	29	25	49	41 | 39 | 38 | 55	N|Y|Y|Y
R05-1.6	45	26	22	46	41 | 39 | 38 | 55	N|Y|Y|Y
R06-1.6m	40	25	21	47	41 | 39 | 38 | 55	Y|Y|Y|Y
R06-3m	41	25	22	47	41 | 39 | 38 | 55	Y|Y|Y|Y
R07-1.6m	57	33	30	62	41 | 39 | 38 | 55	N|Y|Y|N
R07-3m	58	33	30	62	41 | 39 | 38 | 55	N|Y|Y|N
R08-1.6m	44	19	21	33	41 | 39 | 38 | 55	N|Y|Y|Y
R08-3m	46	20	22	35	41 | 39 | 38 | 55	N|Y|Y|Y
R09-1.6	38	15	15	36	41 | 39 | 38 | 55	Y|Y|Y|Y
R09-3m	39	16	16	37	41 | 39 | 38 | 55	Y|Y|Y|Y
R10-1.6	31	<10	<10	33	41 | 39 | 38 | 55	Y|Y|Y|Y
R10-3m	35	12	11	35	41 | 39 | 38 | 55	Y|Y|Y|Y
R11-1.6	27	16	14	35	41 | 39 | 38 | 55	Y|Y|Y|Y
R11-3m	27	16	14	37	41 | 39 | 38 | 55	Y|Y|Y|Y
R12-1.6m	35	24	20	44	41 | 39 | 38 | 55	Y|Y|Y|Y
R12-3m	35	24	20	44	41 | 39 | 38 | 55	Y|Y|Y|Y
R12-4.2m	35	24	20	44	41 | 39 | 38 | 55	Y|Y|Y|Y
R13-1.6	43	12	10	43	41 | 39 | 38 | 55	N|Y|Y|Y

6.3 Scenario 2: Mitigation of Current Impact- Performance outcome PO6

In order to satisfy the PO6 of the General Residential Code, noise barriers were modelled in order to improve the impact to Receptors R07 and R08 specifically (as per the RFI requirements) as well as all receptors. presents a comparison of the current operations with the PO6 required barriers described Figure 6.

As shown in Table 12, the additional barrier demonstrates a decrease in noise levels at R07 and R08, demonstrating compliance with the RFI. Other comments are as follows

- There was a reduction in noise levels at 9 levels; and

- For the remaining receptors there was no reduction in noise level. However, all of these receptors comply and predict noise levels below 30 dB(A). Noise levels below 30 dB(A) are very quiet, at the level of a whisper. Therefore, although the levels do not decrease, levels are so low that any increase is not discernible.

Table 17: Proposed Barriers in Compliance with PO6 of the Somerset Regional Council Code

Receptor	Criteria	Predicted Outdoor Noise Levels Current, ($L_{Aeq,Period}$ dB(A))				Predicted Outdoor Noise Levels Proposed, ($L_{Aeq,Period}$ dB(A))				Difference Between the Future and Current Scenario			
		D	E	N	L_{AmaxN}	D	E	N	L_{AmaxN}	D	E	N	L_{AmaxN}
R01-1.6m	41 | 39 | 38 | 55	25	<10	<10	33	25	<10	<10	33	0	-	-	0
R01-3m	41 | 39 | 38 | 55	27	14	14	35	27	14	14	35	0	0	0	0
R02-1.6m	41 | 39 | 38 | 55	29	16	18	27	29	16	18	27	0	0	0	0
R02-3m	41 | 39 | 38 | 55	29	16	19	29	29	16	19	29	0	0	0	0
R03-1.6m	41 | 39 | 38 | 55	18	<10	<10	23	18	<10	<10	23	0	-	-	0
R03-3m	41 | 39 | 38 | 55	21	<10	<10	25	21	<10	<10	25	0	-	-	0
R04-1.6m	41 | 39 | 38 | 55	46	29	24	49	43	29	24	49	-4	0	0	0
R04-3m	41 | 39 | 38 | 55	46	29	24	49	43	29	24	49	-4	0	0	0
R04-4.2m	41 | 39 | 38 | 55	46	29	25	49	44	29	25	49	-2	0	0	0
R05-1.6m	41 | 39 | 38 | 55	45	26	22	46	41	26	22	46	-4	0	0	0
R06-1.6m	41 | 39 | 38 | 55	40	25	21	47	37	25	21	46	-4	0	0	-1
R06-3m	41 | 39 | 38 | 55	41	25	22	47	38	25	22	46	-3	0	0	-1
R07-1.6m	41 | 39 | 38 | 55	57	33	30	62	45	23	22	54	-12	-10	-8	-8
R07-3m	41 | 39 | 38 | 55	58	33	30	62	50	29	27	57	-8	-5	-3	-5
R08-1.6m	41 | 39 | 38 | 55	44	19	21	33	38	19	21	33	-6	0	0	0
R08-3m	41 | 39 | 38 | 55	46	20	22	35	40	20	22	35	-6	0	0	0
R09-1.6m	41 | 39 | 38 | 55	38	15	15	36	32	13	15	33	-6	-2	0	-3
R09-3m	41 | 39 | 38 | 55	39	16	16	37	33	14	15	34	-6	-1	0	-3
R10-1.6m	41 | 39 | 38 | 55	31	<10	<10	33	25	<10	<10	28	-5	-	-	-4
R10-3m	41 | 39 | 38 | 55	35	12	11	35	27	<10	<10	30	-8	-	-	-5
R11-1.6m	41 | 39 | 38 | 55	27	16	14	35	27	16	14	35	0	0	0	0
R11-3m	41 | 39 | 38 | 55	27	16	14	37	27	16	14	37	0	0	0	0
R12-1.6m	41 | 39 | 38 | 55	35	24	20	44	34	24	20	44	-1	0	0	0
R12-3m	41 | 39 | 38 | 55	35	24	20	44	34	24	20	44	-1	0	0	0

Receptor	Criteria	Predicted Outdoor Noise Levels Current, ($L_{Aeq,Period}$ dB(A))				Predicted Outdoor Noise Levels Proposed, ($L_{Aeq,Period}$ dB(A))				Difference Between the Future and Current Scenario			
		D	E	N	L_{AmaxN}	D	E	N	L_{AmaxN}	D	E	N	L_{AmaxN}
R12-4.2m	41 | 39 | 38 | 55	35	24	20	44	34	24	20	44	-1	0	0	0
R13-1.6m	41 | 39 | 38 | 55	43	12	10	43	32	<10	<10	35	-10	-	-	-8

6.4 Scenario 3: Future Combined Impact

The future impact of the childcare centre using the daily operating scenarios, as well as mitigation as described in Section 6.3 and Figure 6, are predicted in Table 18. The results indicate the following:

- Exceedance of the $L_{Aeq, Day}$ criteria of 41 dB(A) at four receptors; and
- Exceedance of the $L_{Amax, Night}$ criteria of 55 at two receptors

Table 18: Future Childcare Centre Impact

Receptor	Predicted Outdoor Noise Levels Current, ($L_{Aeq,Period}$ dB(A))				Criteria	Compliance
	D	E	N	L_{AmaxN}		
R01-1.6m	42	35	30	61	41 | 39 | 38 | 55	N|Y|Y|N
R01-3m	42	35	30	61	41 | 39 | 38 | 55	N|Y|Y|N
R02-1.6m	33	18	20	30	41 | 39 | 38 | 55	Y|Y|Y|Y
R02-3m	33	18	21	32	41 | 39 | 38 | 55	Y|Y|Y|Y
R03-1.6m	21	<10	<10	23	41 | 39 | 38 | 55	Y|Y|Y|Y
R03-3m	24	<10	<10	25	41 | 39 | 38 | 55	Y|Y|Y|Y
R04-1.6	45	31	27	49	41 | 39 | 38 | 55	N|Y|Y|Y
R04-3m	45	31	27	49	41 | 39 | 38 | 55	N|Y|Y|Y
R04-4.2	46	31	27	49	41 | 39 | 38 | 55	N|Y|Y|Y
R05-1.6	42	28	24	46	41 | 39 | 38 | 55	N|Y|Y|Y
R06-1.6m	37	28	23	46	41 | 39 | 38 | 55	Y|Y|Y|Y
R06-3m	38	28	23	46	41 | 39 | 38 | 55	Y|Y|Y|Y
R07-1.6m	46	27	24	54	41 | 39 | 38 | 55	N|Y|Y|Y
R07-3m	50	33	29	57	41 | 39 | 38 | 55	N|Y|Y|N
R08-1.6m	39	19	21	33	41 | 39 | 38 | 55	Y|Y|Y|Y
R08-3m	40	20	22	35	41 | 39 | 38 | 55	Y|Y|Y|Y
R09-1.6	33	14	15	33	41 | 39 | 38 | 55	Y|Y|Y|Y
R09-3m	34	15	15	34	41 | 39 | 38 | 55	Y|Y|Y|Y
R10-1.6	32	<10	10	31	41 | 39 | 38 | 55	Y|Y|Y|Y
R10-3m	33	12	12	33	41 | 39 | 38 | 55	Y|Y|Y|Y
R11-1.6	40	14	14	35	41 | 39 | 38 | 55	Y|Y|Y|Y
R11-3m	40	15	15	37	41 | 39 | 38 | 55	Y|Y|Y|Y
R12-1.6m	38	27	22	46	41 | 39 | 38 | 55	Y|Y|Y|Y
R12-3m	38	27	23	46	41 | 39 | 38 | 55	Y|Y|Y|Y
R12-4.2m	38	27	23	46	41 | 39 | 38 | 55	Y|Y|Y|Y
R13-1.6	38	13	14	35	41 | 39 | 38 | 55	Y|Y|Y|Y

6.5 Scenario 4: Current vs Future Modelling Scenarios

As predicted in Section 6.2, compliance will not be achieved if the current and future impacts are assessed cumulatively. As such, in order to demonstrate that the proposed development will have no additional impact, the future impact (future impact includes proposed walls as required by P06 of the residential code) described will be compared to the current impact. A comparison between the current and proposed scenarios is presented in Table 19. The results of this comparison are the following:

- A 17 dB(A) increase is predicted at receptor R01 during the day period. This increase is the results of demolishing an existing building, which provides screening to R01 and the childcare centre, as shown in the Appendix plans. Future operations, including vehicle movements, will also be located closer to R01;
- The layout of the extension aims to limit impact of the children noise by screening the outdoor area between the current and proposed buildings;
- Aside from R01, R04 and R05, the future expansion did not cause any additional exceedance of the EPP (Noise) criteria or resulted in further amenity impact over the current scenario.; and
- Reduction impact to R04, R05, R06, R07 R08 is due to the proposed P06 required barriers as described in Section 6.3 and Figure 6. However, even with the proposed walls, compliance is still not achieved.

In order to reduce the impact on the surrounding receptors, mitigation options will be required in order to reduce the impact of the proposed development to achieve compliance, or in cases where the existing childcare centre is causing an exceedance, ensure there is no additional amenity impact.

Table 19: Predicted Variable Receptor Noise Level Comparison for Exceeding Receptors

Receptor	Criteria	Predicted Outdoor Noise Levels Current, ($L_{Aeq,Period}$ dB(A))					Predicted Outdoor Noise Levels Proposed, ($L_{Aeq,Period}$ dB(A))					Difference Between the Future and Current Scenarios for Exceeding Receptors			
		D	E	N	L_{Amax}	Compliance	D	E	N	L_{Amax}	Compliance	D	E	N	L_{Amax}
R01-1.6m	41 | 39 | 38 | 55	25	<10	<10	33	Y|Y|Y|Y	42	35	30	61	N|Y|Y|N	17	-	-	28
R01-3m	41 | 39 | 38 | 55	27	14	14	35	Y|Y|Y|Y	42	35	30	61	N|Y|Y|N	15	-	-	25
R02-1.6m	41 | 39 | 38 | 55	29	16	18	27	Y|Y|Y|Y	33	18	20	30	Y|Y|Y|Y	-	-	-	-
R02-3m	41 | 39 | 38 | 55	29	16	19	29	Y|Y|Y|Y	33	18	21	32	Y|Y|Y|Y	-	-	-	-
R03-1.6m	41 | 39 | 38 | 55	18	<10	<10	23	Y|Y|Y|Y	21	<10	<10	23	Y|Y|Y|Y	-	-	-	-
R03-3m	41 | 39 | 38 | 55	21	<10	<10	25	Y|Y|Y|Y	24	<10	<10	25	Y|Y|Y|Y	-	-	-	-
R04-1.6	41 | 39 | 38 | 55	46	29	24	49	N|Y|Y|Y	45	31	27	49	N|Y|Y|Y	-1	-	-	-
R04-3m	41 | 39 | 38 | 55	46	29	24	49	N|Y|Y|Y	45	31	27	49	N|Y|Y|Y	-1	-	-	-
R04-4.2	41 | 39 | 38 | 55	46	29	25	49	N|Y|Y|Y	46	31	27	49	N|Y|Y|Y	0	-	-	-
R05-1.6	41 | 39 | 38 | 55	45	26	22	46	N|Y|Y|Y	42	28	24	46	N|Y|Y|Y	-3	-	-	-
R06-1.6m	41 | 39 | 38 | 55	40	25	21	47	Y|Y|Y|Y	37	28	23	46	Y|Y|Y|Y	-	-	-	-
R06-3m	41 | 39 | 38 | 55	41	25	22	47	Y|Y|Y|Y	38	28	23	46	Y|Y|Y|Y	-	-	-	-
R07-1.6m	41 | 39 | 38 | 55	57	33	30	62	N|Y|Y|N	46	27	24	54	N|Y|Y|Y	-11	-	-	-8
R07-3m	41 | 39 | 38 | 55	58	33	30	62	N|Y|Y|N	50	33	29	57	N|Y|Y|N	-8	-	-	-5
R08-1.6m	41 | 39 | 38 | 55	44	19	21	33	N|Y|Y|Y	39	19	21	33	Y|Y|Y|Y	-6	-	-	-
R08-3m	41 | 39 | 38 | 55	46	20	22	35	N|Y|Y|Y	40	20	22	35	Y|Y|Y|Y	-6	-	-	-
R09-1.6	41 | 39 | 38 | 55	38	15	15	36	Y|Y|Y|Y	33	14	15	33	Y|Y|Y|Y	-	-	-	-
R09-3m	41 | 39 | 38 | 55	39	16	16	37	Y|Y|Y|Y	34	15	15	34	Y|Y|Y|Y	-	-	-	-
R10-1.6	41 | 39 | 38 | 55	31	<10	<10	33	Y|Y|Y|Y	32	<10	10	31	Y|Y|Y|Y	-	-	-	-
R10-3m	41 | 39 | 38 | 55	35	12	11	35	Y|Y|Y|Y	33	12	12	33	Y|Y|Y|Y	-	-	-	-
R11-1.6	41 | 39 | 38 | 55	27	16	14	35	Y|Y|Y|Y	40	14	14	35	Y|Y|Y|Y	-	-	-	-

Receptor	Criteria	Predicted Outdoor Noise Levels Current, ($L_{Aeq,Period}$ dB(A))					Predicted Outdoor Noise Levels Proposed, ($L_{Aeq,Period}$ dB(A))					Difference Between the Future and Current Scenarios for Exceeding Receptors			
		D	E	N	L_{Amax}	Compliance	D	E	N	L_{Amax}	Compliance	D	E	N	L_{Amax}
RI1-3m	41 | 39 | 38 | 55	27	16	14	37	Y|Y|Y|Y	40	15	15	37	Y|Y|Y|Y	-	-	-	-
RI2-1.6m	41 | 39 | 38 | 55	35	24	20	44	Y|Y|Y|Y	38	27	22	46	Y|Y|Y|Y	-	-	-	-
RI2-3m	41 | 39 | 38 | 55	35	24	20	44	Y|Y|Y|Y	38	27	23	46	Y|Y|Y|Y	-	-	-	-
RI2-4.2m	41 | 39 | 38 | 55	35	24	20	44	Y|Y|Y|Y	38	27	23	46	Y|Y|Y|Y	-	-	-	-
RI3-1.6	41 | 39 | 38 | 55	43	12	10	43	N|Y|Y|Y	38	13	14	35	Y|Y|Y|Y	-4	-	-	-

6.6 Scenario 5: Mitigation

In order to achieve compliance with the criteria and ensure that the proposed development will have no additional amenity impact on the surrounding receptors, a 2 m cantilevered acoustic barrier and 1.5 m acoustic barrier is proposed as shown in Figure 6. These barriers are to be constructed out of a material with a surface density of 12 kg/m^3 and gap free.

Predicted results are shown in Table 20, which indicates the following:

- Compliance of the $L_{AMax,Night}$ is achieved at R01;
- Noise levels predicted at R04 are all reduced during the day period for exceeding receptors. Which indicates that there is no additional impact to the surrounding receptors compared to the current activities; and
- Compliance with the adopted criteria is expected to be achieved for R01.

Table 20: Future Mitigated Predicted Receptor Noise Level Comparison for Exceeding Receptors

Receptor	Criteria	Current Predicted Outdoor Noise Levels, ($L_{Aeq,Period}$ dB(A))				Predicted Outdoor Noise Levels Proposed with mitigation ($L_{Aeq,Period}$ dB(A))					Difference Between the Future and Current Scenarios for Exceeding Receptors			
		D	E	N	L_{Amax}	D	E	N	L_{Amax}	Compliance	D	E	N	L_{Amax}
R01-1.6m	41 | 39 | 38 | 55	25	9	9	33	36	26	23	49	Y|Y|Y|Y	12	16	15	16
R01-3m	41 | 39 | 38 | 55	27	14	14	35	41	34	29	53	Y|Y|Y|Y	14	21	16	18
R04-1.6	41 | 39 | 38 | 55	46	29	24	49	44	31	27	49	N|Y|Y|Y	-2	3	2	0
R04-3m	41 | 39 | 38 | 55	46	29	24	49	44	31	27	49	N|Y|Y|Y	-2	3	2	0
R04-4.2	41 | 39 | 38 | 55	46	29	25	49	46	31	27	49	N|Y|Y|Y	-1	3	2	0
R05-1.6	41 | 39 | 38 | 55	45	26	22	46	42	28	24	46	N|Y|Y|Y	-3	3	2	0
R13-1.6	41 | 39 | 38 | 55	43	12	10	43	38	13	14	35	Y|Y|Y|Y	-4	1	4	-7

7 CONCLUSION

The existing childcare centre at 9 – 11 Park Street, Lowood, 4311 (Lot / DP 1RP32291 & 1RP107715) has recently acquired the adjacent property to the south (13 Park Street).

The current proposal is for a Minor Change to the Current Approval (DA22272), which increased the child places from 75 to 119 places (44 increase). A minor change is required to increase the number of places by a further 10 places to a total of 129 places.

A cumulative noise impact assessment has been undertaken to assess the potential impacts of the increased intensity associated with the proposed childcare centre extension upon surrounding sensitive land uses. This assessment has been undertaken in accordance with Somerset Regional Council Planning Scheme Policy and the Environmental Protection (Noise) Policy 2019.

When performing a noise impact assessment, best practise is to assess the cumulative impact from the current and the future operations. In order to understand the impact of the development, three scenarios were assessed, current, current in accordance with RO6 of the residential code, future, and future with mitigation Results of the current and future predictive modelling indicate the following

- Installation of mechanic plant at Playrooms 5 to be located on the ground;
- The results of the current childcare scenario predicted exceedances of the criteria at a number of surrounding receptors.
- As per PO6, three additional barriers are required to reduce the current impact at receptors R06 and R07;
- When the current modelling scenario was compared to the future scenario, no change in noise level was observed aside from receptors R01, R04 and R05; and
- Future mitigation demonstrates a reduction in noise impact from the current scenario.

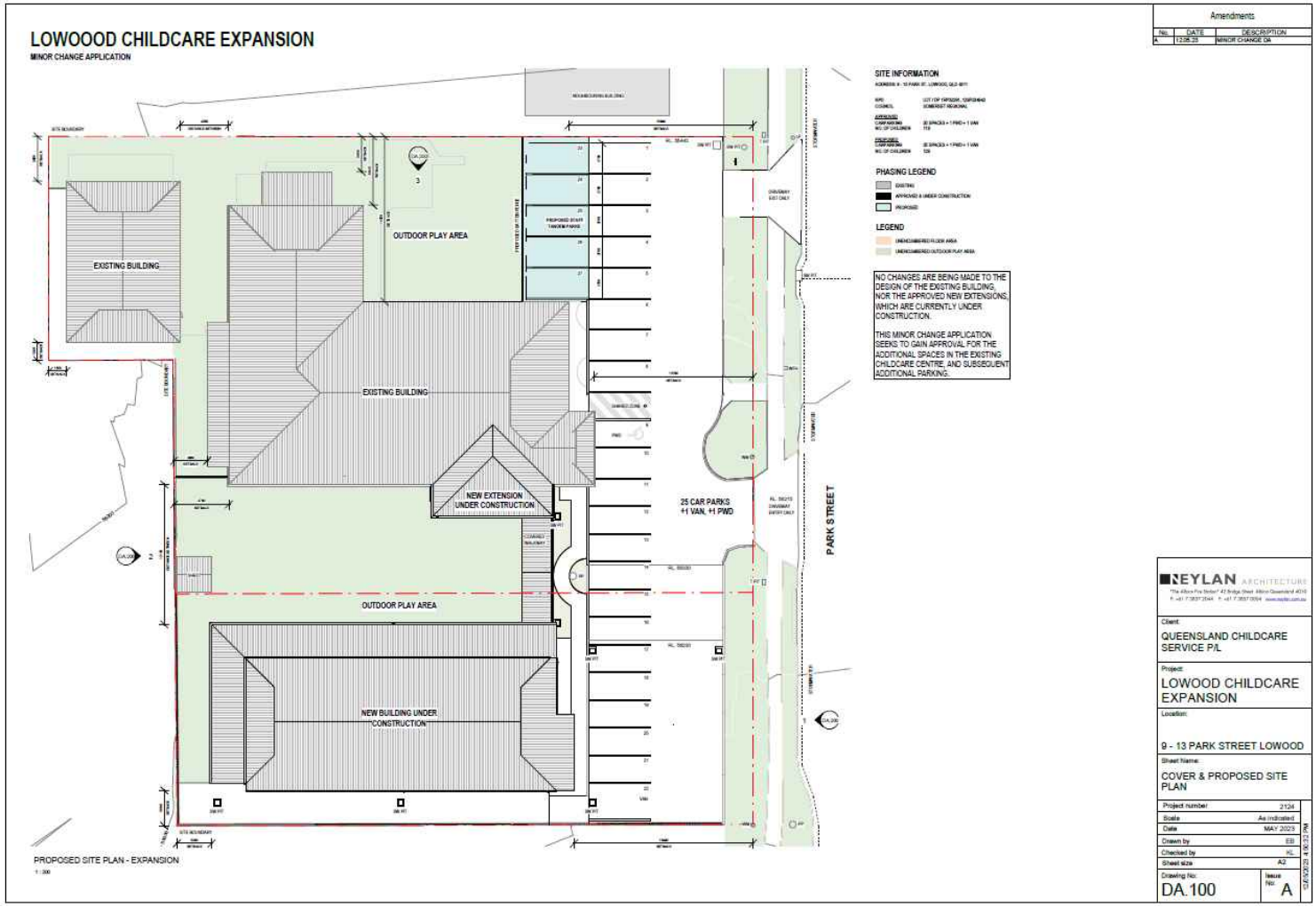
As the current childcare centre is causing an exceedance at existing receptors, noise levels from the future scenario were compared to the predicted current impact and EPP(Noise) 2019 to understand if the proposed extension will change the noise environment.

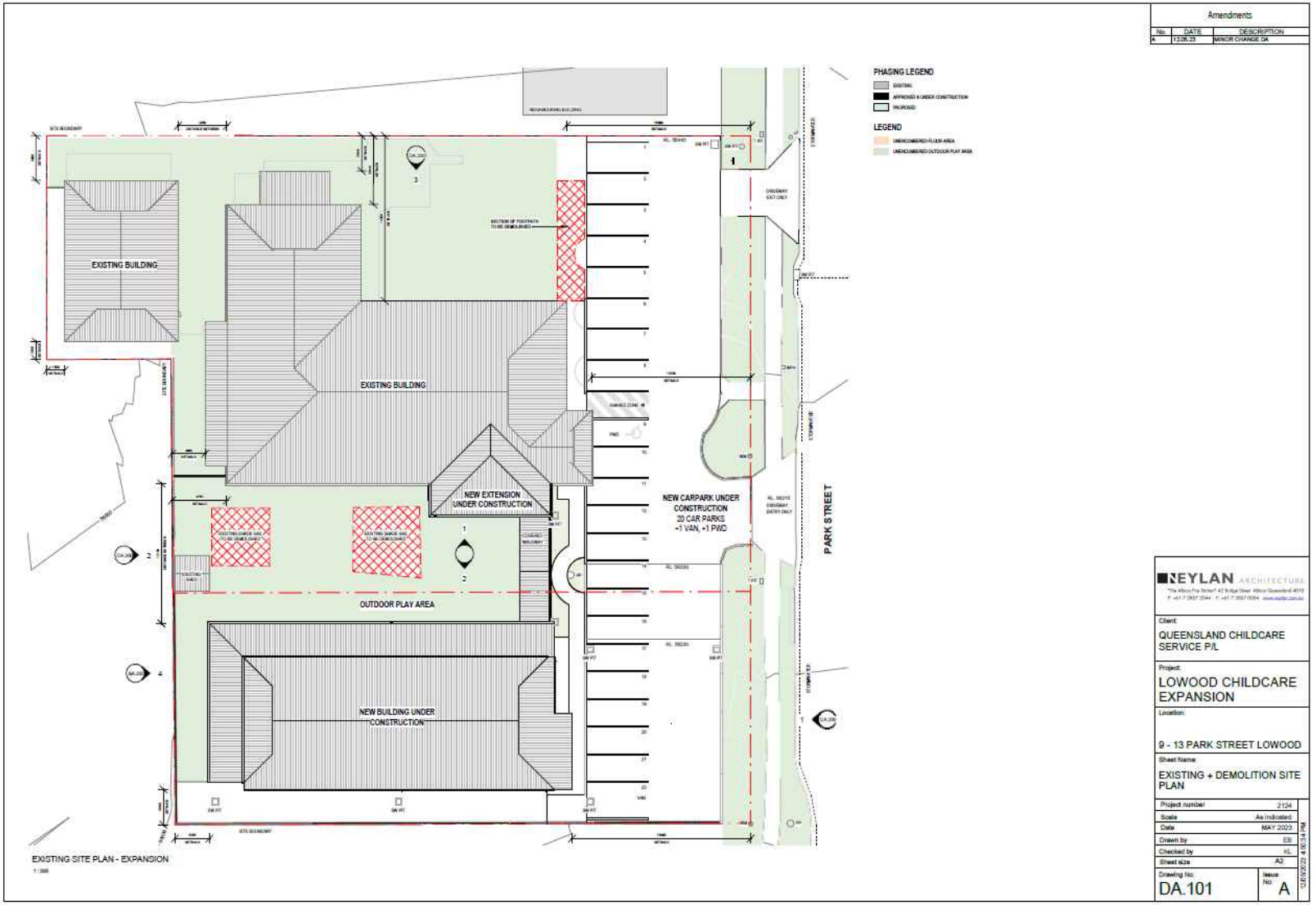
Compliance with the adopted criteria is expected to be achieved for R01, and no additional impact to receptors R04 and R05 with the incorporation of the following mitigation methods in Section 6.6, is predicted.

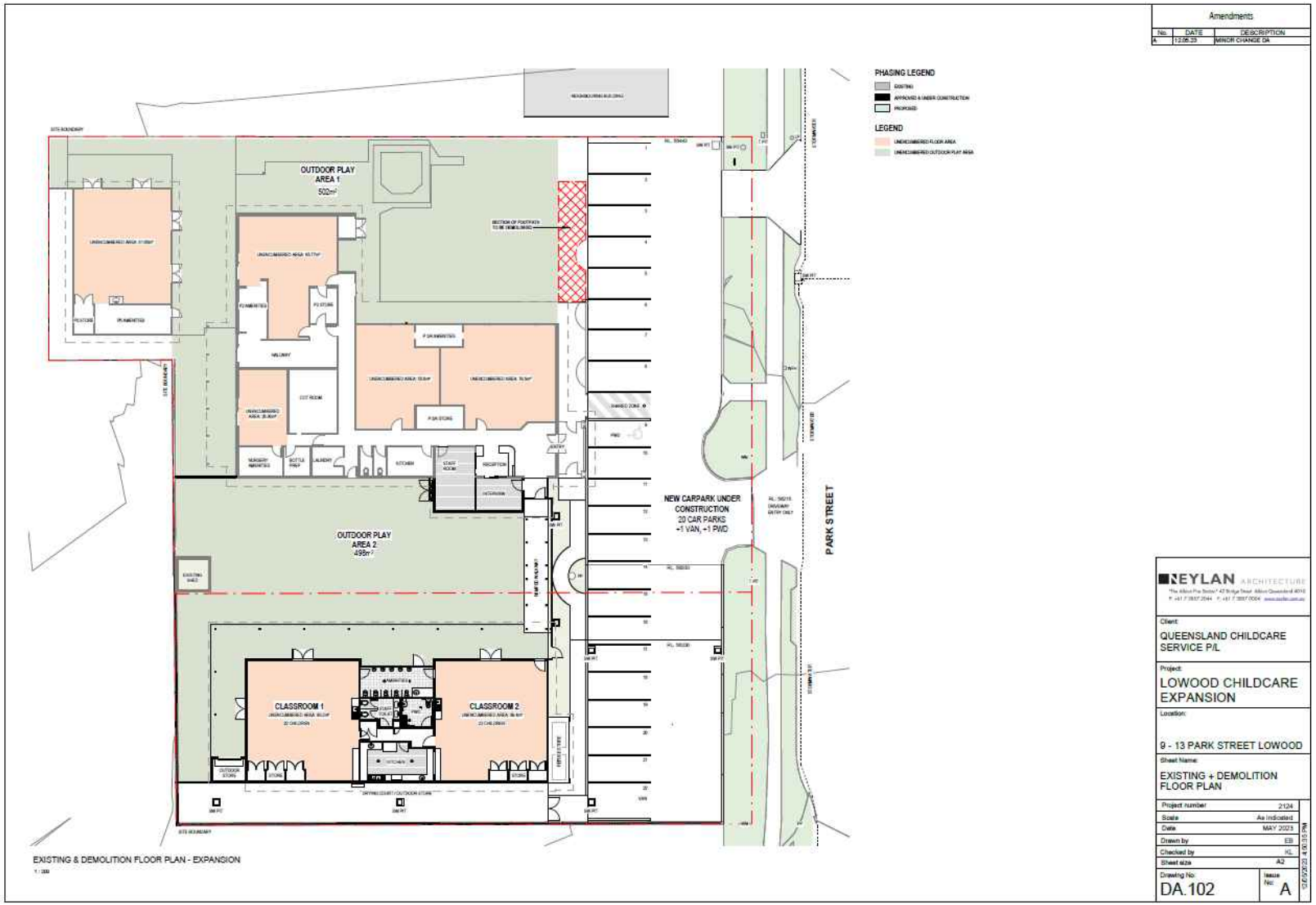
In order to be effective, the acoustic barriers in Figure 6 would need to be free of gaps and be constructed of material with a mass density greater than or equal to 12 kg/m^2 excluding structural components.

Overall, based on the results of the modelling for the proposed development, the risk of adverse acoustic amenity impacts on nearby residential uses is considered low where the above recommendations are incorporated into the design of the development.

APPENDIX A: PROPOSED DEVELOPMENT PLANS




Amendments
No. DATE DESCRIPTION
A 12.06.23 MINOR CHANGE DA
PHASING LEGEND
EXISTING
APPROVED & UNDER CONSTRUCTION
PROPOSED
LEGEND
UNENCUMBERED FLOOR AREA
UNENCUMBERED OUTDOOR PLAY AREA
EXISTING BUILDING
EXISTING BUILDING
NEW EXTENSION UNDER CONSTRUCTION
NEW CARPARK UNDER CONSTRUCTION
20 CAR PARKS
+1 VAN, +1 PWD
PARK STREET
OUTDOOR PLAY AREA
NEW BUILDING UNDER CONSTRUCTION
EXISTING SITE PLAN - EXPANSION
1:500
NEYLAN ARCHITECTURE
Client:
QUEENSLAND CHILDCARE SERVICE P/L
Project:
LOWOOD CHILDCARE EXPANSION
Location:
9 - 13 PARK STREET LOWOOD
Sheet Name:
EXISTING + DEMOLITION SITE PLAN
Project number 2124
Scale As indicated
Date MAY 2023
Drawn by EB
Checked by HL
Sheet size A2
Drawing No: DA.101
Issue No: A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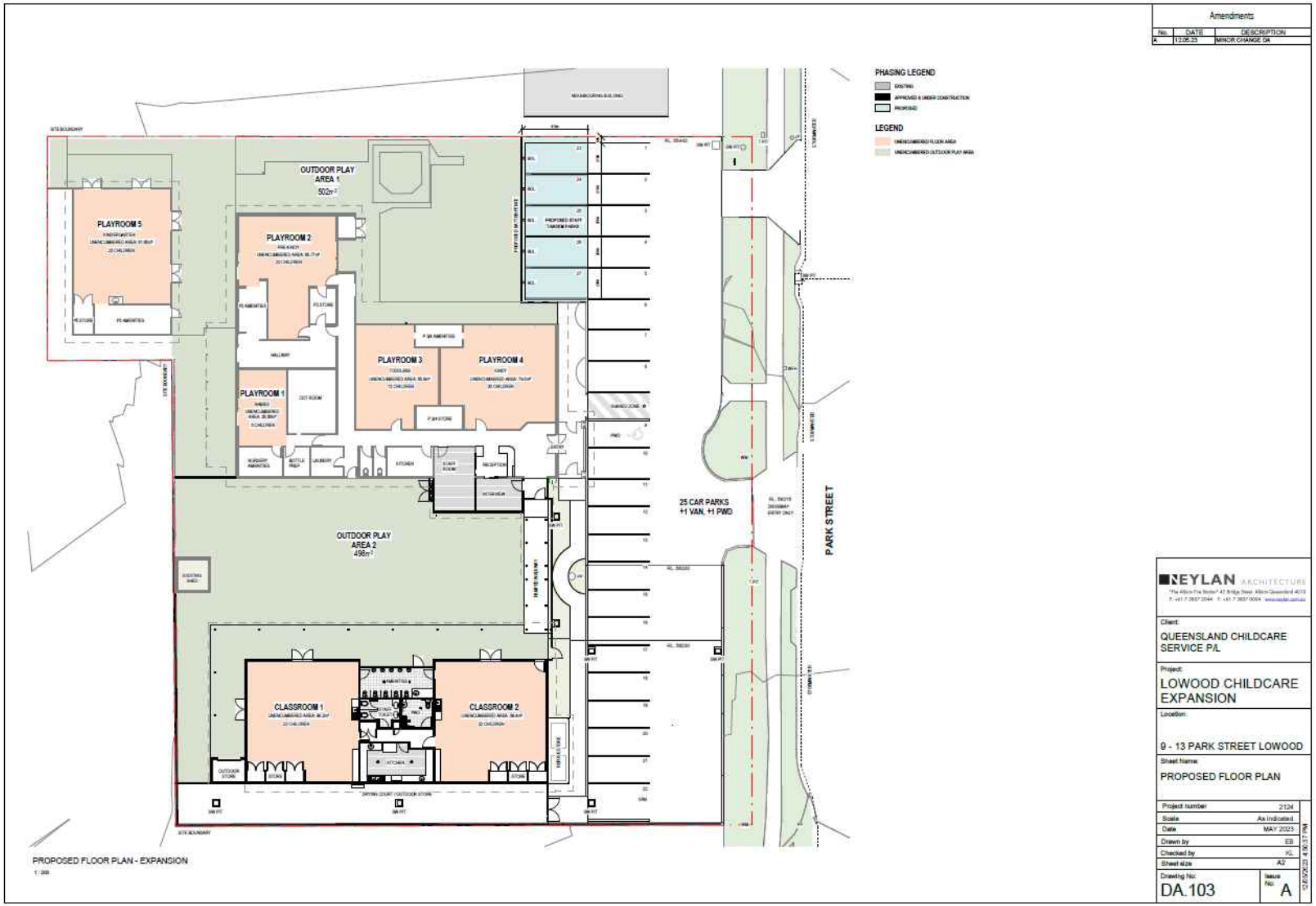
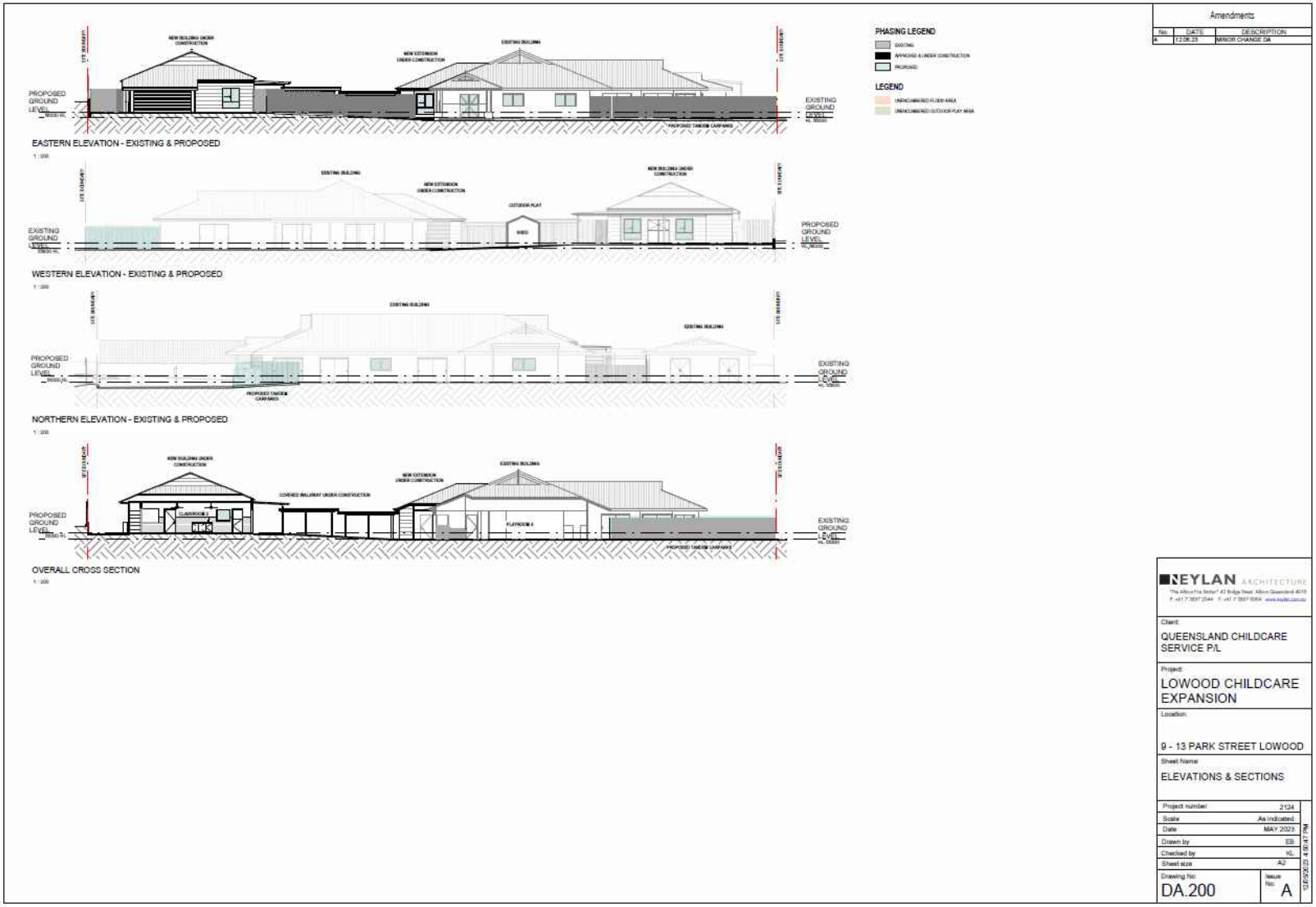
No. DATE DESCRIPTION
A 12.05.23 MINOR CHANGE DA
PHASING LEGEND
EXISTING
APPROVED & UNDER CONSTRUCTION
PROPOSED
LEGEND
UNDECIMBERED FLOOR AREA
UNDECIMBERED OUTDOOR PLAY AREA
OUTDOOR PLAY AREA 1
502m²
OUTDOOR PLAY AREA 2
498m²
NEW CARPARK UNDER CONSTRUCTION
20 CAR PARKS
+1 VAN, +1 PWD
PARK STREET
CLASSROOM 1
CLASSROOM 2
EXISTING & DEMOLITION FLOOR PLAN - EXPANSION
1 : 200
NEYLAN ARCHITECTURE
Client:
QUEENSLAND CHILDCARE SERVICE P/L
Project:
LOWOOD CHILDCARE EXPANSION
Location:
9 - 13 PARK STREET LOWOOD
Sheet Name:
EXISTING + DEMOLITION FLOOR PLAN
Project number 2124
Scale As indicated
Date MAY 2023
Drawn by EB
Checked by KL
Sheet size A2
Drawing No: DA.102
Issue No: A


Amendments
No. DATE DESCRIPTION
A 13.06.23 MINOR CHANGE DA
PHASING LEGEND
EXISTING
APPROVED & UNDER CONSTRUCTION
PROPOSED
LEGEND
UNENCUMBERED FLOOR AREA
UNENCUMBERED OUTDOOR PLAY AREA
OUTDOOR PLAY AREA 1
502m²
PLAYROOM 5
PLAYROOM 2
PLAYROOM 3
PLAYROOM 4
PLAYROOM 1
OUTDOOR PLAY AREA 2
498m²
CLASSROOM 1
CLASSROOM 2
25 CAR PARKS
+1 VAN, +1 PWD
PARK STREET
PROPOSED FLOOR PLAN - EXPANSION
1 : 200
NEYLAN ARCHITECTURE
Client:
QUEENSLAND CHILDCARE SERVICE P/L
Project:
LOWOOD CHILDCARE EXPANSION
Location:
9 - 13 PARK STREET LOWOOD
Sheet Name:
PROPOSED FLOOR PLAN
Project number 2124
Scale As Indicated
Date MAY 2023
Drawn by EB
Checked by KL
Sheet size A2
Drawing No: DA.103
Issue No: A


PHASING LEGEND
LEGEND
EASTERN ELEVATION - EXISTING & PROPOSED
WESTERN ELEVATION - EXISTING & PROPOSED
NORTHERN ELEVATION - EXISTING & PROPOSED
OVERALL CROSS SECTION
Amendments
No. DATE DESCRIPTION
A 12.06.23 MINOR CHANGE DA
NEYLAN ARCHITECTURE
Client:
QUEENSLAND CHILDCARE SERVICE P/L
Project:
LOWOOD CHILDCARE EXPANSION
Location:
9 - 13 PARK STREET LOWOOD
Sheet Name:
ELEVATIONS & SECTIONS
Project number 2124
Scale As indicated
Date MAY 2023
Drawn by EB
Checked by KL
Sheet size A2
Drawing No: DA.200
Issue No: A

APPENDIX B: NOISE CONTOURS

56458200
56458250
56458300
56458350
56458400
6962300
6962250
6962200
6962150
Client: Urbicus
Project:14137
Prediction Contours
Scenario:
Future
Parameter: LAeq
Period: Evening
Objects
Building
Barrier
Ground Absorption
Predicted Noise Level
= 25
= 30
= 35
= 40
= 45
N
Scale:
1:792
Modeller:AA
May 2023
Cadna A

56458200
56458250
56458300
56458350
56458400
6962300
6962250
6962200
6962150
Client: Urbicus
Project:14137
Prediction Contours
Scenario:
Future
Parameter: LAeq
Period: Night
Objects
Building
Barrier
Ground Absorption
Predicted Noise Level
= 20
= 25
= 30
= 35
= 40
N
Scale:
1:792
Modeller:AA
May 2023
Cadna A

56458200
56458250
56458300
56458350
56458400
6962300
6962250
6962200
6962150
Client: Urbicus
Project:14137
Prediction Contours
Scenario:
Future
Parameter: LAMax
Period: LmaxN
Objects
Building
Barrier
Ground Absorption
Predicted Noise Level
= 35
= 40
= 45
= 50
= 55
= 60
N
Scale:
1:792
Modeller:AA
May 2023
Cadna A

Amended Infrastructure Charges Notice

(Section 119 of the Planning Act 2016)

Applicant:	Queensland Child Care Service P/L ATF the Queensland Child Care Service Trust c/- Urbicus Pty Ltd 110 Kennedy Terrace PADDINGTON QLD 4064 Attn: Henry Watson
Application:	Development Permit for Material Change of Use for Childcare Centre (Extension to Existing Centre)
Notice Number:	XX
Date:	XX
File Reference:	DA22272
Amount of the Levied Charge: *(Details of how these charges were calculated are shown overleaf)*	**$18,424.50**
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 1 SP326802
Site Address:	9-11 Park Street, Lowood
Payable to:	**Somerset Regional Council**
When Payable: *(In accordance with the timing stated in Section 122 of the Planning Act 2016)*	Material change of use—when the change happens
Offsets or Refunds:	Not applicable.

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

This Amended Infrastructure Charges Notice replaces the previously given Infrastructure Charges Notice No. 288, dated 25 January 2023.

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Details of calculation

Stormwater network

Stage	Development description	Demand (+) / discounts (-)	Units of measure	Adopted charge	Amount
1	Expanded childcare centre (Educational facilities)	740	m^2 of impervious area	$10.95	$8,103.00
1	Existing lot (residential uses)	-1	3 or more-bedroom dwelling / lot	$4,205.00	-$4,205.00
				Total levied charge for network	$3,898.00

Public parks and community land network

Stage	Development description	Demand (+) / discounts (-)	Units of measure	Adopted charge	Amount
There is no adopted charge for this network applicable to the development.					
				Total levied charge for network	$0.00

Transport network

Stage	Development description	Demand (+) / discounts (-)	Units of measure	Adopted charge	Amount
1	Expanded childcare centre (Educational facilities)	280	m^2 of GFA	$50.00	$14,000.00
1	Conversion of ancillary building to playroom (Educational facilities)	81.65	m^2 of GFA	$50.00	$4,082.50
1	Existing lot (residential uses)	-1	3 or more-bedroom dwelling / lot	$3,556.00	-$3,556.00
				Total levied charge for network	$14,526.50

Summary of levied charges

Stormwater network	$3,898.00
Public parks and community land network	$0.00
Transport network	$14,526.50
Total levied charge	**$18,424.50**

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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.

Should you wish to discuss the contents of this notice, please contact Council's planning section on (07) 5424 4000 or mail@somerset.qld.gov.au.

Yours faithfully

Andrew Johnson
Chief Executive Officer

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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 average[1]. 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.

[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.

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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 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

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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:	10 July 2023
Subject:	Prescribed Activity – Kilcoy Christmas Carnival 2023
File:	Environmental Management – Reports - Environmental Health Reports
Action Officer:	EHO-DB

Background/Summary

Council has received an application (doc:1521278) from the Kilcoy Residents Special Events Association Inc. to hold a public place activity, specifically a Christmas Street Carnival, on the corner of William Street and Seib Street in Kilcoy. The carnival is proposed for Saturday 2 December 2023. Setup would start at 10am, with the event operating from 5pm until 9pm. Pack-up and dismantling would take place from 10pm until 11pm.

The applicant has advised that 800 persons are expected to attend the event. Entertainment will be provided in the form of amusement rides, performances from local schools and a Santa visit. Food will be provided by mobile food vans. No alcohol will be served at the event.

The applicant requests approval to close Seib Street from the corner of William Street to the corner of McCauley Street in Kilcoy. The applicant is required to make an application to Council and the Kilcoy Police for consideration for any temporary road closures.

The applicant has advised that a fireworks display at 8:10pm and situated at ANZAC park along the creek. Emergency Services will be notified of the fireworks display. The Kilcoy Fire Brigade will be at the event with the truck and volunteers on duty.

The applicant has requested assistance from Council through the supply of the following equipment:

- 15 wheelie bins.
- Hang a banner at the bus stop area at corner of William Street and Seib Street.

It is noted that a Christmas Street carnival was approved by Council to operate at this location for a number of years.

Operations Department Assessment
Subject to Council approving the proposed event, the applicant will be required to make application to Council and the Queensland Police Service for the temporary closure of the corner of William Street and along Seib Street to Mc Cauley Street. The applicant is to submit to Council a traffic management plan for approval.

It should be noted that Council's Operation Department:

- Will provide up 5 wheelie bins free of charge to community groups with extra bins costing $5 per bin up a maximum of 20 bins.
- Does not provide disposable items, as per previous Council decision, such as road signs, bollards, witches hats and barrier mesh.

Local Law Assessment of Application
Council regulates this activity through *Local Law No.1 (Administration) 2011,* and *Subordinate Local Law 1.14 (Undertaking Regulated Activities on Local Government Controlled Areas and Roads) 2011*.

Under section 9 of *Local Law No. 1 (Administration) 2011,* Council may grant an approval for an application for undertaking regulated activities on local government-controlled areas and roads 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. All licensable food businesses will be required to provide current Food Licence certificates prior to being confirmed as stall holders at the event. The applicant has advised that no alcohol will be served at the event, therefore a liquor licence will not be required.
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 will provide additional lighting towers so as to light the event area. As part of the road closure approval process, the applicant will be required to submit a traffic management plan for council approval. If approved, conditions of approval will require the applicant to provide copies of the following to Council: • an engineer's inspection report for each ride; and • a Certificate of Registrable Plant for each ride; and • a Certificate of Currency for Public Liability Insurance for each ride operator. Issues relating to amenity and environmental nuisance will be addressed below.
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	*Subordinate Local Law 1.14 (Undertaking Regulated Activities on Local Government Controlled Areas and Roads) 2011* 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 *Local Government Act* in relation to the approval.
Officer Comment	Not applicable.
Criteria – SLL, section 4(1)	**The prescribed activity for which the approval is sought must not unduly interfere with the proper use of the local government-controlled area or road.**
Officer Comment	No significant disruption is expected to the normal use of William Street (D'Aguilar Highway). The applicant is required to make an application to Council and the Police Department for consideration for any temporary road closures. In addition to closing the corner of William Street and along Seib Street to McCauley Street. The applicant will be required to submit a traffic management plan to Council for approval prior to the event.
Criteria – SLL, section 4(2)	**There must be a public demand for the prescribed activity in respect of which the approval is sought.**
Officer Comment	Kilcoy Residents Special Events Assn Inc. have advised that all affected businesses and residences have been approached, with no objections to the activity being received.
Criteria – SLL, section 4(3)	**The physical characteristics of the local government-controlled area or road must be suitable for the prescribed activity.**
Officer Comment	The area intended for use is suitable for the purposes of a street festival. The road is sealed and gently sloping to the east. Adequate space is available to accommodate the various rides, amusements, and food stalls, including the expected number of attendees at the event.
Criteria – SLL, section 4(4)	**The prescribed activity must not cause nuisance, inconvenience, or annoyance to –** **(a) The occupier of any land which adjoins the location of the prescribed activity; or** **(b) Vehicular traffic; or** **(c) Pedestrian traffic.**
Officer Comment	Amplified entertainment will be provided on-stage during the event. This entertainment will last from 5pm until 9pm. No amplified sound will be produced after 9pm. A condition of approval will require that no nuisance, as defined by the *Environmental Protection Act 1994*, is caused by the event. 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). The applicant will be required to submit a traffic management plan to Council for approval prior to the event.
Criteria – SLL, section 4(5)	**The prescribed activity must not have a detrimental effect on the amenity of the surrounding area.**
Officer Comment	It is unlikely that the proposed event will unreasonably detract from the amenity of the surrounding area. Conditions of approval would require the applicant to not cause a nuisance as defined in the *Environmental Protection Act 1994*, and to ensure the area is left in a tidy condition after the event has concluded.
Criteria – SLL, section 4(8)	**If the prescribed activity is the holding of a public place activity on a local government-controlled area or road –** **(a) The undertaking of the prescribed activity must not generate significant noise, dust, or light pollution or other significantly adverse effects on the surrounding area; and** **(b) There must be enough toilets and sanitary conveniences, complying with standards and requirements imposed by the local government, for the use of the public; and**

	(c) Adequate provision must exist for the disposal of waste generated by the undertaking of the prescribed activity; and **(d) Adequate provision must exist for people and (if relevant) vehicles to enter and leave the site of the prescribed activity.**
Officer Comment	(a) Noise – noise is likely to be generated through the operation of rides and the amusements throughout the night. In particular, on-stage performances will produce amplified sound from 1pm until 9pm. Noise nuisance will be appropriately conditioned if the event is approved. Dust – No dust nuisance is expected for this event. Light – Additional lighting will be provided for public safety. The applicant will be responsible for positioning this lighting in such a way that does not cause a light nuisance. Light nuisance is considered environmental nuisance and will be appropriately conditioned if the event is approved. (b) Required numbers for toilets and sanitary conveniences will be conditioned if the event is approved. (c) The applicant has requested that Council provide 15 wheelie bins for use during the event. A requirement for adequate waste facilities will be conditioned if the event is approved. (d) A condition of approval would require a traffic management plan, including a traffic guidance scheme, to be forwarded to Council for approval in advance of the event.

Attachments

Site plans provided by the applicant.

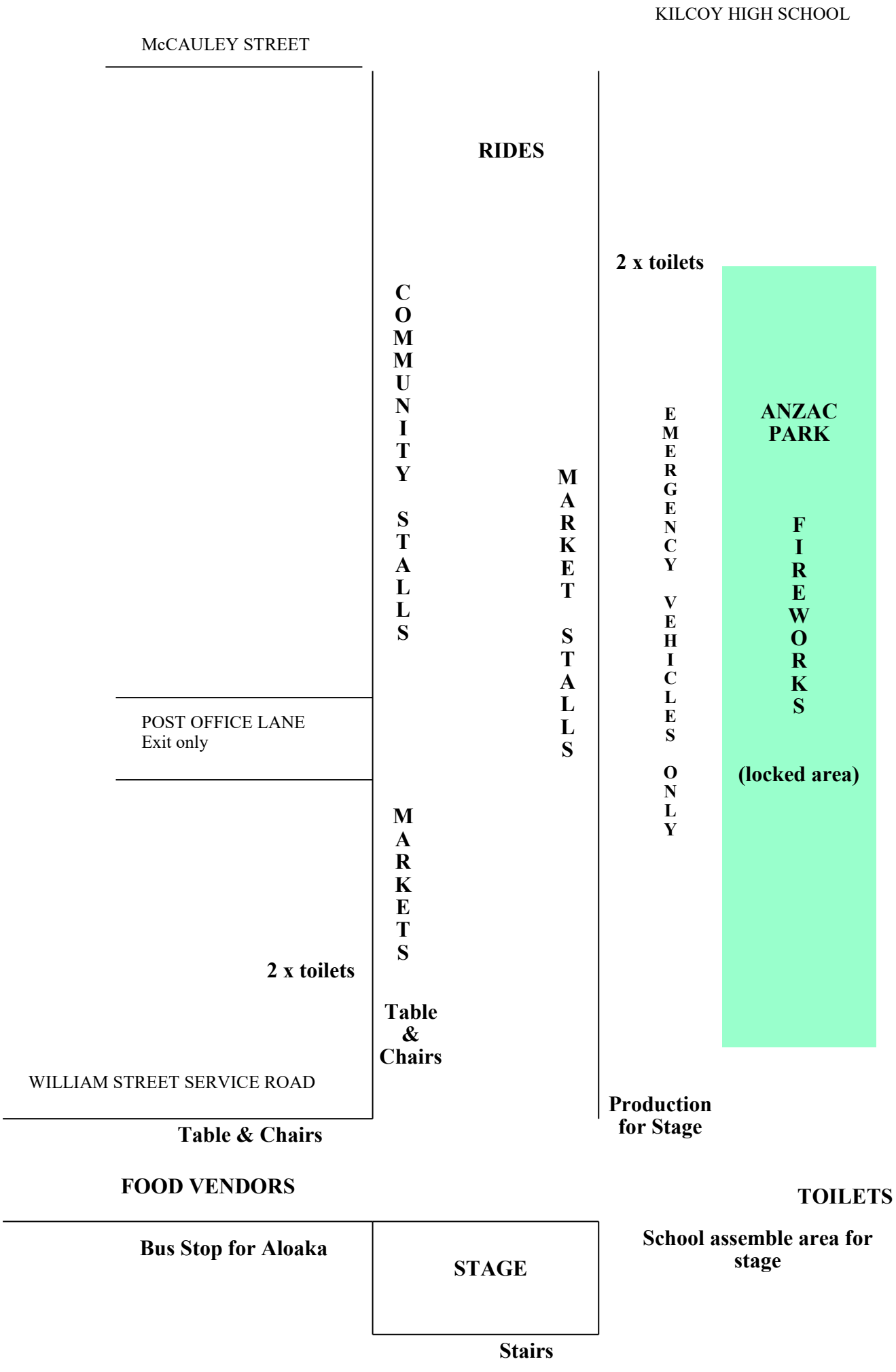
Recommendation

THAT Council approve the application to hold a public place activity, subject to the conditions listed below:

No.	CONDITIONS
1.0	**ENVIRONMENTAL/ LOCAL LAW**
1.1	The approval is limited to the corner of William Street and along Seib Street to McCauley Street in Kilcoy, as identified on the approved site plan.
1.2	The approval is limited to operation on Saturday 2 December 2023 between the hours of 5pm and 9pm. Setup for the event may commence at 10am and clean-up must be completed by 11pm.
1.3	The approval holder must: • 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.
1.4	The activity 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.
1.5	The activity must not unreasonably detract from the amenity of the area in which the event is located.
1.6	The activity must not create a safety risk.
1.7	All buildings, structures, vehicles, facilities or equipment used in the operation of the event must be maintained at all times: • In good working order; and • In good state of repair; and • In a clean and sanitary condition.

<table>
<tr><td>1.8</td><td>The approval holder must provide and maintain the following number of toilets and sanitary conveniences:
<table>
<tr><td></td><td colspan="3">Males</td><td colspan="2">Females</td></tr>
<tr><td>Patrons</td><td>WC</td><td>Urinals</td><td>Hand Basins</td><td>WC</td><td>Hand</td></tr>
<tr><td><1000</td><td>2</td><td>4</td><td>4</td><td>9</td><td>4</td></tr>
</table></td></tr>
<tr><td>1.9</td><td>The approval holder must ensure sufficient lighting and illumination is provided throughout the event area.</td></tr>
<tr><td>1.10</td><td>The activity must not cause a nuisance as defined by the Environmental Protection Act 1994.</td></tr>
<tr><td>1.11</td><td>The approval holder must ensure that a food licence issued under the Food Act 2006 is obtained (to the extent that it is required) by any entities selling food at the event.</td></tr>
<tr><td>1.12</td><td>The approval holder must keep and maintain in and about the event area, adequate waste disposal facilities; for example, bins, that are to be serviced by an appropriately licensed waste contactor.</td></tr>
<tr><td>1.13</td><td>The approval holder must ensure that all litter and debris is collected and appropriately disposed of following the closure of the event.</td></tr>
<tr><td>1.14</td><td>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 $20,000,000. The insurance certificate must cover the permit holder and the Somerset Regional Council against any claims whatsoever arising from the operation of the event. A certificate of currency must list Somerset Regional Council as an interested party and must be submitted to Council by 5pm on the 1 November 2023.</td></tr>
<tr><td>1.15</td><td>The permit 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.</td></tr>
<tr><td>1.16</td><td>The approval holder must obtain, view and take a copy of an engineer’s inspection report for each ride. A copy of the report is to be provided to Council no later than 3 November 2023.</td></tr>
<tr><td>1.17</td><td>The approval holder must ensure that each amusement ride operator supplies a Certificate of Registrable Plant for each ride, issued through Workplace Health and Safety Queensland. A copy of each certificate must be provided to Council no later than 5pm on the 1 November 2023.</td></tr>
<tr><td>1.18</td><td>The approval holder must also receive a Certificate of Currency for Public Liability Insurance for each ride operator. A copy of each certificate must be provided to Council no later than 5pm on the 1 November 2023.</td></tr>
<tr><td>2.0</td><td>OPERATIONS</td></tr>
<tr><td>2.1</td><td>A temporary road closure permit is to be obtained from the Queensland Police Department for the temporary road closure. A copy of the permit must be provided to Council before the commencement of the event.</td></tr>
<tr><td>2.2</td><td>A traffic management plan, including a traffic guidance scheme, must be submitted to Council for approval no later than 5pm on the 1 November 2023.</td></tr>
<tr><td>2.3</td><td>The approval holder must maintain all toilets and sanitary conveniences in a clean and sanitary condition, including the cleaning and servicing of toilets at Anzac Park. The approval holder must contact Council’s Superintendent of Parks and Gardens on 5424 4000 to arrange access to required areas.</td></tr>
<tr><td>3.0</td><td>Fireworks Display</td></tr>
<tr><td>3.1</td><td>Written approval should be obtained from the Department of Mines and Energy should any pyrotechnic display be proposed as part of the event.</td></tr>
<tr><td>3.2</td><td>A licenced technician must conduct all fireworks displays and any conditions attached to the approval, given by the Department of Mines and Energy.</td></tr>
</table>

	Provide Council a copy of the fireworks display approval and conditions no later than 5pm on the 1 November 2023.
3.3	Written approval must be obtained from the Department of Environment and Science should any pyrotechnic display be proposed as part of the event, with specific reference to the Flying Fox Roost Adjacent to the event site. The written advice from the Department of Environment and Science for the approval should be submitted to Council by conditions no later than 5pm on the 1 November 2023.
3.4	The approval holder must also receive a Certificate of Currency for Public Liability Insurance that covers the fireworks display. A copy of each certificate must be provided to Council no later than 5pm on the 1 November 2023.


KILCOY HIGH SCHOOL
McCAULEY STREET
RIDES
2 x toilets
COMMUNITY STALLS
MARKET STALLS
EMERGENCY VEHICLES ONLY
ANZAC PARK
FIREWORKS
(locked area)
POST OFFICE LANE
Exit only
MARKETS
2 x toilets
Table & Chairs
WILLIAM STREET SERVICE ROAD
Production for Stage
Table & Chairs
FOOD VENDORS
TOILETS
Bus Stop for Aloaka
STAGE
School assemble area for stage
Stairs

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:	12 July 2023
Subject:	Planning and Development Department Monthly Report – June 2023
File Ref:	Governance – Reporting - Officer Reports
Action Officer:	DPAD, ESM, SP, NRMO

Report

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

Planning Development Applications
A total of twenty (20) development applications were received in June 2023.

Assessment Type	May 2022	June 2022	May 2023	June 2023
Building Works assessable against the Planning Scheme	15	10	10	8
Material Change of Use	11	15	2	2
Reconfiguring a Lot	3	1	2	6
Operational Works	2	-	3	2
Combined Applications	-	1	-	2
Total	**31**	**27**	**17**	**20**

The list of applications received is provided in Appendix 1.

A total of seventeen (17) development applications were decided in June 2023.

Approved/Refused	May 2022	June 2022	May 2023	June 2023
Refused - Council	-	-	1	1
Refused - Delegated Authority	-	-	-	-
Approved - Council	5	12	3	4
Approved - Delegated Authority	25	24	22	12
Total	**30**	**36**	**26**	**17**

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:

- Function Facilities
- Animal Keeping
- Workshops / Vehicle Sales
- Transport Depot
- 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 fifty-seven (57) building approvals were issued in the region for June 2023.

Assessment Type:	Building Works			
Status	**May 2022**	**June 2022**	**May 2023**	**June 2023**
Accepted Applications	82	78	69	73
Approved - Council	8	10	4	6
Approved - Private Certifier	43	63	63	51

The list of applications approved is provided in Appendix 2.

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

June 2023:
Unapproved building works in Mount Beppo and Sandy Creek.

Unlawful use of buildings or structures at Toogoolawah.

Plumbing Compliance Permits and Inspections

A total of nineteen (19) plumbing and drainage approvals were issued in the region for June 2023.

Assessment Type:	Plumbing Approval			
Status	**May 2022**	**June 2022**	**May 2023**	**June 2023**
Approved	31	14	40	19
Info Request	10	14	3	1
Total	**41**	**28**	**43**	**20**
Plumbing Inspections	86	106	128	112

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.

Kilcoy Streetscape Revitalisation Project
In May and June 2023, Council commenced engagement on the *Kilcoy Streetscape Revitalisation* project that will result in the development of a master plan for the town centre and main streets. More specifically, the project will consider things such as pedestrian footpaths; street trees and shade; street furniture and opportunities for public art; entry and wayfinding signage and public gathering spaces.

Specific community engagement undertaken on the project so far include:

- Completing an online survey accessible via Council's '*Have Your Say*' portal with over 150 submissions received.
- Attending the Stakeholder Breakfast at the Kilcoy Visitor Information Centre.
- Pop-up stall consultation at Yowie Markets on 27 May 2023.

Feedback from initial consultation has been considered as part of the development of the *Draft Master Plan* that Council proposes to engage further with the community on during late July and August.

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 June.

Swimming Pool Water Quality Monitoring

Swimming pool water sampling was not conducted during the month as pools in the region are not currently open. Sampling will recommence in conjunction with the swimming season which is expected to commence in the middle of September.

Mosquito Monitoring

Officers have commenced planing for the 2023-2024 mosquito surveillance program in conjunction with Queensland Health. 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 Animal Control
The following is a summary of pest animal control activities for the months: May and June

Wild dogs
1080 baits injected:

	May 2023	June 2023
Jimna	-	11
Kingaham	100	-
Buaraba	17	-
Crossdale	4	-
England Creek	20	-
Total	141	11

Dingo scalps presented:

	May 2023	June 2023
Kilcoy	-	7
Gregors Ck	-	11
Esk	3	-
Toogoolawah	4	-
Total	**7**	**18**

Feral pigs 1080 grain :

	May2023	June 2023
	-	-
Total	-	-

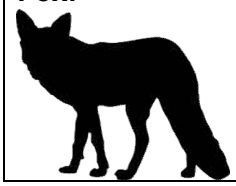
Feral pig scalps presented:

	May 2023	June 2023
Jimna	-	23
Toogoolawah	57	-
Total	**57**	**23**

Rabbits:

- Officers have been working with landholders to control rabbit infestations in the following areas:
  - Harlin, Neurum and Hazeldean.
- Officers are continuing to work closely with Seqwater in controlling rabbits around Somerset.

Fox:



- Pest Management Officers are continuing to monitor den sites that have been found and fumigated. There has been an increase in reports of poultry being attached and taken which is associated with the fox breeding season.

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:

May 2023:

- **Mother of Millions-** Bryden, Dundas, Crossdale, Neurum, Linville, Minden, Esk, Eskdale, Glamorgan Vale, Lowood, Fernvale.
- **Annual Ragweed-** Toogoolawah, Sandy Creek, Neurum, Fernvale, Moore, Linville, Gregors Creek, Coominya.
- **Giant rats tail grass** – Colinton, Sandy Creek, Mount Kilcoy, Esk, Fernvale, Neurum, Gregors Creek, Linville, Coominya, Prenzlau.
- **Fireweed-** Fernvale, Neurum, Kilcoy, Coal Creek, Lowood, Coominya, Minden, Prenzlau.
- **Groundsel-** Moore, Glamorgan Vale, Lowood.
- **Leucaena-** Colinton.
- **Lantana –** Esk, Sandy Creek, Biarra, Neurum, Somerset.
- **Lantana Mechanical control-**Colinton, Somerset Dam.
- **Council managed infrastructure-** northern bridges.
- **Element 5-** D'Aguilar Highway East lantana control.
- **Lantana chemically treated** – 10,550M^2 / 10.55Ha.
- **Lantana mechanically removed-** 90,000M^2/ 9Ha.
- **Herbicide applied** – 14,840L.

June 2023:

- **Mother of Millions-** Coominya, Fernvale, Lowood, Neurum, Moore, Linville, Toogoolawah, Eskdale, Esk, Harlin, Buaraba, Atkinson Dam, Bryden, Dundas, Colinton, Hazeldea.
- **Giant rats tail grass** – Jimna, Gregors Creek, Colinton, Harlin, Mount Kilcoy, Esk, Coominya, Mount Tarampa.
- **Fireweed-** Lowood, Wivenhoe Pocket, Fernvale, Kilcoy, Sandy Creek, Mount Kilcoy, Harlin, Glamorgan Vale, Esk, Coominya, Eskdale, Mount Tarampa, Clarendon, Hazeldean.
- **Lantana-** D'Aguilar Highway West, Coominya, Tarampa, Minden, Biarra
- **Lantana Mechanical control-** D'Aguilar Highway West, Biarra, Lowood, Minden, Esk Crowsnest Road.
- **Council managed infrastructure-** Esk landfill.
- **Element 5-** D'Aguilar Highway West, Gatton Esk Road, Esk Hampton Road, Brisbane Valley Highway, Esk Kilcoy, Wivenhoe Somerset Road.
- **Element 15-** Brisbane Valley Highway.
- **Lantana chemically treated** – 11,450m^2 / 11.45Ha^2.
- **Herbicide applied** – 18,270L.

Lantana Chemical Subsidy Program
The lantana chemical subsidy program for 2022/23 has been expended.

Compliance under the *Biosecurity Act 2014:*

	May 2023	June 2023
Information notices	-	1
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

- Officer attendance at Land for Wildlife steering committee meeting – 7 June 2023
- Officer attendance at Land for Wildlife Officer training – 14 June 2023.

Somerset Flora and Fauna

- Ongoing engagement with Griffith University Social Marketing team to promote Koala awareness in the Somerset region, including representation at the Esk Garden and Lifestyle Fair, and preparations for the 2023 Somerset Free Tree Days.
- Ongoing participation in the Esk Koala survey and rehabilitation project with partners Care4Esk, AELA and University of the Sunshine Coast, and associated coordination with the State Koala Survey Team deployment.
- Official launch of the Birds Places of Somerset Brochure at the Esk Garden and Lifestyle Fair with Birds Queensland members – 17 June 2023.

Catchment Management

- Officer participation in the Council of Mayors Water and Catchment Investment Strategy Meeting - 22 June 2023.
- Officer facilitation of an Erosion and Sediment Action Plan in collaboration with Healthy Land and Water – 6 June 2023.
- Resilient Rivers Project Updates:
  - All Black Snake Creek Projects are now in a maintenance phase to secure 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.

Offsets – Planting

Delivery of Councils Capital Works Offsets:
The 23/24 Offset program elements are being negotiated, with initial delivery expected in the vicinity of Moore station on the Brisbane Valley Rail Trail in August, pending suitable climatic conditions.

Collaborations

- Council is seeking Expressions of Interest from Schools for National tree Day support and resourcing.
- Council facilitation of a hazard reduction burn (planning) at Hazeldean, including initial meeting, and construction of fire breaks to facilitate burning. Burn is anticipated in July (pending conditions)
- Negotiating delivery arrangements with other Council staff and contractors in respect of the Queensland Reconstruction Authority granted funding for Recreational assets.
- Officer representation at the Esk Garden and Lifestyle Fair – 17 June 2023.
- Officer participation in Chainsaw training (intermediate) – 20 June 2023.
- Collaboration with Queensland Fire and Emergency Services to review Bushfire Hazard mapping methodology – 8 June 2023.
- Officer attendance at Kilcoy State High School to discuss environmental opportunities with Student leadership team – 9 June 2023.

Business Recovery Officer

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

General

- Officer hosted Queensland's Small Business Commissioner, Dominique Lamb, in the Somerset Region early in June. The Commissioner visited numerous business owners across the region and was also introduced to the Economic Development and Tourism Advisory Committee.
- Officer attendance (virtually) at the Science to Practice Forum, run by the Future Drought Fund and supported by the Australian Government's Department of Agriculture and Forestry. Several key issues were discussed around drought resilience and preparing farms for future drought.
- Continued officer participation in the Kilcoy Streetscape Project by attending the Co-Design Workshop.
- Three Somerset businesses were successful in recent Business Basic Grants – Round 4. Each business received $5,000 for website build/upgrades.

Events

- Regenerative Agriculture Forum finalised to run in August, with an associated 2-day workshop in September.
- Planning continues for educational workshops and forums for the remainder of the year.

Business Communications

- Officer continues to meet and build relationships with local businesses via phone calls and business visits.

Somerset Regional Council Grant Finder – June 2023
(Report not yet received at time of compiling report)

Recommendation

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

Appendix 1

During June 2023 the following Development Applications were received:

Lodgement	Application No	Applicant	Property Address	Description
1 June 2023	DA23839	TCERT Pty Ltd	4 Dalla Place, Winya	BWUPS - Domestic Outbuilding (siting variation)
5 June 2023	DA23845	Gregory John Gilliland	400 Louisavale Road, Monsildale	MCU - Dwelling House (affected by overlays)
6 June 2023	DA23851	C/- Project BA	7164 Brisbane Valley Highway, Toogoolawah	BWUPS - Outbuilding (siting variation)
8 June 2023	DA23857	C/- Clark Town Planning	McLaughlans Lane and Brightview Road, Brightview	RAL - Boundary Realignment (two lots into two lots)
8 June 2023	DA23858	Brett Blacklow	5, 13 First Avenue, Somerset Dam	OP Works - Cut and Fill, Earthworks and Retaining Wall
9 June 2023	DA23862	Bob the Shed Builder	4 Bunya Pine Place, Fernvale	BWUPS - Domestic Outbuilding (siting variation)
9 June 2023	DA23863	Bob the Shed Builder	20 Bunya Pine Place, Fernvale	BWUPS - Outbuilding (on vacant land and siting variation)
13 June 2023	DA23874	C/- Grummitt Town Planning Pty Ltd	21 Lowood Minden Road, Lowood	RAL - Subdivision (one into two lots)
14 June 2023	DA23882	C/- Fluid Building Approvals	46 Hills Road, Borallon	BWUPS - Outbuilding (on vacant land)
19 June 2023	DA23894	A and T Surveying	62 and 82 Wells Station Road, Biarra	RAL - Boundary Realignment (four lots into four lots)
20 June 2023	DA23899	C/- Plan A Town Planning	Kangaroo Creek Road and Apple Tree Creek Road, Harlin	MCU - Intensive Animal Industry (poultry breeder farm - six sheds)
26 June 2023	DA23911	C/- Precinct Urban Planning	620 and 636 West Road, Patrick Estate	COMBINED: MCU - Tourist Attraction, Short-Term Accommodation, Caretakers Accommodation and RAL - Boundary Realignment (two into two lots)
26 June 2023	DA23915	Paul and Paula Misipeka	772 Sandy Creek Road, Sandy Creek	BWUPS - Domestic Outbuilding (siting variation)
28 June 2023	DA23928	C/- DTS Group	115 Old Fernvale Road, Vernor	RAL - Subdivision (one into 24 lots, plus new road and drainage)
29 June 2023	DA23930	C/- Elizabeth Franklin	89 Beeston Drive, Fernvale	BWUPS - Domestic Outbuilding (exceeding 70% GFA of dwelling house and siting variation)
29 June 2023	DA23931	C/- Saunders Havill Group	No Road Frontage, Lake Manchester	RAL - Boundary Realignment (two into two lots)
29 June 2023	DA23932	C/- Saunders Havill Group	357 Harris Road, Fernvale	RAL - Access Easement

29 June 2023	DA23934	C/- OSKA Civil Consultants	Lindemans Road, Lowood	OP Works - Roadwork, Stormwater, Earthworks and Vegetation Clearing
30 June 2023	DA23938	TCERT Pty Ltd	38 Aliza Place, Hazeldean	BWUPS - Domestic Outbuilding (siting variation)
30 June 2023	DA23939	Pace Planning	Kerr Street, Kilcoy	COMB: RAL - Subdivision (one lot into four lots and one balance lot) and OP Work - Roadwork, Drainage Work, Stormwater and Earthworks

Appendix 1A
During June 2023 the following Development Applications were decided:

Decision Date	Application No	Approved/ Refused:	Description	Primary Address
1 June 2023	DA23570	Approved – Delegated Authority	RAL - Boundary Realignment (six into two lots and road)	Factory Road, Toogoolawah
1 June 2023	DA23778	Approved – Delegated Authority	BWUPS - Domestic Outbuilding (siting variation)	523 Wivenhoe Somerset Road, Split Yard Creek
7 June 2023	DA23259	Approved – Council	MCU - Wholesale Nursery	20 O'Grady Road, Redbank Creek
7 June 2023	DA23397	Approved – Council	MCU - Short Term Accommodation (one cabin)	9 Ridge Street, Esk
7 June 2023	DA23398	Approved – Council	RAL - Subdivision (two lots into 69 lots and two balance lots) - Stage 9 and 10	Hedley Drive and Settlers Rise, Woolmar
7 June 2023	DA23823	Approved – Delegated Authority	BWUPS - Domestic Outbuilding (siting variation)	12 Stringybark Place, Fernvale
8 June 2023	DA23832	Approved – Delegated Authority	BWUPS - Domestic Outbuilding (exceeding 70% GFA of the dwelling)	158 Reinbotts Road, Lowood
12 June 2023	DA23506	Approved – Delegated Authority	OP Works - Earthworks (Cut and Fill)	Overlander Avenue, Woolmar
21 June 2023	DA21832	Refused – Council	COMB - MCU - Office, Warehouse and Low Impact Industry and OP Works - Vegetation Clearing	Highland Street, Esk
21 June 2023	DA23409	Approved – Council	MCU - Extension to Abattoir (High Impact Industry)	26 Coominya Connection Road, Coominya
21 June 2023	DA23863	Approved – Delegated Authority	BWUPS - Outbuilding (on vacant land and siting variation)	20 Bunya Pine Place, Fernvale
21 June 2023	DA23882	Approved – Delegated Authority	BWUPS - Outbuilding (on vacant land)	46 Hill Road, Borallon
22 June 2023	DA23490	Approved – Delegated Authority	RAL - Boundary Realignment (two into two lots)	7353 and 7373 Brisbane Valley Highway, Toogoolawah
26 June 2023	DA23826	Approved – Delegated Authority	BWUPS - Outbuilding (on vacant land)	26 York Court, Mount Hallen
26 June 2023	DA23839	Approved – Delegated Authority	BWUPS - Domestic Outbuilding (siting variation)	4 Dalla Place, Winya
26 June 2023	DA23851	Approved – Delegated Authority	BWUPS - Outbuilding (siting variation)	7164 Brisbane Valley Highway, Toogoolawah
26 June 2023	DA23862	Approved – Delegated Authority	BWUPS - Domestic Outbuilding (siting variation)	4 Bunya Pine Place, Fernvale

Appendix 2
Details of the Approved Building Developments for June 2023:

Determined	Application No:	Approved/ Finalised:	Description	Primary Address
1 June 2023	DA23838	Approved - Private Certifier	New Shed and Awning	15 Caballo Way, Winya
1 June 2023	DA23840	Approved - Private Certifier	New Shed	166 Fairneyview Fernvale Road, Fernvale
2 June 2023	DA23841	Approved - Private Certifier	Extension to Existing Dwelling and Detached Garage	41 Anderson Lane, Buaraba
2 June 2023	DA23842	Approved - Private Certifier	New Shed with attached awning	703 Mount Beppo Road, Mount Beppo
2 June 2023	DA23844	Approved - Private Certifier	New IG Pool and pool fence	11 Cinderwood Court, Fernvale
2 June 2023	DA23846	Approved - Private Certifier	New Shed	99 Honeywood Drive, Fernvale
2 June 2023	DA23850	Approved - Private Certifier	New Secondary Dwelling	80 Adams Road, Glamorgan Vale
3 June 2023	DA23854	Approved - Private Certifier	New Dwelling	8 Stallard Close, Woolmar
3 June 2023	DA23855	Approved - Private Certifier	New Dwelling	17 Stallard Close, Woolmar
5 June 2023	DA23847	Approved - Private Certifier	New Dwelling	Kangaroo Creek Road, Harlin
5 June 2023	DA23849	Approved - Private Certifier	Replace Roof Cladding on Dwelling	108 West Road, Coominya
5 June 2023	DA23853	Approved - Private Certifier	New Shed and Awning	508 Mount Beppo Road, Mount Beppo
6 June 2023	DA23877	Approved - Private Certifier	New Patio	42 Noblewood Crescent, Fernvale
7 June 2023	DA23673	Approved - Council	Demolition of Existing Dwelling and Associated Structures	5 Erskine Street, Fernvale
8 June 2023	DA23860	Approved - Private Certifier	New Dwelling	8 Cavendish Street, Moore
8 June 2023	DA23861	Approved - Private Certifier	New Carport and Shed	32 Carseldine Street, Kilcoy
8 June 2023	DA23875	Approved - Private Certifier	New Dwelling	14 Stringybark Place, Fernvale
9 June 2023	DA23889	Approved - Private Certifier	Alterations to Existing Retail Tenancy	Fernvale Village Shopping Cent, 4 Fairneyview Fernvale Road, Fernvale
9 June 2023	DA23891	Approved - Private Certifier	New Shed	310 Gregors Creek Road, Gregors Creek
9 June 2023	DA23935	Approved - Private Certifier	New Secondary Dwelling	84 Daisy Road, Mount Tarampa
10 June 2023	DA23866	Approved - Private Certifier	Replace Roof Cladding of Dwelling House	380 Spring Creek Road, Harlin
11 June 2023	DA23867	Approved - Private Certifier	Replace Roof Cladding of Dwelling House	50 Many Views Road, Woolmar
12 June 2023	DA23878	Approved - Private Certifier	Replace Roof Cladding of Dwelling House	3 Newman Street, Coominya
12 June 2023	DA23879	Approved -	New Shed	14 Church Street, Lowood

		Private Certifier		
12 June 2023	DA23880	Approved - Private Certifier	New Shed	19 Cedarvale Road, Sandy Creek
12 June 2023	DA23936	Approved - Private Certifier	New Shed	12 Stringybark Place, Fernvale
13 June 2023	DA23881	Approved - Private Certifier	New Shed	61 Roberts Court, Sandy Creek
13 June 2023	DA23884	Approved - Private Certifier	Replacement of Existing Metal Roof Cladding	19 Don Street, Lowood
14 June 2023	DA23876	Approved - Private Certifier	New Patio	32 Carseldine Street, Kilcoy
14 June 2023	DA23883	Approved - Private Certifier	New Shed	158 Reinbotts Road, Lowood
14 June 2023	DA23886	Approved - Private Certifier	Above Ground Pool and Barrier	1584 Esk Crows Nest Road, Biarra
14 June 2023	DA23927	Approved - Private Certifier	Replace Roof Cladding of Dwelling House and Shed	13 Christella Court, Fernvale
15 June 2023	DA23890	Approved - Private Certifier	New Shed	195 Banks Creek Road, Fernvale
16 June 2023	DA23907	Approved - Private Certifier	New In Ground Pool and Barrier	5 Lillypilly Place, Rifle Range
16 June 2023	DA23892	Approved - Private Certifier	Re-roofing Dwelling and Garage	826 Mount Kilcoy Road, Mount Kilcoy
16 June 2023	DA23893	Approved - Private Certifier	As-constructed Dwelling and Units x Two	16 William Street, Kilcoy
16 June 2023	DA23898	Approved - Private Certifier	New In Ground Pool and Barrier	144 Gregors Creek Road, Gregors Creek
19 June 2023	DA23224	Approved - Council	Alteration and Addition to Existing Dwelling	7 Third Avenue, Somerset Dam
19 June 2023	DA23632	Approved - Council	Alterations to dwelling (tiles to sheet roofing)	597 Brisbane Valley Highway, Wanora
19 June 2023	DA23902	Approved - Private Certifier	New Shed	2 Shadywood Drive, Fernvale
20 June 2023	DA23897	Approved - Private Certifier	Re-roof Dwelling, Patio and Shed	11 Staghorn Court, Fernvale
20 June 2023	DA23900	Approved - Private Certifier	New Shed	232 Larkhill Boundary Road, Glamorgan Vale
22 June 2023	DA23646	Approved - Council	New Dwelling and Shed	94 Lakeview Drive, Esk
23 June 2023	DA23910	Fees Not Paid	New Shade Structure	30 Highland Street, Esk
23 June 2023	DA23913	Approved - Private Certifier	New Dwelling	18 Overlander Avenue, Woolmar
26 June 2023	DA23914	Approved - Private Certifier	New In Ground Pool and Barrier	140 Marburg Road, Marburg
26 June 2023	DA23917	Approved - Private Certifier	Replace Roof Cladding of Ancillary Structure	101 Rose Avenue, Minden
26 June 2023	DA23919	Approved - Private Certifier	Replace Roof Cladding of Dwelling House and Shed	1652 Brisbane Valley Highway, Fernvale
27 June 2023	DA22653	Approved - Council	Dwelling Additions and retaining wall	29 Spoonbill Court, Lowood
27 June 2023	DA23920	Approved - Private Certifier	New Shed	10 Pryde Street, Lowood
27 June 2023	DA23950	Fees Not Paid	New Shed	12 Aliza Place, Hazeldean

28 June 2023	DA23957	Fees Not Paid	Patio Enclosure	10 Varley Street, Lowood
29 June 2023	DA23937	Approved - Private Certifier	New Shed and Carport	4126 D'Aguilar Highway, Royston
30 June 2023	DA23888	Approved - Council	New Shed	27 Lehmanns Road, Coolana
30 June 2023	DA23940	Approved - Private Certifier	New Shed	4 Dalla Place, Winya
30 June 2023	DA23941	Approved - Private Certifier	New Garage	7164 Brisbane Valley Highway, Toogoolawah
30 June 2023	DA23945	Approved - Private Certifier	New Dwelling	4 Cypress Circuit, Fernvale

Building Approvals – June 2023																								
Locality	New Houses				Removal Dwellings				Alterations/Additions				Commercial/Industrial				Sheds/Carports/Pools				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	1	-	-	-	-	-	-	-	10	-	4	-	-	-	-
Lowood Town	-	13	-	2	-	-	-	1	1	7	1	1	-	4	-	-	3	31	-	3	-	-	-	1
Fernvale Town	2	13	-	-	-	-	-	-	2	13	-	-	1	3	-	-	6	38	-	15	-	1	1	2
Esk Town	-	4	1	1	-	1	-	-	-	2	-	1	-	4	-	2	1	13	-	4	-	-	-	1
Toogoolawah Town	-	3	-	1	-	-	-	1	-	3	-	-	-	1	-	2	1	6	-	6	-	-	-	-
Coominya Village	-	-	-	-	-	-	-	-	-	2	-	-	-	-	-	-	-	-	-	1	-	-	-	-
Somerset Village	-	1	-	-	-	-	-	-	-	-	1	1	-	-	-	-	-	1	-	1	-	-	-	-
Kilcoy Town	3	25	-	-	-	-	-	-	-	10	-	-	1	4	-	1	3	21	-	2	-	-	-	-
Harlin Village	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Villeneuve Village	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	-	-	-	-	-	-
Moore Village	1	2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2	-	-	-	-	-	-
Linville Village	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-	1	-	1	-	2	-	-	-	-
Jimna Village	-	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	1	-	-	-	-	-	-
Wanora / G'vale Area	1	4	-	-	-	1	-	-	-	2	1	2	-	-	-	-	2	11	-	2	-	-	-	-
Lwd - Minden Corridor	1	46	-	1	-	1	-	-	-	10	-	-	-	1	-	1	2	49	1	15	-	-	-	-
WHPkt / Split'dCk / F'vale	-	7	-	-	-	1	-	-	1	7	-	-	-	-	-	-	1	20	-	3	-	-	-	1
Rural Esk	-	13	-	3	-	-	-	-	1	2	-	-	-	2	-	-	-	19	-	8	-	-	-	-
Rural Cya /Atk Dam	-	4	-	-	-	1	-	1	1	10	-	-	-	3	-	-	1	18	-	3	-	-	-	-
Rural Tgh / Harlin / C'ton	1	8	-	3	-	1	-	2	1	4	-	1	-	-	-	1	3	15	-	6	-	-	-	1
Rural S'Dam / Bryden	-	2	-	1	-	1	-	-	-	-	-	-	-	-	-	-	-	2	-	1	-	-	-	-
Wool,r / Gregor Ck / H,dean	-	14	-	-	-	-	-	-	1	4	-	-	-	1	-	-	3	18	-	2	-	-	-	-
Rural Villen've / Mt Archer	-	3	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-	5	-	1	-	1	-	-
Mt Kilcoy / Sand Ck /R'ston	-	6	-	-	-	-	-	-	1	8	-	-	-	1	-	1	4	30	-	6	-	-	-	1
Rural Moore / Linville	-	-	-	-	-	-	-	1	-	-	-	-	-	1	-	-	-	1	-	-	-	-	-	-
Rural Jimna	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3	-	-	-	-	-	-
Total	**9**	**168**	**1**	**13**	**-**	**7**	**-**	**7**	**10**	**87**	**3**	**6**	**2**	**25**	**-**	**9**	**30**	**316**	**1**	**86**	**-**	**2**	**1**	**7**

"C"=Current Month Total "P"=Progressive Total for Financial Yr G:Buildoc/Reports/BuildStat June2023		**Private Certifier**	**Council**	**Total**
	Number for Month	51	6	**57**
	Value for the Month	$5,963,409.00	$745,390.00	**$6,708,799.00**
	Progressive YTD No	617	128	**745**
	Progressive YTD Value	$109,775,036.00	$8,649,656.00	**$118,424,692.00**

Appendix 3 - Plumbing

Plumbing and Drainage Approvals June 2023

Application No.	Received Date	Approval Date	Days to Approve	Water	Sew	Sept	HSTP	Ext	P&D
DA23006	29 May 2023	5 June 2023	-	Y	-	AES Amended	-	-	Y
DA23811	24 May 2023	1 June 2023	-	Y	-	-	Y	-	Y
DA23816	25 May 2023	5 June 2023	-	-	-	-	Y	-	Y
DA23101	30 May 2023	5 June 2023	-	Y	-	Amended Y	-	-	Y
DA23829	30 May 2023	6 June 2023	-	-	-	-	Y	-	D
DA23793	17 May 2023	7 June 2023	-	-	-	Decommission	-	-	D
DA23843	2 June 2023	7 June 2023	-	Y	-	-	-	-	P
DA23837	1 June 2023	8 June 2023	-	-	-	-	Y	-	Y
DA23833	1 June 2023	8 June 2023	-	-	-	-	Y	-	Y
DA23848	5 June 2023	8 June 2023	-	Y	Y	-	-	-	Y
DA23727	28 April 2023	9 June 2023	-	-	-	-	Y	-	D
DA23852	6 June 2023	9 June 2023	-	-	-	Y	-	-	Y
DA23675	13 April 2023	14 June 2023	-	-	-	-	Y	-	D
DA23864	3 June 2023	14 June 2023	-	-	-	-	Y	-	Y
DA23871	13 June 2023	15 June 2023	-	Y	Y	-	-	-	Y
DA23885	14 June 2023	16 June 2023	-	Y	Y	-	-	-	Y
DA22476	25 May 2023	21 June 2023	-	Y	-	-	Y Amended	-	Y
DA23895	19 June 2023	26 June 2023	-	-	-	-	Y	-	Y
DA22919	22 June 2023	28 June 2023	-	Y	-	-	Y Amended	-	Y
								Total Number of Approvals:	**19**
								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	2	1	1	0	18
Dog attack on Another Animal	3	0	2	1	2	7	3	3	0	1	2	2	26
Barking Dogs	6	9	8	4	9	7	11	5	5	10	13	13	100
Animal Issues - Miscellaneous	13	7	9	3	4	17	9	27	0	4	3	2	98
Dogs Wandering at Large	10	16	8	11	5	7	5	4	12	7	8	12	105
Livestock Wandering at Large	7	10	3	4	11	10	7	9	13	5	7	9	95
After Hours Emergency call out Dogs	1	0	1	2	0	0	0	0	0	1	1	1	7
After Hours Emergency call Out Stock	1	5	3	2	2	2	3	2	6	1	7	10	44
Request for Animal Traps	3	4	7	7	8	4	5	3	4	2	6	9	62
Request to Impound Animals	8	10	14	19	13	10	9	5	14	10	26	24	162
Abandoned Motor Vehicle	4	3	2	3	3	6	3	5	3	1	4	1	38
Illegal Camping	0	1	0	1	3	5	10	7	3	3	2	5	40
Visual Pollution	0	0	2	2	1	5	0	0	0	2	1	4	17
Local Law Investigations – other local law issues	0	2	3	1	2	2	4	4	5	1	2	1	27
Overgrown Allotments	5	2	4	16	14	13	14	13	12	19	8	3	123
Restricted activity – Selling Vehicles	0	0	0	0	0	0	1	0	0	0	0	0	1
Unlawful Materials on Footpath	1	1	3	1	0	0	1	1	0	2	1	0	11
Litter and Illegal Dumping of Rubbish less than 200 litres	9	1	7	3	2	8	3	2	2	1	4	0	42
Total Regulatory Services CSR's	**71**	**72**	**77**	**81**	**80**	**108**	**92**	**91**	**81**	**71**	**96**	**96**	**1016**

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	1	1	1	1	**24**
Pest Plants - Private Land	16	45	34	14	10	5	7	8	8	2	5	4	**158**
Pest Plants - Road Reserves	0	3	4	0	2	0	2	1	3	3	1	0	**19**
Pest Animals - General Enquires	4	12	11	9	10	2	5	11	14	6	13	6	**103**
Total Pest Management CSR's	**23**	**63**	**54**	**23**	**24**	**8**	**19**	**21**	**26**	**12**	**20**	**11**	**304**

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	0	3	2	3	24
Food Premises Complaints	0	1	0	1	2	1	0	0	1	1	0	3	10
Miscellaneous Health Issues	1	4	2	2	1	1	4	3	0	0	3	1	22
Mosquito Complaints	0	0	0	0	0	0	0	0	0	0	0	0	0
Environmental Issues - Dust Nuisance	0	0	0	0	0	0	0	3	0	0	1	1	5
Environmental Issues - Light Nuisance	0	0	0	0	0	0	0	0	0	0	0	0	0
Environmental Issues - Noise Nuisance	1	2	0	1	1	3	2	2	3	4	2	4	25
Environmental Issues - Odour Nuisance	0	0	3	1	3	0	0	2	2	1	4	1	17
Environmental Issues - Smoke Nuisance	0	3	1	0	1	0	0	2	1	0	2	1	12
Environmental Issues - Water Pollution	0	0	1	1	2	0	0	0	0	0	0	1	5
Local Laws - Illegal Vending	0	0	0	0	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	0	0	0	0
Illegal Dumping - over 200L	4	4	3	5	4	4	4	2	3	2	6	4	45
Illegal Dumping - Asbestos	0	0	0	0	0	0	0	0	0	0	1	0	1
Illegal Dumping – one of items – non-investigation	6	1	5	3	1	8	3	0	7	1	4	2	41
Illegal Dumping - Tyres	3	0	1	0	0	0	1	0	1	0	0	2	8
Total Environmental Health CSR's	**16**	**18**	**17**	**17**	**16**	**18**	**18**	**17**	**18**	**95**	**25**	**23**	**215**

Total all Environmental Services CSR's	**110**	**153**	**148**	**121**	**120**	**134**	**129**	**129**	**125**	**95**	**141**	**130**	**1535**

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	5756	5742	5665	5507	**5507**
Unpaid Notices	0	0	0	0	0	0	0	0	0	0	0	0	**0**
Infringement Notice Issued	12	5	15	5	3	0	7	6	5	6	4	6	**74**
Registration Compliance activities	3	50	1	1	3	0	4	0	0	0	0	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	7	11	16	12	**104**
Cats	2	7	13	13	22	9	5	1	8	3	17	6	**106**
Stock	0	0	13	0	1	0	0	0	1	1	0	0	**26**

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	7	2	29	35	**127**
Food Business Re-inspections	0	0	0	0	0	1	0	0	2	0	2	0	**5**
Kennel Inspections	1	0	0	0	0	0	0	0	4	21	21	1	**47**
Poultry Farm Inspections	1	0	0	0	3	5	0	0	0	0	2	8	**19**
Local Law - Prescribed Activity Approvals	2	3	3	5	2	0	0	8	3	4	4	3	**33**

FINANCE
SOMERSET REGIONAL COUNCIL - Officer's Report

To:	Andrew Johnson, Chief Executive Officer
From:	Geoffrey Smith, Director Finance
Director:	Geoffrey Smith, Director Finance
Date:	4 July 2023
Subject:	Fraud management policy proposed amendment – annual RPEQ registration review
File Ref:	External audit
Action Officer:	DFIN

Background/Summary

External audit have reported as follows:

23IR-2 Review of registration status to ensure compliance with legislation
Observation
The CCC published a fact sheet in December 2020 outlining how the work of engineers may fall within their jurisdiction, and advice for public sector agencies. This included a recommendation for public sector agencies to 'review the registration status of employees undertaking engineering services, to ensure compliance with the Professional Engineers Act 2002'. Council has not completed such a review.
Implication
Employees undertaking engineering services may not be compliant with the legislation.
QAO recommendation
We recommend that review of registration status occur on a yearly basis (at the minimum) to ensure compliance with the legislation.

