

OPERATIONS
SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Debbie Chandler, Customer Service System Administrator
Director: Craig Young, Director Operations
Date: 6 November 2023
Subject: Extension of Kerbside Wheelie Bin Services – Remainder of Atkinson Dam Road
File Ref: Waste management / service provision / domestic collections (wheelie bin contract)
Action Officer: CSSA

Background/Summary

Properties between Coominya Connection Road and Bolingbroke Road on Atkinsons Dam Road currently have kerbside wheelie bin services. However, the remainder properties on this road do not.

Atkinsons Dam Road between Bolingbroke Road and Gatton Esk Road is a shared road between Somerset Regional Council and Lockyer Valley Regional Council. The properties in the Lockyer Valley Regional Council area currently have kerbside wheelie bin services.

There are currently 13 properties who potentially could have a kerbside wheelie bin service from 821 Atkinsons Dam Road, Atkinsons Dam through to 2375 Gatton Esk Road, Buaraba.

Council officers recently wrote to these property owners to seek their interest in receiving a kerbside wheelie bin service. Only three responses were received, and all of these responses advised that they did not want a wheelie bin service for the following reasons –

- 887 Atkinsons Dam Road, Atkinsons Dam – no liveable dwelling on property – only machinery shed and tanks.
Confirmed – no liveable dwelling on property and would meet Council's policy to be exempt to have a kerbside wheelie bin service.
- 1192 Atkinsons Dam Road, Atkinsons Dam – currently have a 4m skip monthly commercial garbage service.
Copies tax invoices provided for the past 12 months – Council's policy states that if they have a commercial garbage service, it must be a weekly service and a copy of the current contract must be provided to Council for an exemption to be considered.
- 2375 Gatton Esk Road, Buaraba – access to property is via side road, Bischoffs Road West, approximately 500m from intersection of Gatton Esk Road.
Confirmed the property access is from Unnamed Road 2037 and as this is an unused road reserve, a wheelie bin service cannot be provided to this property.

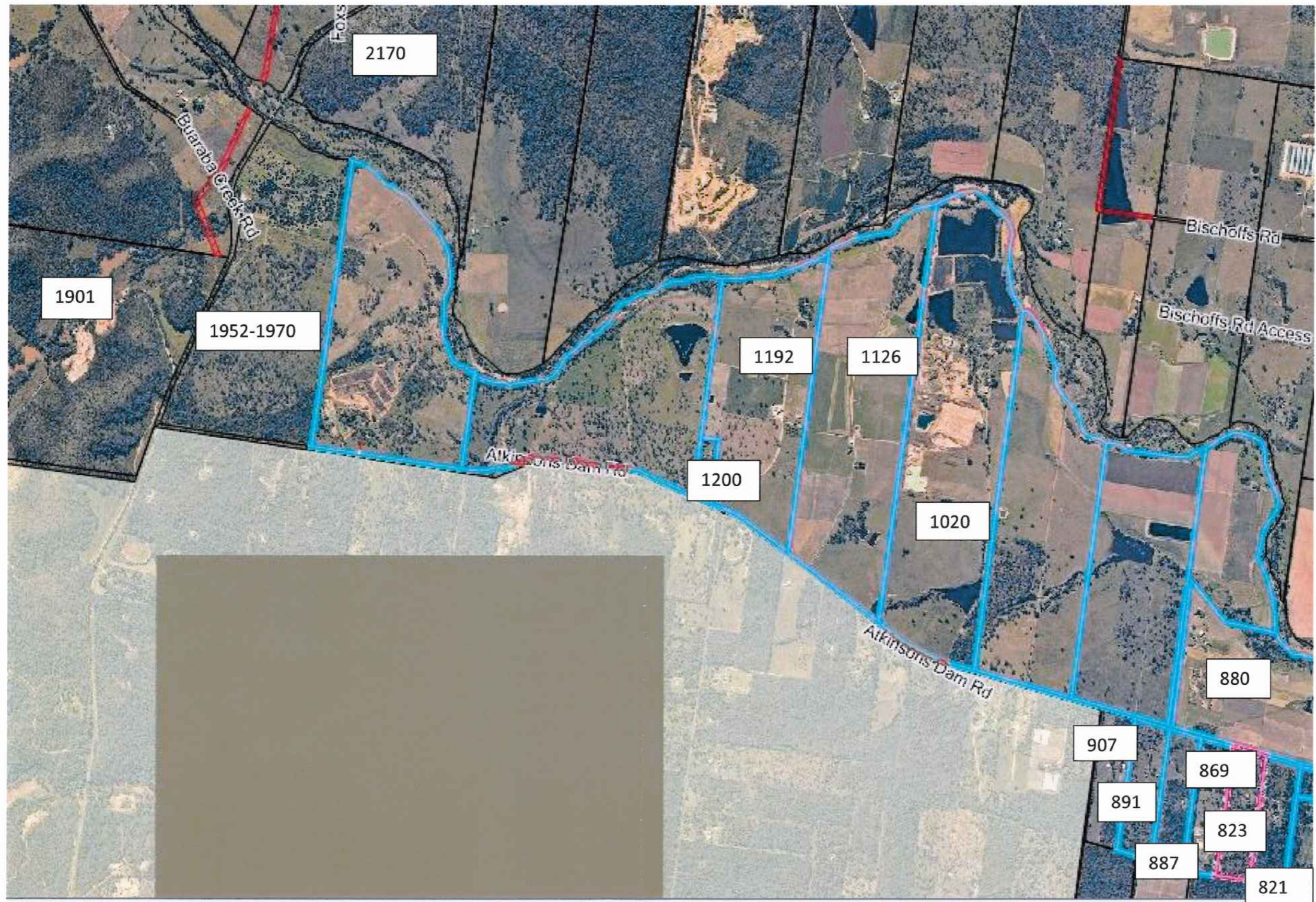
Therefore, as no other responses were received, it is presumed that the other properties did not offer any objection to having a kerbside wheelie bin service provided to their property.

Attachments

Plan of proposed extension of services

Recommendation

THAT a kerbside wheelie bin service be provided to the remainder of properties on Atkinsons Dam Road and Gatton Esk Road as per Council's Policy, F/002 – Revenue Statement 2023 - 2024.



SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Craig Young, Director Operations
Director: Craig Young, Director Operations
Date: 3 November, 2023
Subject: Kerbside Waste Composition Assessment
File Ref: Waste management / Audit / Waste Contractors
Action Officer: DOPER

Background/Summary

Council contractors undertake an annual audit of kerbside collected waste as part of the kerbside collection contract. Waste auditors' hand segregated seven (7) samples, totalling 906kg, to determine the composition of the stream. The high-level results of the audit are presented below and will be used to inform future marketing and education improvements.

| | General Waste (Red lid bin) | Comingled Recyclable (Yellow lid bin) |
|--|--------------------------------|--|
| Average generation rate (kg/container/week) | 12.45 | 6.57 |
| Recyclable material | 18.6% | 83.6% |
| Residual material | 81.4% | 16.4% |
| - Garden | 21.67% | <0.1% |

Interestingly the following observations were made:

- There is a much higher percentage of contamination of the comingled recyclable bins in the northern area of the region (22.4% vs 13.5%).
- Non-recyclable plastic material accounts for 34% of contamination, followed by bagged recycling accounting for 15% on contamination. Bagged recycling was particularly high in the northern area of the region.
- Recyclable paper is the most frequently lost resource i.e. incorrectly placed in the red lid bin.
- Container return scheme (CRS) material contributed to 2.76% of the domestic kerbside general waste stream and 1.47% of the domestic kerbside comingled recycling stream by mass. Or said a different way, there is estimated to be 469 CRS eligible containers per tonne of material within the General Waste stream and 209 CRS eligible containers per tonne of material within the Comingled Recycling stream.