It is recommended that this matter be managed within the fraud management policy.

Attachments

Fraud management policy

Recommendation

THAT the following text be added to the fraud management policy under "other human resources matters":

- Council will review and confirm annually the registration status of employees undertaking engineering services, to ensure compliance with the Professional Engineers Act 2002

Somerset
REGIONAL COUNCIL

Policy Subject/Title:	**Fraud Management Policy**
Policy Number:	**F011**

Responsible Officer:	Director Finance
Legislative or Regulatory Reference:	*Local Government Act 2009* Local Government Regulation 2012 *Criminal Code Act 1899* *Crime and Corruption Act 2001*
Related Policies / Procedures:	Public Interest Disclosure Policy, Code of Conduct and other policies
Authorised by:	Somerset Regional Council
Authorised on:	25 November 2015 [Doc ID 854607]
Review / Amendment dates:	14 September 2016 [Doc ID 908892] 28 March 2018 [Doc Id 1024321] 10 November 2021 [Doc Id 1344322] 28 September 2022 [Doc Id 1438152] 24 May 2023 [Doc Id 1511020]

1. OBJECTIVE

To outline Council's approach to managing fraud and corruption.

2. BACKGROUND

In its June 2015 report to parliament "Fraud Management in Local Government", the Queensland Audit Office (QAO) recommended actions by councils and the state government.

The Minister for Local Government wrote to Council on 19 August 2015 requesting Council review this report and consider systems changes as a result.

Council's internal auditor prepared a report on fraud management matters which was delivered in draft form in September 2015.

The state announced relevant changes to legislation on 2 November 2015 in response to the QAO recommendations.

3. PURPOSE

To outline Council's approach to managing fraud and corruption.

4. SCOPE

This policy applies to councillors, local government employees, local government contractors and others in respect of potential acts of fraud and/or corruption as defined involving Somerset Regional Council:

- Fraud – in section 408C of the *Criminal Code Act 1899* or successor legislation
- Corrupt conduct (or corruption) – in section 15 of the Crime and Corruption Act 2001 or successor legislation.

Criminal Code Act 1899

408C Fraud

(1) A person who dishonestly—

(a) applies to his or her own use or to the use of any person—

(i) property belonging to another; or

(ii) property belonging to the person, or which is in the person's possession, either solely or jointly with another person, subject to a trust, direction or condition or on account of any other person; or

(b) obtains property from any person; or

(c) induces any person to deliver property to any person; or

(d) gains a benefit or advantage, pecuniary or otherwise, for any person; or

(e) causes a detriment, pecuniary or otherwise, to any person; or

(f) induces any person to do any act which the person is lawfully entitled to abstain from doing; or

(g) induces any person to abstain from doing any act which that person is lawfully entitled to do; or

(h) makes off, knowing that payment on the spot is required or expected for any property lawfully supplied or returned or for any service lawfully provided, without having paid and with intent to avoid payment;

commits the crime of fraud.

Crime and Corruption Act 2001

15 Meaning of *corrupt conduct*

(1) ***Corrupt conduct*** means conduct of a person, regardless of whether the person holds or held an appointment, that—

(a) adversely affects, or could adversely affect, directly or indirectly, the performance of functions or the exercise of powers of—

(i) a unit of public administration; or
(ii) a person holding an appointment; and

(b) results, or could result, directly or indirectly, in the performance of functions or the exercise of powers mentioned in paragraph (a) in a way that—

(i) is not honest or is not impartial; or
(ii) involves a breach of the trust placed in a person holding an appointment, either knowingly or recklessly; or
(iii) involves a misuse of information or material acquired in or in connection with the performance of functions or the exercise of powers of a person holding an appointment; and

(c) is engaged in for the purpose of providing a benefit to the person or another person or causing a detriment to another person; and

(d) would, if proved, be—

(i) a criminal offence; or
(ii) a disciplinary breach providing reasonable grounds for terminating the person's services, if the person is or were the holder of an appointment.

5. POLICY

Council is committed to:

- reducing or removing the potential for fraudulent or corrupt conduct on the part of its Councillors, employees and suppliers

- detecting fraudulent or corrupt conduct through the systematic processes articulated in its Fraud Control Plan

- investigating all instances of suspected fraudulent or corrupt conduct exposed as a result of our detection processes, or as a result of receiving an allegation of fraudulent or corrupt activities

- managing, disciplining or facilitating the prosecution of those responsible for incidents of fraud and corruption as appropriate

- minimising the risk of fraud and corruption; and

- ensuring the continuing organisational integrity and transparency of its operations.

Council will act on any suspicion of illicit conduct on the part of its staff or any party with whom it conducts business.

Council officers have a responsibility and an obligation to report suspected or known incidents of fraud or corruption.

Council will take action against anyone who takes reprisal action against a Council officer who reports suspected or known incidents, consistent with Council's Public Interest Disclosure Policy and Procedure.

Council has a zero tolerance for fraud and corruption.

When considering Council's response to the risk of fraud / corruption, Council will evaluate the cost and benefit of internal controls. For example, Council accepts the risk posed by the use of electronic signatures on Council documents (including timesheets and purchase requisitions) given the benefits of e-signatures provided the electronic signature software obtained and used for this purpose contains appropriate security elements and has been approved by the Chief Executive Officer

Director Corporate and Community Services is appointed as Fraud and Corruption Control Officer as part of the existing responsibilities of the Director Corporate and Community Services role.

Internal audit will evaluate this policy incorporating Council's fraud control plan every two years.

6. FRAUD CONTROL PLAN

Council's Fraud Control Plan consists of two elements:

a) financial management risk register and controls that are maintained as required by the Local Government Regulation 2012

b) specific elements outlined in this policy below

Criminal history checks

- The appointment of all new staff (including promotions) will be subject to completion of a criminal history check. Council will assess the results of criminal history checks against the requirements of the position prior to appointing or promoting a staff member.

- Council will conduct criminal history checks on all relevant staff every eight years commencing June 2016. Council will assess the results of criminal history checks against the requirements of each relevant position. (eg positions whose role includes handling cash, financial purchasing delegates, senior management, officers whose role includes issuing licences or providing recommendations about the issuing of licences and finance staff).

Where relevant staff / relevant position refers to:

- Senior management and contract employees
- Officers covered by Division 1 and Division 2 – Section 1 of the Queensland Local Government Industry (Stream A) Award – State 2017 or successor awards
- Other officers whose normal role involves cash handling such as employees based at waste facilities or who have delegated procurement authority.

Supplier masterfile checks

Before any new supplier is added to the supplier masterfile, a form will be completed approved in writing by two Council officers that identifies:

- Trading and entity name.
- Australian Business Number (ABN).
- GST registration status.
- Estimate of total annual purchases from this supplier and where this exceeds $50,000 and the supplier is a corporation, confirmation that a company search has been conducted within the past month and is held on file.
- Identification of Directors and owners of supplier where a company search has been conducted.
- Registered Office address where a company search has been conducted.
- Where the owner or director of any supplier is identified as a Council employee or Councillor, the Chief Executive Officer's authorisation will be required on the new supplier form prior to processing.
- For suppliers with an estimated annual total purchase value exceeding $10,000, confirmation that the supplier is listed in the telephone directory.

Where a supplier is currently listed on the supplier masterfile but has not been paid by Council within the previous 12 months, a new supplier masterfile form will be completed for that supplier in order for the supplier to remain as an active supplier.

Before any amendment to the trading and entity name (other than the correction of a spelling error) or to the ABN is made to the supplier masterfile, a form will be completed approved in writing by two Council officers. Changes of ABN would normally require the addition of a new supplier record rather than the amendment of an existing supplier.

A printed audit log of supplier masterfile changes will be reviewed each month by two finance officers who do not have system access to changing the supplier masterfile. All changes that require the completion of a form will be verified back to that form.

Tender declarations

The following is to be included with request for tender documents:

- A copy of this policy and plan
- Council contact details to report alleged fraud.
- A declaration form to be completed by tenderers to declare the nature of any conflicts of interest between Council and the company (eg relationships with Council staff).

Monitoring of systems

Council will monitor Council-supplied and maintained hardware and software in terms of location, content and use in order to meet the objectives of this policy.

Two Council officers with super user access to the financial system will review audit logs both the PCSADMIN and PCSDBA each month to ensure access to those systems was appropriate.

Staff training

- Training at the time of induction of new employees will include training about Council's fraud control policy and plan.
- Commencing June 2016, fraud awareness training will be provided to all staff every three years including all senior staff

Other human resources matters

- Position descriptions of all senior staff that are reviewed or created after June 2016 are to identify that the positions have responsibility for preventing fraud.
- Commencing June 2016, senior staff are to provide annual declarations that they have complied with Council's Code of Conduct and fraud management policy.
- Council confirms that the requirement in its leave policy requiring regular taking of leave is in part in place to manage the risk of fraud

Investigation processes

- In determining the Chief Executive Officer's obligations to report and/or record alleged or proven fraud, Council will engage qualified independent investigators where appropriate.

7. EFFECTIVE FROM

25 November 2015.

Signed: Date: 14 September 2016

SOMERSET REGIONAL COUNCIL - Officer's Report

To:	Andrew Johnson, Chief Executive Officer
From:	Geoffrey Smith, Director Finance
Director:	Geoffrey Smith, Director Finance
Date:	4 July 2023
Subject:	Medium sized contract – Eftsure Pty Ltd
File Ref:	Risk management – fraud prevention
Action Officer:	DFIN

Background/Summary

Council's information system security policy includes the following:
'Council identifies that cheque and credit card payment are Council's default methods of payment of suppliers. These forms of payment manage risks relating to EFT fraud and security identified in the Crowe report "Internal Audit of IT Systems and Security".'

Council officers are wanting to safely introduce EFT supplier payments instead of cheques. Council is aware of EFT frauds carried out on other entities including other local governments.

Council has been in discussion with Eftsure Pty Ltd which is the only known Australian supplier of comprehensive software and systems that verifies the bank account details of suppliers and other supplier information prior to payment.

Eftsure services are used by Council's auditors, PwC and a large number of Australian businesses and organisations.

It is proposed that Eftsure would be engaged to verify and support onboarding of supplier data to Council's systems as well as to provide ongoing verification services.

This is likely to represent a medium-sized contractual arrangement under the Local Government Regulation 2012. A budget exists for this proposal. If the Eftsure proposal is accepted, the migration to EFT supplier payments is expected to be completed in early 2024.

Attachments

Nil

Recommendation

THAT Council resolves that it is satisfied that Eftsure Pty Ltd is the only available supplier of comprehensive EFT fraud prevention software and services and further that the Chief Executive Officer be authorised to contract with Eftsure to facilitate the safe migration to EFT supplier payments.

SOMERSET REGIONAL COUNCIL - Officer's Report

To:	Andrew Johnson, Chief Executive Officer
From:	Geoffrey Smith, Director Finance
Director:	Geoffrey Smith, Director Finance
Date:	30 June 2023
Subject:	2023 Interim audit report
File Ref:	External audit
Action Officer:	DFIN

Background/Summary

Section 213 of the Local Government Regulation 2012 requires an interim audit report from the Auditor-General to be presented at the next ordinary meeting of Council.

The attached interim audit report dated 30 June 2023 details the following deficiencies and other matters found in audit work conducted to date:

- Audit have reported that reviews of audit logs of 'superusers' in Council's business system were not conducted between December 2022 and May 2023.
  This absence of review was in part due to an internal audit report from Crowe of April 2023 (extract attached – see 3.1) which recommended a change in the way that superuser access should be monitored.
  I confirm that superuser access has now been reviewed between July 2022 and June 2023 under the system outlined in the internal audit report extract (under 'management response').

- Audit have recommended that Council conduct a yearly review of the registration status of employees undertaking engineering services for Council.

Attachments

2023 interim audit report from Queensland Audit Office (external audit) of 30 June 2022
Extract from internal audit report of April 2023 detailed finding 3.1 about access to system procedures/ superuser access

Recommendation

THAT the 2023 interim audit report dated 30 June 2023 be received and the contents noted

2023 INTERIM REPORT

Somerset Regional Council

30 June 2023

Queensland Audit Office
Better public services

Queensland Audit Office
Better public services

Councilor G Lehmann
Mayor
Somerset Regional Council

Dear Councilor Lehmann

2023 Interim report

We present our interim report for Somerset Regional Council for the financial year ending 30 June 2023. This report details the results of our interim work performed to 16 June 2023. Under section 213 of the Local Government Regulation 2012, you must present a copy of this report at your council's next ordinary meeting.

Results of our interim audit

In this phase, we assessed the design and implementation of your internal controls relevant to the financial report, and whether they are operating effectively. We assessed the key controls we intend to rely on in auditing your financial statements. Our audit does not assess all controls that management has implemented across the organisation.

Deficiencies:

- One raised in the current year
- None unresolved from prior years

Other matters:

- One raised in the current year
- None unresolved from prior years

Based on the results of our testing completed to date, we have determined your internal control environment does support an audit strategy where we can rely upon your entity's controls.

Refer to *section 1* for further details.

If you have any questions or would like to discuss the audit report, please contact me on or

Yours sincerely

Darren Jenns
Contract Audit Partner

Enc.
cc. Cr Andrew Johnson, Chief Executive Officer
Mr Eamon Lynch, Audit Committee Chair

1. Status of issues

Internal control issues

The following table identifies the number of deficiencies in internal controls and other matters we have identified. Details of the deficiencies we identified during our interim audit are outlined further in this section. Refer to section 2 *Matters previously reported* for the status of previously raised issues.

Issues	Significant deficiencies	Deficiencies	Other matters*
Current year issues	0	1	1
Prior year issues – unresolved	0	0	0
Total issues	**0**	**1**	**1**

*Queensland Audit Office only tracks resolution of other matters where management has committed to implementing action.

The following section details control deficiencies and other matters identified as at 30 June 2023. It includes a response from management.

Our ratings are as follows. For more information and detail on our rating definitions, please see the webpage here: www.qao.qld.gov.au/information-internal-controls or scan the QR code.

D Deficiency

23IR-1 Evidence of review of super user logs

Control activities

Observation

Three of the management team are designated as 'superusers' in the finance system, PCS. Prior to December 2022, quarterly review of audit logs for each super user was performed. From December 2022 to May 2023, there was no evidence of review performed. Internal auditors performed a review of processes from December 2022 and issued a report on the findings in March 2023 highlighting the need for increased frequency of review.

Implication

The delay in performing a review of audit logs can lead to erroneous journals posted throughout the period, if not reviewed on a timely basis.

QAO recommendation

We recommend that super user review logs are reviewed in a timely manner aligned with the internal auditor's recommendation of a monthly process from July 2023 to resolve any exceptions in a timely manner.

SENSITIVE

Management response

The finance team have retrospectively performed a monthly review of all super user logs from July 2022 to January 2023. For January 2023 to June 2023, this remains in progress and due for completion by the end of June 2023 or early July 2023.

Responsible officer: Director Finance

Status: Resolved

Action date: 12 June 2023

Other Matters

23IR-2 Review of registration status to ensure compliance with legislation

Observation

The CCC published a fact sheet in December 2020 outlining how the work of engineers may fall within their jurisdiction, and advice for public sector agencies. This included a recommendation for public sector agencies to 'review the registration status of employees undertaking engineering services, to ensure compliance with the *Professional Engineers Act 2002*'. Council has not completed such a review.

Implication

Employees undertaking engineering services may not be compliant with the legislation.

QAO recommendation

We recommend that review of registration status occur on a yearly basis (at the minimum) to ensure compliance with the legislation.

Responsible officer: Director Finance

Status: Resolved

Action date: 26 June 2023

2. Matters previously reported

In FY22, there were no internal control or financial reporting issues reported.

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Queensland Audit Office
Better public services

Somerset Regional Council

Internal Audit of Financial Risk Management

April 2023

3. Detailed Findings

3.1 Section 2 – Access to System Procedures

Element / Area / Reference	Current activities from Risk Register	Suggested Improvement
2.2.2.1 Access to system procedures /Procedures/Inputs/ Employee and other authorised persons list.	The Director Finance and System Administrators will be the only people with access to the "Super User" log on to the system where permissions can be created, deleted or changed.	Council should investigate if there is a log/audit report available for any changes made in the Super User platform that can be reviewed or presented. If not, this review should performed periodically as Super User access carried a heightened risk.
Management Response		
The recommendation is accepted. There are audit logs that are reviewed currently however these reviews are carried out by 2 super users. The frequency of review is not defined. It is agreed that these matters can be strengthened and clarified. By 30 June 2023, Director Finance will seek to amend the financial management risk register at 2.2.3.2 to clarify that: (Reasonableness) Senior Finance Officer or other finance department delegate who is not a super user will review the audit logs of all super users each month to confirm that access by these users over the previous calendar month was reasonable including that there were no inappropriate permission changes to any super user account and no inappropriate maintenance access made by a super user to supplier records, rate records or payroll records. The reviewer will retain a signed written record of the date and time that this review was undertaken and confirm the processes that were undertaken.		

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SOMERSET REGIONAL COUNCIL - Officer's Report

To:	Andrew Johnson, Chief Executive Officer
From:	Geoffrey Smith, Director Finance
Director:	Geoffrey Smith, Director Finance
Date:	3 July 2023
Subject:	Sustainability Framework for Local Governments
File Ref:	Government Relations - State and Federal Government Liaison - 2022 - 2025 - State and Federal Government Departments - Liaison
Action Officer:	DFIN

Background/Summary

The Department of State Development, Infrastructure, Local Government and Planning (DSDILGP) has written advising of the following new documents:

- Financial Management (Sustainability) Guideline 2023 version 1. This guideline has statutory backing in the Local Government Regulation 2012 and is based on clear, quantifiable, auditable measures of a council's performance with objective pass or fail criteria. Information required for the financial sustainability measures are drawn from audited financial statements. Performance measures under the new guideline are published as part of Council's adopted FY2024 budget.

- A local government sustainability framework about non-financial matters which does not have statutory backing and which has no clear or quantifiable performance measures or objective pass or fail criteria. The Department will monitor council performance through channels such as media reports and community submissions.

A letter from Council to the Local Government Association of Queensland (LGAQ) of 13 January 2023 is attached outlining uncertainties about the non-financial sustainability criteria.

Appendices A and B of the Sustainability Framework for Queensland Local Governments outline how the State intends enforcing the sustainability framework including the use of potential Statutory intervention powers outlined in sections 115, 117, 118, 121, 122 and 123 of the Local Government Act 2009 (see page 27 of 30).

Attachments

- Letter from Mr Mike Kaiser, Director-General, DSDILGP of 30 June 2023
- Financial Management (Sustainability) Guideline 2023 version 1
- Sustainability Framework for Queensland Local Governments
- Risk framework for financial sustainability
- Local Government Sustainability Framework frequently asked questions
- Letter from Council to the LGAQ of 13 January 2023

Recommendation

THAT the report about the sustainability framework for Queensland local government outlined in a letter from Mr Mike Kaiser, Director-General, Department of State Development, Infrastructure, Local Government and Planning of 30 June 2023 and attachments be received and the contents noted.

Queensland Government

Department of
State Development, Infrastructure, Local Government and Planning

Our ref: MBN23/524

30 June 2023

Mr Andrew Johnson
Chief Executive Officer
Somerset Regional Council
ajohnson@somerset.qld.gov.au

Dear Mr Johnson

I am writing to provide an update about the establishment of a new Local Government Sustainability Framework (LGSF) for Queensland councils.

As you are aware, the new LGSF will establish a holistic approach to monitoring council sustainability that considers five key areas – operating environment, finances, asset management, governance, and compliance.

The new LGSF will formally commence on 1 July 2023 with the establishment of the *Financial Management (Sustainability) Guideline* (Statutory Guideline), which will prescribe nine ratios to monitor council financial and asset management performance.

I am pleased to advise that the process amending the Local Government Regulation 2012 and the City of Brisbane Regulation 2012 to refer to the new Statutory Guideline is now complete. A copy of the Statutory Guideline is available on the Department of State Development, Infrastructure, Local Government and Planning's (the department) website. Also available on the website is a range of supporting information about the LGSF, including frequently asked questions.

Additionally, to support the new Statutory Guideline, the Queensland Audit Office (QAO) recommended that the department develop and own a risk framework that helps the department, councils and other stakeholders understand the sustainability risk of councils. I am pleased to advise that the department has completed the development of the risk framework.

The department's approach to developing the risk framework is founded on the following key principles:

- Sustainability is more than financial - financial sustainability risks need to be considered holistically in combination with other key elements of council sustainability.

- Sustainability is a long-term objective - achieving sustainability takes time and concerted effort and there will be times when councils may experience sustainability pressures that affect short-term results.

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Website www.statedevelopment.qld.gov.au
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- Not all sustainability risks are created equal – some of the measures are of higher importance from a risk perspective relative to others and councils which do not meet the targets for these measures have a higher level of financial sustainability risk.

- It is important to compare councils on a 'like with like' basis – Queensland's local government sector is diverse, and councils have differing financial and non-financial circumstances and challenges.

- Incentivise positive behaviors and avoid perverse outcomes - the department is seeking to establish a sustainability reporting framework which encourages council leaders to understand the drivers of long-term sustainability and pursue positive outcomes.

A copy of the risk framework is also available on the department's website.

It is important to note that the financial measures are just one part of the new LGSF with the framework taking a holistic approach, covering the financial and non-financial elements influencing sustainability.

There will be no public reporting on the non-financial elements of the framework, including governance and compliance. This is business as usual for councils. However, considering all these elements will help us to better understand and respond to council sustainability challenges.

Additionally, please note that Ms. Nikki Boyd MP, Assistant Minister for Local Government, has written to your council's Mayor advising them of the finalised guideline for the new financial measures of the framework and the new risk framework.

I have asked Mr Stephen Robbins, Executive Director (Finance, Performance and Programs), in Local Government Division of the department to assist you with any further queries. You may wish to contact Mr Robbins on telephone 0436 840 013 or by email at stephen.robbins@dsdilgp.qld.gov.au.

Yours sincerely

Mike Kaiser
Director-General

Enc (4)

cc Mr Geoffrey Smith
Director, Finance
Somerset Regional Council
gsmith@somerset.qld.gov.au

Financial Management (Sustainability) Guideline

Guideline 2023 version 1

Queensland Government

The Department of State Development, Infrastructure, Local Government and Planning connects industries, businesses, communities, and government (at all levels) to leverage regions' strengths to generate sustainable and enduring economic growth that supports well-planned, inclusive and resilient communities.

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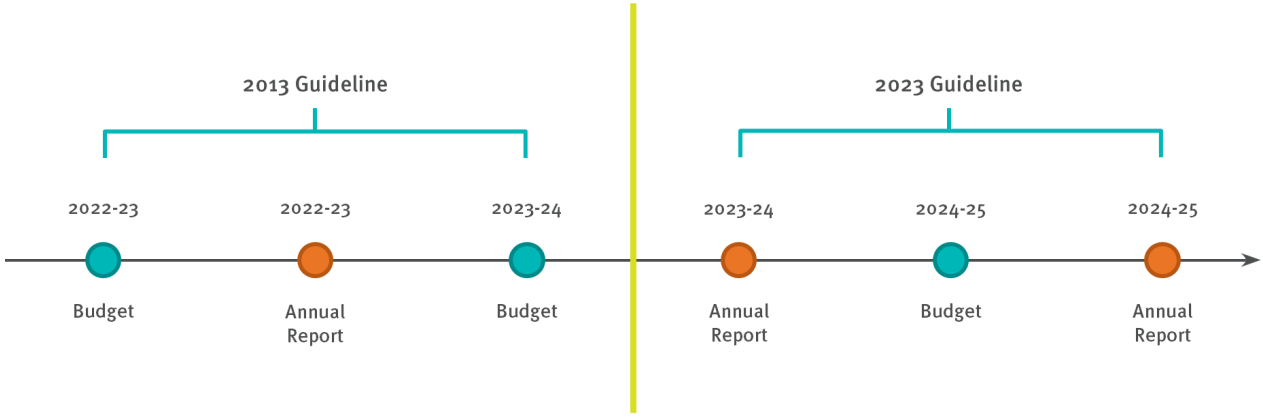
The Guideline

This Financial Management (Sustainability) Guideline (the Guideline) has been developed following consultation with local governments and other stakeholders on the *Local Government Sustainability Framework discussion paper.*

The Guideline supersedes the Financial Management (Sustainability) Guideline 2013 and is to be used in the calculation of the relevant financial sustainability measures specified in the Local Government Regulation 2012 and the City of Brisbane Regulation 2012.

Local governments are required to calculate and publish the relevant financial sustainability measures on both a council and consolidated basis (where applicable).

This Guideline takes effect from the 2023-24 annual statutory financial reporting period and the 2024-25 financial year budget process as illustrated below and will continue until superseded.



Updates from 2013 Guideline

As it has been ten years since the previous Guideline was released, the Department has undertaken a significant review of its sustainability monitoring and reporting framework, including consultation with key stakeholders and the local government sector. The Department has considered this feedback in conjunction with analysis undertaken by key stakeholders in the development of the new Guideline.

Key changes in the 2023 Guideline include:

- Grouping of similar councils for sustainability monitoring and reporting purposes to better reflect the varied drivers and circumstances of the sector.
- Removal of the Net Financial Liabilities Ratio due to consistent feedback about its limited usefulness to stakeholders, especially for councils with no debt.
- Expanding the number of relevant financial sustainability measures from three to nine to include additional measures of financial capacity, operating performance, liquidity, asset management, and debt servicing capacity. Three ratios will be for contextual purposes only.
- Revision of targets for each measure based on each council's allocated grouping, including a small number of contextual measures with no targets that are not required to be audited each year.

This Guideline has been developed in consultation with councils and key stakeholders.

Sustainability Groupings

Queensland has one of the most diverse local government sectors in Australia, covering a large geographic area. Across the State, individual councils face a unique set of financial, service delivery and community need circumstances and are impacted by a wide range of social and economic drivers.

In recognition of this diversity, the Department has allocated each council to a category for sustainability reporting and monitoring purposes. These categories are based on the remoteness of the local government area as reported by the Australian Bureau of Statistics, and population, with a separate category for Indigenous councils in recognition of their unique legislative and financial circumstances. Grouping councils allows for the establishment of fit-for-purpose targets for each monitoring measure.

The Department recognises that council populations fluctuate from year to year and change over time which may result in a movement across Tiers. For this reason, the allocation of councils to Tiers will be reviewed as part of updates to the Guideline every three years, with councils remaining in their assigned tier between Guideline updates. The Department will advise councils and publish on its website any changes to Tiers at that time of the next Guideline update in 2026.

The summary of sustainability reporting groups is set out in **Table 1**, and a more detailed list of which local governments are contained within each Tier is in **Appendix A**.

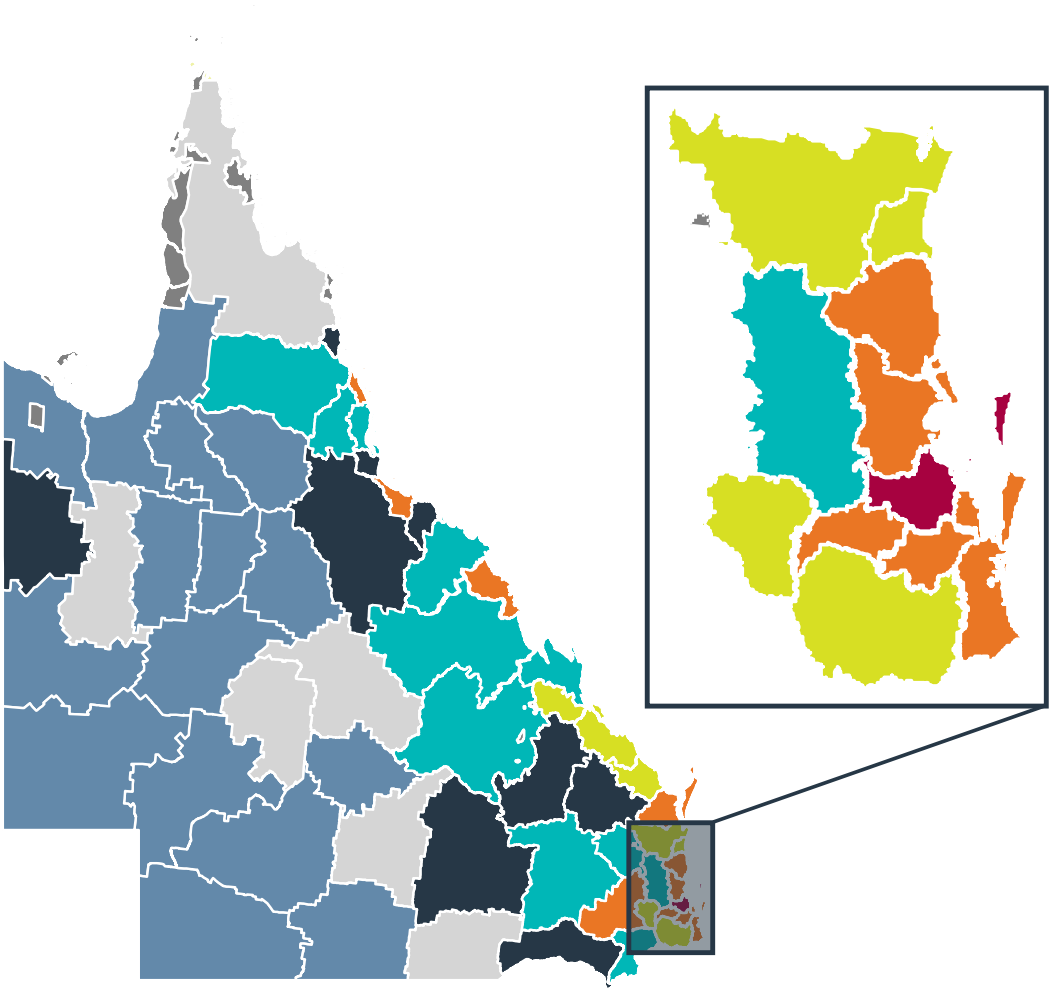


Table 1: Sustainability reporting groupings of councils

Tier	Remoteness Area Factor[1]	Population Band[2]	No. of Councils	
1	Major Cities	1,000,000+	1	
2	Major Cities Inner Regional Outer Regional	100,000-999,999	11	
3	Major Cities Inner Regional	40,000-99,999	7	
4	Inner Regional Outer Regional	20,000-39,999	11	
5	Outer Regional Remote	10,000-19,999	9	
6	Remote Very Remote	2,000-9,999	7	
7	Very Remote	0-1,999	15	
8	Indigenous	<10,000	16	

[1] Remoteness Area Factor classified as more than 50% of the LGA's population residing in that area.
[2] Population figures as per the Australian Bureau of Statistics most recent estimates.

Sustainability Measures

The following are the financial sustainability measures for the Queensland local government sector, to be calculated and published by every council as part of their annual statutory financial reporting process. Depending on the individual council's circumstances, they will be required to report a minimum of eight and maximum of nine ratios.

#	Type	Measure	Rationale
1	Financial Capacity	Council Controlled Revenue Ratio^	Capacity to generate revenue internally
2	Financial Capacity	Population Growth Ratio*^	Population growth/decline pressures on council
3	Operating Performance	Operating Surplus Ratio	Holistic overview of council operating performance
4	Operating Performance	Operating Cash Ratio	Cash operating performance (less depreciation and other non-cash items)
5	Liquidity	Unrestricted Cash Expense Cover Ratio	Unconstrained liquidity available to council
6	Asset Management	Asset Sustainability Ratio	Capital renewals program performance
7	Asset Management	Asset Consumption Ratio	Extent to which assets are being consumed
8	Asset Management	Asset Renewal Funding Ratio**^	Asset replacement program performance
9	Debt Servicing Capacity	Leverage Ratio	Ability to repay existing debt

**Data source - ABS category number 3235.0 (Population by Age and Sex, Regions of Australia) This ratio is calculated for the previous financial year i.e., FY2022-23 will report FY21-22 population growth. The Department will advise the councils of the figures to use for this ratio.*

***The transition periods for the Asset Renewal Ratio for council groupings can be found in the Asset Renewal Funding Ratio section.*

^ The Council-Controlled Revenue Ratio, Population Growth Ratio, and Asset Renewal Funding Ratio are contextual measures, which are published but not audited.

To normalise the impacts of one-off events, all ratios with the **exception** of the unrestricted cash expense cover ratio and the asset renewal funding ratio are reported on a rolling five-year average basis, as well as a single-year result. This will provide more context about the long-term trend of these ratios.

The Queensland Audit Office (QAO) will audit measures **3**, **4**, **5**, **6**, **7**, and **9** (for those councils which report it, explained below), regardless of their grouping. These measures highlight the core council financial sustainability areas of operating performance, liquidity, asset management and debt servicing capacity.

Councils with Queensland Treasury Corporation (QTC) debt or other loans as at the reporting date are required to report on measure **9** (the Leverage Ratio), which is also audited by the QAO as noted above.

- Councils that repay the entirety of their debt balances within the current reporting period are also not required to report this measure for that financial year however will still need to calculate and publish the five-year average.
- Councils which have held no QTC debt or other loans during the preceding five financial years are not required to report this measure.

Measures **1**, **2**, and **8** are contextual measures to be reported by all councils regardless of their grouping and will be used for contextual purposes only. These measures will provide further information about a council's financial capacity and asset management, however, are not required to be audited.

The Asset Renewal Funding Ratio (ARFR) will be implemented over a phased transition period to recognise the differing circumstances and capacities of councils with their asset management. Tier 1 and 2 councils will be expected to report the ARFR from the 2023-24 financial year, while Tier 3 to 8 councils will gradually transition to reporting this measure over time (see ARFR section below outlines transition timeframes).

During the transition period, the department will work with councils to improve their asset management capability to enable them to report on this ratio in time.

Appendices B and C contains suggested reporting formats for councils to use when publishing their current- and long-term financial sustainability statements. Councils may also report any additional measures they feel provide additional information to stakeholders about their financial sustainability.

More information about each individual measure, including its calculation, interpretation, and target bands for each respective sustainability grouping, can be found on the following pages.

1. Council Controlled Revenue Ratio

Type	Financial Capacity
Overview	Council-controlled revenue is an indicator of a council's financial flexibility, ability to influence its operating income, and capacity to respond to unexpected financial shocks.
Interpretation	A higher council-controlled revenue ratio indicates a stronger ability to generate operating revenue without relying on external sources. Councils with a high ratio generally have a healthy rate base and are better able to respond to unexpected financial obligations such as natural disaster recovery. A lower council-controlled revenue ratio indicates that a council has limited capacity to influence its operating revenue and that it is more reliant on external (and usually less reliable) sources of income such as operational grant funding, sales and recoverable works contracts, and rental income.
Calculation	$$\frac{\text{Net Rates, Levies and Charges } \textbf{add} \text{ Fees and Charges}}{\text{Total Operating Revenue}}$$ See **Definitions** below for more information about the inputs for this measure.
Targets	As council-controlled revenue is a contextual measure, there are no targets specified for this ratio.
Reporting	This measure is required to be calculated and published by all councils. This measure is to be reported as both a **single-year result** and a **five-year average result**. To support the user's interpretation of the council's result for this measure councils are required to provide a narrative identifying key drivers and contributing factors (that may or may not be beyond a council's control). See **Appendices B and C** for example reporting formats.

2. Population Growth Ratio

Type	Financial Capacity
Overview	Population growth is a key driver of a council's operating income, service needs, and infrastructure requirements into the future.
Interpretation	A growing council population indicates a greater capacity to generate its own source revenue through rates as well as statutory charges. Population growth also puts additional pressure on councils to invest in new community infrastructure to support service needs. Conversely, a council with a shrinking population base will have increasingly limited opportunities to generate operating revenue through its rateable property base, and over time will need to adjust its capital and operating spending decisions to reflect the reducing utilisation of its infrastructure and community assets.
Calculation	$$\frac{\textbf{Prior year}\ \text{estimated population}}{\textbf{Previous year}\ \text{estimated population}} - 1$$ The Department will publish population figures for councils to determine this ratio. See **Definitions** below for more information about the inputs for this measure.
Targets	As population growth is a contextual measure, there are no targets specified for this measure.
Reporting	This measure is required to be calculated and published by all councils. This measure is to be reported as both a **single-year result** and a **five-year average result.** To support the user's interpretation of the council's result for this measure councils are required to provide a narrative identifying key drivers and contributing factors (that may or may not be beyond a council's control). See **Appendices B and C** for example reporting formats.

3. Operating Surplus Ratio

Type

Operating Performance

Overview

The operating surplus ratio is an indicator of the extent to which operating revenues generated cover operational expenses. Any operating surplus would be available for capital funding or other purposes.

Interpretation

An operating surplus ratio above 0% is an indication that council is managing its finances within its existing funding envelope and generating surplus funds for capital funding or other purposes.

An operating surplus ratio below 0% is an indication that a council's operating expenses exceed its revenue. An operating deficit in any one year is not a cause for concern if, over the long term, a council achieves a balanced operating result or small surplus. Operating deficits over the long term affect a council's ability to internally fund its capital requirements and other initiatives as and when they fall due, potentially requiring external funding support.

Calculation

$$\frac{\text{Operating Result}}{\text{Total Operating Revenue}}$$

See **Definitions** below for more information about the inputs for this measure.

Targets

The target bands for this measure for each local government group apply only to the **five-year average result**, and are as follows:

Group	Target Band	Group	Target Band
Tier 1	Greater than 0%	Tier 5	Greater than -2%
Tier 2	Greater than 0%	Tier 6	Contextual
Tier 3	Greater than 0%	Tier 7	Contextual
Tier 4	Greater than 0%	Tier 8	Contextual

Reporting

This measure is required to be calculated and published by all councils.

This measure is to be reported as both a **single-year result** and a **five-year average result**.

To support the user's interpretation of the council's result for this measure, councils are required to provide a narrative identifying key drivers and contributing factors (that may or may not be beyond a council's control).

See **Appendices B and C** for example reporting formats.

4. Operating Cash Ratio

Type

Operating Performance

Overview

The operating cash ratio is a measure of a council's ability to cover its core operational expenses and generate a cash surplus excluding depreciation, amortisation, and finance costs.

Interpretation

A positive operating cash ratio indicates that a council is generating surplus cash from its core operations, which suggests that council has the ability to self-fund its capital expenditure requirements.

A negative operating cash ratio is a significant indicator of financial sustainability challenges and potential future liquidity issues as, all other things being equal, a negative result means that a council's cash position is declining and revenues are not offsetting the cost of core operational requirements.

Calculation

$$\frac{\text{Operating Result } \textbf{add} \text{ Depreciation and Amortisation } \textbf{add} \text{ Finance Costs}}{\text{Total Operating Revenue}}$$

See **Definitions** below for more information about the inputs for this measure.

Targets

The target bands for this measure for each local government group apply only to the **five-year average result**, and are as follows:

Group	Target Band	Group	Target Band
Tier 1	Greater than 0%	Tier 5	Greater than 0%
Tier 2	Greater than 0%	Tier 6	Greater than 0%
Tier 3	Greater than 0%	Tier 7	Greater than 0%
Tier 4	Greater than 0%	Tier 8	Greater than 0%

Reporting

This measure is required to be calculated and published by all councils.

This measure is to be reported as both a **single-year result** and a **five-year average result**.

To support the user's interpretation of the council's result for this measure councils are required to provide a narrative identifying key drivers and contributing factors (that may or may not be beyond a council's control).

See **Appendices B and C** for example reporting formats.

5. Unrestricted Cash Expense Cover Ratio

Type

Liquidity

Overview

The unrestricted cash expense cover ratio is an indicator of the unconstrained liquidity available to a council to meet ongoing and emergent financial demands, which is a key component to solvency. It represents the number of months a council can continue operating based on current monthly expenses.

Interpretation

A higher unrestricted cash expense cover ratio indicates that a council has sufficient free cash available to contribute to the cost of future planned and unplanned expenditures such as infrastructure investment or disaster recovery. An excessively high ratio may be indicative of cash hoarding, poor cash management, or large upcoming capital investment requirements.

A low ratio suggests limited unconstrained liquidity available to council to use for capital investment or in an emergency. For councils with efficient cash management practices and strong borrowing capacity, this is not a concern. Where a council also has a negative operating cash ratio, a very low or negative unrestricted cash expense cover ratio is an indicator of potential solvency concerns.

Calculation

$$\frac{\text{(Total Cash and Equivalents } \textbf{add} \text{ Current Investments } \textbf{add} \text{ Available Ongoing QTC Working Capital Facility Limit } \textbf{less} \text{ Externally Restricted Cash)}}{\text{(Total Operating Expenditure } \textbf{less} \text{ Depreciation and Amortisation } \textbf{less} \text{ Finance Costs)}} * 12$$

See **Definitions** below for more information about the inputs for this measure.

Targets

The target bands for this measure for each local government group apply only to the **single year result**, and are as follows:

Group	Target Band	Group	Target Band
Tier 1	Greater than 2 months	Tier 5	Greater than 4 months
Tier 2	Greater than 2 months	Tier 6	Greater than 4 months
Tier 3	Greater than 3 months	Tier 7	Greater than 4 months
Tier 4	Greater than 4 months	Tier 8	Greater than 4 months

Reporting

This measure is required to be calculated and published by all councils.

This measure is to be reported as a **single-year result** only.

To support the user's interpretation of the council's result for this measure, councils are required to provide a narrative identifying key drivers and contributing factors (that may or may not be beyond a council's control).

See **Appendices B and C** for example reporting formats.

6. Asset Sustainability Ratio

Type

Asset Management

Overview

The asset sustainability ratio approximates the extent to which the infrastructure assets (see **Definitions**) managed by a council are being replaced as they reach the end of their useful lives.

Interpretation

An asset sustainability ratio close to 100% suggests that a council is spending enough on the renewal of its assets to compensate for the deterioration in its asset base as loosely proxied by its reported depreciation, with outcomes too far below this level being potentially indicative of underspending against capital replacement requirements.

However, as this measure uses depreciation in lieu of more rigorous asset planning data, it does not account for councils with large investments in new capital assets such as those with strongly growing population bases. In these instances, a lower asset sustainability ratio is not of concern provided a council is meeting the capital needs of its current and future community.

Calculation

$$\frac{\text{Capital Expenditure on Replacement of Infrastructure Assets (Renewals)}}{\text{Depreciation Expenditure on Infrastructure Assets}}$$

See **Definitions** below for more information about the inputs for this measure.

Targets

The target bands for this measure for each local government group apply only to the **five-year average result**, and are as follows:

Group	Target Band	Group	Target Band
Tier 1	Greater than 50%	Tier 5	Greater than 90%
Tier 2	Greater than 60%	Tier 6	Greater than 90%
Tier 3	Greater than 80%	Tier 7	Greater than 90%
Tier 4	Greater than 80%	Tier 8	Greater than 90%

Reporting

This measure is required to be calculated and published by all councils.

This measure is to be reported as both a **single-year result** and a **five-year average result**.

To support the user's interpretation of the council's result for this measure councils are required to provide a narrative identifying key drivers and contributing factors (that may or may not be beyond a council's control).

See **Appendices B and C** for example reporting formats.

7. Asset Consumption Ratio

Type

Asset Management

Overview

The asset consumption ratio approximates the extent to which council's infrastructure assets (see **Definitions**) have been consumed compared to what it would cost to build a new asset with the same benefit to the community.

Interpretation

The minimum target of 60% indicates that a council's assets are being broadly consumed in line with their estimated useful lives.

Councils with lower than target ratio will need to invest more in those assets (in terms of replacement or maintenance) to ensure they are maintained at a standard that will meet the needs of their communities. On the other hand, if the ratio is much higher than the target ratio, councils may need to revisit their asset management plans to assess their current service levels or whether their estimates of the assets' useful lives are appropriate.

Calculation

$$\frac{\text{Written Down Replacement Cost of Depreciable Infrastructure Assets}}{\text{Current Replacement Cost of Depreciable Infrastructure Assets}}$$

See **Definitions** below for more information about the inputs for this measure.

Targets

The target bands for this measure for each local government group apply only to the **five-year average result**, and are as follows:

Group	Target Band	Group	Target Band
Tier 1	Greater than 60%	Tier 5	Greater than 60%
Tier 2	Greater than 60%	Tier 6	Greater than 60%
Tier 3	Greater than 60%	Tier 7	Greater than 60%
Tier 4	Greater than 60%	Tier 8	Greater than 60%

Reporting

This measure is required to be calculated and published by all councils.

This measure is to be reported as both a **single-year result** and a **five-year average result**.

To support the user's interpretation of the council's result for this measure councils are required to provide a narrative identifying key drivers and contributing factors (that may or may not be beyond a council's control).

See **Appendices B and C** for example reporting formats.

8. Asset Renewal Funding Ratio

Type	Asset Management
Overview	The asset renewal funding ratio measures the ability of a council to fund its projected infrastructure asset renewal/replacements in the future.
Interpretation	Ideally, the asset renewal funding ratio should be as close to 100% as possible, as this indicates that a council is appropriately funding and delivering the entirety of its required capital program as outlined by its asset management plans. A ratio that is too far in excess of 100% indicates capital spending above and beyond what is proposed by a council's asset management plans. A ratio that is too far below 100% may indicate an underfunded capital program and therefore a potentially increasing infrastructure backlog and asset failures. Either scenario suggests a mismatch between a council's capital requirements and forecast capital program, whether due to poor planning and/or limited resources or skills to deliver the assets required by the community.
Calculation	$\frac{\text{Total of } \textbf{Planned} \text{ Capital Expenditure on Infrastructure Asset Renewals over 10 years}}{\text{Total of } \textbf{Required} \text{ Capital Expenditure on Infrastructure Asset Renewals over 10 years}}$ See **Definitions** below for more information about the inputs for this measure.
Targets	As the asset renewal ratio is a contextual measure, there are no targets specified for this ratio.
Reporting	This measure is required to be calculated and published by all councils on a **single-year basis**. The transition period for this measure for each local government group are as follows:

Group	Transition Timeframe	Group	Transition Timeframe
Tier 1	Commencing 2023-24	Tier 5	Commencing 2026-27
Tier 2	Commencing 2023-24	Tier 6	Commencing 2026-27
Tier 3	Commencing 2024-25	Tier 7	Commencing 2027-28
Tier 4	Commencing 2025-26	Tier 8	Commencing 2027-28

To support the user's interpretation of the council's result for this measure councils are required to provide a narrative identifying key drivers and contributing factors (that may or may not be beyond a council's control).

See **Appendices B and C** for example reporting formats.

9. Leverage Ratio

Type	Debt Servicing Capacity
Overview	The leverage ratio is an indicator of a council's ability to repay its existing debt. It measures the relative size of the council's debt to its operating performance.
Interpretation	A higher leverage ratio indicates an increasingly limited capacity to support additional borrowings due to already high debt levels and/or decreasing operational performance, while a lower ratio indicates the opposite. **Note:** Council borrowings are assessed and approved through a separate process coordinated jointly by the Department and QTC, which takes multiple factors and metrics into consideration. A lower leverage ratio is not itself a guarantee that further debt will be approved for a council, while councils with higher leverage ratios are not necessarily precluded from having additional borrowings approved due to other mitigating circumstances.
Calculation	$$\frac{\textbf{Book Value} \text{ of Debt}}{\text{Total Operating Revenue } \textbf{less} \text{ Total Operating Expenditure } \textbf{add} \text{ Depreciation and Amortisation}}$$ See **Definitions** below for more information about the inputs for this measure.
Targets	The target bands for this measure for each local government group apply to the **five-year average result**, and are as follows:

Group	Target Band	Group	Target Band
Tier 1	0 – 5 times	Tier 5	0 – 3 times
Tier 2	0 – 4 times	Tier 6	0 – 3 times
Tier 3	0 – 3 times	Tier 7	0 – 3 times
Tier 4	0 – 3 times	Tier 8	0 – 3 times

Reporting	This measure is required to be calculated and published by all councils with debt as of **30 June** of the reporting year. It is not required for councils that have no debt at that date. Councils that repay the entirety of their debt within the reporting period are also not required to report this measure for the financial year however will still need to calculate and publish the five-year average result. Councils which have held no QTC debt or other loans during the preceding five financial years are not required to report this measure. This measure is to be reported as both a **single-year result** and a **five-year average result**.

To support the user's interpretation of the council's result for this measure councils are required to provide a narrative identifying key drivers and contributing factors (that may or may not be beyond a council's control).

See **Appendices B and C** for example reporting formats.

Definitions

All inputs for each measure should be taken directly from the council's audited general purpose financial statements and associated notes. A summary of measure inputs and their associated definitions can be found in the table below:

Term	Definition
Available Ongoing QTC Working Capital Facility Limit	The unused balance of an approved ongoing QTC Working Capital Facility (WCF) as at the reporting date. For example, if the total limit of WCF is $10 million and the council has drawn down $2 million, the available limit is $8 million.
Book Value of Debt	The book value of the council's debt (QTC or other loans) as at the reporting date (i.e., 30 June).
Capital Expenditure on Replacement of Infrastructure Assets (Renewals)	Expenditure on an existing infrastructure asset to return the service potential or the life of the asset up to that it had originally.
Current Investments	An investment that has a maturity of 12 months or less (such as term deposits or other interest-earning investment/deposits), or an investment that council intends to convert into cash within 12 months from the time the investment was made.
Current Replacement Cost	The amount of money required to replace an existing asset with an equally valued or similar asset at the current market price.
Depreciation and Amortisation	The systematic allocation of the depreciable amount (gross value less estimated residual value) of an asset over its useful life. Depreciation should be calculated in accordance with the Australian Accounting Standards on infrastructure assets.
Externally Restricted Cash	A local government's cash that is subject to restrictions or conditions by a third party which govern the use of these funds for general purposes. This does not include internal reserves of a council which can be accessed by a council resolution.
Fees and Charges	All statutory fees and charges levied by a local government including charges for services provided by local governments, such as building application, development, town planning and property connection fees, licences, permits and parking fees, infringements, refuse fees, and other adhoc fees and charges.
Finance Costs	Finance costs only includes interest charged on a local government's existing QTC's debt balances and any other council loans. Any other items included in this line item of your financial statements should be excluded.
Infrastructure Assets	Those significant, long-life assets that provide ratepayers with access to social and economic facilities and services. Examples include water and sewerage treatment plants, roads, bridges, drainage, buildings, airports, and other community assets (does not include right of use assets).
Net Rates, Levies and Charges	Rates, levies and annual charges levied by a local government less discounts and concessions.
Operating Result	Total operating revenue less total operating expenditure.

Planned Capital Expenditure on Infrastructure Asset Renewals	The total of all capital expenditures on infrastructure renewals in the forecast period included in the 10-year financial model.
Previous Year Estimated Population	The estimated population for the year previous to Prior Years Estimated Population (see below) for a local government area.
Prior Year Estimated Population	The prior year's estimated population (relative to the reporting date) for a local government area i.e., for FY2022-23 this will be the FY2021-22 population figure.
Required Capital Expenditure on Infrastructure Asset Renewals	The total of all required capital expenditures on infrastructure renewals in the forecast period as indicated in the asset management plans or asset forecasts.
Total Cash and Equivalents	A local government's cash and cash equivalents which are short-term or are at call in nature. Council should refer to Australian Accounting Standards 107 for guidance on what should be included in cash and cash equivalents.
Total Operating Expenditure	All council expenses minus capital items such as: » losses on disposal of assets, and » impairment losses » depreciation on right of use assets » interest on finance leases associated with right of use assets » other capital expenditure items as identified by the council
Total Operating Revenue	All council income minus capital items such as: » capital grants, subsidies, contributions, and donations » gains on disposal of assets » other capital revenue items as identified by the council
Written Down Replacement Cost	An asset's current replacement cost less accumulated depreciation.

Appendix A: Sustainability Groupings of Councils

Tier 1			
Brisbane City Council			
Tier 2			
Cairns Regional Council	Ipswich City Council	Moreton Bay Regional Council	Toowoomba Regional Council
Fraser Coast Regional Council	Logan City Council	Redland City Council	Townsville City Council
Gold Coast City Council	Mackay Regional Council	Sunshine Coast Regional Council	
Tier 3			
Bundaberg Regional Council	Gympie Regional Council	Noosa Shire Council	Scenic Rim Regional Council
Gladstone Regional Council	Lockyer Valley Regional Council	Rockhampton Regional Council	
Tier 4			
Cassowary Coast Regional Council	Livingstone Shire Council	South Burnett Regional Council	Western Downs Regional Council
Central Highlands Regional Council	Mareeba Shire Council	Southern Downs Regional Council	Whitsunday Regional Council
Isaac Regional Council	Somerset Regional Council	Tablelands Regional Council	
Tier 5			
Banana Shire Council	Douglas Shire Council	Hinchinbrook Shire Council	Mount Isa City Council
Burdekin Shire Council	Goondiwindi Regional Council	Maranoa Regional Council	North Burnett Regional Council
Charters Towers Regional Council			

Tier 6			
Balonne Shire Council	Cloncurry Shire Council	Longreach Regional Council	Torres Shire Council
Barcaldine Regional Council	Cook Shire Council	Murweh Shire Council	
Tier 7			
Barcoo Shire Council	Burke Shire Council	Etheridge Shire Council	Quilpie Shire Council
Blackall-Tambo Regional Council	Carpentaria Shire Council	Flinders Shire Council	Richmond Shire Council
Boulia Shire Council	Croydon Shire Council	McKinlay Shire Council	Winton Shire Council
Bulloo Shire Council	Diamantina Shire Council	Paroo Shire Council	
Tier 8			
Aurukun Shire Council	Kowanyama Aboriginal Shire Council	Napranum Aboriginal Shire Council	Torres Strait Island Regional Council
Cherbourg Aboriginal Shire Council	Lockhart River Aboriginal Shire Council	Northern Peninsula Area Regional Council	Woorabinda Aboriginal Shire Council
Doomadgee Aboriginal Shire Council	Mapoon Aboriginal Shire Council	Palm Island Aboriginal Shire Council	Wujal Wujal Aboriginal Shire Council
Hope Vale Aboriginal Shire Council	Mornington Shire Council	Pormpuraaw Aboriginal Shire Council	Yarrabah Aboriginal Shire Council

Appendix B: Example Current-Year Sustainability Statement Format

Type	Measure	Target (Tier X)	Council		Consolidated		Council Narrative
			Actual Current Year	5-Year Average	Actual Current Year	5-Year Average	
Financial Capacity	Council-Controlled Revenue*	N/A	XX.X%	XX.X%	XX.X%	XX.X%	
	Population Growth*	N/A	X.X%	X.X%	X.X%	X.X%	
Operating Performance	Operating Surplus Ratio	Greater than X% (or N/A)	XX.X%	XX.X%	XX.X%	XX.X%	
	Operating Cash Ratio	Greater than X%	XX.X%	XX.X%	XX.X%	XX.X%	
Liquidity	Unrestricted Cash Expense Cover Ratio	Greater than X months	X.X months	N/A	X.X months	N/A	
Asset Management	Asset Sustainability Ratio	Greater than XX%	XX.X%	XX.X%	XX.X%	XX.X%	
	Asset Consumption Ratio	Greater than XX%	XX.X%	XX.X%	XX.X%	XX.X%	
	Asset Renewal Funding Ratio*	N/A	XX.X%	N/A	XX.X%	N/A	
Debt Servicing Capacity	Leverage Ratio**	o to X times (or N/A)	X.X times	X.X times	X.X times	X.X times	

* *The **Council-Controlled Revenue, Population Growth,** and **Asset Renewal Funding Ratio** measures are reported for contextual purposes only and are not audited by the QAO.*

** *The **Leverage Ratio** is not required to be reported if a council has not held any QTC or other debt within the last five financial years.*

Appendix C: Example Long-Term Sustainability Statement Format

Council (and Consolidated if applicable)

Type	Measure	Target (Tier X)	Actuals as at 30 June 20XX	30 June 20XX	30 June 20XX	30 June 20XX	30 June 20XX	30 June 20XX	30 June 20XX	30 June 20XX	30 June 20XX	30 June 20XX
Financial Capacity	Council-Controlled Revenue*	N/A	XX.X%	XX.X%	XX.X%	XX.X%	XX.X%	XX.X%	XX.X%	XX.X%	XX.X%	XX.X%
	Population Growth*	N/A	X.X%	X.X%	X.X%	X.X%	X.X%	X.X%	X.X%	X.X%	X.X%	X.X%
Operating Performance	Operating Surplus Ratio	Greater than X% (or N/A)	XX.X%	XX.X%	XX.X%	XX.X%	XX.X%	XX.X%	XX.X%	XX.X%	XX.X%	XX.X%
	Operating Cash Ratio	Greater than X%	XX.X%	XX.X%	XX.X%	XX.X%	XX.X%	XX.X%	XX.X%	XX.X%	XX.X%	XX.X%
Liquidity	Unrestricted Cash Expense Cover Ratio	N/A	N/A for long-term sustainability statement									
Asset Management	Asset Sustainability Ratio	Greater than XX%	XX.X%	XX.X%	XX.X%	XX.X%	XX.X%	XX.X%	XX.X%	XX.X%	XX.X%	XX.X%
	Asset Consumption Ratio	Greater than XX%	XX.X%	XX.X%	XX.X%	XX.X%	XX.X%	XX.X%	XX.X%	XX.X%	XX.X%	XX.X%
	Asset Renewal Funding Ratio*	N/A	N/A for long-term sustainability statement									
Debt Servicing Capacity	Leverage Ratio**	o to X times (or N/A)	X.X times	X.X times	X.X times	X.X times	X.X times	X.X times	X.X times	X.X times	X.X times	X.X times

* *The **Council-Controlled Revenue, Population Growth,** and **Asset Renewal Funding Ratio** measures are reported for contextual purposes only and are not audited by the QAO.*

** *The **Leverage Ratio** is not required to be reported if a council has not held any QTC or other debt within the last five financial years.*

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Queensland Government

Sustainability Framework

For Queensland Local Governments

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Introduction

Overview

Queensland's local government's role in supporting the safety, liveability, and prosperity of their local communities is critical.

Each of the 77 councils face unique financial, service delivery and community need circumstances. Ensuring local government sustainability is a challenge for all councils and the Queensland Government.

The COVID-19 pandemic has presented challenges to local governments on a scale not seen before and has exacerbated the sustainability challenges faced by the sector.

Sector diversity means that no single solution or approach addresses sustainability challenges. To better reflect and respond to this complexity, the Department has developed a new Sustainability Framework that recognises the varied factors influencing council success over time.

This Framework outlines an integrated view of the drivers impacting council sustainability and illustrates how the Department will attend to these issues in collaboration with councils, agencies, and sector stakeholders.

Principles

Implementation of the new Sustainability Framework will provide councils and the Department greater insight into the sector's challenges and support the development of more tailored solutions to councils.

This also supports the Department's vision of business-ready councils and liveable communities – today and into the future –enabling growth and prosperity by focusing on three principles:

Foundations	Infrastructure	Outlook
Doing the basics well – finances, governance, and service delivery	Delivering infrastructure that the community needs, wants and can afford	Investing in ideas that are right for the future community

Over time, the Framework will be embedded into the Department's operations, driving a more considered and holistic view of the sector and its needs. The Framework will continue to evolve based on feedback from councils and key stakeholders.

Structure of this Document

This document is divided into two parts:

Part A provides an overview of the Queensland local government sector as it relates to sustainability, including an overview of key statistics and historical reforms, relevant regulatory frameworks and documents, and the role of the Department and stakeholders.

Part B addresses local government sustainability, including the Department's definition of sustainability, the core elements contributing to council sustainability, and how the Department deploys the tools at its disposal to support the sector to achieve success.

Note: Under the *Local Government Act 2009* and *City of Brisbane Act 2010*, the Department is required to establish a set of relevant measures of financial sustainability for the purposes of council annual financial planning and reporting.

The guideline containing these measures has been developed based on the principles established in this Sustainability Framework and is published separately as the *Financial Management (Sustainability) Guideline*. Please refer to the Department's website for more information.

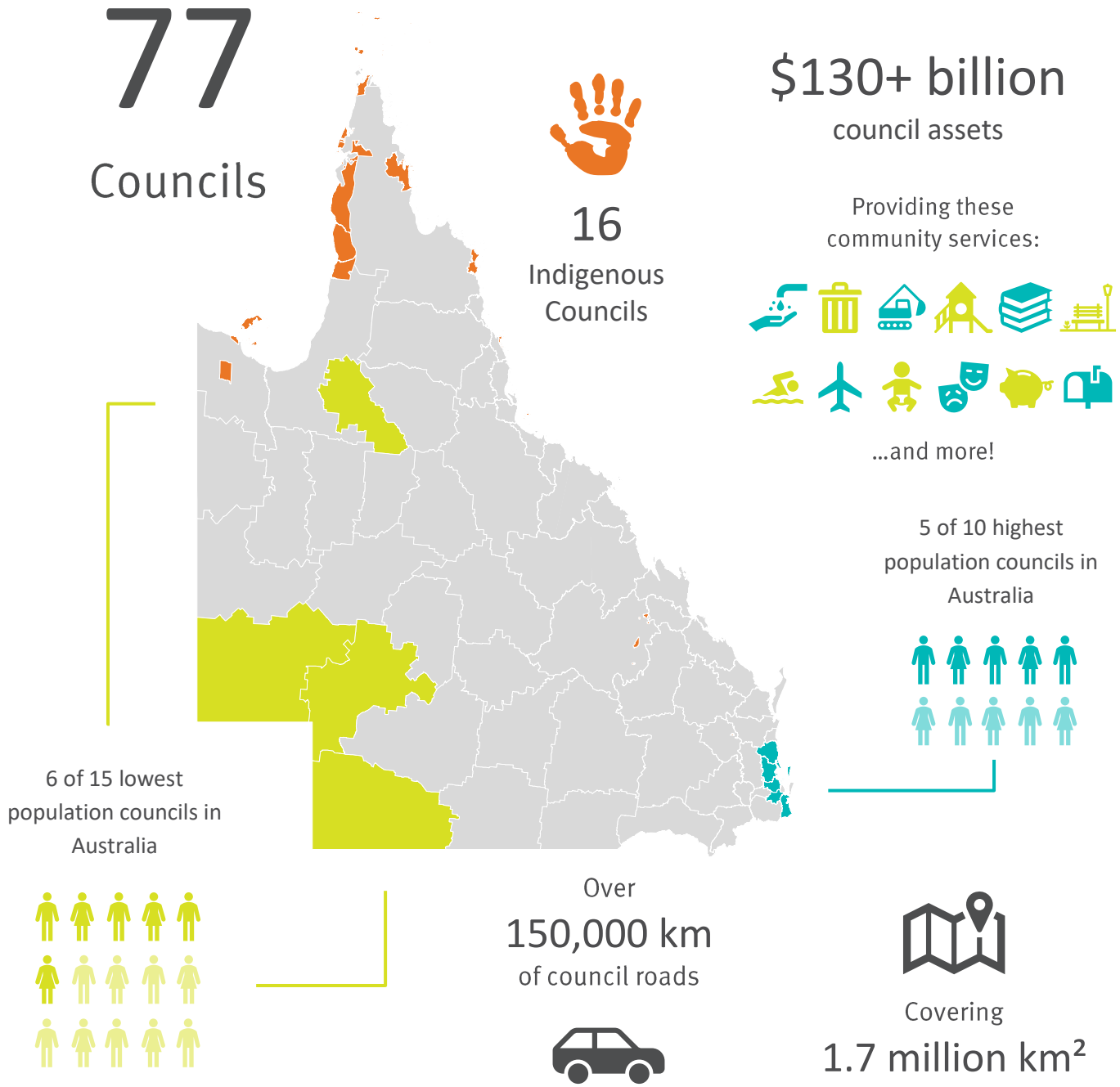
Part A: Background

The Queensland Context

Local Government Sector Profile

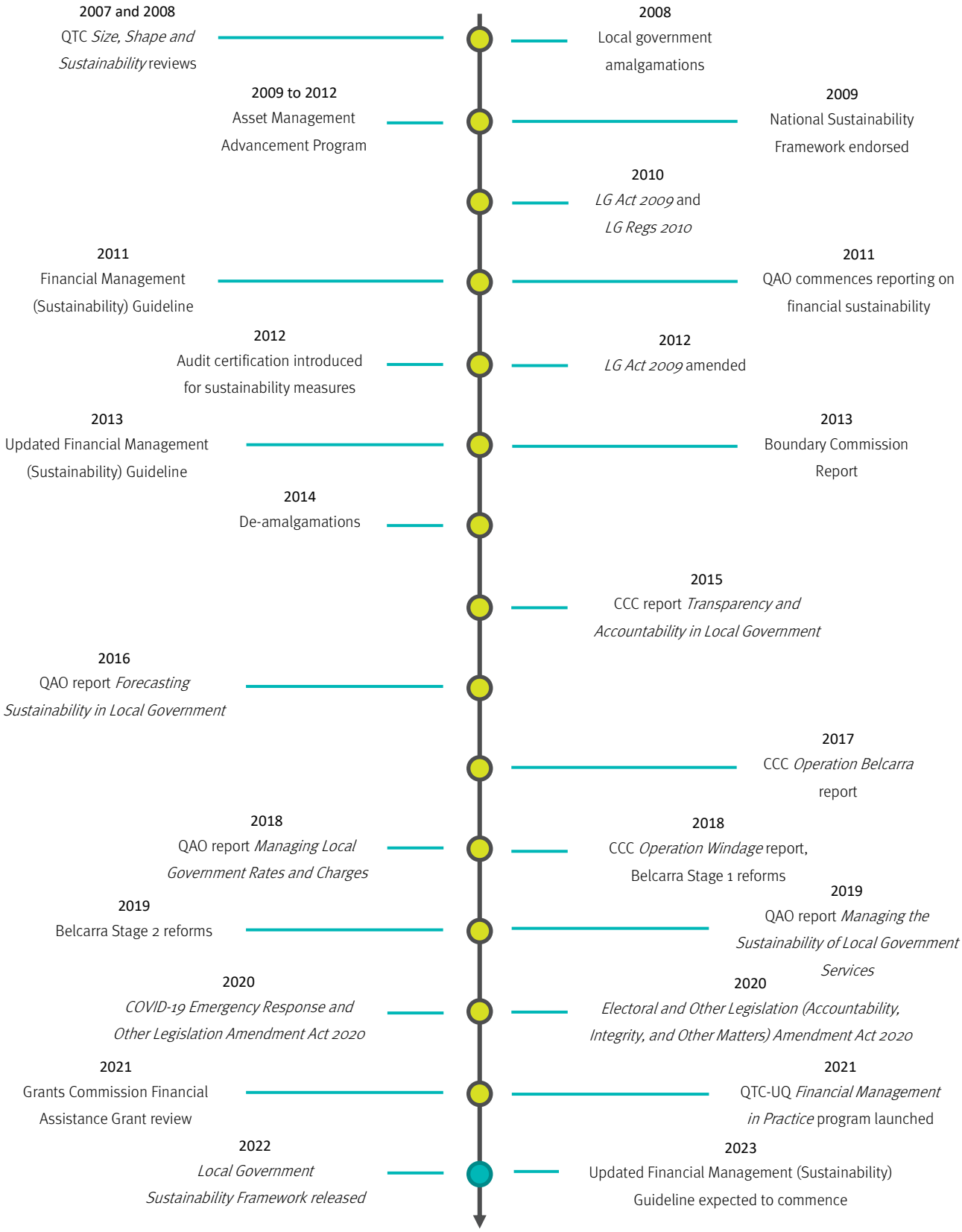
Queensland has one of the most diverse local government sectors in Australia, covering a large geographic area and comprising a multitude of regions, cultures, social factors, and economic drivers. Our councils provide vital economic and social services which facilitate and grow our communities.

The infographic below shows just some of the key facts about Queensland's councils.



History of Local Government Reform in Queensland

Queensland has undertaken various reforms over time to support and strengthen local government governance and sustainability. Some of these initiatives are outlined in the following timeline.



All states and territories endorsed a nationally consistent local government financial sustainability framework in 2007 and 2009. The framework provided:

- criteria for assessing financial sustainability of local councils
- a toolkit to develop asset planning and management; and
- better practice financial planning and reporting guides.

Since then, Queensland has worked to incorporate and refine the elements of these frameworks into the State's regulatory environment in a way which recognises the needs and diversity of our local government sector and supports councils to improve the liveability and prosperity of their communities.

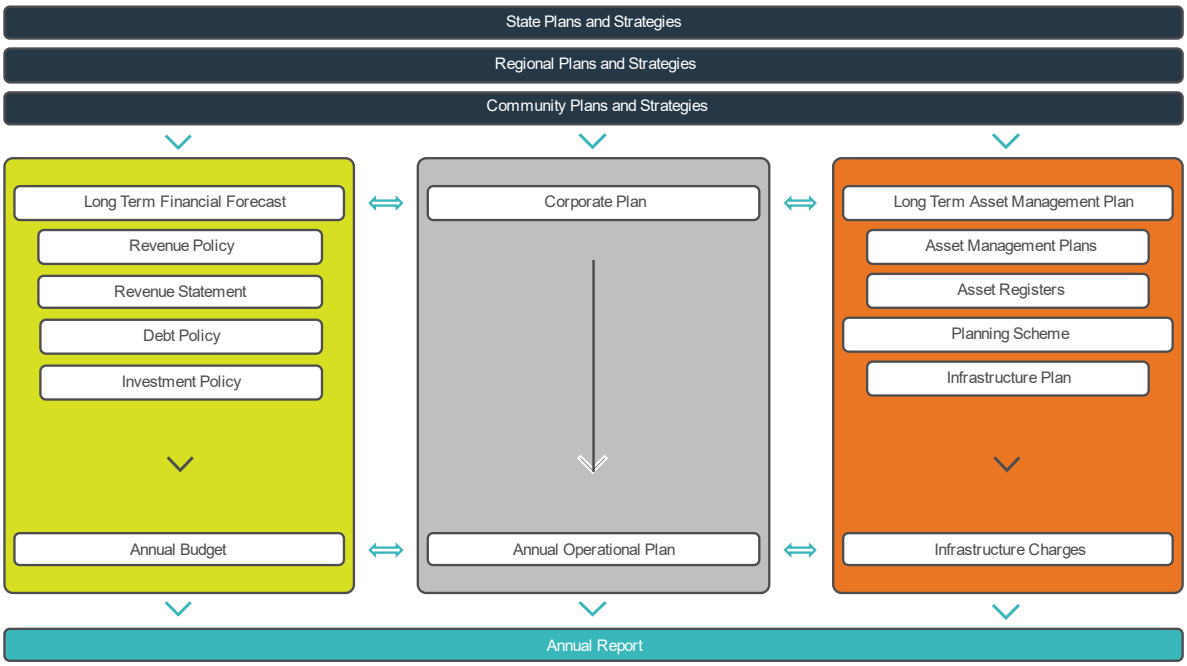
At the same time, the State has responded to major reports on council governance and financial sustainability published by the QAO, CCC, and other stakeholders through regulatory changes, capability, and other support programs, as well as undertaking structural reforms where necessary.

The State will continue to monitor and respond to the needs of councils into the future, and this Local Government Sustainability Framework will form the foundation for further policy and tailored support for the sector.

Local Government Sustainability and Reporting Framework

Queensland's councils operate within an integrated sustainability planning and reporting framework, with several linked strategic documents forming the basis for successful and sustainable management of a local government in the long term.

A summary of the legislative sustainability and reporting framework is below.



Key Sustainability and Reporting Documents

Each of these strategic and operational documents plays a critical role in a council's short- and long-term sustainability, as summarised below.

Community Plans and Strategies – provide the council's overarching direction and inform long-term planning on behalf of the community.

Long-Term Financial Forecast – a 10+ year forecast and supporting information, which outlines long-term financial direction and links to the council's other long-term plans.

Financial Policies – these provide the principals under which councils addresses financial matters (e.g. Rating, borrowings)

Annual Budget – this represents the first year of the long-term forecast, outlines council's projected revenue and spending plans, and integrated to other annual documents.

Corporate Plan – a 5+ year plan outlining council's strategic direction, objectives and performance indicators and links to the council's other long-term plans.

Operational Plan – this outlines council's business plan for the year and how it will further the strategic corporate plan, and links to other annual documents.

Long-Term Asset Management Plan – a 10+ year strategic plan, supported by individual asset management plans and asset registers, which outlines a council's approach to sustainably managing its assets and infrastructure, and links the council's other long-term plans.

Planning Scheme – a strategic plan, possibly including an infrastructure plan, which outlines a council's approach to its long-term community development, is reviewed every 10 years, and links the council's Long-Term Asset Management Plan.

Infrastructure Charges – these are levied on developers to support a council's local infrastructure plan and are consistent with council's other annual documents.

Annual Report – prepared each financial year, this document contains a council's audited financial statements and reports on progress against its corporate and operational plans. It also includes a report on internal audit results, a summary of discretionary councillor spending, and other matters pertaining to council governance.

Queensland's Legislative Framework

The *Local Government Act 2009* and *City of Brisbane Act 2010* set out the accountability framework for local governments in Queensland. These Acts and their associated Regulations combined with other State and Commonwealth legislation establish council obligations and cover for example governance, financial accountability, environmental management, urban planning, and community consultation.

Local Government Principles

The two principal Acts are 'principles based' legislation and are founded on five local government principles. All principles are of equal importance.

These principles are:

All councillors must comply with the local government principles when making decisions for their communities. Councillors must ensure they effectively represent the overall public interest when making decisions for the benefit of the whole community.

Being broad in nature, the local government principles allow councils to develop processes and procedures well-adapted to their own unique and diverse circumstances.

Sustainability and Reporting

As noted above, councils are required to prepare and maintain a set of key strategic and operational documents to support their ongoing governance and sustainability. These requirements are set out in the *Local Government Act 2009*, *City of Brisbane Act 2010*, *Local Government Regulation 2012*, and *City of Brisbane Regulation 2012* and summarised in **Appendix A**.

Note: This summary is presented for informational purposes only and does not replace the need for council officers and elected officials of local governments to be familiar with the Acts and Regulations.

The Department's Role

Overview

The Department supports the sector in many ways, working with councils and stakeholders to facilitate sustainable, capable, and accountable local governments that in turn enable communities to thrive.

To achieve this, the Department uses the six primary levers at its disposal to influence the broader local government regulatory environment and support council elected officials and officers directly through various programs within those levers, as summarised below.

Departmental Levers

Policy

The Government, through the Department, sets the primary legislative framework for the sector through the local government Acts and Regulations and coordinates with other policy-making agencies to ensure alignment between these and other legislative regulation.

Policy is informed by submissions from the sector and key stakeholders, Government objectives, and monitoring and analysis undertaken by the Department. The aim is to create policy supporting the ongoing good governance and sustainability of councils for the benefit of their communities.

Monitoring

To support its administration of the relevant local government Acts and Regulations, the Department undertakes ongoing monitoring to gather intelligence about legislative compliance, funding and capability support needs, policy and advocacy opportunities, and the overall health of the sector.

Monitoring is undertaken through various short- and long-term channels, including councils and stakeholder engagement, data collection and analysis, representation at various sector bodies and events, community submissions, and media reports.

Funding

The Department develops and administers State and Commonwealth funding programs to support councils in delivering services and infrastructure to their communities. These programs include operational and capital grant programs, as well as local government borrowing and other financial facilities.

Funding programs are designed to address gaps between a council's financial capacity and desired council and community outcomes and support the achievement of Government objectives. Programs can be general or specific in nature, depending on relevant policy goals.

Capability

The Department also supports councils to meet their statutory responsibilities, with the goal of empowering council elected officials and officers to perform at the level sought by their communities and required by legislation.

Capability building programs take many forms, including online or face to face direct training or training facilitated by the Department, the establishment and facilitation of peer learning networks, and advisory services provided by Departmental officers or subject matter experts engaged by the Department.

Performance Response

The Department administers the local government Acts and Regulations to provide for the good governance of all councils. Where the Minister or Department consider a significant risk to the good governance a council exists, they have power to intervene as responsibility for council success ultimately rests with the State

Interventions are broad, ranging from non-regulatory support options such as ongoing monitoring, training, and advice, through to formal statutory interventions up to and including the dissolution of a council. The Department's preference is to empower local governments to improve their own self-governance where possible, and formally intervene only in urgent and significantly compelling cases.

Advocacy

As part of its role of facilitating sustainable, capable, and accountable local governments that enable thriving local communities, the Department engages with stakeholders across and outside government at all levels to represent the interests of the Queensland local government sector.

The Department is a representative on relevant State and Commonwealth bodies and works to build and enhance relationships with key stakeholders outside government. Through these relationships, the Department influences policy and program development, shares knowledge and best practice, advocates for funding, and communicates the successes and challenges of Queensland's councils.

A chart summarising the Department's sustainability principles, elements and levers is in **Appendix B**.

Other Key Stakeholders

The Department works closely with a range of stakeholders to enhance and support the success of councils, leveraging their perspectives and expertise to deliver positive outcomes for Queenslanders.

Communities

Local government is the closest level of government to the community, and its representatives are drawn from its ranks. In addition to working closely with councils themselves, the Department also consults with the community itself about changes to policies and programs that affect local government.

Councils

Councils play a central role in community governance as a local decision-making and service delivery agent. Councillors are elected to represent their constituents and oversee the good rule and government of their local area.

The Department is responsible for administering and supporting the Queensland local government sector, and works closely the councils to empower them to deliver positive outcomes for their communities. As mentioned above, this is achieved through the six key levers of policy, monitoring, funding, capability, governance, and advocacy. The Department maintains a regional network of officers across the state to support its work and provide an on-the ground contact point for council officers and elected officials.

Queensland Audit Office

The QAO, led by the Auditor-General, is tasked with auditing local government annual financial statements and publishing their opinions about the reliability of these statements through councils' annual reports. These opinions, along with an assessment of the overall financial sustainability of the sector, are summarised and published by the QAO each year.

Additionally, the QAO also undertakes performance audits to examine the efficiency, effectiveness and legislative compliance of councils and identify opportunities for them to improve performance and service delivery.

Queensland Treasury Corporation

As the Queensland Government's central financing authority, Queensland Treasury Corporation (QTC) manages the State's borrowing program in the global financial markets and provides financial services to all government entities in Queensland. QTC works closely with the Department to provide financial resources and services to councils, and deliver sustainable and cost-effective borrowings for the local government sector.

QTC also undertakes credit reviews of councils holding or seeking borrowings, and provides recommendations to the Department about the ongoing creditworthiness of Queensland's councils.

Office of the Independent Assessor

The OIA, let by the Independent Assessor, undertakes the initial assessment of all complaints about councillor conduct in Queensland. It investigates misconduct complaints against local government mayors and councillors and, where appropriate, prosecutes those complaints in the Councillor Conduct Tribunal.

The Independent Assessor reports directly to the Minister for Local Government and ensures the councillor complaint process remains transparent and accountable.

Electoral Commission of Queensland

The ECQ, led by the Electoral Commissioner, is the independent statutory authority that is responsible for the conduct of local government elections in Queensland. It also reviews local government electoral boundaries, and regulates and promotes compliance with electoral funding and disclosure requirements.

The Department works with the ECQ to establish and administer the local government electoral system through the *Local Government Electoral Act 2011* and supports the Commission by offering training sessions to intending councillors prior to nominating for election.

Other State Government Agencies

Other State Government departments and statutory authorities provide support to councils through various policies and programs, and administer other Acts and Regulations that affect the local government regulatory framework.

The Department coordinates with these agencies to represent the interests of the sector, ensure alignment between legislation and policies, and provide specialist expertise on Queensland local government to support the delivery of programs for the benefit of our communities.

Local Government Association of Queensland

The LGAQ is the peak body for local government in Queensland. It is a not-for-profit association set up solely to advise, support, and represent councils, enabling them to improve their operations and strengthen relationships with their communities.

The Department consults closely with the LGAQ on matters affecting Queensland councils, and works together with them to strengthen the ability and performance of local government to better serve their community through the Partners in Government Agreement.

Other Relevant Peak Bodies

The Department also engages with other peak bodies in the local government sector to seek input on policies and programs, and support the delivery of government initiatives and objectives. These bodies include Local Government Managers Australia (Queensland), Local Government Finance Professionals, and the Institute of Public Works Engineers Australasia.

Part B: Sustainability

Definition

There are many definitions of local government sustainability that have been developed over time by various jurisdictions and stakeholders. The Department's definition of sustainability is suitable to the Queensland context, recognises the various drivers of council success, and guides future support to the sector.

Principles

Local Government Act Definition

The *Local Government Act 2009* provides the following definition of financial sustainability:

> *A local government is **financially sustainable** if the local government is able to maintain its financial capital and infrastructure capital over the long-term.*

For both financial capital and infrastructure capital, the emphasis is on maintaining the service capacity of the council in the long-term. There is a direct link between the prudent and strategic management of community infrastructure and financial assets, and the ongoing financial viability of a local government.

Although an individual councillor or council officer may only serve their council for a limited time, they should take the short- and long-term impacts of their choices into consideration of every decision they make. The Department provides an oversight role for councils, but ultimately it is up to individual local governments to make decisions in the best interests of their community now and into the future.

A Holistic Approach

Although the above definition provides a basis for the responsible management of community funds and assets, it does not include other factors which influence council success and sustainability.

Non-financial elements such as governance and integrity can significantly impact a local government's ability to represent and deliver for their community in a way that maintains public confidence.

At the same time, there are factors largely beyond a council's control which can have a material effect on its short- and long-term sustainability, such as natural disasters. These influences can only be managed, not controlled, so as to minimise risks to the community and council's ongoing service delivery.

The Department recognises the important influence of non-financial factors on council success and for this reason has incorporated these key drivers into this Framework. It ensures an integrated and more holistic approach to monitoring, measuring, and managing council sustainability.

Service Delivery

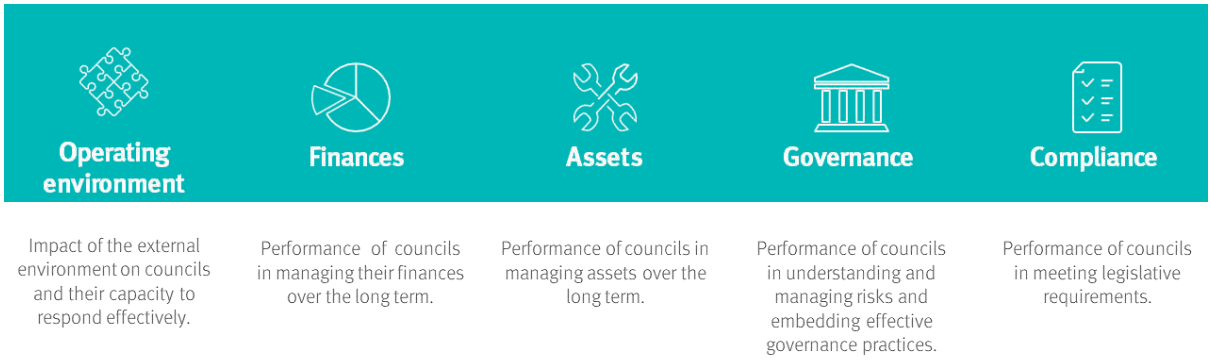
Councils provide a multitude of services to their communities, using a variety of operating methods and delivery approaches, operating in a range of different local environments. The efficiency and effectiveness of these services is directly impacted by how well a council manages the fundamental elements of its own sustainability, which is why it is not included as a specific element below.

Due to the breadth of services provided by the sector and the many different operating models employed by councils to deliver them, the Framework does not set service level standards for local governments.

Individual councils can and should establish efficiency and effectiveness performance indicators for the services they deliver, taking into account local factors and constraints as well as council's specific organisational and delivery model.

Elements of Sustainability

Using the principles explained above, the Department has distilled the financial and non-financial factors influencing local government sustainability into five key elements - Operating Environment, Finances, Assets, Governance, and Compliance, as outlined further below.



Operating Environment

Impact of the external environment on councils and their capacity to respond effectively.

Outcomes

- Councils are aware of their operating environments and respond appropriately
- Local communities are supported socially and economically by their councils
- Councils are resilient and equipped to respond to natural disasters

A council's operating environment represents those factors primarily outside its control but still affecting its ability to operate. This includes factors like remoteness, demographics and socio-economic characteristics, industry composition, as well as an area's exposure to natural disaster events. While councils cannot control these factors, their ability to respond to and/or influence them can affect their long-term sustainability.

The outcomes sought for this element reflect the everyday reality for councils in Queensland, where communities adapt to local circumstances and manage risks as best as they can. An understanding of these external factors can assist councils to develop risk mitigation and management strategies, and seek innovative solutions to support their local communities.

Finances

Performance of councils in managing their finances over the long-term.

Outcomes

- Service levels are maintained at appropriate levels over time
- Services are delivered efficiently and effectively
- Councils operate within their means
- Appropriate levels of debt are maintained relative to council's servicing capacity

Councils that cannot afford to deliver the necessary levels of service to their communities over the longer term are not sustainable. For all councils, regardless of size, this requires operating within their means and managing resources efficiently and effectively to minimise the need for external financial support, to the extent possible.

The outcomes sought for this element reflect the legislative expectation that councils manage their finances prudently and avoid making decisions which negatively impact financial sustainability especially in the longer term. Council elected officials and officers should ensure they understand the long-term effects of financial decisions in addition to short-term impacts.

Assets

Performance of councils in managing assets over the long term.

Outcomes

- Assets are well managed and maintained
- Capital expenditure is adequately funded when it falls due
- Projects are appropriately prioritised and costed
- Councils are planning for future community needs

Service delivery is closely aligned with how well a council manages its assets, including critical water and waste infrastructure, road networks, community amenities, and airports. Poor asset management impacts the quality and reliability of community services, increased costs to councils and ratepayers and compromises long-term sustainability.

The outcomes sought for this element reflect the need for councils to plan and make decisions for the long-term. A thorough understanding of community asset conditions, whole-of-life maintenance and renewal costs, and achievable service levels and capital expenditure given financial and other constraints is required by council officials to better inform their decision-making and conversations with their local communities.

Governance

Performance of councils in understanding and managing risks and embedding effective governance practices.

Outcomes

- Decisions are made responsibly and in accordance with legislative governance framework
- Core business risks are identified and managed
- Suitably qualified staff are employed and retained
- Community is satisfied with council performance

Councillors and council staff are expected to make decisions in the best interests of the community and manage risks to ensure council success. Effective governance and decision-making reduce the potential for adverse impacts on community service delivery and confidence from failures of planning, integrity, and transparency. Councils with effective governance practices are better placed to make informed decisions that consider the long-term risks and long-term affordability.

The outcomes sought for this element reflect the Local Government Principles and the requirement for council decision-makers to exercise the highest standards when fulfilling responsibilities. Elected officials and officers must familiarise themselves with their obligations, and nurture a council culture which values integrity, accountability, transparency, appropriate risk management, and a focus on the community interest.

Compliance

Performance of councils in meeting legislative requirements.

Outcomes

- Financial accountability and corporate planning documents are prepared on time and to a high standard
- Council complies with all State and Commonwealth statutory requirements
- Documents are publicly available as required by regulation
- Grant funded projects are delivered on time and within budget

It is imperative that councils are effective managers of their regulatory obligations. Councils without the organisational behaviours and systems in place to consistently meet their regulatory requirements in a timely and effective manner attract financial and other statutory penalties, which can compromise their ongoing sustainability.

The outcomes sought for this element reflect the statutory requirements for councils to comply with regulatory frameworks applicable to them. Elected officials and officers must familiarise themselves with the relevant Acts and Regulations, and put in place systems to ensure proactive compliance and management of risks.

Measurement

Local government sustainability is a broad concept, with many elements influencing council outcomes in different ways depending on local circumstances.

No measurement system will be able to provide complete assurance of a specific council's sustainability, particularly in a rapidly changing environment, however an analysis of key indicators over time provide evidence of whether or not desired outcomes are being achieved.

Indicators can be either quantitative or qualitative. Quantitative measures are more objective in nature and are easier to measure, while qualitative measures are less easily defined but provide necessary context which may not be captured by numbers.

Principles

Based on the 2007 National Framework *Criteria for Assessing Financial Sustainability*, the Department has established a set of principles for the development of sustainability indicators.

Relevance	»	Indicators chosen should measure factors which define sustainability.
Reliability	»	indicators should be based on information that is readily available and reliable.
Measurability	»	Indicators should be based on information that is quantifiable and as objective as possible.

Differentiation

Queensland has one of the most diverse local government sectors in Australia, covering a large geographic area. Across the state, individual councils face a unique set of financial, service delivery and community need circumstances and are impacted by a wide range of social and economic factors.

The Department acknowledges the diversity across the sector and recognises there is little benefit gained from comparing disparate councils given their vastly different operating environments. As a result, the Department has allocated each of Queensland's 77 councils to a small number of groups to allow for like-for-like comparisons between councils with similar characteristics for sustainability reporting purposes.

Grouping councils allows fit-for-purpose measures and/or benchmarks for each council group, increasing the relevance of the information communicated to stakeholders and enabling the department to identify and provide more targeted support where required. This approach does not supersede existing classifications of councils for other statutory and program purposes.

Various alternative approaches for grouping councils were considered and analysed for correlation across key performance metrics with support from the sector and stakeholders, with the final methodology resulting in eight "Tiers" of councils based on a combination of population figures and remoteness classifications by the Australian Bureau of Statistics.

These two factors were found to have the greatest influence on council sustainability as they are key drivers of the types of services provided, as well as a council's ability to fund the delivery of these services to their community. For example, remote councils with small populations often provide services as the provider of last resort such as aged care and childcare.

Grouping councils according to population and remoteness is also considered the most stable and reliable method compared with other potential approaches due to the limited variation in these two factors over time for the vast majority of councils.

Council Narrative

Without context, most performance measures will have little meaning, reducing their effectiveness and council accountability in addition to creating confusion for stakeholders.

Commentary provided by the council allows elected officials and senior management the opportunity to offer necessary clarity about a local government's performance, the drivers of the published results, and whether or not the council remains on track toward achieving its goals.

Comparison against other councils over time is one way to identify relative performance across a range of published measures, which can offer context to elected officials and other stakeholders about a council's efficiency and effectiveness compared with its peers.

Elements

This section outlines examples of qualitative and quantitative measures which can be used to provide insights into varying aspects of a council's sustainability. The categories and indicators listed here are not exhaustive and councils and the Department may choose to analyse other measures of success in forming a view on council performance depending on the issue under consideration.

Operating Environment

Indicators for this element strive to capture those drivers which are outside a council's control, but which have the potential to affect local government sustainability over the short- and/or longer-term. They can also help councils understand the impact of various decisions on their local communities.

- **Demographic** – population, birth rates, age structure, household size and composition
- **Environmental** – climate, rainfall, pollution, disaster frequency and preparedness, water quality
- **Economic** – unemployment, capital investment, median income, industry concentration
- **Social** – home ownership, crime, literacy, education levels, cultural identity, disadvantage

Finances

Indicators for this element illustrate various aspects of a local government's financial performance and are usually lagging (after the fact) in nature. Council management and elected officials should use these measures to assess the financial impacts of proposed actions on their council's ongoing sustainability.

- **Financial Capacity** – population growth, council-controlled revenue, grants reliance

- **Operating Performance** – operating surplus, operating cash, revenue/expenditure growth
- **Liquidity** – working capital, unrestricted cash expense cover
- **Debt Servicing** – leverage, net financial liabilities, debt service coverage

Assets

Indicators for this element assess a council performance across various aspects of asset management, from initial project planning to delivery and ongoing maintenance. They can assist councils with understanding their asset base and making better investment decisions for their communities.

- **Planning** – lifecycle costs, net present benefit/cost, asset management plan quality/links
- **Investment** – renewal ratio, sustainability ratio, infrastructure backlog, service levels
- **Consumption** – consumption ratio, occupancy/usage rate, maintenance/renewal rates
- **Performance** – failure rates, overall equipment effectiveness, customer satisfaction

Governance

Indicators for this element provide insights into aspects of a council's risk management and leadership frameworks and can often be leading indicators of future sustainability challenges. Council leadership should monitor these areas to ensure the ongoing good governance of their community over time.

- **Leadership** – meeting attendance, community satisfaction, contested executive and senior management decisions, policy suite
- **Workforce** – employee/executive turnover, vacancy periods, employee satisfaction
- **Audit** – committee meetings, internal audit planning, identified control risks, aged risks
- **Complaints and Media** – conduct complaints, negative media, conduct register publication

Compliance

Indicators for this element assess a council's ability to meet its prescribed statutory requirements and avoid potential risks and penalties for non-compliance. They can assist with monitoring deadlines, improving transparency and accountability, and retaining the confidence of their communities.

- **Information** – notice periods, website publication timeliness, community engagement, policy suite
- **Meetings** – transparency, impartiality, decision legality, procedure adherence, public disclosures
- **Funding** – reporting timeliness/quality, funding variations, projects on time/budget
- **Declarations** – registers of interests, conflicts of interest

Other Measures

Councils often include other performance indicators in their internal and/or external reporting framework to meet other regulatory requirements or highlight areas of particular importance for their communities.

Where these measures are included, councils should strive to ensure the meaning and results are clear to stakeholders and align with the council's short- and longer-term objectives.

Note: Under the *Local Government Act 2009* and *City of Brisbane Act 2010*, the Department is required to establish a set of relevant measures of financial sustainability for the purposes of council annual financial planning and reporting.

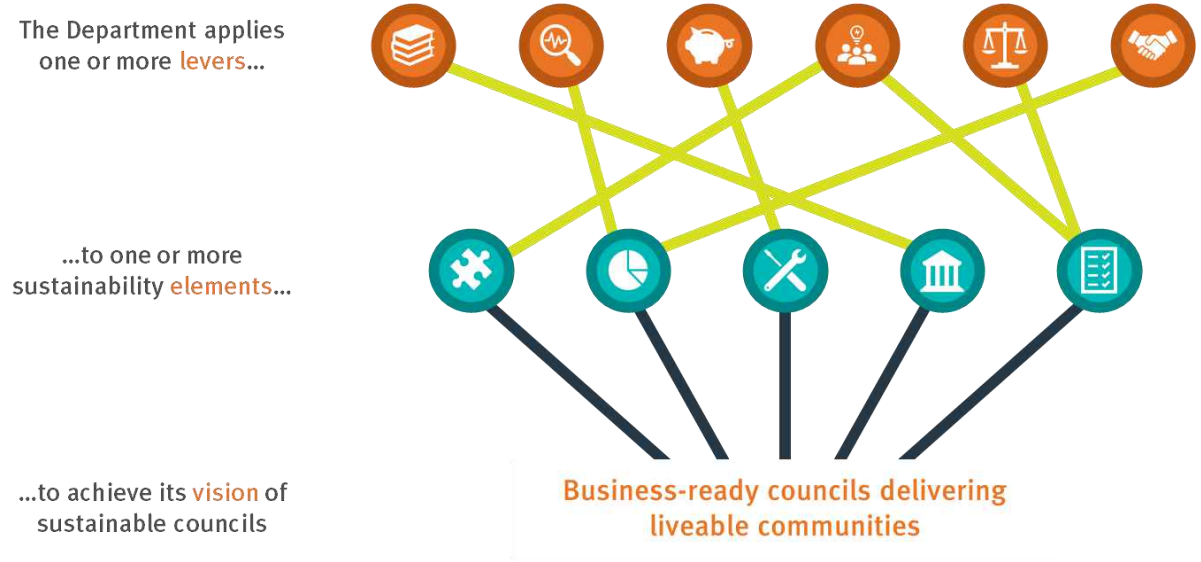
The guideline containing these measures has been developed based on the principles established in the Sustainability Framework and is published separately as the *Financial Management (Sustainability) Guideline*. Please refer to the Department's website for more information.

Application

Overview

Council sustainability is a complex issue. Although a council may succeed in one or more elements of sustainability, it may struggle in others. Further, sustainability is not a "set-and-forget" issue where challenges can be "fixed" once and for all, with many issues councils face requiring constant monitoring and maintenance to ensure ongoing success and stability.

This Framework forms the basis for how the Department will engage with the sector and its stakeholders to support council sustainability, as illustrated in the diagram below:



A more detailed chart summarising the relationship between the various local government sustainability principles, elements, and levers outlined in this Framework can be found in **Appendix B**.

The Department will work with councils and other sector stakeholders to monitor council sustainability, and use the intelligence gathered from these and other sources to inform policy, funding, capability, and other responses to support individual councils, groups of councils, and the sector at large, delivered through the Department or in combination with other stakeholders.

See the **Examples** section overleaf for hypothetical applications of the Framework to potential local government sustainability issues.

Over time, the Department will seek to embed the principles and language underpinning the Framework into all facets of the State's engagement with the sector, providing a common language for monitoring, measuring, and responding to council sustainability challenges.

Examples

The following examples illustrate how the Framework can be used by councils and the Department to identify and address short- and longer-term sustainability issues facing the sector in a structured, considered, and collaborative way.

Example 1: Financial Distress

The Department notes from a regular service meeting with Council A (Monitoring) that the council is experiencing cashflow problems and is forecasting to difficulties fulfilling its future expenditure obligations if the current trend continues (Finances). Further investigation reveals a history of cost overruns and poor project oversight (Assets, Governance).

Working closely with Council A's elected leaders and CEO, the Department quickly establishes a temporary working capital facility for the council to ease the immediate pressure on its finances (Funding). The Department also appoints an advisor (Performance Response) to support and train the council's leadership to establish appropriate controls over project planning and delivery and identify and minimise future sustainability risks (Capability).

The Department continues to monitor the situation over the coming months to ensure Council A's challenges are resolved and that service delivery to the community can continue without interruption, eventually winding down the working capital facility and advisor appointment on the council's achievement of performance milestones agreed with the council's leadership as they are fulfilled.

Example 2: Asset Management

A regional group of councils have reached out to the Department to discuss common challenges they are experiencing in fulfilling their regulatory asset management functions (Assets, Compliance), including the regular condition assessment of community assets, future demand and maintenance forecasting, and preparation and updating of asset management plans (Governance).

The Department convenes a meeting with the councils and relevant stakeholders with expertise in this area (Advocacy) to discuss the issues, identify best practices, and develop a plan to build the council's asset management capacity – including grant funding for a regional uplift project (Funding), and the development of templates and training for council officers and elected officials (Capability).

Following the project, the Department continues to work closely with the councils to monitor and support the implementation of the agreed program (Monitoring) and works with the sector and relevant stakeholders to update existing policy guidelines to provide better clarity to councils about regulatory obligations for asset management functions (Policy).

Glossary

Reference	Meaning
CCC	Crime and Corruption Commission
Commonwealth	Australian Government
Department	The Department of State Development, Infrastructure, Local Government and Planning
ECQ	Electoral Commission of Queensland
LG Act	*Local Government Act 2009* and *City of Brisbane Act 2010* (for Brisbane City Council)
LG Regulation	Local Government Regulation 2012 and City of Brisbane Regulation 2012 (for Brisbane City Council)
LGAQ	Local Government Association of Queensland
Minister	Minister for Local Government
OIA	Office of the Independent Assessor
QAO	Queensland Audit Office
QTC	Queensland Treasury Corporation
State	Queensland Government
UQ	University of Queensland

Additional Resources

This page provides links to additional resources and stakeholders to support users of the Local Government Sustainability Framework.

Legislation

- Local Government Act 2009
  - Local Government Regulation 2012
- Local Government Electoral Act 2011
  - Local Government Electoral Regulation 2023
- City of Brisbane Act 2010
  - City of Brisbane Regulation 2012
- Statutory Bodies Financial Arrangements Act 1982
  - Statutory Bodies Financial Arrangements Regulation 2019
- Planning Act 2016
  - Planning Regulation 2017

Stakeholder Websites

Queensland Government

- Department of State Development, Infrastructure, Local Government and Planning
- Queensland Audit Office
- Queensland Treasury Corporation
- Office of the Independent Assessor
- Electoral Commission of Queensland

Peak Bodies

- Local Government Association of Queensland
- Local Government Managers Association (Queensland)
- Local Government Financial Professionals
- Institute of Public Works Engineers Australasia

Key Documents

- *Financial Management (Sustainability) Guideline*

Appendix A – Sustainability and Reporting Requirements Summary

The key sustainability requirements contained in the *Local Government Act 2009* (LGA09), *City of Brisbane Act 2010* (COBA), *Local Government Regulation 2012* (LGR12) and the *City of Brisbane Regulation 2012* (COBR) have been summarised below, under the following categories:

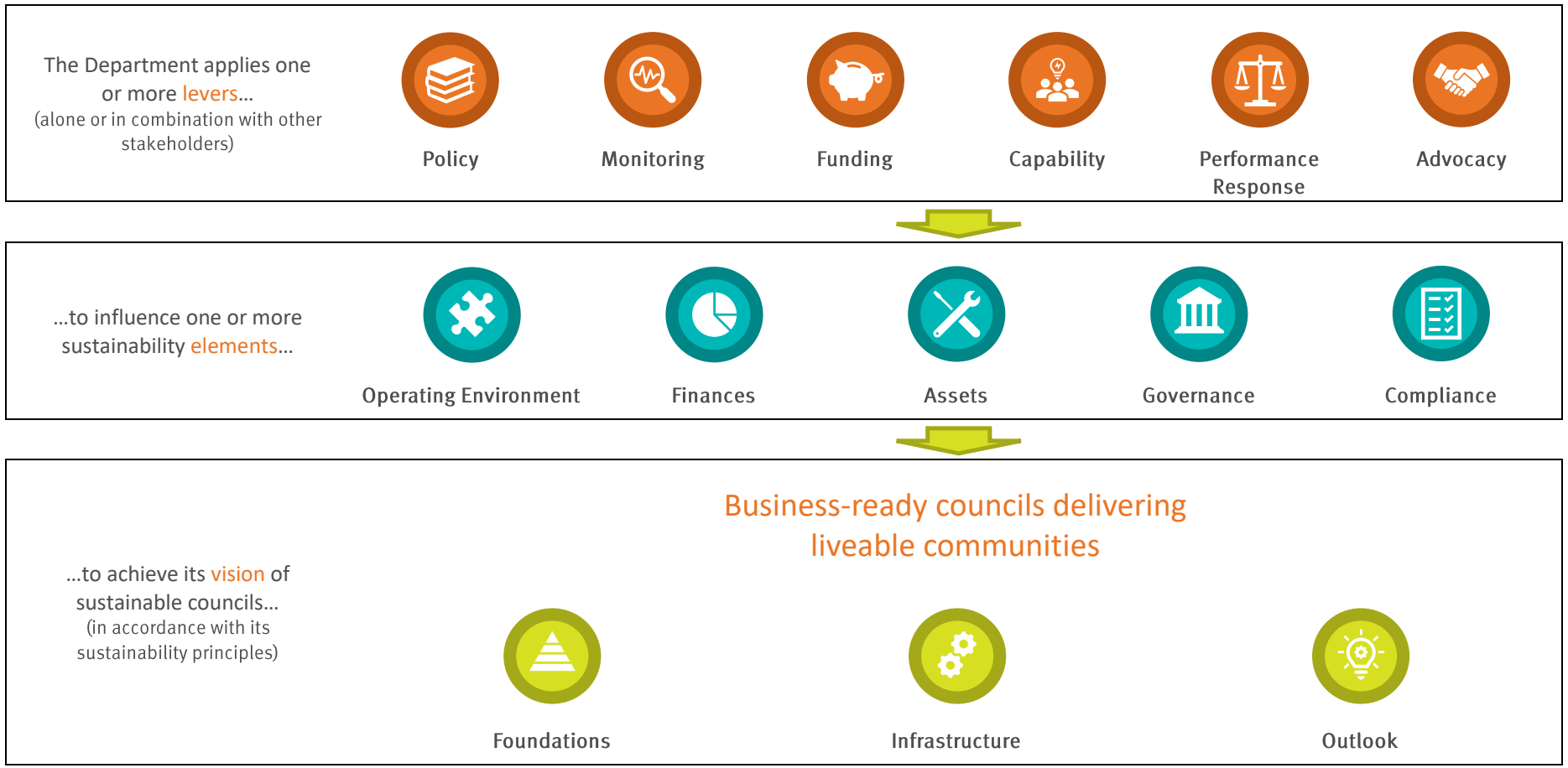
- Financial Sustainability
- Financial Management System
- Financial Forecasts
- Asset Management Plans
- Budget Requirements
- Internal Audit
- Audit Committees
- Audit Requirements
- Annual Report Requirements
- Community Financial Report Requirements
- Statutory Interventions

This summarised information is presented for informational purposes only and is not intended to replace the need for officers of local governments to be familiar with the Acts and Regulations.

Category	Legislative Reference	Summary
Financial Sustainability	s104(2) LGA09 s103(2) COBA	Definition of 'financially sustainable local government'
	s169(6) LGR12 s160(6) COBR	The nine measures of financial sustainability
Financial Management System	s104(1) LGA09 s103(1) COBA	Local governments must have a financial management system in place.
	s104(5) LGA09 s103(5) COBA	Required financial management system components
	s104(6) & (7) LGA09	Requirement for regular review and update of financial policies
Financial Forecasts	s171(1) LGR12 s163(1) COBR	Definition of 'long-term financial forecast'
	s171(2) LGR12 s163(2) COBR	Requirement for annual review and update of long-term financial forecast
Asset Management Plans	s167 LGR12 s159 COBR	Requirement for long-term AMP to cover a period of at least 10 years
	s168 LGR12	Long-term AMP contents
Budget Requirements	s169 LGR12 s160 COBR	Budget requirements
	s169(2)(a) LGR12 s160(2)(a) COBR	Must include long-term financial forecast in budget process
Internal Audit	s105(1) LGA09	Councils must establish an efficient and effective internal audit function
	s270 LGR12	Internal audit provisions

Category	Legislative Reference	Summary
	s199 COBR	
Audit Committees	s105(2) LGA09	Each large local government must establish an audit committee
	s105(4) LGA09	Duties of audit committees
	s210 LGR12 s200 COBR	Audit committee composition
	s211 LGR12 s201 COBR	Audit committee meetings
Audit Requirements	s212(1) LGR12 s202(1) COBR	Provide current year financial sustainability statement to Auditor-General for auditing
	s212(2) LGR12 s202(2) COBR	Provide long-term financial sustainability statement to Auditor-General for information
	s212(5)(b) LGR12 s202(5)(b) COBR	Mayor and CEO to include (as part of the Management Certificate) their opinion as to whether current year and long-term financial sustainability statements have been accurately calculated
	s178(2) and (3) LGR12 s170(2) and (3) COBR	Long-term financial sustainability statement requirements
Annual Report Requirements	s176 LGR12 s175 COBR	Must prepare current year and long-term financial sustainability statements each financial year
	s178(1) and (3) LGR12 s170(1) and (3) COBR	Current year financial sustainability statement requirements
	s183(b) & (c) LGR12 s175(b) & (c) COBR	Must include current year and long-term financial sustainability statements in Annual Reports
Community Financial Report Requirements	s179(2)(c) and (3) LGR12 s171(2)(c) and (3)COBR	Include measures of sustainability in Community Financial Report
Statutory Interventions	s115 of LGA09	Provision for monitoring and evaluation of a council of councillor by the Department
	s117 of LGA09	Provision for appointment of an advisor to a council by the Department
	s118 of LGA09	Provision for appointment of a financial controlled to a council by the Department
	s121 of LGA09	Provision for the removal of an unsound decision of a council by the Minister
	s122 of LGA09	Provision for the removal of a councillor by the Minister
	s123 of LGA09	Provisions for suspension or dissolution of a council, and appointment of an administrator, by the Minister

Appendix B – Sustainability Framework Principles, Elements, and Levers



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Queensland Government

Risk Framework – Financial Sustainability

Overview

The Department of State Development, Infrastructure, Local Government and Planning (the Department) has released the *Financial Management (Sustainability) Guideline* (the *Guideline*), which applies to all Queensland local governments from 1 July 2023.

This *Risk Framework – Financial Sustainability* supports the *Guideline* by outlining the principles underlying how the Department will monitor council financial sustainability, as presented in the measures reported by councils, the relative risk tolerance for each measure in the *Guideline*, and how measures can be interpreted in conjunction with each other.

Under the Local Government Regulation 2012 and City of Brisbane Regulation 2012, the Queensland Audit Office (QAO) is responsible for auditing council financial statements including the current year financial sustainability statement. The QAO's audit report on the sustainability ratios confirms the arithmetical accuracy of these ratios in accordance with the *Guideline*.

Principles

The Department's approach to assessing financial sustainability risk is informed by the measures outlined in the *Guideline* and reported by councils according to the following underlying principles:

Sustainability is more than financial ratios

Financial sustainability risks need to be considered holistically in combination with other key elements of council sustainability such as asset management, governance, compliance, and the broader operating environment as outlined in the Department's published *Sustainability Framework for Queensland Local Governments.*

Similarly, individual measures only tell a small part of the sustainability story and should be interpreted and assessed in conjunction with other relevant metrics to create a better understanding of council performance and sustainability. A poor result in one measure may be offset by success in another, or may alternatively confirm risks identified by other metrics.

Sustainability is a long-term objective

Achieving sustainability takes time and concerted effort, and the Department recognises that there will be times when councils may experience sustainability pressures (such as natural disasters) which may affect short-term results but are able to be managed by a local government over the longer term. Assessments of financial sustainability risk should be considered in this context.

Some measures in the *Guideline* (such as the Unrestricted Cash Expense Cover Ratio) are shorter-term in nature and are recognised through application of their associated benchmarks to the single-year result. Assessments of financial sustainability risk by the Department will take the time-based importance of each measure into account.

Not all risks are created equal

The *Guideline* requires the calculation and reporting of up to nine financial sustainability measures by councils. Of these, the two financial capacity measures (Council-Controlled Revenue and Population Growth) are considered

contextual ratios and support understanding by stakeholders of key operating pressures which may be affecting councils' performance.

The Asset Renewal Funding Ratio is also considered a contextual measure due to its forecast-based and therefore un-auditable nature. For councils in Tier 6 to Tier 8, the Operating Surplus Ratio is also contextual in recognition of their low level of self-generated revenue and high reliance on external funding, which reduces the relative importance of this metric for those councils compared to other measures in the *Guideline*.

Of the remaining measures in the *Guideline* (which apply to all Tiers), the Department considers some to be of higher importance from a risk perspective relative to others, as outlined in the **Risk Tolerances** section below, due to the potentially larger adverse consequences of a council falling below its assigned benchmark for that measure in the shorter term. The Department will consider councils which do not meet the benchmarks for these measures as having a higher level of financial sustainability risk compared to other ratios.

Compare like with like

The Department's *Guideline* groups councils into Tiers for sustainability reporting purposes in recognition that councils have differing financial and non-financial circumstances and challenges. These differing circumstances and challenges mean financial sustainability risk may look different for different Tiers.

When assessing financial sustainability risk for councils, the Department will refer to the relevant Tier's targets as well as other comparative information to assist it in determining the potential level of exposure and possible responses.

Incentivise positive behaviours and avoid perverse outcomes

In updating the Guideline, the Department is seeking to establish a sustainability reporting framework which encourages council leaders to understand the drivers of long-term sustainability and pursue positive outcomes rather than "manage to the measure".

The Department's approach to assessing council financial sustainability risk recognises that sustainability is a constantly evolving concept that cannot be reduced to a single number or rating, but rather is informed by a range of factors which extend beyond what is contained in the Guideline.

As part of its ongoing role administering the Queensland local government sector, the Department uses all information at its disposal to identify potential sustainability risks across a range of areas and work with individual councils to address them.

Risk Tolerances

As outlined above, the Department considers that the measures outlined in the *Guideline* pose differing levels of financial sustainability risk to councils should their associated targets not be met. The table below outlines the relative risk tolerance for each measure (not including contextual measures).

Type	Measure	Target Risk Tolerance		Commentary
		Tier 1 – 4	**Tier 5 - 8**	
Financial Capacity	Council-Controlled Revenue	Contextual	Contextual	N/A

	Population Growth	Contextual	Contextual	N/A
Operating Performance	Operating Surplus Ratio	Lower	Higher	Tier 1 – 4: A lower risk reflects the expectation that these councils should be consistently generating operating surpluses given their larger population bases. Tier 5 – 8: A higher risk tolerance recognises the impacts of third-party capital funding which may offset a council's operating deficits.
	Operating Cash Ratio	Lower	Lower	All councils: A lower risk tolerance recognises the importance of a council being able to fund its core operations. Councils with negative operating cash ratios over time are at a higher risk of future liquidity issues.
Liquidity	Unrestricted Cash Expense Cover Ratio	Lower	Lower	All councils: A lower risk tolerance recognises the importance of a council being able to meet its financial obligations as and when they fall due. Councils with unrestricted cash expense cover ratios approaching zero are at a significantly greater risk of solvency concerns in the short term.
Asset Management	Asset Sustainability Ratio	Higher	Moderate	Tier 1 – 4 councils: A higher risk tolerance recognises the impact capital expenditure on new assets can have on this measure in larger councils (vs expenditure on asset renewals). Tier 5 – 8 councils: A moderate risk tolerance recognises that these councils should be prioritising capital expenditure that focuses on the renewal and replacement of existing assets over time.
	Asset Consumption Ratio	Moderate	Moderate	All councils: A moderate risk tolerance recognises the expectation that a council will

				adequately manage and maintain its asset base over time while also acknowledging different community needs and service levels.
	Asset Renewal Funding Ratio	Contextual	Contextual	N/A
Debt Servicing	Leverage Ratio	Lower	Lower	All councils: A lower risk tolerance for all councils recognises the importance of a council being able to meet its debt servicing obligations as and when they fall due. Councils which struggle to repay their debts affect the State's creditworthiness and are at a high risk of solvency issues.

Interpretation

Interpreting measures in combination

Individual financial sustainability measures in the Guideline provide information about an element of council sustainability but may not tell the full story when considered in isolation. Examples of measures which can be considered together to provide a more comprehensive interpretation include:

1. **Operating Surplus Ratio** and **Operating Cash Ratio** – where a council reports a low or negative operating result, this may pose less of a sustainability risk where the council's operating cash ratio remains positive as it indicates that the council is still able to fund its core business operations. This is especially the case for smaller councils (Tier 5 and below).

2. **Operating Cash Ratio** and **Unrestricted Cash Cover Ratio** – where a council reports a negative operating cash in combination with a low unrestricted cash cover ratio, this indicates a high risk of liquidity and solvency concerns as the council may have challenges meeting its financial commitments in the short to medium term.

3. **Asset Sustainability Ratio** and **Asset Consumption Ratio** – where a council reports a lower asset consumption ratio over time, this may represent less of a sustainability risk where the council's asset sustainability ratio is within or above the required target as it indicates that council is meeting its asset renewal needs over time.

4. **Unrestricted Cash Expense Cover Ratio** and **Leverage Ratio** – where a council reports a low unrestricted cash expense cover ratio at the same time as a leverage ratio which is high and/or above the target, this is an indicator of a limited ability to fund additional capital expenditure through either working capital or borrowings, resulting in increased sustainability and service delivery risks.

5. **Leverage Ratio** and **Asset Sustainability Ratio** – where a council reports a high or above-target leverage ratio in conjunction with a lower asset sustainability ratio, this is an indicator of reduced capacity to fund ability capital expenditure through borrowings and may present higher sustainability risks to the council. These indicators are especially important for growing councils which may need to rely on external funding to support their increasing infrastructure needs.

Interpreting measures within different Tiers

Interpreting the sustainability measures varies from tier to tier, having regard for the differing operational circumstances and sustainability drivers that impact Queensland councils.

Risk tables with relative targets and weightings to support assessments for each Tier can be found in **Appendix A**.

Tiers	Interpreting within Tiers
Tier 1 & 2	Councils with large population bases should be expected to generate consistent operating surpluses (increasing the significance of this ratio). For growing councils, the leverage ratio also takes on additional significance due to their greater infrastructure investment funding needs, while the relative importance of the asset sustainability ratio declines due to the higher proportion of capital expenditure on new assets (which reduces the ratio result).
Tier 3 & 4	Like Tiers 1 and 2, these councils have relative higher levels of council-controlled revenue and should be able to generate consistent operating surpluses. For growing councils, the significance of the asset sustainability ratio result also reduces due to the influx of new assets.
Tiers 5, 6 & 7	These councils are generally smaller and more remote, and have a greater reliance on external funding due to their limited revenue-raising ability. The operating cash ratio increases in importance due to the need for these councils to ensure ongoing funding of their core business, while the unrestricted cash cover also has greater significance as these councils need to ensure an adequate cash buffer regardless of the peaks and troughs of external funding cycles.
Tier 8	Indigenous councils have no ability to levy rates and are therefore highly dependent on external funding to maintain their operations. Like the previous Tiers, the operating cash ratio increases in importance due to the need for these councils to ensure ongoing funding of their core business. The unrestricted cash cover also has greater significance as these councils need to ensure an adequate cash buffer regardless of the peaks and troughs of external funding cycles.

Departmental Response

Triggers for further action

The individual risk assessment tables contained in **Appendix A** outline the spectrum of possible results for each financial measure contained in the Guideline, including what the department considers to be an indicator of High or Very High risk.

If a council reports any measure with a result of High or Very High risk, this will form the basis for further investigation by the department and the development of responses and tailored support to emerging challenges if needed.

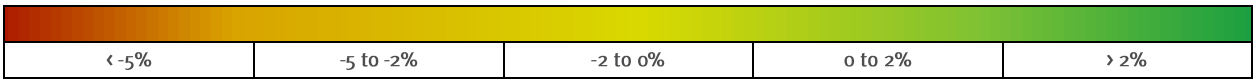
Appendix A – Risk Assessment Tables

Tier 1

FINANCIAL CAPACITY — Council-Controlled Revenue*

FINANCIAL CAPACITY — Population Growth*

OPERATING PERFORMANCE — Operating Surplus Ratio



‹ -5%	-5 to -2%	-2 to 0%	0 to 2%	› 2%

OPERATING PERFORMANCE — Operating Cash Ratio

‹ 0%	0 to 20%	› 20%

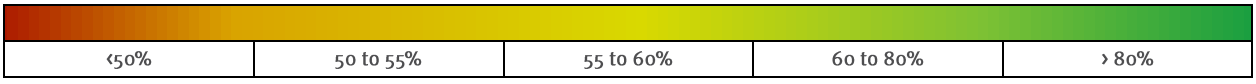
LIQUIDITY — Unrestricted Cash Expense Cover Ratio

‹ 2 months	2 to 4 months	› 4 months

ASSET MANAGEMENT — Asset Sustainability Ratio

‹ 30%	30 to 40%	40 to 50%	50 to 90%	› 90%

ASSET MANAGEMENT — Asset Consumption Ratio



‹50%	50 to 55%	55 to 60%	60 to 80%	› 80%

ASSET MANAGEMENT — Asset Renewal Funding Ratio*

DEBT SERVICING — Leverage Ratio^

› 6 times	5.5 to 6 times	5 to 5.5 times	3 to 5 times	‹ 3 times

* Contextual – not assessed

^only assessed if council has debt

Tier 2

FINANCIAL CAPACITY — Council-Controlled Revenue*

FINANCIAL CAPACITY — Population Growth*

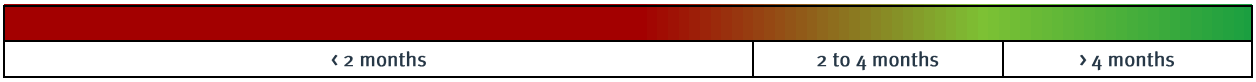
OPERATING PERFORMANCE — Operating Surplus Ratio

‹ -5%	-5 to -2%	-2 to 0%	0 to 2%	› 2%

OPERATING PERFORMANCE — Operating Cash Ratio

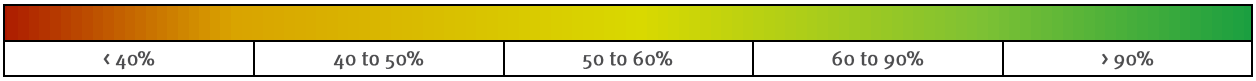
‹ 0%	0 to 15%	› 15%

LIQUIDITY — Unrestricted Cash Expense Cover Ratio



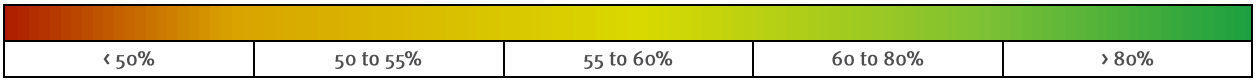
‹ 2 months	2 to 4 months	› 4 months

ASSET MANAGEMENT — Asset Sustainability Ratio



‹ 40%	40 to 50%	50 to 60%	60 to 90%	› 90%

ASSET MANAGEMENT — Asset Consumption Ratio



‹ 50%	50 to 55%	55 to 60%	60 to 80%	› 80%

ASSET MANAGEMENT — Asset Renewal Funding Ratio*

DEBT SERVICING — Leverage Ratio^

› 5 times	4.5 to 5 times	4 to 4.5 times	2 to 4 times	‹ 2 times

* Contextual – not assessed

^only assessed if council has debt

Tier 3

FINANCIAL CAPACITY — Council-Controlled Revenue*

FINANCIAL CAPACITY — Population Growth*

OPERATING PERFORMANCE — Operating Surplus Ratio

‹ -5%	-5 to -2%	-2 to 0%	0 to 2%	› 2%

OPERATING PERFORMANCE — Operating Cash Ratio

‹ 0%	0 to 10%	› 10%

LIQUIDITY — Unrestricted Cash Expense Cover Ratio

‹ 2 months	N/A	2.5 months	3 to 6 months	› 6 months

ASSET MANAGEMENT — Asset Sustainability Ratio

‹ 60%	60 to 70%	70 to 80%	80 to 90%	› 90%

ASSET MANAGEMENT — Asset Consumption Ratio

‹ 50%	50 to 55%	55 to 60%	60 to 80%	› 80%

ASSET MANAGEMENT — Asset Renewal Funding Ratio*

DEBT SERVICING — Leverage Ratio^

› 4 times	3.5 to 4 times	3 to 3.5 times	2 to 3 times	‹ 2 times

* Contextual – not assessed

^only assessed if council has debt

Tier 4

FINANCIAL CAPACITY — Council-Controlled Revenue*

FINANCIAL CAPACITY — Population Growth*

OPERATING PERFORMANCE — Operating Surplus Ratio

‹ -5%	-5 to -2%	-2 to 0%	0 to 2%	› 2%

OPERATING PERFORMANCE — Operating Cash Ratio

‹ 0%	0 to 10%	› 10%

LIQUIDITY — Unrestricted Cash Expense Cover Ratio

‹ 3 months	3 to 3.5 months	3.5 to 4 months	4 to 6 months	› 6 months

ASSET MANAGEMENT — Asset Sustainability Ratio

‹ 60%	60 to 70%	70 to 80%	80 to 90%	› 90%

ASSET MANAGEMENT — Asset Consumption Ratio

‹ 50%	50 to 55%	55 to 60%	60 to 80%	› 80%

ASSET MANAGEMENT — Asset Renewal Funding Ratio*

DEBT SERVICING — Leverage Ratio^

› 4 times	3.5 to 4 times	3 to 3.5 times	2 to 3 times	‹ 2 times

* Contextual – not assessed

^only assessed if council has debt

Tier 5

FINANCIAL CAPACITY — Council-Controlled Revenue*

FINANCIAL CAPACITY — Population Growth*

OPERATING PERFORMANCE — Operating Surplus Ratio

‹ -10%	-10 to -5%	-5 to -2%	-2 to 0%	› 0%

OPERATING PERFORMANCE — Operating Cash Ratio

‹ 0%	0 to 10%	› 10%

LIQUIDITY — Unrestricted Cash Expense Cover Ratio

‹ 3 months	3 to 3.5 months	3.5 to 4 months	4 to 6 months	› 6 months

ASSET MANAGEMENT — Asset Sustainability Ratio

‹ 70%	70 to 80%	80 to 90%	90 to 95%	› 95%

ASSET MANAGEMENT — Asset Consumption Ratio

‹ 50%	50 to 55%	55 to 60%	60 to 80%	› 80%

ASSET MANAGEMENT — Asset Renewal Funding Ratio*

DEBT SERVICING — Leverage Ratio^

› 3.5 times	3 to 3.5 times	2 to 3 times	› 2 times

* Contextual – not assessed

^only assessed if council has debt

Tier 6

FINANCIAL CAPACITY — Council-Controlled Revenue*

FINANCIAL CAPACITY — Population Growth*

OPERATING PERFORMANCE — Operating Surplus Ratio

OPERATING PERFORMANCE — Operating Cash Ratio

‹ 0%	0 to 5%	› 5%

LIQUIDITY — Unrestricted Cash Expense Cover Ratio

‹ 3 months	3 to 3.5 months	3.5 to 4 months	4 to 6 months	› 6 months

ASSET MANAGEMENT — Asset Sustainability Ratio

‹ 70%	70 to 80%	80 to 90%	90 to 95%	› 95%

ASSET MANAGEMENT — Asset Consumption Ratio

‹ 50%	50 to 55%	55 to 60%	60 to 80%	› 80%

ASSET MANAGEMENT — Asset Renewal Funding Ratio*

DEBT SERVICING — Leverage Ratio^

› 3.5 times	3 to 3.5 times	2 to 3 times	› 2 times

* Contextual – not assessed

^only assessed if council has debt

Tier 7

FINANCIAL CAPACITY — Council-Controlled Revenue*

FINANCIAL CAPACITY — Population Growth*

OPERATING PERFORMANCE — Operating Surplus Ratio*

OPERATING PERFORMANCE — Operating Cash Ratio

‹ 0%	0 to 5%	› 5%

LIQUIDITY — Unrestricted Cash Expense Cover Ratio

‹ 3 months	3 to 3.5 months	3.5 to 4 months	4 to 6 months	› 6 months

ASSET MANAGEMENT — Asset Sustainability Ratio

‹ 70%	70 to 80%	80 to 90%	90 to 95%	› 95%

ASSET MANAGEMENT — Asset Consumption Ratio

‹ 50%	50 to 55%	55 to 60%	60 to 80%	› 80%

ASSET MANAGEMENT — Asset Renewal Funding Ratio*

DEBT SERVICING — Leverage Ratio^

› 3.5 times	3 to 3.5 times	2 to 3 times	› 2 times

* Contextual – not assessed

^only assessed if council has debt

Tier 8

FINANCIAL CAPACITY — Council-Controlled Revenue*

FINANCIAL CAPACITY — Population Growth*

OPERATING PERFORMANCE — Operating Surplus Ratio*

OPERATING PERFORMANCE — Operating Cash Ratio

‹ 0%	0 to 5%	› 5%

LIQUIDITY — Unrestricted Cash Expense Cover Ratio

‹ 3 months	3 to 3.5 months	3.5 to 4 months	4 to 6 months	› 6 months

ASSET MANAGEMENT — Asset Sustainability Ratio

‹ 70%	70 to 80%	80 to 90%	90 to 95%	› 95%

ASSET MANAGEMENT — Asset Consumption Ratio

‹ 50%	50 to 55%	55 to 60%	60 to 80%	› 80%

ASSET MANAGEMENT — Asset Renewal Funding Ratio*

DEBT SERVICING — Leverage Ratio^

› 3.5 times	3 to 3.5 times	2 to 3 times	› 2 times

* Contextual – not assessed

^only assessed if council has debt

Frequently Asked Questions
LG Sustainability Framework

General Questions:

Q1: What is the Sustainability Framework?

A: The Sustainability Framework is the department's new approach to working with Queensland councils on sustainability challenges.

It will provide a more holistic approach to monitoring council sustainability, and it covers both financial and non-financial indicators.

The Sustainability Framework comprises of:

- an overarching non-statutory guidance document that outlines the Department's view of what it means to be sustainable through the lens of 5 elements (i.e., Operating Environment, Finances, Asset Management, Governance and Compliance) broken down into key indicators.
- a statutory guideline (the *Financial Management (Sustainability) Guideline*), establishing the financial and asset management performance measures and targets. These support annual statutory financial reporting in council financial statements.
- a risk framework to support the statutory guideline required for auditing councils financial performance.

Q2: How will the 5 elements of council sustainability and their non-financial (qualitative) indicators and financial measures (quantitative) be managed by the Department?

A: Council sustainability will be managed by the Department in the following ways:

- The **Non-financial indicators** – The Sustainability Framework guidance document outlines the key non-financial indicators (qualitative indicators) the Department currently observes when considering council sustainability. These indicators will not be reportable by councils to the Department under the Sustainability Framework. This is business as usual for councils.
- The **Financial measures** - The financial measures (quantitative measures) highlight the core council financial sustainability areas (i.e., Operating Performance, Liquidity, Asset Management and Debt Service Capacity) are detailed in the *Financial Management (Sustainability) Guideline 2023* and are required to be reported in councils' annual financial statements with the Queensland Audit Office (QAO) auditing the calculations of these measures as part of council's annual statutory financial reporting processes.

Q3: What non-financial (qualitative) indicators of a council's sustainability will the Department observe?

A: The non-financial indicators comprise matters the Department currently observes as they relate to the obligations of councils under legislation which is administered by the Department.

Queensland Government

The indicators listed in the Sustainability Framework are non-exhaustive and the Department will consider the following non-financial indicators when monitoring council sustainability:

Indicators	Measure
Council meeting management	» Monthly council meetings are occurring » Meeting agendas (including attachments) and minutes recording outcomes are published on council's website within 10 days » Declaration of interest process for council members is managed and recorded appropriately » Closed council meetings held in accordance with legislation
Workforce Management	» Stability of CEO and Executive Staff tenures.
Complaints management/Media attention	» Number and nature of the Office of the Independent Assessor (OIA) and Official Councillor Conduct complaints received/upheld » The absence of negative media regarding council activities or Councillor conduct
Key documents	» Key financial documents are produced and/or meet the legislative timeframes or extended deadlines granted by Department. » Key asset management documents are produced and/or meet the legislative timeframes or extended deadlines granted by Department. » Key governance documents are produced and/or meet the legislative timeframes or extended deadlines granted by Department. » Key operating environment documents are produced and/or meet the legislative timeframes or extended deadlines granted by Department.
Audit Functions	» Councils have an internal audit function » Councils required to have an audit committee (Category 3 and above) do have an active committee meeting at least twice a year » Number of significant audit deficiencies raised by the QAO following council's annual audit process » Significant audit deficiencies are remedied each year
Grant funding delivery (DSDILGP)	» Progress reports are consistently completed within required timeframes » Number of grant project variations approved or not approved per financial year: all variation types

	» Adequate project and grant management governance systems and control environment

Q4: When considering the non-financial (qualitative) indicators of a council's sustainability, will the Department provide councils with a rating?

A: No, the Department will not be publicly reporting council sustainability risk against the non-financial indicators of the Framework.

However, these indicators have an important role to play in:

- contextualising the financial measures established through the *Financial Management (Sustainability) Guideline* and,
- informing the department about development of responses and tailored support to emerging sustainability challenges.

This information is already observed by the Department because of our role in administering the *Local Government Act 2009* and the *City of Brisbane Act 2010.* The Department will continue to gather information about the non-financial indicators of councils (as outlined in Q3 above) in a number of ways, including through our continued engagement between councils and departmental advisors, data collection, surveys, and reviews of council websites.

As the implementation and use of the new Sustainability Framework progresses, the Department will consider, in consultation with councils, how best to provide insights about this information back to councils.

Q5: When assessing the financial measures of a council's sustainability how will councils be rated?

A: To support the new Statutory Guideline, the QAO has recommended that the Department develop and own a Risk Framework for financial sustainability that helps the department, councils and other stakeholders understand the sustainability risk of councils.

The department's approach to developing the risk framework is founded on the following key principles:

- Sustainability is more than financial - financial sustainability risks need to be considered holistically in combination with other key elements of council sustainability.
- Sustainability is a long-term objective - achieving sustainability takes time and concerted effort and there will be times when councils may experience sustainability pressures that affect short-term results.
- Not all sustainability risks are created equal – some of the measures are of higher importance from a risk perspective relative to others and councils which do not meet the targets for these measures have a higher level of financial sustainability risk.
- It is important to compare councils on a 'like with like' basis – Queensland's local government sector is diverse, and councils have differing financial and non-financial circumstances and challenges.
- Incentivise positive behaviours and avoid perverse outcomes - the department is seeking to establish a sustainability reporting framework which encourages council leaders to understand the drivers of long-term sustainability and pursue positive outcomes.

For more information about the risk framework please visit the Department's website.

Q6: How will the Sustainability Framework inform the department's capability and capacity building programs for councils?

A: The Framework will allow for a more holistic and proactive monitoring of councils' sustainability challenges that will help inform the Department to develop tailored and targeted capacity and capability training programs. The intelligence gathered on both the indicators and measures (non-financial and financial) will help inform capability and capacity programs for councils as well as the other levers for the Department (i.e., governance or financial training, funding programs or tools and resources etc).

Q7: When will councils need to start calculating the financial sustainability measures?

A: The *Financial Management (Sustainability) Guideline* will come into effect on 1 July 2023.

Following implementation, councils are required to calculate the financial sustainability measures as part of the annual statutory financial reporting process for the 2023-24 financial year and the 2024-25 budget process.

Councils can choose to adopt/use the new financial measures outlined in the new Guideline for their 2023-24 budget process (in addition to the current 3 financial sustainability measures) however this is not required but may be helpful for councillors to become familiar with the new measures.

Q8: Will the Tier a council belongs to in the sustainability guideline change from year to year?

A: No. Once the *Financial Management (Sustainability) Guideline* is formally approved, councils are expected to remain in those tiers for the next three financial years (to 2025-26).

However, the Department recognises that council populations can fluctuate from year to year and change over time and may result in a movement across Tiers. For this reason, the allocation of councils to Tiers will be reviewed as part of updates to the Guideline every three years.

About the approach to grouping councils in Tiers

In recognition of the diversity across the sector, the Department has allocated each council to a Tier for sustainability reporting and monitoring purposes. Tiers are based on the remoteness of the local government area and population (as reported by the Australian Bureau of Statistics), with a separate category for Indigenous councils in recognition of their unique legislative and financial circumstances. These Tiers will determine the targets of the financial sustainability measures for councils within each group.

The *Financial Management (Sustainability) Guideline* will provide details of the Tiers that councils will belong to for the Framework reporting period (i.e., 2023-2026).

The next *Financial Management (Sustainability) Guideline* review will be completed in 2026.

Q9: Will QTC's Long-Term Financial Forecast Tool (FFT) be updated to reflect the additional financial ratios?

A: Yes. The Department is currently working with Queensland Treasury Corporation (QTC) to ensure the QTC model is ready for the commencement of the *Financial Management (Sustainability) Guideline*.

The QTC FFT contains a number of ratios that are used for QTC's credit assessment purposes and borrowing application assessments process. The FFT will contain a separate page containing the department's sustainability calculations and ratios based on the council Tiers (similar to the Natural Disaster Relief and Recovery Arrangements inputs).

An input sheet will be included in the FFT and councils that currently use QTC's model will have the ability to input data needed for the calculations of the sustainability ratios. Some of the inputs (e.g., current replacement costs) required for the calculations will need to be determined by councils outside the QTC model.

Councils will be able to provide their current model to QTC and QTC will be able to migrate councils' data to the new version of the model which will contain the sustainability ratios.

Q10: Are councils required to calculate the ratios on both a standalone and consolidated basis (i.e., with controlled entities)?

A: Yes. The Department requires ratios to be calculated on a standalone and consolidated basis.

Q11: Why are councils required to calculate ratios as a single-year and 5-year average?

A: External events such as natural disasters can have material impacts on a council's operating performance year to year. To normalise the impacts of these one-off events, all ratios with the exception of the Unrestricted Cash Expense Cover Ratio and Asset Renewal Funding Ratio, will be required to report on a historical rolling five-year average basis, as well as single-year results.

Appendix B of the Guideline provides an example of the Current-Year Sustainability Statement format.

Q12: Why does the Long-Term Sustainability Statement require councils to calculate ratios as a single-year result only?

A: It is difficult for councils to predict one-off events that may occur in the future; therefore, council is only required to forecast single-year results for the Long-Term Sustainability Statement.

Appendix C of the Guideline provides an example of the Long-Term Sustainability Statement format.

Technical Questions – Financial Management (Sustainability) Guideline

Q1: How does the *Guideline* define 'Council Controlled Revenue'?

A: Council controlled revenue is an indicator of a council's financial flexibility, the ability to influence operating income and capacity to respond to unexpected financial shocks.

Council controlled revenue typically refers to revenue that a council has direct control over, such as net rates, levies, and charges and fees and charges.

Items such as sales contracts and recoverable works, rental income, and operating grants and subsidies are not considered as council-controlled revenue as councils' have limited influence over these revenue sources.

The Guideline defines council-controlled revenue as:

- **Net Rates, Levies and Charges:** rates, levies, and annual charges levied by a local government less discounts and concessions.
- **Fees and Charges:** charges for services provided by local governments, such as building application, development, town planning and property connection fees, licences, permits and parking fees, infringements, refuse fees, and other ad hoc fees and charges.

This ratio is a contextual measure only with no targets specified for any of the Tiers.

Q2: What is the source of the population data to be used for the Population Growth Ratio?

A: The Australian Bureau of Statistics (ABS) provides the most recent population estimates and will be the data source for the inputs for the 'Population Growth Ratio'.

The ABS has rebased the population estimates to the 2021 Census of Population (ABS category number 3235.0) (Population by Age and Sex, Regions of Australia).

This ratio is calculated for the previous financial year i.e., FY2022-23 and will report FY21-22 population growth. The Department will publish population figures to be use for this ratio following implementation, 1 July 2023.

Q3: How is externally restricted cash defined?

A: Externally restricted cash refers to the cash held by councils that is restricted by external parties.

It should include any cash required to be set aside for a specific purpose and which cannot be used for general operations. These funds are typically earmarked for a specific project, debt repayment, or other obligation (e.g., capital grant funding received from Government for designated infrastructure projects). Externally restricted reserves are not considered externally restricted cash (see Guideline definitions).

Q4: Why is the 'Unrestricted Cash Expense Cover Ratio (UCECR)' only reported on a single year basis and not on a five-year average basis?

A: The UCECR is a measure of the unconstrained liquidity available to a council to meet its ongoing and emergent financial demands, which is a key component to solvency. It is a short-term measure and therefore only required to be reported on a single year result.

Q5: Has the calculation of the 'Asset Renewal Funding Ratio' changed?

A: Yes. While the intent of the calculation itself has not changed for this ratio, the inputs to determine this measure have.

The discussion paper released in November 2021 proposed this ratio to use the Net Present Value of planned capital expenditure on asset renewals and the Net Present Value of required capital expenditure on asset renewals for the calculation. Using these inputs for this ratio would require all councils to have rigorous asset management planning and financial forecasting in place.

Following councils' feedback during the consultation period and taking into consideration the varying levels of asset maturity in the sector, this ratio will now require the Total of planned capital expenditure on infrastructure asset renewals and the Total of required capital expenditure on infrastructure asset renewals for this calculation.

This ratio is to be calculated on a single-year basis only.

Q6: How should councils calculate the three Asset Management Ratios if council's asset management plan is yet to be adopted?

A: The Department recognises that the asset management data of councils' may be at different levels of maturity and vary significantly. A phased transition for some councils for reporting the Asset Funding Renewal ratio will allow time for councils to improve the quality of asset information required to apply in the calculations of these ratios.

To support the Guideline implementation and improve asset management capabilities in the sector, the Department is responding to these challenges through the upcoming advancing asset management program.

The Department recognises the variation in council asset management data and considers recent available modelling to be an acceptable alternative to adopted long-term asset management plan.

To support interpretation of the council's results, councils are required to provide a narrative identifying key drivers and contributing factors which should include the use of budgetary figures.

The asset management ratios refer to infrastructure assets only. Please refer to definitions section of the Financial Management (Sustainability) Guideline for further information in what is included and excluded from ratio calculations.

Q7: Prior to the implementation of the Sustainability Framework, should councils complete a revaluation of their assets?

A: There is no requirement for councils to complete a revaluation of their assets prior to the implementation of the *Financial Management (Sustainability) Guideline.*

Councils should however continue to revalue their asset classes in line with their current revaluation schedule.

Q8: Does each Tier group have a different implementation timeframe for reporting the financial measures in the *Financial Management (Sustainability) Guideline*?

A: All councils will need to implement the Sustainability Framework and the financial measures in the *Financial Management (Sustainability) Guideline* from 1 July 2023. The annual statutory financial reporting process for the 2023-24 financial year and the 2024-25 budget process will require the calculation of the ratios.

The Department appreciates that councils will need to be provided sufficient time to work through any internal changes to data collection and reporting. The only measure that is dependent on which Tier group councils are in is the 'Asset Renewal Funding Ratio' (ARFR) with a phased transition timeframe.

- Tier 1 and 2 councils - reporting for the ARFR will commence from 2023-24
- Tier 3 councils - reporting for the ARFR will commence from 2024-25
- Tier 4 councils - reporting for the ARFR will commence from 2025-26
- Tier 5 and 6 councils - reporting for the ARFR will commence from 2026-27
- Tier 7 and 8 councils - reporting for the ARFR will commence from 2027-28

Councils are welcome to include the financial measures in their 2023-24 annual budgets, however this is not mandatory.

The 2022-23 annual statutory financial reporting process will be audited for the 3 existing current financial ratios (i.e., 'Operating Surplus Ratio', 'Asset Sustainability Ratio' and 'Net Financial Liability Ratio').

Q9: What action can councils take to align their internal policies and processes with the Sustainability Framework?

A: Implementing the new Framework will be a partnership between the State and councils. Importantly, the Framework is being designed to ensure minimal work for councils, while delivering an enhanced understanding of council sustainability for councils and the communities.

To assist councils, align the Framework to their organisational policies and processes, the Department provides additional guidance and support through LG Central.

The financial ratios and targets set by the Department within the *Financial Management (Sustainability) Guideline* can serve as indicator for measuring performance from a financial perspective. By regularly monitoring these ratios and comparing them against the set targets, the council can evaluate its financial performance over time and identify areas for improvement.

13 January 2023

Ms Alison Smith
Chief Executive Officer
Local Government Association of Queensland Ltd
25 Evelyn Street
Newstead, Qld 4006

ask@lgaq.asn.au

Dear Alison

Subject: concerns with sustainability framework for Queensland Local Governments
Our Ref: government relations/state and federal government liaison/2022 - 2025 - State and Federal Government Departments - Liaison

Councillors have raised concerns and questions with the State's new sustainability framework which was issued in November 2022 and available at https://www.statedevelopment.qld.gov.au/__data/assets/pdf_file/0033/77496/local-government-sustainability-framework.pdf.

Concerns particularly relate to the non-financial sustainability matters outlined in the framework. Council acknowledges that the State has undertaken consultation over financial sustainability measures and asset sustainability measures and that the outcomes of that consultation reflect the framework that has been adopted.

Council is unaware however of consultation undertaken over proposed indicators of governance and compliance sustainability. Further, the above document does not appear to seek the input of local government into measures that might apply from 1 July 2023.

Council respectfully seeks the Association's support to clarify with and challenge the State over the stated indicators of governance and compliance sustainability (page 20) including but not limited to:

- Governance – leadership – community satisfaction - How is the State proposing to measure community satisfaction with a Council outside of a local government election? Is the Department to determine this based on a limited number of direct emails from residents to them about a particular topic, for example?
- Governance – leadership – contested executive and senior management decisions - How is the State proposing to measure "contested executive and senior management decisions"? How is this defined? Does this refer only to Local Government Regulation 2012 section 254H matters?

- Governance – leadership – policy suite – What is the State proposing to measure in respect of a council's policy suite? Is this limited to ensuring that councils have adopted policies that are required under the LGA2009 and LGR2012 and that these policies contain the required matters? What other criteria might the State use for assessing the suitability of Council's policy suite?
- Governance – workforce – employee/executive turnover and vacancy periods – What does the State consider to be a sustainable level of employee turnover or vacancy periods? What does the State consider to be a sustainable level of executive turnover? Will these defined sustainable levels change when employment market conditions change?
- Governance – workforce – employee satisfaction - Would "employee satisfaction" be a sustainability measure during a council's enterprise negotiations over pay and conditions? What is the State's objective with including "employee satisfaction" as a sustainability measure? Who measures this? Do trade unions have a role?
- Governance – complaints and media – negative media – How is negative media defined? Does it include social media? What is a sustainable level of negative media?
- Compliance – information – community engagement – Councils make a significant number of decisions at different levels. How is the State proposing to determine which decisions are appropriate for community consultation and which are not? What would a sustainable level of community engagement look like - eg 10, 100 or 1,000 community engagement processes a year?
- Compliance – meetings – impartiality - What is meant by "impartiality" as a sustainability measure in respect of Council meetings? Does this mean for example that proponents and/or objectors to contested planning decisions are likely to approach the Department and allege that a council or individual councillors are not impartial? On what evidence might the Department make a judgment that a council has not acted impartially?

When calling, please ask for Geoffrey Smith.

Yours sincerely,

Andrew Johnson
Chief Executive Officer
G:\Finance\QueenslandGovernment\SustainabilityFramework\LGAQ_SustainabilityFrameworkConcerns_13jan23.docx

SOMERSET REGIONAL COUNCIL - Officer's Report

To:	Andrew Johnson, Chief Executive Officer
From:	Geoffrey Smith, Director Finance
Director:	Geoffrey Smith, Director Finance
Date:	23 June 2023
Subject:	Local Roads and Community Infrastructure Program phase 4 projects
File Ref:	LRCIP
Action Officer:	DFIN

Background/Summary

Council's FY2024 budget forecasts a cash and operating deficit after accounting for revenue from the Australian Government's Local Roads and Community Infrastructure Program phase 4 (LRCIP4) of $1,557,579.

Council is required to tie LRCIP4 funding to projects. Budget appendix C indicates that the projects in the recommendation below would be majority funded from LRCIP4.

Attachments

Nil

Recommendation

THAT Council endorse the nomination of the following projects for funding under the Local Roads and Community Infrastructure Program phase 4:

- Ivory Creek Road sealing from bridge to causeway - $800,000
- Graham Road – provision of kerb and channel, stormwater pipes, widened seal and associated vegetation management - $800,000

SOMERSET REGIONAL COUNCIL - Officer's Report

To:	Andrew Johnson, Chief Executive Officer
From:	Geoffrey Smith, Director Finance
Director:	Geoffrey Smith, Director Finance
Date:	16 June 2023
Subject:	Sale of land for overdue rates or charges
File Ref:	Rates – abandonment - sale of lands FY2024
Action Officer:	DFIN

Background/Summary

Council's Revenue Policy includes the following:
"Council is to receive twice each financial year recommendations for sale of lands for overdue rates actions covering all properties for which actions may legally be commenced except where the overdue rates or charges exceed the rateable valuation of the land. Where this situation applies, a recommendation to acquire the land for overdue rates may be made."

In the absence of a court judgement, sale of lands action may legally be commenced for land with three years of overdue rates and charges. The sale of land process allows property owners a minimum of three months after Council issues a notice of intention to sell land for overdue rates or charges in which to fully pay overdue rates and avoid further action.

Council sold five properties for overdue rates during FY2023. A further sale of lands for overdue rates action has been referred to Council's solicitors for finalisation, potentially in August 2023.

There are 11 properties listed below with overdue rates totalling approximately $93,000.

Endorsement is also sought to serve notices of intention to sell land using the substituted service provisions (section 239) of the Local Government Act 2009 where appropriate to manage Council's legal risks.

Attachments

Nil

Recommendation

- THAT the property described as L 25 RP154299 at 18 Hacienda Crescent Coominya Qld 4311 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. (00229-00000-000).

- THAT the property described as L 8 RP20865 at 5 Richard Street 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. (00745-00000-000).

- THAT the property described as L 5 RP51115 at 146 Main Street Lowood Qld 4311 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. (01120-00000-000).

- THAT the property described as L 395 SP223250 at 35 Peregrine Drive Lowood Qld 4311 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. (02807-10170-000).

- THAT the property described as L 23 SP100872 at 206 Rose Avenue Minden Qld 4311 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. (03106-08800-000).

- THAT the property described as L 4 RP190986 at 181 Whipbird Drive Buaraba Qld 4311 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. (04154-57000-000).

- THAT the property described as L 17 RP213529 at 15 O'Grady Road Redbank Creek 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. (04583-00700-000).

- THAT the property described as L 712 CC2846 at 663 Brisbane Valley Highway Wanora Qld 4306 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. (34595-00000-000).

- THAT the property described as L 49 SP216473 at 14 Natan Road Fernvale Qld 4306 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. (34723-80600-000).

- THAT the property described as L 2 SP179594 at House 2 20 Billy Green Drive Villeneuve Qld 4514 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. (81125-32502-000).

- THAT the property described as L 139 SP210069 at D'Aguilar Highway Woolmar Qld 4515 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. (81392-00000-000).

- THAT further Council endorse the service of any notices required for these actions using Section 239 of the Local Government Act 2009 where appropriate

SOMERSET REGIONAL COUNCIL - Officer's Report

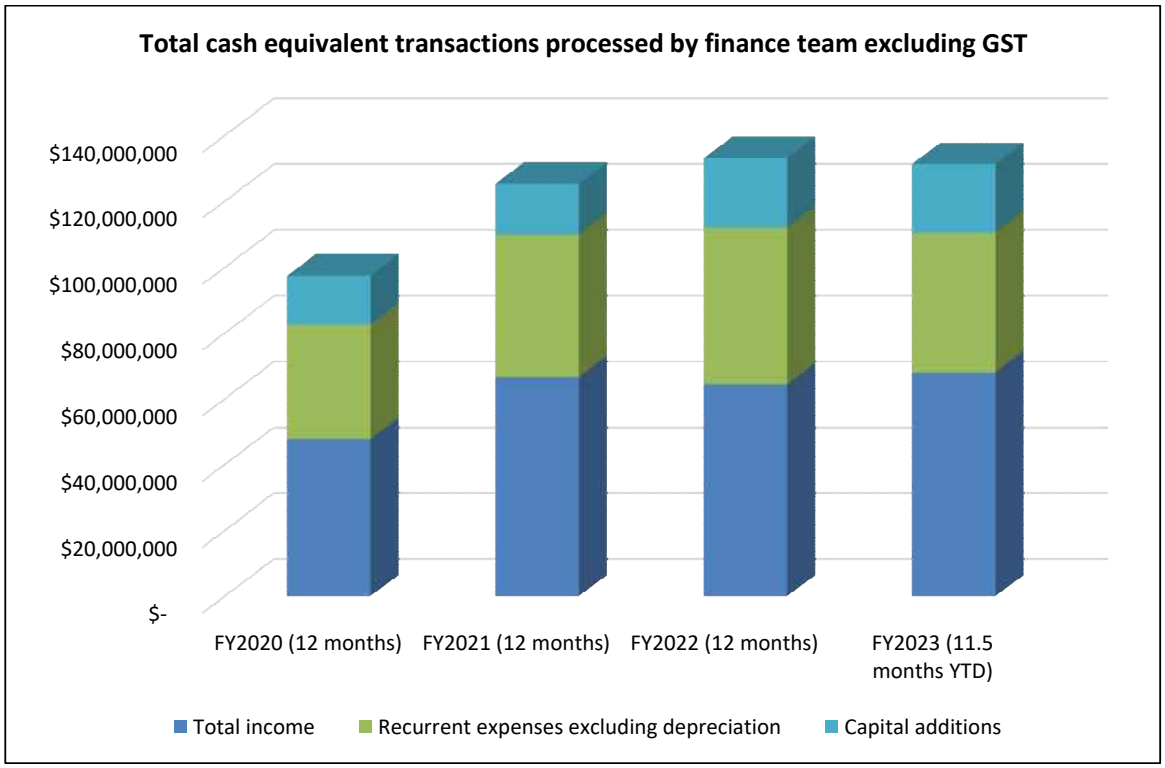
To:	Andrew Johnson, Chief Executive Officer
From:	Geoffrey Smith, Director Finance
Director:	Geoffrey Smith, Director Finance
Date:	22 June 2023
Subject:	Finance report
File Ref:	Monthly reporting - finance
Action Officer:	DFIN

Background/Summary

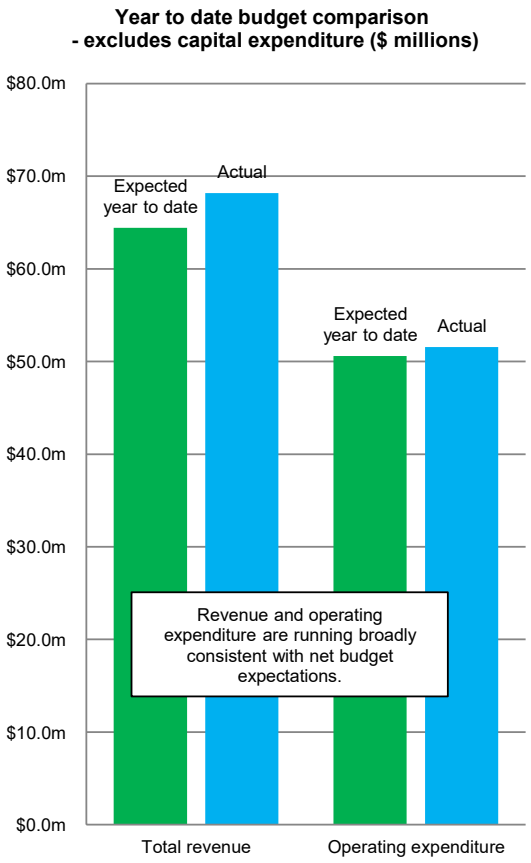
Financial reports

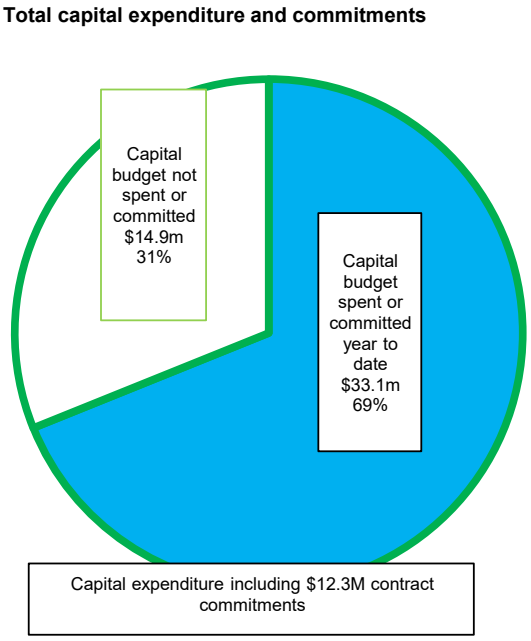
Reports for the period 1 July 2022 to 20 June 2023 are attached detailing the progress that has been made in relation to Council's FY2023 budget as required by Local Government Regulation 2012 s204.

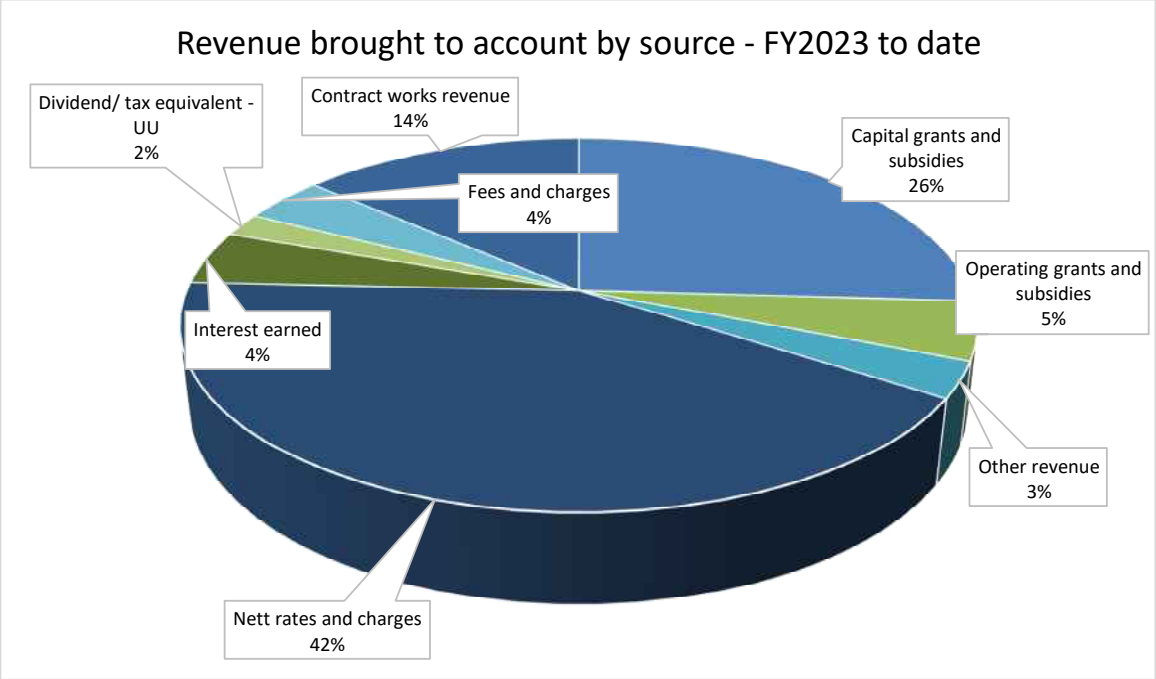
The finance team processed cash equivalent transactions for FY2023 to date versus previous full years as below. Total transactions have been increasing with progressively larger grant-funded capital works and contract works programs. These figures exclude GST and depreciation and a range of June 2023 final invoices:



Provisional results for the financial year to date with 97% of the financial year completed are summarised as follows:







Grants

- The Queensland Reconstruction Authority (QRA) confirmed on 7 June 2023 that Council had been successful with its application under the Australian Government's competitive Disaster Ready Fund as below. To remove any doubt and notwithstanding media releases by others to the contrary, the Queensland Government is not contributing to this project:

	Project value	Australian Government funding	Somerset Regional Council funding required

Drainage improvements along & adjacent to Dingyarra Street Toogoolawah that would capture & divert overland flows & would reduce overland water levels in relevant properties (Engeny Water Management). The relevant subdivision was surveyed in 1924.	$2,048,653	$1,020,816	$1,027,837

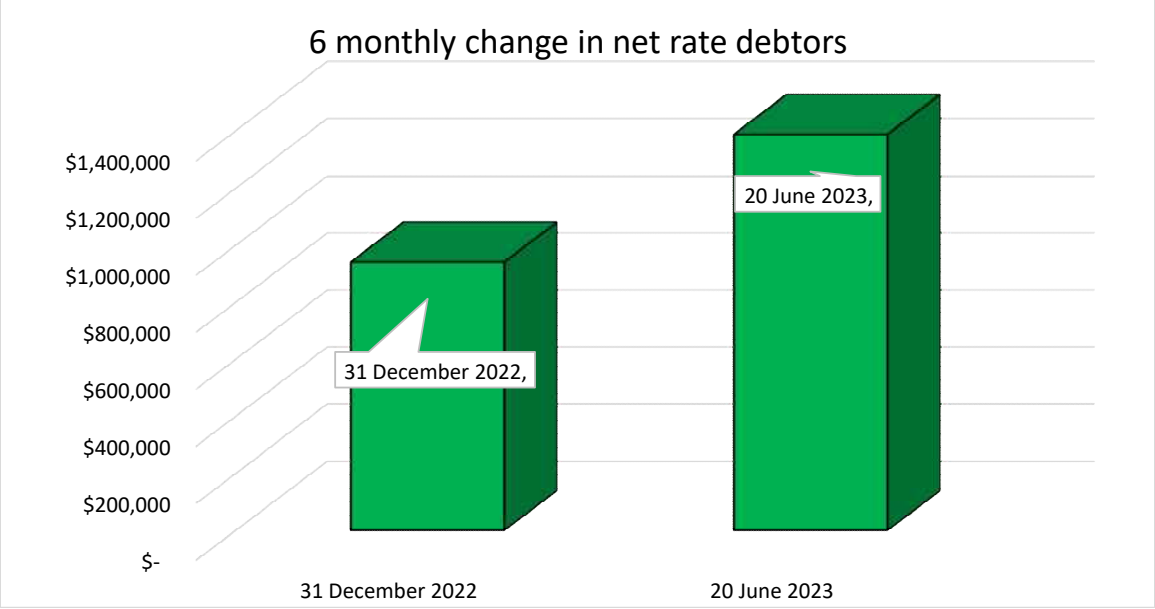
- Council is awaiting the outcome of an application made under the Australian Government's Heavy Vehicle Safety and Productivity Program (HVSPP) on 8 June 2023 as follows:

	Project value	HVSPP funding sought
Fernvale South Productivity Link. Construct a new road segment and seal, widen and strengthen existing roads which together will form an interhighway connecting road along the Fernvale development area southern boundary offering most traffic a 1.92km distance saving compared to longer State-controlled routes while also avoiding Fernvale town centre	$10,003,000	$5,000,000

- Council officers have been preparing and lodging submissions under Disaster Recovery Funding Arrangements (DRFA) to the Queensland Reconstruction Authority (QRA). repairs to some assets that were damaged by the declared disasters in 2022 were necessarily carried out for safety reasons prior to DRFA approvals being obtained. It is considered that up to $1.15M of costs may be treated as non-reimbursable by QRA. The effect of this is that road maintenance costs reported may be understated by this amount.

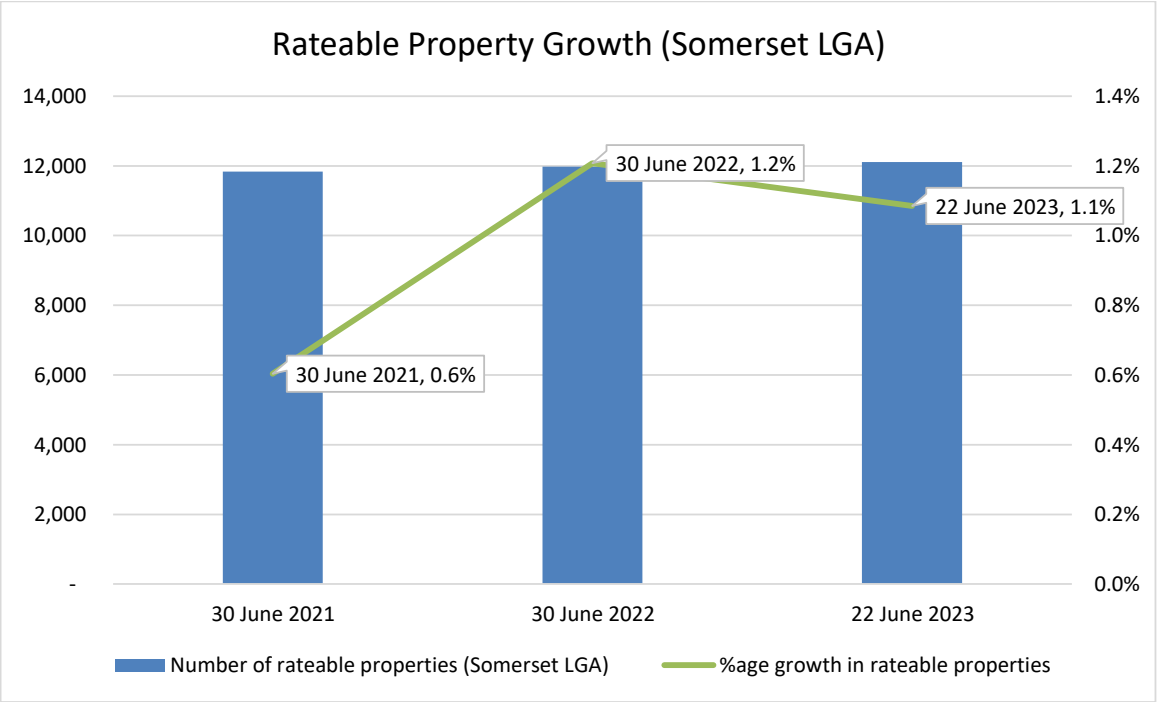
Rates

A sale of land for overdue rates action has been referred to solicitors for finalisation. If an auction is required, it is expected that this would be held in August 2023. Council issues rate notices each six months. Total rate debtors have been contained as follows:



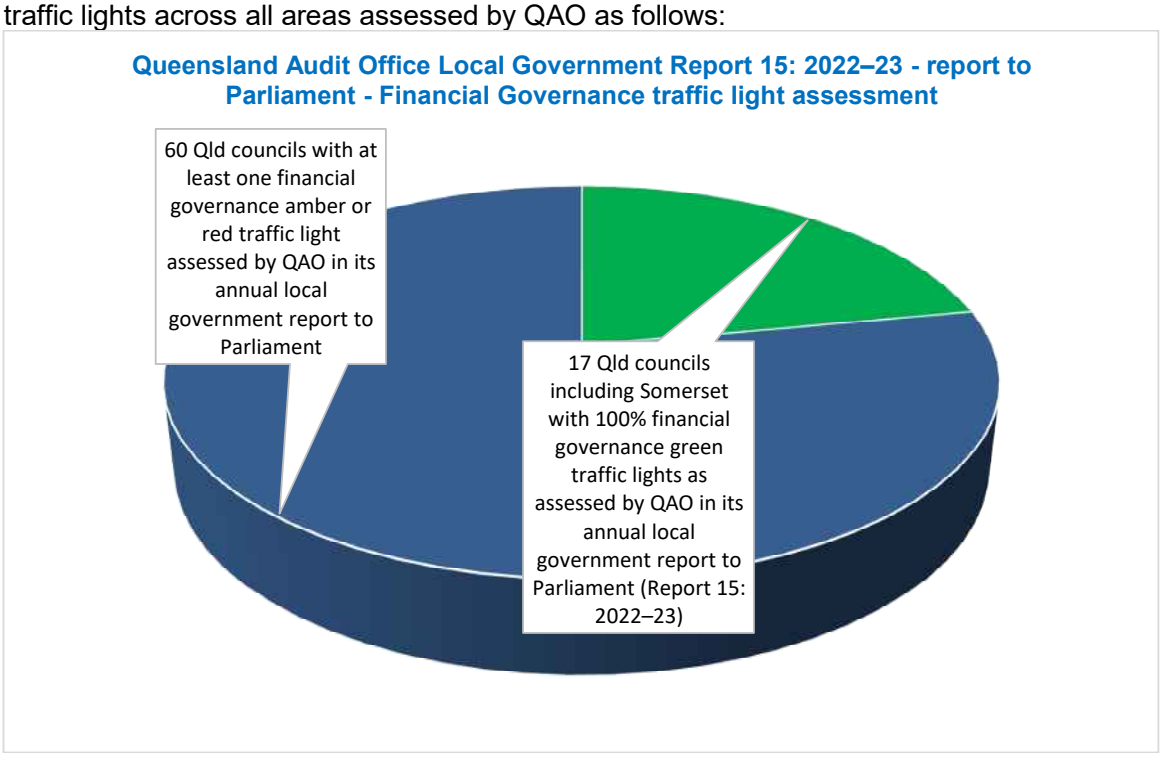
Growth

Rateable property data provides an indication of regional growth. The total number of rateable properties in Somerset has increased as follows:



Audit/ FY2023 financial reporting

Audit have been on site during June 2023 and engaging with Council over financial reporting and control matters. On 22 June 2023, the Queensland Audit Office (QAO) issued a report to Parliament (report 15 of 2022-23) which confirmed that Somerset Regional Council remains one of only 17 Queensland councils to be awarded with 100% financial governance green traffic lights across all areas assessed by QAO as follows:



Investments

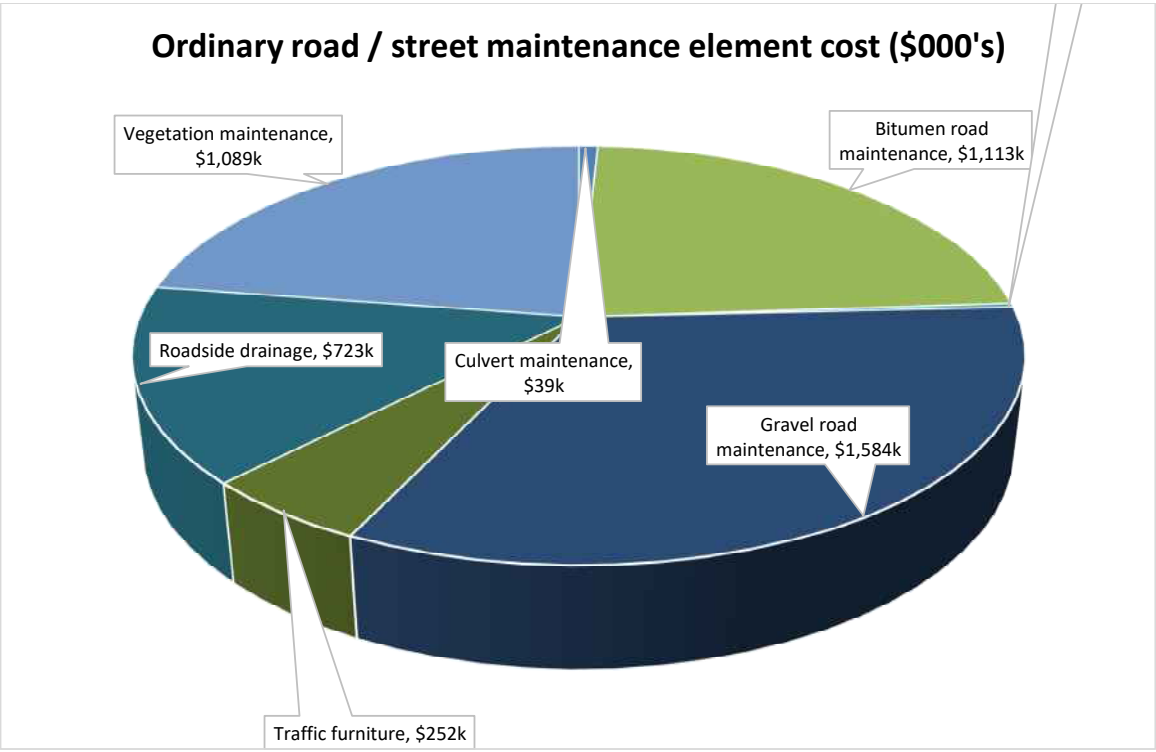
Council relies on interest revenue to keep rates at the lowest possible level. The Reserve Bank of Australia has rapidly increased its target interest rate from 0.10% on 3 May 2022 to 4.10% on 7 June 2023 (ie 13 months). An investment summary is attached detailing interest earnings from Queensland Treasury Corporation (QTC) cash fund and other sources.

Council's key long-term investment strategy has been to maintain interest-bearing credit facilities totalling $53.8 million to Urban Utilities (UU) which helps fund vital infrastructure like Lowood wastewater treatment plant as well as providing mutual benefit to both UU and Council. These currently carry a combined weighted average interest rate of 3.05%. Weighted average interest rates on the UU facilities have been reviewed by QTC based on the rate resetting formula and will be 3.27% from 1 July 2023. Interest revenue for the year to date represented $260 on average for every rateable property in Somerset.

Ordinary road maintenance detail
Ordinary road maintenance costs are as below.

These figures do not include $6.7M in approved and unapproved repairs that have been incurred that are currently charged as flood repairs:

Maintenance type	Total ($000's)
Bitumen road maintenance	1,113
Gravel road maintenance	1,584
Roadside drainage	723
Culvert maintenance	39
Vegetation maintenance	1,089
Traffic furniture	252
Linemarking	15
Total actual year to date excluding flood-related	4,815
Expected pro-rata budget year to date	6,624



Council's 30 most costly road segments including maintenance and flood repairs for the year to date were as below. Costs per linear metre where relevant has been added for context.

Road segment	Cost ($000's)	Cost per linear metre ($)
Western Branch Rd crossing QRA35Ch19065-19070	931	
Scrub Creek Rd DRFA	130	
Linville Rd DRFA	109	
Rifle Range DRFA/ DM03534Ch2670-Ch2850	101	

Clarendon Rd (bitumen) Ch1630-Ch5750	76	18
Claus Rd (bitumen) Ch2370-Ch5540REPA	74	
Kavanaghs Rd DRFA/ DM01677Ch740-Ch2830	73	
Minden Park Access DRFA/ DM02773Ch0-Ch180	65	
Monsildale Rd (gravel) Ch1630-Ch10200	64	7
Minden Post Office (bitumen) Ch0-Ch2000	59	30
Esk Crows Nest (bitumen) Ch19400-Ch22850	59	17
Verandah Creek DRFA/ DM01690Ch0-Ch1240	59	
Monsildale Rd (gravel) Ch12000-Ch19100	56	8
Spring Ck DRFA/ DM01860Ch4930-Ch4990	55	
Stone Gully Rd DRFA/ DM00680Ch110-Ch200	51	
Kangaroo Creek Rd (gravel) Ch3190-Ch7830	51	11
Westvale Rd (gravel) Ch1340-Ch13550	51	4
Louisavale Rd (gravel) Ch5010-Ch5810	50	63
Watsons Rd DRFA/ DM03000Ch550-Ch610	48	
Banffs La (gravel) Ch0-Ch3050REPA	48	
Steinhardts DRFA/ DM02814Ch610-Ch2070	47	
Buaraba Ck DRFA/ DM01759Ch3560-Ch3680	45	
Glamorgan Vale Rd (bitumen) Ch0-Ch6520	44	7
Monsildale Rd (gravel) Ch29340-Ch33440	44	11
Mahons Rd DRFA/ DM01222Ch8630-Ch8680	43	
Spring Creek Rd DRFA/ DM01856Ch4200-Ch4270	42	
Spring Creek Rd (gravel) Ch60-Ch4210	42	10
Esk Crows Nest (gravel) Ch26120-Ch34090	41	5
Rasmussen Mt Archer (bitumen) Ch2380-Ch4300	41	21
Buaraba Ck DRFA/ DM01684Ch3800-Ch4660	41	
Subtotal ($000's)	2,640	

Special road maintenance/ renewal
In addition to ordinary bitumen road maintenance, expenditure on special road maintenance including resealing of bitumen roads was budgeted for FY2023 of $1.9M. Resealing is a necessary part of the ongoing cost of managing the sealed road network.

Attachments
Financial reports and payment listings

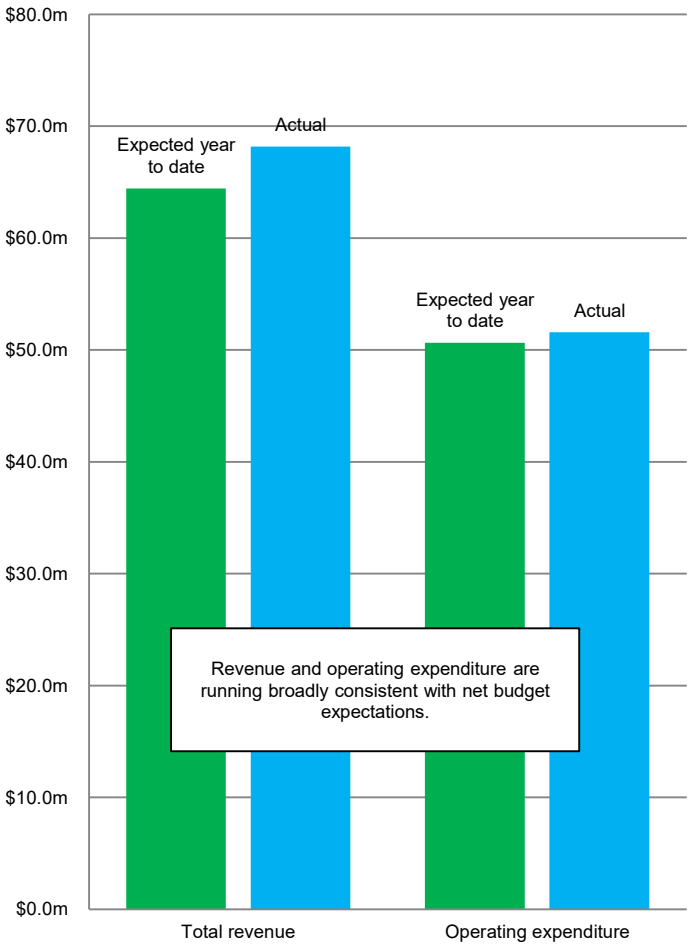
Recommendation
THAT Council receive the financial reports for 1 July 2022 to 20 June 2023 and the report on payments processed from 29 May 2023 to 22 June 2023 totalling $8,709,590.66 and that the contents be noted.