The findings from this audit will be used to inform future educational and marketing campaigns.

Attachments

NIL

Recommendation

THAT Council receive and note the report titled *Kerbside Waste Composition Assessment*

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Gary Love, Engineering Services Manager
Director: Craig Young, Director Operation
Date: 30 October 2023
Subject: Somerset Regional Council – SES Grant Funded Projects
File Ref: Somerset Regional Council / Grants and Subsidies / Programs / State
Emergency Service SES
Action Officer: ESM

Background/Summary

On 16 March 2023 Council received a support grant payment of \$1,000,000 from Queensland Fire and Emergency Services to be used for the support and purchase of SES vehicles, fleet, facilities and equipment enhancements, including the Lowood SES facility upgrade.

Council officers have been working with the local SES groups to identify priorities throughout the region and have now created a list of thirty (30) suitable projects on which this support funding could be spent, subject to prices received from the market.

The major focus for this expenditure will be the extension of the Lowood SES building to provide additional training and office space.

Attachment 1 provides the list of Projects to be endorsed.

Attachments

Attachment 1 – SES Support Grant Projects 2023_24.pdf

Recommendation

THAT Council endorses the list of SES support grant projects shown on attachment 1.

Attachment 1 SES Support Grant Projects 2023_24

| <u>SES Facility</u> | <u>Priority</u> | <u>Project</u> | <u>Estimate (\$k)</u> |
|---------------------|-----------------|--|-----------------------|
| Lowood | Very High | Expansion of building to increase training facilities and accommodate Emergency Services Cadet Unit | 400 |
| All | High | Increased localised flooding resilience from storm water | 150 |
| All | High | Improved operational areas for future operations | 100 |
| Esk, Kilcoy | High | Improved all access facilities | 150 |
| All | Med | Improved general facilities including enclosing areas, replacing deteriorated assets and renovating kitchens | 200 |

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Debbie Chandler, Customer Service System Administrator
Director: Craig Young, Director Operations
Date: 26 October 2023
Subject: Esk Garden and Lifestyle Fair 2024 – Request for Council Support and Use of Pipeliner Park to Hold Event – Saturday 15 June 2024
File Ref: Council properties / usage / 2021-2022 – council hire agreements and bookings / 2023-2024 – bookings – parks and reserves (1549006)
Action Officer: CSSA

Background/Summary

A park event application has been received from the Valley of the Lakes Garden Club to hold their annual Esk Garden and Lifestyle Fair on Saturday, 15 June 2024 in Pipeliner Park, Esk.

This event has been held in Pipeliner Park past several years. This event has been a very successful event with visitors to the event increasing each year. Council has not received any complaints since the event has been held in Pipeliner Park.

The visitors to the event have been increasing each year since it began in 2018, with approximately 9,000 visitors going through the gate this year making it a very successful event for this Region.

The event will open to the public from 8am to 3pm on Saturday, 15 June 2024. The organisers will be charging \$5 per adult visitor attending the fair. The event will have plant and gardening, food and drink stalls, cooking demonstrations and wire sculptures. All sites will be 3m x 3m in size. Stalls selling food at this event will be required to have food licences issued under the *Food Act 2006* as required. Wherever possible, organisers will engage local community groups for their food outlets.

Organisers will commence marking out the sites on Wednesday, 12 June 2024. On Friday, 14 June 2023, they will set up the area with gazebos, tables, chairs, signage, bunting and yarn bombing as well as early bird stallholders. Only cars unloading or loading items would be allowed on site.

It is noted that the weekly Esk Markets will be on, however, both events are planned to proceed together.

A copy of their proposal and layout plans have been attached for Councillor's information.

Public Liability Insurance

As a standard condition, Somerset Regional Council requires all event holders to hold \$20 million public liability insurance.

Toilets

Public toilets are available in Heap Street, Esk and are proposed to be used as well as an additional 24 portable toilets and a disabled toilet provided by the organiser. The portable toilets will require access to water from Council's water supply.

Traffic Management

The organisers have contacted a Traffic Management Company to review the overall parking and traffic flow around the venue and Esk. As this process takes place, there may be some changes to the site layout of the event. Due to the expected large number of visitors and vehicles to this event, it is recommended that as part of their approval conditions they will be required to provide a traffic management plan from an approved traffic management company for approval.

Off Street Car Parking

Due to the large number of vehicles, the organisers are using the rest of Pipeliner Park for parking as shown on the attached site layout plan. They will only have one way in and one way out and will be engaging the services of SES to direct vehicles for parking.

Trees in Woollen Jumpers

The organisers propose to wrap the trees with woollen jumpers within the area of Pipeliner Park that is being used for this event on Friday and will be removed on Saturday afternoon when the event has finished.

This has been done in previous years with no complaints.

Chainsaw Sculptor

The organisers have advised that a chainsaw sculptor will be at the event. The chainsaw sculptor will be using a groundsheet to collect sawdust/shavings and any spillage will be raked and removed. A sidewall will also be placed on the windy side of the gazebo to prevent sawdust from blowing over the grounds. The organisers have advised that where the chainsaw sculptor will be placed, they believe it will not cause any noise issues to any residents and/or businesses.

There have been no complaints received in previous years including any noise issues.

Loading Zone

The organisers have requested the use of the closed section of Railway Street, Esk for customers to pick up heavy items they have purchased. The organisers will have 1-2 people controlling and monitoring the vehicles.

The organisers have used this area in previous years for collection of heavy items purchased. Council officers are unaware of any issues and/or complaints regarding this practice.

Bus Drop Off

Organisers have requested to temporarily close Heap Street between Esk Hampton Road and CWA hall except for buses to unload and pick up passengers. Bus loading signs would be erected, and the area will be marshalled by traffic control personnel.

Bus Parking

The organisers are proposing to mark an area in Highland Street for bus parking only. This matter is still being discussed with the traffic control company and when finalised will seek advice and if required, will seek any required approvals later.

Council Assistance

The event organisers are seeking support from Council to assist with the following:-

- 18 x extra wheelie bins;
- no parking signs;
- bus parking signs;
- Access to power;
- Access to water;
- Two Council employees to assist.

Attachments

Application and layout plans for Pipeliner Park.