Somerset REGIONAL COUNCIL

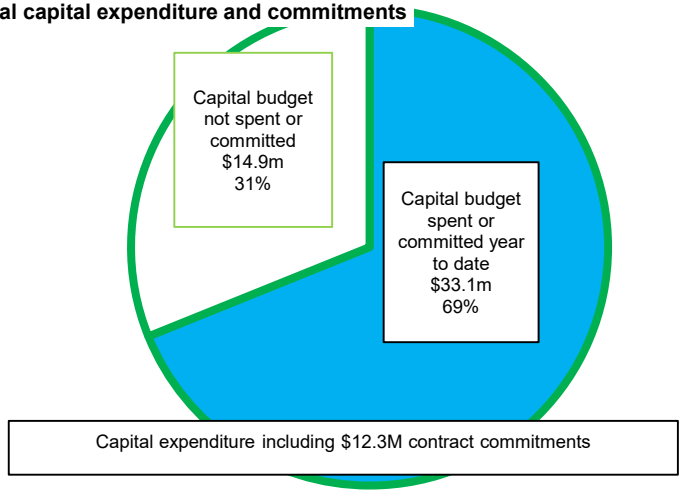
Operating and capital financial summary - provisional, unaudited
Period 1 July 2022 to 20 June 2023

Percentage of year completed = 97%

Year to date budget comparison
- excludes capital expenditure ($ millions)

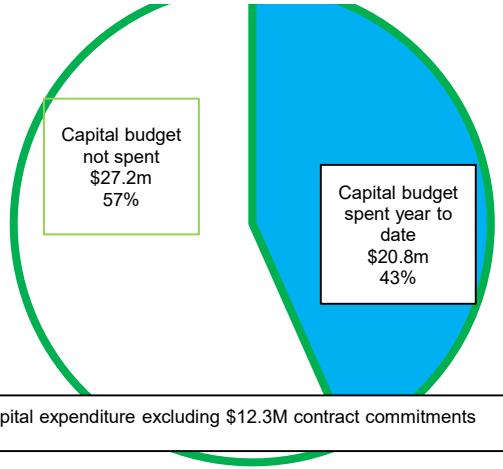


Total capital expenditure and commitments



Capital expenditure including $12.3M contract commitments

Total capital expenditure excluding commitments



Capital expenditure excluding $12.3M contract commitments

Somerset Regional Council
Balance sheet
As at 20 June 2023
Unaudited - for internal purposes only - pending accrual adjustments

	30 June 2022 $000's	20 June 2023 $000's	Change
Assets			
Operating and trust cash to account	62,472	53,762	
Rate debtors	2,187	1,387	
Other receivables	50,277	55,981	
Investment in Urban Utilities	30,220	30,220	
Inventories	525	688	
Property, plant, equipment, work in progress, land	406,391	418,050	
Total assets	552,072	560,088	
Liabilities			
Trade creditors, accruals and other liabilities	32,417	23,824	
Total liabilities	32,417	23,824	
Net community assets	519,655	536,264	3%

Somerset Regional Council
Operating results
Period 1 July 2022 to 20 June 2023
Unaudited - for internal purposes only - pending accrual adjustments

	Budget ($000's)	Expected year to date ($000's)	Actual ($000's)	Variance ($000's) - favourable/ (unfavourable)	Comment
OPERATING PROGRAMS	**22,054**	**13,813**	**16,598**	**2,785**	
Total revenue	**99,878**	**64,439**	**68,177**	**3,738**	4%
Capital grants and subsidies	51,957	17,500	17,649	149	$8.8M is held in unacquitted grants for projects not finalised
Operating revenues	**47,921**	**46,939**	**50,528**	**3,589**	7%
Operating grants and subsidies	4,771	5,910	3,464	(2,446)	FY23 Financial Assistance Grant was 75% prepaid in June 2022
Other revenue	2,454	1,843	2,100	257	
Nett rates and charges	28,253	28,226	28,413	187	1%
Interest earned	1,495	1,466	3,149	1,683	Interest rates are higher than expected
Contributions from developers and others	-	-	-	-	
Profit/ (loss) on disposal of non-current assets	-	-	-	-	
Dividend/ tax equivalent - UU	2,770	1,352	1,349	(3)	
Fees and charges	1,902	1,865	2,704	839	
Contract works revenue	6,277	6,277	9,349	3,072	Department of Transport and Main Roads contract works exceed budget expectations
Operating expenditure	**77,824**	**50,626**	**51,579**	**(953)**	-1%
Labour, plant and materials - operating purposes	68,419	41,402	42,458	(1,056)	DTMR costs exceed expected
Depreciation (interim)	9,405	9,224	9,121	103	

SOMERSET REGIONAL COUNCIL
Variance Reports
Actual versus budget workings income and expenditure by activity
Unaudited - for internal purposes only
Period 1 July 2022 to 20 June 2023

Pay Period from - 01-Jul-22
Pay Period to - 20-Jun-23
Period elapsed - 97%

Ref	Description	Budget ($000's)	Expected year to date ($000's)	Actual ($000's)	Variance ($000's)	Comment
		Revenue or (cost)	Revenue or (cost)	Revenue or (cost)	Favourable (Unfavourable)	
	TOTAL COUNCIL	**0**	**(6,967)**	**(4,182)**	**2,785**	
	EQUITY AND OTHER MOVEMENTS	**26,002**				
3399-7000	Funding from retained earnings	16,315				
3500-7460	Depreciation non-cash adjustment	9,687				
	CAPITAL PROGRAMS	**(48,056)**	**(20,780)**	**(20,780)**		
1349-4000	Buildings and other structures	(10,659)	(7,086)	(7,086)		
1470-4000	Plant	(1,552)	(1,075)	(1,075)		
1507-4000	Road renewal and expansion	(33,636)	(11,097)	(11,097)		
1519-4000	Road resealing	(1,928)	(1,202)	(1,202)		
1529-4000	Bridges	(280)	(320)	(320)		
1225-4000	**Land purchases nett of sales**					
	OPERATING PROGRAMS	**22,054**	**13,813**	**16,598**	**2,785**	Within expected limits
	Total revenue	**99,878**	**64,439**	**68,177**	**3,738**	
	Capital grants and subsidies	51,957	17,500	17,649	149	
	Operating revenues	47,921	46,939	50,528	3,589	
	Operating grants and subsidies	4,771	5,910	3,464	(2,446)	
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	Interest earned	1,495	1,466	3,149	1,683	
	Contributions from developers and others					
	Profit/ (loss) on disposal of non-current assets					
	Dividend/ tax equivalent - UU	2,770	1,352	1,349	(3)	
	Fees and charges	1,902	1,865	2,704	839	
	Contract works revenue	6,277	6,277	9,349	3,072	
	Operating expenditure	77,824	50,626	51,579	(953)	
	Labour, plant and materials - operating purposes	68,419	41,402	42,458	(1,056)	
	Depreciation (interim)	9,405	9,224	9,121	103	
	Detailed cost centres					
4000-0001	**CORPORATE AND COMMUNITY**	**(6,012)**	**(5,489)**	**(5,669)**	**(180)**	Within expected limits
4000-0002	**CORPORATE SUPPORT**	(2,313)	(2,423)	(2,415)	8	Within expected limits
4056-1000	Sundry Income	3	3	61	58	Esk tennis court surface contribution
4058-1000	Qld Govt Agency Program revenue	77	77	77		
4110-2000	Corporate labour costs	(1,168)	(1,146)	(1,052)	94	
4120-2000	Corporate costs other than labour	(348)	(342)	(277)	65	
4121-2000	Insurance - property/ public liability	(356)	(356)	(350)	6	
4124-2000	Subscriptions	(50)	(50)	(72)	(22)	
4130-2000	Corporate buildings repairs and maintenance	(34)	(33)	(15)	18	
4760-2000	Operating costs - information technology	(481)	(472)	(577)	(105)	
4710-2000	Hardware - information technology	(105)	(103)	(210)	(107)	New NBN connections notionally funded by category D DRFA grant
4999-2000	Internal cost allocations	149				
4508-0002	**SOMERSET CIVIC CENTRE**	(244)	(240)	(292)	(52)	Major repairs/ branding strategy were not budgeted
4508-1000	Esk Somerset Civic Centre revenue	17	16	46	30	
4508-2000	Esk Somerset Civic Centre operations	(261)	(256)	(338)	(82)	
4300-0002	**LIBRARIES**	(939)	(920)	(894)	26	Within expected limits
4320-1000	Grant for library book purchases	126	123	94	(29)	
4320-2000	Purchase of new library books	(126)	(123)	(68)	55	
4355-2000	Other operating expenses - libraries	(132)	(129)	(97)	32	
4325-1000	Library operational grants	9	9	11	2	
4325-2000	Library operational grant expenditure	(9)	(9)	(17)	(8)	
4330-1000	Sundry Income - libraries	13	12	12		
4365-2000	Repairs and maintenance expenses - libraries	(59)	(57)	(58)	(1)	
4350-2000	Labour costs - libraries	(761)	(746)	(771)	(25)	
	COUNCIL PROPERTIES - Income	312	304	368	64	Within expected limits
4565-1000	Coominya refuse and recycling facility	4	3	2	(1)	
4515-1000	Esk (Farm Supplies Shed) Neilsen Place	40	40	44	4	
4541-1000	Esk Motorola Tower Lakeview Park	11	11		(11)	

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4522-1000	Esk Racecourse Showgrounds	2	2	4	2	
4561-1000	Fernvale billboard/ Fernvale sports park	5	5	12	7	
4547-1000	Fernvale Campdraft Grounds	5	5	8	3	
4558-1000	Fernvale communications tower sites	48	47	71	24	
4543-1000	Fernvale Community Hall	7	7	10	3	
4534-1000	Fernvale Futures Complex	18	18	2	(16)	
4566-1000	Fernvale UU lease - L99 CC3429 - Ferny Gully	1	1	1		
4514-1000	Grazing Rights - various rural properties	28	27	18	(9)	
4585-1000	Kay Avery Place					
4571-1000	Kilcoy aerodrome					
4578-1000	Kilcoy communications tower site	9	8	10	2	
4594-1000	Kilcoy Information Centre/ Healthy Land and Water lease	10	9	12	3	
4582-1000	Kilcoy Memorial Hall	11	11	11	0	
4586-1000	Kilcoy Motocross Club	2	2		(2)	
4575-1000	Kilcoy Showgrounds	46	45	65	20	
4579-1000	Kilcoy Yowie Park concessions (eg food vans)	2	1	1		
4532-1000	Lowood Enterprise Centre	13	13	27	14	
4533-1000	Railway Corridor Land - various locations	8	7	7		
4505-1000	Railway Street Lowood - various business premises	19	19	23	4	
4530-1000	Somerset Dam Coronation Hall - hire charges	10	9	24	15	
4512-1000	Tennis Clubs	3	3	3		
4567-1000	Wivenhoe Pocket NBN lease	12	12	13	1	
4500-0002	**COUNCIL PROPERTIES - Expenditure**	(618)	(559)	(755)	(196)	Flood restoration
4520-2000	Buildings on railway land	(1)	(1)	(2)	(1)	
4530-2000	Coronation Hall Somerset Dam	(23)	(22)	(34)	(12)	
4504-2000	Esk racecourse showground	(32)	(31)	(50)	(19)	
4524-2000	Esk Heap Street former fire station	(0)		(2)	(2)	
4548-2000	Fernvale campdraft grounds	(26)	(25)	(29)	(4)	
4543-2000	Fernvale community hall	(18)	(17)	(21)	(4)	
4559-2000	Fernvale PCYC	(214)	(166)	(166)		
4585-2000	Kay Avery Place Kilcoy	(10)	(9)	(8)	1	
4572-2000	Kilcoy airfield					
4588-2000	Kilcoy Lions Building	(0)				
4583-2000	Kilcoy Memorial Hall	(26)	(25)	(30)	(5)	
4576-2000	Kilcoy racecourse showgrounds	(86)	(84)	(190)	(106)	Flood restoration
4578-2000	Kilcoy sports centre operations - indoor	(91)	(89)	(99)	(10)	
4580-2000	Kilcoy sports centre operations - Hopetoun fields	(14)	(14)	(32)	(18)	
4595-2000	Lowood Community Centre_Peace St	(1)	(1)	(5)	(4)	
4523-2000	Lowood Recreation Complex	(6)	(6)	(37)	(31)	Flood restoration
7347-2000	Lowood Telstra Site	(1)	(1)	(5)	(4)	
4511-2000	Lowood Walters Street building (former SES)	(1)	(1)	(2)	(1)	
4509-2000	Old Lowood library building (hub)	(1)	(1)	(1)		
4507-2000	Rental - Watts Bridge Airfield	(15)	(14)	(16)	(2)	
4560-2000	Repairs & maintenance - rental properties	(6)	(6)	(7)	(1)	
4587-2000	Sheepstation Hall site	(1)	(1)		1	
4528-2000	Storage building - 82 Ipswich St Esk costs	(0)				
4538-2000	Tennis assets	(6)	(6)	(1)	5	
4539-2000	Toogoolawah gym	(38)	(37)	(14)	23	
4506-2000	Toogoolawah old water treatment plant	(3)	(3)	(4)	(1)	
4591-2000	Yowie Park - Art Gallery	(0)				
4592-2000	Yowie Park - Craft Cottage	(0)				
4590-2000	Facilities maintenance coordinator					
4600-0002	**COMMUNITY/ CULTURE/ RECREATION**	(1,050)	(515)	(569)	(54)	Within expected limits
4605-1000	Grants - social services program - ongoing	143	140	260	120	
4662-1000	Grants - social services program - once off			19	19	
4662-2000	Community Drought Support Expenses			(1)	(1)	
4660-2000	Operating expenses - social services program	(161)	(158)	(221)	(63)	
4615-2000	Community recovery officer - expenditure			(90)	(90)	
4663-2000	Localised Mental Health Initiative Costs			(22)	(22)	
4596-1000	Community Wellness Hubs			3	3	
4680-2000	Youth development program - expenditure	(84)	(82)	(62)	20	
4610-1000	Grants - Regional Arts Devel Fund - grants received			26	26	
4610-2000	Grants - Regional Arts Devel Fund - payments	(40)	(39)	(56)	(17)	
4620-1000	Condensery grants - various revenue	59		19	19	
4657-2000	Condensery grants - various expenditure			(86)	(86)	
4659-1000	Arts Qld Play Local Program grants					
4659-2000	Arts Qld Play Local Program expenditure			(35)	(35)	Inaugural Dance Affair
4650-2000	Grants to community groups (CAG)	(174)	(170)	(170)		
4568-1000	Mayoral Gala Ball 2023 revenue			41	41	
4568-2000	Mayoral Gala Ball 2023 expenditure					
4645-2000	Donations from Mayoral Charity Ball Fund			(5)	(5)	

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4607-1000	Qld Remembers grants			15	15	
4607-2000	Qld Remembers expenditure					
4651-2000	Recreation reserves operating expenses	(3)	(2)		2	
4020-1000	Toogoolawah Gym capital funding					
4616-1000	Mountain to Mountain capital funding		572	572		Budgeted FY2022
4673-1000	Sporting Recurrent Grants - Other					
7340-2000	Swimming pool operations	(532)	(521)	(460)	61	
4665-2000	Sport and recreation program	(202)	(198)	(212)	(14)	
4670-1000	BBRF4_HostingQldCrossCountryStateCh					
4667-1000	Somerset Rail Trail Fun Run - revenue	10	10	37	27	
4674-2000	Somerset Rail Trail Fun Run - expenditure	(44)	(44)	(104)	(60)	
4671-1000	Sport+Recn Participant Contributions					
4672-2000	Sport+Recn Participant Program costs	(24)	(23)	(37)	(14)	
	MARKETING AND PROMOTION	(1,159)	(1,137)	(1,112)	25	Within expected limits
4555-2000	Esk Visitor Information Centre	(205)	(201)	(108)	93	
4556-2000	Fernvale Visitor Information Centre	(148)	(145)	(204)	(59)	
4554-2000	Kilcoy Visitor Information Centre	(148)	(145)	(145)		
4557-2000	Toogoolawah Condensery/ gallery/ visitor information	(294)	(289)	(338)	(49)	Unbudgeted gallery lighting installation
4570-1000	Promotions revenue			9	9	
4570-2000	Promotions - other expenses	(329)	(322)	(305)	17	
4655-1000	Australia Day Community Grant			17	17	
4653-2000	Australia Day costs	(19)	(19)	(30)	(11)	
4652-2000	Community events and celebrations	(16)	(16)	(8)	8	
5000-0002	**PROGRAM - HUMAN RESOURCES/ CUSTOMER SERVICE**	**(2,432)**	**(2,385)**	**(2,081)**	**304**	Within expected limits
5003-1000	Grants Traineeships	24	24	173	149	More trainees and apprentices than expected have been funded
5110-2000	Labour costs/ customer service	(936)	(918)	(882)	36	
5150-2000	Labour costs/ human resources	(729)	(715)	(772)	(57)	
5160-2000	Other expenses - human resources	(301)	(296)	(197)	99	
4140-2000	Fringe Benefits Tax	(116)	(114)	(99)	15	
5161-2000	Personal protective items	(124)	(121)	(91)	30	
5170-2000	Staff training	(250)	(245)	(213)	32	
6000-0001	**PROGRAM - FINANCE**	**31,297**	**31,501**	**30,587**	**(914)**	Within expected limits
6105-1000	General rates	26,751	26,751	26,840	89	
6115-1000	Internal rates	(95)	(95)	(101)	(6)	
6125-1000	Interest on rates and charges	161	158	140	(18)	
6135-1000	Discount on general rates	(3,608)	(3,608)	(3,577)	31	
6107-1000	Change of ownership fees	76	76	101	25	
6108-1000	Ex - gratia Treasury payments (SEQWater rates)	1,298	1,298	1,298	0	
4051-1000	State Govt Emergency Management Levy retention	46	46	46	1	
6116-2000	State Govt Emergency Management Levy expense	(30)	(30)	(29)	1	
6145-1000	State pensioner rate subsidy		(9)	(9)		
6147-1000	Council pensioner rate subsidy	(2)	(2)	(2)	0	
4060-1000	Property search fee revenue	322	316	352	36	
6205-1000	Financial assistance grants	3,983	3,907	1,000	(2,907)	75% prepaid to Council in June 2022
6279-1000	Interest income	1,333	1,308	3,009	1,701	Higher than expected interest rates
6280-1000	Share of profit - Urban Utilities	1,939	537	537		
6281-1000	Urban Utilities tax equivalent receipts	831	815	812	(3)	
6450-2000	Labour costs/ finance	(1,484)	(1,456)	(1,402)	54	
6520-2000	State valuations + other operating	(193)	(95)	(43)	52	
4455-2000	Stores operations	(15)	(15)	(37)	(22)	
6530-2000	Audit	(125)	(122)	(131)	(9)	
6601-2000	Merchant fees/ bank charges	(73)	(72)	(72)		
6625-2000	Bad & doubtful debts	(6)				
6805-2000	Annual leave	(1,339)				
6815-2000	Long service leave	(321)				
6820-2000	Public holidays	(648)	(648)	(660)	(12)	
6825-2000	Superannuation	(1,923)	(1,886)	(1,877)	9	
6810-2000	Sick leave	(569)	(558)	(477)	81	
6811-2000	Natural disaster leave					
6813-2000	Severance/ other			(9)	(9)	
6830-2000	Work Cover insurance and costs	(365)	(365)	(454)	(89)	Higher than expected workcover premium
6835-2000	Pay Adjustments - Backpay					
6855-2000	COVID19 Special Leave					

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6840-2000	Wet weather	(103)	(101)	(83)	18	
6845-2000	Floating plant & loose tools	(61)	(60)	(37)	23	
6998-2000	Employee oncost recoveries	5,517	5,411	5,452	41	
7000-0001	**PROGRAM - OPERATIONS**	**3,645**	**(7,110)**	**(4,837)**	**2,273**	Within expected limits
7000-0002	**DISASTER MANAGEMENT**	(220)	(122)	(61)	61	Within expected limits
7010-1000	SES / general disaster management grants	22	22	29	7	
7022-1000	SES capital grants			(4)	(4)	
7033-1000	Get Ready Queensland funding	15	15	13	(2)	
7027-1000	Flood study grants			61	61	
7026-2000	Flood study expenditure			(34)	(34)	
7023-1000	QERMF_Risk Hazard Assessment (with LVRC)					
7023-2000	QERMF_Risk Hazard Assessment (with LVRC)					
7029-1000	DCDSS_Qld BushfiresCOMA (with LVRC)			38	38	
7029-2000	DCDSS_Qld BushfiresCOMA (with LVRC)	(28)	51	51		
7034-1000	DRFA_BushfireSep-Dec2019_CDO					
7033-2000	Get Ready Queensland expenditure	(15)	(15)	(29)	(15)	
6136-1000	Council SES levy revenue	335	335	338	3	
4036-1000	Rural fire levy revenue	356	356	360	4	
4036-2000	Contributions to rural fire brigades	(356)	(356)	(360)	(4)	
7044-2000	Bushfire expenditure	(10)				
7034-2000	Other disaster management expenses	(402)	(394)	(409)	(15)	
7036-2000	SES plant and equipment internal hire	(74)	(74)	(69)	5	
7040-2000	Other operating expenses - SES	(63)	(62)	(46)	16	
7100-0001	**ENGINEERING OFFICE**	11,930	(4,490)	(4,190)	300	Within expected limits
7106-1000	Grant - Roads to Recovery	988	1,128	1,128		Projects not yet complete
7110-1000	Grant - Preparing Australian Communities Program	3,546				Projects not yet complete
7111-1000	Grant - Regional Roads/ TIDS	601	589	677	88	
7116-1000	Competitive Bridges Renewal Program funding	140	215	215		Projects not yet complete
7115-1000	Competitive Heavy Vehicle Safety & Productivity Program	4,000				Projects not yet complete
7120-1000	TMR_Walking Local Govt Grants Program		60	60		
7114-1000	Competitive URCSP_ Lowood Minden /Green Valley					
7121-1000	Local Roads & Community Infrastructure grants #3	615	135	135		
7030-1000	Competitive Risk Resilience Grants - culverts	1,149	169	169		Grant confirmed Jan 2023
7113-1000	Local Roads & Community Infrastructure grants #4	988				Awaiting release of funds
7118-1000	Principal Cycle Network funding			38	38	
7024-1000	Local Economic Recovery program grants		2,147	2,147		Budgeted in FY2022
7123-1000	SEQ community Stimulus Program non competitive	3,889				Projects not yet complete
7132-1000	Competitive SEQCSP_EskCrowsNest-Tmba Boundary	2,055				Projects not yet complete
7133-1000	Competitive SEQCSP_Lwd-MindnRd_MindenVillage	688				Projects not yet complete
7134-1000	Competitive SEQCSP_LwdPool-safe & fun for everyone	1,997	799	799		
7107-1000	Black Summer Bushfire Recovery Competitive Grants	1,300				Projects not yet complete
4614-1000	LGGSP - Rooftop solar installations stage 2			27	27	Projects not yet complete
7565-1000	RecoveryResilienceGrant_SRC0084.2122		300	300		
7127-1000	Cash Contribution Fernvale Spt Pk Lighting					
7150-2000	Labour costs - engineering office	(1,961)	(1,923)	(1,624)	299	
7160-2000	Other operating expenses - engineering	(99)	(97)	(276)	(179)	Design - capital projects
7415-2000	Operating expenses - depots	(141)	(138)	(199)	(61)	
7299-2000	Maintenance internal transfers	202				
7170-2000	Depreciation - roads	(5,635)	(5,526)	(5,465)	61	
7171-2000	Depreciation - underground drains	(317)	(311)	(307)	4	
7172-2000	Depreciation - bridges	(819)	(804)	(795)	9	
7173-2000	Depreciation - paths	(375)	(368)	(364)	4	
7180-2000	Depreciation - other buildings	(882)	(865)	(855)	10	
7200-0002	**MAINTENANCE**	(8,943)	(4,183)	(2,716)	1,467	Within expected limits
7200-0003	**Road street and bridge maintenance**	(6,947)	(2,109)	(314)	1,795	Within expected limits
7220-2000	Street maintenance	(979)	(960)	(847)	113	
7270-2000	Rural road maintenance	(5,775)	(5,664)	(3,968)	1,696	Some nominally-DRFA expenditure may be transferred to maintenance if not approved as eligible for flood assistance
7561-1000	Flood activation/ restoration - grants	30,000	11,386	11,386		Awaiting DRFA approvals / contractor works
7569-2000	Flood activation/ restoration - expenditure	(30,000)	(6,682)	(6,682)		Awaiting DRFA approvals / contractor works
7230-2000	Footpaths and bikeways maintenance	(113)	(111)	(89)	22	
7360-2000	Gravel operations (own roads) - nett (cost) or recovery			(55)	(55)	

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7310-2000	Bridge maintenance	(80)	(78)	(59)	19	
7320-0003	**Town and village facilities**	(2,988)	(2,931)	(2,984)	(53)	Within expected limits
7330-2000	Town stewardship/ parks and gardens	(1,887)	(1,850)	(1,843)	7	
7333-2000	Maintenance - public conveniences	(351)	(344)	(482)	(138)	
7210-2000	Street lighting	(271)	(266)	(272)	(6)	
7346-1000	Maintenance rail corridor land - income	53	53	56	3	
7117-1000	Contributed park items					
7825-1000	Cemetery revenue	132	129	173	44	
7870-2000	Cemetery expenditure	(264)	(259)	(292)	(33)	
7321-2000	Water supplied to council	(245)	(241)	(167)	74	
7322-2000	Sewerage services to council	(101)	(99)	(89)	10	
7336-2000	Vandalism	(12)	(12)	(33)	(21)	
7337-2000	CCTV operations	(22)	(22)	(12)	10	
7345-2000	Maintenance of skate parks	(20)	(20)	(23)	(3)	
7400-0003	**Workshop and depots**	992	857	582	(275)	Higher than expected plant running costs
7425-1000	Fuel rebates	117				
7416-2000	Two Way Radio Site Rental Costs	(4)	(4)	(3)	1	
7430-2000	Depreciation - plant	(1,160)	(1,138)	(1,125)	13	
7431-2000	Tyres and batteries	(120)	(118)	(139)	(21)	
7432-2000	Registration	(88)	(88)	(87)	1	
7433-2000	Workshop wages	(516)	(506)	(590)	(84)	
7435-2000	Vehicle leasing and plant hire	(404)	(396)	(454)	(58)	
7434-2000	Fuel and oil	(840)	(824)	(1,037)	(213)	
7436-2000	Parts and outside labour	(408)	(400)	(464)	(64)	
7449-2000	Internal plant recoveries	4,416	4,331	4,481	150	
7500-0002	**RECOVERABLE WORKS**	1,071	1,072	1,837	766	Within expected limits
7510-1000	Main Roads maintenance - revenue	3,217	3,217	3,491	274	
7560-2000	Main Roads maintenance - expenditure	(2,595)	(2,595)	(3,354)	(759)	
7556-1000	Main Roads capital works - revenue	3,000	3,000	5,772	2,772	
7556-2000	Main Roads capital works - expenditure	(2,499)	(2,499)	(4,076)	(1,577)	
7530-1000	Recoverable works revenue - other	7	7	30	23	
7580-2000	Recoverable works costs - other	(60)	(59)	(26)	33	
7900-0002	**WASTE MANAGEMENT**	(193)	614	293	(321)	Within expected limits
7905-1000	Garbage charges	3,925	3,925	3,961	36	
7925-1000	Waste fees - domestic waste	30	29	23	(6)	
7926-1000	Waste fees - commercial waste	1	1		(1)	
7927-1000	Waste income - recycling	80	78	105	27	
7942-2000	State Waste Levy	(288)	110	110		
7940-2000	Operating expenses - waste management	(1,010)	(991)	(1,019)	(28)	
7939-2000	Waste collection contract portion	(2,372)	(2,326)	(2,677)	(351)	Higher than expected CPI unit rate adjustments
7943-2000	Depreciation - refuse management	(217)	(212)	(210)	2	
7950-2000	Waste Mgt Internal Transfers	(343)				
8000-0001	**PROGRAM - PLANNING/ DEVELOPMENT**	**(3,050)**	**(1,335)**	**(5)**	**1,330**	Within expected limits
7960-0002	**REGULATORY - ENVIRONMENT - HEALTH**	(1,977)	(1,950)	(957)	993	Within expected limits
	Regulatory services					
7965-1000	Animal fees			709	709	
7831-1000	Fines - infringement notices	15	15	19	4	
7980-1000	Kennels inspection program special charge	10	10	9	(1)	
7970-2000	Local laws labour and plant costs	(578)	(567)	(474)	93	
7975-2000	Other local laws costs	(52)	(51)	(42)	9	
	Environment					
7840-1000	Environmental levy	496	496	501	5	
7844-1000	Other environmental revenue			7	7	
7815-1000	Quickspray hire	4	4	15	11	
7852-1000	SEQ COM Black Snake Ck Revegetation	270				
7852-2000	SEQ COM Black Snake Ck Revegetation	(270)				
7883-2000	Bushfire Recovery - Cat D expenditure					
8145-2000	Natural resource management/ Green Army	(244)	(244)	(135)	109	
8022-2000	QRA_QLDbushfires_GreenArmy			(195)	(195)	
7860-2000	Other operating expenses - health and environment	(11)	(11)	(9)	2	
7845-2000	Offset planting for capital works ($25k capex budget)			(68)	(68)	
7885-2000	Pest management costs	(1,166)	(1,143)	(879)	264	
8171-2000	Other environmental expenditure	(34)	(33)	(38)	(5)	
7881-2000	Wild dog bounties	(14)	(14)	(15)	(1)	

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	Public health					
7809-1000	Domestic water carrier permits	2	2	2		
7810-1000	Food hygiene rates	35	18	41	24	
7818-1000	Other health fees	2	2	4	2	
7805-1000	Grants - health/ immunisation programs					
7855-2000	Labour costs - health and environment	(442)	(433)	(409)	24	
8000-0002	**ECONOMIC DEVELOPMENT**	(217)	1,454	1,509	55	Within expected limits
8051-2000	Lowood development properties	(1)	(1)		1	
8022-1000	Business Recovery Officer/ Green Army grants		1,667	1,667		
8052-2000	Other economic development	(216)	(212)	(84)	128	
8021-2000	Business Recovery Officer			(74)	(74)	
8100-0002	**LAND USE PLANNING**	(901)	(883)	(736)	147	Within expected limits
8120-1000	Fees and charges - planning	661	648	586	(62)	
8142-2000	Planning scheme amendments	(225)	(221)	(12)	209	
7981-1000	Poultry industry inspection special charge	21	21	21	0	
7982-1000	Extractive industry inspection program special charge	30	30	31	2	
8146-2000	Subscriptions	(54)	(52)	(60)	(8)	
8155-2000	Labour costs - planning	(864)	(847)	(865)	(18)	
4160-2000	Legal Expenses	(420)	(412)	(274)	138	
8156-2000	Planning consultants	(50)	(49)	(163)	(114)	
8200-0002	**BUILDING SERVICES**	45	44	179	135	Within expected limits
8220-1000	Fees and charges - building	660	647	735	88	
7854-1000	Seqwater-wastewater risk mitigation income	600				
7854-2000	Seqwater-wastewater risk mitigation expenditure	(600)		(17)	(17)	
8255-2000	Labour costs - building	(601)	(590)	(529)	61	
8265-2000	Other operating expenses - building	(13)	(13)	(10)	3	
9000-0002	**PROGRAM - EXECUTIVE**	(1,395)	(1,369)	(1,397)	(28)	Within expected limits
9027-2000	Professional education expenses - Cr Brieschke	(6)	(6)	(1)	5	
9036-2000	Professional education expenses - Cr Choat	(6)	(6)	(3)	3	
9035-2000	Professional education expenses - Cr Gaedtke	(6)	(6)	(7)	(1)	
9037-2000	Professional education expenses - Cr Isidro	(6)	(6)	(6)		
9038-2000	Professional education expenses - Cr Wendt	(6)	(6)	(5)	1	
9034-2000	Professional education expenses - Cr Whalley	(6)	(6)	(4)	2	
9040-2000	Professional education expenses - Mayor Lehmann	(8)	(8)	(5)	3	
9055-2000	Operating expenses - elected members	(782)	(767)	(752)	15	
9065-2000	Labour costs - executive	(496)	(486)	(573)	(87)	
9070-2000	Other operating costs - executive	(73)	(72)	(41)	31	

Somerset Regional Council

Capital works / actual versus budget

Period 1 July 2022 to 20 June 2023

Unaudited - for internal purposes only

Description	Estimate ($000's)	Actual since 1 July 2022 ($000's)	Committed costs ($000's)	Total actual and committed ($000's)	Budget Variance - Favourable/ (Unfav) ($000's)	Comments
TOTAL BUILDINGS AND STRUCTURES	**10,839**	**6,954**	**1,637**	**8,591**	**2,247**	**Within expectations**
Animal Pound Large - Relocate to Esk	-	16	2	18	(18)	
Consult Implement Contractor Mgmt Framework	25	-	-	-	25	
Regional - Mobile Event Signage	10	-	-	-	10	
Regional - Cemetery Concrete Plinths Lawn Bm Sect	25	-	-	-	25	
Regional - Replacement Bin Surrounds	50	3	-	3	47	
Regional - Kerbside Bins Recycle/Waste	750	506	-	506	244	
Regional - Street Tree Plantings Tree Hazard Reduction	40	75	-	75	(35)	
Regional - Tree Offsets	25	-	-	-	25	
Regional - Anchor Points For Roofs on Buildings	50	1	-	1	49	
Regional - Update Asbestos Mgmt Plan Expr2023	10	-	6	6	4	
Regional - Future Grant Fundg Opportunities (design etc)	20	-	-	-	20	
Regional - Future Grant Fundg Opportunities (design etc)	200	79	87	166	34	
CCTV_MidBrisbaneRvr_DeptFisher	-	64	-	64	(64)	Prior year grant funded project
Kilcoy SES Headquarters Extension	-	77	-	77	(77)	Prior year grant funded project
Kilcoy Showground Judges Race Callers Box	-	45	-	45	(45)	Prior year grant funded project
Solar_LGGSP_Lowood Depot/SES	-	8	2	10	(10)	Grant funded project
Solar_LGGSP_Esk Lndfl Animal Shelter	-	3	7	10	(10)	Grant funded project
Solar_LGGSP_Twh Pool/ Gym	-	33	5	38	(38)	Grant funded project
Solar_LGGSP_Esk Visitor Information Centre	-	3	7	10	(10)	Grant funded project
Solar_LGGSP_Esk SES	-	8	2	10	(10)	Grant funded project
Solar_LGGSP_Fernvale Community Hall	-	7	2	8	(8)	Grant funded project
Solar_LGGSP_Kay Avery Place Kilcoy	-	3	5	8	(8)	Grant funded project
Solar_LGGSP_Twah Library	-	3	5	8	(8)	Grant funded project
Solar_LGGSP_Esk Admin Additional coverage	- -	3	3	0	-	Grant funded project
Storage Bins Esk SES	27	13	0	14	13	
Storage Bins Kilcoy SES	26	4	-	4	21	
Storage Bins Lowood SES	11	5	1	6	5	
Storage Bins Toogoolawah SES	10	4	1	5	5	
Coominya Railway Park Amenities Upgrade	200	-	-	-	200	
Cormorant Bay SEQ 50% building Invest	50	7	1	9	41	
Esk Admin_Hot water replacement	5	-	-	-	5	
Esk Admin_Carpet Replacement	60	-	-	-	60	
Esk Civic Centre External Painting	25	23	2	25	-	

Somerset Regional Council

Capital works / actual versus budget

Period 1 July 2022 to 20 June 2023

Unaudited - for internal purposes only

Description	Estimate ($000's)	Actual since 1 July 2022 ($000's)	Committed costs ($000's)	Total actual and committed ($000's)	Budget Variance - Favourable/ (Unfav) ($000's)	Comments
Esk Civic Centre Elevated Work Platform	30	-	-	-	30	
Esk Landfill Upgrade EyeWash Station	15	-	-	-	15	
Fernvale Campdraft Demolish Bar shed	20	12	-	12	8	
Fernvale Indoor Sports planned PCYC changes	-	3	-	3	(3)	
Fernvale Sports Park Master Planning	100	60	15	75	25	
Harlin Sim Lord Park Amenities Upgrade Bore Pump	100	-	-	-	100	
Kilcoy Aquatic Pool Elect Heating	45	-	-	-	45	
Kilcoy Aquatic Pool Depth Signage	20	-	30	30	(10)	
Kilcoy Indoor Sports Development Application	10	1	9	10	-	
Kilcoy Admin Hot Water ZipBoil Kitchen	5	3	-	3	2	
Kilcoy Library Replace Carpet	25	17	1	18	7	
Kilcoy Racecourse Development	-	2	-	2	(2)	
Kilcoy Showground Constr Ferling Way	220	-	-	-	220	
Fernvale Memorial Park Upgrade Playground/Park Equp	-	241	-	241	(241)	Prior year grant project to be completed this year
Esk Lakeview Pk Shade Struct Picnic Unit	-	98	1	98	(98)	Prior year grant project to be completed this year
Kilcoy - Regional Entry Strategy Implementation	200	39	110	150	50	
Fernvale Memorial Park Master Planning	50	-	-	-	50	
Fernvale - Shade Structure Fernvale Skate Pk	30	-	-	-	30	Project not sufficiently funded to proceed
Lowood - Shade Structure Lowood Skate Pk	30	-	-	-	30	Project not sufficiently funded to proceed
Merryl Dray Shelters Flexible Funding grant	-	-	85	85	(85)	
Lowood - Lowood Pool Renewal	3,993	2,227	79	2,306	1,688	Excludes FY2022 costs of $1.28M/ additional work to come
Esk - Animal Pound Small Car Port Wash Etc	20	-	-	-	20	}
Esk - Relocate Large Animal Pound Coominya to Esk	100	-	-	-	100	}
Esk - Relocate Large Animal Pound Coominya to Esk	-	61	-	61	(61)	}
Esk - Resurface 3 Esk Tennis Crts	55	88	-	88	(33)	Prior year project to be completed this year
Esk - Esk Admin New Airconditioning Syst	-	119	23	142	(142)	Consistent with Council resolution
Esk - Esk Admin Roof Repl Eastern End	-	1,704	534	2,237	(2,237)	Consistent with Council resolution
Esk Mountain To Mountain UU water pipeline route QLER	-	150	-	150	(150)	Components of Mountain to Mountain grant project
Esk Mountain To Mountain Trailhead QLER	50	26	13	40	10	Components of Mountain to Mountain grant project
Esk Mountain To Mountain Trails QLER_2	269	-	-	-	269	Components of Mountain to Mountain grant project
Esk Mountain To Mountain Trails QLER_2 Peter St Esk Footpath	-	2	-	2	(2)	Components of Mountain to Mountain grant project

Somerset Regional Council

Capital works / actual versus budget

Period 1 July 2022 to 20 June 2023

Unaudited - for internal purposes only

Description	Estimate ($000's)	Actual since 1 July 2022 ($000's)	Committed costs ($000's)	Total actual and committed ($000's)	Budget Variance - Favourable/ (Unfav) ($000's)	Comments
Esk Mountain to Mountain trails QLER	-	93	2	95	(95)	Components of Mountain to Mountain grant project
Toogoolawah - Fiberglass Repairs Pool	50	-	50	50	-	
Kilcoy - Re-development Masterplan KISC	-	24	-	24	(24)	
Kilcoy - Resurface 3 Tennis Courts	120	118	-	118	2	
Kilcoy - Showground Fire Hydrant	35	-	-	-	35	
Kilcoy - PlRefurb Female MaleToilets	50	44	-	44	6	
Kilcoy - Yowie Pk Additional Power Box Closer	10	-	-	-	10	
Moore - Resurface 2 Tennis Courts	60	61	-	61	(1)	
Moore - Moore Toilets Water Supply ExFootpath	-	211	-	211	(211)	Prior year project to be completed this year
Linville - Ditchman Park Toilets/Showers	-	122	3	125	(125)	Prior year project to be completed this year
Somerset Dam - New Surface Tennis/Bskbl	-	4	-	4	(4)	
Jimna Landfill Rehabilitation	-	-	42	42	(42)	
Esk Landfill Cell Stage 4	-	-	1	1	(1)	
All areas - Kilcoy/ Cmya/ RefuseRcycleInf_SEQSCP	-	10	5	15	(15)	
Kilcoy - Rehabilitate Kilcoy Landfill_SEQCSP	2,261	121	138	259	2,002	Due June 2024 under funding agreement
Lowood - Greening Lowood Recycle Water Pipe_SEQCSP	-	31	139	170	(170)	Due June 2024 under funding agreement
Shelter_Lowood TreatmentPlant_UU	-	1	-	1	(1)	
Stormwater Insptn_Stage5	60	-	3	3	57	
Flood Studies_Glamorgan Vale Etc	120	31	10	41	79	
Lockyer Water study/ contributions	-	-	58	58	(58)	
Lowood Cemetery Concrete Plinths	-	7	0	7	(7)	
Lowood Clock Park Refurb Public Amen	150	-	-	-	150	
Lowood Rec Grounds Car Park Solar Lght Veg	50	25	45	70	(20)	
Lowood Reservior Prk Upgrade Facil Shltr	30	-	-	-	30	
Minden Pk Shade Struct Picnic Units	70	-	-	-	70	
Regional Landfill - weighbridge and other upgrades	-	1	-	1	(1)	
Regional Parkland Strategy Update	50	-	-	-	50	
SES power connections	-	1	-	1	(1)	
Toogoolawah Gateway Centre Planning/ MCU	-	4	-	4	(4)	
Toogoolawah Gym	-	51	-	51	(51)	Prior year grant funded project (excludes $1020k FY2022)
Toogoolawah McConnel Park Concrete Pitch Returf	10	-	-	-	10	
Toogoolawah Pool Rep Chlorine System to Salt	85	10	76	85	-	

Somerset Regional Council

Capital works / actual versus budget

Period 1 July 2022 to 20 June 2023

Unaudited - for internal purposes only

Description	Estimate ($000's)	Actual since 1 July 2022 ($000's)	Committed costs ($000's)	Total actual and committed ($000's)	Budget Variance - Favourable/ (Unfav) ($000's)	Comments
Toogoolawah Pool Facility Fencing Kiosk Refb	50	46	4	51	(1)	
Toogoolawah Pool Splash Pad	-	31	-	31	(31)	Grant funded prior year project (excludes $800k FY2022)
Toogoolawah Pool Pool Depth Signage	20	-	14	14	6	
Toogoolawah Pool Engineer Audit_OptnAnalys	40	29	2	30	10	
SEQ_CityDeal Brisbane Valley Highway safety contribution	512	12	-	12	500	
Planning Walking Projects - WLGG grant program	-	22	12	34	(34)	
TOTAL ROAD Resealing	**1,928**	**1,236**	**219**	**1,455**	**502**	**Within expectations**
Budget	1,928	-	-	-	1,928	}
Argyle Ct Resealing	-	18	5	23	(23)	}
Calcite Rd Resealing	-	49	8	58	(58)	}
Edinburgh Dr Resealing	-	44	-	44	(44)	}
EskWorksDepot Resealing	-	37	2	39	(39)	}
Eskdale Rd Toogoolawah Resealing	-	46	37	84	(84)	}
Gloucester Ct Resealing	-	24	10	34	(34)	}
Heap St Resealing	-	-	18	18	(18)	}
Holland Rd Resealing	-	34	-	34	(34)	}
Lockyer View Rd Resealing	-	99	16	115	(115)	}
Lowood Works Depot Resealing	-	14	37	50	(50)	}
MacdonaldsRdResealing	-	23	-	23	(23)	}
Minden Post Office Rd Resealing	-	74	-	74	(74)	}
MordenRdResealing	-	53	15	69	(69)	}
Murrumba Rd Resealing	-	1	-	1	(1)	}
Nottingham Dr Resealing	-	37	-	37	(37)	}
Old Station Rd Resealing	-	1	-	1	(1)	}
Reids Av Resealing	-	52	8	60	(60)	}
Rose Av Minden Resealing	-	127	-	127	(127)	}
Royal Dr Resealing	-	75	20	95	(95)	}
Shines Rd Resealing	-	35	12	47	(47)	}
Tallegalla Rd Resealing	-	64	-	64	(64)	}
Ulyatt Rd Resealing	-	1	-	1	(1)	}
West Rd Resealing	-	245	-	245	(245)	}
Williams St Lwd Resealing	-	2	-	2	(2)	}
WivenhoePocketRd Resealing	-	50	31	81	(81)	}
TOTAL ROAD CAPITAL	**33,456**	**11,244**	**8,527**	**19,772**	**13,695**	**Within expectations**

Somerset Regional Council

Capital works / actual versus budget

Period 1 July 2022 to 20 June 2023

Unaudited - for internal purposes only

Description	Estimate ($000's)	Actual since 1 July 2022 ($000's)	Committed costs ($000's)	Total actual and committed ($000's)	Budget Variance - Favourable/ (Unfav) ($000's)	Comments
Abbotsford St RenewFootpath	-	94	-	94	(94)	Prior year project to be completed this year
Banks Ck Rd Seal Widen+ NKerb+ Footpath	-	70	-	70	(70)	Prior year project to be completed this year
Bernhagen Ln Lowood Seal Widen	65	11	29	41	24	
BVRT_Stage1_DRFA_QLER_CatD2019	-	132	-	132	(132)	
BVRT New Footpath - Main To Gully	-	924	16	940	(940)	Prior year project to be completed this year
BVRT Renewal project	-	12	28	40	(40)	Prior year project to be completed this year
BVRT Seal Widen+NewKerb	-	13	-	13	(13)	
Cairnscroft St New Footpath	-	7	-	7	(7)	
Colinton St New Sealed Road	175	156	19	175	-	
Creek St NewUgroundDrain	25	41	-	41	(16)	
Dumke Rd New Underground Drain	55	-	-	-	55	
Ellen St Lowood Widen+ New Kerb	70	-	-	-	70	
Esk Crows Nest Road Pavement Rehab and Widening	-	2	-	2	(2)	
Esk Crows Nest Road PavementRehab	-	88	-	88	(88)	Prior year project to be completed this year
Esk Crows Nest Seal Extension	8,722	2,842	823	3,664	5,057	Funded project - competitive SEQCSP and HVSPP
Eskdale St MooreRenewPath+Kerb	-	85	265	350	(350)	
Esk Memorial Park Renew Footpath	-	81	-	81	(81)	Prior year project to be completed this year
Fulham St Toogoolawah New Footpath	-	50	-	50	(50)	Prior year project to be completed this year
George St RenewFootpath	-	58	-	58	(58)	Prior year project to be completed this year
GlamorganVale Road widening	727	694	204	897	(170)	
Gregors Creek Rd renew dip culvert chainage 9370	588	603	131	734	(146)	
Gunyah St Renew Ugrd Drain	-	1	-	1	(1)	
Hassell St New FootPath	300	-	-	-	300	
Highland St Widen and new kerb	-	3	-	3	(3)	
Ipswich St New Footpath	-	59	-	59	(59)	Prior year project to be completed this year
Ipswich St Renew Footpath	-	48	2	50	(50)	
Ivory Creek Rd Seal Widen	2,775	34	19	53	2,722	Funded project - competitive PACP
LindemansRdNewFootpath	265	208	14	222	43	
Lowood Minden Rd widening - Litzows-Lukritz	5,273	1,688	5,499	7,188	(1,915)	Funded project - competitive HVSPP/ tender accepted plus Energex relocation costs exceeds estimate
Lowood Minden Road intersection widenings	372	285	49	335	37	
Lowood MindenWiden+ Pavement Rehab Zabels Rd North	1,376	-	-	-	1,376	Funded project - competitive SEQCSP
Lowood-Minden New Footpath	100	38	53	91	9	
Mack St Widen+UDrain	-	428	4	432	(432)	Prior year project to be completed this year
Main St Lowood Seal Widen+New Kerb	1,565	56	11	67	1,498	Funded project - competitive PACP

Somerset Regional Council

Capital works / actual versus budget

Period 1 July 2022 to 20 June 2023

Unaudited - for internal purposes only

Description	Estimate ($000's)	Actual since 1 July 2022 ($000's)	Committed costs ($000's)	Total actual and committed ($000's)	Budget Variance - Favourable/ (Unfav) ($000's)	Comments
Main St SouthRenewFootpath	20	0	-	0	20	
Main St South Moore New Footpath+Kerb	25	0	-	0	25	
Mary Street Kilcoy PavementRehab	-	1	0	1	1	
McConnell St New Seal Road	140	123	14	137	3	
Middle St Esk Seal Widen	260	1	-	1	259	
Mt Tarampa Rd Pavement Rehab	380	318	1	319	61	
Muckerts Ln Seal Widen	800	212	671	883	(83)	Funded project - competitive BSBRP
Murrumba Rd Renew Culvert	1,126	142	44	187	940	
Old Fernvale Rd Renew Culverts	40	0	-	0	40	
Patrick St Seal Widen+NKerb+Footpath	-	678	-	678	(678)	Prior year project to be completed this year
Rose St RenewFootpath	-	55	-	55	(55)	Prior year project to be completed this year
Royston St Kcy Pavement Rehab	290	55	97	152	138	
Royston St Kcy Pavement Rehab	-	94	12	106	(106)	
Simpson St Fvl Seal Widen+New Kerb	110	67	47	114	(4)	
South St Esk New Footpath	15	9	-	9	6	
Toogoolawah Biarra Rd Seal Widen	5,610	11	33	45	5,565	Funded project - competitive PACP
Wade St Seal Widen+New Kerb	-	278	-	278	(278)	
Waverley & Sheppards Rd Seal Extenti	1,710	102	350	452	1,258	Funded project - competitive BSBRP
Wells St New Footpath	103	0	-	0	103	
William St Kilcoy South New Footpath	110	136	17	154	(44)	
William St New Underground Drain	190	126	12	139	51	
YowieParkRenewFootpath	75	15	61	76	(1)	
TOTAL BRIDGES	**280**	**325**	**40**	**366**	**-81**	**Within expectations**
Braeburn Road Bridge Capex	280	-	-	-	280	Funded project - BRP
Buaraba Creek Road Bridge Capex	-	-	2	2	(2)	
Copley La Bridge Capex	-	313	18	331	(331)	Prior year BRP project completed this year
Mt Beppo Rd Bridge Capex	-	1	-	1	(1)	
Neurum Rd Bridge Capex	-	7	21	27	(27)	
TOTAL PLANT	**1,552**	**1,075**	**1,853**	**2,928**	**-1,376**	**Within expectations**
Plant changeover	1,552	488	-	488		Plant sales await commissioning of replacement items
Grader KomatsuG655-7_2022._8y	-	418	-	418		
UD Quon Truck_2022.04p_8y_	-	236	-	236		
Quick Spray Unit_2022.03p_10y_he	-	19	-	19		
HitachiZX55U5AExcav_2022.10p_8	-	107	-	107		

Somerset Regional Council

Capital works / actual versus budget

Period 1 July 2022 to 20 June 2023

Unaudited - for internal purposes only

Description	Estimate ($000's)	Actual since 1 July 2022 ($000's)	Committed costs ($000's)	Total actual and committed ($000's)	Budget Variance - Favourable/ (Unfav) ($000's)	Comments
BomagBW120-5Roller_2022.11p_8y	-	-	50	50		
Tractor Broom Kubota_2021.11p_5y	-	50	-	50		
Tractor Jdeere 6110M_2022.06p_5y	-	101	-	101		
Toro Wide Area Mower_2022p	-	-	115	115		
MowerJD1585Series_2023.02p_3y_	-	-	75	75		
MowerJD1585Series_2023.02p_3y_	-	-	75	75		
MowerJD1585Series_2023.02p_3y_	-	-	75	75		
EskLflWeighbridge_2019.06p_20y	-	3	-	3		
IsuzuFRR110_2023.02p_8y_held	-	-	152	152		
IsuzuFRR110_2023.02p_8y_held	-	-	152	152		
NorematReachMower_2023.0?p_8y_	-	78	-	78		
Loader Komatsu_2020.12p_8y_held	-	242	-	242		
Hino FD1124 Truck_2022.03p_8y	-	128	-	128		
2 Axle Dog TrailerSt_2022.05p_8y_	-	114	5	120		
UDTruckFelcoWaterTank2023.03p_	-	-	325	325		
UDTruckFelcoWaterTank2023.03p_	-	-	325	325		
UDTruckFelcoWaterTank2023.03p_	-	-	325	325		
TractorKubotaB2601HD_2023.04p	-	28	-	28		
HiperVRSingleUHF_GPS_2023.04p	-	38	-	38		
SESFordRangerDCab4x4_2023.05p	-	-	88	88		
SESFordRangerDCab4x4_2023.05p	-	-	88	88		
TOTAL CAPITAL EXPENDITURE	**48,056**	**20,834**	**12,276**	**33,110**	**14,987**	**Within expectations**

Somerset Regional Council
Investment report
As at 20 June 2023

Term deposits - operating account

Bank	Maturity	Term (days)	Rate	Amount
BEN	10/11/2023	365	4.30%	$ 1,000,000

QTC cash fund - operating (nett rate May 2023)	3.71%	$ 54,935,192
Mayoral Charity Ball account		$ 36,853
Other cash balances less unpresented payments		-$ 2,210,114
Total operating and trust cash brought to account		$ 53,761,931
Urban Utilities credit facility #1	3.82%	$ 13,804,033
Urban Utilities credit facility #2*	2.12%	$ 30,000,000
Urban Utilities credit facility #3*	4.80%	$ 10,000,000
Weighted average Urban Utilities interest rate (reviewed each 30 June)*	3.05%	

*interest rates based on QTC email of 17 January 2023

	Budget	Pro-rata budget	Actual YTD
Rates interest	$ 161,200	$ 158,100	$ 139,895
Year to date interest earnings on investments	$ 1,333,313	$ 1,307,672	$ 3,009,490
Total interest revenue	$ 1,494,513	$ 1,465,772	$ 3,149,386
Interest earned per rateable property	$ 123	$ 121	$ 260

SOMERSET REGIONAL COUNCIL
REPORT ON LARGEST 70 PAYMENTS PROCESSED (EXCLUDING INVESTMENTS AND INTERNAL PAYMENTS)
PAYMENTS PROCESSED FROM 29 MAY 2023 TO 22 JUNE 2023

Line	Creditor	Payment including GST	Comments
1	BROWN CONTRACTORS	$ 996,109	Contract Infrastructure/Road Works/ Plant Hire - ref 57971
2	KARREMAN GROUP	$ 665,581	Road Making Material/ Services - ref 58054
3	CASH	$ 468,450	Payroll Transaction - ref 1CASH26
4	CASH	$ 466,314	Payroll Transaction - ref 1CASH25
5	A & M CIVIL CONTRACTING P/L	$ 444,398	Contract Road, Bridge, Trail, Pipeline & Park Construction, Maintenance Services/ Materials - ref 57982
6	A & M CIVIL CONTRACTING P/L	$ 369,904	Contract Road, Bridge, Trail, Pipeline & Park Construction, Maintenance Services/ Materials - ref 57951
7	G&K LAWSON CONSTRUCTIONS	$ 341,937	Building Services - ref 57916
8	QUEENSLAND LOCAL	$ 333,608	(Local Government Mutual - L G M) Liability Insurance Premiums/ Excess - ref 57925
9	IPSWICH WASTE SERVICES	$ 281,000	Kerbside Waste And Other Services - ref 58008
10	ACQUIRED AWARENESS TRAFFIC	$ 269,874	Traffic Control Equipment/ Services - ref 57979
11	RPQ SPRAY SEAL PTY LTD	$ 233,198	Road Sealing Material/ Services - ref 57931
12		$ 228,810	Rates Refund On Valuation Reduction - ref 57960
13	GHD PTY LTD	$ 202,831	Asset Design, Assessment, Project Management Services - ref 57914
14	AUSTRALIAN TAXATION OFFICE	$ 148,372	P A Y G Tax - Payroll Deductions - ref 1ATOPAY2
15	AUSTRALIAN TAXATION OFFICE	$ 148,053	P A Y G Tax - Payroll Deductions - ref 1ATOPAY2
16	DULLYS DESIGNER HOMES PTY LTD	$ 103,899	Plant Hire/ Building Services - ref 58050
17	RPQ SPRAY SEAL PTY LTD	$ 99,000	Road Sealing Material/ Services - ref 58037
18	ACQUIRED AWARENESS TRAFFIC	$ 91,877	Traffic Control Equipment/ Services - ref 57905
19	A & M CIVIL CONTRACTING P/L	$ 91,847	Contract Road, Bridge, Trail, Pipeline & Park Construction, Maintenance Services/ Materials - ref 57887
20	DATA # 3 LIMITED	$ 90,746	Software/ Hardware / Ict Consumables - ref 57910
21	PAYCLEAR	$ 72,480	Superannuation Contributions - ref SGL PY1P
22	PAYCLEAR	$ 71,603	Superannuation Contributions - ref SGL PY1P
23	TOTAL BUILDING MAINTENANCE	$ 70,447	Town Steward Services - ref 57967
24	DEPARTMENT OF ENVIRONMENT &	$ 68,712	State Waste Levy - ref 57912
25	GJ & AL TEICHMANN	$ 67,060	Plant Hire - ref 58053
26	CEOFFICE (AUST) P/L	$ 63,734	Office Design Services/ Materials/ Furniture/ Fixtures - ref 57908
27	LV ELECTRICAL CONTRACTING	$ 61,432	Solar/ Electrical Services - ref 57945
28	DANIEL BANDITT	$ 49,354	Building Services - ref 57926
29	GROUNDWORKS AUSTRALIA	$ 49,115	Park Materials/ Services - ref 58003
30	QLEAVE	$ 48,473	Qleave Levy - Construction Projects - ref 57889
31	SHELL ENERGY RETAIL PTY LTD	$ 43,448	Electricity Supplies Including Streetlighting - ref 57913
32	AECOM AUSTRALIA PTY LTD	$ 43,251	Planning Consultancy - ref 57980
33	LANDMARK PRODUCTS PTY LTD	$ 35,046	Building Services/ Products - ref 57977
34	BRANDON & ASSOCIATES	$ 34,654	Engineering Consultancy - ref 57907
35	DELNORTH PTY LTD	$ 34,095	Signage Products - ref 57911
36	KING & COMPANY SOLICITORS	$ 33,580	Legal Services - ref 57915
37	ROADPRO CONSULTING	$ 32,773	Traffic Management Consultancy - ref 57897
38	DANIEL BANDITT	$ 31,778	Building Services - ref 57990
39	BP AUSTRALIA PTY LTD	$ 30,960	Fuel - ref 12644046
40	HARVEY BLACK GROUP PTY LTD	$ 30,500	Plant Purchase - Kubota Tractor - ref 57986
41	SOUTHERN QUEENSLAND	$ 30,360	Regional Promotion Services - ref 57932
42	BRISBANE VALLEY HIRE &	$ 30,155	Plant Hire & Consumables - ref 58055
43	CIVICA PTY LIMITED	$ 30,041	Business/ Asset Systems Software Services - ref 57972
44	NATIVE FORESTERS	$ 27,500	Environmental Consulting Services - ref 58021
45	BRISBANE VALLEY HIRE &	$ 27,252	Plant Hire & Consumables - ref 57987
46	ZISCHKE FUEL SUPPLIES	$ 23,352	Fuel - ref 57949
47	CASH	$ 23,104	D/Cr Pay 2 Period No 26 - ref 2CASH26
48	CASH	$ 23,104	D/Cr Pay 2 Period No 25 - ref 2CASH25
49	ATLAS EVENTS PTY LTD	$ 22,765	Sporting Event Services - ref 57983
50	INFINITY EARTHMOVING PTY LTD	$ 22,539	Plant Hire - ref 57953
51	UNITED PETROLEUM PTY LIMITED	$ 22,345	Fuel - ref 57935
52	PRECISION ELECTRICAL QLD	$ 21,921	Electrical/ Air Conditioning Services - ref 58029
53	TOYOTA FINANCE AUSTRALIA LTD	$ 21,561	Vehicle Leasing - ref 1387671
54	TELSTRA CORPORATION LIMITED	$ 21,446	Changes/ Relocation Of Telstra Assets - ref 57933
55	HOLCIM AUSTRALIA PTY LIMITED	$ 21,357	Concrete Products - ref 57943
56	DATA # 3 LIMITED	$ 20,909	Software/ Hardware / Ict Consumables - ref 57991
57	MAGIQ SOFTWARE LTD	$ 20,570	Document Management System Services - ref 58022
58	MOORE DIGGERS & TIPPERS P/L	$ 20,128	Plant Hire - ref 57894
59	TRAFFIC CONTROL SUPPLIES P/L	$ 19,495	Signage Products - ref 57934
60	A & M CIVIL CONTRACTING P/L	$ 18,528	Contract Road, Bridge, Trail, Pipeline & Park Construction, Maintenance Services/ Materials - ref 58009
61	JOHN HARRISON LOGGING &	$ 17,858	Plant Hire - ref 57950
62	BV SECURITY SERVICES (QLD) P/L	$ 16,611	Security Services - ref 57939
63	JUST SPORTS N FITNESS	$ 16,500	Pool Management Services - ref 57944
64	QUALITY COMMERCIAL	$ 15,855	Cleaning Services - ref 57940
65	SUMMIT AUTO LEASE AUST PTY LTD	$ 15,308	Vehicle Leasing - ref 57948
66	GENENG SOLUTIONS PTY LTD	$ 15,257	Engineering Consultancy - ref 58001
67	SOMERSET HEALTH AND FITNESS	$ 14,996	Sports Facility Management Services - ref 57947
68	ONF SURVEYORS	$ 14,688	Surveying/ Planning Services - ref 58025
69	QLD FAUNA CONSULTANCY PTY LTD	$ 14,460	Fauna Management Services - ref 57924
70	PAYCLEAR	$ 14,037	Superannuation Contributions - ref 1PAYCLE2
	Total largest 70 external payments	**$ 7,672,304**	
	Total payments	**$ 8,709,591**	

SOMERSET REGIONAL COUNCIL
REPORT ON PAYMENTS PROCESSED FROM 29 MAY 2023 TO 22 JUNE 2023

TRNDATE	Method	REF	NAME	Detail	Amount
30-May-23	NonEFT	57887	A & M CIVIL CONTRACTING P/L	CONTRACT ROAD, BRIDGE, TRAIL, PIPELINE & PARK CONSTRUCTION, MAINTENANCE SERVICES/ MATERIALS	91,846.76
30-May-23	NonEFT	57888		RATES CREDIT REFUND	11,292.49
30-May-23	NonEFT	57889	QLEAVE	QLEAVE LEVY - CONSTRUCTION PROJECTS	48,473.00
30-May-23	NonEFT	57890	TELSTRA LIMITED	TELECOMMUNICATIONS SERVICES	4,707.75
31-May-23	NonEFT	57891	ESK PLUMBING & DRAINAGE	PLUMBING SERVICES	4,026.00
31-May-23	NonEFT	57892	GREGORY MARK EVA	BUILDING SERVICES	165.00
31-May-23	NonEFT	57893	HFR SWEEPING PTY LTD	STREET SWEEPING / WASTE SERVICES	201.63
31-May-23	NonEFT	57894	MOORE DIGGERS & TIPPERS P/L	PLANT HIRE	20,127.63
31-May-23	NonEFT	57895	MOORE SOLDIERS MEMORIAL	CATERING/ VENUE HIRE	204.00
31-May-23	NonEFT	57896	RIGIT SYSTEMS	AUDIO VISUAL SERVICES AND EQUIPMENT	220.60
31-May-23	NonEFT	57897	ROADPRO CONSULTING	TRAFFIC MANAGEMENT CONSULTANCY	32,773.13
1-Jun-23	NonEFT	57898	WICKSY'S MOWING	VEGETATION MANAGEMENT SERVICES	2,838.00
2-Jun-23	NonEFT	57899		REFUND CANCELLED VALN 04673-90000-000	2,248.01
2-Jun-23	NonEFT	57900	GRAHAM RICHARDSON	ARCHITECTURAL SERVICES	1,683.00
2-Jun-23	NonEFT	57901	URBAN UTILITIES	WATER / SEWERAGE SERVICES	12,292.41
2-Jun-23	NonEFT	57902	QLEAVE	QLEAVE LEVY - CONSTRUCTION PROJECTS	5,966.00
2-Jun-23	NonEFT	57903		Cancelled Cheque	Cancelled
6-Jun-23	NonEFT	57904	ACOUSTICS RB PTY LTD	PLANNING CONSULTANCY	2,685.38
6-Jun-23	NonEFT	57905	ACQUIRED AWARENESS TRAFFIC	TRAFFIC CONTROL EQUIPMENT/ SERVICES	91,877.04
6-Jun-23	NonEFT	57906	AUTUMN GROVE EVENTS	EVENT ENTERTAINMENT SERVICES	2,002.00
6-Jun-23	NonEFT	57907	BRANDON & ASSOCIATES	ENGINEERING CONSULTANCY	34,654.40
6-Jun-23	NonEFT	57908	CEOFFICE (AUST) P/L	OFFICE DESIGN SERVICES/ MATERIALS/ FURNITURE/ FIXTURES	63,734.00
6-Jun-23	NonEFT	57909	CIVSURV	SURVEYING SERVICES	1,420.00
6-Jun-23	NonEFT	57910	DATA # 3 LIMITED	SOFTWARE/ HARDWARE / ICT CONSUMABLES	90,745.89
6-Jun-23	NonEFT	57911	DELNORTH PTY LTD	SIGNAGE PRODUCTS	34,094.50
6-Jun-23	NonEFT	57912	DEPARTMENT OF ENVIRONMENT &	STATE WASTE LEVY	68,711.60
6-Jun-23	NonEFT	57913	SHELL ENERGY RETAIL PTY LTD	ELECTRICITY SUPPLIES INCLUDING STREETLIGHTING	43,448.03
6-Jun-23	NonEFT	57914	GHD PTY LTD	ASSET DESIGN, ASSESSMENT, PROJECT MANAGEMENT SERVICES	202,831.09
6-Jun-23	NonEFT	57915	KING & COMPANY SOLICITORS	LEGAL SERVICES	33,579.83
6-Jun-23	NonEFT	57916	G&K LAWSON CONSTRUCTIONS	BUILDING SERVICES	341,937.32
6-Jun-23	NonEFT	57917	LET THERE BE LIGHT ELECTRICAL	ELECTRICAL SERVICES	2,562.65
6-Jun-23	NonEFT	57918	LINGO PR & DIGITAL PTY LTD	MARKETING CONSULTANCY SERVICES	6,803.50
6-Jun-23	NonEFT	57919	LOCKYER BINS	OPERATION OF REFUSE & RECYCLING CENTRES	10,850.67
6-Jun-23	NonEFT	57920	LOWOOD SHOW SOCIETY INC.	SHOW DISPLAY	375.00
6-Jun-23	NonEFT	57921	O'KEEFE ELECTRICS	ELECTRICAL SERVICES	225.23
6-Jun-23	NonEFT	57922	PEAK SERVICES PTY LTD	AFTER HOURS CUSTOMER SERVICE/ SOLAR PROJECT SERVICES	2,565.75
6-Jun-23	NonEFT	57923	PRECISION ELECTRICAL QLD	ELECTRICAL/ AIR CONDITIONING SERVICES	9,526.72
6-Jun-23	NonEFT	57924	QLD FAUNA CONSULTANCY PTY LTD	FAUNA MANAGEMENT SERVICES	14,459.50
6-Jun-23	NonEFT	57925	QUEENSLAND LOCAL	(LOCAL GOVERNMENT MUTUAL - L G M) LIABILITY INSURANCE PREMIUMS/ EXCESS	333,608.30
6-Jun-23	NonEFT	57926	DANIEL BANDITT	BUILDING SERVICES	49,354.10
6-Jun-23	NonEFT	57927	FLEET PARTNERS PTY LTD	VEHICLE LEASING	1,039.16
6-Jun-23	NonEFT	57928	REALI SUPPLY	CORPORATE UNIFORMS	3,450.79
6-Jun-23	NonEFT	57929	RETRACOM HOLDINGS PTY LTD	DEMOUNTABLES HIRE	3,831.90
6-Jun-23	NonEFT	57930	RIGIT SYSTEMS	AUDIO VISUAL SERVICES AND EQUIPMENT	441.20
6-Jun-23	NonEFT	57931	RPQ SPRAY SEAL PTY LTD	ROAD SEALING MATERIAL/ SERVICES	233,198.17
6-Jun-23	NonEFT	57932	SOUTHERN QUEENSLAND	REGIONAL PROMOTION SERVICES	30,360.00
6-Jun-23	NonEFT	57933	TELSTRA CORPORATION LIMITED	CHANGES/ RELOCATION OF TELSTRA ASSETS	21,446.37
6-Jun-23	NonEFT	57934	TRAFFIC CONTROL SUPPLIES P/L	SIGNAGE PRODUCTS	19,494.88
6-Jun-23	NonEFT	57935	UNITED PETROLEUM PTY LIMITED	FUEL	22,345.16
6-Jun-23	NonEFT	57936	VALLEY IRRIGATION	PLUMBING SUPPLIES/ SERVICES	10,539.50
6-Jun-23	NonEFT	57937	SOMERSET LIQUID WASTE	SEPTIC SERVICES	1,599.00
6-Jun-23	NonEFT	57938	GREGORY MARK EVA	BUILDING SERVICES	991.50
6-Jun-23	NonEFT	57939	BV SECURITY SERVICES (QLD) P/L	SECURITY SERVICES	16,611.10
6-Jun-23	NonEFT	57940	QUALITY COMMERCIAL	CLEANING SERVICES	15,855.16
6-Jun-23	NonEFT	57941	BK CIVIL GROUP	PLANT HIRE	13,331.79
6-Jun-23	NonEFT	57942	COATES HIRE OPERATIONS P/L	PLANT HIRE	6,519.58
6-Jun-23	NonEFT	57943	HOLCIM AUSTRALIA PTY LIMITED	CONCRETE PRODUCTS	21,357.34
6-Jun-23	NonEFT	57944	JUST SPORTS N FITNESS	POOL MANAGEMENT SERVICES	16,500.00
6-Jun-23	NonEFT	57945	LV ELECTRICAL CONTRACTING	SOLAR/ ELECTRICAL SERVICES	61,432.11
6-Jun-23	NonEFT	57946	SHEPHERD SERVICES PTY LTD	ENGINEERING/ ASSET MANAGEMENT SERVICES/ EQUIPMENT	12,504.46
6-Jun-23	NonEFT	57947	SOMERSET HEALTH AND FITNESS	SPORTS FACILITY MANAGEMENT SERVICES	14,995.78
6-Jun-23	NonEFT	57948	SUMMIT AUTO LEASE AUST PTY LTD	VEHICLE LEASING	15,308.23
6-Jun-23	NonEFT	57949	ZISCHKE FUEL SUPPLIES	FUEL	23,352.00
6-Jun-23	NonEFT	57950	JOHN HARRISON LOGGING &	PLANT HIRE	17,857.50
6-Jun-23	NonEFT	57951	A & M CIVIL CONTRACTING P/L	CONTRACT ROAD, BRIDGE, TRAIL, PIPELINE & PARK CONSTRUCTION, MAINTENANCE SERVICES/ MATERIALS	369,904.11

SOMERSET REGIONAL COUNCIL
REPORT ON PAYMENTS PROCESSED FROM 29 MAY 2023 TO 22 JUNE 2023

TRNDATE	Method	REF	NAME	Detail	Amount
6-Jun-23	NonEFT	57952	AUSTSPRAY ENVIRONMENTAL	VEGETATION MANAGEMENT SERVICES	3,148.17
6-Jun-23	NonEFT	57953	INFINITY EARTHMOVING PTY LTD	PLANT HIRE	22,539.00
6-Jun-23	NonEFT	57954	MOORE DIGGERS & TIPPERS P/L	PLANT HIRE	5,984.25
6-Jun-23	NonEFT	57955	SHERRIN RENTALS PTY LTD	PLANT HIRE	4,477.76
12-Jun-23	NonEFT	57956	APPSYS SLASHING & MOWING	VEGETATION MANAGEMENT SERVICES	7,150.00
12-Jun-23	NonEFT	57957	AUSTSPRAY ENVIRONMENTAL	VEGETATION MANAGEMENT SERVICES	13,103.92
12-Jun-23	NonEFT	57958	CHEMCERT TRAINING	TRAINING AND ACCREDITATION SERVICES	3,260.00
12-Jun-23	NonEFT	57959	CREATIVE TIMBERS	TIMBER PRODUCTS	6,927.80
12-Jun-23	NonEFT	57960		RATES REFUND ON VALUATION REDUCTION	228,810.41
12-Jun-23	NonEFT	57961	ELIZABETH JANE NICHOLSON	ARTS EVENT SERVICES	910.00
12-Jun-23	NonEFT	57962	PLAY FORCE PTY LTD	PLAYGROUND EQUIPMENT/ PARTS/ SERVICES	8,215.90
12-Jun-23	NonEFT	57963	QLEAVE	QLEAVE LEVY - CONSTRUCTION PROJECTS	10,204.00
12-Jun-23	NonEFT	57964	SKYLINE LANDSCAPE	VEGETATION MANAGEMENT SERVICES	9,856.00
12-Jun-23	NonEFT	57965	SOMERSET BOBCAT & EXCAVATOR	PLANT HIRE	11,780.00
12-Jun-23	NonEFT	57966	SPECIALISED PAVEMENT	STREET SWEEPING SERVICES	6,316.20
12-Jun-23	NonEFT	57967	TOTAL BUILDING MAINTENANCE	TOWN STEWARD SERVICES	70,446.60
12-Jun-23	NonEFT	57968	CHRISTINE ELLEN WENZEL	CLEANING SERVICES	1,650.00
12-Jun-23	NonEFT	57969	WIRRINYAH PTY LTD	CULTURAL SERVICES	2,557.96
14-Jun-23	NonEFT	57970	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	34.00
14-Jun-23	NonEFT	57971	BROWN CONTRACTORS	CONTRACT INFRASTRUCTURE/ROAD WORKS/ PLANT HIRE	996,108.61
15-Jun-23	NonEFT	57972	CIVICA PTY LIMITED	BUSINESS/ ASSET SYSTEMS SOFTWARE SERVICES	30,041.00
15-Jun-23	NonEFT	57973	LOCAL GOVERNMENT ASSOCIATION	DATA ANALYTICS SERVICE	6,419.18
15-Jun-23	NonEFT	57974	TARAMPA SMASH REPAIRS	VEHICLE REPAIR	6,972.66
19-Jun-23	NonEFT	57975	ASIGNIT PTY LTD	TRAFFIC PLANNING TOOL LICENCE	5,775.00
19-Jun-23	NonEFT	57976	CREEPY CRAWLY PEST CONTROL P/L	PEST CONTROL SERVICES	531.20
19-Jun-23	NonEFT	57977	LANDMARK PRODUCTS PTY LTD	BUILDING SERVICES/ PRODUCTS	35,046.00
19-Jun-23	NonEFT	57978		RATES CREDIT REFUND - VALUATION CHANGE	2,246.92
20-Jun-23	NonEFT	57979	ACQUIRED AWARENESS TRAFFIC	TRAFFIC CONTROL EQUIPMENT/ SERVICES	269,873.84
20-Jun-23	NonEFT	57980	AECOM AUSTRALIA PTY LTD	PLANNING CONSULTANCY	43,250.90
20-Jun-23	NonEFT	57981	ALICE CREATIVE	TOOGOOLAWAH CONDENSERY WEBSITE DEVELOPMENT	76.47
20-Jun-23	NonEFT	57982	A & M CIVIL CONTRACTING P/L	CONTRACT ROAD, BRIDGE, TRAIL, PIPELINE & PARK CONSTRUCTION, MAINTENANCE SERVICES/ MATERIALS	444,397.93
20-Jun-23	NonEFT	57983	ATLAS EVENTS PTY LTD	SPORTING EVENT SERVICES	22,764.50
20-Jun-23	NonEFT	57984	AUTOMATIC ENTRANCE SOLUTIONS PTY LTD	GOODS/ SERVICES FOR AUTOMATIC DOORS	5,196.40
20-Jun-23	NonEFT	57985		SPORTS BURSARY	250.00
20-Jun-23	NonEFT	57986	HARVEY BLACK GROUP PTY LTD	PLANT PURCHASE - KUBOTA TRACTOR	30,500.00
20-Jun-23	NonEFT	57987	BRISBANE VALLEY HIRE &	PLANT HIRE & CONSUMABLES	27,252.00
20-Jun-23	NonEFT	57988	DBC MECHANICAL SERVICES	VEHICLE TRANSPORT SERVICES	350.00
20-Jun-23	NonEFT	57989	CIVICA PTY LIMITED	BUSINESS/ ASSET SYSTEMS SOFTWARE SERVICES	2,465.00
20-Jun-23	NonEFT	57990	DANIEL BANDITT	BUILDING SERVICES	31,778.09
20-Jun-23	NonEFT	57991	DATA # 3 LIMITED	SOFTWARE/ HARDWARE / ICT CONSUMABLES	20,908.56
20-Jun-23	NonEFT	57992		RATES CREDIT REFUND	751.30
20-Jun-23	NonEFT	57993	DEPARTMENT OF RESOURCES	VALUATION ROLL STATE LEVIES	574.00
20-Jun-23	NonEFT	57994		RATES CREDIT REFUND	422.02
20-Jun-23	NonEFT	57995	ESK MEN'S SHED INC.	CATERING SERVICES	500.00
20-Jun-23	NonEFT	57996	ESK PLUMBING & DRAINAGE	PLUMBING SERVICES	792.00
20-Jun-23	NonEFT	57997	GREGORY MARK EVA	BUILDING SERVICES	200.00
20-Jun-23	NonEFT	57998	FULTON HOGAN INDUSTRIES P/L	ASPHALT	7,491.73
20-Jun-23	NonEFT	57999		Cancelled Cheque	Cancelled
20-Jun-23	NonEFT	58000	GD TRENT LANDSCAPES	VEGETATION MANAGEMENT SERVICES	2,200.00
20-Jun-23	NonEFT	58001	GENENG SOLUTIONS PTY LTD	ENGINEERING CONSULTANCY	15,257.00
20-Jun-23	NonEFT	58002	GRAHAM RICHARDSON	ARCHITECTURAL SERVICES	1,584.00
20-Jun-23	NonEFT	58003	GROUNDWORKS AUSTRALIA	PARK MATERIALS/ SERVICES	49,115.00
20-Jun-23	NonEFT	58004	GTC ENTERPRISES PTY LTD ATF	CONCRETE PRODUCTS	8,675.92
20-Jun-23	NonEFT	58005	THARINA HAAS	ARTS MARKETING SERVICES	3,000.00
20-Jun-23	NonEFT	58006	INFINITY EARTHMOVING PTY LTD	PLANT HIRE	4,446.75
20-Jun-23	NonEFT	58007	INFINITY INTERNATIONAL PTY LTD	FUEL	1,268.05
20-Jun-23	NonEFT	58008	IPSWICH WASTE SERVICES	KERBSIDE WASTE AND OTHER SERVICES	281,000.15
20-Jun-23	NonEFT	58009	A & M CIVIL CONTRACTING P/L	CONTRACT ROAD, BRIDGE, TRAIL, PIPELINE & PARK CONSTRUCTION, MAINTENANCE SERVICES/ MATERIALS	18,527.79
20-Jun-23	NonEFT	58010	BRISBANE VALLEY COURIERS	FREIGHT SERVICES	3,345.65
20-Jun-23	NonEFT	58011	KEV BUTLER PLUMBING	PLUMBING SERVICES	12,296.82
20-Jun-23	NonEFT	58012	KILCOY SES FINANCIAL	CATERING SERVICES	157.83
20-Jun-23	NonEFT	58013	KING & COMPANY SOLICITORS	LEGAL SERVICES	13,897.29
20-Jun-23	NonEFT	58014	LET THERE BE LIGHT ELECTRICAL	ELECTRICAL SERVICES	5,347.34
20-Jun-23	NonEFT	58015	LINK LOGIC PTY LTD	STORAGE & LOGISTICS - SOMERSET TOURISM BROCHURE	3,983.49
20-Jun-23	NonEFT	58016	LIONS CLUB OF LOWOOD INC	CATERING SERVICES	440.00

SOMERSET REGIONAL COUNCIL
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TRNDATE	Method	REF	NAME	Detail	Amount
20-Jun-23	NonEFT	58017	LOCKYER HIRE PTY LTD	PLANT HIRE	3,443.00
20-Jun-23	NonEFT	58018	LOWOOD HARDWARE MITRE 10	HARDWARE	8,786.00
20-Jun-23	NonEFT	58019	MASTER HIRE PTY LTD	PLANT & EQUIPMENT HIRE	3,381.84
20-Jun-23	NonEFT	58020	SCOTT ANDREW MORRISON	EVENT ENTERTAINMENT SERVICES	200.00
20-Jun-23	NonEFT	58021	NATIVE FORESTERS	ENVIRONMENTAL CONSULTING SERVICES	27,500.00
20-Jun-23	NonEFT	58022	MAGIQ SOFTWARE LTD	DOCUMENT MANAGEMENT SYSTEM SERVICES	20,570.00
20-Jun-23	NonEFT	58023	NEXTRA LOWOOD	NEWSPAPERS & STATIONERY	226.10
20-Jun-23	NonEFT	58024	O'KEEFE ELECTRICS	ELECTRICAL SERVICES	297.00
20-Jun-23	NonEFT	58025	ONF SURVEYORS	SURVEYING/ PLANNING SERVICES	14,687.50
20-Jun-23	NonEFT	58026	PACIFIC WATER TREATMENT	MECHANICAL PARTS/ REPAIRS	980.10
20-Jun-23	NonEFT	58027	PEAK SERVICES PTY LTD	AFTER HOURS CUSTOMER SERVICE/ HR SERVICES	4,779.50
20-Jun-23	NonEFT	58028	PORTER HIRE PTY LTD	PLANT HIRE	5,748.01
20-Jun-23	NonEFT	58029	PRECISION ELECTRICAL QLD	ELECTRICAL/ AIR CONDITIONING SERVICES	21,921.29
20-Jun-23	NonEFT	58030	PROJEX PARTNERS PTY LTD	ENGINEERING CONSULTANCY	3,422.98
20-Jun-23	NonEFT	58031	QCWA BRANCH ESK	VENUE HIRE	90.00
20-Jun-23	NonEFT	58032	QUANTUM LIBRARY SUPPLIES P/L	LIBRARY RESOURCES	4,764.60
20-Jun-23	NonEFT	58033	QUALITY COMMERCIAL	CLEANING SERVICES	143.00
20-Jun-23	NonEFT	58034	URBAN UTILITIES	WATER / SEWERAGE SERVICES	6,387.42
20-Jun-23	NonEFT	58035	RIVER CITY TREES	VEGETATION MANAGEMENT SERVICES	5,005.00
20-Jun-23	NonEFT	58036		SPORTS BURSARY	1,000.00
20-Jun-23	NonEFT	58037	RPQ SPRAY SEAL PTY LTD	ROAD SEALING MATERIAL/ SERVICES	99,000.00
20-Jun-23	NonEFT	58038	SEALS GROUP QLD PTY LTD	ROAD MAKING MATERIAL/ SERVICES	8,250.00
20-Jun-23	NonEFT	58039	SOMERSET BOBCAT & EXCAVATOR	PLANT HIRE	3,657.50
20-Jun-23	NonEFT	58040	SOMERSET LIQUID WASTE	SEPTIC SERVICES	527.00
20-Jun-23	NonEFT	58041	SOUTHERN DOWNS GAS SERVICE	PLUMBING/ GASFITTING SERVICES	262.40
20-Jun-23	NonEFT	58042	SOUTHERN QUEENSLAND	REGIONAL PROMOTION SERVICES	3,960.00
20-Jun-23	NonEFT	58043	STRUXI DESIGN PTY LTD	ARCHITECTURAL ENGINEERING SERVICES	8,569.00
20-Jun-23	NonEFT	58044	TOOGOOLAWAH D, A & I ASSOC INC	COMMUNITY ASSISTANCE GRANT/ TWAH SHOW SITE	2,677.10
20-Jun-23	NonEFT	58045	TOOGOOLAWAH & DISTRICT	VENUE HIRE/ CATERING/ OTHER SERVICES	240.00
20-Jun-23	NonEFT	58046		RATES CREDIT REFUND	312.81
20-Jun-23	NonEFT	58047	TRAFFIC CONTROL SUPPLIES P/L	SIGNAGE PRODUCTS	7,865.37
20-Jun-23	NonEFT	58048	CRESSBROOK NEWS	NEWSPAPERS/ STATIONERY	234.70
20-Jun-23	NonEFT	58049	PRECAST CIVIL INDUSTRIES P/L	CONCRETE PRODUCTS/ SERVICES	12,441.00
20-Jun-23	NonEFT	58050	DULLYS DESIGNER HOMES PTY LTD	PLANT HIRE/ BUILDING SERVICES	103,899.25
20-Jun-23	NonEFT	58051		Cancelled Cheque	Cancelled
20-Jun-23	NonEFT	58052	SHERRIN RENTALS PTY LTD	PLANT HIRE	8,992.50
20-Jun-23	NonEFT	58053	GJ & AL TEICHMANN	PLANT HIRE	67,059.85
20-Jun-23	NonEFT	58054	KARREMAN GROUP	ROAD MAKING MATERIAL/ SERVICES	665,581.03
22-Jun-23	NonEFT	58055	BRISBANE VALLEY HIRE &	PLANT HIRE & CONSUMABLES	30,155.00
22-Jun-23	NonEFT	58056	SOMERSET REGIONAL COUNCIL	LOWOOD PETTY CASH	569.50
7-Jun-23	EFT	663982	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	4,787.66
8-Jun-23	EFT	664805	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	72,092.46
8-Jun-23	EFT	1387671	TOYOTA FINANCE AUSTRALIA LTD	VEHICLE LEASING	21,561.35
1-Jun-23	EFT	1435464	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	400.00
31-May-23	EFT	1487721	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	1,176.60
2-Jun-23	EFT	1487721	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	2,421.25
24-May-23	EFT	1492187	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	4,999.59
16-Jun-23	EFT	10046780	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	129,994.00
30-May-23	EFT	12644046	BP AUSTRALIA PTY LTD	FUEL	30,960.10
28-Feb-23	EFT	18012898	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	822.00
16-May-23	EFT	25711489	AUSSIE BROADBAND LIMITED	TELECOMMUNICATIONS SERVICES	5.81
17-May-23	EFT	25735740	AUSSIE BROADBAND LIMITED	TELECOMMUNICATIONS SERVICES	24.48
22-May-23	EFT	25847999	AUSSIE BROADBAND LIMITED	TELECOMMUNICATIONS SERVICES	2.90
23-May-23	EFT	25873480	AUSSIE BROADBAND LIMITED	TELECOMMUNICATIONS SERVICES	11.13
28-May-23	EFT	25969128	AUSSIE BROADBAND LIMITED	TELECOMMUNICATIONS SERVICES	3,713.50
30-May-23	EFT	04673-9-	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	2,248.01
30-May-23	EFT	1ATOPAY2	AUSTRALIAN TAXATION OFFICE	P A Y G TAX - PAYROLL DEDUCTIONS	4,262.00
5-Jun-23	EFT	1ATOPAY2	AUSTRALIAN TAXATION OFFICE	P A Y G TAX - PAYROLL DEDUCTIONS	148,053.00
6-Jun-23	EFT	1ATOPAY2	AUSTRALIAN TAXATION OFFICE	P A Y G TAX - PAYROLL DEDUCTIONS	582.00
19-Jun-23	EFT	1ATOPAY2	AUSTRALIAN TAXATION OFFICE	P A Y G TAX - PAYROLL DEDUCTIONS	148,372.00
30-May-23	EFT	1CASH25	CASH	PAYROLL TRANSACTION	9,022.98
5-Jun-23	EFT	1CASH25	CASH	PAYROLL TRANSACTION	466,313.51
6-Jun-23	EFT	1CASH26	CASH	PAYROLL TRANSACTION	2,112.39
19-Jun-23	EFT	1CASH26	CASH	PAYROLL TRANSACTION	468,450.00
5-Jun-23	EFT	1CFMEUN2	CFMEU CONSTRUCTION & GENERAL	PAYROLL DEDUCTIONS	316.80
19-Jun-23	EFT	1CFMEUN2	CFMEU CONSTRUCTION & GENERAL	PAYROLL DEDUCTIONS	316.80
5-Jun-23	EFT	1CHILSU2	Child Support Agency	PAYROLL DEDUCTIONS	354.55
19-Jun-23	EFT	1CHILSU2	Child Support Agency	PAYROLL DEDUCTIONS	354.55
30-May-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	117.95
5-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	840.94
5-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	926.79
5-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	465.25
5-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	110.00
5-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	3,731.51

SOMERSET REGIONAL COUNCIL
REPORT ON PAYMENTS PROCESSED FROM 29 MAY 2023 TO 22 JUNE 2023

TRNDATE	Method	REF	NAME	Detail	Amount
5-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	30.00
5-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	7,771.19
5-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	14,037.37
5-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	297.11
5-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	60.00
5-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	494.25
5-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	580.40
5-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	217.69
5-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	200.00
5-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	193.34
5-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	137.24
5-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	150.56
5-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	139.19
6-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	175.17
19-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	840.94
19-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	926.79
19-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	488.71
19-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	110.00
19-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	3,291.51
19-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	30.00
19-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	7,752.59
19-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	13,410.89
19-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	297.11
19-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	60.00
19-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	401.46
19-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	601.26
19-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	217.69
19-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	200.00
19-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	179.39
19-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	140.84
19-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	147.85
19-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	141.57
19-Jun-23	EFT	1PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	258.58
5-Jun-23	EFT	1SUNSUP2	SUNSUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	688.51
19-Jun-23	EFT	1SUNSUP2	SUNSUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	634.40
5-Jun-23	EFT	1TRANWU2	TRANSPORT WORKERS UNION	PAYROLL DEDUCTIONS	29.00
19-Jun-23	EFT	1TRANWU2	TRANSPORT WORKERS UNION	PAYROLL DEDUCTIONS	29.00
5-Jun-23	EFT	2CASH25	CASH	D/CR PAY 2 PERIOD NO 25	23,103.97
19-Jun-23	EFT	2CASH26	CASH	D/CR PAY 2 PERIOD NO 26	23,103.97
5-Jun-23	EFT	2PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	732.80
5-Jun-23	EFT	2PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	175.87
5-Jun-23	EFT	2PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	850.00
5-Jun-23	EFT	2PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	146.56
5-Jun-23	EFT	2PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	146.56
19-Jun-23	EFT	2PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	732.80
19-Jun-23	EFT	2PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	175.87
19-Jun-23	EFT	2PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	850.00
19-Jun-23	EFT	2PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	146.56
19-Jun-23	EFT	2PAYCLE2	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	146.56
31-May-23	EFT	Account	NATIONAL AUSTRALIA BANK	BANK CHARGES	75.70
31-May-23	EFT	BPAY 31/	NATIONAL AUSTRALIA BANK	NAB BPAY FEES	2,402.24
12-Jun-23	EFT	CC55	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	25.00
12-Jun-23	EFT	CC59	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	25.00
12-Jun-23	EFT	CC60	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	75.00
29-May-23	EFT	DA21788	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	248,491.50
25-May-23	EFT	DA23797	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	2,232.00
31-May-23	EFT	DA23828	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	2,232.00
30-May-23	EFT	EML30523	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	23,029.76
31-May-23	EFT	Merch 31	NATIONAL AUSTRALIA BANK	BANK CHARGES	245.01
7-Jun-23	EFT	PI529493	PRINT MANAGEMENT FACILITIES	PRINTER SERVICES	6,270.00
11-Apr-23	EFT	SERENTAL	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	1,845.58
8-May-23	EFT	SERENTAL	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	1,845.58
7-Jun-23	EFT	SERENTAL	SOMERSET REGIONAL COUNCIL	RECEIPTING & COST REALLOCATIONS	1,845.58
30-May-23	EFT	SGL PY1P	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	235.90
5-Jun-23	EFT	SGL PY1P	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	72,480.47
6-Jun-23	EFT	SGL PY1P	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	350.35
19-Jun-23	EFT	SGL PY1P	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	71,602.89
5-Jun-23	EFT	SGL PY2P	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	2,403.63
19-Jun-23	EFT	SGL PY2P	PAYCLEAR	SUPERANNUATION CONTRIBUTIONS	2,403.63
12-Jun-23	EFT	SPER 12.	STATE PENALTIES ENFORCEMENT	REFER FINES TO STATE DEBT COLLECTOR	151.20
12-Jun-23	EFT	SPER 12.	STATE PENALTIES ENFORCEMENT	REFER FINES TO STATE DEBT COLLECTOR	529.20
31-May-23	EFT	45047	FREEDOM FUELS FERNVALE	FUEL	5,374.05
			TOTAL PAYMENTS		8,709,590.66
			TOTAL EFT		2,081,768.25
			TOTAL NonEFT		6,627,822.41

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

To:	Andrew Johnson, Chief Executive Officer
From:	Lyn Buchanan, Community Development Coordinator
Director:	Matthew McGoldrick, Director Corporate and Community Services
Date:	4 July 2023
Subject:	Somerset Social Plan
File Ref:	Community Services - Service Provision - Community Development
Action Officer:	CDC

Background

At Ordinary meeting on 23 May 2022, Council agreed to appoint consultants to undertake an updated social plan. Tap Consulting was appointed and commenced the process of community engagement in July, after reviewing existing data sources available from Council, in addition to data available from state and federal departments, including the latest census data. Community consultation included online and hard copy surveys, focus group interviews and in person interviews conducted in the various towns and at significant events to gain the widest input from Somerset's diverse community.