Recommendation

THAT Council, under Council's Local Law No. 1 (Administration) 2001 and Subordinate Local Law No. 1.14 (Undertaking Regulated Activities on Local Government Controlled Areas and Roads) 2011, grant permission to use Pipeliner Park for the Esk Garden Lifestyle Fair 2024 to be held on Saturday, 17 June 2024 subject to the following conditions:-

| | |
|----|--|
| 1. | The approval is limited to Pipeliner Park in Esk as identified on the approved site plan and as outlined in the event application unless otherwise stated in Council's approval conditions. |
| 2. | The approval is limited to operation on Saturday, 15 June 2024 between the hours of 8am and 3pm. Setup for the event may commence at 8am Wednesday, 12 June 2024 for marking out sites and 8am on Friday, 14 June, setting up of gazebos, tables, chairs, signage, bunting and yard bombing as well as early bird stallholders may start and clean up must be completed by 5.30pm Saturday 15 June 2024. |
| 3. | The approval holder must have Council's approval on site at the event and be able to produce for inspection by an authorised person on demand. |
| 4. | All displays and vehicles are to be removed from the site by 5.30pm on Saturday, 15 June 2024. |
| 5. | Camping is not permitted on Council land. |
| 6. | The approval holder must keep the area in a clean and tidy state, and the approval holder is required to adequately provide for the collection and disposal of waste generated by the event. |
| 7. | No tent pegs or stakes to be used within the park for setting up of gazebos and bunting unless prior approval on the location has been sought from Council's Parks and Gardens Foreman to ensure there is no underground services in the area where the tent pegs will be placed. |
| 8. | Stallholder vehicles accessing the park must only be via the existing walking tails within the park. |
| 9. | The approval holder must provide and maintain the following number of toilets and sanitary conveniences: |

| Males | | | Females | |
|-------|---------|-------------|---------|-------------|
| WC | Urinals | Hand Basins | WC | Hand Basins |
| 4 | 8 | 6 | 12 | 6 |

| | |
|-----|---|
| 10. | The number of toilets to be provided includes the number of existing public toilets within Pipeliner Park (Heap Street) and the leased Railway Station. The approval holder is required to clean and/or stock these public conveniences with supplies during and after the Esk Garden and Lifestyle Fair. |
| 11. | The activity must not cause a nuisance as defined by the <i>Environmental Protection Act 1994</i> . |
| 12. | 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. |
| 13. | A Traffic Management Plan including a Traffic Guidance Scheme for the event and temporary road closure of Heap Street to be forwarded to Council for prior approval. |
| 14. | The activity must not unreasonably detract from the amenity of the area in which the event is located. |
| 15. | The activity must not create a safety risk. |
| 16. | The approval holder must ensure that the design and construction of all structures that form part of the activity are safe and appropriate for the nature of the activity proposed and the number of people expected to attend. |
| 17. | 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 |
| 18. | 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 (1) day after the event. |

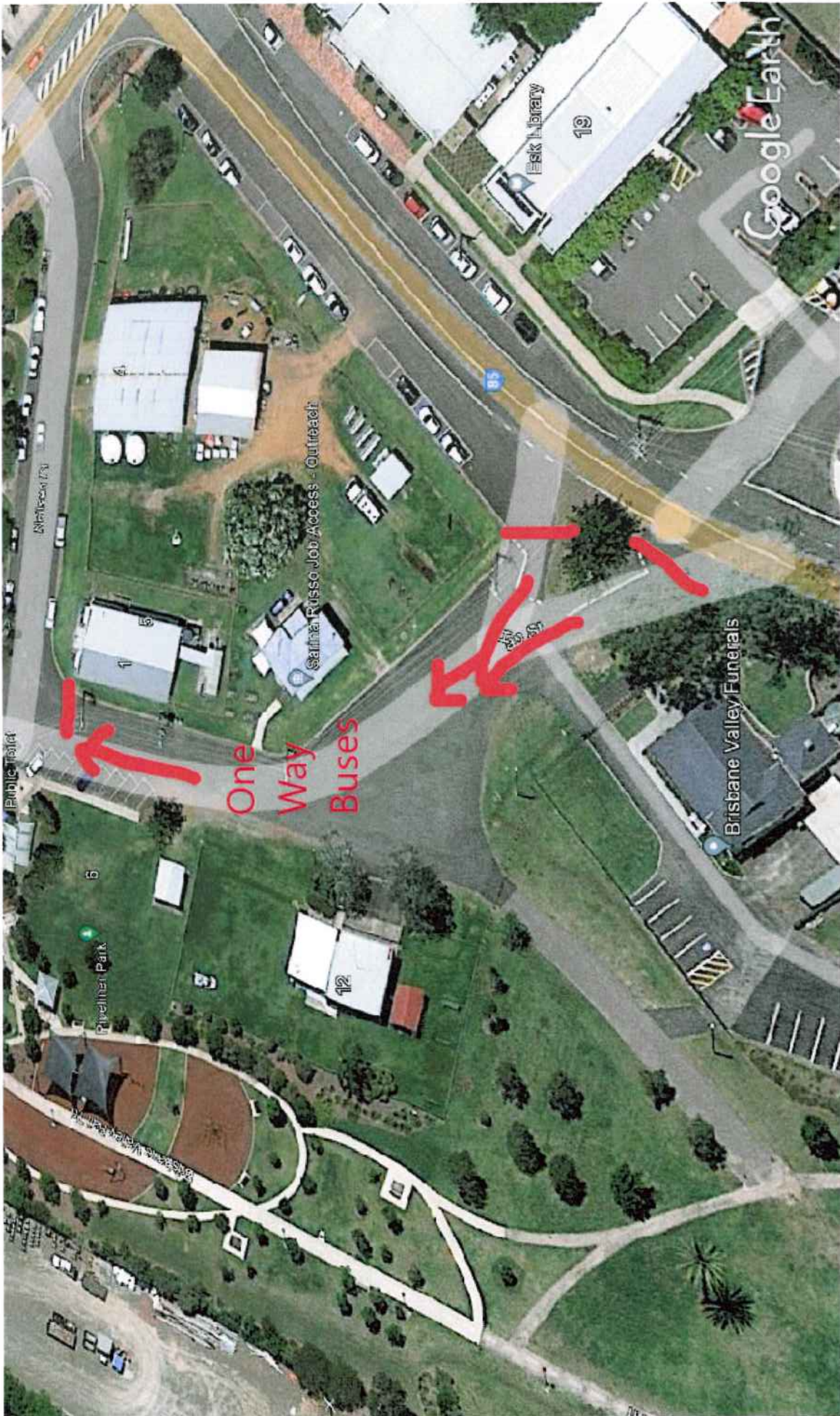
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| 19. | The approval holder must provide all necessary equipment and take all practical measures to ensure the safety of the people attending the activity. |
| 20. | The approval holder must ensure that a food license issued under the Food Act 2006 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. |
| 21. | Ensure that the local Police Department has been advised and all required Police Permits have been obtained. |
| 22. | 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 prior to the operation of the event. |
| 23. | <p>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.</p> <p>“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.</p> |
| 24. | The approval holder will be responsible for ensuring that all operators of activities at this event have current public liability insurance in an amount of not less than \$20,000,000. The approval holder is required to have a copy of all public liability certificates of currencies on hand during the event. |
| 25. | In the event of prevailing wet weather, a joint inspection of ground conditions is to be conducted with the approval holder and Council's Parks and Gardens Foreman. Should the grounds be deemed unsuitable for the purpose of the event and no other arrangements can be made, the event will be cancelled. |

AND THAT the Valley of the Lakes Garden Club be advised that Council is able to offer the following assistance, and should they wish to take advantage of any or all of the below listed items they should make application to Council for a community assistance grant: -

| | |
|-----|---|
| 26. | Supplying 18 x community bins to Pipeliner Park to assist with waste management during the event. |
| 27. | Access to power supply and water within Pipeliner Park during the event. |
| 28. | Provision of road signs including no parking signs and bus parking signs. |
| 29. | Provide two town stewards for a maximum of eight hours on Saturday, 15 June 2024 to assist with setting up and packing down of the park, waste management, cleaning and stocking of toilets and ensuring that the site is cleaned and secure at the end of the event on Saturday, 15 June 2024; and |
| 30. | Assistance to funding the services of a traffic management company. |

FURTHER THAT: -

| | |
|-----|---|
| 31. | Council install Event Ahead Signs on BVRT at both ends of Pipeliner Park, Esk to provide advance warning to cyclists using BVRT of event within the park and request for cyclists to slow down and be aware of pedestrians within the park. |
| 32. | Council officers advise Department of Transport and Main Roads of event. |



Hello Debbie,

I would like to make an event application for Council's consent and support for the Esk Garden Fair (a name change). This event is aimed at promoting the unique lifestyle of the Somerset region to the wider regions of SEQ and highlighting the benefits and enjoyment of gardening to be gained by the local community.