In November 2022, the consultants presented their findings from the community engagement phase to Council. From these findings, and with further research and discussions with Council Officers, strategies and actions have been developed to direct Council in addressing the identified areas of social need. Eight themes of social need have been identified for the Somerset Social Plan:

- Community Identity and Social Cohesion
- Community Health and Wellbeing
- Transport and Mobility
- Diverse and Inclusive Communities
- Aging in Place
- Supporting Families, Children and Young Adults
- Housing Affordability and Availability
- Community Resilience and Recovery

Attachments

Somerset Social Plan

Recommendation

THAT Council adopt the Somerset Social Plan and endorse Council Officers to undertake steps to action items identified in the plan.

SOMERSET SOCIAL PLAN

MARCH 2023

Somerset
REGIONAL COUNCIL

ACKNOWLEDGMENT OF COUNTRY

I'd like to begin by acknowledging the Traditional Custodians of the country on which we meet. Further, we embrace and promote the Somerset Region's heritage to incorporate all cultures, their beliefs and aspirations.

Somerset REGIONAL COUNCIL

Somerset Social Plan 2023

Disclaimer

This report has been prepared on behalf of the Somerset Regional Council. It was prepared by TAP Consulting Pty Ltd. Any representation, statement, opinion or advice expressed or implied in this publication is made in good faith. TAP Consulting is not liable to any person or entity for any damage or loss that has or may occur in relation to that person or entity taking or not taking action in respect of any representation, statement, opinion or advice referred to above.

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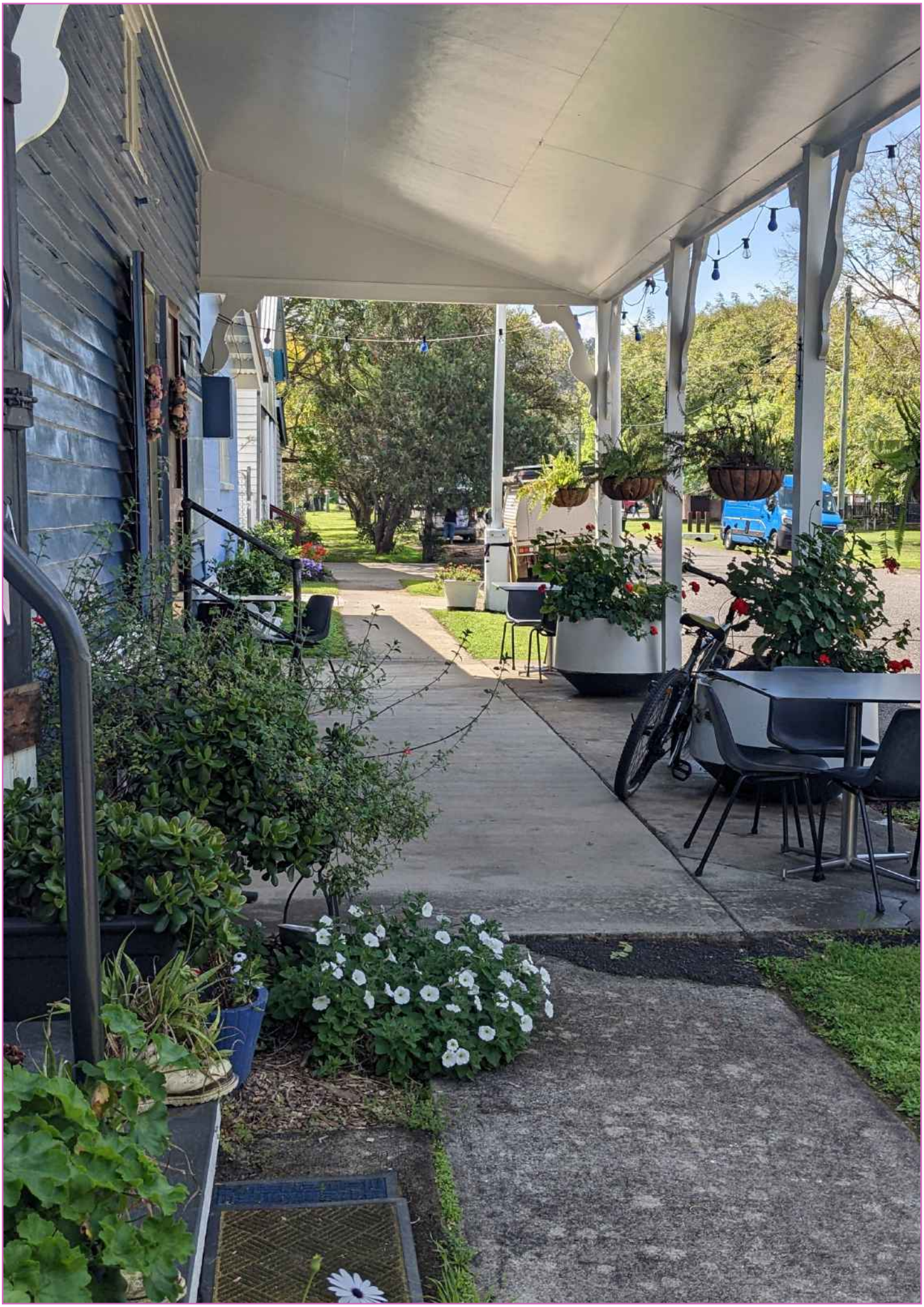
INTRODUCTION

The Somerset Regional Council Social Plan is a roadmap to improve and sustain social wellbeing, and to ensure the best possible outcome for the region's community.

To make sure it advances towards a future that is relevant to the Somerset communities, the Social Plan has been developed with and for the Somerset communities. There has been a high level of engagement with community leaders, residents, and service providers who each provided valuable inputs to ensure that the Social Plan responds to local needs. The Social Plan promotes an ordered and systematic approach to enhance social wellbeing and quality of life through a range of strategies. Some of the strategies are the responsibility of Council and many others will require partnerships with other Governments, non-Government agencies and residents to make them work.

The Social Plan aspires to:

- guide continued improvement in the quality of life, health, and wellbeing for everyone in the Somerset community;
- build a consensus and commitment and help guide future decision-making and investment in the Somerset; and
- provide an evidence-based platform for Council, community, Governments, and non-Government agencies to advocate for additional resources to meet the needs of the Somerset community.



How was the Social Plan developed?

The Plan is derived from several different sources of evidence. The evidence that underpins the plan is a balance of demographic data including population projections, a review of strategic policy and planning frameworks and community and service provider insights through consultations that identified current and emerging social needs and potential solutions for the Somerset region.

Relationship to existing council strategic direction

The Social Plan is one of a suite of strategic documents that inform and guide the operations of the Somerset Regional Council to achieve the Council vision which is that:

The Somerset region, with its unique identity and proud heritage, is vibrant, cohesive, and connected, providing the foundations for a prosperous rural lifestyle.

Diagram 1 shows how the Social Plan fits with the other Council plans and strategies.

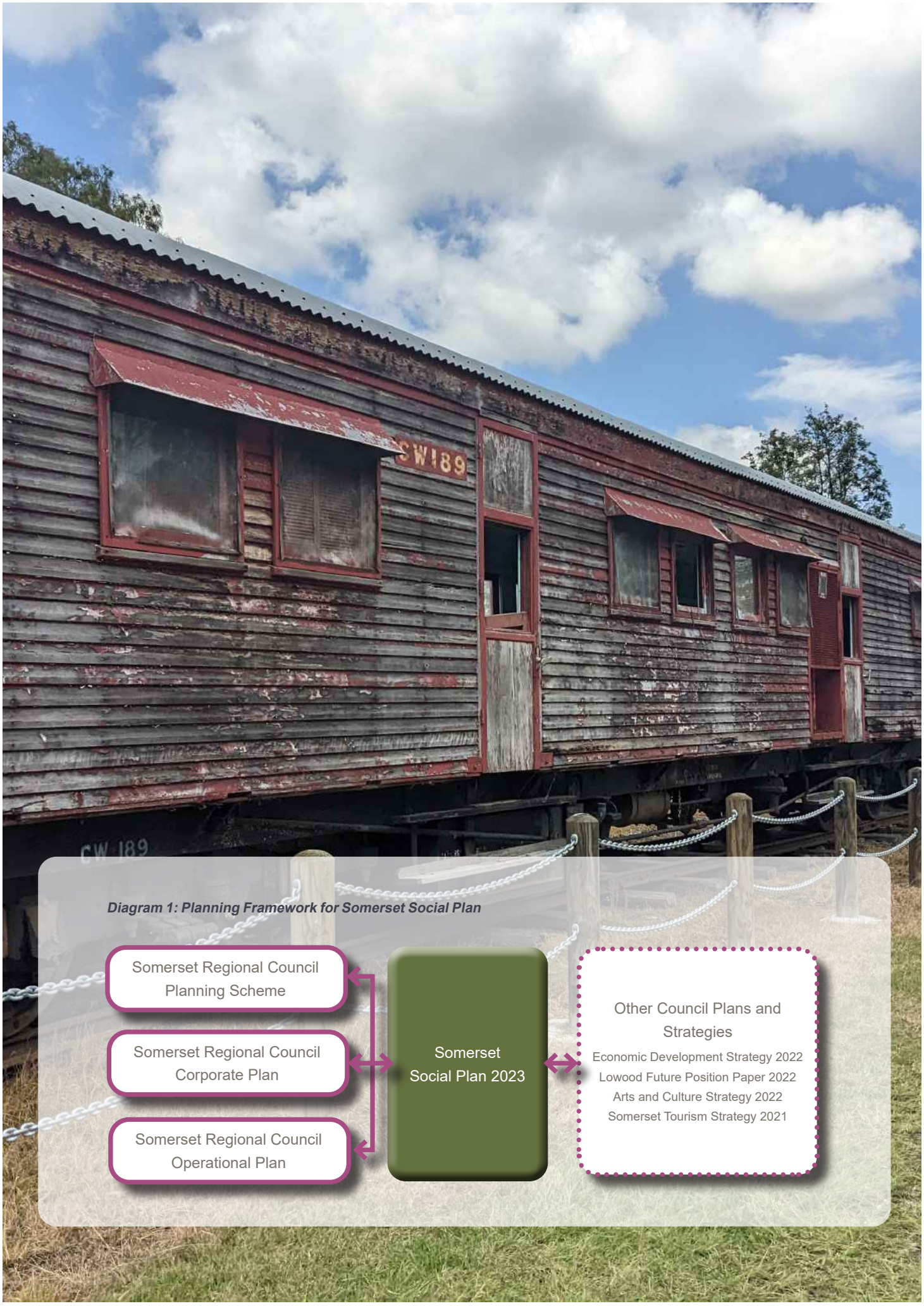


Diagram 1: Planning Framework for Somerset Social Plan

ROLE OF LOCAL GOVERNMENT IN SUPPORTING LIVEABLE COMMUNITIES

Caption: Location Information

The role of council in building a liveable community

Council is the level of government closest to our community and therefore plays an important role in championing and supporting connected and liveable communities. Council's core responsibility is to provide essential services and increasingly, undertake a wide range of community planning and development activities to respond to community needs and expectations. Overtime, as the role of Council continues to evolve, collaborative 'whole-of-community' partnerships that connect and build the communities capacity to respond to local issues and finding solutions will become increasingly important.

Level of Government	Responsibility	Government Revenue/ Public Funding (LGAQ)
Federal	General taxation and economic matters National security (defence) Communications (postal, telecommunications, broadcasting) Welfare and social services Provides funding to both state and local government	80%
State	Education (Primary and Secondary School) Health (Hospitals, Community Health Centres) Emergency & Safety (police, ambulance, fire, prisons) Conservation and environment Roads, railways and public transport Disaster Recovery Public works and affordable/social housing Community services Sport and recreation Consumer affairs Strategic planning guided by State Planing Policy and Regional Plans	16%
Local	Local roads and infrastructure Parks maintenance and pools Water and sewerage Waste collection Animal management (e.g. pet registration) Urban planning (local planning schemes), building services and protection of heritage buildings or vegetation Local laws for advertising signage, food businesses, large community events and other matters Disaster Management Parking management Community facilities such as meeting halls, libraries and malls management Complaints about neighbours	3%

What does council already do?

Somerset Regional Council already contributes and makes investment into the social wellbeing of the community through the following:

Roles	What Council does
Plan for the community	We work with the community to ensure community needs are anticipated and met, now and in the future. ***Example: Preparation of the Social Plan***
Deliver and manage infrastructure and some key services	We develop and manage both natural (parks and green space) and built assets and infrastructure (roads, waste, community facilities, sport and recreation), and the delivery of effective services (library, community development) in accordance with the Local Government Act 2009 (Qld). ***Example: Local swimming pools and libraries***
Support and facilitate the delivery of programs/activities	We support and facilitate services and activities that promote health and wellbeing in the community by bringing people together. This, together with a strong economy and environment, supports our vibrant community. ***Example: Council provides Community Wellness Hubs as locations for visiting service providers to meet with and support community members***
Advocate for the needs of our community	We advocate on behalf of the community regarding state and federal issues (i.e. health, housing, transport, education, disaster recovery). ***Example: Advocating to the Primary Health Networks for better mental health and services for young people***
Partner strategically	We form partnerships and work together with our community and key stakeholders on various projects/events to achieve liveable communities and suitable outcomes ***Example: Mad Hatter's Tea Party and Teddy Bears Picnics***
Provide customer support and information	We provide a range of information and services to help people in the community to connect and stay informed. ***Example: Councils customer services officers***

The Social Plan identifies strategies and opportunities that fall within the scope of these roles.

OUR PEOPLE & COMMUNITIES

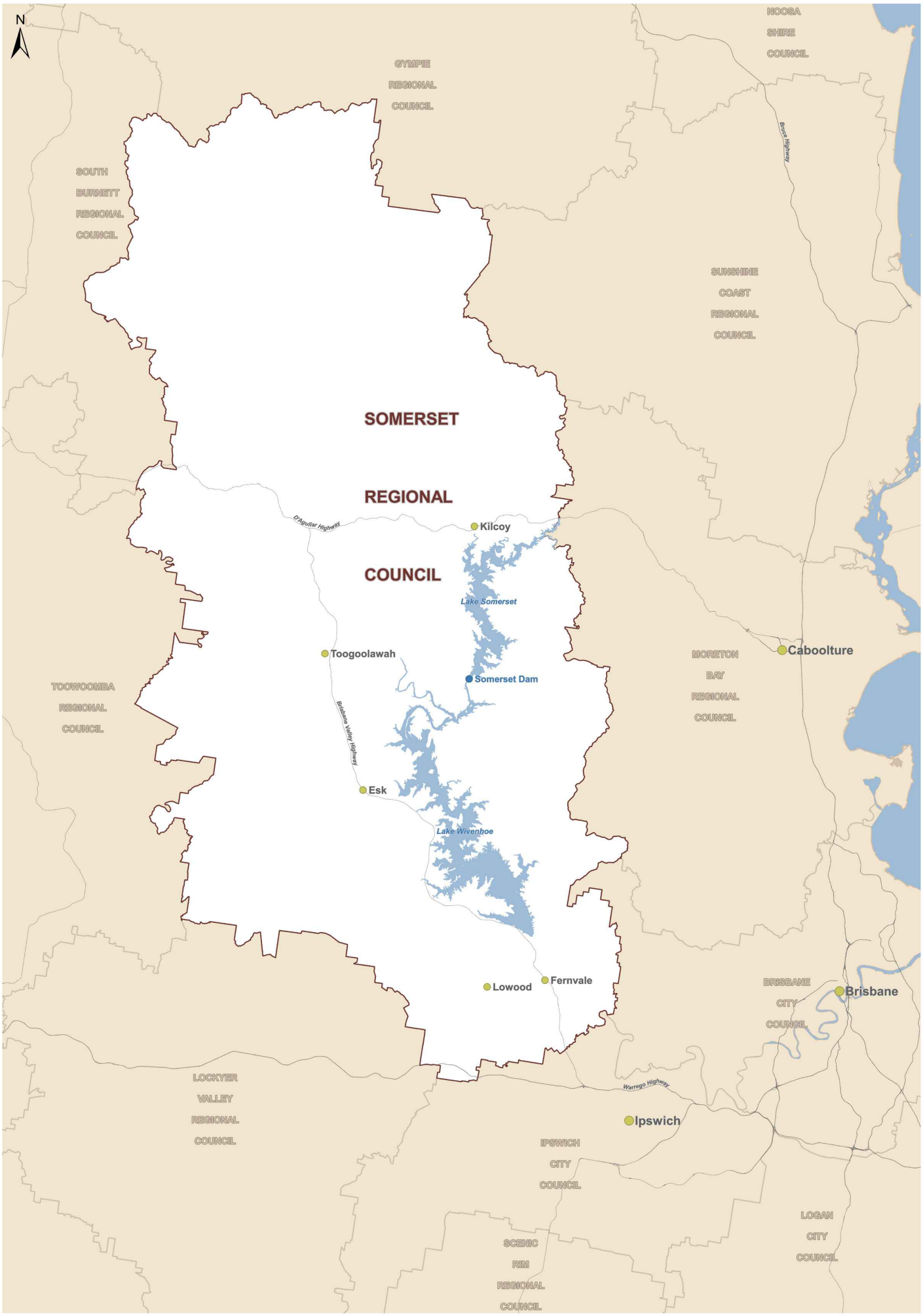
History of Somerset

Prior to the first European settlement in 1841, the area was occupied by the Kabi Kabi, Dungibara, Jagera, Yuggera Ugarapul, and Jinibara Aboriginal people. Post-European settlement, the Somerset region has a long history of agriculture, pastoralism, and timber production; with agriculture being concentrated on the fertile soils of the floodplains and timber production both on private land and in state forests. Beef cattle replaced sheep in the 1850s as the dominant rural industry. Dairying was also a major industry of the region, supporting condensed milk factories including a large factory at Toogoolawah (Source: Kerr 1988).

The Somerset Regional Council was formed on 15 March 2008 following an amalgamation of the Councils of Esk Shire and Kilcoy Shire. The Somerset local government area (LGA) is an hour west of Brisbane and neighbouring LGA's include Lockyer Valley, Ipswich City, Brisbane City, Moreton Bay, Sunshine Coast, Gympie, South Burnett and Toowoomba. Somerset Regional Council covers the largest land area of all south east Queensland Councils.

Our Significant Townships/ Communities

Across the Somerset region the established townships are socially, culturally, and geographically diverse. These factors all influence how communities connect with each other and contributes to the collective identity of the Somerset region. The region's five main townships include Esk, Kilcoy, Fernvale, Lowood and Toogoolawah, which are hubs for a diversity of communities dispersed throughout the region. The five towns remain the centres for delivery of services including shopping, education and community services, for the population of the region. The region's smaller villages also play important roles in the social and economic lives of the region's residents.


N
NOOSA SHIRE COUNCIL
GYMPIE REGIONAL COUNCIL
Bruce Highway
SOUTH BURNETT REGIONAL COUNCIL
SUNSHINE COAST REGIONAL COUNCIL
SOMERSET REGIONAL COUNCIL
D'Aguilar Highway
Kilcoy
Lake Somerset
Toogoolawah
Somerset Dam
Caboolture
MORETON BAY REGIONAL COUNCIL
TOOWOOMBA REGIONAL COUNCIL
Brisbane Valley Highway
Esk
Lake Wivenhoe
Lowood
Fernvale
BRISBANE CITY COUNCIL
Brisbane
Warrego Highway
LOCKYER VALLEY REGIONAL COUNCIL
Ipswich
IPSWICH CITY COUNCIL
LOGAN CITY COUNCIL
SCENIC RIM REGIONAL COUNCIL

Esk

Population - 1,230 Median Age - 59
First Nations - 3.3% Born Overseas 18.5%

Esk is best known for its stunning backdrop of Mount Glen Rock. It is located 100 km north-west of Brisbane and 63 km north of Ipswich. Lake Wivenhoe lies to the east of Esk. Pipeliner Park and the town is a welcome stop for people using the Brisbane Valley Bike Trail due to the number of popular café and restaurants.

Fernvale

Population - 3,193 Median Age - 34
First Nations - 6.5% Born Overseas 12.6%

Fernvale is located 35 km west of central Brisbane and 20 km north-west of Ipswich. Situated in the south-east of the Brisbane Valley, Fernvale is a rapidly developing rural township. The town acts as a centre for the adjacent areas of Fairney View, Vernor and Wivenhoe Pocket.

Kilcoy

Population - 2,351 Median Age - 37
First Nations - 3.1% Born Overseas 31.8%

Kilcoy is a rural town which services the surrounding district and is known for its beef cattle. The township is located along the D'Aguilar Highway, 94 kilometres north west or an hour from the Brisbane CBD and to the north of Lake Somerset. The town is best known for the Yowie and pays homage to the Yowie legend at Yowie Park with a statue located near the Visitor Information Centre.

Lowood

Population - 3,873 **Median Age - 39**
First Nations - 6.9% **Born Overseas 10.6%**

Lowood originated as a railway town and many of the original buildings have been repurposed and still stand today. Lowood is a rural town located 40 km west of Brisbane and 25 km north-west of Ipswich. Proximity to Ipswich and the subsequent subdivision of dairy farms for rural/residential living has seen population growth in the township over the last few years. The railway line was closed in 1993.

Toogoolawah

Population - 957 **Median Age - 59**
First Nations - 4.8% **Born Overseas 10%**

Toogoolawah is a rural town in the Brisbane Valley situated about 75km northwest of Brisbane in the Brisbane Valley. The nearest more populous town is Kilcoy which is 25km away. Toogoolawah is popular for gliding and parachuting and is home to the Condensery, Somerset's regional art gallery and salesyards.

Somerset Community Profile

The Social Plan considers the socio demographic data (based on ABS Census 2021) and health and wellbeing indicators (Social Health Atlas, PHIDU 2021) for the Somerset region. The below is a summary of selected data for the Somerset community. Detailed information for individual townships as well as comparison between similiar LGAs for selected indicators can be found at Appendix B.

Community Health & Wellbeing

Disadvantage & Volunteering

	Somerset	QLD
SEIFA	929	997
Volunteer	14.6%	14.1%

Disability

	Somerset	QLD
Needs assistance due to disability	8.3%	6.0%
Disability support pensioners	9.2%	4.9%
National Disability Insurance Scheme participants	2.5%	2.1%

AEDI - Developmentally Vulnerable Children

	Somerset	QLD
Vulnerable on one or more domain 2021	28.9%	24.7%
Vulnerable on two or more domain 2021	16.3%	13.2%

Youth Health

	Somerset	QLD
People aged 0 to 14 years who reported they had one or more long-term health conditions	12.7%	9.0%
People aged 0 to 14 years who reported they had a mental health condition	4.0%	2.7%

Homlessness

	Somerset	QLD
no. of people homeless (2016)	97	21,715
People on the State Government Social Housing Reegister as of June 2022	15	45,958

Top 3 Long Term Health Conditions

	Somerset	QLD
Mental Health	12.0%	9.6%
Arthritis	8.8%	8.8%
Asthma	8.5%	8.5%

Mortality

	Somerset	QLD
Median age at death of persons 2016 to 2020	76	80
Deaths from suicide and selfinflicted injuries, 0 to 74 years	2.8 per 10,000	1.5 per 10,000
Youth mortality: Deaths of persons aged 15 to 24 years	6.7 per 10,000	4.2 per 10,000

Medical Professionals

	Somerset	QLD
General Medical Practitioners	8.4 per 10,000	12.9 per 10,000
Nurses	44.5 per 10,000	142.8 per 10,000
Dentist	2.3 per 10,000	8.7 per 10,000

Receiving Government Benefits

	Somerset	QLD
People receiving an unemployment benefit	10.1%	7.7%
Young people aged 16 to 21 receiving an unemployment benefit	9.8%	7.4%
Low income, welfaredependent families (with children)	7.5%	5.7%

Who we are

Poulation

	Somerset	QLD
Population 2021	25,057	5.1M
Population 2041	39,017	
Median Age	45	38

Diversity

	Somerset	QLD
First Nations	4.7%	4.6%
Born Overseas	13.5%	22.7%
Households where a non-English language is used	6.1%	15.6%

Family Composition

	Somerset	QLD
Couples without children	45.5%	40.3%
Couples with children	37.0%	41.2%
One parent family	16.3%	16.8%

Households

	Somerset	QLD
Family households	73.8%	71.0%
Lone person households	23.0%	24.7%
Average household size	2.6	2.5

Our Economy

Income

	Somerset	QLD
Low income households (Less than $650 gross weekly income)	20.3%	16.4%
High income households (More than $3000 gross weekly income	13.4%	21.9%
Median weekly household Income ($/weekly)	$1,312	$1,675

Employment

	Somerset	QLD
Unemployment rate	5.3%	5.4%
Learning or earning at ages 15 to 24	78.9%	83.7%

Method of Travel to Work

	Somerset	QLD
People who travelled to work by public transport	1.1%	4.1%
People who travelled to work by car as driver or passenger	69.1%	65.4%

Motor Vehicle

	Somerset	QLD
Households without a car	2.4%	5.7%
Households with one or more cars	28.3%	35.5%
Households with two or more cars	37.8%	37.5%

How we live

Renters

	Somerset	QLD
Rented	20.7%	33.1%
Renting CHP & State Housing Authority	2.1%	9.9%
No. of Social Housing	39	61,277
Median rental payments (weekly)	$300	$365
Households receiving rent assistance from the Australian Government	26.5%	26.3%
Households in rental Stress	34.9%	32.3%

Homeowners & Mortgage Holders

	Somerset	QLD
Homeowners	38.2%	29.1%
Mortgage holders	36.8%	34.4%
Median mortgage payments (monthly)	$1,500	$1,733
Households in mortgage stress	13.7%	11.9%

A Snapshot of our Social Assets & Spaces

The Somerset is rich in social assets that act as connectors and attractors for our community. Social assets such as libraries and schools can provide focal points for community activity and places for people to meet and connect. Likewise, social assets can act as an attractor which encourages people to live in or visit a particular area. Refer to Appendix A for full list of social assets.

THE CONDENSERY

LISTENING TO OUR COMMUNITY

At the outset, the Social Plan was developed with openness and a curiosity about the experiences and perspectives of residents and service providers who work for community wellbeing for the Somerset region.

The engagement process included a blend of traditional in-person and contemporary online engagement activities that captured input from community members and stakeholders. These activities allowed broad engagement across the Council area while also being responsive to local needs. During the engagement we received community and stakeholder feedback and ideas from a total of 366 people.

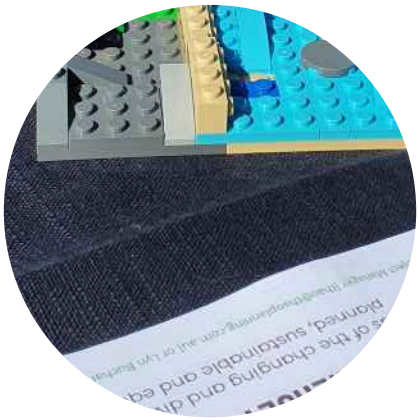
174 community survey responses

124 community members who engaged with the project team at pop-ups

30 stakeholders who attended focus groups or one-on-one interviews with the project team

23 service provider questionnaire responses

15 attendees at the Councillor workshop



As part of the process for developing the Social Plan, we listened to what the community told us about the strengths of the region, issues and challenges for Somerset as well as opportunities and potential solutions. A Consultation Summary Report can be found at Appendix C. The detailed Consultation Report is also available and provides the full details of the consultation activities and should be read in conjunction with the Social Plan.

The feedback from the community has been used to inform the preparation of the Social Plan.

Who we heard from

Survey responses were received from the following groups:

Gender

Woman	78.36 %	105
Man	17.16%	23

Age

Under 18	0%	0
18-24	1.49%	2
25-34	6.72%	9
35-44	17.91%	24
55-64	26.87%	36
65+	31.34%	42

Person with a disability

Yes	23.13%	31
No	70.15%	94

Length of time in the community

Less than one year	10.46%	16
1-5 years	23.53	36
5-10 years	15.69%	24
10-20 years	20.26%	31
20-30 years	13.73%	21
30-50 years	9.8%	15
More than 50 years	6.54%	10

First Nations

No	85.82%	115
Yes, Aboriginal	5.22%	7
Yes, Torres Strait Islander	0%	0
Yes, both Aboriginal and Torres Strait Islander	1.49%	2

Spoke language other than English

Yes	9.7%	13
No	85.82%	115

Township

Lowood	24.14%	42
Kilcoy	22.41%	39
Esk	20.11%	35
Toogoolawah	11.49%	20
Fernvale	9.77%	17
Harlin	2.87%	5
Moore	2.3%	4
Linville	1.72%	3
Somerset Dam	1.72%	3
Coominya	1.72%	3
Minden	1.15%	2
Glamorgan Vale	0.57	1

OUR SOCIAL PLAN

A Vision for the Social Plan

From the consultation, it was clear that our community values the country feel and rural lifestyle of the Somerset. The vision for the social plan is captured in the following statements:

The Social Plan will enforce the Somerset region as a safe, friendly, diverse and connected community that is accessible to all. Through the Social Plan we will maintain the peaceful rural character while ensuring community wellbeing and a sustainable future for all who choose the region as home.

To achieve the vision, we have identified a number of strategies around eight themes.

Key themes

The strategic opportunities and challenges facing our community over the next 20 years is reflected in 8 key themes:

- Theme 1 – Community Identity & Social Cohesion
- Theme 2 – Community Health & Wellbeing
- Theme 3 – Transport & Mobility
- Theme 4 – Diverse & Inclusive Communities
- Theme 5 – Aging in Place
- Theme 6 – Supporting Families, Children & Young Adults
- Theme 7 – Housing Affordability & Availability
- Theme 8 – Community Resilience & Recovery

Opportunities and challenges have been derived from the available data, research and consultations undertaken for the development of the Social Plan. The Social Plan outlines strategies to address these challenges and leverage opportunities over the next decade.

Theme 1 – Community Identity & Social Cohesion

Objective

Our liveability is improved through our ongoing support for our community to organise and work to enhance social cohesion

Why is it important for Somerset

A sense of community creates a shared faith that everyone is committed to creating a better Somerset. It creates a sense of belonging, identity and trust while fulfilling the needs of the community in terms of a support network, conversation, and inspiration. It creates positive experiences with others to promote residents to feel involved and live in the town longer. Social cohesion plays an important role in building community resilience and can take many forms. Feeling a sense of belonging is fundamental to social cohesion. In turn, feelings of belonging can foster volunteering and community involvement. Volunteering can take different forms such as the local parent who organises a local playgroup, a police officer who coaches the local football club or volunteers who come together each year to organise an event like a community Christmas party.

The number of volunteers in the community is a measure of community engagement and social connectedness. Community involvement keeps local towns functioning by connecting people and creating a sense of ownership and identity in the local area. Greater levels of community involvement will bring greater levels of community investment both socially and fiscally promoting the sense of community and creating an environment the community can be proud of. A socially sustainable community is one with many connections and a high level of volunteering. Across the Somerset there are high rates of people who volunteer in the community. The communities with the highest rates of volunteering are Esk (19.9%), Toogoolawah (19.8%) and Linville (18.0%), which are significantly higher when compared to the Somerset region as a whole (14.6%) and the State (14.1%). Although the Somerset has high rates of volunteering in specific towns, it appears that the overall level of volunteering has declined over time (decrease of 4.7% over the last 5 years). The loss of volunteering affects emergency services and disaster responses, community groups such as Lions, neighbourhood watch, and sports organisations that help run events and raise funds for the community. From a community point of view, social activities and the cohesion that takes place by community coming together is lost or significantly reduced without volunteers, this in turn has implications for the liveability and wellbeing of a community.

What our community said

"Decline in volunteer participation has definitely been a trend which has impacted our service"

"Like other areas of Australia, Somerset has a declining number of volunteers and some organisations report difficulty in recruiting new volunteers. There were volunteer restrictions during and after the Covid lockdowns that influenced the rate of volunteering and some volunteers have not returned to their volunteer roles. The ageing of the volunteer base is a challenge".

What's already happening

- The Club toolkit link on the Council's website has information to support volunteers.
- Free use of Council facilities for not for profit organisations.
- Recognition and rewards for Somerset's outstanding volunteers.

Examples from other places

- Western Downs Regional Council rewards and promotes volunteering through a volunteer portal promoting volunteer opportunities across the region and reimbursement of the costs for community-management committees using Council facilities and annual community-nominated volunteer awards ceremony.

Our strategies for improving community identity and social cohesion

STRATEGIES OR OPPORTUNITIES	ACTIONS
CS1 Promoting the Somerset regional identity through signage and visual cues that reflects the lifestyle, culture and natural environment that make it an attractive place to live and work	**CS1.1** Continue to undertake, monitor and maintain beautification works in all towns **CS1.2** Raise the Somerset profile as a desirable destination to live and work through curated local stories such as video blogs and other engaging story-telling with resident professionals
CS2 Support local businesses and community to create welcoming places	**CS2.1** Support local traders and businesses through the chambers of commerce and regular networking opportunities **CS2.2** Create gathering places around retail precincts as part of any redevelopment for residents and to attract shoppers throughout the region
CS3 Encourage, promote and provide opportunities and appreciation for volunteerism	**CS3.1** Continue to support community organisations that provide services in the region through interagency meetings **CS3.2** Facilitate volunteering through website page where people can choose volunteer activities that suit them and help achieve personal goals and where groups can list their request **CS3.3** Implement a volunteer incentive program for example: • Professional development courses • Mentoring to learn a skill • Discount at local business • Social/networking events and awards
CS4 Create awareness of community development initiatives, activities, services, programs	**CS4.1** Develop a Marketing and Promotional strategy for community development including but not limited to: • Dedicated link on Councils website • Regular e-newsletter • Up-to-date monthly community events calendar **CS4.2** As part of the marketing strategy advertise Council facilities, services and activities to improve utilisation and participation

	COUNCIL'S ROLES	TIMEFRAMES *Ongoing* *Short - 1-3 years* *Meidum - 3 - 5 years* *Long 5 + years*	KEY PARTNERS	LINKS TO RELEVANT COUNCIL STRATEGIES/ PLANS/ACTIVITIES
	» *Provide* » *Facilitate*	» *Short* » *Short*	• Chambers of Commerce • Business • Community	• Economic Development Strategy • Cultural Strategy
	» *Support & Facilitate* » *Provide (subject to funding)*	» *Ongoing* » *Medium*	• Chambers of Commerce • Business • Community	• Economic Development Strategy • Cultural Strategy
	» *Support & Facilitate* » *Provide* » *Facilitate*	» *Ongoing* » *Short* » *Short*	• Community • Businesses	-
	» *Provide* » *Provide*	» *Short* » *Short*	• Community • Businesses	-

Theme 2 – Community Health & Wellbeing

Objectives

Our liveability is improved through the continued investment in health and wellbeing services and programs that are accessible and affordable

Why is it important for Somerset

According to the World Health Organisation (WHO) the circumstances in which people are born, grow, live, work and age, including the health system, greatly affect their health status and outcomes. An examination of socio-economic factors shows that there is a social gradient of health in which those with a lower-socio-economic status also have greater health problems. Across the Somerset there are signs of socio-economic disadvantage and vulnerability. Consequently, this has led to poor health and wellbeing outcomes for some in the community. The following are factors that contribute to poor health and wellbeing:

- The median household income in the Somerset region ($1,312) is well below the Queensland average ($1,675).
- There are more low-income households who earn less than $650 a week in the Somerset (20.3%) than in Queensland (16.4%).
- There is a higher proportion of low income, welfare dependent families (7.5%) living in Somerset when compared to Queensland (5.7%).
- A higher proportion of households in the Somerset (13.7%) compared to Queensland (11.9%) are in mortgage stress.
- There is a higher proportion of people on unemployment benefits when compared to the State.
- The proportion of young people aged 15 to 24 either learning or earning is well below the State average with more young people aged 16 to 21 receiving an unemployment benefit when compared to the State.
- There are more developmentally vulnerable children in the Somerset when compared to Queensland.
- Mental health is the number one long term health condition in the Somerset region where 12% of the population reported having a mental health condition, which is a lot higher than the State (9.6%).
- There is a much higher proportion of people with a disability in the Somerset (8.3%) than the State (6.0%).
- The proportion of children aged 0 to 14 years who reported that they have a mental health condition (including depression and anxiety) in Somerset (4.0%) is higher than the proportion for Queensland (2.7%).
- The Somerset region has a much lower rate of medical practitioners, nurses and dentist than the rest of Queensland.
- The median age of death in the Somerset is 76 years of age compared to 80 years of age for State.

What our community said

The community is grateful for the health and wellbeing hubs though, they identify that more promotion and a greater range of services is needed to optimise these as sites for local service provision.

The health and wellbeing Hubs in the Somerset are places for visiting service providers to meet with resident/clients.

What is already happening?

- A rural collaborative group has been established to support older Somerset residents.
- Working with local police to better inform the most vulnerable and provide them with information and information packs.
- Developing a dementia support group at a Wellness Hub to help connect patients and their carers to be less isolated.
- Establishment of a community-led in-home aged care service to support seniors in their homes.
- Morning teas at the Wellness Hubs that are open to anyone, as a meet and greet.
- Library has some programs and there is an opportunity to expand those to health topics with visiting experts who could also visit the Hubs.
- Council is an auspice for the State funded community development officer. The recent expansion of funding in that program will be used to further support Council's youth and community development functions.

Examples from other places

- The North Burnett Regional Council Advocacy Action Plan is a 4-year prospectus that sets out Council's priorities, funding needs and partnership opportunities. The Advocacy Plan is a call to partners to work with Council to address that community's priorities in transport, aged care, First Nations tourism, water reliability, and mobile coverage. North Burnett Regional Council – Advocacy Action Plan.

Our strategies for improving health and wellbeing

STRATEGIES OR OPPORTUNITIES	ACTIONS
HW 1. Promote community service navigation (both council and other) through existing and new council facilities	**HW 1.1** Complete a network of hubs by building the Toogoolawah Gateway **HW 1.2** Consolidate existing and expanded services in Lowood into a new purpose-built community hub **HW 1.3** Prepare a masterplan for establishing a community hub and neighbourhood centre in Esk e.g. for Councils sites in Esk **HW 1.4** Activate the Kilcoy Wellness Hub with diverse activities that respond to community need e.g. playgroup, food bank, others **HW 1.5** Explore opportunities for using space in the Fernvale Visitor Information Centre as a community hub **HW 1.6** Promote the spaces within council facilities as Community Wellness Hubs for outreach services in the Somerset region
HW 2. Implement strategies to attract and retain more health professionals to service the growing population	**HW 2.1** Work with schools to facilitate workshops and forums on health-related career paths for young people to encourage them to study and stay local **HW 2.2** Schools to work with existing health providers (e.g. GPs, Hospital, Dentist) for student placement experience **HW 2.3** Schools to work with Universities to promote undergraduate studies/pathways for health professionals and look at opportunities to provide scholarships for students in rural communities **HW 2.4** As part of CS1 – Promoting the Somerset – prepare a Somerset wide marketing campaign around the attractiveness of rural communities and lifestyles for health professionals **HW 2.5** Explore opportunities to work with relevant federal and state government authorities to have rural health workforce initiatives and programs in our region
HW 3. Advocate for and encourage local programs and services to prevent mental illness and social isolation	**HW 3.1** Work with service providers to implement community visitor scheme, community-based social and leisure activity
HW 4. Promote health and wellbeing through sporting and recreation activities	**HW 4.1** Continue to develop Sport and Recreation infrastructures on a community needs basis **HW 4.2** Work with Sport and Recreation Clubs to improve capacity and capability **HW 4.3** Promote community engagement activities amongst Council facility lessees

	COUNCIL'S ROLES	TIMEFRAMES *Ongoing* *Short - 1-3 years* *Meidum - 3 - 5 years* *Long 5 + years*	KEY PARTNERS	LINKS TO RELEVANT COUNCIL STRATEGIES/ PLANS/ ACTIVITIES
	» *Provide (subject to funding)* » *Provide (subject to funding)* » *Provide (subject to funding)* » *Provide* » *Provide* » *Support & Facilitate*	» *Short* » *Short* » *Medium* » *Short* » *Medium* » *Ongoing*	• Service Providers • State Agencies • Community	• Lowood Futures
	» *Support & Facilitate* » *Support & Facilitate* » *Support & Facilitate* » *Facilitate* » *Support & Facilitate*	» *Ongoing* » *Short* » *Ongoing* » *Short* » *Ongoing*	• Primary Health Networks • Service Providers • State Agencies	• Tourism Strategy
	» *Support & Facilitate*	» *Ongoing*	• Primary Health Networks • Service Providers • Surrounding LGA • Community organisations	• Library programs • Community development
	» *Provide (subject to funding)* » *Provide* » *Provide*	» *Ongoing* » *Ongoing* » *Ongoing*	• Community	-

Theme 3 – Transport & Mobility

Objectives

Our liveability is improved through our connected communities (internally and externally) and travel options that are safe, efficient, affordable and accessible

Why is it important for Somerset

Being able to get around is fundamental to a good quality of life. In the Somerset region, there are limited public transport services and the existing services are generally designed for residents who commute from the south to Ipswich or from the north to Caboolture for work. Those residents who live in the centre of the Council area or who are at a distance from the main road corridors must get to the bus stops on-route to access the major centres by public transport. Outside of these few commuter services, there is no public transport within the Council area (for example from Toogoolawah to Kilcoy) for movement within the region. Those who do not have access to a car or a licence and who need to travel outside of these hours are reliant on others for lifts or simply cannot access services, particularly education, medical services and part-time employment. As well connecting to the larger centres for employment and higher order services, local movement and mobility is also important. Quality pathways (wide, shared and accessible) can connect residents from their homes to their towns and also allow ease of movement within the town.

Limited public transport access in rural communities like the Somerset leads to social isolation and disadvantage; however provision of public transport to these areas is made difficult by low population densities and high infrastructure and service costs. It is noted that the lack of transport is an ongoing challenge for the region and has been an ongoing issue for many years.

What our community said

"Ipswich Community Youth Service (ICYS) identifies transport availability as a major issue for young Somerset residents that constrains their access to essential services. In an unusual step, the ICYS provides what they call an 'ICYS Uber Service'. This means that the young Somerset residents who participate in ICYS programs are provided with the transport needed to access services they would otherwise not be able to access. These young people are some of the most vulnerable residents in Somerset and without ICYS providing the transport, they have no way of getting to the supports they need. Those supports include: attending the transport department to get a licence, transport to schools, access to inpatient facilities in Brisbane, training in Ipswich and other services. ICYS say that they see a need in Somerset to 'build people's capacity to move around' through improved public transport and having transport services built into funding agreements as transport is essential for Somerset residents to get to the services needed for a good quality of life."

"Service providers are at capacity. Often community members are forced to assist with transport, many of whom are elderly and at risk themselves".

"Constant requests coming through to council from older persons about how to get to medical appointments, when the limited-service providers for community transport are frequently at capacity. Reports by Lowood High that students are unable to easily attend appointments in Ipswich due to limited transport options and parents unable or not willing to assist. This also impacts shorter trips, eg a person who needs to get to an appointment in Lowood when they live in Coominya and have lost their driver's license e.g. to attend an AODs appointment."

What is already happening?

- Working with hospital and health services to offer more services locally or via telehealth to reduce the need to travel.
- Working with Mable regarding a locally led community support service for older people. Using Mabel and Trilogy Aged Care the service is locally based and can provide transport, home maintenance and other services supported through My Aged Care packages. This will address transport for that older cohort.
- PCYC Breaking the Cycle Program to assist young drivers obtain their license.
- Council undertakes maintenance and enhancements to paths for walkers, cyclists and others in the towns.

Our strategies for improving transport and mobility

STRATEGIES OR OPPORTUNITIES	ACTIONS
TM 1. Enhance the public and community transport services from Kilcoy to Caboolture and Toogoolawah to Ipswich (through Esk, Lowood, Fernvale) for a more frequent and reliable connection to major centres.	**TM 1.1** Advocate for an additional daily service to and from Toogoolawah, passing through Lowood/Fernvale and an additional daily service to and from Kilcoy to Caboolture **TM 1.2** Encourage transport services such as driver support program **TM 1.3** Advocate with Queensland Transport to subsidise ride share service
TM 2. Ensure our towns are easy to get around and well connected through integrated mobility that allows access for all in the community	**TM 2.1** Review the availability and position of cross-overs and disability car parks at key locations (e.g. to local shops and services), install shared pathways for e-scooters and bikes, pedestrians, and mobility scooters, develop quality pathways to connect residential and relevant employment areas to town centres **TM 2.2** Provide and maintain roads, bridges and other road infrastructure to allow safe and easy movement around our towns including community education **TM 2.3** Plan and build direct walking and cycling pathways (walking and cycling) as a means for people to easily connect to places and to encourage active transport e.g. refer to Council principle walk/cycle network

Examples from other places

> The Beaudesert RSL Subbranch established a Community Service (for veterans and general community) for transporting 'non-urgent' patients to medical appointments as requested by the Queensland Ambulance Service (QAS). Volunteer drivers organise the time of pickup and return home with the client. The service continued during the Covid-19 crisis. Transport Section - Beaudesert RSL Sub Branch.

> North Burnett Regional Council, under contract with the Queensland Government (Translink), provides the North Burnett Transport Service in the region. The service provides affordable transport options to assist residents and visitors wishing to travel to larger regions such as Bundaberg and Maryborough, with stops at Base Hospitals, train stations, transit centre and local shopping centres. The return service caters to tourists wishing to travel to the region. North Burnett Regional Council - North Burnett Transport Service.

> Safe Driver program – Lowood's Bendigo Bank contributed $25 per student – the student contributed as well. The program rang for 2 years before COVID.

	COUNCIL'S ROLES	TIMEFRAMES *Ongoing* *Short - 1-3 years* *Meidum - 3 - 5 years* *Long 5 + years*	KEY PARTNERS	LINKS TO RELEVANT COUNCIL STRATEGIES/ PLANS/ACTIVITIES
	» *Advocate* » *Advocate* » *Advocate*	» *Ongoing* » *Ongoing* » *Ongoing*	• Qld Transport • Non-Government service providers • Taxi • Contractors	-
	» *Provide* » *Provide* » *Provide (subject to funding)*	» *Short to Medium* » *Ongoing* » *Ongoing*	• Qld Transport	-

Theme 4 – Diverse & Inclusive Communities

Objectives

Our liveability is improved through our inclusiveness and collective identity through the acceptance and sharing of our various cultural background traditions, sexuality, age, gender and ability

Why is it important for Somerset

An inclusive community is one that celebrates and promotes its diversity. The proportion of the population born overseas in 2021 accounted for 13.5% of the Somerset population and the township with the highest numbers is Kilcoy (31.8%). Around 6% of the Somerset community speak another language at home (as well as English) and in Kilcoy, about 23.4% of the population speak a language other than English. The multicultural community in Kilcoy is predominantly people from the Philippines (21.9%) and many of those are employed at Kilcoy Global Foods. Approximately 4.7% of the Somerset population identified as First Nations (Aboriginal and/or Torres Strait Islander). When compared across the townships, most First Nations people (as a proportion of the population) are living in Coominya (9.6%), Lowood (6.9%) and Fernvale (6.5%).

The increasing cultural diversity within the region indicates the need for culturally-inclusive and responsive services. Moreover, considerations should be given to the potential need for culturally appropriate and multi-purpose community facilities and spaces that can accommodate certain ceremonial, cultural or social activities and events. There are opportunities to strengthen, support and celebrate the cultural diversity in the Somerset.

What our community said

The limited disability support services have resulted in families moving away from the area to improve the life chances of their children living with disability.

The libraries are important places for people from diverse backgrounds who move to the Somerset to connect to their community. In particular, the Kilcoy library provides a safe place for new residents to navigate the services and supports needed to settle into town. The libraries are also important places for connection. The Wednesday craft morning at the Kilcoy library has brought 'mums into the library' and works to include by connecting them to each other and their community.

What is already happening?

- Story time in the Somerset libraries includes stories of First Nations people.
- Art in the Heart Welcome to Country ceremony.
- Engagement with First Nations people in Council's planning.
- Collaborative projects have been aimed at increasing acceptance amongst primary school aged children and their families through the Kilcoy Cares books and activities.
- Through the Brisbane North Primary Health Network (BNPHN) have met with Culturally and Linguistically Diverse (CALD) workers from the World Wellness Group. Assisting them to connect with key people to facilitate a regular presence at the Kilcoy Hub.
- Kilcoy Global Foods has a new community liaison position.
- The community held the Kilcoy Mass Kara Festival, and Council is planning to hold the Kilcoy Multicultural Festival 2023.

Examples from other places

- Western Downs Regional Council (WDRC) has a Human Rights Policy. That policy states that 'Western Downs Regional Council is committed to protecting and promoting human rights, and to building a culture within Council that respects and promotes human rights and as such will respect, protect and promote human rights in our decision making and actions… Councillors and Council employees are required to act and make decisions in a way that is compatible with human rights'. **ECM_4139145_v1_Human Rights - Council Policy (wdrc.qld.gov.au)**
- Dementia friendly locations (through the National Dementia-Friendly Communities program) encourage people with dementia and their carers to visit with confidence. Small changes such as to signage can assist people with dementia and their carers to feel safe when visiting the Somerset region.
- Many Australian Local Governments have Reconciliation Action Plans (RAP) that guide the Council and its communities in acknowledging and promoting First Nations people. Reconciliation Australia provides templates and support for developing RAPs. Queensland Councils that are advancing their Reconciliation Action Plans include Central Highlands, Charters Towers, Logan, Scenic Rim, South Burnett and others and the list is growing.Microsoft Word - **Operational Plan 2021-2022 Quarter Three Progress Report V0.4_CLEAN (scenicrim.qld.gov.au), p. 72**

Our strategies for improving diverse and inclusive communities

STRATEGIES OR OPPORTUNITIES	ACTIONS
DI 1. Encourage a welcoming and inclusive Somerset community by working with businesses and community	**DI 1.1** Join the Welcoming Cities network and work towards an 'Established' accreditation **DI 1.2** Promote and encourage activities and events that bring the community together and raise awareness of the different cultures in the Somerset **DI 1.3** Continue to create opportunities for cultural connectedness by acknowledging cultural days of significance such as NAIDOC Week, Reconciliation Week and Harmony Day **DI 1.4** Continue to support local community groups and organisations to run culturally appropriate events and programs through Council's community grants program and the subsidised use of Council facilities **DI 1.5** Work with Reconciliation Australia to develop a Reconciliation Action Plan to continue Councils dialogue with First Nation people and formalise Councils role in reconciliation **DI 1.6** Continue to network and build relationships with diverse communities **DI 1.7** Aspire to all access towns for those living with disability and include facilities such as inclusive playground, mobility paths and activities that support the participation of all ages and abilities **DI 1.8** Consult with disability service providers and associations such as Disability Sports Australia to create a Disability Inclusion Action Plan **DI 1.9** Provide a range of communication processes to better reach members of the community who speak languages other than English e.g. make key information available in other languages and formats on request **DI 1.10** Promote employment services that specialise in connecting older workers with age-friendly jobs **DI 1.11** Ensure Council staff, particularly front-line staff, are aware of and trained in trauma-informed principles and practices

COUNCIL'S ROLES	TIMEFRAMES *Ongoing* *Short - 1-3 years* *Meidum - 3 - 5 years* *Long 5 + years*	KEY PARTNERS	LINKS TO RELEVANT COUNCIL STRATEGIES/ PLANS/ACTIVITIES
» *Provide*	» *Short*		
» *Support & Facilitate*	» *Ongoing*		
» *Support & Facilitate*	» *Ongoing*		
» *Support & Facilitate*	» *Ongoing*		
» *Provide*	» *Medium*		
» *Support & Facilitate*	» *Ongoing*	• Community • Businesses • Service Providers	-
» *Provide (subject to funding)*	» *Short to medium*		
» *Provide*	» *Short*		
» *Support & Facilitate*	» *Ongoing*		
» *Support & Facilitate*	» *Short*		
» *Provide*	» *Ongoing*		

Theme 5 – Ageing in Place

Objective

Our liveability is improved through supporting our ageing population and vulnerable residents to continue to live in the region

Why is it important for Somerset

Across the Somerset region there are signs of an ageing population. The median age across the region is 45 compared to 38 across Queensland. The population that is 80 years and over will double in the next 20 years. Many of these older residents will desire to stay living in the Somerset area, close to family, friends, and familiar places for as long as possible. Although, many of these older residents are at risk of social isolation, especially in the communities of Linville, Moore, Toogoolawah and Esk. Social isolation is one of the biggest challenges for older people and there is a need for support services to assist people with life transitions to offset the consequences of social isolation and associated mental and physical health decline.

The availability of mental health services and facilities is an issue across the whole of Queensland but more so in rural areas like the Somerset. It has been reported that there has been increasing requests by mental health services to connect clients into community groups due to isolation. Compounding this is the lack of public transport, cost of fuel and increased cost of living in Somerset. This will be a concern into the future as increasing lone person households and lack of transport lead to increased social isolation and loneliness. In addressing this issue, adaptability and flexibility are key to any response with a need for greater dialogue to break down the inter-generational barriers. Volunteering is seen to keep older people active as long as possible and to foster peer-to-peer support.

An ageing population has much to offer the Somerset community, though there are also challenges associated with an ageing population such as transport, mobility and the need for more health and in-home and residential support services for these residents and their families to ‘age in place’ for as long as possible. The older population presents many opportunities and challenges including the following:

- The growing older population will place stress on current community facilities, health services, aged care facilities and other related social services. The increased level of service and provision of a holistic range of facilities required by the older population will enable people to ‘age in place’.
- Programs and services will be needed for older people, especially those that address issues relating to social isolation.
- Each new generation of older people are becoming increasingly healthier, active, and productive. Retirement is progressively becoming

a more active period of people's lives and retired people are more likely to engage in meaningful pursuits, such as volunteering once they leave the workforce. They are also more active community members and are more likely to be part of clubs and attend musical concerts, art galleries and theatres and read and visit libraries more often than young people.

- Retirement presents opportunities for people to take a greater interest and devote more time to practice recreational and leisure pursuits. This has implications for the planning of community, cultural, and sport and recreation facilities as demand and usage of these facilities is sure to increase in proportion to the ageing population.

An ageing population will place pressure on health services and facilities into the future, requiring hospital upgrades, adequate aged care and the provision of community-based health clinics to meet demand. Outlying regions like the Somerset are particularly vulnerable to limited health infrastructure and facilities. The Somerset region has only 8.37 GPs per 10,000 persons compared to 12.9 per 10,000 for Queensland.

What our community said

Although there are a significant number of aged care services that deliver aged care packages to parts of the Somerset region, most are located outside the region and as such, these services are impacted by travel costs, particularly in servicing areas to the north of the region. There are also growing challenges with workforce availability and reliability, with many finding it easier to attract workers in the metropolitan areas. If residents are unable to access an aged care package, they may be eligible to receive the Commonwealth Home Support Program which is grossly underfunded in Somerset, in many cases resulting in no service availability. An alternative model of delivering care is required to fill this gap and address what is becoming a growing need.

Aging in place in Somerset can be a challenge for many older persons, particularly for those who don't have family living nearby. In parts of the region, there are more than 30% of residents in the over 65 years age bracket. Many of these people have lived in the region for a long time and have long term friends, most of whom are aging themselves. These residents can find themselves very vulnerable, particularly if their mobility or health declines. Moving closer to family is often not an option or in many cases is not the preferred option, as they want to stay in the community they love and where their friends are nearby. Similarly, people who have moved to the region in the last few years, experience their own challenges and may not have the capacity to move back to larger centres due to affordability and/or the desire to stay in a safe, friendly community for their personal wellbeing.

What is already happening?

- Government funding available to support older persons age in place.
- Annual Seniors Week/Month activities which usually include a free event and expo at Esk. During COVID, four mini concerts were held in various parks to continue to provide activities.
- Movement to music, light aerobic exercises, aqua aerobics.
- Women's Groups, craft groups and activities, Men's Shed.
- Creation of resource kits for distribution by police when making welfare checks.
- Formal tech savvy lessons at libraries, as well as informal assistance.
- Cuppa and Chats with guest speakers.

Our strategies for improving ageing in place

STRATEGIES OR OPPORTUNITIES	ACTIONS
AP 1. Promote active aging in the community and aging in place through programs and activities that support people to safely and confidently stay in their own homes and be part of the community	**AP 1.1** As part of the Housing Study, investigate the need for independent living units and retirement homes **AP 1.2** Ensure Council's land use planning controls encourage an adequate supply and mix of housing options that are accessible and affordable and support ageing in place **AP 1.3** Encourage universal design principles in local building design requirements **AP 1.4** Investigate 'Seniors Beyond Driving' workshops (i.e. workshops that provide information about mature drivers, driving / transit options and how to plan for a person's retirement from driving) **AP 1.5** Provide internet, computer and technology (ICT) workshops, and activities that promote ICT skills, for older people within the region
AP 2. Work towards making Somerset dementia friendly	**AP 2.1** Review the Dementia Australia toolkit and checklists and consider how these can be integrated into Council's systems and processes to improve the environment for people with dementia and to deliver dementia-friendly towns **AP 2.2** Deliver information sessions and community education campaigns to raise awareness and understanding of dementia
AP 3. Recognise and utilise the skills and talents of older members of the community	**AP 3.1** Work with schools and seniors group to establish an 'Adopt a Senior' program to facilitate connections and encourage intergenerational knowledge sharing **AP 3.2** Deliver a series of 'come and try' activities where volunteers (older or younger residents) run activities for older people based on a skill that they have

Examples from other places

> Community Visitor Scheme (CVS) - The CVS arranges volunteer visits to older people to provide friendship and companionship. Visits are available to anyone receiving government-subsidised aged care services.

	COUNCIL'S ROLES	TIMEFRAMES *Ongoing* *Short - 1-3 years* *Meidum - 3 - 5 years* *Long 5 + years*	KEY PARTNERS	LINKS TO RELEVANT COUNCIL STRATEGIES/ PLANS/ACTIVITIES
	» *Provide (subject to funding)*	» *Short*		
	» *Provide*	» *Short to Medium*		
	» *Support & Facilitate*	» *Ongoing*	• Community Housing Providers • Developers • State Agencies • Advocacy Bodies (QShelter)	-
	» *Support & Facilitate*	» *Short to Medium*		
	» *Provide (subject to funding)*	» *Short*		
	» *Provide*	» *Medium*		
	» *Provide*	» *Short*	• Service providers • Community • Businesses	-
	» *Support & Facilitate*	» *Medium*		
	» *Support & Facilitate*	» *Medium*	• Service providers • Community • Businesses	-

Theme 6 – Supporting Families, Children & Young Adults

Objective

Our liveability is improved through supporting and engaging the younger members of our community and ensure they have opportunities to participate in community life

Why is it important for Somerset

The Somerset region is home to many young people and some in the community are facing challenges around their mental health and wellbeing. Young people in regional areas experience barriers related to accessing appropriate education opportunities, employment, social inclusion, reduced participation opportunities and lack of engagement in civic life, while struggling to get access to basic services, specialist support services and infrastructure. These challenges can result in young people having to move away from their community.

Mental health amongst young people has been an issue in parts of Somerset for some years. Around 4% of children aged 0 to 14 years reported that they have a mental health condition (including depression and anxiety). Youth suicide in the Somerset area is at twice the rate of the rest of the state. It has been reported by West Moreton Heath (2018) that the area around Lowood and Fernvale had the fifth highest youth suicide rate in Australia. In a survey conducted by Council, which heard the voices of 46% of young people in the Lowood and Fernvale community, lack of employment opportunity followed by inadequate transport were raised as significant issues.

The proportion of young people aged 15 to 24 either learning or earning in the Somerset is well below the State average with more young people aged 16 to 21 receiving an unemployment benefit when compared to the State. Youth disengagement appears to be located around the Lowood and Kilcoy townships. In Kilcoy, the lack of alternative education pathways has been identified as a major barrier for those youths that do not fit into mainstream schooling. There is potential for a flexi-school, alternative education or similar approach in the region. Employment opportunities for young people in the region is also seen as a major challenge, with many unable to obtain worthwhile employment within the area resulting in them eventually moving away.

For some young people, the lack of ‘something to do’ is seen as problematic leading to risks of antisocial behaviour. There are fewer young people participating in regular sporting clubs/activities due to a variety of reason such as financial cost, transport to and from and time poor parents. A survey of students at the Kilcoy High School indicated that some young people thought there was not enough recreation facilities and things to do (19.3%) as well as the lack of shops and transport in the area (18.3%).

There are more developmentally vulnerable children in the Somerset when compared to Queensland. Children that are vulnerable in one or more domains in Somerset accounted for 28.9% compared to 24.7% for Queensland. Similarly, children that are vulnerable in two or more domains in Somerset (16.3%) is also higher when compared to Queensland (13.2%). This may correlate with the high percentage of children in low-income welfare dependent families in the Somerset (7.5%) compared to the Queensland average (5.7%).

What our community said

"When young people disengage from formal education in the Somerset region, they have few alternatives but to travel a long way for alternative education. One family supports their young person to travel to Sunshine Coast each day to access a Trade College, where they are flourishing, but the time it takes to get there and home takes a toll on the young person and their family."

What is already happening?

- Teddy Bears Picnic and Mad Hatter's Tea Party including free activities and opportunities to meet support services in a soft entry manner.
- Playgroups.
- Storytime, Baby Bounce, Lego Club, craft and other activities at libraries.
- Youth leadership camps.
- Youth Week activities.
- School holiday programs.
- Youth resource cards.
- Mental health training for community members.
- School Support Services Expos/Wellness Day.
- Lowood Young Person's Wellbeing Expo with entertainment.
- Supporting the Youth Leadership Program.
- The high schools participate in an Emerging Elders camp to foster their First Nations students as leaders.
- Construction of sports and recreation facilities in the region.

Examples from other places

The BUSY Schools offers an alternative schooling approach for disengaged students to assist them to work towards completing a Queensland Certificate of Education (QCE) and continue into a career path or further education. The BUSY Schools can take the time to provide individual support to students who would otherwise struggle in the traditional schooling system and offers the following:

- Access to ongoing career support.
- Individualised Learning Plan.
- Work readiness skills and preparation.
- Individualised timetables to suit each BUSY Schools student.
- No fees and we supply uniform items, textbooks, stationery and food.
- Supportive and understanding teachers and staff.
- Assisted vocational or tertiary education pathways.
- Industry introduction, visits and work experience.
- Small classroom and teaching environment.

IAM GOODES · ELLIE

Our strategies for improving Supporting Families, Children & Young Adults

STRATEGIES OR OPPORTUNITIES	ACTIONS	
FCY 1. Strengthen collaboration between council and service provider	**FCY 1.1** Prepare a Somerset Youth Development Strategy **FCY 1.2** Recruit a full time Somerset Youth and Community Development Officer on a fixed term contract	
FCY 2. Increase opportunities for alternative education and training	**FCY 2.1** Partner with others to establish alternate education solutions for youth who find school routines challenging, seek vocational education and/or have disengaged from formal schooling **FCY 2.2** Partner with education providers including TAFE QLD to improve the availability of training opportunities for young people in the Somerset community	
FCY 3. Young people in the Somerset have opportunities to gain skills and experiences to encourage employment and entrepreneurship	**FCY 3.1** Work with local businesses to establish a centralised information portal for possible job and intern opportunities that become available and ways to advise the local community **FCY 3.2** Work with schools to provide regular motivational speakers at both primary and secondary school level **FCY 3.3** Increase awareness of school-based apprenticeships and training **FCY 3.4** Support and encourage youth who are entrepreneurial with their ideas to achieve outcomes with business mentors available to assist **FCY 3.5** Establish a local annual youth entrepreneurial award to recognise the contribution and impact of young people	
FCY 4. Young people in the Somerset have access to safe places and spaces including a range of programs and activities	**FCY 4.1** Provide safe spaces and activities for young people to interact socially **FCY 4.2** Work with young people (potentially through the Youth Leadership group) from each community to develop a program of activities for each Town and implement a low-cost Youth Development Program or similar **FCY 4.3** Collaborate with sporting clubs to look at opportunities around structure and non-structured sport to increase participation	
FCY 5. Ensure young people and their families have access to information and supports available for mental and physical wellbeing	**FCY 5.1** Create awareness of and support initiatives that address suicide risk and mental health issues **FCY 5.2** Promote youth involvement in community activities and decision making and regularly run a youth survey to monitor wellbeing to understand their concerns and priorities **FCY 5.3** Identify and address issues in relation to youth homelessness including crisis and transitional accommodation as part of Housing Study **FCY 5.4** Expand the range and frequency of connection and information activities for families with young children (such as teddy bears picnic) to each major town	

	COUNCIL'S ROLE	TIMEFRAMES *Ongoing* *Short - 1-3 years* *Meidum - 3 - 5 years* *Long 5 + years*	KEY PARTNERS	LINKS TO RELEVANT COUNCIL STRATEGIES/ PLANS/ACTIVITIES
	» *Provide* » *Provide*	» *Short* » *Short*	• Schools • Service providers • Youth Leaders	-
	» *Advocate* » *Advocate*	» *Short to Medium* » *Short to Medium*	• Schools • Service providers • State Agencies	-
	» *Facilitate* » *Advocate* » *Advocate* » *Advocate* » *Support & Facilitate*	» *Short* » *Short* » *Ongoing* » *Ongoing* » *Medium*	• Schools • Businesses • Community • Service providers • State Agencies	-
	» *Provide (subject to funding)* » *Support & Facilitate* » *Advocate*	» *On Medium* » *Short* » *Medium*	-	-
	» *Advocate* » *Provide* » *Advocate* » *Provide (subject to funding)*	» *Ongoing* » *Ongoing* » *Short to Medium* » *Ongoing*	• Schools • Early childhood providers • Service providers	-

Theme 7 – Housing Affordability & Availability

Objective

Our liveability is improved with access to affordable housing opportunities that match our community's need

Why is it important for Somerset

The availability of affordable housing for different stages of life is fundamental to the growth of regional communities. Without affordable housing, it is more difficult to attract service providers and workers to live in regional towns. Housing affordability is currently an issue across Australia's cities, regions, and rural areas. The unprecedented post-Covid internal movement of Australians to rural and regional areas has put new and unexpected strain on those housing markets, including the Somerset region.

Of rental households in the Somerset, 34.9% are in housing stress, this is comparable to Queensland (32.3%). Housing stress is when over 30% of the household income (rental or mortgage costs) is spent on housing. Communities with the highest proportions of rental households in housing stress are Esk (45.9%), Toogoolawah (45.6%) and Lowood (40.4%). Around 26.5% of households are receiving rent assistance in the Somerset. A higher proportion of households in the Somerset (13.7%) compared to Queensland (11.9%) are in mortgage stress. The area with the highest mortgage stress in the Somerset is Linville with 30.8% of households in stress.

In Esk and Toogoolawah, there is a need for affordable housing for older people. In Kilcoy there is a lack of affordable rental stock due to the pressure from the expanding Kilcoy Global Foods. There is evidence of some elderly people living in caravans on rural properties and families living in tents, throughout the region. Recently three houses have been destroyed by fire further impacting on availability. Houses throughout the region are being purchased by owner occupiers with very limited rental available. People who have lived in the area for years are being forced to leave and, in some cases, living in houses which need considerable work to be habitable.

Over the last decade, there has been an increase in the number of people who are homeless in the Somerset (32% increase). Around 0.4% (or 39) of Somerset housing is social housing (much lower than Queensland at 3.3%) and they are in the communities of Toogoolawah, Lowood and Esk. As of June 2022, there were 15 people (5 x single persons and 3 x single parents with 7 x children) on the State Governments social housing register wishing to reside in the Somerset region. Four of these people were flagged as homeless. The average waiting period is around 25 months with the longest wait time being 55 months and the shortest being 7 months.

Many families are now homeless. These include existing families who have been asked to leave, as well as new people moving into the area. Increasing number of reports of families being referred to caravan parks as a last option and paying up to $500/week for accommodation that is not fit for purpose. Young families including some with children under six months and new babies are having to reside at caravan parks.

What our community said

"Historically an issue due to limited rental stock and older person's on unemployment benefits not having adequate income. Many elderly folk are living in inappropriate and illegal "granny flats", there are some families sharing houses, with some renting garages. This problem has increased exponentially, as it has in other areas. Homeless people camping on riverbanks have been evicted by Council due to public pressure. Many itinerant caravaners overstaying in 20 hour camping spots or rotating in the region. Massive growing problem in Somerset, due to rental houses being sold and becoming owner occupiers, reducing rental stock and forcing people to leave the area. ...

"Lack of housing for workers and high rents mean that many who work for Kilcoy Global Foods do not live in the Somerset region. Many workers drive in - drive out, and this is not ideal especially on long shifts where workers must drive home to Ipswich/ Redcliffe after shift. To support their workforce to find accommodation locally, Kilcoy Global Foods will develop accommodation on site for workers".

... recent severe weather event has increased the problem. Although not a lot of houses were inundated to the point where they were uninhabitable, many caravans and cabins at Atkinson Dam suffered water inundation due to their poor state of repair. This was made evident by several residents. Some of these have managed to move out, but many struggling to live in challenging conditions."

What is already happening?

- Mayor wrote to Minister for Housing and Public Works regarding seniors' accommodation in Esk and Toogoolawah – collected many letters of support from community groups to support.
- Discussion with Community Housing Providers.
- Global Foods in Kilcoy looking to build accommodation for their workers.

Examples from other places

- **Toowoomba Regional Housing Strategy -** provides the background research and investigations undertaken to determine the role Toowoomba Regional Council should play to ensure the housing market in Toowoomba delivers on objectives of affordability, diversity, and certainty, in the supply of housing for the projected demand in all sectors of the market. The strategy is unique to Toowoomba region, focuses on the specific needs of the individual communities within the region, and priorities the actions and initiatives Council should undertake in the next 10 years.
- **Lockyer Valley Housing Analysis -** The Housing Analysis is intended to assist Council with the preparation of a housing needs assessment as outlined in the State Planning Policy 1/07: Housing and Residential Development (SPP 1/07). A housing needs assessment assists in indicating a range of appropriate housing options that respond to identified housing needs.
- **Gold Coast Homelessness Action Plan -** Outlines the City's roles, responsibilities, and strategic responses to homelessness. The actions in this plan balance the needs of the whole community, and acknowledge that any effective response will require the continued support of partner agencies, local service providers, and the Gold Coast Homelessness Network.

Our strategies for improving housing affordability and availability

STRATEGIES OR OPPORTUNITIES	ACTIONS
HA 1. Plan and advocate for diverse housing options in the Somerset region	**HA 1.1** Undertake a Housing Study to determine the housing needs of older persons and persons with a disability to allow them to age and stay in the Somerset region **HA 1.2** Explore opportunities to partner with Community Housing Providers and State Housing Providers to deliver social and affordable housing
HA 2. Work with others to reduce the number of people experiencing homelessness in the Somerset	**HA 2.1** As part of the Housing Study include consideration for crisis & emergency accommodation **HA 2.2** Encourage support services to outreach from Councils Community Wellness Hubs **HA 2.3** Provide information at Councils community centres and libraries about assistance available for people experiencing homelessness **HA 2.4** Consider establishing a Homelessness Network with housing providers, state agencies, community organisations and local businesses to raise awareness (could be a subset of Interagency Network) **HA 2.5** Consider a Public Space Management Protocol, this may include: • Improve in-house procedures and deliver training to Council officers to manage reporting and referral pathways for people sleeping rough in public places and Council owned facilities • Develop a fact sheet for internal and external stakeholders, including the public, on reporting and support mechanisms **HA 2.6** Advocate to the Queensland Government for funding and resources for additional assertive outreach and specialist case management services

	COUNCIL'S ROLES	TIMEFRAMES *Ongoing* *Short - 1-3 years* *Meidum - 3 - 5 years* *Long 5 + years*	KEY PARTNERS	LINKS TO RELEVANT COUNCIL STRATEGIES/ PLANS/ACTIVITIES
	» *Provide (subject to funding)* » *Strategic Partnerships*	» *Short* » *Medium*	• Service Providers • NGO • State Agencies • Advocacy Bodies (QShelter)	-
	» *Provide (subject to funding)* » *Support & Facilitate* » *Provide* » *Support & Facilitate* » *Provide* » *Advocacy*	» *Short* » *Ongoing* » *Short* » *Short* » *Short to Medium* » *Ongoing*	• Service Providers • NGO • State Agencies • Advocacy Bodies (QShelter)	-

Theme 8 – Community Resilience & Recovery

Objectives

Our liveability is improved through strengthening our sustained ability to prevent, prepare, respond to, and recover (PPRR) from natural disasters and adverse events including drought, bushfire, floods, and pandemics

Why is it important for Somerset

Over the past 10 years, the Somerset region has seen some extreme weather events. From long droughts to the brutal bushfires in 2019 followed by severe and widespread flooding that occurred in 2022 on the backdrop of the COVID 19 pandemic. These events are traumatic and impact everyone involved, from those who have lost loved ones, been otherwise directly affected, to those facing the loss of homes and property, to those who are helping with the massive clean-up effort. In this light, building the resilience of the community to withstand, adapt to, and recover from adversity will help our communities become safer and stronger.

It is well documented that extreme natural disasters can have significant consequences for communities and individuals. The immediate impacts of a natural disaster or event include loss of human life, damage to property, and deterioration of health conditions. As communication links and infrastructure such as power supply, roads and bridges are damaged and disrupted, some economic activities may come to a standstill, people are forced to leave their homes and normal life is disrupted.

Evidence from the 2011 Brisbane flood disaster indicates that the pre-disaster context and the 'structural conditions of a neighbourhood' (Wickes, et al, 2015, p. 330) before the disaster is critical to post-disaster community recovery. For example, research shows that those communities with:

- Concentrations of vulnerable groups (such as a high percentage of older people and children) – the Somerset is an aging population;
- Residential instability (high resident mobility) – newer communities such as Lowood with high rentals and resident mobility;
- High levels of cultural diversity – Kilcoy has a relatively large multicultural community; and
- General community disadvantage (high proportion of unemployed people, renters and low-income households) which is evidence in the Somerset, are less likely or much slower to recover to their pre-disaster functioning, after an event.

As expected, those communities that are best able to recover and adapt are those with a stable population (low resident mobility with longer term residents), higher levels of social advantage, high levels of volunteering and emergency plans that are frequently exercised.

Beyond the known economic costs, it is well recognised that natural disasters have wide-ranging social impacts that can persist for the rest of people's lives. Building resilience needs to incorporate measures to ensure social and psychological wellbeing. Research tells us that there is often a delayed impact associated with loss of life, damage and loss of property and as a consequence, residents begin to present with mental health problems well after the event. Mental health problems are known to diminish over time but can also increase as well, depending on the extent of disaster and recovery time.

Common mental health problems following disaster include depression, anxiety disorders such as post traumatic stress disorder (PTSD), generalised anxiety disorder (GAD), panic disorder (PD) and simple phobias, and complicated grief and substance misuse. These disorders may be newly developed in the aftermath of a disaster or may represent exacerbations of existing or remitted mental health disorders. After a disasters, guilt, anger, physical pain associated with mental stress, sleep and related problems can exist alongside, or independently of, pre-diagnosed conditions (Burke, S. 2011).

What our community said

In the resident survey, some residents (particularly in the north) raised concerns about flooding and their limited knowledge (when they first moved to the area) of the flash flooding that can occur quickly during a weather event.

"In mid November 2019 we experienced a fast travelling bush fire heading towards Esk township. We live near the golf course and so were in the potential impact zone . The fire raced towards town showering embers in all directions. We are two elderly people here on our own and have lived here for 16 years. Our home is on acreage, and we have a few animals. The nearby undergrowth was parched from a very dry couple of years. The rural fire brigade and SES volunteers made door knocks to residents in the path of the fire. My husband and I were very stressed at the closeness of the fire to our property. There was no emergency evacuation centre set up in town for this bush fire and people in Esk were all told to leave with emergency alerts on their mobiles. I waited until late afternoon and took my pets to a friend's home at Gatton and returned the next day. My 70 year old husband decided to stay to defend our home. Luckily by morning the fire was bought under control and our property was safe".

What is already happening?

- Somerset Local Disaster Management Plan 2022.
- Somerset Regional Council Local Recovery Plans.
- Flood Recovery Newsletters.
- Somerset Local Disaster Management Group.

Our strategies for improving Community Resilience and Recovery

STRATEGIES OR OPPORTUNITIES	ACTIONS
CR 1. Lead post-pandemic recovery responses and plan to build resilience to better respond to future emergencies and crisis situations	**CR 1.1** Develop information packs for new community members around flood and fire risks and disaster response and resources **CR 1.2** Undertake engagement (workshops and surveys) with community on response and recovery processes and identify vulnerable groups **CR 1.3** Prepare individualised disaster response plans for vulnerable residents **CR 1.4** Audit emergency evacuation spaces in the Somerset to ensure disaster-proof locations and readiness in case of emergency **CR 1.5** Include community members in training and response to emergency situations such as scenario-based training **CR 1.6** Co-design art initiatives with community members to provide an opportunity for communities to express their recovery and resilience journey **CR 1.7** As part of broader volunteering program (CS 3), recruit and build the capability of community disaster volunteers **CR 1.8** Implement resilient leaders training for Council staff

Examples from other places

> Some Councils undertake preparedness training, including scenario-based disaster training with community members. Other Councils recruit and train Community Disaster Volunteers (such as Councillors and other community leaders) who can play an important role in quickly organising their local communities to enact plans and respond during a disaster.

COUNCIL'S ROLES	TIMEFRAMES *Ongoing* *Short - 1-3 years* *Meidum - 3 - 5 years* *Long 5 + years*	KEY PARTNERS	LINKS TO RELEVANT COUNCIL STRATEGIES/ PLANS/ACTIVITIES
» *Provide* » *Advocacy* » *Strategic Partnerships*	» *Short to Medium*	• Community • Business • State Agencies • Qld Disability Network • Other Councils	• Somerset Local Disaster Management Plan 2022 • Somerset Regional Council Local Recovery Plans

IMPLEMENTATION, MONITORING & EVALUATION

The Social Plan provides direction for the whole of community and it will require a 'whole-of-community' approach led by a wide range of internal and external stakeholders, including various council departments, government and non-government organisations, community and volunteer groups.

The implementation of the Social Plan will be based on the following principles:

- The Social Plan will be implemented in partnership with networks, organisations and groups who contributed to its development, and with the broader community.
- The Social Plan will operate in conjunction with other key Council strategic documents to guide work across the Somerset to improve liveability for the community.
- Progress against the Social Plan will be monitored, with annual reports made to Council and the community on their achievement.

There are three critical high level strategic actions that are needed at the outset to deliver on the objectives of the Social Plan:

1. Establish an Action Group to deliver on the Social Plan objectives faiclitated by Council. The Action Group members will be detemrined based on priorities at the time and should comprise multi-sectoral and cross-Government representation. The aim of the action group is to advance each of the themes through prioritisation, project development, and shared resourcing.
    - Prepare Terms of Reference for Action Group to include information on roles, membership, terms of appointment, meeting schedule and other protocols
    - Seek Expression of Interest for membership of Action Group
2. Develop a 5-year prospectus to communicate Council's priorities to the community, non-Government, Government and industry and other potential partners and investors.
3. Allocate operational budget as required for implementation.

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APPENDIX A

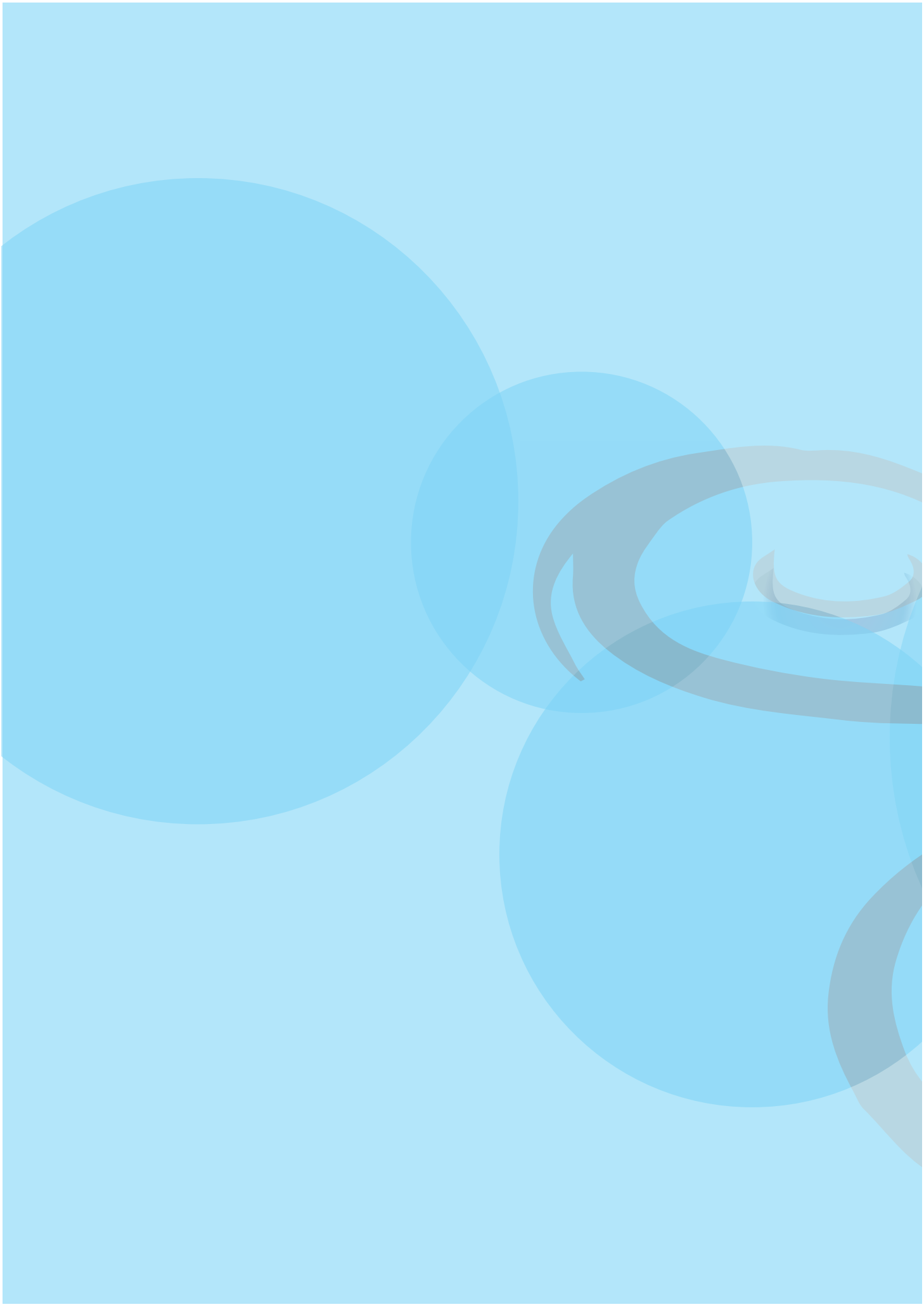
SOMERSET COMMUNITY FACILITIES

ID	FACILITY	ADDRESS	TOWN/ SUBURB	Type
1	Mayfield Nature Kindergarten	1509 Pine Mountain Road	Wanora	Early Learning Centres
2	Country Kids Play and Learning Centre	43 Gardner Street	Toogoolawah	Early Learning Centres
3	Kilcoy Kindergarten	65 Taylor Street	Kilcoy	Early Learning Centres
4	Lowood Early Education Centre	9 Park Street	Lowood	Early Learning Centres
5	Esk and District Kindergarten	26 South Street	Esk	Early Learning Centres
6	Good Start Early Learning	4 Davillea Court	Fernvale	Early Learning Centres
7	Hart Family Day Care	PO Box 210	Toogoolawah	Early Learning Centres
8	Lowood and District Community Kindergarten	31 Daniel Street	Lowood	Early Learning Centres
9	NCC Early Learners	52 Taylor Street	Kilcoy	Early Learning Centres
10	Country Kids Play and Learning Centre	43 Gardner Street	Toogoolawah	Early Learning Centres
11	Toogoolawah Kindergarten Association	17 Abbortsford Street	Toogoolawah	Early Learning Centres
12	Clarendon State Primary School	507 Clarendon Road	Clarendon	Primary Schools
13	Coominya State School	7 Cornhill Street	Coominya	Primary Schools
14	Esk State School	49 East Street	Esk	Primary Schools
15	Fernvale State School Special Education	1605 Brisbane Valley Highway	Fernvale	Primary Schools
16	Fernvale State School	1605 Brisbane Valley Highway	Fernvale	Primary Schools
17	Glamorgan Vale State School	750 Glamorgan Vale Road	Glamorgan Vale	Primary Schools
18	Harlin State School	8521 Brisbane Valley Highway	Harlin	Primary Schools
19	Kilcoy State School	47 Royston Street	Kilcoy	Primary Schools
20	Linville State School	16 George Street	Linville	Primary Schools
21	Lowood State School Special Education Program	Peace Street	Lowood	Primary Schools
22	Lowood State School	Peace Street	Lowood	Primary Schools
23	Minden State School	1032 Lowood-Minden Road	Minden	Primary Schools
24	Mount Kilcoy State School	251 Jenkinsons Road	Mount Kilcoy	Primary Schools
25	Mount Tarampa State School	9 Profkes Road	Mount Tarampa	Primary Schools
26	Patrick Estate State School	816 Mahon Road	Patrick Estate	Primary Schools
27	Prenzlau State School	357 Prenzlau Road	Prenzlau	Primary Schools
28	Tarampa State School	18 Manthey Road	Tarampa	Primary Schools
29	Toogoolawah State School	Gardner Street	Toogoolawah	Primary Schools
30	Kilcoy State High School	Seib Street	Kilcoy	Secondary Schools
31	Lowood State High School Special Education Program	38 Prospect Street	Lowood	Secondary Schools
32	Lowood State High School	Prospect Street	Lowood	Secondary Schools
33	Toogoolawah State High School	76 Old Mount Beppo Road	Toogoolawah	Secondary Schools
34	Stanley River Envrionmental Education Centre	3856 Esk-Kilcoy Road	Hazeldean	Other Learning Centres
35	Sunday Creek Environmental Centre	Sunday Creek Road	Jimna	Other Learning Centres
36	Glengarry Education Centre	370 Watsons Road	Mount Tarampa	Other Learning Centres
37	Lions Camp Duckadang	117 Avoca Creek Road	Avoca Vale	Other Learning Centres
38	Esk Hospital	30 Highland Street	Esk	Hospitals
39	Kilcoy Hospital	19 Brown Street	Kilcoy	Hospitals
40	Health Matters Fernvale	1455 Brisbane Valley Highway	Fernvale	Medical Centres
41	Brisbane Valley Medical Services	17 Highland Street	Esk	Medical Centres
42	Kilcoy General Practice	Brown Street	Kilcoy	Medical Centres
43	Somerset Medical Esk	213-215 Ipswich Street	Esk	Medical Centres
44	Stellar Medical	8 Michel Street	Lowood	Medical Centres
45	Main Street Medical	95 Main Street	Lowood	Medical Centres
46	Banks Creek Medical Centre	10 Bank Creek Road	Fernvale	Medical Centres
47	Kilcoy Medical Centre	Cnr William & Kennedy Streets	Kilcoy	Medical Centres
48	Fernvale Medical Centre / Stellar Medical	1500 Brisbane Valley Highway	Fernvale	Medical Centres
49	Somerset Medical Toogoolawah / Stellar Medical	18-20 Fulham Street	Toogoolawah	Medical Centres

ID	FACILITY	ADDRESS	TOWN/ SUBURB	Type
50	Complete Dentistry	30 William Street Kilcoy	Kilcoy	Dentist
51	Esk Dental Centre - Dental Care	197 Ispwich Street Esk	Esk	Dentist
52	Fernvale Dental	1455 Brisbane Valley Highway Fernvale	Fernvale	Dentist
53	Lowood Dental Surgery	12 Railway Street Lowood	Lowood	Dentist
54	Tasha's Theraputic Counselling	25 Drem Street Toogoolawah	Toogoolawah	Mental Health Services
55	Somerset Psychology Service	5 Michel St Lowood	Lowood	Mental Health Services
56	Fernvale Aftercare	58-64 Clive Street	Fernvale	Mental Health Services
57	Aloaka Kilcoy Care Centre	52 Taylor Street	Kilcoy	Aged Care Facilities
58	Alkira Aged Care Facility	2 Charles Street	Toogoolawah	Aged Care Facilities
59	Anglicare Kilcoy Community Service	16 Kropp Street	Kilcoy	Aged Care Facilities
60	Glenwood Aged Care Facility	Main Street	Lowood	Aged Care Facilities
61	Tarampa Lodge	449 Lowood Minden Road	Tarampa	Disability Accommodation
62	Our House Respite and Community Centre	27 Gardner Street	Toogoolawah	Disability Respite
63	Mercy Community Lowood Hub	24 Railway Street	Lowood	Community Hub
64	Stepping Stones Community Wellness Hub	9 Heap Street	Esk	Community Wellness Hub
65	Kilcoy Community Wellness Hub	Kropp Street	Kilcoy	Community Wellness Hub
66	Moore Police Station	21 Main Street	Moore	Police
67	Kilcoy Police Station	13 Rose Street	Kilcoy	Police
68	Toogoolawah Police Station	Gardner Street	Toogoolawah	Police
69	Lowood Police Station	145 Main Street	Lowood	Police
70	Esk Police Station	Highland Street	Esk	Police
71	Lowood Fire and Rescue Station	Main Street	Lowood	Fire Service
72	Rural Fire Brigade - Fernvale	Brisbane Valley Highway	Fernvale	Fire Service
73	Wivenhoe Pocket Rural Fire Service	Wivenhoe Pocket	Wivenhoe Pocket	Fire Service
74	Kilcoy Fire Station	17 McCauley Street	Kilcoy	Fire Service
75	Rural Fire Brigade - Biarra-Eskdale	664 Esk Crows Nest Road	Esk	Fire Service
76	Rural Fire Brigade - Moore	Service Road	Moore	Fire Service
77	Rural Fire Brigade - Villenue	1351 Neurum Road	Villeneuve	Fire Service
78	Rural Fire Brigade - Hazeldean	LOT 1 Esk Kilcoy Road	Hazeldean via Kilcoy	Fire Service
79	Rural Fire Brigade - Mt. Brisbane	339 Stanley Pocket Road	Mt. Brisbane	Fire Service
80	Rural Fire Brigade - Toogoolawah	Cressbrook Street	Toogoolawah	Fire Service
81	Rural Fire Brigade - Eskdale	Rebea Stud via Biarra	Esk	Fire Service
82	Lowood Ambulance Station	11 Peace Street	Lowood	Ambulance
83	Toogoolawah Ambulance Services	50 Fulham Street	Toogoolawah	Ambulance
84	Kilcoy Ambulace Station (might be permanently closed)	9 Kennedy Street	Kilcoy	Ambulance
85	Lowood SES Group	17 Lindemans Road	Lowood	State Emergency Services (SES)
86	Esk SES Group	22 Heap Street	Esk	State Emergency Services (SES)
87	Kilcoy SES Group	67 Taylor Street	Kilcoy	State Emergency Services (SES)
88	Toogoolawah SES Group	Abbotsford Street	Toogoolawah	State Emergency Services (SES)
89	Anglican Church Hall	2 Mangerton Street	Toogoolawah	Halls/Community Centres
90	Coronation Hall	2 Short Street	Somerset Dam	Halls/Community Centres
91	CWA Hall Lowood	Main Street	Lowood	Halls/Community Centres
92	Fernvale Community Hall	Banks Creek Road	Fernvale	Halls/Community Centres
93	Kay Avery Place	13 Kennedy Street	Kilcoy	Halls/Community Centres
94	Linville Hall	George Street	Linville	Halls/Community Centres
95	Moore Soldiers Memorial Hall	Main Street	Moore	Halls/Community Centres
96	Toogoolawah and District Progress Association Inc	111 Cressbrook Street	Toogoolawah	Halls/Community Centres

ID	FACILITY	ADDRESS	TOWN/ SUBURB	Type
97	Anglican Church Hall - Esk	85 Ispwich Street	Esk	Halls/Community Centres
98	Coominya Public Hall Inc.	27 Main Street	Coominya	Halls/Community Centres
99	CWA Hall Esk	Heap & Nelson Place	Esk	Halls/Community Centres
100	Esk RSL Hall	Ipswich Street	Esk	Halls/Community Centres
101	Glamorgan Vale Community Hall	Glamorgan Vale Road	Glamorgan	Halls/Community Centres
102	Kilcoy Memorial Hall and Cultural Centre	18 Kennedy Street	Kilcoy	Halls/Community Centres
103	Lutheran Church Hall Esk	43 Park Street	Lowood	Halls/Community Centres
104	Mt Beppo Hall	Mt Beppo Road	Toogoolawah	Halls/Community Centres
105	St Mels Church Hall	88 Ipswich Street	Esk	Halls/Community Centres
106	Toogoolawah RSL Hall	33 Cairnscroft Street	Toogoolawah	Halls/Community Centres
107	Mercy Lowood Early Years Place	Peace Street	Lowood	Halls/Community Centres
108	CWA Hall Kilcoy	33 Rose Street	Kilcoy	Halls/Community Centres
109	Fernvale Lions Community Hall	Clive Street	Fernvale	Halls/Community Centres
110	Esk Library	19 Heap Street	Esk	Libraries
111	Kilcoy Library	15 Kennedy Street	Kilcoy	Libraries
112	Lowood Library	Cnr Main & Michel Streets	Lowood	Libraries
113	Toogoolawah Library	Gunyah Street	Toogoolawah	Libraries
114	The Condensary - Somerset Regional Art Gallery	29 Factory Road	Toogoolawah	Art Galleries/Art Space
115	Glen Rock Gallery	82 Ipswich Street	Esk	Art Galleries/Art Space
116	Kilcoy Courthouse Art Gallery	Yowie Park Hope Street	Kilcoy	Art Galleries/Art Space
117	Nash Gallery and Café	212 Ipswich Street	Esk	Art Galleries/Art Space
118	Rivendale Gallery	2/197 Ipswich Street	Esk	Art Galleries/Art Space
119	Supper Room Art Gallery	9 Main Street North	Moore	Art Galleries/Art Space
120	The Open Door Gallery	45 Railway Street	Lowood	Art Galleries/Art Space
121	Two Galahs Gallery	14 Fulham Street	Toogoolawah	Art Galleries/Art Space
122	Toogoolawah History Museum	Cressbrook Street	Toogoolawah	Museums and Historical Groups
123	Bellevue Homestead & Vineyard	1 West Road	Coominya	Museums and Historical Groups
124	Jimna Visitor Centre and Museum	4 Currawong Street	Jimna	Museums and Historical Groups
125	Esk Station	20 Highland Street		Museums and Historical Groups
126	Kilcoy Hall of History	Yowie Park Hope Street	Kilcoy	Museums and Historical Groups
127	Somerset Civic Centre	35 Esk-Hampton Road	Esk	Civic Centre
128	Apostolic Church Mt Beppo	7 Ostrofski Road	Mt Beppo	Places of Worship
129	Brisbane Valley Uniting Church	Abbotsford Street	Toogoolawah	Places of Worship
130	Fernvale Community Church	6 Clive Street	Fernvale	Places of Worship
131	Lowood - Brisbane Valley Lutheran Parish	4-6 Russell Street	Lowood	Places of Worship
132	New Season's Church	East Street	Esk	Places of Worship
133	Seventh-day Adventist Church Kilcoy	76 William Street	Kilcoy	Places of Worship
134	St Agnes Anglican Church	Ipswich Street	Esk	Places of Worship
135	St Brendan's Catholic Church	Cnr Church & Prospect Street	Lowood	Places of Worship
136	St Joseph's Catholic Church	5 King Street	Somerset Dam	Places of Worship
137	St Mels Church Hall	88 Ipswich Street	Esk	Places of Worship
138	Toogoolawah and District Baptist Church	Gardner Street	Toogoolawah	Places of Worship
139	Caboonbah Undenominational Church	49 Eskdale Road	Toogoolawah	Places of Worship
140	Fernvale-Lowood Uniting Church	1503 Brisbane Valley Highway	Fernvale	Places of Worship
141	Luthern Church Esk	4 Russell Street	Esk	Places of Worship
142	Seventh-day Adventist Church Esk	Hill Street	Esk	Places of Worship
143	St Agatha's Catholic Church	Eskdale Road	Toogoolawah	Places of Worship
144	St Andrew's Anglican Church	Cnr Mangerton & Gunya Street	Toogoolawah	Places of Worship
145	St Francis Xavier Catholic Church	Gatton Connection Road & Main Street	Coominya	Places of Worship
146	St James Anglican Church Lowood	56 Prospect Street	Lowood	Places of Worship
147	St Michael's Catholic Church Kilcoy	Kennedy Street	Kilcoy	Places of Worship
148	Trax Chrisitan Church	41 Railway Street	Lowood	Places of Worship

ID	FACILITY	ADDRESS	TOWN/ SUBURB	Type
149	Fernvale Visitor Information Centre	1483 Brisbane Valley Highway	Fernvale	Visitor Information Centres
150	Kilcoy Visitor Information Centre	41 Hope Street	Kilcoy	Visitor Information Centres
151	Esk Visitor Information Centre	82 Ispwich Street	Esk	Visitor Information Centres
152	Jimna Visitor Centre and Museum	4 Currawong Street	Jimna	Visitor Information Centres
153	Fernvale Indoor Sports Centre	32 Banks Creek Road	Fernvale	Sports Centre/Gyms
154	Fernvale Outdoor Gym	Fernvale Memorial Park	Fernvale	Sports Centre/Gyms
155	Kilcoy Indoor Sports Centre and Gym	Corner of Mary and Hope Streets	Kilcoy	Sports Centre/Gyms
156	Lowood Outdoor Gym	159 Main Street	Lowood	Sports Centre/Gyms
157	Kilcoy Aquatic Centre	Corner of Mary and Hope Streets	Kilcoy	Swimming Pools
158	Lowood Swimming Pool	Main St	Lowood	Swimming Pools
159	Toogoolawah Swimming Pool and Community Gym	Factory Road	Toogoolawah	Swimming Pools/Gym
160	Lowood Recreation Complex	23 Lindemands Road	Lowood	Showgrounds/Recreation grounds/ Sports Park
161	Esk Recreation Grounds Incorporating Esk Racecourse Showgrounds Campdraft Arena Golf Course	35 Esk Hampton Road	Esk	Showgrounds/Recreation grounds/ Sports Park
162	Fernvale Recreation Grounds Incorporates Col Powell Park Fernvale Community Hall Fernvale Indoor Sports Centre and Stumer Park	32 Banks Creek Road	Fernvale	Showgrounds/Recreation grounds/ Sports Park
163	Kilcoy Recreation Grounds Incorporating the Racetrack Showgrounds Campdraft arena Rodeo Arena and Polocrosse Fields	26 Showgrounds Road	Kilcoy	Showgrounds/Recreation grounds/ Sports Park
164	Lowood Showgrounds	Station Street	Lowood	Showgrounds/Recreation grounds/ Sports Park
165	Toogoolawah Showgrounds	30 Ivory Creek Road	Toogoolawah	Showgrounds/Recreation grounds/ Sports Park
166	Fernvale Sports Park	31 Brouff Road	Fernvale	Showgrounds/Recreation grounds/ Sports Park



APPENDIX B

DEMOGRAPHIC DATA

Indicator	Year	Lowood	Fernvale	Coominya	Esk
POPULATION					
Estimated Resident Population (no.)	2021	3,873	3,193	513	1,230
Average Household Size - Persons Per Dwelling (no.)	2021	2.6	3	2.5	2
AGE					
Median Age (no.)	2021	39	34	50	59
0-4 years	2021	5.7	7.6	2.6	2.7
5-9 years	2021	7.7	10.3	5	3.5
10-14 years	2021	8.2	9.3	6.8	4
15-19 years	2021	6.8	6	6	4
20-24 years	2021	5.6	4.1	3.8	3
25-29 years	2021	5.2	5.9	2.6	2.9
30-34 years	2021	5.6	7.8	2.4	3
35-39 years	2021	5.8	8.1	5.6	3.6
40-44 years	2021	4.9	6.9	6	4.3
45-49 years	2021	5.5	6.8	8.4	4.9
50-54 years	2021	6.3	5.8	8.4	6.4
55-59 years	2021	6.8	5.6	7.4	8.7
60-64 years	2021	6.8	5	12.2	9.7
65-69 years	2021	5.7	4.5	7.8	12.1
70-74 years	2021	5.8	3.4	7.8	12.2
75-79 years	2021	3.7	1.7	3.8	8.8
80-84 years	2021	2.4	0.9	2.8	3.6
85 years and ove	2021	1.5	0.4	0.8	2.6
60+	2021	25.9	15.9	35.2	49.0
70+	2021	13.4	6.4	15.2	27.2
80+	2021	3.9	1.3	3.6	6.2
0-9	2021	13.4	17.9	7.6	6.2
DIVERSITY					
Aboriginal and/or Torres Strait Islander peoples (%)	2021	6.9	6.5	9.6	3.3
Born Overseas (%)	2021	10.6	12.6	13.6	18.5
Households where a non-English language is used (%)	2021	5.9	5.1	3.1	4.0
HOUSEHOLDS					
Family Households	2021	71.7	82.0	72.4	60.2
Lone Person Households	2021	25.3	15.9	24.5	36.0
Couple with Children (%)	2021	34.6	48.0	34.2	20.0
Couple without Children (%)	2021	38.7	34.0	39.7	61.6
One Parent Families (%)	2021	1.4	17.7	4.8	1.4
Indicator	Year	Lowood	Fernvale	Coominya	Esk
HOUSING TENURE					
Home Owner (%)	2021	29.7	22.6	43.1	50.6
Mortgage Holders (%)	2021	30.5	50.6	42.6	23.5
Rented	2021	36.8	24.6	11.8	20.5
Rent - Real Estate Agent (%)	2021	72.4	84.9	30.4	64.8
Rent - CHP and State housing authority (%)	2021	4.7	0	0	2.5
HOUSING COST					
Median mortgage payments (monthly) ($)	2021	$1,292	$1,625	$1,196	$1,101
Median rental payments (weekly) ($)	2021	$295	$350	$250	$260

Toogoolawah	Kilcoy	Linville	Moore	Somerset LGA	QLD
957	2,351	133	286	25,057	5,156,138
2.1	2.7	1.8	2.1	2.6	2.5
59	37	59	53	45	38
3.6	5.3	0	3.4	4.8	5.7
4.7	6.2	0	5.8	6.5	6.4
3.8	7.3	2.9	5.4	7	6.6
4.4	5.9	5.1	3.1	6	6.1
2.9	3.7	2.2	2	4.2	6.3
3.3	5.5	2.2	5.4	4.5	6.7
3.2	10.4	2.9	5.4	5.3	6.9
2.1	10.4	4.4	5.8	6.1	6.9
4.7	6.4	2.2	3.1	5.4	6.4
5.1	5.4	6.6	3.4	6.5	6.6
6.4	4.2	8.8	10.9	7.2	6.5
6.1	5.3	11.7	6.8	7.3	6.1
9.2	5.5	16.8	3.7	7.7	5.8
10.1	5	16.1	10.9	7	5.1
10.1	5.4	10.9	12.9	6.5	4.6
8.5	3.3	5.1	9.5	4.3	3.3
6.8	2.2	2.2	2.4	2.3	2.1
5.1	2.7	0	0	1.4	1.9
49.8	24.1	51.1	39.4	29.2	22.8
30.5	13.6	18.2	24.8	14.5	11.9
11.9	4.9	2.2	2.4	3.7	4
8.3	11.5	0	9.2	11.3	12.1
4.8	3.1	5.3	2.4	4.7	4.6
10	31.8	12	10.8	13.5	22.7
2.6	23.4	0.0	7.3	6.1	15.6
59.4	69.4	46.6	57.6	73.8	71
37.3	24.6	49.3	39.8	23.0	24.7
26.3	44.3	36.7	29.7	37.0	41.2
54.1	39.1	60	59.5	45.5	40.3
20.0	16.4	13.3	16.2	16.3	16.8
Toogoolawah	Kilcoy	Linville	Moore	Somerset LGA	QLD
48.9	33.4	40	56.9	38.2	29.1
21.7	30	18.6	24.4	36.8	34.4
24.3	32.9	22.9	13.8	20.7	33.1
68	73.7	18.8	70.6	60.4	21.9
8.7	0	0	0	2.1	9.9
$1,000	$1,300	$631	$1,003	$1,500	$1,733
$265	$342	$175	$213	$300	$365

Indicator	Year	Lowood	Fernvale	Coominya	Esk
Households in mortage stress (%)	2021	11.6	12.6	10.8	12.9
Households in rental stress (%)	2021	40.4	35.9	26.1	45.9
INCOME AND WELLBEING					
Low income households (Less than $650 gross weekly income) (%)	2021	23	9.9	19.6	33.5
High income households (More than $3000 gross weekly income) (%)	2021	9.3	16.5	8.2	6.6
Median weekly household Income ($/ weekly) ($)	2021	$1,154	$1,759	$1,138	$847
Needs assistance due to disability (%)	2021	10.1	6.5	11.9	11.9
SEIFA Index of Disadvantage (no.)	2016	na	972	891	901
AEDI – increase in developmentally vulnerable children					
Vulnerable on one or more domain (%)	2021	na	na	na	na
Vulnerable on two or more domain (%)	2021	na	na	na	na
Top 3 long term health conditions:					
Mental Health (%)	2021	15.3	12	17.2	15.4
Arthritis (%)	2021	14.1	10.2	20.7	19.6
Asthma (%)	2021	13.1	10.8	14.4	12
Heart Disease (%)	2021				
TRANSPORT					
Households without a car (%)	2021	4.3	1.7	4	4.6
Households with one or more cars (%)	2021	34.3	26.8	29.1	48.1
Households with two or more cars (%)	2021	36.6	43.9	33.2	29.8
WORK & MOBILITY					
Unemployment Rate (%)	2021	9.5	4.5	10.4	4.9
Volunteers (%)	2021	12.3	10.8	7.7	19.9
Same address 5 years ago (persons aged 15 years and over) (%)	2021	56	59.7	69.1	62.2
Method of Travel to work					
People who travelled to work by public transport (%)	2021	1	1.3	2.9	0
People who travelled to work by car as driver or passenger (%)	2021	76.6	75.3	80.2	68.7

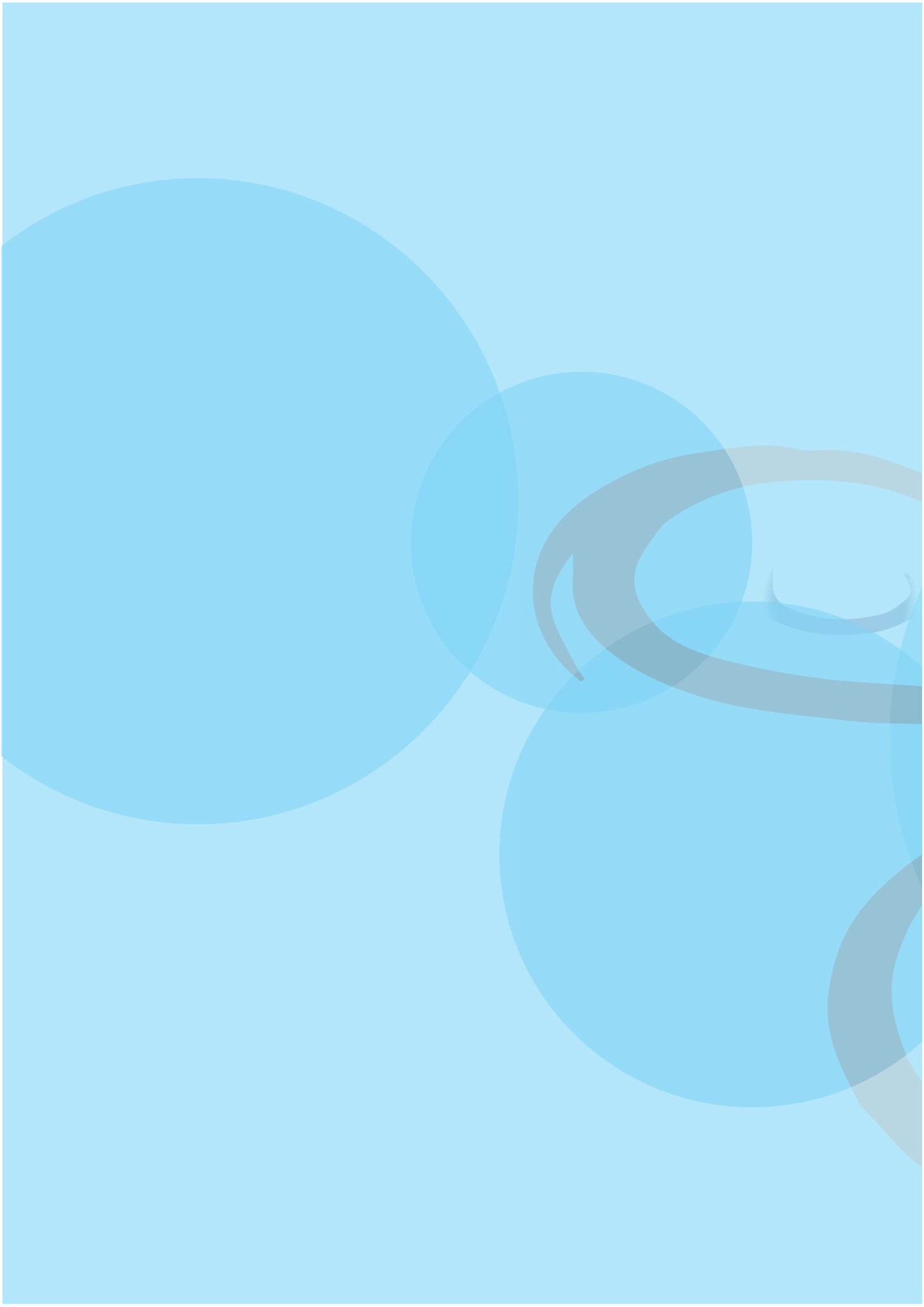
Toogoolawah	Kilcoy	Linville	Moore	Somerset LGA	QLD
18.5	13.1	30.8	13.3	13.7	11.9
45.6	21.1	18.8	29.4	34.9	32.3
35.1	17.0	41.1	32.8	20.3	16.4
4.8	16.0	5.4	8.6	13.4	21.9
$885	$1,401	$693	$900	$1,312	$1,675
14.9	6.9	12	5.9	8.3	6
889	885	849	866	929	997
na	na	na	na	28.9	24.7
na	na	na	na	16.3	13.2
13.7	7.9	19.8	10.8	12	9.6
21.3	8.8	20.3	22.4	8.8	8.8
10.9	7.7			8.5	8.5
		11.3	11.2	5.5	4.2
6.6	3.4	0	0	2.4	5.7
46.2	35.5	41.7	47.8	28.3	35.5
29.6	37.5	29.2	31.9	37.8	37.5
6	4.2	15	8	5.3	5.4
19.8	13.3	18	14.8	14.6	14.1
57.5	45.6	62.9	57.9	64.2	56
0	1.6	0	0	1.1	4.1
65	78.6	57.7	67.1	69.1	65.4

INDICATOR	UNIT	TIME PERIOD	SOMERSET
Population 2021	no.	2021	25,057
population 2041	no.	2041	39,017
Land area km3	no.	na	5,373
Total Medical Practitioners	Rate per 10,000 people	2020	148.4
General Medical Practitioners	Rate per 10,000 people	2020	8.4
Hospital Practitioners non-specialist	Rate per 10,000 people	2020	1.9
Specialist Practitioners	Rate per 10,000 people	2020	0.0
Specialist Practitioners in training	Rate per 10,000 people	2020	4.6
Total Nurses (Registered Nurses, Enrolled Nurses or Midwives, each person only counted once)	Rate per 10,000 people	2020	44.5
Total Dental Practitioners (includes Dentists, Oral health therapists, Dental hygienists, Dental therapists and Dental prosthetists)	Rate per 10,000 people	2020	2.3
Residential aged care places	Places per 1,000 population aged 70 years and over	2020	30.4
National Disability Insurance Scheme participants	ASR per 100	2022	2.5
Clients living alone - (CHSP) - My Aged Care	%	2020/21	32.6
Clients with carer (CHSP) - My Aged Care	%	2020/21	8.9
Indigenous clients (per total clients) (CHSP) - My Aged Care	%	2020/21	3.4
Non-English-speaking clients (CHSP) - My Aged Care	%	2020/21	5.2
Learning or Earning at ages 15 to 24	%	2021	78.9
Persons living in crowded dwellings	%	2021	5.8
Persons living in severely crowded dwellings	Rate per 10,000 people	2021	6.9
Housing suitability	%	2021	2.8
Households in dwellings receiving rent assistance from the Australian Government	%	2021	26.5
Social housing (rented dwellings)	no.	2021	39.0
Social housing (persons in rented dwellings)	%	2021	0.3
Age pensioners	%	2021	63.5
Age pensioners - Department of Veterans' Affairs	%	2021	1.4
Disability support pensioners	%	2021	9.2
Female sole parent pensioners	%	2021	6.0
People receiving an unemployment benefit	%	2021	10.1

	BURDEKIN	SCENIC RIM	SOUTH BURNETT	SOUTHERN DOWNS	QUEENSLAND
	16,692	42,984	32,996	36,290	5,156,138
	17,310	67,290	37,107	38,969	na
	5,044	4,243	8,382	7,108	na
	177.0	190.3	174.7	206.2	420.9
	11.8	13.8	10.4	11.3	12.9
	..	..	..	2.0	5.8
	..	1.4	2.5	2.0	15.0
	..	2.7	3.1	4.2	7.3
	77.9	65.3	96.8	106.5	142.8
	5.3	6.2	5.2	8.2	8.7
	60.9	60.8	55.6	76.8	72.6
	2.2	2.1	3.3	2.7	2.1
	22.4	28.1	43.6	40.7	36.8
	5.1	6.1	8.4	4.7	10.3
	6.9	2.4	4.6	2.2	3.5
	5.8	2.5	0.5	6.6	7.7
	79.3	82.1	74.3	80.2	83.7
	5.1	4.7	6.0	5.2	5.6
	14.9	4.6	14.0	18.0	16.6
	2.5	2.4	3.0	2.4	2.8
	19.4	24.6	24.6	24.7	26.3
	153.0	168.0	254.0	231.0	61,277.0
	2.5	1.0	1.7	1.3	2.9
	58.3	61.9	73.0	69.2	62.0
	0.9	1.0	1.4	1.2	1.1
	5.7	6.3	13.9	9.4	4.9
	4.8	4.5	7.3	6.7	4.2
	9.1	8.4	12.3	10.7	7.7

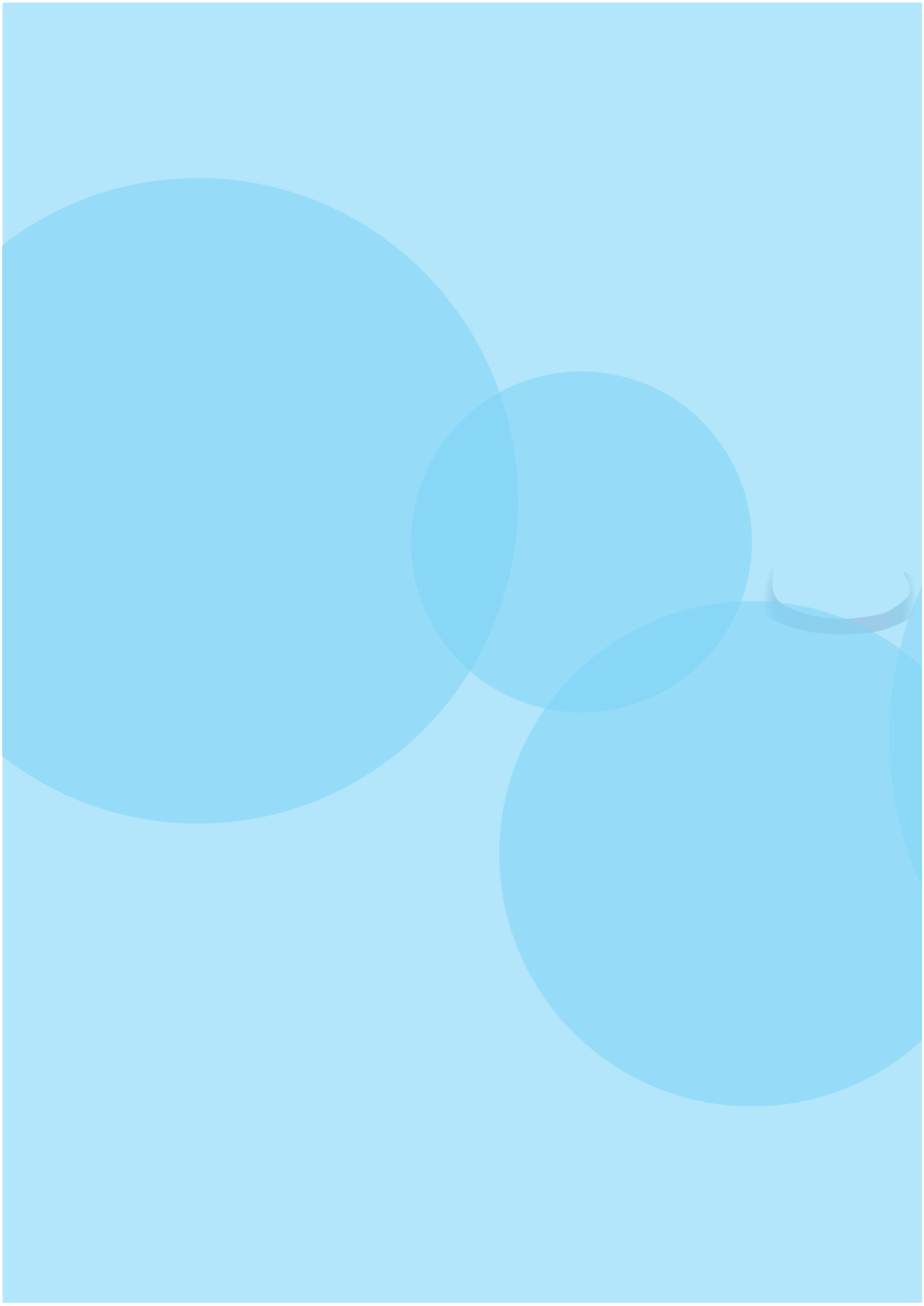
INDICATOR	UNIT	TIME PERIOD	SOMERSET
JobSeeker unemployment beneficiaries	%	2021	**10.1**
Young people aged 16 to 21 receiving an unemployment benefit	%	2021	**9.8**
People receiving an unemployment benefit short-term	%	2021	**1.0**
People receiving an unemployment benefit long-term	%	2021	**9.1**
Low income, welfare-dependent families (with children)	%	2021	**7.5**
Children in low income, welfare-dependent families	%	2021	**17.1**
Health Care Card holders	%	2021	**8.8**
Pensioner Concession Card holders	%	2021	**31.8**
Seniors Health Card holders	%	2021	**5.9**
People aged 0 to 14 years who reported they had a mental health condition (including depression or anxiety)	ASR per 100	2021	**4.0**
Median age at death of persons 2016 to 2020	no.		**76.0**
People aged 0 to 14 years who reported they had one or more long-term health conditions	ASR per 100	2021	**12.7**
Deaths from suicide and self-inflicted injuries, 0 to 74 years	Average annual ASR per 10,000	2016-2020	**2.8**
Youth mortality: Deaths of persons aged 15 to 24 years	Average annual ASR per 10,000	2016-2020	**6.7**

	BURDEKIN	SCENIC RIM	SOUTH BURNETT	SOUTHERN DOWNS	QUEENSLAND
	9.1	8.6	12.2	10.7	7.8
	9.1	7.2	12.9	10.8	7.4
	1.0	0.9	1.2	1.0	0.8
	8.0	7.5	11.1	9.7	6.9
	5.0	6.0	7.5	6.1	5.7
	15.3	13.9	19.0	15.8	12.2
	7.6	7.6	10.7	9.6	8.1
	26.8	27.9	42.3	36.2	22.2
	11.1	9.5	6.9	9.1	9.7
	1.6	3.3	4.7	3.4	2.7
	80.0	81.0	78.0	81.0	80.0
	7.0	10.7	11.2	10.7	9.0
	2.3	1.4	3.3	2.2	1.5
	11.9	5.4	8.4	5.5	4.2



APPENDIX C

CONSULTATION SUMMARY



SOMERSET REGIONAL COUNCIL - Officer's Report

To:	Andrew Johnson, Chief Executive Officer
From:	Caroline Smith, Arts and Culture Manager
Director:	Matthew McGoldrick, Director of Corporate and Community Services
Date:	23 June 2023
Subject:	Repeal of Arts and Cultural Policy
File Ref:	Policies
Action Officer:	ACM

Background/Summary

The Arts and Cultural Policy was adopted by Council on 11 March 2009 and was created to provide a framework and a set of strategies and actions for the development and encouragement of arts and culture within the region.

This set of strategies and actions was created to ensure that opportunities were created by Somerset Council for all members of the community, and for visitors to the region, to participate in a diverse range of cultural activities that will enrich and enliven creativity, economic growth and a sense of place.

With the growth and development of arts and culture in the region since 2009 and the recent adoption by Council of the regions first Arts, Culture and Heritage Plan 2023 – 2028, Council Officers are of the opinion that there is no longer a requirement for a separate Arts and Culture Policy.

The recent adopted strategy provides Council with;

- a guide to the strategic development of the arts, culture and heritage in Somerset.
- Supports Council's role and responsibilities for arts, culture and heritage
- Makes transparent Council's strategic direction, including its partnership with the community.

Regarding possible implications for Council in the repeal of the policy, there is no legislative or regulatory requirement for the Arts and Culture Policy, nor is community consultation required for the repeal of said policy.

Attachments

Attachment 1: C/005 Arts and Cultural Policy

Recommended Action

THAT Council repeal policy C/005 Arts and Cultural Policy.

Somerset
REGIONAL COUNCIL

Policy Subject/Title:	**Arts and Cultural Policy**
Policy Number:	**C/005**

Responsible Officer:	Regional Librarian
Related Policies / Procedures:	C/001 - Community Assistance Grants C/002 - Advertising Policy C/O11 - Community Engagement Policy HR/002 - Workplace Health & Safety
Authorised by:	Somerset Regional Council
Authorised on:	11 March 2009 (Doc Id 395347)
Review / Amendment Dates:	11 July 2013 (Doc Id 711676 / no amendment) 26 March 2014 (Doc Id 747962) 28 March 2018 (Doc Id 1024321)

1. VISION

By continuing to provide and support specific infrastructure and related services for the development of a diverse range of arts, cultural and heritage activities, Somerset Regional Council seeks to position itself as one of the leaders in the development and growth of cultural tourism in south east Queensland and to assist with the growth of post- secondary education and employment opportunities within the region.

2. OBJECTIVE

The objective of this policy is to provide a framework and a set of strategies and actions for the development and encouragement of arts and culture within the region to ensure that significant opportunities are created by Somerset Council for all members of the community, and for visitors to the region, to participate in a diverse range of cultural activities that will enrich and enliven creativity, economic growth and a sense of place.

3. BACKGROUND

a. State and LGAQ Policy Environment

The Queensland Government's Cultural Policy *Creative Queensland* (2002) presents a vision for:

> "*Queensland to be a culturally dynamic place, rich in diversity and experiences – where ideas and talent are supported; where artistic and cultural pursuits are encouraged; and where the economy is enhanced by excellence in creative innovation".*

The Local Government Association of Queensland (LGAQ) has endorsed the following policy statement, drawing heavily on the State Governments artbeat: Regional Arts and Culture Strategy 2010 – 2014. The policy states:

> *"Local Government recognises arts and heritage creative cultural development to be "all forms of creative practice and artistic and cultural expression and activity". This includes but is not limited to: creative industry, visual art, music, dance, writing, craft, theatre, media art, multi-arts, design, public art, events, festivals, exhibitions, community cultural development, and preservation of language, knowledge, stories, heritage and collections. (*Artbeat: Regional Arts and Culture Strategy 2010-2014, Arts Queensland)"

The definitions provided in the LGAQ policy are used in the context of the Somerset Regional Council Arts and Culture Policy.

The artbeat strategy points out that:

> *"Throughout the world, arts and culture have been instrumental in changing communities and reviving cities, towns and regions. Arts and culture attract people to places to visit and live and create a powerful sense of belonging".*

This policy articulates principles and priorities for Council action in supporting arts and heritage, and strengthens their links to the wider local agenda. It establishes priorities for future cultural infrastructure, and supports innovation and new partnerships to develop local festivals and events, community arts and heritage.

b. Corporate Plan

Somerset Regional Council's Corporate Plan presents five strategic goals for growing the Region:

1. Vibrant Somerset

2. Prosperous Somerset

3. Well planned Somerset

4. United Somerset

5. Natural Somerset

To some degree arts, culture and heritage activities contribute to each of these five priorities. However it is this objective; that the Somerset Region will "*encourage and support local arts and crafts activities and the preservation of the cultural heritage of the region*" that this policy sits under. Providing Council with direction towards delivery on the goal and strategic priority.

It should be noted that the following objectives *"Expand and facilitate major events within the region to enhance economic growth for local communities, associations and businesses*" and "*Protect and utilise our economic assets such as agricultural land, forests, extractive resources, cultural, heritage, rural landscapes, rural townships, water storages, natural environment, existing businesses and local people"* under Prosperous Somerset and Natural Somerset, are equally relevant.

This Arts and Cultural Policy will inform Somerset Council's Corporate Plan and the arts and cultural development strategies will be incorporated into council's annual operational plans.

4. SCOPE

This policy :

- Applies to Councillors and all Council employees;
- Informs councillors and council employees in the implementation of arts and cultural activities;
- Will be read in conjunction with and will inform councils corporate and operational plans;
- Provides a guide for the Somerset Regional Arts Development Fund Committee;
- Guides the activities of Council in arts, culture and community development and will inform the types of programs delivered at cultural facilities including Cultural Centres and Libraries.

5. METHODOLOGY

To ensure that the Arts and Cultural Policy reflects the needs and priorities of the

community, input from youth, tourism and community was invited.

> *"Arts, culture and heritage are significant tourism drivers and provide stimulus to social and economic growth as visitors actively seek these experiences in attractions and events.*
>
> *The Queensland State Government recognizes tourism as one of the four pillars of the Queensland economy and recognizes arts, culture and heritage in that mix. It has set a 2020 goal of doubling tourism expenditure and placing Queensland as the premier Australian tourism destination. Part of the strategy to achieve this goal is the encouragement of regional tourism through drive tour destinations. Arts, culture and heritage provide a significant component motivating the drive tour market.*
>
> *Somerset's proximity to large urban areas place it well to contribute its share toward achieving the State Government goal by aligning our strategies and product offerings in accordance with the drive tour strategy. Encouraging local arts, culture and heritage will contribute to this goal.*
>
> *Irrespective of the State goals there are immediate local economic and social benefits to be achieved from encouraging art, culture and heritage tourism to the area."* **Tourism and Promotions**
>
> *"It is a priority of council to facilitate the development of community capacity, learning and cultural exchange through the provision of community arts spaces. These are important in ensuring that young people, regional school students, teaching staff and local arts workers are able to utilise space in an effective and efficient manner for engaging in workshops, provision of training or learning outcomes and meaningful discussion and exploration of the exhibits."*

6. DEFINITIONS

Arts refers to all art forms, and includes visual arts, crafts, music, theatre, entertainment, community festivals and events, cultural traditions, and designs for public spaces. Art includes man-made or natural objects that have aesthetic value or express symbolic meaning.

Culture refers to all the traditions, history, customs and activities that constitute lifestyle, identity, heritage, celebration, and spiritual nourishment, as well as all the creative and innovative aspects of the arts that define a community.

POLICY STRATEGIES & ACTIONS

6.1 Engaging the community

- Develop cultural activities and programs reflective of community needs and aspirations led by community artists and leaders.

- Encourage all communities to work collaboratively together to enhance opportunities for developing arts and cultural activities through sustained and meaningful engagement.

- Embrace a wide view of culture and affirm its role in protecting and developing the strengths of Somerset Places and communities.

- Maintain continuing dialogue with the community concerning cultural development.
- Promote creative approaches to civic engagement that enrich public exploration of pressing local issues and challenges.
- Implement arts and culture trails, including artists open studios, national and cultural heritage, sculpture and public art.
- Define specific locations as preapproved public art spaces and actively encourage creative endeavours within those zones.
- Increase the quality and capacity of local creative industries by inviting high profile cultural personalities, celebrities and artisans to facilitate creative workshops and cultural projects.

6.2 Creating a Sense of Place

- Encourage the recognition of local people and arts groups as professional workers in the community.
- Encourage arts activities and development, and individual artists that collectively will attract visitors to the region.
- Highlight the unique cultural and historical heritage of the region, with priority assistance being given to local professional artists, projects, and community arts groups involved in events which encourage local participation and are attractive to visitors.
- Acknowledge the significant role of creative arts and heritage activities as drivers of tourism generally and their central role as drivers of cultural tourism in the Somerset Region.
- Develop an artist in residence model for the Somerset Region that enables employment for local and visiting artists.

6.3 Celebrating Diversity

- Encourage diversity through supporting cultural festivals, forums and awareness programs.
- Increase the level of awareness, appreciation and skills in the arts in the region, to further the cultural awareness of the community and make available facilities and public spaces to develop art and cultural activities.
- Acknowledge and support the living culture of the traditional custodians, elders and other indigenous residents of the Somerset region.
- Appropriate use of consultation and protocol with cultural and artistic initiatives.
- Investigate opportunities for national and international exhibition swaps.
- Provide exposure to touring performances, and exhibitions and the opportunity for artists to engage with visiting artists and organisations.

6.4 Building and Consolidating

- Include cultural considerations in place planning and management.
- Provide, maintain and manage facilities and infrastructure that nurtures community cultural development. This includes the renewal and animation of existing community facilities.
- Conduct an audit of community facilities and resources that are integral to cultural development in our communities and develop appropriate management and promotion for these resources.
- Develop cultural precincts and hubs in our communities and towns. These precincts may contain; community halls, rehearsal space, workshop areas, galleries or be situated online.
- Maintain and support the role of community organisations via maintenance, infrastructure and programs.
- Provide public art spaces on Council managed land/facilities, and facilitate public art spaces on private and commercially held land/facilities.

6.5 Sustainable Creative Industries

- Nurture viable creative businesses.
- Encourage the engagement of young people in cultural development and expression.
- Encourage new partnerships that foster local cultural vitality and harness its strengths in the wider sustainability agenda.
- Invest in digital literacy as a major driver of cultural development, education and enterprise development.
- Promote cultural development, based on the requirement to balance the needs of the community today with the needs of the community in the future, through sensitive economic and ecological planning.

- Provide information on creative opportunities, business development, access to new markets and expansion opportunities.

6.6 Fostering Partnerships

- Support arts and cultural initiatives that demonstrate cooperation and collaboration between community organisations, schools and business.

- Work with local artists and communities on joint ventures and activities.

- Succession planning for cultural organisations to engage newcomers, young people and cross-sector partnerships.

- Target support for community based cultural activities to those that best demonstrate exciting and innovative approaches to creative development, community participation and skills development, and which foster strong local partnerships.

- Seek opportunities to link council's cultural resources with the resources of other agencies.

- Support partnerships with peak arts bodies and advocate for regional representation and access to state and federal initiatives.

- Foster partnerships and collaborations between artists from inside and outside the region, nationally and internationally.

6.7 Embracing the Future

- Establish and encourage an environment in which there is innovation and on-going improvement and development in the standards of local arts practice and perception.

- Create opportunities for leisure, educational and alternative pursuits which encourage new emerging arts product and practice in conjunction with the established and more recognised.

- Capitalise on new technologies which promote cultural development.

- Continue to utilise Somerset Regional Gallery – the Condensery, other regional art spaces and other significant initiatives to establish Somerset's distinctive positioning.

- Nurture the next generation of cultural curators and custodians by supporting the creative ideas, skills and capacities of children, teenagers and young adults.

7. EFFECTIVE FROM

This revised policy is effective from 26 March 2014.

8. DATE OF RESOLUTION

This original policy was approved by the Chief Executive Office and adopted by the Somerset Regional Council at the Ordinary Meeting of 11 March 2009.

Signed: Date: 26/03/14

SOMERSET REGIONAL COUNCIL - Officer's Report

To:	Andrew Johnson, Chief Executive Officer
From:	Caroline Smith, Manager Arts and Culture
Director:	Matthew McGoldrick, Director Corporate and Community Services
Date:	14 June 2023
Subject:	Somerset Civic Centre Advisory Committee Meeting
File Ref:	Community Services - Meetings – 2021 – 2024 Somerset Civic Centre Advisory Committee
Action Officer:	ACM

Background/Summary

The Somerset Civic Centre Advisory Committee meets each quarter to review operations of the Somerset Civic Centre. The quarterly meeting of the Committee was held on Monday, 29 May 2023.

Highlights from the committee meeting were as follows;

Discussion of operations update
Receipt and discussion of auditorium acoustic test report and proposed treatments
Resignation of committee member
Discussion of initial market research findings by consultant
Success and diversity of recent venue events.

Attachments

Attachment 1: Meeting Report Somerset Civic Centre Advisory Committee – 29 May 2023.

Recommendation

THAT Council

1. receive the meeting report for the Somerset Civic Centre Advisory Committee meeting held on Monday, 29 May 2023 and the contents be noted.
2. accept the resignation of Kerry Saul from the Somerset Civic Centre Advisory Committee and a letter of thanks be sent to Mr Saul acknowledging his contribution to the committee.

Meeting Report of Somerset Civic Centre Advisory Committee Meeting
Monday, 29 May 2023

Held Somerset Civic Centre Esk

Representatives

Cr Kylee Isidro	(Somerset Regional Council)
Cr Helen Brieschke	(Somerset Regional Council)
Mr Matthew McGoldrick	(Somerset Regional Council)
Ms Caroline Smith	(Somerset Regional Council)
Ms Ashley O'Keefe	(Somerset Regional Council)
Ms Mahala Predo	(Secretary)
Mr Peter Edwards	(Committee Member)
Mr John Preston	(Committee Member)
Mr Kerry Saul	(Committee Member)
Mr Gary Williamson	(Committee Member)

Item 1: Opening of Meeting

The meeting was opened by the Chair Cr Isidro at 1.01pm.

Item 2: Apologies

Mr Matthew McGoldrick
Ms Ruth Skippen

Item 3: Confirmation of Previous Meeting Report

Confirmed Consensus

Recommendation: "That the Meeting Report for the Somerset Civic Centre Advisory Committee Meeting held 20 February 2023, as circulated to all Members, be confirmed".

Consensus

Item 4: Progress of Actions / Recommendations from previous meetings

It was discussed with the committee the progress of actions which are located on page three of the agenda and what stage they are currently at:

1) Finalising electronic signage report with several quotes received to be sent to Council

Item 5: Somerset Civic Centre Operations Update

An update on the latest Operations Report for March to May 2023 was spoken to by the interim Venue Coordinator and Arts and Culture Manager.

Highlights included;

Visitation to the Civic Centre included over 3500 people with four SCC presented events including the Acting for Stage and Screen School Holiday Program, Casting Off, Morning Melodies, Esk Community Choir and the ongoing children's drama classes programs.

Compared to the same reporting period from 2022, we have experienced growth of 167% in hire revenue.

External events have included a wedding, Somerset Flavors Banquet and the Esk Show Ball. The wedding showcased the versatility of the venue with 350 guests and tested the limits of the kitchen which needed to be expanded out into the auditorium. It highlighted the need to be conscious of messaging to hirers and ensure third party vendors are clearly being communicated with around the expectations and responsibilities of the venue.

New branding has been rolled out over the reporting period with positive comments from stakeholders and hirers of the venue.

Facebook reached a record 21400 people and continues to grow with a 108% increase.

Programming for the next six months is in the early stages of planning. Officers are currently exploring potential shows. Email communications have been sent to the region's schools enquiring what they would like to see in the region.

Recommendation: "THAT the Operations update be received and noted by Council"

Consensus

Item 6: Correspondence

Resignation – Kerry Saul:
Formal letter to be sent thanking Kerry for his participation on the committee, he provided support and valued advice when Council first started on the Civic Centre journey. Kerry was very generous with his time and we are appreciative.

Noted an expression of interest to be issued for a new committee member.

Recommendation: "THAT the resignation of Kerry Saul be noted *Consensus*

Item 7: Somerset Civic Centre Acoustic

A consultant was engaged and attended the centre to conduct relevant testing on the acoustics in the venue. The report shows there is a slight reverberation in the auditorium.

Recommendation was the placement of sound panels as a solution that could work in conjunction with fixing the audio issues the venue is experiencing.

Committee discussed curtains as an option as they can absorb / but also push the sound out in conjunction with the recommendation of speakers to be installed and evenly spaced front, middle and back down the sides of the auditorium. It is an affordable and attainable option.

Noting the speaker above the stage needs to be fixed. Portable speakers to be used as fallback speakers. If in the future, if we host large music acts, the venue could source and ad in subwoofers and patch it into the proposed system.

Cr Brieschke advised that there is no carpet on the stage, the addition of which could possibly assist in the current acoustic issues. Consideration to sizing and storage of carpet would be required with a fold up option, as not a permanent solution. Carpet risers are also a good solution and can be sound proofed.

Suggested curtains (wool) are a solution that is being used in the Toogoolawah Hall. The spacing between the curtain and the wall is critical. Request for curtain to be investigated as part of the sound improvements to the Somerset Civic Centre. Flat paint needs to be through out the venue as that plays a factor but the centre uses veneer. Suggested when repainting of the venue comes up we install the flat paint in a plain white and later on we can get the panels in the plain white.

Committee consensus that the audio (speakers) are addressed in the first instance as a means of rectifying the acoustic issues and as a starting point.

Suggested that the sound from the air conditioner needs to be investigated as a separate matter. The main air conditioner is currently broken and the above stage air conditioner is being used to try and regulate the temperature in the auditorium and is fairly loud. Unsure if the testing was conducted on the normal aircon or the above stage one. Suggested when mounted they should have cushioning, perhaps check the cushioning and clarify with the consultant.

Recommendation: "THAT a report be brought to Council with the committee's recommendation on next steps to rectify the acoustic issues within the auditorium.

Consensus

Item 8: Somerset Civic Centre

8.1 Audio Quote

As discussed in item 7, it is agreed to proceed with installing speakers throughout the venue.

Includes quote for wireless microphone.

8.2 Emergency Exit Doors Quote

Recent inspection by Queensland Fire and Emergency Services highlighted that the fire exits in the auditorium need signage (arrows) and better procedures around how they are activated. Venue fire plans have been updated alongside procedures and user inductions.

Quote was sourced for outward opening fire doors - to be added to a future works list.

8.3 Research Summary and Insights

Discussion of preliminary findings from consultant around the marketing of the Civic Centre (and The Condensery). Paper presented was the first deliverable and highlighted the lack of profile of the venue on Council assets such as Experience Somerset. There is little profile on our tourism pages and no footprint of the venue around the region.

Discussed the need to entice people from outside of the region but how can the region make larger offerings when there is a lack of accommodation in conjunction with those bigger events?

Venue staff are focusing on what the region already offers. For example the Kransky Sisters were strategically programmed the night before the Lifestyle Fair - "come see a show / visit the Lifestyle Fair while you are here".

Consultant highlighted the importance of strategizing as a bigger team rather than being silo'd.

Accommodation needs to be discussed further. Can we add a box to the ticketing to enquire if audience members are staying locally and/or send follow up surveys. We need data to be able to progress the issue and conversation around accommodation.

Venue Coordinator to look into adding to ticket website and check box about where they are staying.

Noted on Page 69 of the paper the series of links for the Somerset Civic Centre can we expand those.

Recommendation: "THAT the discussion surrounding the Insight Summary paper be noted.

Consensus

Item 10: General Business

Noted: Esk Show Ball was a success, there was a hot water issue the day before, as a greater issue it is being rectified this week and will not be an ongoing problem going forward. Due to wiring when the centre was being built.

Noted in previous meetings we spoke about having something on the main street for advertising. Main street signage is through TMR. Do we have a Somerset Civic Centre banner to utilise when the banner pole is not booked out. Signs being addressed in the marketing research.

Noted the recruitment process is ongoing to fill the Venue Coordinator role. Ashley is temporarily filling in. We are going back out to market.

Noted that Murphy's Pig is booked the same evening as the Toogoolawah show ball. Feedback not well received in the community. Out of the venues control as the show was booked 12 months in advance before the show.

Item 11: Next Meeting

The next Somerset Civic Centre Advisory Committee Meeting is proposed to be held at 1:00pm Monday, 28 August 2023 at the Somerset Civic Centre, Esk.

Item 12: Closure of Meeting

Summary There being no further business, the Chairperson closed the meeting at 2.45pm.

SOMERSET REGIONAL COUNCIL - Officer's Report

To:	Andrew Johnson, Chief Executive Officer
From:	Helen Golinski, Executive Assistant
Date:	10 July 2023
Subject:	Organisational Closedown – Christmas - New Year 2024
File Ref:	Governance - Reporting - Officer Reports
Action Officer:	DCORP

Background/Summary

In previous years, Council has approved the closure of its office and libraries for the Christmas – New Year period.

Staff have been required to take leave and any emergent issues were dealt with by a skeleton crew. Council has not received any adverse public comment arising from such closure.

It is proposed that the offices and libraries be closed for the 2023 Christmas – New Year period. The statutory holidays fall on Sunday, 24 December from 6pm, Monday, 25 December, Tuesday, 26 December 2023 and Monday, 1 January, 2024. It is proposed that offices remain closed for the working days of 27, 28 and 29 December 2023 and reopen on Tuesday, 2 January, 2024.

For the outside workforce, an annual closedown is observed with a skeleton crew dealing with any emergency issues. The closedown will commence on Thursday, 21 December, 2023 with staff returning to work on Monday, 22 January, 2024.

Council's meeting schedule currently includes Thursday, 21 December, 2023 as an Ordinary Meeting day.

Attachments

Nil

Recommendation

1. THAT all Somerset Regional Council offices and libraries remain closed for the 2023 -24 Christmas – New Year period commencing Friday, 22 December 2023 and reopen on Tuesday, 2 January 2024.
2. Council note the annual closedown for the outside workforce will commence on Thursday, 21 December 2023, with staff recommencing on Monday, 22 January, 2024.

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SOMERSET REGIONAL COUNCIL - Officer's Report

To:	Andrew Johnson, Chief Executive Officer
From:	Daniel Rowe, Community and Tourism Manager
Director:	Matthew McGoldrick, Director Corporate and Community Services
Date:	11 July 2023
Subject:	Tourism and Promotions Report – 2023
File Ref:	Tourism – Promotions
Action Officer:	CTM

Background/Summary

The following is the June 2023 summary of activities for Somerset Visitor Information Centres and the Tourism team members.

Visitor Statistics

	Somerset	Brisbane	Other SEQ	Rest of state	Interstate	International	Total
Esk VIC	91	87	90	30	68	13	379
Fernvale VIC	83	152	59	25	55	7	381
Kilcoy VIC	133	164	225	41	173	29	786
The Condensery	90	90	96	13	22	5	316

Motivators

	First	Second	Third
Esk	Maps and Directions	Glen Rock Gallery	Events & Markets
Fernvale	Maps and Directions	Brisbane Valley Rail Trail	Tourist Drives
Kilcoy	Maps and Directions	Caravanning and Camping	Outdoor Activities
The Condensery	The Condensery exhibitions	The Condensery Building	Culture and Heritage

Active Volunteers	
Esk	10

Fernvale	19
Kilcoy	8
TOTAL	37

Digital Media

Facebook

3884
(+76)
Reach 88 069
(+54%)

Instagram

1638 (+30)
Reach: 2541
(+26%)

Website

Page Views: 8188
Visitors: 3542 new, 344 returning
Peak Time: Sunday, 18 June
Most Popular Pages: Take the Road Less Travelled – campaign, Caravan and Camping Campaign, Events
Device Type: 65% Mobile, 26% Desktop, 9% Tablet

Glen Rock Art Gallery (Esk Visitor Information Centre)
In June, Glen Rock Gallery hosted an exhibition titled “Not far from here” by local artist Betty Williams. Betty’s exhibition is quite traditional with acrylics and oils on canvas being her mainstay. She loves landscapes, skies and the textures of nature and this is reflected in her art. She has also tried her hand at photography and has a number of photographs on display from around the local area.

Visitor Information Centre Volunteer Famil
A volunteer famil took place on Thursday, 22 June and focused on the Esk and Toogoolawah areas. 25 volunteers attended a range of tourism operators including The Condensery, Hav’a’chat Café, Skydive Ramblers, the Esk Caravan Park, the Esk Grand Hotel, Brisbane Valley Roasters and the Glen Rock Gallery.

Trade Shows
A Tourism Officer attended the Let’s Go Queensland Caravan and Camping Supershow with the Southern Queensland Country Tourism stand from 7-9 June 2023 at the RNA Showgrounds in Brisbane. The new publication promoting caravanning and camping in Somerset was released and proved popular with visitors to the stand.

Experience Somerset Visitor Guides were also distributed from the Caravanning Queensland and Drive Queensland stands in addition to the Southern Queensland Country stand at the Let’s Go Caravan and Camping Supershow.

Regional Tourism Organisations
Planning is underway for an Agritourism workshop to be held at the Somerset Civic Centre on Thursday, 20 July with Southern Queensland Country Tourism.

Planning is underway for a Tourism Industry Resilience & Business Continuity Planning workshop to be held in Esk in August with Southern Queensland Country Tourism.

Tourism Operator Development
Expressions of interest have been received from 10 Somerset tourism operators for the second round of the Best of Brisbane Region Experiences Support Program run in conjunction with Southern Queensland Country Tourism, Brisbane Economic Development Agency and Tourism and Events Queensland. The tourism businesses will work with mentors for an 11-week period from July to September to work towards improving their businesses and reaching the Best of Queensland Experience Status.

Expressions of interest have been sought by four Somerset tourism operators who reached the Best of Queensland Experience status to participate in the Transformational Experiences Mentoring Program as the next level of training and to improve their experience offering.

Both of these mentoring programs will start in July and run until September.

Experience Somerset sent out its first electronic direct mail (EDM) to our operators on 27 June with relevant updates, marketing opportunities and Somerset information.

Regional Event Support and Development 2023-2024
Officers are actively working with event organisers to encourage and support the development of new and existing regional events in 2023-2024, including:

- Agritourism events
- Sporting events
- Adventure race events

Council and Experience Somerset have agreed to sponsor and provide event support to the following regional events:

- Queensland Cross Country Championships 2023, hosted by Queensland Athletics
- Legends of Beef 2024, hosted by Brisbane Valley Farm Direct
- BVRT Festival of Cycling 2023, hosted by Brisbane Valley Rail Trail Users Association

Marketing Implementation Plan
Officers are actioning the Experience Somerset Marketing Plan and associated documents and aim to complete 50 per cent of these items by 30 June 2024.

Marketing Campaigns
Officers have run the following marketing campaigns this month:

Campaign	*Results*
Winter – Take the Road Less Travelled V1 Dates active: 14 - 27 June 2023 Targeted to: SEQ audiences aged 30-65+ with people who match interests with mountain biking, outdoor adventure and camping. Objective: Visits to campaign landing page Additional Marketing: -EDM sent to visitor database (currently 2296 contacts)	Page visits: 520 Reach: 35,378 Impressions: 66,186
Winter – Take the Road Less Travelled V2 Dates active: 14 - 27 June 2023 Targeted to: SEQ audiences aged 30-65+ (no interests specified) Objective: Visits to campaign landing page	Page visits: 536 Reach: 27.372 Impressions: 55,040
Evergreen - Caravan and Camping V1 Dates active: 6 – 11 June 2023	Leads: 15 Reach: 2770 Impressions: 4398

Targeted to: RNA Showgrounds (to align with Qld Caravan and Camping Supershow 2023 (no interest groups specified) - aged 30-65+ Objective: Facebook leads (collection of email data for EDM) Additional Marketing: -400 copies printed and distributed at the Southern Queensland Country stall at the Qld Caravan and Camping Supershow 2023	
Evergreen - Caravan and Camping V2 Dates active: 6 – 27 June 2023 Targeted to: SEQ audiences aged 30-65+ with people who match interest with camping and caravanning club, camping. Objective: Facebook leads (collection of email data for EDM)	Leads: 367 Reach: 26,328 Impressions: 59,143

Tourism and Marketing Activities

Officers submitted nominations into the 2023 Queensland Tourism Industry Council's Top Town Competition. Linville and Toogoolawah were awarded finalist positions in the Top Tiny Tourism Town category. Unfortunately, neither nominee were successful. Winton was announced as the winner of this category at a ceremony held at the RNA Showgrounds on Friday, 9 June 2023. The Mayor and Promotions Officer were in attendance and received positive feedback from judges regarding both submissions for Linville and Toogoolawah.

Twenty-seven boxes of the Experience Somerset Visitor Guide were distributed to 11 Visitor Information Centres and one tourism operators throughout June, along with 15 boxes sent to the Let's Go Caravanning and Camping Show for distribution on the Caravanning QLD and Southern Queensland Country stands in early June.

Attachments

Nil.

Recommendation

THAT Council receive the Tourism and Promotions Report for the month of June 2023 and that the contents be noted.

SOMERSET REGIONAL COUNCIL - Officer's Report

To:	Andrew Johnson, Chief Executive Officer
From:	Corporate Services
Director:	Matthew McGoldrick, Director Corporate and Community Services
Date:	19 July 2023
Subject:	Corporate Services Monthly Report – 2023
File Ref:	Information Mangagement - Reporting - 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 June 2023.

Records

Focus this month has continued to be on documenting internal processes to assist with the transition to a new records team leader. Demand on the team due to ever increasing documents received and reluctance amongst incoming staff to comply with the existing records management policies in place has significantly impacted the ability to make progress on long term projects.

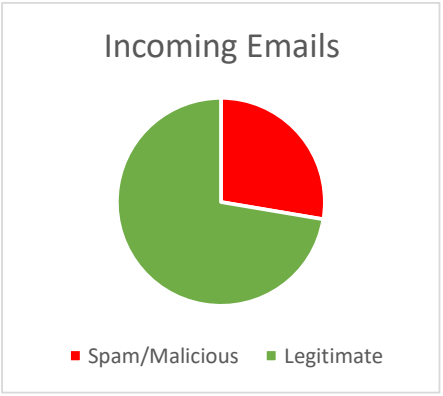
Group training and information sessions were conducted with several teams to increase understanding and compliance with the recordkeeping policies and procedures however recordkeeping compliance across the organisation continues to be a concern. Input has been provided into the review of Council's information management policies to simplify and clarify requirements, with a report to be prepared for Council's consideration in the near future.

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.
Enhancements to our cybersecurity defences and antivirus systems have been investigated and implemented.
Further upgrades to office network equipment and NBN technologies have been completed and progressed across multiple sites.

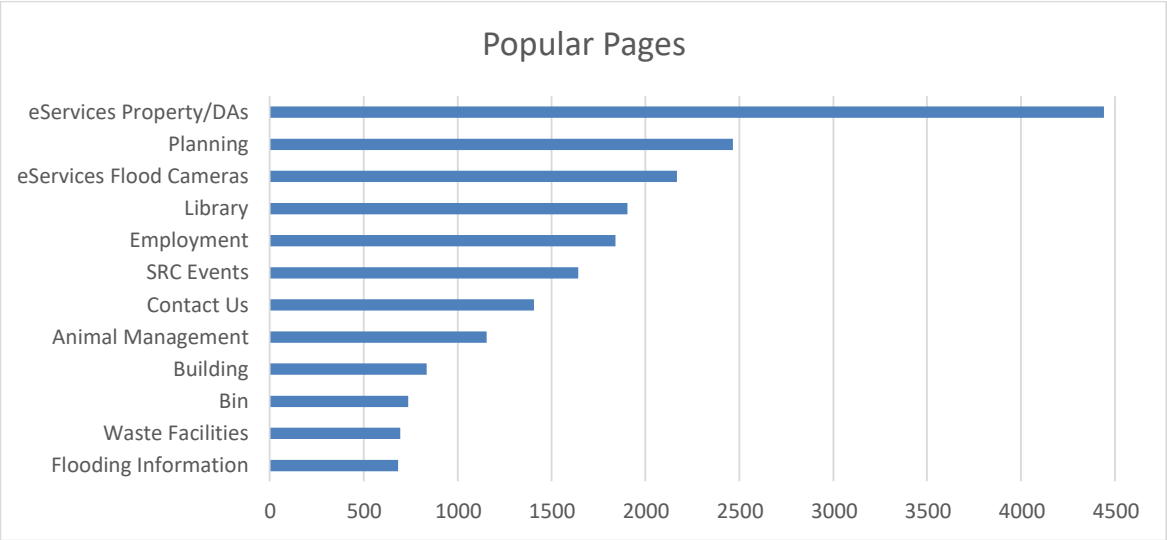
Cyber Security

The number of incoming malicious emails continued to increase with a slight decrease in total emails overall. 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 (QGCIO) warnings of ongoing campaigns by foreign nations and organised hacker groups targeting Australian government and business networks enduring.



Websites

The primary corporate website (somerset.qld.gov.au) received 39,111 page views for the month, and eServices (eservices.somerset.qld.gov.au) received 16,588.



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. Findings included:

- 69% of reports identified an issue about policies and procedures as a factor for the problem under investigation.
- 50% of QO reports identified a deficiency in information and records management as a factor for the problem under investigation.

As a Team striving for Excellence, we can all do our part to reduce the likelihood of Team Somerset contributing to the Queensland Ombudsman's complaint statistics.

The Information Services Team have made significant progress reviewing and revising all Council's policies that relate to Information Management. The final draft will be presented to Council for consideration after the new Records Team Leader has an opportunity to review and comment upon the contents.

Council has a legal obligation to comply with information management provisions within the *Public Records Act 2002*, *Right to Information Privacy Act 2009*, *Information Privacy Act 2009* and the *Local Government Act 2009*.

Councillor and Staff compliance with the provisions of this legislation is important, as failure to adequately keep records in Council's *Electronic Document Records Management System* (*EDRMS*) could leave individuals at risk of prosecution for disposal of public records. It also presents a risk to Council if records are not contained within Council's EDRMS, as information relevant to decision making has not been captured and is therefore not available for Councillors and Staff to rely upon in future. This is particularly concerning when staff turnover is high.

It is intended that best efforts be made to simplify and reduce the amount and complexity of Council's policies to encourage greater compliance with legislative requirements.

The Condensery – Somerset Regional Art Gallery

316 visitors	10225 social media reach	 1 x Exhibition Presented (Things I want to say) 2 x Exhibitions in Development
June Feedback • "Wonderful show again!" • "Loved it!" • "Inspiring young talent" • "Thanks for the tour, very interesting." • "Wonderful, lovely cross section of works." • "A hidden gem!"		 1 x educational program (Creation Station)

Artistic Program

The exhibition *Things I want to say* was open throughout the month. This exhibition focusses on artists with a connection to Queensland; the exhibition encourages conversation around navigating one's sense of self within the pressures of broader society.

Preparations for the next exhibition *The Good* which exhibits work by Anna Louise Richardson are underway, opening 22 July. This month the exhibition was successful in receiving further funding (via M&G NSW) by the Australian Government via the Australia Council for the Arts, allowing for a national tour.

Learning and Engagement

Things I want to say is accompanied by a youth engagement program developed by youth engagement specialist Jo Higgins and led by local artist Zenus Moonbeam. Preparations this month went towards an Art Party on 1 July at The Condensery from 11 – 3pm and is aimed at families and young adults from across the region.

Community workshops are underway for Healing Garden an exhibition of works by Hiromi Tango. Two local artist educators, Makiko Ramsey and Jane Nicholson, are employed to run these creative workshops in the community.

Operational
The Condensery' s new Gallery Curator commenced in the role.

Somerset Libraries

4775 Reach 1125 Followers 12 Posts	1905 Website visits	12,639 Physical Items Circulated	44 Events and Activities
525 Computer Bookings	5314 ▲x% Catalogue Searches	6759 ▲x% Total Interactions 55 New Members	2298 Esk 1762 Kilcoy 1990 Lowood 554 Toogoolawah 155 Outreach

Somerset Libraries News

During the month of June Somerset Libraries continued all our regular events with the number of attendees plateauing. Staff are continuing to promote all these events via a variety of different means, with word of the mouth proving to be the most successful. Five adult craft activities were conducted along with five school holidays activities. We have seen the first week of school holidays with a Christmas in July theme.
Somerset Libraries supported the 2023 Reader's Cup competition, which was held at Fernvale State School. The event reached 115 staff, students, parents, and carers.
Behind the Scenes:
June saw the release of oral histories onto the library catalogue which was the finalisation of the Rails and Tall Tales project supported by the State Library.
Bulk loan deliveries continue to the Aged Care facilities within Somerset providing much needed outreach to those unable to visit a library.

Somerset Civic Centre

 27 **Days open**	 3 **Events with attendance over 250** **Total visitation** 1,671	9 **Facebook Posts** 482 **Followers** 12,968 **Facebook Reach**	 3 **programmed events**

Somerset Civic Centre News

June was a busy month for the Somerset Civic Centre with visitation and large events on 27 out of 30 days of the month.

Three events were attended by more than 250 people. These were the Kransky Sisters (330), Murphys Pigs (250), and a private hire funeral (350). The Farmers Big Night Out also welcomed 140 guests and 11 contractors.

This was also reflected with June making up 13% of ticket sales revenue for the year and 44% of bar sales revenue (not including the drinks for the Farmers Big Night Out). The Kransky Sisters show accounted for 19% of tickets sold in the 2022-2023 financial year.

The Kransky Sisters was a particularly significant show for the SCC. It attracted our largest attendance for a programmed event with paid tickets. Further, it was the highest ticketing price for a show that the venue has charged to date. The event was deliberately timed to be the night before an existing large event in Esk to attract visitors from outside the region who were travelling to the area for that event and this diversity of attendees was noticed by staff working on the evening. Reaching 319 attendees is a testament to the potential of the venue to sell tickets to higher quality shows under the right circumstances and the growth that has been accomplished in the last two years.

The second Somerset Arts Networking workshop for the year saw 25 attendees visit to learn about harnessing the power of social media to develop their brands, products, or businesses. It was a diverse group of attendees with some coming from the Lockyer Valley and with varying goals and levels of experience with social media. Prior to this workshop, the facilitator was confirmed and ticketing set up for the final workshop in November so it could be promoted at the June workshop. Six people signed up on the day.

The Somerset Civic Centre continued to support Council by hosting five meetings and webinars from various departments; workspace for the financial audit team; the Farmers Big Night Out; and a two-day community seminar.

Meetings were also held with various promoters and artists for future programs and shows to be brought to Somerset and supported or programmed by the SCC, including morning melodies, an arts festival, Opera Queensland, children's shows, and a pop-up recording studio. Opera Queensland will be delivering two shows in late August that the SCC is offering free to up to 1200 primary and high school students from the region. Schools were contacted and sent information before the end of term and three schools have already confirmed they will bring students.

Top left: attendees ask questions of Arts Networking Workshop facilitator Alex Stalling; top right: Shane Webcke speaks at the Farmers Big Night Out; bottom left: the Kransky Sisters perform; bottom right: the Kransky Sisters iconic car parked out the front for their show.

Community and Youth Development Report

The following contains an overview of Community and Youth Development programs and projects for the month of June 2023.

Mental Health Initiatives: A third SafeTALK workshop was held during June, making three in total delivered over a five week period. The three hour workshops are designed to help members of the community become more alert to possible signs of suicidal thoughts and know how to respond. A two day ASIST workshop was also held at the end of the month for those who wanted to learn how to perform an intervention when someone is suicidal. Fifteen people attended. These courses are internationally recognised as best practice and were funded by the Localised Mental Health Initiatives Grant provided to Council by Queensland Health.

Farmers Big Night Out: A booked out Farmers Dinner was held at the Somerset Civic Centre on 22 June. In total, around 140 farmers attended, with the majority being beef farmers, followed by small crop farmers. Most came from the southern or middle parts of the region. Attendees listened to guest speaker Shane Webcke talk about farm safety and enjoyed a two course meal catered by Brisbane Valley Farm Direct. A participant survey indicated that most farmers booked to attend due to the opportunity to socailse with other farmers but indicated that the talk by Shane was the most enjoyable part of the evening. The meal was also rated highly.

Over 100 local farmers enjoying the complimentary Farmers Big Night Out on 22 June at the Somerset Civic Centre

Support Service: Most enquiries for the month were from older persons needing assistance. This included making their homes safer. Reports of families struggling to make ends meet were also reported through the interagency meetings, with one Chappy describing more children coming to school hungry than ever before. Work is currently in progress to develop foodbanks in Esk and Kilcoy through the local churches.

Service information: New youth connect cards were developed to ensure the information is current and up to date. These will be distributed to the high schools after the school holidays. Fridge magnets highlighting the Somerset - Connecting Our Community Facebook page, support services directory and the Wellness Hubs were developed. Bulk mail outs were also sent out through the postal services to the middle and northern regions of Somerset where most people are likely to connect with the hubs. Magnets to the southern parts of the Somerset Region are yet to be distributed. Work has commenced on updating information and contact details for Community Support Services Directory, to ensure information is accessible and relevant to community members.

Youth Engagement Strategy

Collected completed youth surveys from Kilcoy and Toogoolawah State High Schools. Youth consultation with Lowood State High School on 15 June, in addition to providing them the Youth Survey which will be collected after school holidays.

Talkin' It Up! Regional Youth Mental Health Forum
Facilitator meeting via Teams took place on 22 June to discuss outstanding actions and finalise decisions. A small collective of the Talkin' it Up Committee met in person on 29 June at Goodna Community Health to put registration packs together for the schools attending. Youth and Community Development Officer will be assisting with Technology support for Talkin' It Up Event to be held on 14 July.

Community Recovery and Resilience Officer Report

Community Engagement
The Community Recovery and Resilience Officer (CRRO) attended a facilitator meeting as part of the Youth Talkin' It Up event at Lowood State High School. During this briefing, some training was provided to all of the community volunteers who will be assisting the young people on the day. This training meeting provided the knowledge and materials to direct the 300 young people through a variety of engagement activities.

As well as the regular monthly interagency meetings, consultations continue with Queensland Health to bring about the Kilcoy Wellbeing Festival in October this year. The plans are to make this year's event a good opportunity to celebrate the many cultures in Kilcoy as well as to strongly promote wellbeing and resilience within the community.

The Healing Garden Art Workshops continue to provide mindfulness and resilience strategies through the teaching of a craft. Participants from Toogoolawah Anglican Women's Group have been engaged in the activities and are keen to be exhibiting their contributions to the final community exhibition at the Condensery in December.

Building Inclusive Disaster Resilient Communities
The CRRO and Community Development Coordinator, in collaboration with the Queensland Disability Network, have begun the production of a video depicting preparedness scenarios and emergency considerations for those in our community who are living with a disability. This video resource is intended to provide specific information from the perspective of some of the more vulnerable groups in our community. It will be attached to the Disaster Dashboard and linked to key promotional material.

Building of Resources for Disaster Management
The CRRO has produced Emergency Document Wallets which will contain an All-Hazards Emergency guide specific to the Region as well as emergency preparedness resources. Resources will include a personal plan template, a pen and wind-up torch to keep together in the case of evacuation, inundation, or loss of power. These wallets will be included in the new residents' Welcome Kits and will also be distributed at events and shows over the next year.

Commencement of the Community Recovery Service Navigator for Somerset
As part of the state and federally funded Community Recovery program, a Community Recovery Service Navigator (CRSN) has been employed to cover the Somerset Region over the next 12 months. This position is designed to provide case management to anyone experiencing financial or emotional hardship due to past weather events and natural disasters. Based at the Laidley Neighbourhood Centre, the CRSN will act as a point of intake and assistance to help applicants to navigate the flood recovery structural assistance grants as well as provide links to other services. The CRSN has been able to attend events and community meetings in order to promote the service in the Somerset Region. The CRSN is keen to collaborate with the CRRO to bring services and opportunities to this area.

Sport and Recreation

The following contains an overview of Sport and Recreation programs and projects for the month of June 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	• The Braking the Cycle program had 55 young people participate in driving lessons, recording a total of 57 hours. Two young people passed their driving exam and obtained their driver's licence. • 55 young people participated in the basketball after dark program. • The gymnastics program held its Annual Midyear Showcase with over 104 students in attendance. • The Get Set for Work Program saw students undertake Cert II in Work and Vocational Pathways training. • One minor incident reported. No action by Council required.	3,113 Attendance Record for June Third Highest Monthly Attendance Record Attendance for the Financial Year (34,524)	↑ +236 (2,877)	↓ -11 (1,215)
Kilcoy Indoor Sports Centre	• Collaboration with local GPs and Allied Health to deliver new program - Healthy Knees and Hips. • Continuation of All Abilities program. • Significant attendances for the Kilcoy Gymnastics Club activities – over 1,400. • No incidents to report.	2,582 Record Monthly Attendance for the KISC Attendance Record for June Record Attendance for the Financial Year (25,960)	↑ +470 (2,112)	↓ -9 (101)
Toogoolawah Community Gym and Swimming Pool	• The swimming pool is currently closed for the winter period. During this time the gym continues to operate per the winter operating times. • Off-season maintenance and capital works have continued, including splash pad servicing.	800 Attendance Record for June Record Attendance for the Financial Year (27,013)	↑ +426 (374)	↓ -3 (51)

	• New exercise physiologist seeing over 30 seniors per week. • Direct debit fees reduced from $70 per month to $60 for adults. • No incident to report.			
Kilcoy Aquatic Centre	• The facility is closed for the winter period. • Maintenance and capital works continue, including depth marker tile installation and tile repair, fixture enhancements, plant maintenance and servicing, and upgrading of the heating for the Learn-to-Swim / Therapy pool.	N/A	N/A	N/A
Lowood Swimming Pool	• The facility is closed for the winter period. • Procurement is currently underway to engage a contractor to undertake the works to construct the new carpark for the facility.	N/A	N/A	N/A

Sport and Recreation Highlights and Projects

- A new Sport and Recreation Officer (part-time) commenced on 13 June on a fixed-term contract (12 months).

- Council Officers continue to progress the Kilcoy Indoor Sports Centre redevelopment development application.

- Registrations for the Somerset Rail Trail Classic continue to grow. Registrations for the event were over 700 by the end of June. Registrations are well in front of last year's numbers following the closure of early bird registration period. Council Officers, in conjunction with the event coordinator – Atlas Events, are progressing planning and logistics tasks. A wide range of event collateral and marketing activities are currently being undertaken to grow registration numbers at the event including radio, print and posters.

- Planning continued for the installation of an irrigation system and field refurbishments (including the installation of new goal posts) at the Esk Football Grounds and the extension of the Brisbane Valley Soccer Clubhouse to include amenities facilities at the Lowood Recreational Complex.

- Council Officers continued planning with the Kilcoy District Rugby League Club in hosting the Queensland Rugby League Hostplus Cup match on 15 July at the Hopetoun Sport Fields as part of the Hostplus Cup annual Country Round initiative.

Attachments

Nil

Recommendation

THAT the Corporate Service Report for June 2023 be received and the contents noted.

OPERATIONS
SOMERSET REGIONAL COUNCIL - Officer's Report

To:	Andrew Johnson, Chief Executive Officer
From:	Craig Young, Director Operations
Director:	Craig Young, Director Operations
Date:	11 July 2023
Subject:	Building Back Stronger – Scrub Creek Road
File Ref:	Emergency response – REPA – 2022 Severe Weather Event – February and May
Action Officer:	DOPER

Background/Summary

Under the State and Federal Disaster Recovery Funding Arrangements, Council has applied under the Restoration of Essential Public Asset and Category D Betterment for a more resilient solution to replace the concrete causeway that failed during the floods of 2022. Council received advice on 29 June 2023, that this application has been successful for a new concrete bridge estimated in excess of $5M.

The Betterment program allows Councils to rebuild essential public assets such as roads and bridges to a more resilient standard to help these assets withstand the impact of future disasters. Somerset Regional Council has been successful in the past obtaining 42 Betterment projects since the program began to replace timber bridges with concrete structures, seal steep gravel roads to prevent scouring and extending bridge and causeway approaches to allow for rapid reopening of roads after flood waters recede.

Under the Betterment program, Council contributes a small percentage towards these Betterment projects, above the cost of what restoration with like for like asset.

The Scrub Creek Road community will have the current concrete causeway replaced with a new concrete bridge which will be at the same level of the current bridge at this crossing of the Brisbane River increasing their access during smaller floods.

Council is still await advice from the Queensland Reconstruction Authority on other Betterment projects lodged and is hopeful that other resilient building projects may also be approved.

Attachments

Nil

Recommendation

THAT Council

1. endorses the actions of the Chief Executive Officer in executing the Scrub Creek Road Brisbane River Crossing betterment funding agreement.
2. authorise the Chief Executive Officer to execute further betterment funding applications should they be successful.
3. contributions to successful betterment funding be incorporated into a future budget review.

SOMERSET REGIONAL COUNCIL - Officer's Report

To:	Andrew Johnson, Chief Executive Officer
From:	Debbie Chandler, Customer Service Administrator
Director:	Craig Young, Director Operations
Date:	15 June 2023
Subject:	Lions Club of Esk – Lighting of Community Christmas Tree and Christmas Tree Markets, Food Stalls and Children's Rides
File Ref:	2022-2023 – bookings – parks and reserves Doc Id 1508382
Action Officer:	CSSA

Background/Summary

An application has been received from Lions Club of Esk seeking approval to light community tree in Esk Memorial Park, markets, food stalls and rides for children. The event is proposed for Saturday, 2 December 2023. Setup would start at 3pm, with the event operating from 5pm to 9pm and pack up and leaving the parks by 10pm.

This is the first time the Lions Club of Esk will be holding this proposed event. The event will be held in both Esk Memorial Park and Pipeliner Park. The lighting of the Christmas tree will take place in Esk Memorial Park with the markets, food stalls and children's rides being set up in Pipeliner Park.

The Lions Club of Esk have applied for an application to work within a road reserve or on Council land which is currently being reviewed for the installation of fairy lights and solar panels in tree in Esk Memorial Park.

Attachments

Nil

Recommendation

THAT approval is granted under Council's Local Law No. 1 (Administration) 2001 and Subordinate Local Law No. 1.13 (Undertaking Regulated Activities on Local Government Controlled Areas and Roads) 2011 to Lions Club of Esk for lighting of Community Christmas tree lights in Esk Memorial Park and Christmas Tree markets, food stalls and children's rides in Pipeliner Park on Saturday, 2 December 2023.

Conditions of Approval

1. The approval is limited to the area of the park as identified on the approved site plan.
2. The approval holder must display this approval at the approved event and must produce the approval inspection by an authorised person on demand.
3. The event is to be held between the hours of 5pm and 9pm. Set up for the event may start from 3pm.
4. All displays, stalls, vehicles are to be removed from the site by 10pm on Saturday, 2 December 2023.
5. No tent pegs or stakes to be used within the park for setting up of gazebos and bunting.
6. Camping is not permitted on Council land.
7. The approval holder must keep the area in a clean and tidy state, and is required to adequately provide for the collection and disposal of waste generated by the event.
8. Vehicles are not permitted in the park unless the approval holder has sought prior approval.
9. The approval holder must provide and maintain the following number of toilets and sanitary conveniences for the projected number of people attending the event as per your application –

	WC	Urinals	Hand Basins	WC	Hand Basins
<300	1	2	2	4	2

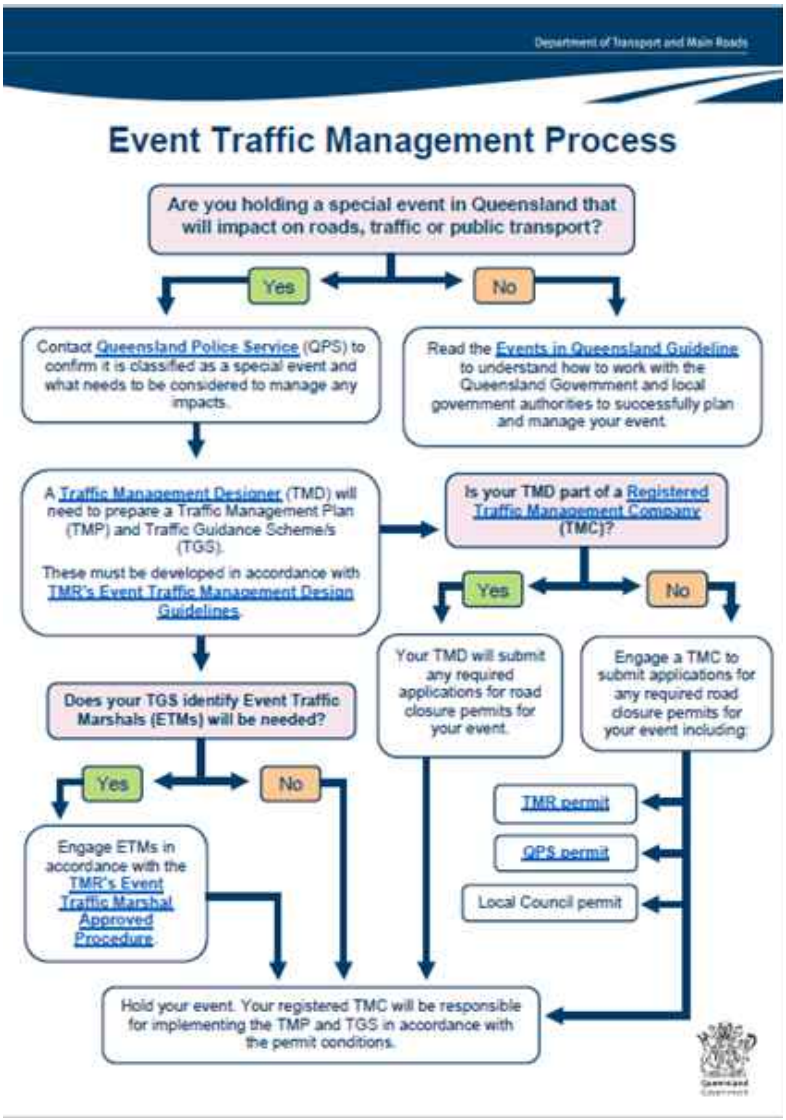
10. The number of toilets and sanitary conveniences include the number of existing public toilets within the park. Further, these facilities will require cleaning and/or stocking up of supplies.
11. Activities at this event must not cause a nuisance as defined by the *Environmental Protection Act 1994* and not cause a nuisance for neighbouring properties.
12. The event must not create a traffic nuisance or increase in existing traffic nuisance detrimentally affect the efficiency of the road network in which the activity is undertaken.
13. The approval holder must make all arrangements associated with the safe running of the event.
14. Market stalls and any activities must not unreasonably detract from the amenity of the area in which the event is located.
15. Market stalls and activities at this event must not create a safety risk.
16. The approval holder must provide all necessary equipment and take all practical measures to ensure the safety of the people attending the activity.
17. The approval holder must ensure that the design and construction of all structures that form part of the market stalls and activities are safe and appropriate to the nature of the activity proposed and the number of people expected to attend.
18. All buildings, structure, vehicles, facilities or equipment used in the operation of the event must be maintained at all times:
    In good working order; and
    In good state of repair; and
    In a clean and sanitary condition.
19. All temporary signage for the 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.
20. The approval holder must ensure that there is adequate parking available and that the through traffic is not impeded due to this event.
21. All work on Council controlled roads must be carried out in accordance with the Manual of Uniform Traffic Control Devices and any other relevant state standards, regulations or laws.
22. Any change to the details provided to Council regarding this event shall be notified to Council in writing.

Licences/Permits

23. The approval holder must ensure that a food licence issued under the *Food Act 2006* is obtained (to the extent that is required) by all stall holders selling food at the event by contacting the Environmental Health Section of Somerset Regional Council for further information.
24. The approval holder is responsible to ensure food operators have required appropriate food business licences.

Event Traffic Management

25. The event organiser must comply with the new Temporary Traffic Management (TTM) standards including any associated Traffic Management Plans (TMP) and Traffic Guidance Schemes (TGS).). Event Traffic Marshals (Department of Transport and Main Roads) (tmr.qld.gov.au)
26. Copies of approved permits from QPS and TMR to be provided to Council prior to the event.
27. A Traffic Management Plan including a Traffic Guidance Scheme to be forwarded to Council in advance of the event for approval.



Public Liability Insurance

28. 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.
29. 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. The approval holder must produce copies of these public liability certificates of currencies for inspection by an authorised person on demand.
30. In the event of prevailing wet weather, a joint inspection of ground conditions is to be conducted with the approval holder and Council's Park and Gardens Supervisor. Should the grounds be deemed unsuitable for the purpose of the event and no other arrangements can be made, the event will be cancelled.

Assistance provided by Council

31. Council will assist by:-
    - supplying five community bins to Pipeliner Park to assist with waste management during the event. If additional bins are required, Council can supply up to a maximum of 20 at a cost of $5 per bin.
    - Providing access to power supply. You will require keys to unlock the power boxes and you will be required to pick the keys up from Council's office in Esk by 4pm on Friday, 1 December 2023 and to return the keys the following business day.

- If the approval holder fails to collect keys from the nominated Council office prior to the event and request that a Council officer attend outside of working hours to deliver keys to provide access, you will be required to pay a call out fee of $400.
- Provide access to water supply.

SOMERSET REGIONAL COUNCIL - Officer's Report

To:	Andrew Johnson, Chief Executive Officer
From:	Tim Tavalea, Parks and Facilities Superintendent
Director:	Craig Young, Director Operation
Date:	11 July 2023
Subject:	Tender 1308 Facility Cleaning Contract
File Ref:	Tendering – Quotations - 2022 – 2023 Tenders - Tender 1308.
Action Officer:	PFS

Background/Summary

Council released "Request for Tender 1308" on the 7 June 2023, for the cleaning of Council facilities and ten submissions were received by closing date of 28 June 2023.

The ten submissions received are listed below:

1. Achieve Corporate Services
2. Advanced Cleaning
3. APS Cleaning
4. JR and SS Henderson
5. Nimrat Pty Ltd
6. OZK Cleaning Services
7. Quality Commercial Cleaning
8. SPS Facilities
9. Urban Clean
10. Usafi Cleaning

Of the ten submissions received five were non-conforming. The five conforming submissions are listed below:

1. Achieve Corporate Services
2. Advanced Cleaning
3. JR and SS Henderson
4. OZK Cleaning Services
5. SPS Facilities

Tenderers were able to submit a price for all or some of the facilities. Prices submitted varied greatly for this contract.

The panel assessed conforming tender submissions and analysed according to the selection criteria in the tender documents - Part 3 Section 3:

3.1 Relevant Criteria
3.3 Local Business
3.3 Key Personal Skills and Experience
3.4 Tenders Pricing

Attachments

Confidential Tender 1308 Price Analysis and Price Criteria Scoring

Recommendation

THAT:

1. Council to accept the offer from JR and SS Henderson for Tender 1308 (Somerset Dam – Coronation Hall and Public Toilets) for a three (3) year period with the option of a two (2) year extension period, commencing 1 August 2023.

2. Council accepts the offer from Advanced Cleaning for Tender 1308 – Facilities Cleaning for a three (3) year period with the option of a two (2) year extension period, commencing 1 August 2023 for the remaining facilities.

SOMERSET REGIONAL COUNCIL - Officer's Report

To:	Andrew Johnson, Chief Executive Officer
From:	Craig Young, Director Operations
Director:	Craig Young, Director Operations
Date:	11 July 2023
Subject:	Operations Report for June 2023
File Ref:	Governance – Reporting – Officer Reports
Action Officer:	CSSA

Background/Summary

Engineering Services Team (Gary Love)

This month, the Engineering Services Design Team continues design delivery for the 2023-2024 budget design program. The team has continued to provide engineering support to the works department on several projects such as; Murrumba Road culverts, Royston Street, Glamorgan Vale Road, preliminary setting out for Esk Crow Nest Road Stage 2 projects and has continued managing design projects outsourced to design consultants:

- Esk Crow Nest Road Stage 2, Ivory Creek Road as well as Clarendon Road designs

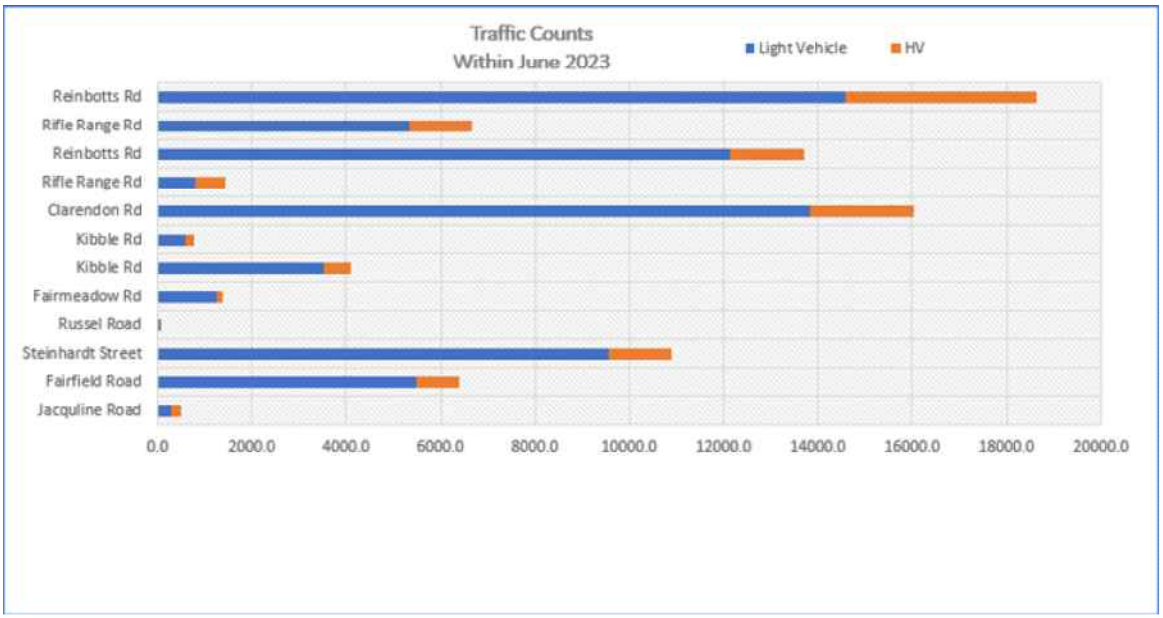
The team has also finalised and updated asset system with storm water inspection data for Toogoolawah provided by Proterra Group.