I have attached our 2024 draft map for our planned event in Pipeliner Park. During a meeting with Council we were advised that Council will place a diversion around our event from Friday afternoon until 5pm Saturday afternoon. Also, Council advised they will be contacting Department of Transport to advise.

The event area will be open to the Public from 8am to 3pm on Saturday, 15th June, 2024. We will also be charging \$5 per adult person.

Stallholders area: All sites are marked and food & coffee sites marked accordingly. As part of this area is leased by the Esk Lions Club, we have sent them an email requesting permission to use this area.

During this time the event will have plant and gardening related stalls. Each site is 3m x 3m with each stallholder having between 1 and 6 sites. Attached is our 2024 draft map. All these sites are pre-booked and paid for with each stall holder supplying a copy of their \$20,000,000 insurance. A detailed map is forwarded to them the week of the Fair. We will once again wrap the trees with wool in the area we are utilising on the Friday and they will be removed on the Saturday afternoon. In 2024 we will be holding cooking demonstrations as marked. We may also have demonstrations of wire sculpture. We will use local Community Groups as well as food vendors for our food outlets. (They will supply a copy of their food licence)

We will commence marking out the sites on Wednesday, 12th June, 2024. On Friday, 14th June, 2024 we will set up the area with gazebos, tables, chairs, signage, bunting and yarn bombing as well as early bird stallholders. Only cars unloading items will be allowed on the site.

Saturday morning stallholders would arrive from 5.00 am to 7.00 am (it is a requirement that all vehicles be removed from the site by 7.00am). Each stallholder is taken to their allocated site by one of our members for unloading of their gazebos, tables and stock.

In the afternoon after the event, stallholder's cars will come in from 3 pm to pack up and leave the site. This will be completed by approx. 5 pm.

On the event area we would need to be able to drive vehicles to deliver toilets, gazebos, hire tables and chairs as well as stallholders stock. We will once again ask all stallholders to weight down there gazebos and not peg them down.

Security: Brisbane Valley Security will be on site Friday night from 8pm -4am. Garden Club members will be on-site all other hours.

Toilets: To supplement the public toilets in Heap Street, we will bring in an extra 24 toilets plus a disabled toilet as marked on the map for this event. They will require water. We will have a toilet monitor making sure toilets are clean throughout the day. These toilets will arrive Thursday afternoon or Friday morning and be removed Monday morning. I will advise when the Toilet Company advises us.

Power Box: We would require permission to use the 5 power boxes in Pipeliner Park. They will be used by ATM, P.A. system, catering groups and food vendors.

Food areas - We would have 3 dedicated food courts plus 5 coffee vans scattered throughout. We will have some coffee vans as cars and some food vendors have vehicles. We will also have an ice-cream van on site.

Traffic Management - We have contacted Acquired Awareness Traffic Management Company to look at our overall parking and traffic flow around the venue and Esk. This will be an ongoing process so some of the items may change under this Company. We would also like permission to close Heap Street to general traffic between Esk-Hampton Road and the CWA Hall as per 2023. We will have the Traffic Control Company manning the Esk-Hampton Road to allow buses in to drop-off. I am awaiting information from the Traffic Management Company. We have marked road closed buses only signs. The traffic management company may change the actual spot for this closure

Barrier Fence. Any area marked with orange line will have barrier mesh to prevent pedestrians walking through for safety reasons.

Loading Zone - We will be using an area within Pipeliner Park for our loading zone.

Bus Drop off : Heap Street drop of and pick-up. Traffic Control people will be at entrance to allow buses only in. This area is for buses to unload and pick-up passengers. Two of our members will be there to help with drop off.

Bus Parking: We will mark an area marked bus parking in Highland Street up from the hospital (as per 2023). Traffic Control Company will advise further.

Off Street Parking: As we have a large number of cars visiting Esk we will use the rest of Pipeliner Park for off street parking. We have one entrance and one exit. As well we will utilise the area in front of the Show Grounds as overflow parking. We will arrange for the SES to park cars.

We will be seeking a Community Assistance Grant for the use of:

Council able to supply us with: 18 extra wheelie bins

No Parking signs

Bus Parking Signs

2 members of Council staff on Saturday

Funding of Traffic Management Company

In 2024 we had approx. 9000 people. We were told that cafe's, Business, Esk Saturday Markets and CWA craft fair as well did extra well on that day.

The Old Railway Station in Pipeliner Park proved an excellent venue to host this event in 2017/18/19/21/22/23 and we would like to continue with it in 2024.

COVID - We will work with COVID Safe Events in Queensland rules and we will be working towards a plan if required in 2024.

If you have any further questions or require any further information please contact me via phone or email.

Thanking you,

Kerri Melville (President)

Valley of the Lakes Garden Club/Esk Garden Fair

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SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Debbie Chandler, Customer Service Administrator
Director: Craig Young, Director Operations
Date: 26 October 2023
Subject: Kilcoy Christmas Tree – Turning on the Lights and Community BBQ
File Ref: Council properties / usage / 2023-2024 – bookings – parks and reserves (1549479, 1548286)
Action Officer: CSSA

Background/Summary

An application to hold a community BBQ has been received for turning on the Christmas lights in Yowie Park on Friday, 1 December 2023 starting at 5.30pm and finishing at 7pm from the Kilcoy District Progress Alliance Inc.

It is estimated to have 60-200 people to attend the event to light the Christmas tree and free community BBQ in Yowie Park, Kilcoy.

This event has been held for the last three years with no complaints being received on the running of this event.

As part of this event, it is planned to erect the 6.5 metres Christmas tree again and to install coloured solar lights on the three BBQ shelters in Yowie Park. Also, the solar lights wrapped around four trees along the front of Yowie Park will be checked to ensure they are fully operational. It is proposed that the Christmas tree and lights will be lit up from 1 December 2023 to 31 January 2024.

Attachments

NIL

Recommendation

THAT Council, under Council's Local Law No. 1 (Administration) 2001 and Subordinate Local Law No. 1.14 (Undertaking Regulated Activities on Local Government Controlled Areas and Roads) 2011, grant permission to use Yowie Park for the Kilcoy Christmas Tree turning on the light and community BBQ to be held on Friday, 1 December 2023 subject to the following conditions:-

1. The event is to be held between the hours of 5.30pm to 7pm only.
2. The area is to be kept in a clean and tidy state and you are required to adequately provide for the collection and disposal of waste generated by the event.
3. It is noted that the toilet facilities are available. These public toilets are serviced by Council Monday to Friday of each week. Therefore, should these facilities require cleaning or stocking up of supplies during or after your event, you will be required to ensure that these facilities are kept clean and supplied with the necessary stock.
4. Should a temporary shade structure be required, only a standalone marquee (no tent pegs or spikes) is permitted to be used.
5. Noise is to be kept to a minimum and as such not to cause a nuisance for neighbouring properties.
6. All temporary signage for your event must be displayed on private property only and are only to be displayed 14 days prior to the event and all signage must be removed from display one day after the event.
7. The approval holder must ensure that through traffic is not impeded due to this event.

8. There is to be no vehicular access into the park.
9. The approval holder must provide all necessary equipment and take all practical measures to ensure the safety of the people attending the activity.
10. The approval holder must ensure that the design and construction of all structures that form part of the activity are safe and appropriate to the nature of the activity proposed and the number of people expected to attend.
11. The activity must not detrimentally affect the amenity of the area.
12. 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.
13. 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.
14. If food is to be sold at the event for profit, a food business licence must be obtained from Council from all stallholders. Some exemptions do apply for non-profit organisations, please contact Council's Environmental Health Section for further information.
15. In the event of prevailing wet weather, a joint inspection of the ground conditions is to be conducted with the organiser and Council's Parks and Garden Co-ordinator. Should the ground be deemed unsuitable for the purpose of the event and no other arrangements can be made, the event will be cancelled.

Council Assistance

16. Council will provide five community bins to assist with waste.
17. Council will allow access to power and water.

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Debbie Chandler, Customer Service Administrator
Director: Craig Young, Director Operations
Date: 26 October 2023
Subject: Trax Christian Church – Request for Temporary Partial Closure of Carpark for Community Christmas Carols – Friday, 15 December 2023
File Ref: Roads / road closures / partial (1547862)
Action Officer: CSSA

Background/Summary

The Trax Christian Church has made an application to Council to partially close a section of Walters Street carpark on Friday, 15 December 2023 between 6.30pm and 8.30pm to hold community Christmas carols.

The community Christmas carols will be presented from the Trax Christian Church deck with community members using the closed carpark area for seating.

It is expected to have approximately 80 to 100 people to attend.

The organisers would like to close a section of the carpark from adjacent to the railway station back towards Main Street, Lowood as shown on the attached plan. This section will contain approximately 20 carparks.

Attachments

Site plan of proposed closure.

Recommendation

THAT Council

1. approve the partial closure of Walters Street carpark as shown on the site plan from 5pm to 8.45pm on Friday, 15 December 2023 to hold the proposed community Christmas carols from the Trax Christian Church subject to the following conditions:-
 - The area is to be kept in a clean and tidy state and you are required to adequately provide for the collection and disposal of waste generated by the event.
 - It is noted that toilet facilities are available. These public toilets are serviced by Council Monday to Friday of each week. Therefore, should these facilities require cleaning or stocking up of supplies during or after your event, you will be required to ensure that these facilities are kept clean and supplied with the necessary stock.
 - Should a temporary shade structure be required, only a standalone marquee (no tent pegs or spikes) is permitted to be used.
 - Noise is to be kept to a minimum and as such not to cause a nuisance for neighbouring properties.
 - All temporary signage for your event must be displayed on private property only and are only to be displayed 14 days prior to the event and all signage must be removed from display one day after the event.
 - There is to be no vehicular access into the park.
 - The approval holder must provide all necessary equipment and take all practical measures to ensure the safety of the people attending the activity.
 - The approval holder must ensure that the design and construction of all structures that form part of the activity are safe and appropriate to the nature of the activity proposed and the number of people expected to attend.

- The activity must not detrimentally affect the amenity of the area.
 - The approval holder must have public liability insurance in an amount not less than \$20,000,000 to hold this event and it must state that Somerset Regional Council is an interested party. A copy of the public liability certificate of currency must be provided to Council before the commencement of the event.
2. assist the Trax Christian Church by providing three community bins for waste disposal and two road closed signs on stands.



SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Debbie Chandler, Customer Service Administrator
Director: Craig Young, Director Operations
Date: 26 October 2023
Subject: Lowood Kindergarten Fete 2024 – Use of Clock Park and Temporary Closure of Carpark for Annual Fete – Saturday, 24 August 2024
File Ref: Roads / road closures / partial (1546691)
Action Officer: CSSA

Background/Summary

The Lowood District Community Kindergarten has made an application to Council to hold their annual fete on Saturday, 24 August 2024 between 7.30am and 1.30pm in Lowood Clock Park.

The annual Lowood Kindergarten Fete will have live market stalls, jumping castle, pony rides, wildlife show, fire truck and food outlets. The Lowood District Community Kindergarten have held this fete in Lowood Clock Park for several years without any complaints.