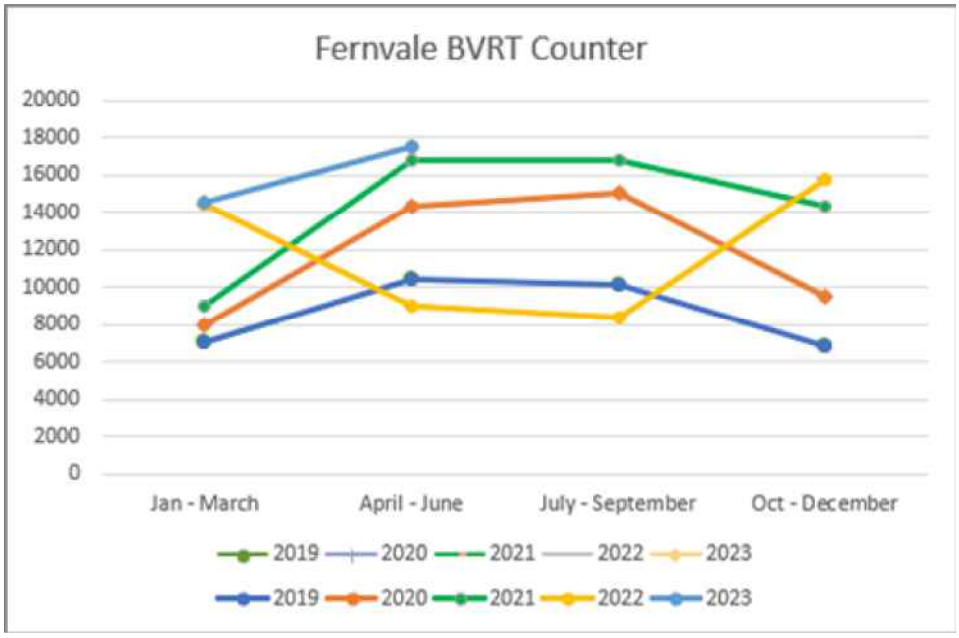
The Engineering Services Team provide engineering development advice to the planning department and assessment and applicant response to Operational Work applications.

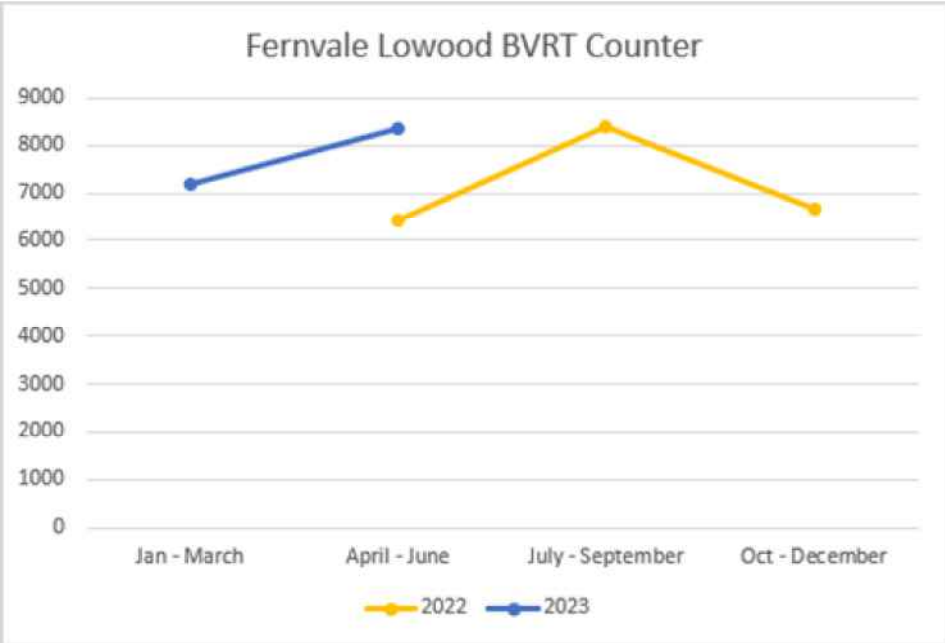
The Engineering Services Parks and Facilities Team continues to oversee operations in the parks and facilities areas and finalising cleaning contracts in the region.

The Engineering Services Team also continue to set out traffic counters within the region and provide continual assessment of Council infrastructure to ensure our information remains current within our asset and GIS systems, as well as overseeing works within road reserve applications, property access applications and heavy vehicle permits.

	Jun-23	Jun-22
Land Access Permit	32	63
Property Access Applications	13	30
National Heavy Vehicle Regulator Permits Processed	2	5


Traffic Counts
Within June 2023
Light Vehicle
HV
Reinbotts Rd
Rifle Range Rd
Reinbotts Rd
Rifle Range Rd
Clarendon Rd
Kibble Rd
Kibble Rd
Fairmeadow Rd
Russel Road
Steinhardt Street
Fairfield Road
Jacquline Road
0.0
2000.0
4000.0
6000.0
8000.0
10000.0
12000.0
14000.0
16000.0
18000.0
20000.0


Fernvale BVRT Counter
20000
18000
16000
14000
12000
10000
8000
6000
4000
2000
0
Jan - March
April - June
July - September
Oct - December
2019
2020
2021
2022
2023
2019
2020
2021
2022
2023


Fernvale Lowood BVRT Counter
9000
8000
7000
6000
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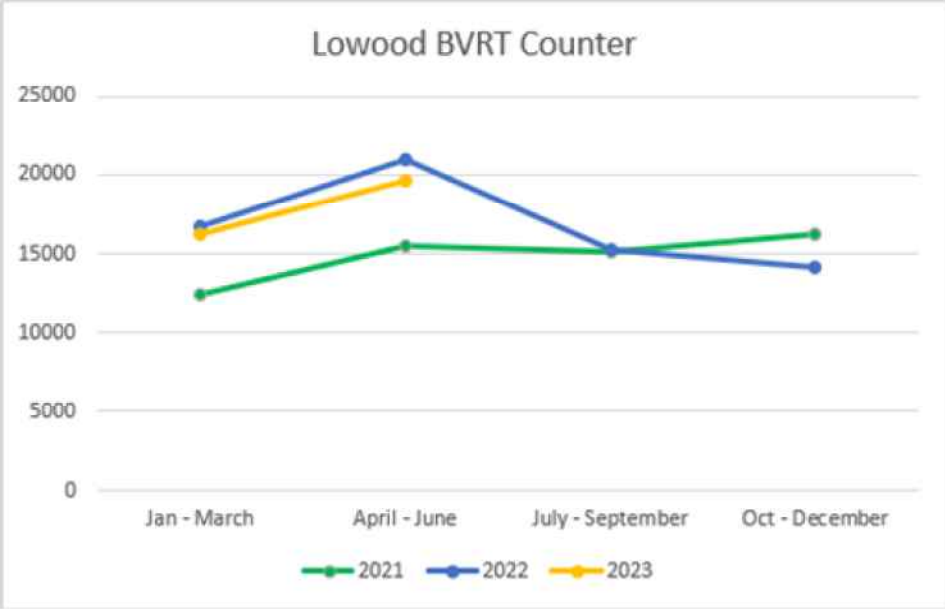
4000
3000
2000
1000
0
Jan - March
April - June
July - September
Oct - December
2022
2023


Lowood BVRT Counter
25000
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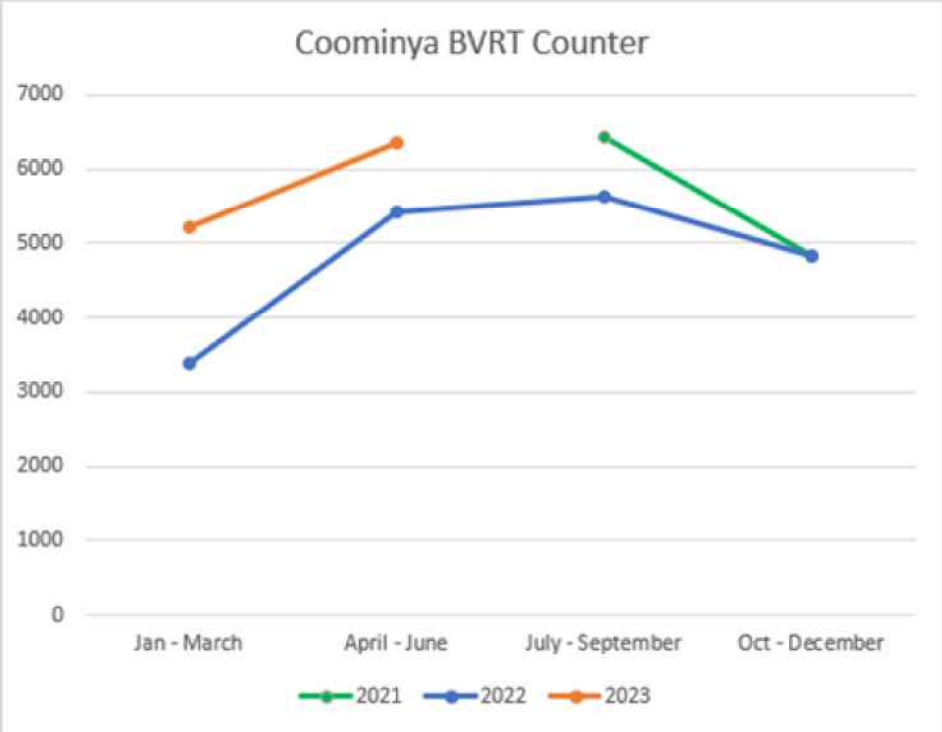
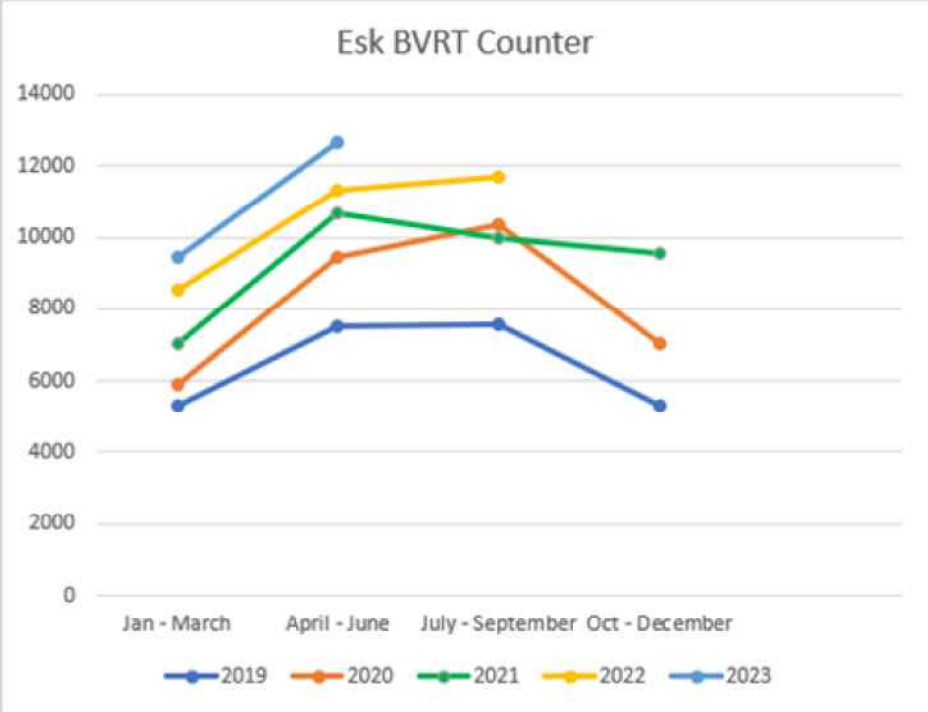
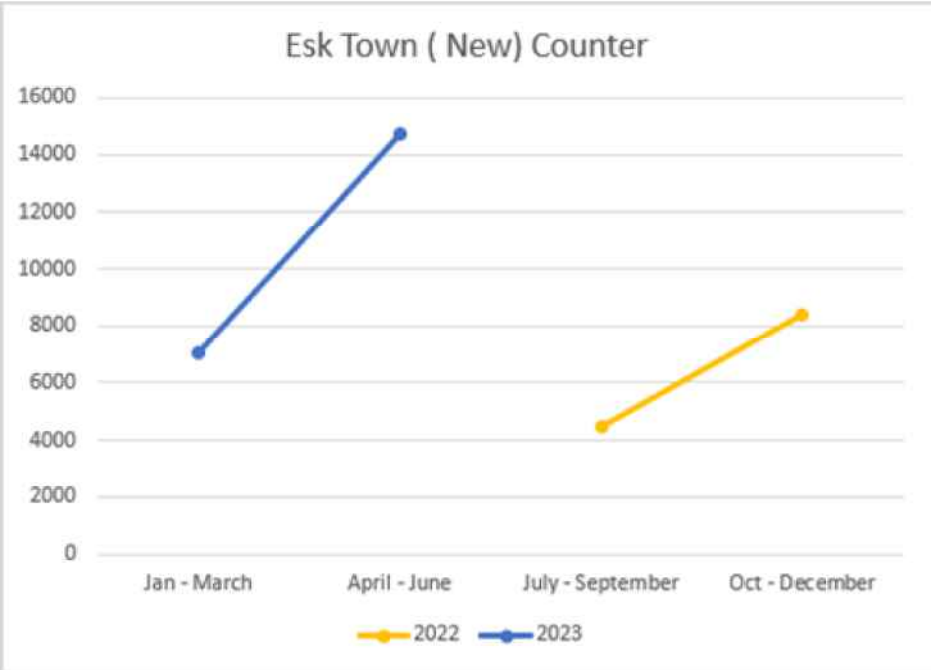
0
Jan - March
April - June
July - September
Oct - December
2021
2022
2023


Coominya BVRT Counter
7000
6000
5000
4000
3000
2000
1000
0
Jan - March
April - June
July - September
Oct - December
2021
2022
2023


Esk BVRT Counter
14000
12000
10000
8000
6000
4000
2000
0
Jan - March
April - June
July - September
Oct - December
2019
2020
2021
2022
2023



Works Team

Completed Projects through 2022 / 23:

- Rose Street, Kilcoy - kerb and channel
- South Street, Esk - footpath and childcare entrance
- Sandy Creek walking Track, Esk – repair works
- Memorial Park, Esk – footpath replacement
- Mack Street, stage 2, Esk – kerb and channel and road works
- Patrick Street, Lowood – kerb and channel, footpath and roadworks
- Copley Lane, Sandy Creek Bridge, Crossdale
- Wade Street, Kilcoy – kerb and channel and road
- William Street, Kilcoy – traffic islands and road works
- Mt Tarampa Road, Mt Tarampa – rehabilitation – stabilisation
- Rail Trail heads, Esk to Toogoolawah
- Ipswich Street, Esk – footpath – Club Hotel to Peters Street
- Ipswich Street, Esk – Streetscape – footpath stencil
- Cairnscroft Street, Toogoolawah – footpath
- Rail Trail, Esk to Toogoolawah
- Gunyah Street, Toogoolawah – drainage
- George Street, Linville – footpath
- Abbotsford Street, Toogoolawah – footpath
- Fulham Street, Toogoolawah – footpath
- Mangerton Street, Toogoolawah – footpath, kerb and channel and drainage
- Banks Creek Road, Fernvale – kerb and channel, footpath, and drainage
- Creek Street, Esk – Culvert and open channel works
- Western Branch Crossing #35, Mt Stanley.
- Colinton Street, Braemore – sealing of road.
- McConnell Street, Braemore – sealing of road.
- Lowood Minden Road / Jensens Swamp (Minden) intersection upgrade.
- Bernhagen Lane, Lowood - convert unused to 4m sealed area.
- Muckerts Lane, Vernor - clear area for firebreak and underground electrical power.
- Brightview Road, Brightview – Safety improvements.
- Gregors Creek Road, Gregors Creek - culvert upgrade, reseal, guardrail.
- Lindemans Road, Lowood - footpath, kerb & channel and asphalt in-fill.
- Simpson Street, Fernvale – kerb and channel and asphalt.
- Moore Amenities, Moore – Replace footpaths and kerb and channel at amenities.

- Royston Street, Kilcoy - Works to footpath areas at Kilcoy State School including wombat crossing, blisters and signage.
- BVRT – Ottaba to Coal Creek – rail corridor maintenance
- Yowie Park, Kilcoy – rehabilitation of asphalt footpath.

Projects underway:

- Prospect and William Street, Lowood - stormwater installation – final stage on hold pending concrete pipe supply.
- Esk Crows Nest Road, Eskdale - Stage 1 – progressing very well.
- Glamorgan Vale Road, Wanora – road widening – to be completed early July 2023.
- Waverly and Sheppards Road, Lake Manchester – two-coat bitumen seal.
- Murrumba Road culverts – replace existing corrugated structures with RCBC and RCB's
- Royston Street, Kilcoy, between Mary and Rose Streets – replace footpaths, kerb and channel sections – progressing well. Rehabilitation of pavement – to commence July 2023
- Kilcoy Landfill – rehabilitation of landfill.
- Reinbott and Dumke Road – drainage cross culvert at intersection.
- BVRT – Clarendon Road to Lowood golf course – rail corridor maintenance.

Ongoing projects:

- Mowing and slashing works on Council and DTMR
- Crews continue to complete CSR's
- DRFA continue to complete CSR's on flood-affected roads
- Maintenance to flood affected roads continues throughout the region.
- General maintenance of Council's civil infrastructure

Workshop – Mechanical

- Completed repairs, services, and scheduled maintenance of Council fleet.
- Damaged drawbar on dog trailer P.790 was removed and replaced with a new drawbar which was fabricated inhouse, trailer is back in service.
- P.612 Toro WAM mower is back in service after a six week wait for parts required to repair damage cause when the mower was tip onto it's side back in early May.
- A new small Kubota tractor with 300 litre Silvan spray tank with pump which replaces old John Deere tractor with spray unit that is 10years old, this unit is used by Mowing Crew.
- The new service truck for the workshop which arrived last month has been fitted out and has been placed in service.
- One new lease vehicle have arrived, a Toyota RAV4 Hybrid which is Councils first Hybrid vehicle since council had some Toyota Prius back in 2005
- Half yearly service of Floating Plant Group 2 has commenced.
- Quarterly inspection of all council and SES trailers has been completed.

Workshop – Fabrication

- Welding bay has been carrying out various repairs to Council fleet as well as repairs to other various council assets around the region, such as handrail, park furniture, etc.
- Fab and install handrail at Royston St Kilcoy school crossing project.
- Fab and install new security gate at Twin Bridges Fernvale, (old gate was vandalised)
- Fab new drawbar for dog trailer 790 that was bent.
- Carry out various repairs on mowers and slashers where required.

Department of Transport and Main Roads (TMR) Works

Council is presently working on the following projects on behalf of TMR:

- Repairing potholes and sealing of patches and pavement repairs over the TMR network.
- Ongoing signage and guidepost repairs continue throughout TMR network.

Works carried out by Contractors

- Browns Contracting – REPA / QRA flood damage: Brightview Mt Tarampa region; Glamorgan Vale and Marburg region; Lowood and Minden regions. Monsildale Creek Region.
- RPQ contractors are sealing various roads throughout Council and TMR network.
- Various other contractors continue to assist with maintenance and flood damage.
- Ertech Contractors is continuing with the reconstruction of Lowood Minden Road between Litzows Road and Lukritz Road.

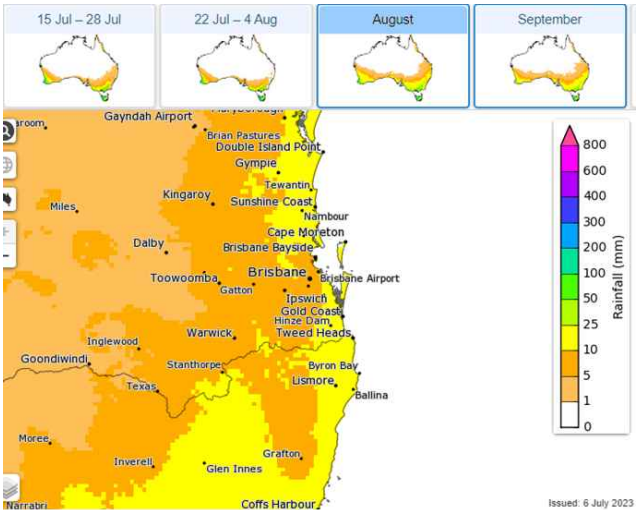
Weather Outlook

For August, below median rainfall is likely (60% to 80% chance) for much of eastern Australia.

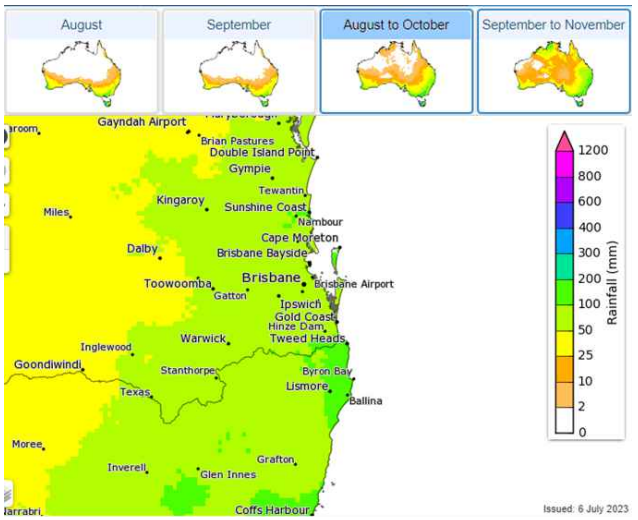
For August to October, below median rainfall is likely (60% to 80% chance) for most of Australia, which include the Somerset region.

Bushfire will remain a risk for the Somerset region over the coming season due to drier conditions forecasted and an increase of fuel loads following the 2022 rain events.

Outlook for August (these are the most likely totals – i.e. 75% chance)



Outlook for August to October (these are the most likely totals – i.e. 75% chance)



Disaster Management

Advice received that Toowoomba Regional Council are looking at upgrading the Cressbrook Dam Spillway at the request of the regulator. This project should assist in improving safety for those downstream of the Dam (i.e., Residents of the Somerset region) during large events. For a video on the project visit https://www.youtube.com/watch?v=bND4LMIyGBY

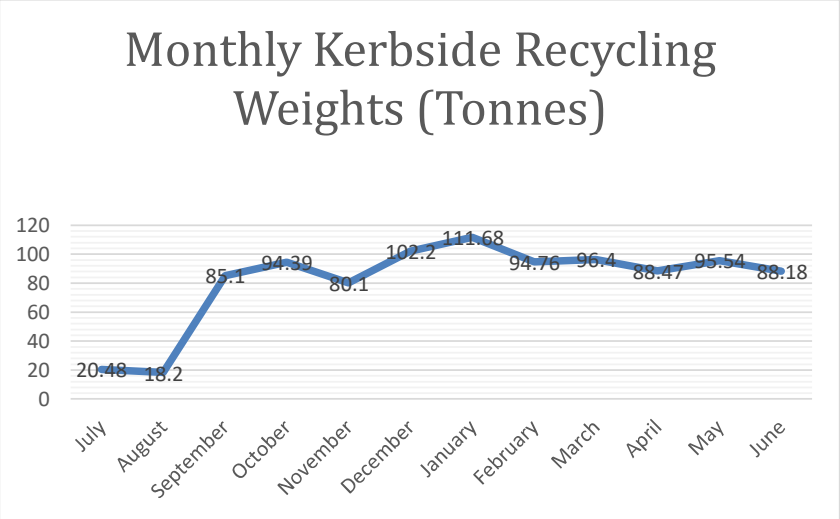
The following activities were conducted in June 2023

- Council has been liaising with QFES and other agencies (such as SEQWater) regarding controlled burns in several locations such as Linville and Hazeldean areas.
- Council's Disaster Dashboard upgrade is nearly complete and will allow for customised pages for various risks such as flooding and bushfire.
- Council's online flood certificate system remains popular, having now issued more than 2,500 certificates since its inception approximately 8 months ago.
- Reconstruction submissions as part of DRFA are near completion. Council will be placing update status of the applications/works on the disaster dashboard as an interactive map.
- Council met with QFES Rural Fire to discuss hazard reduction activities in the Somerset region.
- Advice received from Qld Police that transition and integration of Disaster Management functional responsibilities from Queensland Fire and Emergency Services (QFES) into Queensland Police Service (QPS) is expected to be completed by 30 June 2024.
- Met with Urban Utilities to discuss suitable location for installation of camera facing towards the Brisbane River to assist with monitoring of the Brisbane river during peak flood events.
- A number of council staff have completed their Disaster Management training under the Qld Disaster Management Training Framework
- Council met with SES Regional Director to discuss Somerset SES arrangements into the future.
- Worked with WaterRide to look at future enhancements to the Flood Certificate system delivery. Currently being reviewed by engineering and planning staff seeking input.
- Attended Lockyer Valley Regional Council and assisted with evaluation of their LDMG exercise.
- Bushfire Risk Mitigation Plans were presented to Council for review by the Local Disaster Management Group.

Waste Management

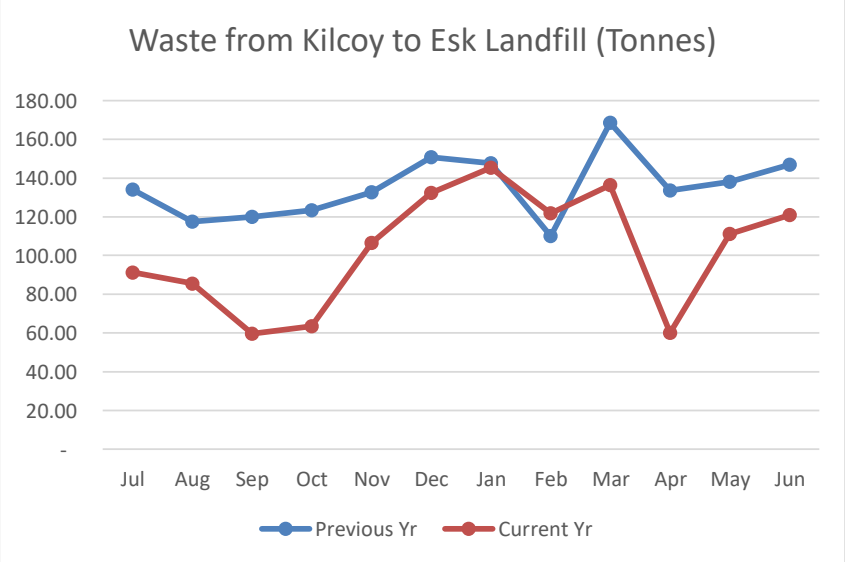
Kerbside Collection Contract – Ipswich Waste
During the month of June 2023, there were 58,272 kerbside services performed –

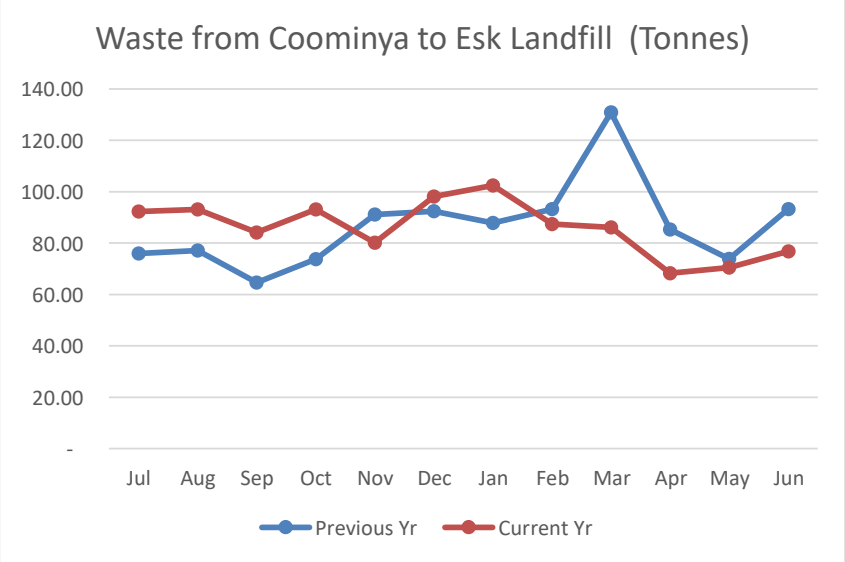
- General waste services – 44,433 with 87% presentation rate
- Recycling services – 13,839 with 54% presentation rate

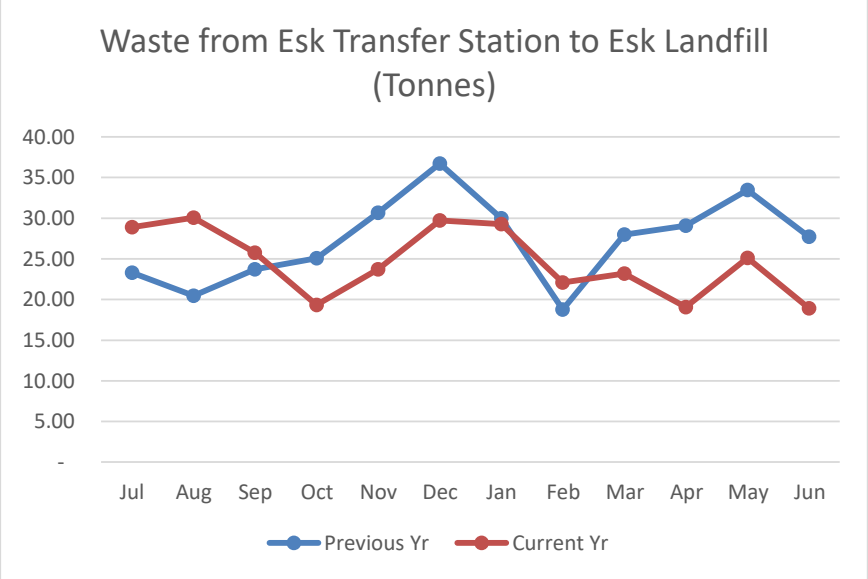


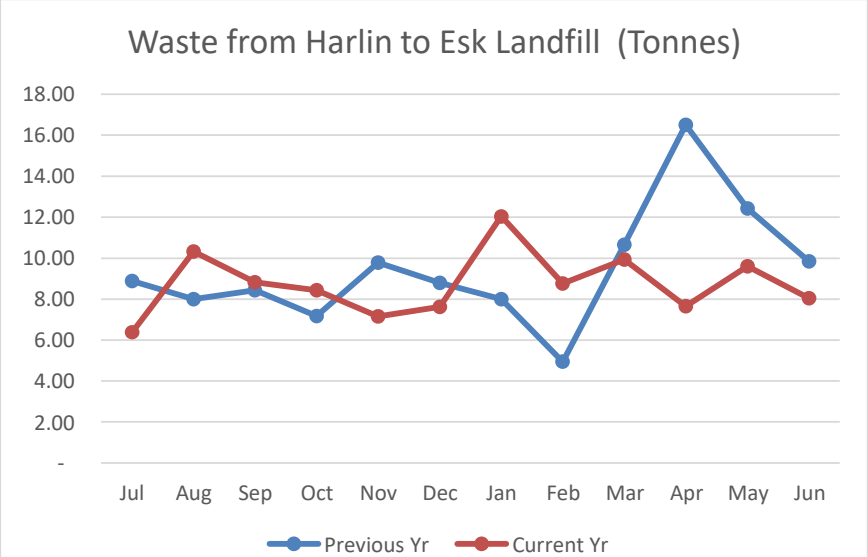
Total amount of kerbside recyclables collected for 2022/2023 and diverted from the landfill is 975.5 tonnes.

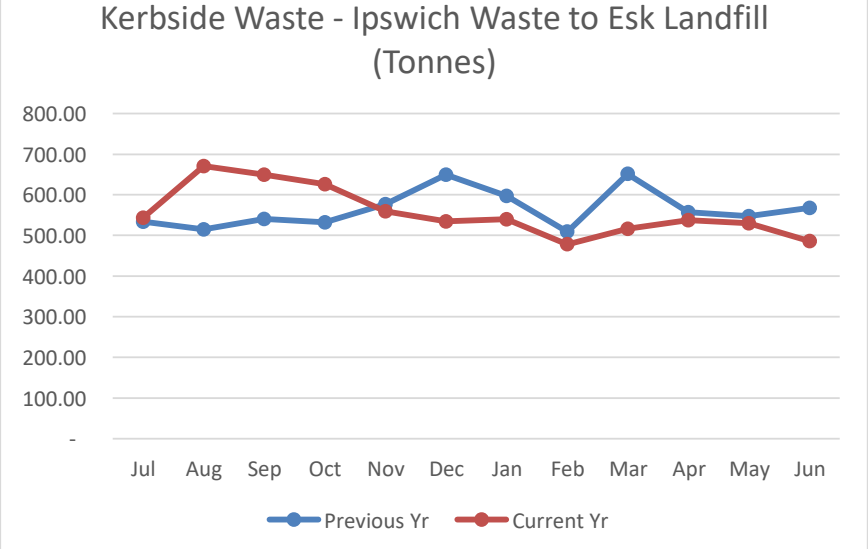
Waste received at Esk Landfill

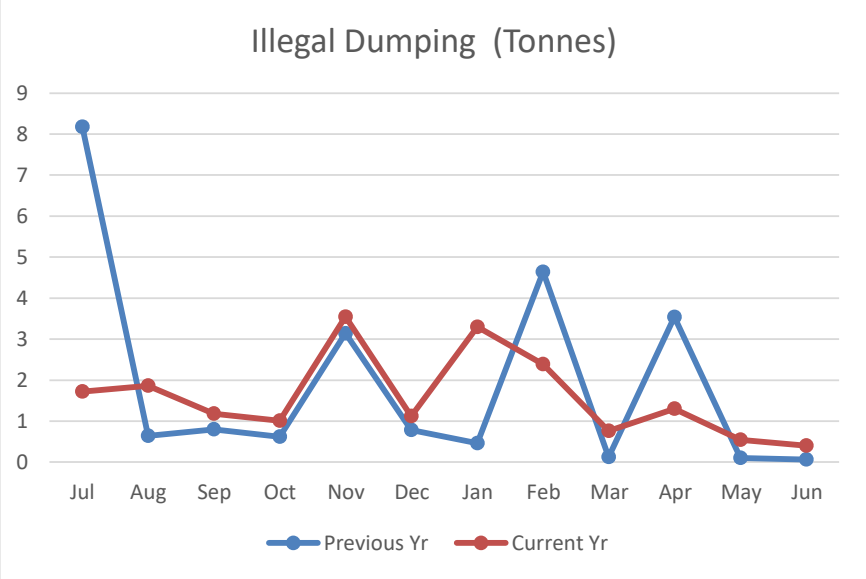


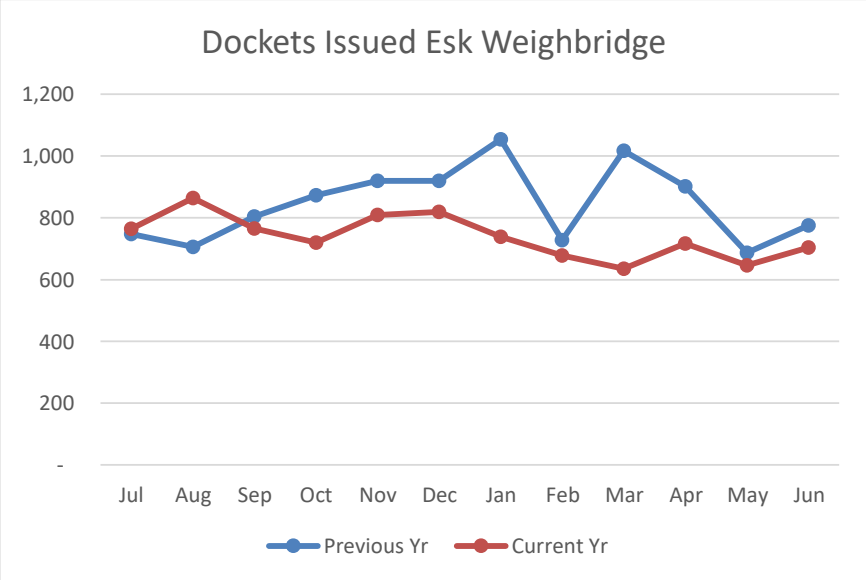



Waste from Esk Transfer Station to Esk Landfill (Tonnes)
40.00
35.00
30.00
25.00
20.00
15.00
10.00
5.00
-
Jul Aug Sep Oct Nov Dec Jan Feb Mar Apr May Jun
Previous Yr
Current Yr


Waste from Harlin to Esk Landfill (Tonnes)
18.00
16.00
14.00
12.00
10.00
8.00
6.00
4.00
2.00
-
Jul Aug Sep Oct Nov Dec Jan Feb Mar Apr May Jun
Previous Yr
Current Yr


Kerbside Waste - Ipswich Waste to Esk Landfill (Tonnes)
800.00
700.00
600.00
500.00
400.00
300.00
200.00
100.00
-
Jul Aug Sep Oct Nov Dec Jan Feb Mar Apr May Jun
Previous Yr
Current Yr





	Jul-22	**Aug-22**	**Sep-22**	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23
Cemeteries	3	1	3	0	2	1	3	2	2	5	0	1
Disaster Management	1	0	0	0	0	0	0	0	0	0	0	0
Departmental reviews	2	0	1	0	0	0	0	2	0	0	1	0
Fences on roadways	0	0	0	1	0	0	1	1	1	0	0	0
Illegal dumping clean ups	13	5	10	8	6	12	11	5	13	4	15	10
Overgrown Council land	0	0	2	5	3	0	1	3	0	0	2	0
Parks including mowing, cleaning/maintenance park equipment including public toilets, tables and chairs, shade shelters etc.	4	6	6	3	7	3	5	3	13	12	5	6
Roads - bitumen	69	56	49	70	56	37	38	38	41	29	33	38
Roads - gravel	40	31	46	72	34	20	25	18	29	23	19	27
Roads - drainage	10	13	6	2	10	18	23	8	13	10	8	4

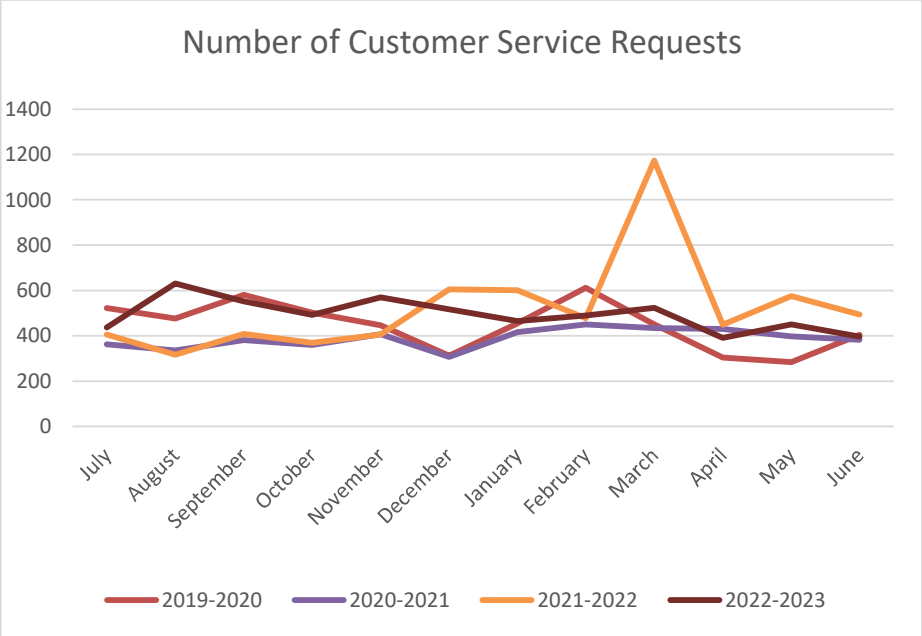
Roads - culverts	3	4	2	6	1	7	3	3	5	2	3	1
Roads - vegetation	31	16	9	10	32	36	36	30	58	32	34	15
Roads - footpaths	6	5	4	1	1	5	13	9	11	8	5	9
Roads - linemarking	1	1	0	0	0	1	1	0	3	1	4	2
Roads - bridgework	1	0	0	0	0	0	0	0	1	1	0	2
Roads - traffic furniture	18	23	9	5	19	15	27	10	10	21	18	25
Rural Property Number	12	5	1	2	5	9	6	4	6	3	6	2
Stormwater issues within private properties	3	2	4	3	2	2	3	1	5	1	0	1
Waste management	2	6	0	6	0	0	2	0	0	1	0	2
Wheelie bins	0	0	0	0	0	0	0	0	0	0	0	0
Cancellation of extra services	1	22	30	5	5	5	4	8	11	4	5	1
Damaged lids and wheels	10	29	16	12	11	9	11	18	12	6	15	11
Replacement Split Bins	19	41	27	23	21	15	23	37	29	16	16	25
New Services	28	19	13	24	18	19	15	7	20	20	30	25
Extra services	7	7	8	5	3	5	3	8	6	9	7	2
Stolen/Non Delivery of New Bins	7	65	99	37	112	44	10	52	16	16	13	9
Missed services	4	3	13	14	8	6	2	5	5	5	7	2
Contractor requests/complaints	1	1	9	0	0	0	3	5	3	2	3	3
Facilities	0	0	0	0	0	0	0	0	0	0	0	0
Air conditioning	1	0	2	1	0	2	1	2	3	0	0	0
Carpentry, painting, tiling & flooring	2	1	4	6	7	11	5	7	11	2	5	3
Electrical	5	4	4	4	6	13	8	5	9	11	13	7
Equipment, furniture & fixtures	9	7	3	10	8	8	11	14	16	14	8	10
Grounds maintenance	1	1	2	5	10	2	4	3	5	2	7	4
Pest Control	0	0	0	1	1	0	2	1	2	0	0	0
Plumbing	14	11	11	15	29	16	31	19	27	26	23	16
Roofing and guttering	1	0	1	2	2	2	0	0	1	1	1	1
Security, locks & CCTV	5	0	1	3	4	5	4	4	1	3	3	2
Signage	0	0	2	1	3	1	3	1	0	2	0	0
Vandalism	4	0	4	6	7	2	6	3	1	3	0	2
Cleaning	1	0	2	1	4	6	4	2	10	4	2	1
	339	385	403	369	437	337	348	338	399	299	311	269

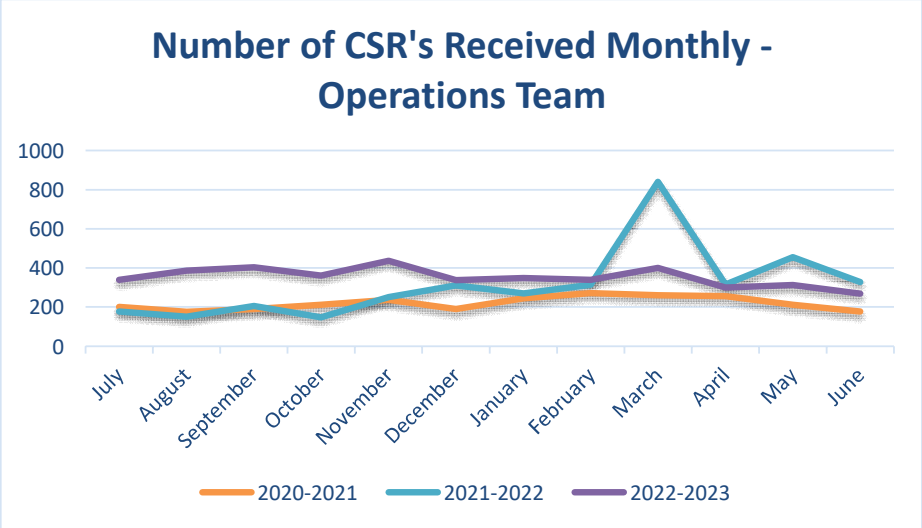
Approved Park - Community Events

Nil for July 2023

Customer Service Requests

Council received 396 customer service requests for the month of June 2023 on Council's corporate customer service system. A copy of the report is attached for your information.





Attachments

Customer service report for June 2023

Recommendation

THAT Council receive the Operations Report for June 2023 and the contents noted.

Service Request by Types **Date Created To: >= 1/06/2023, Date Created From: <= 30/06/2023**

Categories	Total
\Customer Service Requests\Animal\Dog, Attack on an Animal	2
\Customer Service Requests\Animal\Dog, Barking Dogs at Private residences	13
\Customer Service Requests\Animal\Dog, Miscellaneous	2
\Customer Service Requests\Animal\Dog, Wandering at Large	12
\Customer Service Requests\Animal\Livestock, Wandering at Large	9
\Customer Service Requests\Animal\Trap, Cat	9
\Customer Service Requests\Declared Plants, Animals\Declared Animals, General Enquiries	6
\Customer Service Requests\Declared Plants, Animals\Declared Plants, Council Land	1
\Customer Service Requests\Declared Plants, Animals\Declared Plants, Private Property	4
\Customer Service Requests\Environment Issues\General Environmental Complaints	3
\Customer Service Requests\Environmental Health Issues\Food Premises Complaints	3
\Customer Service Requests\Environmental Health Issues\Miscellaneous Health Issues	1
\Customer Service Requests\Impounding\Request to Impound Dogs, Cats	20
\Customer Service Requests\Impounding\Request to Impound Livestock	4
\Customer Service Requests\Impounding\Request to Impound Motor Vehicles	1
\Customer Service Requests\Local Laws\Other Local Law issues	1
\Customer Service Requests\Environment Issues\Dust Nuisance	1
\Customer Service Requests\Environment Issues\Noise Nuisance	4
\Customer Service Requests\Environment Issues\Odour Nuisance	1
\Customer Service Requests\Environment Issues\Smoke Nuisance	1
\Customer Service Requests\Local Laws\Visual Pollution	4
\Customer Service Requests\Parks\Gardens	1
\Customer Service Requests\Parks\Mowing	2
\Customer Service Requests\Parks\Trees	2
\Customer Service Requests\Rural Property Numbering\New RPN	2
\Customer Service Requests\Wheelie Bins\Cancellation of Service	1
\Customer Service Requests\Wheelie Bins\Complaints of Wheelie Bin Contractor	1
\Customer Service Requests\Wheelie Bins\Confirmation of Number of Wheelie Bin Services	1
\Customer Service Requests\Wheelie Bins\Damaged Wheelie bin, Broken hinges on lid - split lid - broken handle on lid - replacement lid required	9
\Customer Service Requests\Wheelie Bins\Damaged Wheelie bin, Broken Wheels - missing wheels - rusted axle	2
\Customer Service Requests\Wheelie Bins\Damaged-Replacement Bin - split - broken - broken handle on back of bin - broken clips for axle	25
\Customer Service Requests\Wheelie Bins\Extra Wheelie Bin Service	2
\Customer Service Requests\Wheelie Bins\Missed Wheelie Bin Service	2
\Customer Service Requests\Wheelie Bins\New Wheelie Bin Service, Existing Premises by Owner	3
\Customer Service Requests\Wheelie Bins\New Wheelie Bin Service,	1

Service Request by Types **Date Created To: >= 1/06/2023, Date Created From: <= 30/06/2023**

Categories	Total
Finance Dept	
\Customer Service Requests\Wheelie Bins\New Wheelie Bin Service, New Premises by Owner	6
\Customer Service Requests\Wheelie Bins\New Wheelie Bin Service, New Premises by Plumbing Form	15
\Customer Service Requests\Wheelie Bins\Stolen Wheelie Bin - replacement wheelie bin required	9
\Customer Service Requests\Planning Department Issues	1
\Customer Service Requests\Building Department Issues	1
\Customer Service Requests\Wheelie Bins\Properties reported with more than 1 x Wheelie Bin	1
\Customer Service Requests\Drainage Issues within Properties\Drainage Easements	1
\Customer Service Requests\Wheelie Bins\Miscellaneous Requests	2
\Customer Service Requests\Drainage Issues within Properties\Stormwater Issues - Other	1
\Customer Service Requests\Environment Issues\Water Pollution	1
\Customer Service Requests\Local Laws\Illegal Camping	5
\Customer Service Requests\Natural Resources Enquiries\Other general enquiries	1
\Customer Service Requests\Illegal Dumping\Mixed Domestic or Commercial Waste - Illegal Dumping - An amount over 200 Litres in size - larger than a wheelie bin	4
\Customer Service Requests\Illegal Dumping\Tyres	2
\Customer Service Requests\Illegal Dumping\One of items - non-investigative - green waste - mattress - camp chair - couch cushion - fridge etc	2
\Customer Service Requests\Illegal Dumping\Mixed Domestic or Commercial Waste - Littering - up to 200 L in size - amount up to wheelie bin size	2
\Customer Service Requests\Parks\Vandalism\Other	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Brisbane Valley Highway - RMPC - 0042	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Clarendon Road - 0920	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\England Creek Road - 1793	2
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Fawnwood Street - 1862	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Forest Hill - Fernvale Road - RMPC - 0412	2
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Freeses Road - 1934	3
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Glamorgan Vale Road - 1979	4
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Gregors Creek Road - 2255	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Hacienda Crescent - 2277	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Hay Road - 2342	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Kilcoy - Murgon Road - RMPC - 0491	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Linville Road - 2731	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Lloyds	1

Categories	Total
Road - 2744	
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Lukritzs Road - 2780	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Mangerton Street - 2831	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Monsildale Road - 2957	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Morden Road - 2963	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Old Fernvale Road - 3122	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Park Street Lowood - 3198	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Prenzlau Road - 3281	2
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Royston Street - 3416	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Sandpiper Drive - 3446	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Watsons Road - 3846	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Wivenhoe - Somerset Road - RMPC - 0410	1
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Beaconsfield Road - 0642	1
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\E Summervilles Road - 1742	3
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Fairmeadow Road - 1853	1
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Fairneyview Fernvale Road - 1856	1
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Glenmaurie Road - 1993	1
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Hawthorne Road - 2339	1
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Langtons Lane - 2674	1
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Lloyds Road - 2744	2
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Millewski Road - 2930	1
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Morden Road - 2963	1
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Mount Kilcoy Road - 2982	1
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Norwoods Lane - 3082	1
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\OLearys Lane Harlin - 3138	1
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Prain Lane - 3273	1
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Scrub Creek Road - 3482	1
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Silverleaves Road - 3543	2
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Valma Lane - 3781	1
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Young Road - 3983	1

Service Request by Types **Date Created To: >= 1/06/2023, Date Created From: <= 30/06/2023**

Categories	Total
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Zernike Lane - 3992	2
\Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\Burns Street - 0826	1
\Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\Forest Hill - Fernvale Road - RMPC - 0412	1
\Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\Mack Street - 2798	1
\Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\Station Street Lowood - 3622	1
\Customer Service Requests\Roads - Bridges - Drainage\Culvert Maintenance\Sandy Creek Road Sandy Creek - 3452	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Carralluma Crescent - 0866	2
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Esk - Kilcoy Road - RMPC - 0405	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Fairneyview Fernvale Road - 1856	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Glamorgan Vale Road - 1979	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Highland Street - 2369	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Kilcoy Murgon Road - 2588	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Mamaku Street - 2828	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Mary Street Esk - 2871	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Middle Street - 2925	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Prenzlau Road - 3281	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Sandy Creek Road Sandy Creek - 3452	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Schmidt Road - 3468	1
\Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Titmarsh Circuit - 3727	2
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture	5
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\England Creek Road - 1793	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Esk - Hampton Road - RMPC - 0414	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Forest Hill - Fernvale Road - RMPC - 0412	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Heap Street - 2348	2
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Highland Street - 2369	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Kerr Street - 2569	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Manthey Road - 2834	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Marburg Road - 2844	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Mary Street Kilcoy - 2872	2
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Mount Tarampa Road - 2998	1

Service Request by Types **Date Created To: >= 1/06/2023, Date Created From: <= 30/06/2023**

Categories	Total
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Pelican Street - 3226	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Pensacola Parade - 3227	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Railway Street Coominya - 3306	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Schroeder Lane - 3476	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Smallwoods Road - 3568	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Villeneuve Road - 3797	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Willaura Drive - 3902	1
\Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\William Street Kilcoy North - 3912	1
\Customer Service Requests\Roads - Bridges - Drainage\Bridgework\Hine Road Ch 0.52 Hine Road Bridge No 1 - 2393	1
\Customer Service Requests\Roads - Bridges - Drainage\Bridgework\Mount Kilcoy Road Ch 1.42 Walshs Crossing Bridge - 2982	1
\Customer Service Requests\Roads - Bridges - Drainage\Footpaths\Crystalwood Court - 1623	1
\Customer Service Requests\Roads - Bridges - Drainage\Footpaths\John Street Linville - 2490	1
\Customer Service Requests\Roads - Bridges - Drainage\Footpaths\Main Street Lowood - 2807	2
\Customer Service Requests\Roads - Bridges - Drainage\Footpaths\Mary Street Kilcoy - 2872	1
\Customer Service Requests\Roads - Bridges - Drainage\Footpaths\Peters Street - 3236	1
\Customer Service Requests\Roads - Bridges - Drainage\Footpaths\Row Street - 3411	1
\Customer Service Requests\Roads - Bridges - Drainage\Footpaths\Royston Street - 3416	2
\Customer Service Requests\Roads - Bridges - Drainage\Footpaths\South Street - 3573	1
\Customer Service Requests\Roads - Bridges - Drainage\Linemarking\Highland Street - 2369	1
\Customer Service Requests\Roads - Bridges - Drainage\Linemarking\Schmidt Road - 3468	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Muckerts Lane - 3009	1
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Voss Road - 3813	1
\Customer Service Requests\Roads - Bridges - Drainage\Gravel\Un-named Road 4606 - Linville - 24606	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Esk - Hampton Road - RMPC - 0414	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\George Street Linville - 1969	3
\Customer Service Requests\Animal\Dog Registrations	1
\Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Station Street Lowood - 3622	1
\Customer Service Requests\Facilities Maintenance\Carpentry, painting, tiling, flooring\Esk library	1
\Customer Service Requests\Facilities Maintenance\Carpentry, painting, tiling, flooring\Kilcoy racecourse showgrounds	1
\Customer Service Requests\Facilities Maintenance\Carpentry, painting,	1

Categories	Total
tiling, flooring\Lowood railway station	
\Customer Service Requests\Facilities Maintenance\Cleaning\Esk racecourse showgrounds	1
\Customer Service Requests\Facilities Maintenance\Electrical	1
\Customer Service Requests\Facilities Maintenance\Electrical\Esk works depot	3
\Customer Service Requests\Facilities Maintenance\Electrical\Kilcoy library	1
\Customer Service Requests\Facilities Maintenance\Electrical\Kilcoy racecourse showgrounds	1
\Customer Service Requests\Facilities Maintenance\Electrical\Toogoolawah Condensery	1
\Customer Service Requests\Facilities Maintenance\Equipment, furniture and fixtures\Esk library	1
\Customer Service Requests\Facilities Maintenance\Equipment, furniture and fixtures\Esk Rec Reserve - public toilet	1
\Customer Service Requests\Facilities Maintenance\Equipment, furniture and fixtures\Esk Somerset Civic Centre	1
\Customer Service Requests\Facilities Maintenance\Equipment, furniture and fixtures\Esk works depot	1
\Customer Service Requests\Facilities Maintenance\Equipment, furniture and fixtures\Kilcoy library	1
\Customer Service Requests\Facilities Maintenance\Equipment, furniture and fixtures\Kilcoy works depot	1
\Customer Service Requests\Facilities Maintenance\Equipment, furniture and fixtures\Lowood Clock Park - public toilet	1
\Customer Service Requests\Facilities Maintenance\Equipment, furniture and fixtures\Lowood Jensen Swamp Reserve	1
\Customer Service Requests\Facilities Maintenance\Equipment, furniture and fixtures\Somerset Dam tennis courts	1
\Customer Service Requests\Facilities Maintenance\Equipment, furniture and fixtures\Toogoolawah Condensery	1
\Customer Service Requests\Facilities Maintenance\Grounds maintenance\Esk Somerset Civic Centre	1
\Customer Service Requests\Facilities Maintenance\Grounds maintenance\Esk Stepping Stones House	1
\Customer Service Requests\Facilities Maintenance\Grounds maintenance\Kilcoy tennis courts	1
\Customer Service Requests\Facilities Maintenance\Grounds maintenance\Kilcoy Yowie Park - public toilet	1
\Customer Service Requests\Facilities Maintenance\Plumbing	1
\Customer Service Requests\Facilities Maintenance\Plumbing\Esk Pipeliner Park - public toilet	1
\Customer Service Requests\Facilities Maintenance\Plumbing\Kilcoy Anzac Park - public toilet	1
\Customer Service Requests\Facilities Maintenance\Plumbing\Kilcoy racecourse showgrounds	3
\Customer Service Requests\Facilities Maintenance\Plumbing\Kilcoy Yowie Park - public toilet	1
\Customer Service Requests\Facilities Maintenance\Plumbing\Linville Ditchman Park - public toilet	1
\Customer Service Requests\Facilities Maintenance\Plumbing\Lowood Enterprise Centre	1
\Customer Service Requests\Facilities Maintenance\Plumbing\Moore Stanley Gates Park - public toilet	2
\Customer Service Requests\Facilities Maintenance\Plumbing\Toogoolawah Condensery	1
\Customer Service Requests\Facilities	1

Service Request by Types

Date Created To: >= 1/06/2023, Date Created From: <= 30/06/2023

Categories	Total
Maintenance\Plumbing\Toogoolawah Lions Park - public toilet	
\Customer Service Requests\Facilities Maintenance\Plumbing\Toogoolawah McConnel Park - public toilet	2
\Customer Service Requests\Facilities Maintenance\Roofing and guttering\Fernvale Futures Complex	1
\Customer Service Requests\Facilities Maintenance\Security, locks and CCTV\Esk Visitor Information Centre	1
\Customer Service Requests\Facilities Maintenance\Security, locks and CCTV\Fernvale BVH Rest Area - public toilet	1
\Customer Service Requests\Facilities Maintenance\Vandalism\Lowood Clock Park - public toilet	1
\Customer Service Requests\Facilities Maintenance\Vandalism\Lowood skate park	1
\Customer Service Requests\Cemeteries	1
\Customer Service Requests\Facilities Maintenance\Plumbing\Colinton truck stop - public toilet	1
\Customer Service Requests\Animal\Dog, Attacks - After Hour Callouts	1
\Customer Service Requests\Animal\Livestock, Wandering at Large - After Hour Callouts	10
\Customer Service Requests\Overgrown Allotments\2023 - Privately Owned Land Overgrown	3
Total Service Requests:	396

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:	7 July 2023
Subject:	2023 - 2024 Funding Rounds – Community Assistance Grants – Funding Round Dates
File Ref:	2023 - 2024 - Donations - Community Assistance Grant
Action Officer:	DHRCS

Background/Summary

Somerset Regional Council assists the community by allocating a set amount of funds, each financial year, to be distributed to various community groups and individuals through its Community Assistance Grants budget.

Community organisations can apply for a grant to assist with costs associated with projects, events, services or remission of some Council fees.

4. SCOPE

4.1 What this policy applies to

This policy covers:

(a) direct financial support for community organisations, projects, events or services within the Somerset region;

(b) payment of general rates and Council cost recovery fees, on behalf of community organisations;

(c) assets given to community organisations;

(d) payments to individuals as excellence bursaries.

4.2 What this policy does not apply to

(i) This policy does not apply to grants or concessions requested by commercial organisations or individuals other than those referred to in 4.1(d) above;

(ii) For example, applications will not be considered for the payment of insurance premiums, water supply and sewerage accounts from Queensland Urban Utilities, other utility accounts such as electricity and telecommunications or the following charges levied with Council general rates:

- *Utility charges;*
- *Separate rates and charges;*
- *Special rates and charges; and*
- *State Government Emergency Levy.*

Due to the Local Government Elections being held in 2024 and a caretaker period being declared from the date of the notice of the election until the election is declared (usually February to April). Council is unable to make any new decisions to allocate money after 1 January 2024 however, funds that were allocated prior in accordance with legislative requirements may be distributed during the caretaker period.

Council's Community Assistance Grants Policy – C/001 states:
Advertisements will be placed in local media for two (2) funding rounds per financial year (with the first round of each financial year including rates remission applications for that financial year). The advertisement will detail the availability and request applications be received by a specified date, addressing the selection criteria. However, organisations may be limited to two (2) applications per financial year.

Consideration is sought for the below Community Assistance Grant funding round dates for the 2023 – 2024 financial year.

Round closes	Projects must not have a start date before*
Round one (including rates remission) Open 8am Monday, 7 August 2022 Closing 5pm Friday, 1 September 2023	Friday, 22 September 2023
Round two Open 8am Monday, 5 February 2024 Closing 5pm Friday, 1 March 2024	Friday, 22 March 2024

Recommendation

THAT Council approve the below dates for two (2) Community Assistance Grant funding rounds in the 2023/2024 financial year. Funding rounds to be advertised on Council's website and in various media outlets four (4) weeks prior to the closing dates.

Round closes	Projects must not have a start date before*
Round one (including rates remission) Open 8am Monday, 7 August 2023 Closing 5pm Friday, 1 September 2023	Friday, 22 September 2023
Round two Open 8am Monday, 5 February 2024 Closing 5pm Friday, 1 March 2024	Friday, 22 March 2024

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:	12 July 2023
Subject:	Community Assistance Grants – Somerset Excellence Bursaries for – June 2023
File Ref:	Community Relations – Sponsorships – Somerset Excellence Bursaries
Action Officer:	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 three (3) Somerset Excellence Bursary applications during the month of June 2023 as detailed below:

Applicant	Bursary Recipient	Doc Id	Field	Level	Event
Sharon Hine	**Riley Hine**	1516849	Environmental Ambassador	Regional $250	Riley has been selected to participate in the Bunya to the Bay Young Ambassadors program for the Brisbane River by the Stanley River Education Centre. The journeys are being held from 27 July to 18 August 2023 at various river and beachside locations within Southeast Queensland.

Susan Jones	**James Hamilton**	1517606	Football State Championships	Regional $250	James has been selected to represent the Met West Team at the Queensland School Sport 10-12 years boys football state championships being held in Cairns from 3-6 August 2023.
Adrian Seemann	**Adrian Seemann**	1517555	World Cup of Canopy Piloting (Skydiving)	International $1,000	Adrian has been selected to attend the World Cup of Canopy Piloting being held in Arizona USA. The competition is held every two years and consists of three disciplines being speed, distance, and accuracy. The top 12 competitors from the Australian Championships are selected to compete. Adrian placed 9th Australia wide.

Attachments

Nil

Recommendation

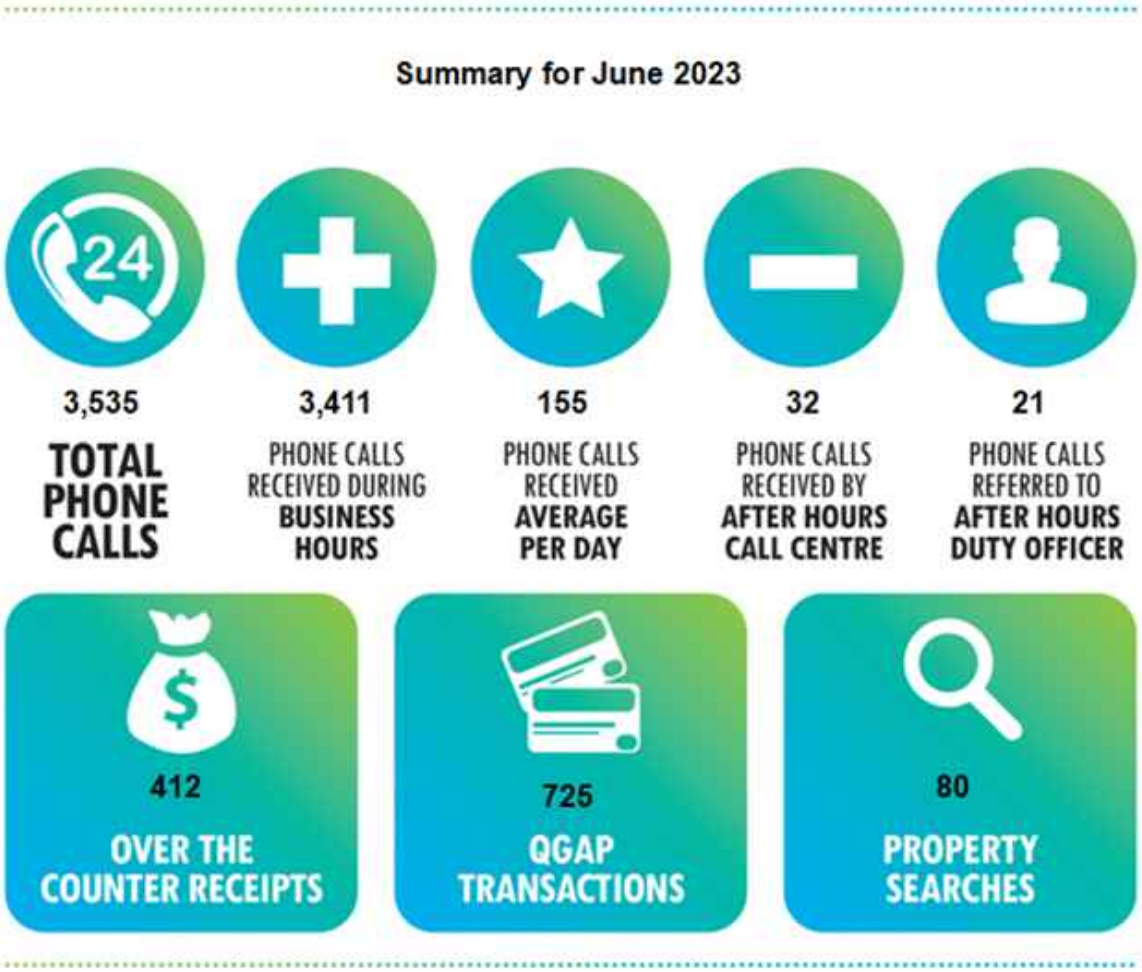
THAT Council receives the Summary of Awarded Somerset Excellence Bursaries for the month of June 2023 and the contents be noted.

SOMERSET REGIONAL COUNCIL - Officer's Report

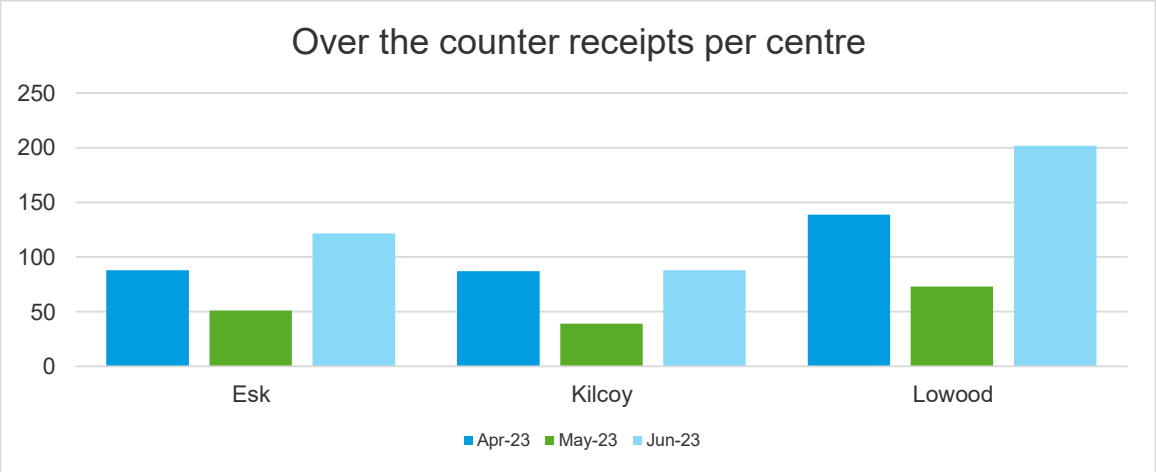
To:	Andrew Johnson, Chief Executive Officer
From:	Kristy McLean, Customer Service Coordinator
Director:	Kerri-Lee Jones, Director HR and Customer Service
Date:	10 July 2023
Subject:	Customer Service Report
File Ref:	Officers Report
Action Officer:	CSC

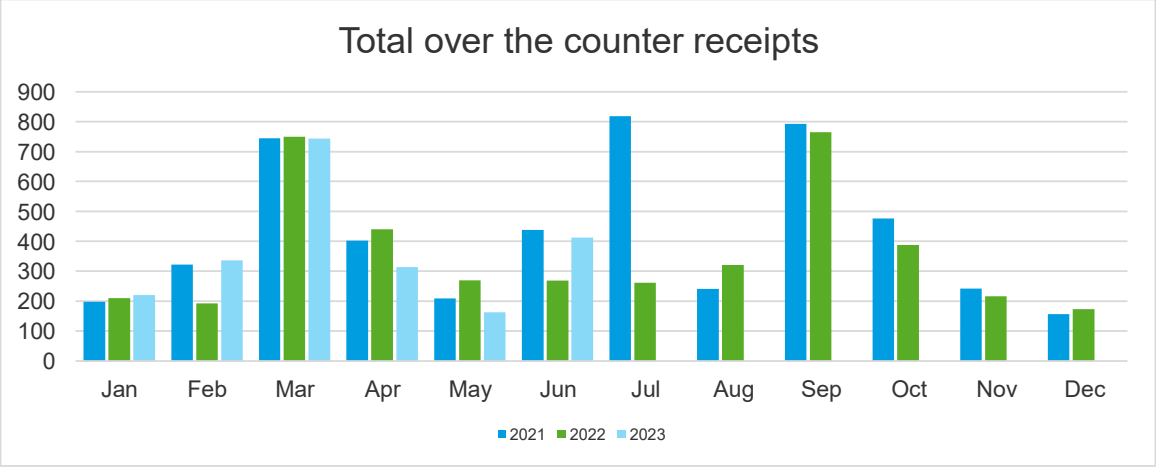
Background/Summary

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 June 2023 is provided for Council's information.

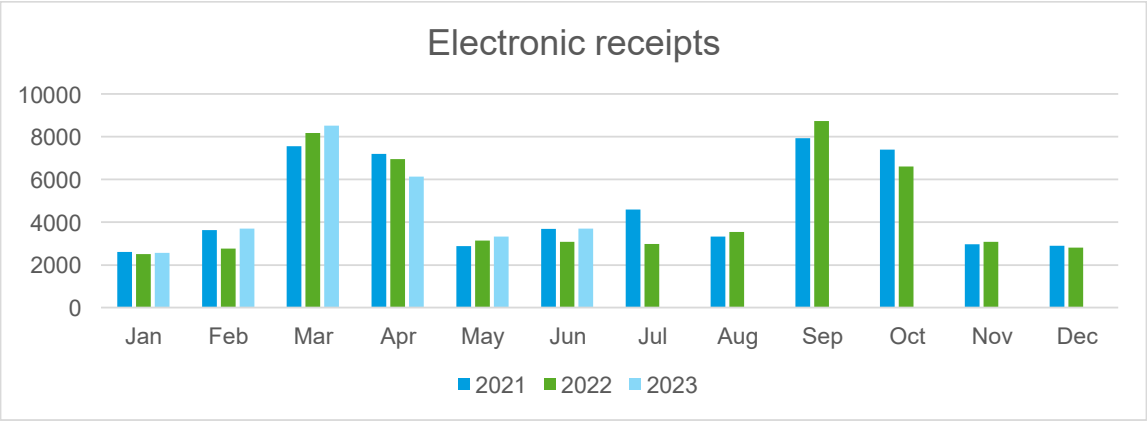


The below table shows the number of Council financial transactions that were taken over the counter at each of the customer service centres in the region for June 2023. These numbers include cheques that were posted into the Council. In total there was 412 financial transactions across the three customer service centres with 122 at Esk Administration Centre, 88 at Kilcoy Customer Service Centre and 202 at Lowood Customer Service Centre for May 2023. Dog registration renewals were issued in June and received by customers in mid-June. This has accounted for the increase in receipts for June 2023. Dog registrations were last issued in June 2021.

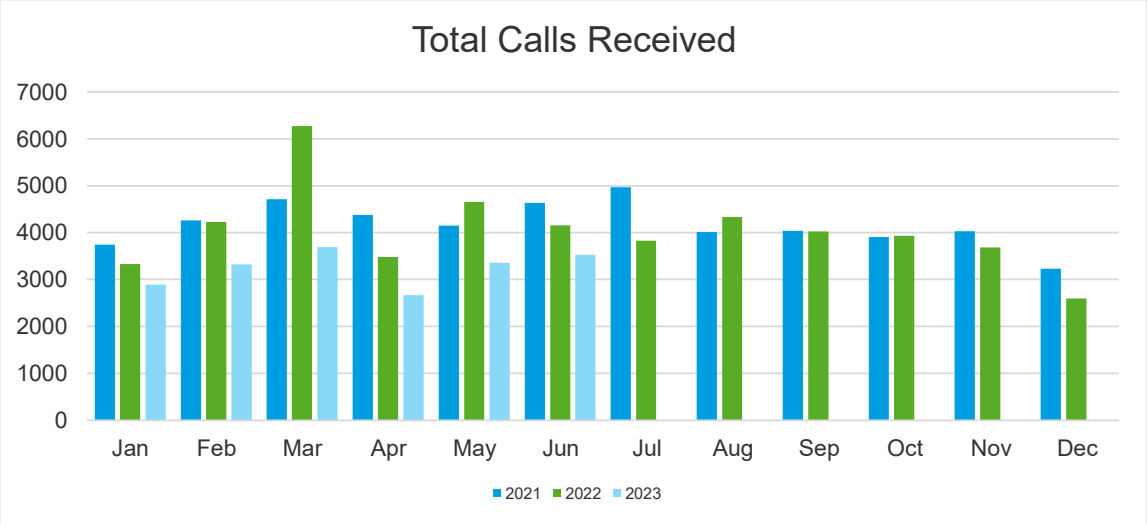




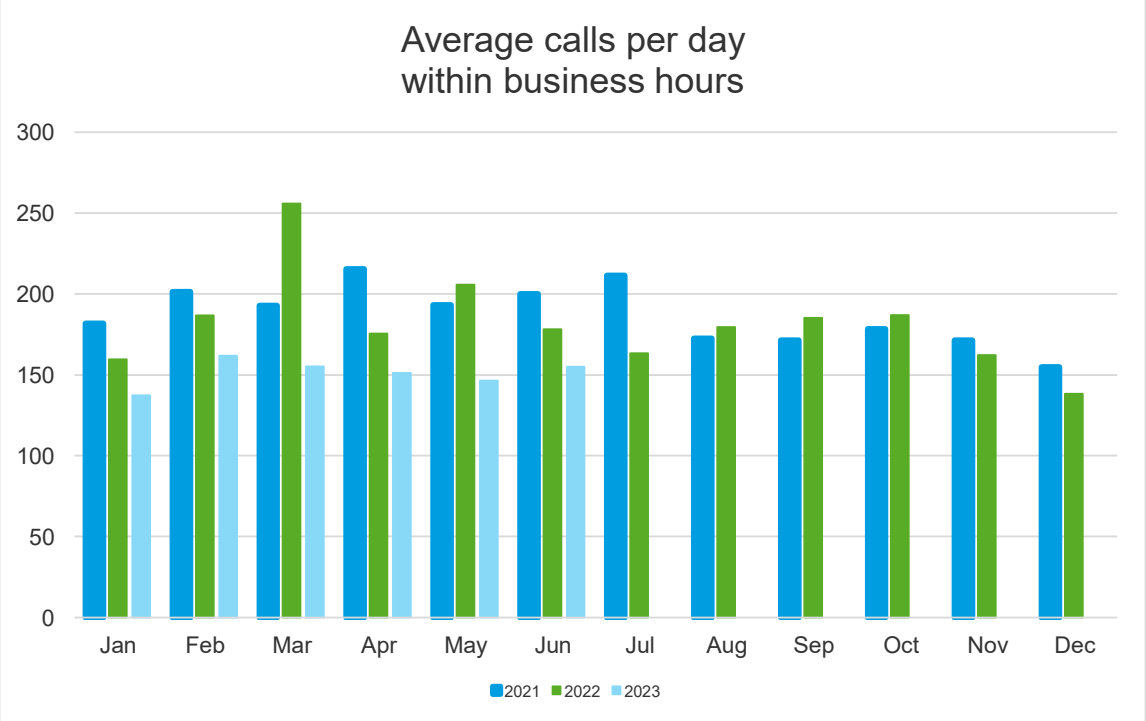
The below table illustrates all other financial transactions (excluding over the counter receipts) received at Council and processed by the finance department. These are BPay and EFT (electronic funds transfer) transactions for payments such as rates, animal registration etc.



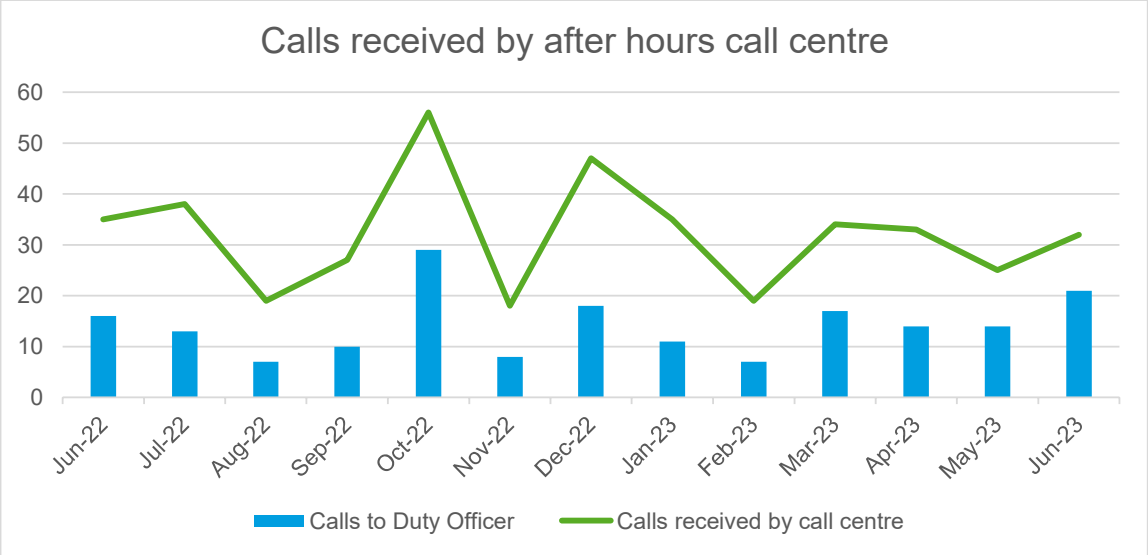
Below are the total number of calls received into the Council main phone line (07 5424 4000), including out of hours, compared to previous calendar years. Calls received does not include internal calls made within Council, or outbound calls. There were 3,535 calls received for the month June 2023. This is an increase of 174 calls compared to May 2023. Compared to June 2022 there was a decrease of 626 calls for the month. The decrease in June this year compared to the previous June is due to the follow up calls from the flooding which occurred in May 2022.



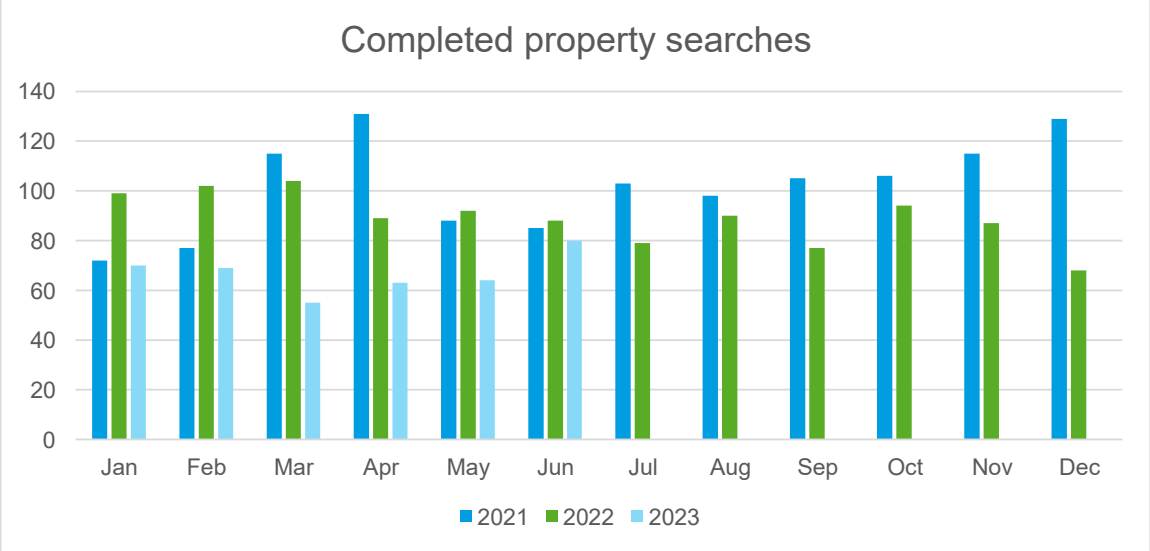
Listed below is a comparison of the average calls received per day within business hours. On average there were 155 calls received each business day for June 2023, which was an increase of eight calls on average per day from May 2023. Compared to June 2022 there was a decrease of 23 calls on average per day.



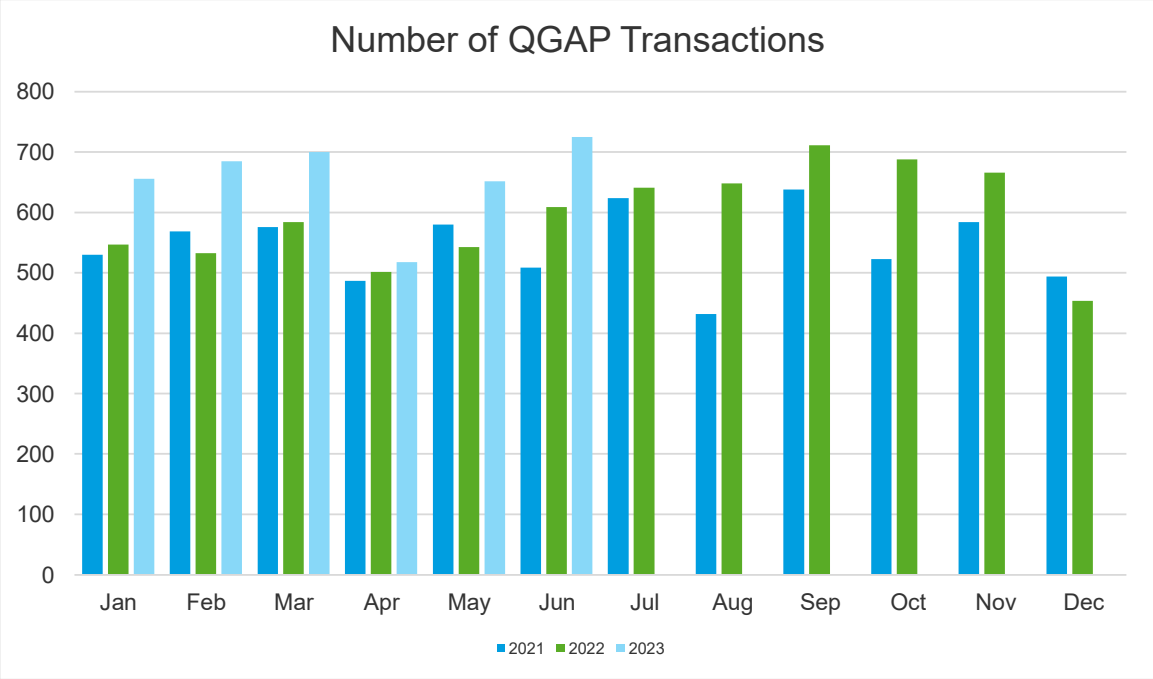
There were 3,411 calls received during business hours and 124 out of hours. Of the 124 calls received out of hours, 32 calls transferred to the afterhours call centre. There was an increase of seven calls to Council's afterhours provider compared to May 2023.



For the month of June 2023 there were 80 property searches completed for prospective purchasers. This increased by 16 completed search for the month compared to May 2023.



There were 725 Queensland Government Agent Program (QGAP) transactions for the Lowood QGAP agency in June 2023. This is the highest number of transactions taken in a month for this office in the past five years. On average there were 33 transactions per business day in June which is an increase of three per day on average compared to May 2023.



Attachments

Nil

Recommendation

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

CHIEF EXECUTIVE OFFICER
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:	19 July 2023
Subject:	Operational Plan Fourth Quarter Review 2022-23
File Ref:	SRC - Corporate Management - Planning - Operational Plan
Action Officer:	DCORP

Background/Summary

The Operational Plan for Somerset Regional requires reviewing at each quarter to determine progress of the items within the Plan. The 2022 - 23 plan was developed at a similar time to the Budget and has a close alignment with the Budget. The fourth and final Quarter review contains feedback from all officers who were responsible for items within the plan. To help interpret the report outcomes Council officers have updated the traffic lights within the report.

The progress report from the operational plan will form part of the Departmental reports to be included in the Annual Report for 2022 - 23.

The fourth Quarter review contains feedback regarding the progress of items within the current year's operational plan.

Council's progress of the action items within the Operational Plan 2022 - 23 is measured by the number of items that are completed or achieved for the year. The percentage of items completed or achieved is 90 %. Officers tasked with responsibility for ongoing operational items are managing and progressing those items as expected, these operational matters may be reported on in the Departmental reports section of the Annual Report.

Attachments

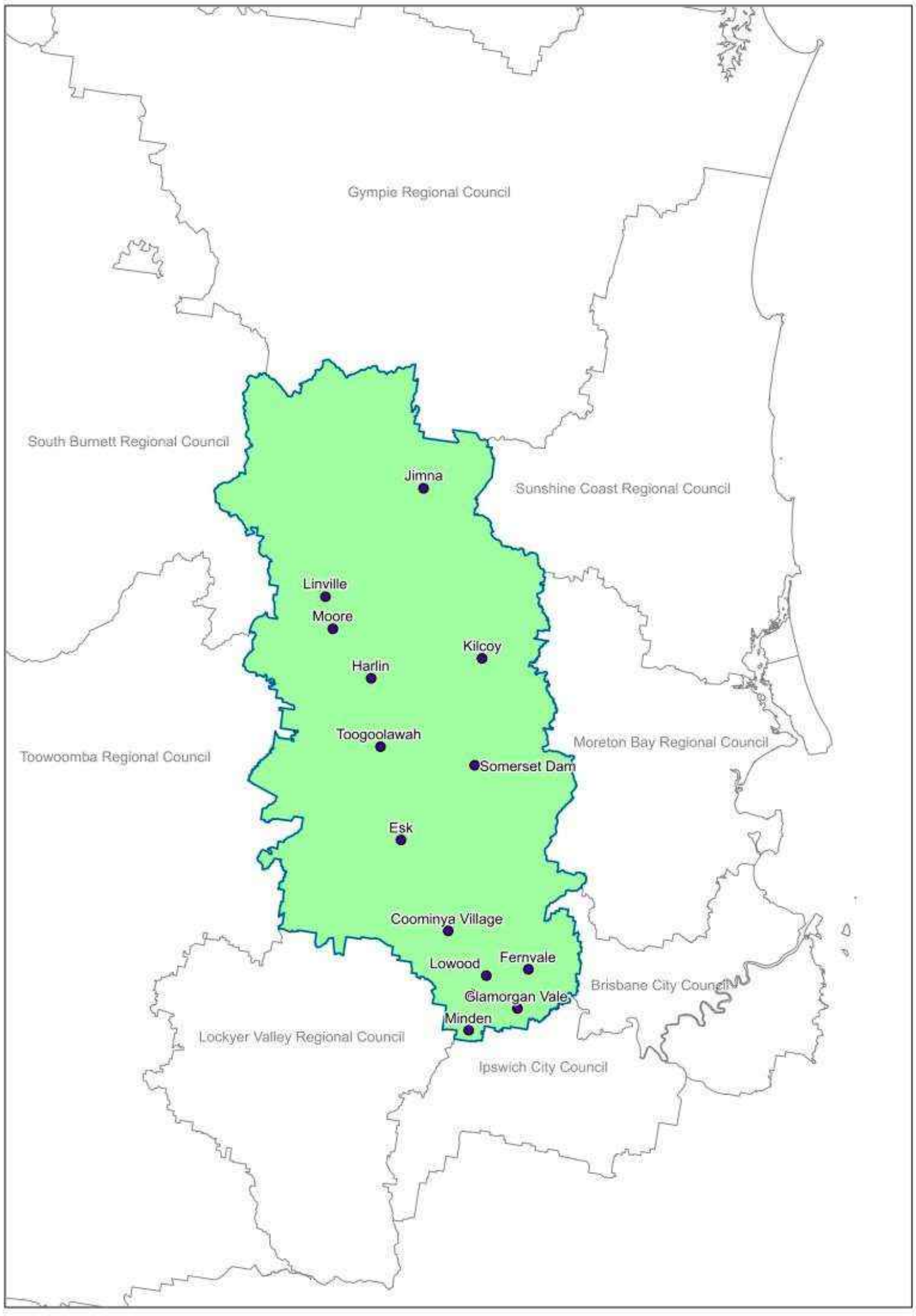
Attachment 1 – Operational Plan 2022-23 Quarter 4 Review

Recommendation

THAT Council receive the Operational Plan 2022-23 Quarter 4 review and note the progress of the action items within the plan.

Somerset
REGIONAL COUNCIL

OPERATIONAL PLAN
2022 – 2023


Gympie Regional Council
South Burnett Regional Council
Jimna
Sunshine Coast Regional Council
Linville
Moore
Kilcoy
Harlin
Toogoolawah
Moreton Bay Regional Council
Toowoomba Regional Council
Somerset Dam
Esk
Coominya Village
Lowood
Fernvale
Brisbane City Council
Glamorgan Vale
Minden
Lockyer Valley Regional Council
Ipswich City Council

Introduction

The 2022/23 Operational Plan outlines the activities and services that as an organisation Council will deliver this year towards implementing the objectives of the Corporate Plan 2021 -2026.

Somerset Regional Council's Operational Plan is an integral cog in the wheel that drives our Corporate Planning and the organisations performance. The Operational Plan is funded through Council's annual budget and sets the years direction for each of Councilss Departments. The Operational Plan articulates Council's commitment to key projects, services, activities and measures the success and areas of responsibility for 2022 - 23. Council is required to report quarterly on the progress of all operational plan.
The Operational Plan is aligned with other key documents to detail the implementation of strategies which are used to assist Council and the community to plan for a sustainable future. This approach ensures that efficiencies are achieved through coordinated planning and budgeting and to ensure that management is undertaken in an integrated manner.

The alignment of the Corporate Plan 2021 - 2026 and the Operational Plan for 2022 - 23 is centred on the key themes of Natural Somerset, Vibrant Somerset, Prosperous Somerset, Well Planned Somerset and United Somerset. These five themes guide Council's focus over the next five years and have a number of outcomes and strategies. The Corporate Plan assists in the identification of priorities, and is used to balance the delivery of services and projects within available resources.

Our Vision

The Somerset region, with its unique identity and proud heritage, is vibrant, cohesive and connected, providing the foundations for a prosperous rural lifestyle.

Our Mission Statement

To provide leadership in making locally-responsive and informed decisions, focussing on our customer's needs to deliver the highest-quality efficient services and facilities to all communities of the Somerset region.

Our Five Core Values

Our values govern Council's actions and how we serve the communities of the Somerset region. Our five core values are:

1. Positive Interactions

We encourage positive interactions within the organisation and externally, and our relationships are based on integrity, honesty, openness, accountability and equity.

2. Community Champions

As community champions we will provide a foundation for long-term growth and prosperity while providing flexibility to respond to the changing needs of our community.

3. Empowered Workforce

As an organisation, we aim to provide a safe environment for our employees to further develop their productive capacity through the acquisition of skills, teamwork, empowerment and participation in the decision-making process.

4. Safety STAR (Stop, Think, Act, Review)

We recognise that to function efficiently and effectively our organisation and community must feel safe. In doing so, we will take the necessary time to stop and think, take appropriate action to protect our people, and review our processes in the spirit of continuous improvement.

5. Excellence

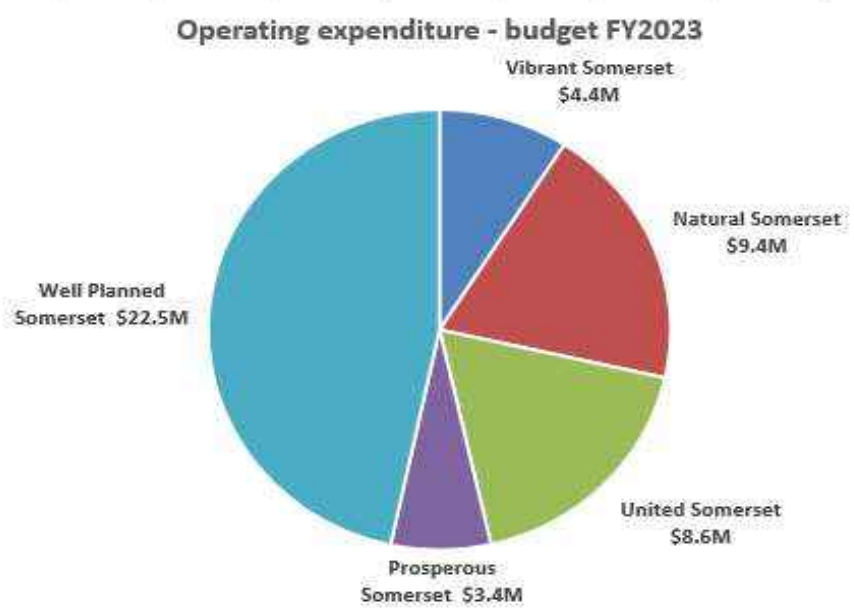
We encourage our elected representatives, employees, our community champions and our customers to be actively involved in our quest for excellence – meeting or exceeding our community's needs and expectations at the lowest cost possible.

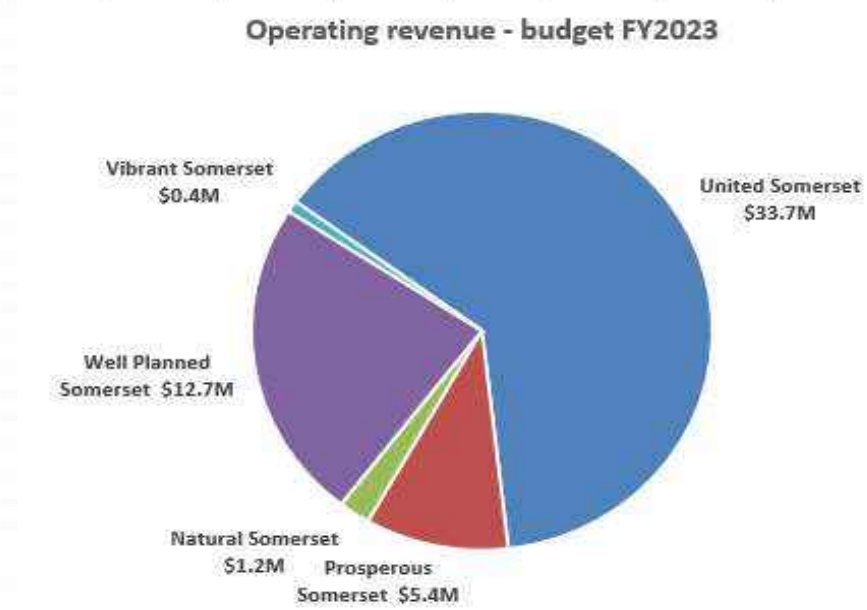
Managing Risks

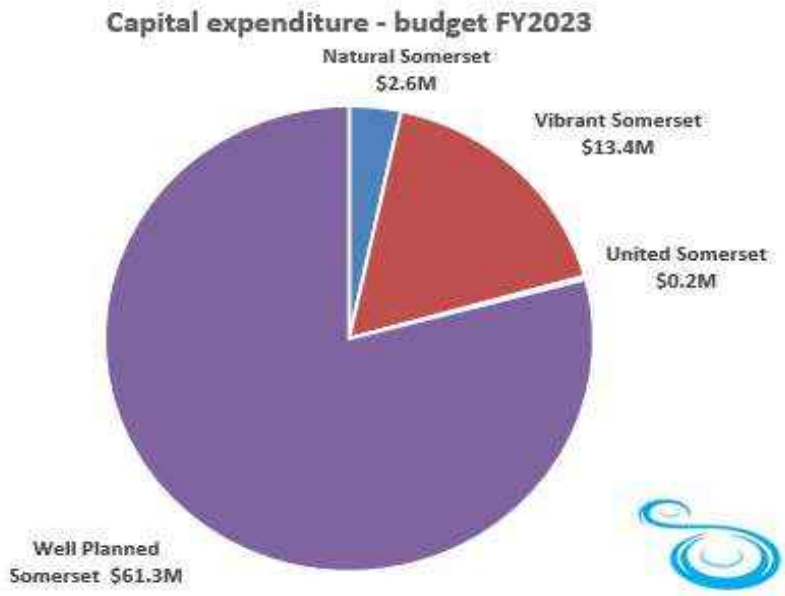
Somerset Regional Council recognises that risk management is an integral part of good governance and management practice. Accordingly, Council has an active system in place to manage and treat risks. This system is supported and managed by Council's CEO and Directors. Risk management principles and processes with the organisation's overall governance, strategy and planning, management, reporting processes, policies, values and culture are managed on a day to day basis.

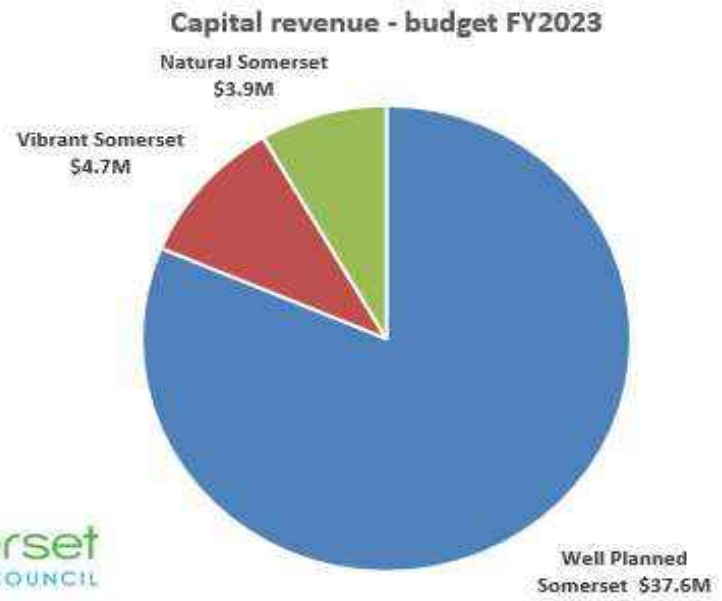
Linking the Operational Plan to the budget

To achieve the strategies and activities contained within the key Corporate Themes, the Operational Plan is financed through the 2022-23 budget and commits Council to the allocation of resources to ensure service delivery is undertaken and completed within the year. Financial performance is monitored throughout the year with monthly reports to Council and periodic budget review undertaken to account for new information as it comes to hand.









2022 - 23 Operational Plan

The focus for the Operational Plan is on planning, delivery and monitoring the relevant services and projects that will translate the strategic themes into actions. Included within the following tables are specific activities, performance measures, targets and responsibilities for each of the Corporate Plan Themes.

Corporate Plan Theme	**NATURAL SOMERSET**	
Corporate Plan Theme Description	A place where the natural environment, scenic beauty and rural lifestyle are valued and protected	

ID	Corporate Plan Strategy	Activity Required	Output	Community Consultation	Measure	Department	Responsible Officer	Progress Traffic Light	Q3 Progress - Comments	Q4 Progress - Comments
1	**Promote the lakes, valleys, mountains, rivers and natural heritage in the Somerset region's branding, marketing and development.**	**Engage with the SEQ Water to address water, landcare, rivercare and related issues**	Active advocacy through relevant SEQ Water representatives and the Board.	Inform	Progress options for Comorant Bay Café and mid-Brisbane public use areas, and other relevant matters with SEQ Water.	Office of the Mayor and CEO	CEO		SRC has written to SEQwater providing a copy of consultants report and suggested ways forward. Council has invited SEQwater reps to EDTAC to allow them to appreciate the importance of this project to the community. SEQwater advised they will respond to Council correspondence shortly and open to explore options. QRA have not yet made and announcements regarding Council's EOI submission for mid Brisbane improvements	Response received from SEQwater with agreement to work with Council about a potential lease and restoration of building. Further interactions are required and ongoing. QRA have announced Council successful submission for restoration works in the mid Brisbane River. Final project planning occurring with delivery to commence in 23/24.
2	**Protect and utilise our economic assets including our agricultural land, forests and other natural resources.**	**Engage with agricultural and forestry sectors via Council Advisory Committees to protect and enhance economic opportunities.**	Participation via these sectors in Council Advisory committees, such as the EDTAC and LDMG.	Inform	Positive Interactions with sectors in protecting and utilising agricultural, forests and natural assets	Office of the Mayor and CEO	CEO		Ag sector continues to be engaged with EDTAC. Council has delivered targeted events to assist to our rural community. Actions remain in Council flood recovery and resilience plan.	Ag sector continues to be engaged with EDTAC. Council sponsored Somerset Flavours showcasing our Ag sector and local stories.
		Work with Council of Mayors to address forestry, landcare, rivercare and related issues	Active advocacy through Council, regional organisations and Associations	Inform	Participation in South East Queensland (SEQ) Council of Mayors according to resources and priorities	Office of the Mayor and CEO	CEO		Council actively participates with SEQCOM. Resilient Rivers remains an important program to our region with ongoing works requested.	Council actively participates with SEQCOM. Resilient Rivers remains an important program to our region with ongoing works requested. Hoping to hear outcome from Citydeal initiates shortly.
		Engage with the State Environment and Water Ministers to address forestry, landcare, rivercare and related issues	Where appropriate, advocacy through relevant State Government Departments and Ministers	Inform	Positive Interactions with State Departments and Ministers	Office of the Mayor and CEO	CEO		Council continues to participate in SEQCOM resilient rivers with works in progress in the region. Council has recently extended our membership with Healthy Land and Water and participates in the Executive committee.	Council continues to participate in SEQCOM resilient rivers with works in progress in the region. Council maintains membership with Healthy Land and Water and participates in the Executive committee.
		Engage with Commonwealth Environment Minister to address forestry, landcare, rivercare and related issues	Where appropriate, advocacy through relevant Commonwealth Government Departments and Ministers	Inform	Positive Interactions with Commonwealth Departments Agencies and Ministers	Office of the Mayor and CEO	CEO		Council through the SEQ City deal works actively to attract funds for resilient rivers and the Lockyer Somerset Water Collaborative (LSWC). Good progress has been made via LSWC and expecting City deal fund announcement soon.	Council through the SEQ City deal works actively to attract funds for resilient rivers and the Lockyer Somerset Water Collaborative (LSWC). City deal fund announcement is lingering. This milestone needs to occur to enable the project to progress.
3	**Implement contemporary and practical strategies to minimise the environmental impact of Council's operations and facilities.**	**Offset the environmental impacts of Council's Capital Works Program.**	Deliver proportionate offsets as per Council's Offset Policy OP019.	Inform	Offsets are delivered in alignment with Council's strategic environmental priorities.	Planning and Development	NRMO		Planting of the 22/23 Offsets are underway on the Brisbane Valley Rail Trail at Yimbun. Contract incorporates maintenance / review of previous Offset investment also.	Planting/s associated with the 22/23 Offset are complete at Yimbin and under maintenance. Further plantings at Moore are contracted, awaiting favourable conditions. Preparation of the 23/24 Offset program is underway.
4	**Encourage the State and Federal Governments to support a range of natural resource enhancement activities including re-forestation, land care, riparian restoration and carbon reduction initiatives.**	**Maintain an Environmental Levy in the Budget**	Adopt an Environmental levy during the 2022/23 Budget process	Inform	Adoption of an environmental levy by 31 July 2022	Finance	DFIN		An environmental special charge recommendation was presented to Council and adopted on 8 June 2022	An environmental special charge recommendation was presented to Council and adopted on 8 June 2022
5	**Take an active role in the maintenance and enhancement of the region's natural resources through targeted expenditure of the environment levy and other resources**	**Facilitate collaborative investment with key internal and external partners**	Deliver: • Projects under the Resilient Rivers initiative • Somerset Recovery and Resilience Program ('Green Army').	Involve	Program delivery in alignment with Project Plan deliverables.	Planning and Development	NRMO		Flood reparations completed for stage 4 Black Snake Creek project - now in maintenance phase. Awaiting funding announcement for Resilient Rivers City Deal project submission.	Same as previous quarter. Flood reparations completed for stage 4 Black Snake Creek project - now in maintenance phase. Awaiting funding announcement for Resilient Rivers City Deal project submission.
		Promote and deliver community engagement activities.	Deliver: • Free Tree Program • National Tree Day • Land for Wildlife Program.	Inform	Delivery of Free Tree days; National Tree Day; Increase community participation in Land for Wildlife	Planning and Development	NRMO		All initiative progressing in accordance with anticipated delivery timeframes - Free Tree Days Sept/Oct, National Tree Day - July.	Same as previous quarter. All initiatives progressing in accordance with anticipated delivery timeframes - Free Tree Days Sept/Oct, National Tree Day - July.
		Deliver direct investment opportunities for homeowners in partnership with Seqwater.	Deliver the On-site Wastewater Mitigation Program.	Inform	Program delivery in alignment with Project Plan deliverables.	Planning and Development	SBC		Glamorgan Vale phase of the program has currently slowed due to resourcing constraints..	Glamorgan Vale phase of the program has currently slowed due to resourcing constraints. Reinvigoration of the program delivery is anticipated in July/August 2023.
6	**Support educational programs which promote the importance of preserving the region's natural features and opportunities for carbon reduction initiatives.**	**Coordinate and support regionally significant initiatives, including:** **• Land for Wildlife** **• South East Queensland Fire and Biodiversity Consortium** **• Healthy Land and Water (regional NRM)** **• Council of Mayors (SEQ) – Resilient Rivers.**	Active participation in relevant forums.	Inform	Maintain membership and delivery of: • Land for Wildlife • SEQ Fire and Biodiversity Consortium • Healthy Land and Water (regional NRM) • Council of Mayors (SEQ) – Resilient Rivers.	Planning and Development	NRMO		Continued representation at respective forums and specific engagements.	Same as previous quarter. Continued representation at respective forums and specific engagements.
7	**Support long-term financial planning, asset management, strategic planning, emergency management and other Council processes through a considered understanding of regional conditions, including bushfire risk, flooding, and climatic change.**	**Review key evacuation routes and identify any risks that need addressing.**	Preparation of an itemised list of prioritsed maintenance and capital improvements on key evacuation routes.	Inform	Identified works actioned or programmed.	Operations	DMO		Attended West Moreton Local Area Fire Management group to discuss bushfire risk and priorities throughout Somerset region. Funding successful for expansion of flood models in the area with a LGA-wide overland flow study successful and improvements to Flood Intel of GuardiuanIMS.	Project completed.

Corporate Plan Theme	**NATURAL SOMERSET**	
Corporate Plan Theme Description	A place where the natural environment, scenic beauty and rural lifestyle are valued and protected	

ID	Corporate Plan Strategy	Activity Required	Output	Community Consultation	Measure	Department	Responsible Officer	Progress Traffic Light	Q3 Progress - Comments	Q4 Progress - Comments
		Review, implement and report on the progress of the outcomes of the Local Floodplain Management Plans.	Progression of action items identified in the flood studies.	Inform	Annual progress report.	Operations	DOPER		Local Floodplain Management Plans adopted by Council and action to date on all recommendations presented to Council in March. Overland Flow studies workshopped with Council and anticipate adoption of these in Aprill.	Local Floodplain Management Plans adopted by Council and action to date on all recommendations presented to Council in March. Overland Flow studies adopted by Council in April.
8	**Protect and maintain the natural assets and community amenity through the implementation of Local Laws and environment legislation.**	**Investigate and take necessary actions on environmental protection complaints.**	Environmental Health compliance services are provided.	Inform	All complaints investigated within specified time frames.	Planning and Development	ESM		Complaints investigated within timeframes.	Complaints investigated within timeframes.
9	**Reduce the impacts of invasive plants and animals through Council's Biosecurity Plan – Invasive Plants and Animals.**	**Implement Council's Biosecurity Plan for invasive plants and animals.**	Implementation of the strategic actions in Biosecurity Plan.	Inform	Successful delivery of the Biosecurity Plan strategic actions.	Planning and Development	ESM		Ongoing implementation of strategic actions.	Ongoing implementation of strategic actions.
10	**Take a long-term view of waste management issues to ensure the best outcomes for the Somerset Region.**	**Develop master plan for waste transfer stations to improve recycling opportunties, diverting more waste streams from general landfill.**	Concept designs prepared and costed.	Inform	Concept designs complete and ready for grant funding opportunties.	Operations	DOPER		Awaiting final drafts following major update by officers to align with SEQ waste management plan.	Concept designs completed.
		Continue to operate the existing waste cell at Esk Landfill with the procedures and site based management plan	Maximise the utilisation of cell space to extend the life of the cell	Inform	Operation in accordance with Environmental Protection Agency (EPA) Licence	Operations	DOPER		Approximately xxxT of recycleable material redirected away from landfill this financial through through the introduction of kerbside recycling.	Approximately 1000T of recycleable material redirected away from landfill this financial through through the introduction of kerbside recycling.
		Communicate with neighbouring Councils on the progress of waste management issues	Continue to seek opportunities with neighbouring Councils to improve waste management practices	Inform	Participation with key agencies such as SEQ Council of Mayors Waste Working Group.	Operations	DOPER		Council Director Operations and Mayor continue to participate in the CoMSEQ Waste Management Group and sub-committees.	Council Director Operations and Mayor continue to participate in the CoMSEQ Waste Management Group and sub-committees.
		Review and update Council's Waste Reduction and Recycling Plan in accordance with contemprary practices.	Keep abreast of recent developments and investigate options	Consult	Preparation of Waste Reduction and Recycling Plan 2023-2027	Operations	DMO		SEQ Waste Management Plan will form the basis of the update of Councils Waste Reduction and Recycling Plan.	SEQ Waste Management Plan will form the basis of the update of Councils Waste Reduction and Recycling Plan.
11	**Make parks and gardens an integral part of future growth management plans.**	**Review and update Council's Parks and Gardens asset hierarchy.**	Updated asset register for all exisitng parks.	Inform	All existing parks are identified by their hierarchy.	Operations	MES		Project behind schedule due to resource limitations and other priorities associated with delivery of flood restoration works and capital works program. Park hierarchy review will be completed by end of financial year.	Review complete. Project onto next stage of Park Masterplanning and assest gathering of all park infrastructure.
		Develop a vision for regional, neighbourhood and local parks and gardens	Parks provision and infrastructure guidelines	Consult	Guidelines progressed and presented to Council for adoption.	Operations	DOPER		Project behind schedule due to resource limitations. At risk of not being completed this financial year. Will be rolled into a larger LGIP review in next financial year.	Draft guidelines prepared and under review. These guidelines will continue to be worked on in 23/24 financial year and will be rolled into a larger LGIP review.

	Corporate Plan Theme Corporate Plan Theme Description	VIBRANT SOMERSET An integrated and welcoming place with something for everyone								
ID	Corporate Plan Strategy	Activity Required	Output	Community Consultation	Measure	Department	Responsible Officer	Progress Traffic Light	Q3 Progress - Comments	Q4 Progress - Comments
12	**Facilitate well-planned and aesthetically-pleasing town and village gateways that enhance the look, feel and appeal of our individual communities.**	**Develop town and village entrance guidelines**	Master plans for each town and village.	Involve	Level of engagement	Operations	MES		Lowood Futures project completed. Kilcoy masterplanning commenced in March. Other towns will be completed in future budgets.	Lowood Futures project completed. Kilcoy masterplanning commenced in March. Other towns will be completed in future budgets.
		Oversight of the Somerset tourism strategy with direct themes to link to this Corporate Plan strategy.	Referring to Tourism Strategy - Progress the preparation of a town centre enhancement and wayfinding strategy.	Inform	Prepare a strategy which identifies streetscaping and place-making initiatives to enhance the entrance to Somerset's towns and villages and support with consistent branded town entry statement signage and clear and simple directional signage at strategic junctures throughout the region.	Office of the Mayor and CEO	CEO		Council adopted the Lowood Future Strategy in December 2022. Council has engaged a consultant to commence a similar process for Kilcoy. This project will be rolled out in coming months. Good progress has been achieved with marketing strategy and will be presented to Council for adoption in coming months. Wayfinding signage review has commenced with the engagement of a suitable firm.	Council adopted the Lowood Future Strategy 2022. Council has commenced a similar process for Kilcoy. This project has made good progress and continues. Future action items included in 23/24 Ops plan. Council has adopted the marketing strategy and now being implemented as part of the 23/24 Operational Plan. Wayfinding signage review has progressed and in the final stages of checking. Signage scheme to be rolled out in 23/24.
13	**Identify, deliver and grow opportunities for arts, cultural expression and the development of creative industries.**	**Raise the awareness of local, state and federal funding opportunities and support to our local creatives**	Awareness and access to grants, resources and support through the delivery of Federal, State and RADF grants program	Inform	Opportunities promoted in arts newsletter and RADF grant budget 100% allocated	Corporate and Community Services	MAC		Council's RADF continues to be well patronised by community members. Successful grants secured by the Somerset Civic Centre and The Condensery continue to provide support and development opportunities to the regions artists.	Council's RADF continues to be well patronised by community members. Successful grants secured by the Somerset Civic Centre and The Condensery continue to provide support and development opportunities to the regions artists.
		Progress infrastructure concepts and identify funding pathways that develop the regions arts and cultural facilities.	Engage feasibility study and identify potential funding streams.	Inform	Condensery feasibility study undertaken and funding streams identified.	Corporate and Community Services	MAC		Awaiting funding opportunity for the Toogoolawah Gateway project.	Gateway project paused whilst funding boundaries clarified.
		Align council's cultural venues and create platforms for artistic and cultural collaboration, networking, resource & knowledge sharing and professional development	Deliver regular quality arts and cultural opportunities via the regions premier cultural venues - The Condensery and Somerset Civic Centre.	Engage	Develop community knowledge, skills and experiences and improved usage of cultural facilities venues and spaces.	Corporate and Community Services	MAC		Somerset Civic is on target to exceed $50 000 in revenue by the end of the third quarter. Exceptional result considering that part of the venue is occupied by Council staff. Venue is well attended with patronage on average, 1 - 3000 visitors per month.	Somerset Civic is on target to exceed $50 000 in revenue by the end of the third quarter. Exceptional result considering that part of the venue is occupied by Council staff. Venue is well attended with patronage on average, 1 - 3000 visitors per month.
		Improve profile and capacity of cultural facilities.	Adopt a Somerset Arts brand, improve marketing and implement a communications strategy for more effective promotion of arts, heritage & cultural events & activities.	Inform	Adopt a Somerset Arts brand, improve marketing and implement a communications strategy for more effective promotion of arts, heritage & cultural events & activities.	Corporate and Community Services	MAC		Somerset Civic Centre branding implemented around the venue and across social media/promotional materials. Arts and Culture communication and marketing plan has commenced.	Market research and action points around The Condensery and Somerset Civic Centre completed.
		Suport community driven events that encourage broad particpation and build new audiences for the arts	Successful delivery of events and increased profile of arts and growth in audience numbers	Engage	Increased collaborations, partnerships and networking across arts and cultural organisations	Corprpate and Community Services	MAC		Community driven multicultural event planned for delivery in early May. Event has been developed in partnership with a major regional employer.	Kilcoy MultiCultural Festival delivered. Event recived very positive feedback from community and participants with planning underway for 2024.
14	**Embrace and promote the Somerset region's heritage, to incorporate both Indigenous and European cultural heritage.**	**Connect people and community to the regions diverse history and cultures through engagement and participatory experiences**	Initiate projects across cultural venues, libraries and recreational facilities to promote the regions shared heritage and cultural assets to new audiences	Engage	Increased particpation and promotion of regions indigenious heritage and shared multicultural history.	Corporate and Community Services	MAC		Completion of Somerset Libraries Rails and Tall Tales oral history project with oral histories recorded, images digitised and local history collection content reviewed.	Rails and Tall Tales project completed with another heritgae project, Somerset Remembers underway.
15	**Develop and deliver contemporary library spaces, services and resources which facilitate leisure, connection and learning assisting in meeting the recreational, information and cultural needs of the Somerset region's residents.**	**Provide modernised library services which meet current and mereging needs of our communities**	Well maintained and accessible libraries, collection, services and programs	Inform	Compliance with service agreement conditions	Corporate and Community Services	MAC		Delivery of First Nations lore and culture First Five Forever storytimes for Under Fives and Prep school children.	Delivery of First Nations lore and culture First Five Forever storytimes for Under Fives and Prep school children.
		Inspire community connection and a love of learning.	Programs for skills, technology and learning for the community	Inform	Increase in membership, program attendance and better outreach opportunities	Corporate and Community Services	MAC		Drama classes for children, teens and adults on offer at the Civic Centre. Regular library events such as STEAM squad are well attended with attendance figures back to pre COVID days.	Drama classes for children, teens and adults on offer at the Civic Centre. Regular library events such as STEAM squad are well attended with attendance figures back to pre COVID days.
16	**Develop and implement an Arts, Culture and Heritage Plan/Strategy incorporating all communities to enhance outcomes for the collaboration of visual art, architecture and design.**	**Community consultation, development and implementation an Arts and Culture Strategy to reflect the current and future needs of the region.**	Approved strategy becomes the baseline for consistent and goal oriented decision making.	Collaborate	Deliver and implement an Arts and Cultural Strategy in 2022–2023 with a view to delivering a body of work reflective of stratergy.	Corporate & Community Services	MAC		Arts and Culture strategy presented for adoption.	Somerset Regional Councils first Arts & Culture stratergy adopted.
17	**Facilitate community access to the wide range of sport and recreational pursuits available in the Somerset region.**	**Provide the highest quality recreational sports and aquatic facilities based on the resources available**	Swimming Pools maintained in operating condition.	Inform	Number of complaints about the swimming pools availability and service	Operations	FMC		Kilcoy Aquatic and Toogoolawah Swimming Pool and Splash Pad both opened with minimal disruption to operations due to outstanding maintenance. During the season breakdowns have been minimal and have not led to major disruptions to service.	Kilcoy Aquatic and Toogoolawah Swimming Pool and Splash Pad both opened with minimal disruption to operations due to outstanding maintenance. During the season breakdowns have been minimal and have not led to major disruptions to service.

Corporate Plan Theme	**VIBRANT SOMERSET**	
Corporate Plan Theme Description	An integrated and welcoming place with something for everyone	

ID	Corporate Plan Strategy	Activity Required	Output	Community Consultation	Measure	Department	Responsible Officer	Progress Traffic Light	Q3 Progress - Comments	Q4 Progress - Comments
		Provide for the sporting and recreational needs of the local communities through indoor sports centres, outdoor recreation facilities and swimming pools	Undertake a site specific assessment of the demand for new/additional facilities within existing sport and recreation facilities	Consult	Report to Council	Corporate and Community Services	CTM		Council Officers have engaged consultants to draft and submit a development application for the redevelopment of the Kilcoy Indoor Sports Centre, and have begun discussions to amend the lease and land management plan for the Hopetoun Sports Fields to ensure the southern carparking and sealed service entry for the aquatic facility may progress.	Council Officer continue to liaise with consultants regarding a development application for the redevelopment of the Kilcoy Indoor Sports Centre. Council Officers are awaiting feedback from Seqwater regarding the amendment of the lease and land managament plan for the Hopetoun Sports Fields to ensure the southern carparking and sealed service entry to the aquatic facility may progress.
		Ensure sustainable and safe access to community tennis courts	Resurface tennis courts in Esk, Moore and Somerset Dam Village	Inform	Resurfacing works completed at the Esk, Moore and Somerset Dam Village tennis courts	Corporate and Community Services	CTM		Works completed at the Esk Tennis Courts and Moore Tennis Courts in October 2022 and December 2022 respectively. The Kilcoy Tennis Court works will commence in May 2023.	Works completed at the Esk, Moore and Kilcoy Tennis Courts in October 2022, December 2022 and May 2023 respectively.
		Ensure safe access to community skate parks	Utilise grant funding opportunities to install shade structures at the Lowood and Fernvale Skate Parks.	Inform	Grant funding applications submitted to install shade structures at two skate parks	Corporate and Community Services	CTM		Nil for reporting perioid. No further suitable funding opportunities have been sort or identified.	Nil for reporting perioid. No suitable funding opportunities have been sort or identified.
18	**Make efficient use of existing infrastructure by encouraging connections to services with ample capacity and carry out any works as are necessary to provide the required services to the community.**	**Review Somerset's Local Government Infrastructure Plan (LGIP) incorporating outcomes of infrastructure service standard reviews and strategic network planning.**	LGIP review in accordance with statutory guidelines.	Inform	Council decision regarding LGIP review in accordance with statutory guidelines.	Planning and Development	DPAD		Council resolution to undertake formal review of LGIP on 22 March 2023.	Council resolution to undertake formal review of LGIP on 22 March 2023 and project is substantially completed.
19	**Increase the range of recreational opportunities by encouraging the construction and operation of regional facilities for regional visitors.**	**Implement externally funded infrastructure projects based on successful funding applications**	Implement externally funded infrastructure projects	Involve	Percentage of externally funded infrastructure projects completed	Corporate and Community Services	DCORP		All externally funded Building Projects - complete. Three new projects for 23/24 applied for and waiting funding decision.	All externally funded Building Projects - complete. Three new projects for 23/24 applied for and waiting funding decision.
		Provide multiple recreational opportunities on Mount Glen Rock for locals and visitors sustainably	Develop a Master Plan for the long term development of Mount Glen Rock	Consult	Master Plan for the development of Mount Glen Rock adopted by Council	Corporate and Community Services	CTM		A Cultural Heritage Management Plan for the Mount Glen Rock project area has been finalised. On site ecological surveys have commenced.	A Cultural Heritage Management Plan for the Mount Glen Rock project area has been finalised. Preliminary on site ecological surveys have been completed, with further siurveys to be completed in Sprng 2023.
		Enhance the recreation capacity of the Kilcoy Indoor Sports Centre to allow for increased capacity, increased gymnastics floorspace and other sporting opportunities	Develop a master plan for the re-development of the Kilcoy Indoor Sports Centre	Engage	Re-Development plan for the Kilcoy Indoor Sports Centre adopted by Council	Corporate and Community Services	CTM		Kilcoy Indoor Sports Centre Redevelopment Plan adopted by Council in December 2022.	Kilcoy Indoor Sports Centre Redevelopment Plan adopted by Council in December 2022.
20	**Promote and maintain a high standard of public health in the community through monitoring of food handling, public health risks and the increased awareness of good hygiene practices.**	**Undertake annual food business inspection program.**	Yearly inspections conducted.	Involve	Inspections completed.	Planning and Development	ESM		Program delivery on target.	Program sucessfully delivered.
		Food business, community groups and the general public are better informed about food safety.	Conduct a community awareness programs to promote food safety and hygiene practices for: • Food businesses • Community Groups • Schools and the general public. Provide free online 'I'm ALERT' food safety training.	Inform	Number of users who complete the online 'I'm ALERT' food safety training.	Planning and Development	ESM		Training delivery program is well utilised as detailed in monthly reports to Council.	Training program was sucessfully delivered and was well utilised as detailed in monthly reports to Council.
		Progress Mosquito Monitoring Program	Conduct yearly surveys in line with Queensland Health Plans.	Consult	Survey completed	Planning and Development	ESM		Program delivered.	Program delivered.
		Investigate and take necessary actions on public health complaints.	Environmental Health compliance services are provided.	Inform	All complaints investigated within specified time frames	Planning and Development	ESM		Complaints actioned within timeframes.	Complaints actioned within timeframes.
		Create plan for the long-term development of the Fernvale Sports Park to cater for growing demand and new usage	Develop a master plan for the re-development of the Fernvale Sports Park	Engage	Master Plan for the Fernvale Sports Park adopted by Council	Corporate and Community Services	CTM		Preliminary report and concepts for the Fernvale Sports Park Master Plan have been developed. A further stakeholder consultation held in March 2023 with the Fernvale Sports Park Advisory Committee.	Council received the Fernvale Sports Park draft Master Plan in June 2023. A final Master Plan will be adopted in late 2023 following commununity and stakeholder consultation in July 2023.
		Investigate and implement strategies to install sustainable irrigation systems at outdoor recreation facilities	Prepare a business case for the installation of sustainable irrigation system/s at Council recreation facilities and accordingly submit grant funding applications	Consult	Grant funding applications submitted to install sustainable irrigation systems at a minimum of one Council recreation facility	Corporate and Community Services	CTM		Three funding applications were submitted to the Queensland Department of Tourism, Innovation and Sports Minor Infrastructure Program - install an irrigation system and undertake refurbishment works on the Fernvale Sports Park Main Oval, install an irrigation system and undertake refurbiushment works at the Esk Football Grounds and extend the Brisbane Valley Soccer Clubhouse located at the Lowood Recreational Complex to include amenities faciltie were succesful. In June 2023 Council resolved to include the installation of an irrigation system and undertake refurbishment works on the Fernvale Sports Park Main Oval in the 2023-2024 Capital Works Program.	In May 2023, Council received notification from the Queensland Deprtment of Tourism, Innovation and Sport that funding applications to install an irrigation system and undertake refurbiushment works at the Esk Football Grounds and extend the Brisbane Valley Soccer Clubhouse located at the Lowood Recreational Complex to include amenities faciltie were succesful. In June 2023 Council resolved to include the installation of an irrigation system and undertake refurbishment works on the Fernvale Sports Park Main Oval in the 2023-2024 Capital Works Program.

Corporate Plan Theme	VIBRANT SOMERSET								
Corporate Plan Theme Description	An integrated and welcoming place with something for everyone								
ID Corporate Plan Strategy	Activity Required	Output	Community Consultation	Measure	Department	Responsible Officer	Progress Traffic Light	Q3 Progress - Comments	Q4 Progress - Comments
	Progress Greening Lowood Project	Progress Greening lowood project to increase sustainability of recreation facilities in Lowood.	Engage	Actions as agreed by Greening Lowood Advisory Committee	Corporate and Community Services	CEO		Greening Lowood Advisory Committee has met with principles agreed. Detailed design is in progress and should be well advanced by end of 4th quarter. Council working with Urban Utilities to finalise water supply agreement.	Greening Lowood detailed design is in progress and well advanced. Council continues to work with Urban Utilities to finalise water supply agreement.
	Undertake refurbishment works of the Lowood Swimming Pool	Undertake refurbishment of the Lowood Swimming Pool to provide a long-term facility in line with modern standards with ramped access and a zero-depth splash pad.	Inform	Complete refurbishment works of the Lowood Swimming Pool	Corporate and Community Services	CTM		Stage 2 design works are currently underway to finalise the carpark design for the facility. A contractor has been engaged to develop and install a new entry sign. A contractor has been engaged to install solar panels on site.	Stage 2 design works of the carpark for the facility and the installation of solar panels has been completed. The completion of the carpark works and installation of a new entry sign will be completed in the 2023-24 financial year.
	Integration of the Toogoolawah Swimming Pool and Community Gym into a single recreation facility	Undertake operational and capital works to create a single recreation facility to ensure an enhanced service for the community	Inform	The Toogoolawah Swimming Pool and Community Gym is operating as a single facility	Corporate and Community Services	CTM		Nil for reporting period. Further works to occur at the conclusion of the 2022-23 season.	Further works completed following the conclusion of the 2022-23 pool season, inlcuding facility drainage improvements, installation of privacy panels in the men's amenities, toddler pool shade structure repairs and installation of sight tube to the backwash tank.
	Audit the Toogoolawah Swimming Pool and plan for the long-term development of the facility	Undertake a facility audit of the Toogoolawah Swimming Pool and prepare an option analysis for the long-term development of the facility	Consult	Report to Council	Corporate and Community Services	CTM		Nil for reporting period. A report is on track to be delivered to Council by June 2023.	Nil for reporting period. The submission of a report to Coucnil has been delayed to August 2023.
Facilitate community access to the wide range of sport and recreational pursuits available in the Somerset region.	**Undertake rebranding of the Somerset Rail Trail Fun Run or Ride for the 20th running of the event**	Update the name, logo and goals of the Somerset Rail Trail Fun Run or Ride	Consult	Report to Council	Corporate and Community Services	CTM and SRO		Council resolved to change the name of the event to the Somerset Rail Trail Classic. The event has also been rescheduled to 23 July 2023, out of the school holidays, to encourage greater family and school aged children participation.	Council resolved to change the name of the event to the Somerset Rail Trail Classic. The event has also been rescheduled to 23 July 2023, out of the school holidays, to encourage greater family and school aged children participation.

Corporate Plan Theme	**PROSPEROUS SOMERSET**	
Corporate Plan Theme Description	A place that embraces economic opportunities	

ID	Corporate Plan Strategies	Activity Required	Output	Community Consultation	Measure	Department	Responsible Officer	Progress Traffic Light	Q3 Progress - Comments	Q4 Progress - Comments
21	**Implement the Somerset Tourism Strategy 2021-2025 with a focus on short-term priorities for supporting visitor attraction and destination management.**	**Implement adopted Tourism Strategy inlcuding themes and twelve strategies.**	Progression and reporting of the twelve strategies contained within the Tourism Strategy.	Involve	Report on progress of strategies reported quarterly to the EDTAC and Council	Marketing and Tourism	CEO		This action has been completed in second quarter. Council continues to deliver upon strategy tasks.	This action has been completed in second quarter. Council continues to deliver upon strategy tasks.
22	**Commission the preparation of a Somerset Region Economic Development Strategy, with a focus on Council's roles and functions in promoting, supporting and facilitating economic development.**	**Commence review of Somerset Economic Development Plan.**	A new Somerset Economic Development Strategy.	Consult	Adopted Somerset Economic Development Strategy.	Planning and Development	DPAD		Economic Development Strategy and associated documents adopted by Council, December 2022. Documents promoted to businesses and EDTAC. Housed on a newly developed Economic Development webpage on the Somerset Regional Council website.	Economic Development Strategy and associated documents adopted by Council, December 2022. Budget preparation and program development completed for 2023-24 Operation Plan.
23	**Continue to operate Council's Visitor Information Centres (VICs) to the highest possible standards.**	**Maintain the highest standard of Visitor Information Centres based on resources available**	Creation of a positive image for the Somerset through information provision to the traveling public	Inform	Visitation to the Regions Visitor Information Centres	Corporate and Community Services	CTM, PO, TDO and TOs		TOs continue to operate VICs to a high professional standard, with assistance from CTM, PO and TDO.	TOs continue to operate VICs to a high professional standard, with assistance from CTM, PO and TDO.
24	**Collaborate with regional and State tourism bodies on tourism promotion and destination management.**	**Support coordinated promotional activities**	Creation, development and distribution of an Experience Somerset Branding Toolkit for use by Somerset tourism operators	Inform	Progress of the Branding Toolkit development and delivery to operators reported quarterly to the EDTAC and Council	Corporate and Community Services	PO		PO presented an updated to the Economic Developoment and Tourism Advisory Committee in February 2023. On track for delivery in June 2023.	PO presented an uodate to the Economic Development and Tourism Advisory Committee in May 2023. Tourism promotional campaigns prioritised through June.
		Attract and / or encourage the event relocation to the Somerset Region	Proactively encourage existing event operators to relocate established events or the development of new events within the Somerset Region	Engage	Minimum of one new event attracting visitors held in Somerset	Corporate and Community Services	CTM, PO, TDO and TOs		Council resolved to provide sponsorship to Brisbane Valley Farm Direct for the inaugural Flavours of Somerset Event to be held in April 2023 and the Legends of Beef event to be held in the 2023-2024 financial year.	The inaugural Flavours of Somerset event was held at the Somerset Civic Centre in April 2023. The event utliised a range of local producers and nationally recognised chefs, and attracted tickets sales in excess of 150. The 2023 Rogue Raid was held in the Somerset Region in late April 2023 and attracted interstate and international competitors. The event provided a range of adventure imagery from natural sceneries of Somerset including the Brisbane Valley Rail Trail, mid-Brisbane River, Lake Winvenhoe and Wivenhoe Hills.
		Provide enhanced tourism research and information dissemination with Somerset Tourism Operators	Compile relevant Somerset tourism data (e.g. visitation - type, length etc. -, spend, occupancy rates) and disseminate information in engaging formats to Somerset tourism operators	Inform	Minimum of one graphically designed reports provided to Somerset tourism operators and EDTAC	Corporate and Community Services	TDO		Ongoing- Council is working with SQCT to collate relevant mobile phone data at selected locations throughout the region.	Ongoing- Council is working with SQCT to collate relevant mobile phone data at selected locations throughout the region.
		Support development and enhancement of local events.	Participation and promotion in regional associations and local events.	Inform	•Assist local event organisers to get access to grants and advertising •Provide financial support and other council resources to agreed events e.g. Australia day; Fun-Run; Seniors Day; International volunteers Day.	Marekting and Tourism	CMM, EO and CDC		Council provided sponsorship for the Kilcoy Race Club Australia Day Gift and Brisbane Valley Rail Trail User Association Australia Day Bike Rides. Both events were well patronised.	Council supported Farmers Big Night Out and mad Hatters tea Party. Both events well patronised.
		Create and promote effective economic and tourism opportunities through the Economic Development and Toursim Committee	Promotion of the Somerset throughout greater SEQ in a co-ordinated and considered way	Involve	Effective Operation of the Economic Development and Tourism Advisory Committee	Marketing and Toursin	CEO and CMM		Council has promoted several events throughout media outlets. EDTAC is provides input on appropriate events completed and planned.	Council has promoted several events throughout media outlets. EDTAC provides input on appropriate events completed and planned.
25	**Continue to engage and collaborate with regional, State and national stakeholders on strategies to support the development of a diverse, strong and resilient regional economy.**	**Utilise opportunities arising from Council business to engage and collaborate with regional, State and national stakeholders**	Council take local opportunities up directly with stakeholders as appropriate. Council continues to advocate via key bodies such as the COMSEQ, LGAQ, ALGA and other forums as presented.	Inform	Liaising with in key bodies such as COMSEQ, LGAQ and ALGA about local matters to assist with advocating to government stakeholders. Direct engagement with relevant government stakeholders according to resources and priorities.	Office of the Mayor and CEO	CEO		Council has actively been involved in COMSEQ to raise various matters, in particular items contained within the CityDeal including BVH upgrades, resilient rivers, and the Lockyer Somerset water collaborative. Council is also participating in the 2032 leveraging working group.	Council has actively been involved in COMSEQ to raise various matters, in particular items contained within the CityDeal including BVH upgrades, resilient rivers, and the Lockyer Somerset water collaborative. Council is also participating in the 2032 leveraging working group.
26	**Continue to develop infrastructure plans, taking into consideration potential urban growth and opportunities for economic development.**	**Review and update Design Standards in planning scheme**	New draft Design Standards.	Consult	Include in planning scheme amandment process	Operations	MES		Review has begun in colaboration with the planning team, improvements have been identified.	Review has begun in colaboration with the planning team, improvements have been identified.
		Review, improve and amend the Somerset Region Planning Scheme.	Somerset Region Planning Scheme Version 5.	Engage	Commencement of State Interest Review and public consultation stages.	Planning and Development	SPO		Final draft of Issues paper being finalised for Council's consideration ahead of formal drafting and submission to the Minister.	Final draft of Issues paper being finalised for Council's consideration ahead of formal drafting and submission to the Minister.

ID	Corporate Plan Strategies	Activity Required	Output	Community Consultation	Measure	Department	Responsible Officer	Progress Traffic Light	Q3 Progress - Comments	Q4 Progress - Comments
	Corporate Plan Theme	**PROSPEROUS SOMERSET**								
	Corporate Plan Theme Description	A place that embraces economic opportunities								
		Develop a Lowood Futures Strategy to 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.	A Lowood Futures Strategy that provides: - An evidence-based understanding of the Lowood's competitive advantages and opportunities. - 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. - Priority policy, development and infrastructure responses required to create a distinctive and attractive place, create jobs, strengthen the local economy.	Involve	An adopted Lowod Futures Strategy that is developed collaboratively with the community, business and government stakeholders to align plans and actions for the benefit of the town and region.	Planning and Development	DPAD		Lowood Futures Strategy adopted by Council in December 2022. Budget preparation and program development underway.	Lowood Futures Strategy adopted by Council in December 2022. Budget preparation and program development completed for 2023-24 Operation Plan.
27	**Identify the region's catalyst enabling infrastructure needs and priorities and prepare business cases to support project funding applications to State and Federal Government funding bodies.**	**Identify and make application for external funding/subsidy based on projects within the Battle Plan**	External funding /subsidy for capital works are maximised.	Inform	Percentage of capital works funded externally	Finance	DFIN		Audited financial statements show that 40% of total capital additions during FY2022 were funded by capital grants	Audited financial statements show that 40% of total capital additions during FY2022 were funded by capital grants
28	**Pro-actively develop Council partnerships with local industry, community and government agency stakeholders to provide a unifying voice for the Somerset region when lobbying State and Federal Governments on key economic or infrastructure issues.**	**Create and promote effective economic and tourism opportunities through the Economic Development and Tourism Advisory Committee**	Promotion of the Somerset throughout greater SEQ in a co-ordinated and considered way	Involve	Effective Operation of the Economic Development and Tourism Advisory Committee	Office of the Mayor and CEO	CEO		EDTAC has been a central committee utilised to progress most of our strategic plans, including, economic strategy, tourism strategy and Mount Glen Rock future plans.	EDTAC has been a central committee utilised to progress most of our strategic plans, including, economic strategy, tourism strategy and Mount Glen Rock future plans.
28A	**Implement the Somerset Tourism Strategy 2021-2025 with a focus on short-term priorities for supporting visitor attraction and destination management.**	**Prepare a Somerset Region Tourism Marketing Plan**	Creation, development and implementation of a marketing plan to align with the Tourism Strategy	Consult	Progress of the marketing plan development and subsequent delivery reported quarterly to the EDTAC and Council	Corporate and Community Services	PO		Marketing Plan developed and to be submitted to a Council Ordinary Meeting in April 2023 for endorsement.	Marketing Plan developed and adopted by Council.
		Review existing festivals and events	Review existing festivals and events (e.g. water events (sailing, fishing, rowing, water-skiing), sporting events (trail runs / rides utilising the Brisbane Valley Rail Trail, race days, rodeos, skydiving events / days, motorsports), food and wine and identify opportunities for existing and emerging events throughout Somerset to become part of a wider, coordinated calendar of events.	Consult	Report to Council	Corporate and Community Services	PO		Coucnil events review is being utilised to inform support for future events and will be incorporated into the Tourism Marketing Plan.	The Council events review was incorporated into the Somerset Tourism Marketing Plan (2023-2025), which was finalised in May 2023.
		Build Local Tourism Partnerships	Increase operator engagement with Council and the industry as a whole.	Engage	- Increase number of Somerset operators utilising ATDW - Increase operator involvement in the BoQE program - Increased number of operators participating in SEQ Food trails network	Corporate and Community Services	TDO		In progress, TDO is regularly engaging with Somerset tourism operators and developing relations, particularly with new operatiors. 31 Somerset tourism businesses have ATDW listings and Council manage anouther 18 ATDW listings for free tourismattractions and community groups. Results should be visible in the next round (2023) of BoQE program next financial year. Rolling out a second round, along with a Transformational Experiences Mentoing Program from June 2023 through SQCT and TEQ. Agritourism workshop is scheduled in Esk for July 2023. Awaiting the new SEQ Food trails platform - while continuing to encourage operators to be part of the program.	In progress, TDO is regularly engaging with Somerset tourism operators and developing relationships, particularly with new operatiors. Expressions of interest were sought for paricipate in the BoBE with 10 businesses set to undertake the 11 week mentoring program. Four of the businesses who reached the BoQE Status will participate in the Transformation Experiences Mentoring Program. Somerset has 29 current businesses listed on ATDW (5 new businesses since last quarter with a number of closed or inactive listings) along with another 29 listings for free attractions and destinations. Nine tourism operators / attractions reached BoQE Status for 2023. Awaiting new SEQ Food Trails platform to roll out by SQCT. Agritourism workshop scheduled for July 2023.
		Undertake an Annual Review of Tourism Strategy Implementation Priorities	Undertake an annual review of strategy implementation priorities to: renew commitment to on-going priority initiatives; and identify and commit to new opportunities - including those which capitalise on the 2032 Olympic Games - as circumstances and resources warrant	Consult	Report to EDTAC and Council	Corporate and Community Services	CTM		Nil for reporting period. Report submitted and adopted by Council in Novemebr 2022.	Nil for reporting period. Report submitted and adopted by Council in Novemebr 2022.
28B	**Promote financial assitance grants to community organisations to support them in undertaaking community service activties**	**Promote Community assistance grants to community organisations for projects events and services that benefit the community**	Small projects are completed which provide a benefit or service to the local community	Inform	Number of community groups supported	Human Resources and Customer Service	DHRCS		Community Assistance Grant funding for Round 2 2022/2023 was promoted via various media outlets closing on 31 March 2023. 23 applications for CAG funding were received.	Community Assistance Grant funding for Round 2 2022/2023 was promoted via various media outlets closing on 31 March 2023. 23 applications for CAG funding were received in Q3 with 21 applications approved by Council in Q4.

	Corporate Plan Theme Corporate Plan Theme Description	WELL PLANNED SOMERSET A place where planning and design look to the future								
ID	Corporate Plan Strategies	Activity Required	Output	Community Consultation	Measure	Department	Responsible Officer	Progress Traffic Light	Q3 Progress - Comments	Q4 Progress - Comments
29	**Apply a planned approach to roadworks and drainage to ensure all roads in the Somerset region receive appropriate maintenance in a structured, timely and efficient way.**	**Develop a five (5) year road reseal program for the sealed road network based on age, condition and demand.**	Multi year reseal program.	Inform	Percentage of network resealed per year •Program completed on time.	Operations	MES		Five year draft reseal program developed for field validation.	Five year draft reseal program developed for field validation.
		Develop an asset condition inspection program for roads, stormwater and pathway assets based on asset hierarchy.	Asset inspection program.	Inform	Percentage of programmed inspections completed.	Operations	DOPER		Project stalled due to resource limitations as focus has been on flood restoration and captial works delivery. Anticipate completion of inspection program by end of financial year.	Draft inspection program prepared for final review. Capital works and flood restoration works have impacted available time for current resources to undertake this review. Planned to bef finalised by end of calendar year.
		Review unsealed roads maintenance prioritisation methodogoly and practices.	Updated practices and program of works.	Inform	Compliance with Intervention Levels	Operations	WM		Work in progress to establish a framework and review intervention levles.	Work in progress to establish a framework and review intervention levles.
		Review roadside vegetation management practices.	Updated practices and program of works.	Inform	Compliance with Intervention Levels	Operations	WM		Review of practices complete, practices updated and performing well.	Review of practices complete, practices updated and performing well.
30	**Match closely the pricing and provisions of Council services to the costs of providing those services, particularly the costs of maintaining and constructing infrastructure.**	**Define service standards for roads, vegetation management and pedestrian facilities within existing budget levels.**	Documented service standards.	Consult	Service Standard Presented to Council for adoption	Operations	DOPER		Work has commenced on gravel roads service standard documentation. Project stalled due to resource limitations as focus has been on flood restoration and captial works delivery.	Work has commenced on gravel roads service standard documentation. Project stalled due to resource limitations as focus has been on flood restoration and captial works delivery.
		Program various phases of the projects and achieve completion on time,	Undertake capital works program for roadworks and drainage projects	Inform	Completion of time and budget within resource and weather limitations.	Operations	WM		Council has a large capital works program this financial year being delivered by both day labour and contractors. Works progressing well.	Council has a large capital works program this financial year being delivered by both day labour and contractors. Works progressing well.
		Deliver RMPC contract to achieve agreed outcomes as determined by the State, provide feedback to Department of Transport and Main Roads Programs and Plans.	Reports and recommendations are provided to Department Main Roads in accordance with Council's stewardship role	Inform	Successful negotiation and delivery of the RMPC. Feedback to DTMR strategic plans and programs as required.	Operations	WM		Ongoing activity. Council has been undertaking pavement rehabilitation works for TMR on various state controlled roads throughout the region. Council successfully negotiated with TMR for additional maintenance budget to address impact of 2022 floods to the state controlled network.	Ongoing activity. Council successfully negotiated new RMPC for coming finanical year.
		Develop and maintain a four year works program for the Northern South East Queensland Regional Road Transport Group (NSEQ RRTG) and implementation of the program as approved by the NSEQ RRTG	Active participation in the NSEQ RRTG	Collaborate	Delivery of Transport Infrastructure Development Scheme (TIDS) program	Operations	MES		Northern South East Queensland Regional Road Transport Group met in February. Four year program is finalised and being delivered. Chair of the Executive Committee has now rotated to Moreton Bay Regional Council.	Northern South East Queensland Regional Road Transport Group met in February. Four year program is finalised and being delivered. Chair of the Executive Committee has now rotated to Moreton Bay Regional Council.
31	**Maintain a regional approach to planning and deliver regionally significant infrastructure in a coordinated manner with other local government authorities and State Government agencies.**	**Assist community to participate in road and traffic management and community /road safety initiatives**	Facilitative process through Traffic and Safety Advisory Committee meetings	Inform	Level of participation of Traffic and Safety Advisory Committee(TSAC) and outcomes implemented	Operations	DOPER		Traffic and Safety Adviosry Committee met in March. The next committee meeting is in August.	Traffic and Safety Adviosry Committee met in March. The next committee meeting is in August.
		Continued participation in the Somerset Lockyer Water Collaborative to progress and influence a water security project for farmers, enabling and sustaining food production.	Progress the detailed business case via the Somerset Lockyer Water collaborative, taking the next steps to influence governments to fund this vital project.	Inform	Participation in Lockyer Somerset Water Collaborative according to resources and priorities	Office of the CEO and the Mayor	CEO		Council remains highly active with the Lockyer Somerset water collaborative. Good progress has been made this qtr. via working with Fed and State government. The collaborative is hopeful of a citydeal announcement anytime now.	Progress with Lockyer Somerset water collaborative has slowed this qtr due to the lingering announcement of Citydeal funds. These funds are essential to enable the collaborative to move forward.
		Inform Council and the community about elements of regional state and national land use and development plans and strategies which are relevant to the Somerset Region	Council and the Community are informed about regional, state and national land use and development plans and strategies which are relevant to the Somerset Region	Inform	Participation in Council of Mayors and LGAQ according to resources and priorities	Office of the CEO and the Mayor	CEO		Council participates in the COMSEQ regional planning workgroup to ensure Somerset is included in the future shape of SEQ.	Council participates in the COMSEQ regional planning workgroup to ensure Somerset representation is included in the future shape of SEQ. Notwithstanding, this process is challenging.
		Participation in local and regional forums and strategies	participation in local and regional forums	Collaborate	Council is represented on appropriate groups including: Council of Mayors	Office of the CEO and the Mayor	CEO		Council engages in several forum, such as resilient rivers, 2032 Olympics leveraging group, regional planning and waste management groups.	Council engages in several forum, such as resilient rivers, 2032 Olympics leveraging group, regional planning and waste management groups.
		Attend local meetings of business community and government organisations	Input provided at meetings as requested	Inform	Attend meetings for key issues and updates; Streamline arrangements by using inter-agency groups and forums	Office of the CEO and the Mayor	CEO		Council liaises with many local business community and government organisations, with representation included as appropriate.	Council liaises with many local business community and government organisations, with representation included as appropriate.

	Corporate Plan Theme Corporate Plan Theme Description	WELL PLANNED SOMERSET A place where planning and design look to the future								
ID	Corporate Plan Strategies	Activity Required	Output	Community Consultation	Measure	Department	Responsible Officer	Progress Traffic Light	Q3 Progress - Comments	Q4 Progress - Comments
		Delivery of business network events across the region	Preparation and implementation of business network events to enable local businesses to connect and exchange ideas	Collaborate	Council led planning and delivery of business network event	Office of the CEO and the Mayor	CEO		Several business and community workshop events have been delivered this quarter with a forward plan for more.	Several business and community workshop events have been delivered this quarter with planning for 23/24 in place.
		Identify and make application for external funding/subsidy	External funding /subsidy for capital works are maximised.	Inform	Percentage of capital works funded externally	Finance	DFIN		Audited financial statements show that 40% of total capital additions during FY2022 were funded by capital grants	Audited financial statements show that 40% of total capital additions during FY2022 were funded by capital grants
32	**Utilise all available funding and revenue raising mechanisms as appropriate to maintain assets and deliver Council services.**	**Draft budget resolutions that meet legal and other requirements**	Sustainable budget to be adopted by Council by 31 July each year	Consult	Sustainable budget to be adopted by Council by 31 July 2022	Finance	DFIN		A sustainable draft budget for FY2023 was presented to Council and adopted on 8 June 2022	A sustainable draft budget for FY2023 was presented to Council and adopted on 8 June 2022
		Draft budget resolutions that meet legal and other requirements for relevant rate or charge	A differential rating system favouring certain classes of land will be maintained	Inform	Sustainable budget to be adopted by Council by 31 July 2022	Finance	DFIN		A sustainable draft budget for FY2023 incorporating 50 differential rating categories including a Queensland-first rating initiative was presented to Council and adopted on 8 June 2022	A sustainable draft budget for FY2023 incorporating 50 differential rating categories including a Queensland-first rating initiative was presented to Council and adopted on 8 June 2022
		Draft budget resolutions that meet legal and other requirements for relevant rate or charge	Special charges are included in the draft budget to recover relevant costs from specified land owners.	Inform	Sustainable budget to be adopted by Council by 31 July 2022	Finance	DFIN		A sustainable draft budget for FY2023 incorporating eight different special charges was presented to Council and adopted on 8 June 2022	A sustainable draft budget for FY2023 incorporating eight different special charges was presented to Council and adopted on 8 June 2022
33	**Develop a rolling ten-year financial plan incorporating forecast rates and charges requirements, debt levels, grants and subsidies, and current and proposed capital and operating costs.**	**Review and update asset management plans.**	Review and update the Brisbane Valley Rail Trail asset management plan.	Inform	Adoption by Council	Operations	DOPER		Progress slower than anticipated due to resource limitations.	Progress slower than anticipated due to resource limitations.
		Ten year financial plan prepared by 31 July each year to enable approval of any new loans if required	Ten (10) year financial plan	Inform	Ten year financial plan prepared by 31 July 2022 to enable approval of any new loans if required	Finance	DFIN		A ten year financial plan was presented to Council and adopted on 8 June 2022	A ten year financial plan was presented to Council and adopted on 8 June 2022
		Provide long term asset management plans for the sustainable maintenance of Council's land and assets	Maintenance and construction schedules prepared for Council land and buildings	Inform	Land assets maintained to standards endorsed by Council	Corporate and Community Services	DCORP		Review of Land Assets completed. Parcels identified for discussion with Council Officers. Building assets 70-80 per cent major refurbishments complete.	Review of Land Assets completed. Parcels identified for discussion with Council Officers. Building assets 70-80 per cent major refurbishments complete.
34	**Provide an active and responsive suite of development management services to ensure that Council's Planning Scheme remains contemporary and relevant to the communities it serves, and development applications are determined in a timely manner.**	**Continue to participate in the program for electronic development application tracking**	Development application tracking system available to users on line	Inform	Software system installed and maintained	Corporate and Community Services	MIS		The development application tracking system on eServices experienced no peak hours downtime and received 6,315 page views for the quarter.	The development application tracking system on eServices experienced no peak hours downtime and received 4,217 page views for the quarter.
		Maintain development services and applications are processed in a timely manner.	Development applications processed within statutory timeframes.	Inform	Application processing reported to Council on a monthly basis. Positive community feedback.	Planning and Development	SPO		Development assessment services delivered in accordance with expectations.	Development assessment services delivered in accordance with expectations.
		Proactive development assessment compliance programs for poultry farms and extractive industry.	Inspection programs undertaken in accordance with agreed timeframes.	Engage	Improved regulatory compliance of all approved poultry farms and extractive industries.	Planning and Development	SPO		Second round of inspections for the year currently being finalised. Delivery is expected to occur within the required timeframe.	Program successfully completed.
		Investigate and take action on complaints related to planning, building and plumbing matters.	Planning, building and plumbing services are provided.	Inform	All complaints investigated within specified timeframes.	Planning and Development	SPO / SBC		Compliance and enforcement actions undertaken in accordance with Council policy and procedure.	Compliance and enforcement actions undertaken in accordance with Council policy and procedure.
		Maintain building and plumbing services and application processing in a timely manner.	Building and plumbing applications processed within statutory timeframes.	Inform	Application processing reported to Council on a monthly basis.	Planning and Development	SBC		Development assessment services delivered in accordance with expectations. Council experiencing resource and capacity constraints in both building certification and plumbing inspector sections.	Development assessment services delivered in accordance with expectations. Council experiencing resource and capacity constraints in building certification section.
35	**Provide all towns with open space areas and access to recreational facilities that are safe and meet the needs of residents and visitors to the region.**	**Develop service standards and park asset provision requirements based on park hierarchy.**	Service standards documented.	Consult	Service standards incorporated into development guidelines.	Operations	MES		Project behind schedule due to resource limitations. At risk of not being completed this financial year. Will be rolled into a larger LGIP review in next financial year.	Project behind schedule due to resource limitations. At risk of not being completed this financial year. Will be rolled into a larger LGIP review in next financial year.

Corporate Plan Theme Corporate Plan Theme Description	WELL PLANNED SOMERSET A place where planning and design look to the future								
ID	Corporate Plan Strategies	Activity Required	Output	Community Consultation	Measure	Department	Responsible Officer	Progress Traffic Light	Q3 Progress - Comments	Q4 Progress - Comments
36	**Develop flood mitigation plans to enable improved forecasting, immunity and development control.**	**Develop long term capital works program based on recommendations of various flood and overland flow studies.**	Integrated catchment plan released to public.	Inform	Adoption by Council	Operations	DMO		Overland flow study for the towns has been finalised and will be presented to Council in April for adoption. The plan identifies priority projects for future investment to inform the capital works program. Council was successful for funding for a FloodIntel module for GuardianIMS and an LGA-wide overland flow flood study. The LGA wide overland flow flood study has been ordered and has commenced.	Overland flow sutdy completed and informed capital works financial planning.
37	**Provide an efficient and effective response to disasters and major emergencies in the region, incorporating resilience, where possible, to mitigate ongoing effects.**	**Review the current Local Disaster Management Plan**	Review the LDMP in line with State Disaster Management Plan	Collaborate	Disaster Management Plan reviewed and approved by the LDMG and Council.	Operations	DMO		Complete. The Local Disaster Management Plan was reviewed by the LDMG and adopted by Council on 21 September.	Complete. The Local Disaster Management Plan was reviewed by the LDMG and adopted by Council on 21 September.
		Conduct disaster exercises to review and improve LDMG functions and communication with MESG	Act as control authority for threat of flood, cyclone, storm and earthquake as per Disaster Management Plan.	Involve	A minimum of 1 mock exercise performed.	Operations	DMO		LDMG Exercise to be conducted in the next 6 months once we return to Esk building.	LDMG Exercise to be a bushfire exercise. Planning currently underway.
		Provide support to control authority for disaster events.	Matters discussed at Local Disaster Management Group (LDMG) meetings	Involve	Quarterly LDMG meetings are held	Operations	DMO		Council continues to meet quarterly and held a Local Disaster Management Group meeting in February and communications are ongoing with support and lead agencies.	Council continues to meet quarterly and held a Local Disaster Management Group meeting in May and communications are ongoing with support and lead agencies.
		Ensure Incident Management Team numbers are maintained and suitably trained	Numbers of staff are reviewed and training provided as per the Qld Disaster Management Training Framework (QDMTF)	Inform	Numbers above 20 are maintained at all times, and no training gaps as per the QDMTF	Operations	DMO		Staff are continually being recruited, however we have seen a turnover of staff which will require additional training over the coming months.	Staff are continually being recruited, however we have seen a turnover of staff which will require additional training over the coming months.
		Mapping all local resources available to be used in disaster response as well as vulnerable communities and local blackspots in greater detail than the current national map.	An online resource on the Council's Disaster dashboard with this data collated	Informal round table discussion	Improved efficiency with response and recover resulting in stronger resilience	Corporate and Community Services	CDC		New appointment commenced December 2022. Department has approved Plan. More resources to be added to Recovery Plan.	Two pilot locations identified to trial community led disaster volunteer program. Development of community booklet detailing available resources in progress.

	Corporate Plan Theme Corporate Plan Theme Description	UNITED SOMERSET An active place which values participation							
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38	**Deliver efficient and effective customer services to all communities of the Somerset Region.**	**Records system is maintained in accordance with legislative requirements and Council's Records Strategic Plan**	Capture and maintain appropriate Corporate memory	Inform	Records are maintained reliably and securely.	Corporate and Community Services	RTL		Records are captured into Magiq and maintained according to Queensland State Archives disposal authority.	Records are captured into Magiq and maintained according to Queensland State Archives disposal authority.
		Maintain a reporting system to ensure Council maintains responses to community requests within applicable timeframes	Increase in percentage of response to correspondence within set timeframes	Inform	Management reports on correspondence activity are produced fortnightly	Corporate and Community Services	RTL		Overdue tasks are down from previous years. Reports continue to be run to monitor response time-frames to requests.	Overdue tasks are down from previous years. Reports continue to be run to monitor response time-frames to requests.
		Continue to provide online eServices including property information and mapping	eServices property information and mapping available to users on line	Inform	eServices available and maintained	Corporate and Community Services	MIS		eServices experienced no peak hours downtime, flood cameras continue to be most popular pages visited.	eServices experienced no peak hours downtime, flood cameras continue to be most popular pages visited.
		Promote customer service throughout the organisation based on council's commitment for continuous and sustainable improvement	Promote a customer focused team where postive interactions are recognised and valued while treating complaints fairly in an accountable manner to improve service delivery.	Consult	Monthly Customer Service report. Update customer service protocol and charter.	Human Resources and Customer Service	CSC		Monthly Customer Service reports presented at Ordinary Council meeting. Update of the customer service protocol and charter ongoing in Q3.	Monthly Customer Service reports presented at Ordinary Council meeting. Update of the customer service protocol and charter ongoing in Q3.
		Promote the Queensland Government Agency services available at the Lowood Customer Service Centre	Provision of services provided at Lowood QGAP agency.	Inform	Continuation of funding to maintain QGAP services to the Somerset community.	Human Resources and Customer Service	CSC		QGAP yearly subsidy will be extended to 30 September 2023 from 30 June 2023. Smart Services Queensland are working on a submission to Queensland Treasury for future funding arrangements.	QGAP yearly subsidy has been extended to 31 December 2023 from 30 June 2023. Smart Service Queensland requested a further three months since last quarter.
		Ensure efficiencies within customer service processes and systems.	Review systems and processes to ensure we are best meeting the needs of our customers	Inform	Continuous review of processes and systems	Human Resources and Customer Service	CSC		Help us Help you' review completed and will be ready for distrubution in Q4. Customer Service Team induction module available on Skytrust.	Improvements of internal processes completed during Q4.
39	**Provide appropriate opportunities for community involvement, participation and input to Council planning and decision-making.**	**Develop community consultation framework for capital projects, community programs and new initiatives**	Utilise "Have Your Say" platform and face to face consultation to increase opportunities for community enagement to help inform Council's understanding of community needs	Engage	Increased positive interactions with Council	Corporate and Community Services	CDC, YEO,CTM		Used Have you say platform for various community consultations including social plan. CDC and YEO planning community enagement with youth to inform updated youth strategy.	Questions have been designed for upload onto platform to inform updated youth engagement strategy following face to face enagement with student leaders.
		Develop youth consultation framework for projects, programs and new initiatives	Utilise the consultation and collaboration program with Somerset secondary schools to increase opportunities for engagement to help inform Councils understanding of youth needs.	Engage	Increased positive youth interactions with Council	Corporate and Community Services	YEO		Opportunities/drive in this space was lessened due to availability of resoources; positive interactions are increasing as relationships are established	Preparation in progress for next year's youth leaders' camp underway. Engagement with student leaders complete and hardcopy surveys distributed to high schools with two having been returned.
		Alongside specific consultation for projects etc (have your say) utilise existing advisory committees to engage with key community representation.	Council Advisory Committees to be utilised as an opportunity to engage and seek feedback from key stakeholders as Council business as appropriate to the committee	Engage	Opportunities to be provided in Council Advisory Committees to seek feedback from members	Office of the Mayore and CEO	CEO		Council advisory committee meetings have been held effectively across the region	Council advisory committee meetings have been held effectively across the region
		Continue to provide online community engagement via Have Your Say	Community engagement available online via Have Your Say	Inform	Have Your Say available and maintained	Corporate and Community Services	MIS		The Have Your Say community engagement area continues to be promoted internally and received 899 page views for the quarter, with the Somerset Social Plan consultation proving the most popular.	The Have Your Say community engagement area continues to be promoted internally and received 1282 page views for the quarter, with the Fernvale Sports Park Master Plan consultation proving the most popular.
40	**Raise awareness within the community of the range of Council services available, encouraging positive interactions for community members when accessing services.**	**Raise the profile of the role of community development through Council's website, facebook and printed means**	Develop or maintain web pages related to community services, wellness hubs and other related activities.	Inform	Increased understanding of all the roles within council	Corporate and Community Services	CDC		Continue to share information and resources via Somerset Connecting Our Community. Updated support services noticeboard in Kilcoy and added new entries to support services directory on Council web page.	Somerset Connecting Our Community facebook utilised to share community information.
		Provide timely and appropriate response to request for assistance identified through the Somerset Support Service	Residents receive appropriate guidance and referral information	Inform	Increased access to services external to Council	Corporate and Community Services	CDC		Continued to provided timely information to assist residents access a variety of services including, mental health, aged care, homelessness services and emergency relief	Continued to provide timely information to assist residents to connect with services. Most enquiries for the quarter were for emergency relief or from older persons needing assistance.
		Implement the Youth Engagement strategy including the development of a program of activities and a focus on advocacy and support	Youth have increased opportunities and capacity to participate in the development and delivery of programs, activities and projects and have increased awareness of those currently available	Involve	Increased positive community engagement in programs, activities and projects	Corporate and Community Services	YEO		Attendance at events and participation in advocacy and support networks was lessened due to availability of resources.	Attendance at events and participation in advocacy and support networks was lessened due to new ataff appointment..
		Raise awareness of Council services via website	Review and improve information provided via Council website	Inform	Council website updated and structure refined based on analytics	Corporate and Community Services	MIS		The ICT team continue to review website statistics and liaise with other Council areas to identify and implement improvements.	The ICT team continue to review website statistics and liaise with other Council areas to identify and implement improvements.
		Conduct an ongoing compliance program for dogs and kennels across the region.	Delivery of a proactive compliance program for dog kennels is provided.	Inform	Inspection program is delivered in line with specified timeframes. Compliance with conditions of approval.	Planning and Development	ESM		Program commenced and on track.	Program successfully completed.
		Investigate and take action on animal control complaints and regulatory compliance matters.	Animal monitoring and regulatory services are provided.	Inform	All complaints investigated within specified timeframes.	Planning and Development	ESM		Complaints actioned generally in line with specified timeframes. Some impacts due to staff / resourcing constraints.	Complaints actioned generally in line with specified timeframes. Some impacts due to staff / resourcing constraints.

Corporate Plan Theme Corporate Plan Theme Description	UNITED SOMERSET An active place which values participation								
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		Encourage responsible pet ownership by providing: **• accurate and timey responses to all queries concerning animal ownership** **• relevant information on Council's website, social media and administration facilities.**	Effective animal monitoring and control services are provided.	Inform	Number of valid complaints about responses. Number of articles published. Community feedback.	Planning and Development	ESM		Information provided through Council's website and media articles.	Information provided through Council's website and media articles.
		Liaise directly with local businesses and tourism operators, facilitating recovery initiatives and promoting regional development and investment opportunities.	Continuation of the local Business Recovery Officer program and delivery of engagement, training and other economic development activities.	Engage	Number of positive interactions with local businesses and number of delivered business development / capacity and capability workshops; recovery and resilience forums; networking events.	Planning and Development	DPAD		Planning for 2023 calendar of events. Business Discovery Workshops: A Three-Part Series was held across the region during March. The BRO continues to liaise with local businesses and primary producers via town walks and workshop attendances. Over 90 interactions during Q3.	Delivery of forum: Somerset Business Resilience Breakfast - Celebrating Small Business Month. Planning for workshops/forums for remainder of the year. The BRO continues to liaise with local businesses and primary producers via town walks and workshop attendances.
		Conduct public consultation meetings of important community issues and invite submissions	Better informed community and Council	Consult	Number of public meetings held and number of advertisements inviting submissions	All Directors	DCORP		Public meetings and invitations to participate continue for important community projects and issues. Interactions are very well received by community members. (Lowood Futures, Greening Lowood, SRC Social Plan)	Public meetings and invitations to participate continue for important community projects and issues. Interactions are very well received by community members. (Lowood Futures, Greening Lowood, SRC Social Plan)
		Produce contemporary development assessment and planning scheme information incorporating relevant legislation and policy.	Accessible and contemporary information on Council's website and other mediums as required.	Inform	Well informed customers. Community feedback. Numbers of counter and telephone enquiries.	Planning and Development	SPO		Information being updated as required.	Information being updated as required.
41	**Manage Council's financial resources effectively and efficiently, in order to meet the service level obligations to the community.**	**Maintain and update Council's fleet in accordance with budgeting limits.**	Efficient and effective Fleet Management	Involve	Extent of plant usage. Cost of maintenance per plant item.	Operations	WM		Fleet maintence and replacement undertaken within acceptable timeframes. Replacement lead times and prices have increased over the year.	Fleet maintence and replacement undertaken within acceptable timeframes. Replacement lead times and prices have increased over the year.
		Investigate the use of technology to enhance Council processes	Technology solutions performing efficiently and effectively.	Inform	Installation completed of computer hardware and software as defined in the budget	Corporate and Community Services	MIS		Server, storage, networking and end user hardware and software continue to be upgraded in line with budget.	Server, storage, networking and end user hardware and software continue to be upgraded in line with budget.
		Maintain systems and prepare reports that meet the legal and accounting requirements in full	Achieve unqualified audit certificate for annual financial statements	Inform	Obtain unqualified audit certificate by 31 October each year.	Finance	DFIN		An unmodified/ unqualified audit certificate was obtained on 11 October 2022 along with an audit close report that awarded Council 100% green audit traffic lights across all assessed areas	An unmodified/ unqualified audit certificate was obtained on 11 October 2022 along with an audit close report that awarded Council 100% green audit traffic lights across all assessed areas
		Demonstrate to external auditors that a risk management framework and risk register is in place prior to audit certification.	A risk management framework and risk register are maintained.	Inform	No audit comment received in relation to non-maintenance of a risk management framework and risk register	Finance	DFIN		No comment was received by Council in relation to non-maintenance of a risk management framework and risk register in the FY2022 Queensland Audit Office audit close report to the Chief Executive Officer	No comment was received by Council in relation to non-maintenance of a risk management framework and risk register in the FY2022 Queensland Audit Office audit close report to the Chief Executive Officer
42	**Commit to education, continuous learning and skills development for Councillors and employees to keep pace with changes and current issues.**	**Provide considered, professional guidance and training to assist Councillors in in performing their duties**	Increased knowledge on relevant issues and legislative changes. Enable effective streamlined decision-making	Inform	Number of workshops, seminars and conferences attended.	Office of the CEO and Mayor	CEO		Councillors attended appropriate training opportunities. Eg. for this qtr in house team building and strategy day.	Councillors attended appropriate training opportunities. Eg. for this qtr some have attended ALGA National Assembly.
		Provide Councillors with sufficient resources to perform their role.	Councillors equipped to perform role effectively.	Involve	Councillors satisfaction with resource provisions	Office of the CEO and Mayor	CEO		Councillors are provided necessary resources as per policies.	Councillors are provided necessary resources as per policies.
		Implement and maintain corporate communications with all employees and Councillors.	Communication with employees and Councillors on relevant issues delivered through various means with a view to add improvements through technological advances.	Inform	Number of formal communications issued.	Human Resources and Customer Service	DHRCS		Fortnightly newsletters distributed with payslips to all employees / Councillors vie email or hardcopy. Intermittent communications distirbuted via email and SMS where relevant.	Fortnightly newsletters continued to be distributed to all employees / Councillors with payslips via email or hardcopy. Intermittent communications distributed via email and noticeboard alerts where relevant.
		Provide training for all new employees upon commencement to enhance Council's commitment to continuous learning and skills development opportunities.	Provide all new employees with formal induction training covering Council procedures, policies and legislative requirements.	Involve	Monthly on-boarding procedures conducted.	Human Resources and Customer Service	DHRCS		Corporate Orientation Days held 31/01/23, 20/02/23 and 29/03/23. Skytrust mandatory induction modules continuing with improvements made to clarify privacy laws. All new starters provided with Skytrust log-in details prior to commencement. New Starter face to face orientation continuing to be provided by managers and supervisors. Training compliance continuing to be monitored in WHS Monthly Report.	Two Corporate Orientation Days held over Q4. Completion of Skytrust mandatory induction modules continuing with all employees with continual improvements made where identified. All new starters provided with Skytrust log-in details prior to commencement. New Starter face to face orientation continuing to be provided by managers and supervisors with site-specific induction provided. Training compliance continuing to be monitored by the Executive via the WHS Monthly Report.
		Promote study assistance policy and encourage staff to embrace continued learning and development opportunities through approved formal studies.	Enhanced staff professional development and career path opportunities within the organisaiton.	Involve	Number of study assistance applications approved.	Human Resources and Customer Service	DHRCS		One application received in Q3 for consideration of Level One Study Assistance - under review.	One application received in Q4 for consideration of Level One Study Assistance - under review. Employees approved in previous financial year/s are successfuly progressing through formal studies with claims being received for reimbursement of applicable fees as per policy.

Corporate Plan Theme Corporate Plan Theme Description	UNITED SOMERSET An active place which values participation								
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43	**Develop an empowered workforce to maximise workplace productivity and efficiency supported by sound human resource management practices.**	**Promote the core team values contained within the Corporate Plan to enable a unified productive organisation**	Employees embracing the team values	Involve	Active engagement and messaging with staff. Included in onboarding of new staff. Undertake staff survey.	Office of the CEO and Mayor	CEO		Summary of responses to the annual Team Somerset Survery were distributed to the team in January 2023. A follow up Team Somerset Pulse Survey was conducted in February 2023 to further explore responses. Outcomes presented to executive for review in March 2023. Team Somerset Valued Employee Awards program promoted in Q3 with two nominations received for the first awards quarter. Various documentation under review to incorporate team values including performance appraisals, recruitment documentation, code of conduct etc.	Team Somerset Valued Employee Awards has had its first winner and many submitted for Q4 which is all about promoting our values. HR Team are streamlining processes and including corporate values into documents. EBA negotiations are ongoing and underpinned by team values.
		Continued review, improvement and development of standardised Human Resources policies and procedures	Policies and procedures reviewed, developed and presented to Council for adoption.	Involve	Policies and procedures accepted by Council.	Human Resources and Customer Service	DHRCS		Summary of responses to the annual Team Somerset survery was distributed to the team in January 2023. A follow up Team Somerset Pulse Survey was conducted in February 2023 to further explore response from survey conducted in December 2022. A summary	Various HR documents, polices and procedures continued to be reviewed in Q4 to incorporate team values including performance appraisals, recruitment processes, documentation, code of conduct etc.
		Enhance recruitment practices with an aim to maximise organisational productivity and efficiency.	Continual review and improvement of recruitment, onboarding and retention practices.	Involve	Measured and improved recruitment and retention rates.	Human Resources and Customer Service	DHRCS		Process improvement review continuing in all recruitment, onboarding and retention practices.	Process improvement review continuing in all recruitment, onboarding and retention practices.
		Continued advocacy for external government funding for relevant labour market programs	Opportunties sources and applications submitted for traineeship, apprenticeship and other relevant labour market programs.	Inform	Number of successful applications	Human Resources and Customer Service	DHRCS		Council successful in bid for apprentice and trainee positions under the Skilling Queenslanders for Work - First Start Program with two Apprentice and four Trainee positions allocated for the 2022/2023 FY. Funded Traffic Management Implementation, Dogger/Rigger and Introduction to Electrical Infastructure T0911 training conducted under CSQ Funded programs this quarter. Fee Free TAFE training courses shared with TSMC	Bid application for 2023/2024 apprentice and trainee placements under the Skilling Queenslanders for Work - First Start Program under review with expressions of interest sought from all directorates.
		Enhance and enable Council's performance development system.	Coordination of annual performance appraisal process for all employees.	Involve	Performance appraisals conducted annually.	Human Resources and Customer Service	DHRCS		Performance appraisals continue to be done manually across the organisation. Performance appraisal due dates continue to be monitored through the monthly WHS reporting via Skytrust. Review commenced on performance appraisal template/s as part of HR process improvement plan with a view to utilise Skytrust to administer and manage process on completion.	Review continuing on performance appraisal template/s as part of HR process improvement plan with a view to incorporate corporate values and utilise Skytrust to administer and manage process through to completion. Performance appraisals continue to be done manually across the organisation. Performance appraisal completion and due dates continue to be monitored through the monthly WHS reporting via Skytrust.
		Implementation of strategic initiatives and key projects to support safety performance improvements across the organisation.	Safety Management System that aligns with the requirements of Occupational Health and Safety Management Systems AS/NZS 4801 and ISO 45001, complies to legislation and Local Government Workcare	Involve	Satisfactory results of external WHS audits completed on Councils Safety Management System	Human Resources and Customer Service	WHS		Contractor Management procedure reviewed to ensure a more robust system and clearer lines of responsibility. Attendance at industry and regulator forums on psychosocial hazards following introduction of new Code of Practice. People at Work Survey released for consultation with workforce on psychosocial factors. Take 5 Safety STAR risk assessment tool released for use. Valued Employee Award launched which includes Safety STAR values and encourages innovation. Wellness Committee met to discuss and review 2023 Wellness Program. Wellness Committee Charter adopted.	Continued progress on WHS Operational Plan. WHS Policy reviewed and updated. Contractor Requirements Procedure updated. WHS Committee Operation and Constitution updated. Confined Space Entry procedure adopted. Infection Control Procedure updated. Hazardous Chemicals Procedure developed and adopted. Height Safety Procedure updated. Permit to Work Procedure and system adopted. WHS Document Control Procedure adopted. Review of over 50 safe work procedures for operations equipment and tasks.
		Continued improvement and development of WHS system through provision of efficient and effective access to all staff	WHS system that improves efficiency, simplicity, involvement and understanding.	Inform	Improved WHS Management system that is more efficient for the end user to find WHS information and forms.	Human Resources and Customer Service	WHS		Document centre established on Skytrust has been set up in logical folders. Skytrust has a document search engine. Contractor companies and contractor workers entered into Skytrust for tracking of training and other compliance. Skytrust Non-Conformance and Opportunity for Improvement modules being utilised. Skytrust Plus mobile phone app continuing to be utilised for site inspections and observations. Contractor Induction flyer with QR Code link to online induction developed. Staff Skytrust cards with QR Code link to training records printed and laminated for a number of field based teams. Computer established at Esk Depot for field based workers to access Skytrust and complete online training.	Document centre established on Skytrust has been set up in logical folders. Skytrust has a document search engine. Contractor companies and contractor workers entered into Skytrust for tracking of training and other compliance. Skytrust Non-Conformance and Opportunity for Improvement modules being utilised. Skytrust Plus mobile phone app continuing to be utilised for site inspections and observations. Contractor Induction flyer with QR Code link to online induction developed. Staff Skytrust cards with QR Code link to training records printed and laminated for a number of field based teams. Computer established at Esk Depot for field based workers to access Skytrust and complete online training.
		Provision of staff access to relevant WHS policies, current reporting and other relevant WHS Documentation	Reviewed WHS Policy and documentation content, with approved and current versions available on the WHS Intranet.	Inform	WHS document review is scheduled, measured to AS/NZS 4801, ISO 45001 and legislation. Latest versions of WHS documents are available on the intranet	Human Resources and Customer Service	WHS		Document centre well established on Skytrust to provide all staff across the organisation with direct online access to all WHS policies, procedures, SWMS, templates, forms, guides, emergency and evacuation plans, fire equipment maintenance records, mental health and wellbeing resources, etc.	Document centre well established on Skytrust to provide all staff across the organisation with direct online access to all WHS policies, procedures, SWMS, templates, forms, guides, emergency and evacuation plans, fire equipment maintenance records, mental health and wellbeing resources, etc.
		Staff are consulted and have opportunity to express views and contribute on WHS processes and tasks that affect their Health and Safety	Review the established consultation processes to ensure they are embedded, consistent and reasonable to capture a suitable cross-section of staff	Consult	Evidence of consultation available and stored within document management system	Human Resources and Customer Service	WHS		WHS Committee meeting held March 2023. Committee members are consulted via email on any proposed system changes that need to occur outside the timeframe of quarterly Committee meetings. All staff invited to participate in Pulse survey which included questions on work health and safety. Team Somerset News continuings to include articles and information on WHS Matters. People at Work Survey released and all workers encouraged to participate to input into pyschosocial hazards in the workplace. Depot visits by executive management with a focus on HR and WHS.	WHS Committee meeting June 2023. Team Somerset News continuings to include articles and information on WHS Matters. Quarterly Workplace Safety Inspections.

	Corporate Plan Theme Corporate Plan Theme Description	UNITED SOMERSET An active place which values participation							
ID	Corporate Plan Strategies	Activity Required	Output	Community Consultation	Measure	Department	Responsible Officer	Progress Traffic Light	Q3 Progress - Comments	Q4 Progress - Comments
		Commit to WHS education, continuous learning and skills development for staff	All staff provided with a determined WHS training and induction to meet WHS compliance requirements	Consult	Proactive planning of WHS specific training needs at every annual performance appraisal.	Human Resources and Customer Service	WHS		WHS Induction continuing to be delivered to all new employees via Skytrust with compliance monitored in Monthly WHS Report to TSMC. WHS matters integrated as priority agenda item into all team meetings. Fee Free TAFE Training initiative communicated to TSMC. Attendance by WHS to Local Government Risk Managmeent Focus Group meeting, Local Government WHS Conference, Local	WHS Induction continuing to be delivered to all new employees via Skytrust with compliance monitored in Monthly WHS Report to TSMC. WHS matters integrated as priority agenda item into all team meetings.
44	**Advocate to all levels of government and relevant industry leaders for the provision and enhancement of appropriate services and infrastructure, in the best interests of the communities of the Somerset region.**	**Carry out appropriate advocacy activities to improve health, mental health and community support services in the region**	Participate in workshops, interagency meetings and collaboratives and other activities to raise the profile of the needs of Somerset residents	Inform	Improved awareness by governement, peak bodies and other organisations or groups regarding the needs of Somerset residents	Corporate and Community Services	CDC/YEO		Coordinate Brisbane Valley and Kilcoy Interagency meetings, co-chair Community and Rural subgroup of the West Moreton Older Persons Collaborative, member of the West Moreton Health Consumer and Community Advisory Council, Child Protection Week Committee, West Moreton Seniors Network and Ipswich and Moreton Bay Local Level Alliances. Additional participation in West Moreton Obesity Advisory Group, Darling Downs West Moreton Standby Advisory Group and Brisbane North PHN Social Prescribing reference group. YEO participates in Talkin' It Up Forum committee	CDC continues to have a strong presence at all groups and meetings where there is an opportunity to advocate and increase service delivery within the Somerset Region
		Engage with various government and industry groups and leaders to enhance services and infrastructure representative of community needs	Active involvement is State and Local Government working groups such as the COMSEQ activated projects and LGAQ supported initiatives. Engage with heads of State Departments to enable local matters to be heard.	Inform	Participation in COMSEQ working groups and special projects. Meetings held with department heads about local matters	Office of the CEO and Mayor	CEO		Council has representation on various COMSEQ working groups. Mayor and CEO meet with LGAQ prior to policy executive meeting to elevate matters as appropriate.	Council has representation on various COMSEQ working groups. Mayor and CEO meet with LGAQ prior to policy executive meeting to elevate matters as appropriate.
45	**Maintain collaborative partnerships with the Somerset region's business, non-government and community-based organisations to ensure a unified approach to national, state and regional advocacy.**	**Utilise Council Advisory Committees to work in partnership with the region's business, non-government and community based organisations**	Encourage participation of the region's business, non-government and community based organisations in Council Advisory committees	Involve	Matters raised, discussed and action as appropriate, via business and community representatives	Office of the CEO and Mayor	CEO		Council engages with many local people via our many advisory committees.	Council engages with many local people via our many advisory committees.
		Work with consultants to develop a social plan and once accepted by Council commence implementing actions and recommendations	Encourage participation by the community so residents have an opprtunity to share their thoughts and aspirations on selected issues	Involve	Items raised discussed and incorporated into the social plan where practicable	Corporate and Community Services	CDC		Continued to work with social planners to prepare the social plan to be presented to Council	Draft Social Plan presented to Council for consideration. Plan will be ready to be adopted early next quarter.
			Engage with relevant agencies, government departments and services to progress recommendations and actions	Involve	Agencies, government departments and services are made aware of the recommendations and actions	Corporate and Community Services	CDC		Relevant agencies have beenkept informed about the progress of the social plan.	Continued to keep relevant agencies informed and sent final draft plan to Department of Communities for comment.