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

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

Attachments

Layout plan – Lowood Kindergarten Fete

Recommendation

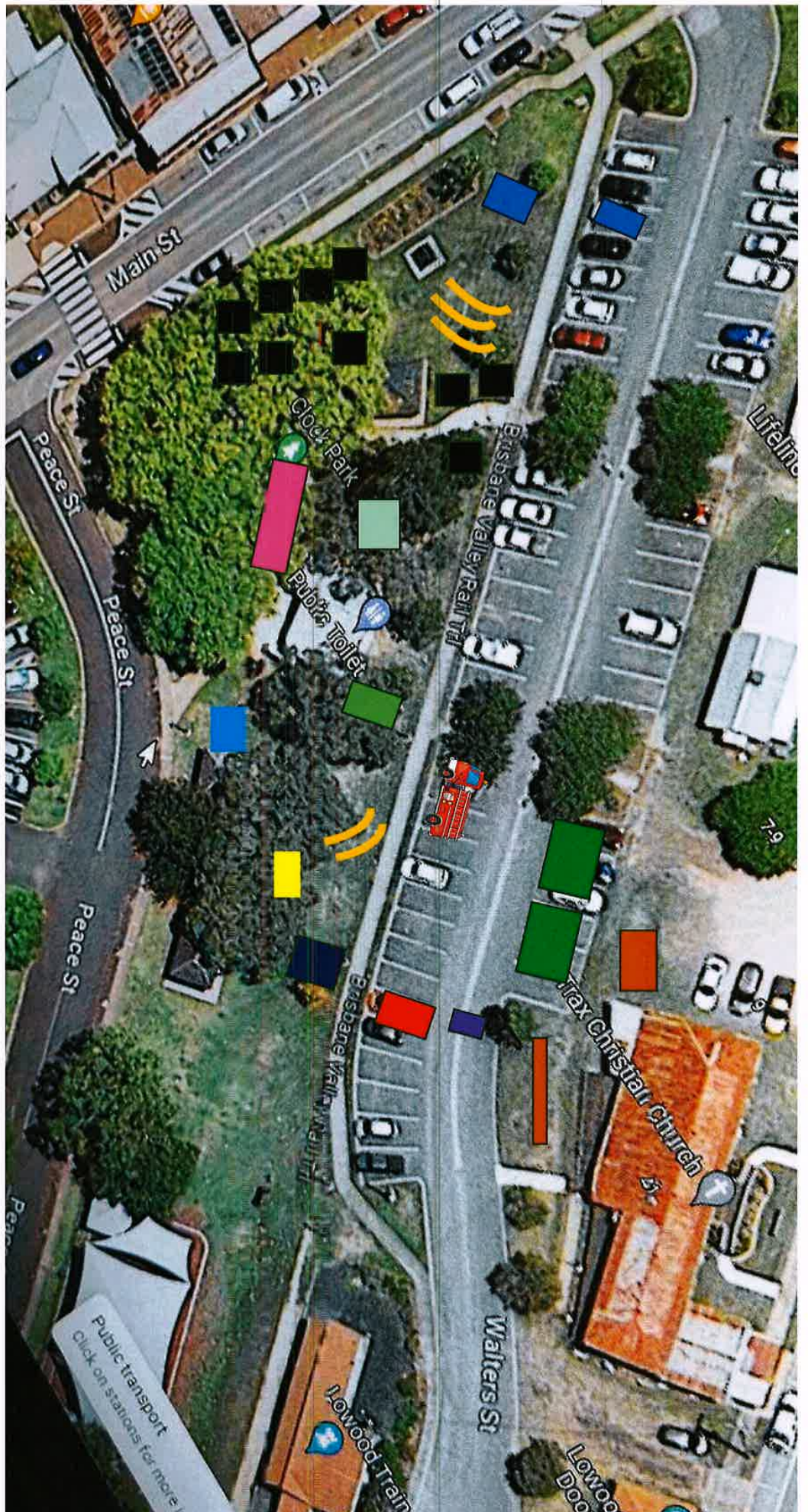
THAT Council
















1. grant approval under Council's Local Law No. 1 (Administration) 2011 and Subordinate Local Law No. 1.14 (Undertaking Regulated Activities on Local Government Controlled Areas and Roads 2011) to the Lowood District community Kindergarten to hold their annual fete in Lowood Clock Park on Saturday, 24 August 2024 subject to the following conditions: -
 - The fete is to be held between the hours of 7.30am and 1.30pm only.
 - The area is to be kept in a clean and tidy state and you are required to adequately provide for the collection and disposal of waste generated by the event.
 - It is noted that toilet facilities are available. These public toilets are serviced by Council Monday to Friday of each week. Therefore, should these facilities require cleaning or stocking up of supplies during or after your event, you will be required to ensure that these facilities are kept clean and supplied with the necessary stock.
 - Should a temporary shade structure be required, only a standalone marquee (no tent pegs or spikes) is permitted to be used.
 - Noise is to be kept to a minimum and as such not to cause a nuisance for neighbouring properties.
 - All temporary signage for your event must be displayed on private property only and are only to be displayed 14 days prior to the event and all signage must be removed from display one day after the event.

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

Special Condition

- Pony rides and Wildlife Show – the approval holder is responsible to ensure that the park is cleaned of any waste and/or other material at the time of the removal of the ponies from the site and the park is returned to its original condition.
2. approve the partial closure of the carpark area as shown on the attached plan between the hours of 6am and 3pm on Saturday, 24 August 2024.
 3. assist the Lowood District Community Kindergarten by providing access to power supply, three community bins for waste disposal and two road closed signs on stands.



| | | | | | | | |
|---|-----------------------------|---|-------------------------|---|-------------------------------------|---|----------------|
|  | Wild life show AND car park |  | Kindy information stall |  | Lucky jar stall |  | Jumping castle |
|  | Chairs for show |  | Lions' food stall |  | Baking store and trash and treasure |  | Face paint |
|  | Fire truck |  | Fair floss store |  | Fair floss store |  | Animal |
| | |  | Market stalls |  | Fair floss store |  | Ponies |

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Gary Love, Engineering Services Manager
Director: Craig Young, Director Operation
Date: 30 October 2023
Subject: Somerset Regional Council – TMR Cycle Grant Funding
File Ref: Grants and Subsidies / Programs / Cycle Grants
Action Officer: ESM

Background/Summary

On 12 October 2023 Council received notification for the next round of the Department of Transport and Main Roads Cycle Grant Funding.

Council Officers have reviewed the application and have prepared submissions for two projects:

Kilcoy Shared Path Project

This project is for the detailed design of the continuation of the shared path between Saleyard Road and Kilcoy Global Foods at a total cost of \$120,00 for external design services of which Council would be sharing at 50%, \$60,000.

Lowood to Tarampa Shared Path Project

This project is for the construction of a new shared path between Sea Eagle Drive and Russell Road, Lowood at a total cost of \$2,400,000 of which Council would be sharing at 50%, \$1,200,000. This project is identified in the Lowood Futures strategy as part of the greater circuit to points of interest surrounding Lowood.

If successful both projects would be included as part of the 2024 - 2025 Capital Works program.

Attachments

NIL

Recommendation

THAT Council endorses

1. submission of the Kilcoy Shared Path Project with a proposed 50 - 50 funding split with the Department of Transport and Main Roads Cycle Grant Funding with Council to provide 50% of funding equating to \$60,000.
2. submission of the Lowood to Tarampa Shared Path Project with a proposed 50 - 50 funding split with the Department of Transport and Main Roads Cycle Grant Funding with Council to provide 50% of funding equating to \$1,200,000.

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Raad Jarjees, Works Manager (WM)
Director: Craig Young, Director Operations
Date: 31 October, 2023
Subject: Tender 1329 – Clarendon Road Rehabilitation
File Ref: Corporate Management\Tendering-Quotation\Tenders
Action Officer: WM

Background/Summary

This project is Stage 1 - located on Clarendon Road, between Patrick Estate Road and O'Reilly's Weir Road. Stage 2 will continue past the intersection with Patrick Estate Road later in the financial year.

The aim of the project is to reconstruct Clarendon Road to improve regional road safety and will include the following elements:

- Road widening and clearing to improve roadway safety and visibility;
- Pavement rehabilitation using stabilisation method;
- Drainage works including replacement of existing structures;
- Resurfacing (bitumen seal);
- Minor landscaping; and
- Road furniture (signage).

Funding

Total budget for Stages 1 and 2 for Clarendon Road project is \$1,665,370.

This includes external funding from the State Government's Transport Infrastructure Development Scheme (TIDS) program of \$582,519.

Procurement

Tenders were invited for the Clarendon Road Rehabilitation project. Tenders were released on 26 September 2023 and closed on 13 October 2023. A total of eight tenders were received with all being assessed as being conforming tenders. The conforming tenders were assessed by the assessment panel in accordance with Council's Procurement Policy and the section criteria as outlined in the tender documents.

All tenderers and their evaluated scores are tabled below, ranked from highest to lowest.

| Tender | Name of Tender | Price Score | Overall Score |
|--------|----------------------------------|-------------|---------------|
| 1 | A&M Civil | 10.0 | 9.42 |
| 2 | Browns Contractors Pty Ltd | 7.0 | 7.55 |
| 3 | Durack Civil | 7.1 | 7.31 |
| 4 | All Roads | 6.7 | 6.94 |
| 5 | Queensland Bridge and Civil | 5.9 | 6.48 |
| 6 | Ertech | 5.3 | 6.45 |
| 7 | Stabilised Pavements Australia | 6.2 | 6.15 |
| 8 | Sunshine Civil Solutions Pty Ltd | 5.1 | 5.80 |

A&M Civil

A&M Civil (A&M) price is considerably lower than the average, due to their proximity to the project and delivery model. A&M's submission included a detailed construction program that meets council's expectation, high-quality detailed staging plans, management plans and compliant and up to date documentation. A&M also provided sufficient examples of recent projects with similar scales and complexity. Overall, the submission offered good methodology and understanding of the project and is recommended in the evaluation. A&M is local to the Somerset Region and have built strong extensive local engagement for continued support to other local companies.

Browns Contractors Pty Ltd, (BC)

Browns Contractors (BC) price was the third lowest price received. BC submission included detailed construction program that meets council's expectation, and high-quality detailed staging plans, management plans and compliant documentation. BC provided examples of recently completed projects which were of the same scale and complexity as this project. Overall, the submission is deemed to have no real advantage over A&M Civil's submission purely based on value for money to council. BC is local Somerset company who have recently completing our flood recovery package for QRA and have strong local engagement.

Durack Civil, (DC)

Durack Civil (DC) submission price of was second lowest price received. A list of post-tender queries was sent to DC to clarify, to which DC supplied a detailed response. DC submission included detailed construction and staging program that meets SRC's expectation, and high-quality detailed traffic management drafts, all management plans and compliant documentation. DC provided examples of recently completed projects which were of the same scale and complexity as this project. Durack is not a local business although presented strategies to use local suppliers.

All Roads, (AR)

A list of post-tender queries was sent to All Roads (AR) to clarify, to which AR supplied a response. AR submission included detailed construction and staging program that meets Council's expectation, and high-quality detailed staging plans, management plans and compliant documentation. AR also provided good examples of previous projects of similar scale and complexity. Overall, the submission offered good methodology and understanding of the project. AR is not a local business although presented strategies to use local suppliers where possible.

Queensland Bridge and Civil, (QBC)

Queensland Bridge and Civil's (QBC) provided detailed staging methodology and plans. QBC has provided strong track record with similar works in the region. QBC is not a local business although presented strategies to use local suppliers.

Ertech

Ertech's submission included detailed construction and staging program that meets SRC's expectation, and high-quality detailed staging plans, management plans and compliant documentation. Ertech also provided good examples of previous projects of similar scale and complexity. Overall, the submission offered good methodology and understanding of the project. Ertech is not a local business, but currently works with SRC on another project, and presented strategies to use local suppliers.

Stabilised Pavements Australia, (SPA)

Stabilised Pavements Australia did not submit a specific methodology/staging plan, only a generic method of work for stabilising. Programme was in simple detail and did not show staging of the works nor intended traffic management. SPA has provided good track record with similar works in the region. SPA is not a local business and did not provide any community engagement strategies.

Sunshine Civil Solutions Pty Ltd, (SCS)

Sunshine Civil Solutions (SCS) submission price was the highest. SCS did not provide sufficient experience in similar works. SCS has not worked with SRC on similar projects. SCS is not a local business but provided some details on community engagement strategies.

| |
|--------------------|
| Attachments |
|--------------------|

CONFIDENTIAL ATTACHMENT – Tender Assessment Summary Sheet

| |
|-----------------------|
| Recommendation |
|-----------------------|

THAT Council awards Tender 1329 – Clarendon Road Rehabilitation to A&M Civil for an estimated tender price of \$1,087,698.01 (inclusive of GST).

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Karen Haer, Executive Assistant Operations
Director: Craig Young, Director Operations
Date: 15 November 2023
Subject: Operations Report for November 2023
File Ref: Governance – Reporting – Officer Reports
Action Officer: EA OPS

Background/Summary

Engineering Services Team

The Engineering Services Design Team continues design delivery for the 2023-2024 budget design program, with designs being readied for issue or finalised for the following Capital Works projects:

- Kilcoy Transfer Station – design ongoing;
- Cressbrook Street Culverts, Toogoolawah - design ongoing;
- Ivory Creek Road, Toogoolawah – design completed - design review and sign off to be completed;
- Pipeliner Park Stormwater Upgrades, Esk - design completed - design review and sign off to be completed;
- Ellen Street, Lowood – design completed - design review and sign off to be completed;
- Litzows Road, Tarampa – design completed - design review and sign off to be completed;
- Schroder Lane – design completed - design review and sign off to be completed; and
- Kleinhans Court, Lowood — design completed - design review and sign off to be completed.

The team also attended pre-start design meetings for the projects below:

- Beeston Road Intersection, Fernvale – Harrison Infrastructure Group;
- West Road / Patrick Estate Road, Patrick Estate – GHD;
- Fulham St, Toogoolawah – Contour Consulting Engineers;
- Richard Street, Esk – Harrison Infrastructure Group;
- Clive St, Fernvale – NK Transportation; and
- Lowood to Tarampa Footpath, Tarampa – Projex Partners.

These external design projects will be managed throughout the remainder of 2023 and Q1 of 2024, with delivery of all to be in early Q2 2024.

The team continues to provide engineering support to the works department on several projects such as:

- Murrumba Road Culverts;
- Esk Crow Nest Road Stage 2;
- Gunyah Street, Toogoolawah - construction completed October 2023;
- King Street, Somerset Dam – construction completed October 2023 ;
- Prenzlau Road, Prenzlau;
- Royston and Stanton Streets, Kilcoy;
- Pipeliner Park Stormwater Upgrades, Esk;
- Esk State School Footpath, Esk – construction completed early October 2023, and
- Ellen Street, Lowood.

The Engineering Services Team provided engineering development advice to the Planning Department and assessment and applicant response to Operational Work applications with three (3) new operational works applications being properly received in October.

There were no “Off Maintenance” inspections for the month of October but the Engineering Services Team did attend a significant prestart meeting during the month:

- Overlander Avenue, Kilcoy – earthwork fill to the 0.2% AEP inundation line.

This team again note the current major developments currently “On Maintenance” and due to come “Off Maintenance” within the next 12 months include:

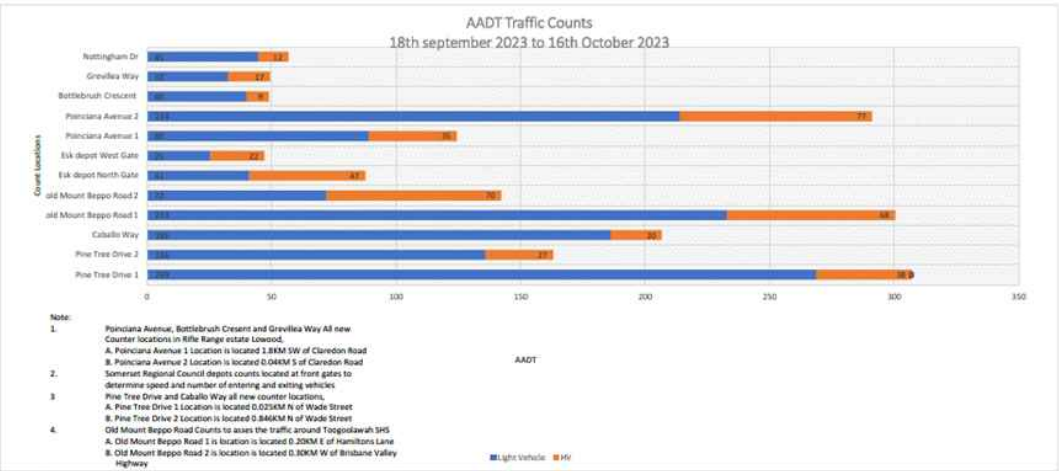
- Parklands at Clarendon Stages 2D and 2E;
- Pine Tree Hill, Kilcoy Stages 3 to 6;
- Hedley Park Stage 7 – Off Maintenance due 14 November 2023;
- Windsor Drive, Mount Hallen Stage 5C;
- Hedley Park Stage 8 – On Maintenance request expected prior to end of 2023.

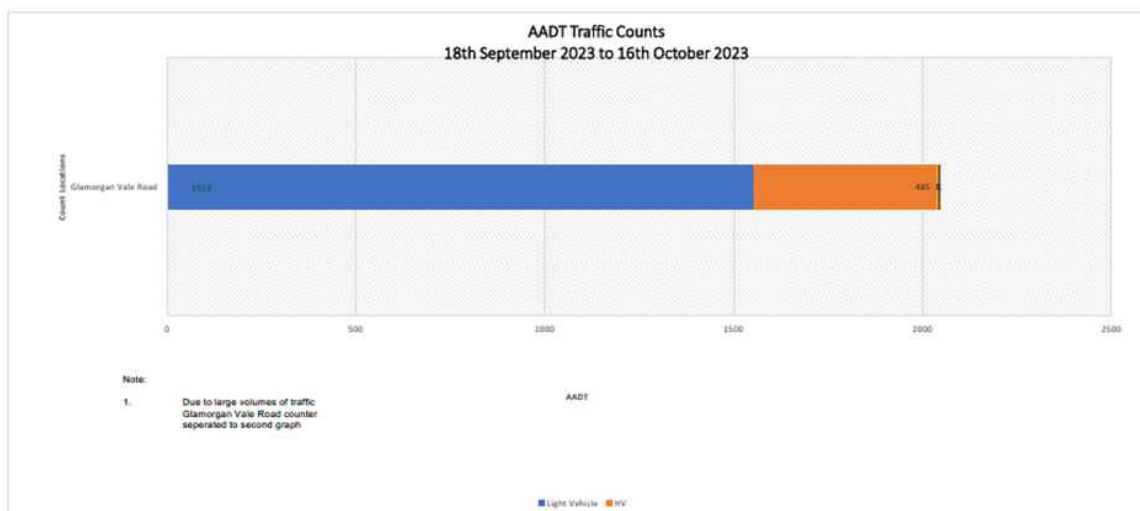
The Engineering Services Parks and Facilities Team continues to oversee operations in the parks and facilities areas with the current drier weather system bringing some relief to the mowing crew. The crew are also currently reviewing updated mowing maps for the region for presentation at a future Council meeting.

The Engineering Services Team 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, with all signage requirements being reviewed within our main town areas as well as overseeing works within road reserve applications, property access applications and heavy vehicle permits.

| | Oct-23 | Oct-22 |
|--|--------|--------|
| Land Access Permit | 23 | 131 |
| Property Access Applications | 27 | 14 |
| National Heavy Vehicle Regulator Permits Processed | 10 | 18 |

October traffic counts are shown below. All traffic counters have again been placed within the region and are due to be picked up by Monday 13th November 2023 following the standard three-week rotation. Glamorgan Vale Road count has been shown on separate graph due to the increased difference from other counts.





The Engineering Services Team have been working closely with the City of Moreton Bay with regards to the initial concept design package for the Woodford to Kilcoy Rail Trail. City of Moreton Bay are the lead on this project and have recently gone to Vendor Panel with a Request for Quote for Engineering Services related to the concept design of this section of rail trail. The Somerset Engineering Services Team will form part of the Tender Evaluation Panel in this decision process.

Works Team

Completed Projects through 2023 - 24:

- Old Fernvale Road – headwall, grass swale;
- Waverley and Sheppards Road, Lake Manchester – Stage 1: Two-coat bitumen seal;
- Esk Crows Nest Road, Eskdale - Stage 1 – major road realignment. Seal from end of current sealed section to Maria Creek Road (4km);
- Glamorganvale Road, Wanora – Rehabilitate and widen road from Brisbane Valley Highway to Browns Bridge (1.65km);
- Prospect and William Street, Lowood - stormwater installation.

Projects underway:

- Royston Street, Kilcoy, between Mary and Rose Streets – replace footpaths, kerb & channel sections;
- Stanton Street, Kilcoy – intersection works with Royston Street, kerb & channel;
- Murrumba Road culverts – replace existing corrugated structures with RCBC and RCB's;
- Gunyah Street, Toogoolawah - Cairnsroft Street to Drem Street, South Side, laying of pipes; K&C;
- Prenzlau Road, Prenzlau - pavement widening;
- Esk Crows Nest Road, Eskdale - Stage 2 – Esk Crows Nest Strategic Regional Connector - Toowoomba Boundary section;
- Pipeliner Park, Esk - Field inlet pits x 7, and footpath around toilet block;
- King Street, Somerset Dam Bitumen Infill (substantive completion achieved 17/10/23 - awaiting 2-coat seal);
- East Street, Esk State School - New footpaths, K&C and infill (substantive completion achieved 12th Oct 2023; however, awaiting 2-coat seal);
- Schroeder Lane, Fernvale - Seal Intersection with Fairney View Fernvale Road;
- Ellen Street, Lowood - Stages 1&2 - K&C North side from Park Street to Church Street (130m); K&C South side from Park Street to Church Street (130m).

Ongoing projects:

- Mowing and slashing works on Council and DTMR;
- Crews continue to complete CSR's;
- Maintenance to flood affected roads continues throughout the region;
- General maintenance of Council's civil infrastructure.

REPA Works

A total of 69 submissions have been lodged with QRA for Reconstruction of Essential Public Assets. All submissions have been assessed and approved. The categories for the submissions are Unsealed Roads, Sealed Roads, Drainage, and Individual Sites (e.g., landslips). The assistance by the Queensland Reconstruction Authority (QRA) is acknowledged.

Drainage packages are progressively being documented to enable calling of quotations. This will be followed by Sealed Roads packages and Individual Sites.

All works are required to be completed by the end of June 2024.

Flood Repair Works underway - carried out by Contractors.

- Browns Contracting – Mount Stanley Region; Harlin and Moore region. Drainage Package Three;
- A and M Civil – Coominya region; Fernvale Region; Esk region. Drainage Packages One and Two;
- CPM Contractors – East Wivenhoe Region; Jimna / Monsildale Region; Kilcoy Region.

Flood Repair Works underway - carried out by SRC.

- Northern Grader Crew – Toogoolawah region.

Other Works carried out by Contractors

- Ertech Contractors is continuing with the reconstruction of Lowood Minden Road between Litzows Road and Lukritz Road – approximately 98% complete;
- Kilcoy Landfill – capping of landfill;
- A and M Civil - Waverley and Sheppards Road, Lake Manchester – Stage 2: road-widening and fire exclusion zone (to begin Monday 13 November, 2023);
- Timber Restoration Services (TRS) – repair of Hine Road bridge;
- Clarendon Road, Lowood - Stage 2 - Rehabilitate and widen to 9m road from O'Reillys Weir Road to Wyatts Road (3.3km) – contractor to be appointed;
- Kilcoy Depot, Esk Depot, Lowood Depot – safety, security, and legislative improvements (various contractors).

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;
- Weed spraying throughout the TMR network;
- Ongoing signage and guidepost repairs continue throughout the TMR network;
- Slashing and mowing throughout the TMR network.

Workshop – Mechanical

- Completed repairs, services, and scheduled maintenance of Council fleet;
- One new lease vehicle has arrived, a Toyota Prado;
- Half yearly service of Floating Plant Group 2 is complete, we are now starting on Group 3;
- Carry out electrical test and tag on Council portable equipment;
- Annual COI inspections of council's 16 x medium trucks have been completed by Workshop staff;
- Annual COI inspection of council's 22 vehicle heavy fleet (trucks and trailers) has been completed by TMR compliance officers at Esk depot.

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.;

- Welding bay have fabricated new barriers and bollards for the tipping area of Coominya transfer station. Installation and repairs to the side fence should be completed within the next few weeks;
- Welding bay has fabricated 24 large yellow bollards for BVRT, these are currently being painted and then will be installed;
- Carry out operation inspections on all playground equipment in the region. Complete repairs were required.

Weather Outlook

November to January rainfall is likely to be below average across much of western, southern, and northern Australia.

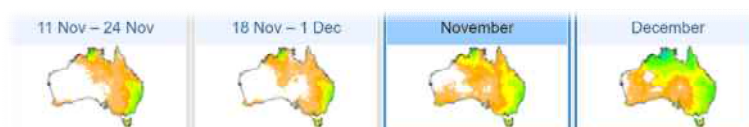
November to January maximum and minimum temperatures are very likely to be above average for almost all of Australia.

November to January maximum and minimum temperatures are at least 2.5 times more likely than normal to be unusually high for much of Australia. Unusually high temperatures equate to the warmest 20% of November to January periods from 1981 to 2018.

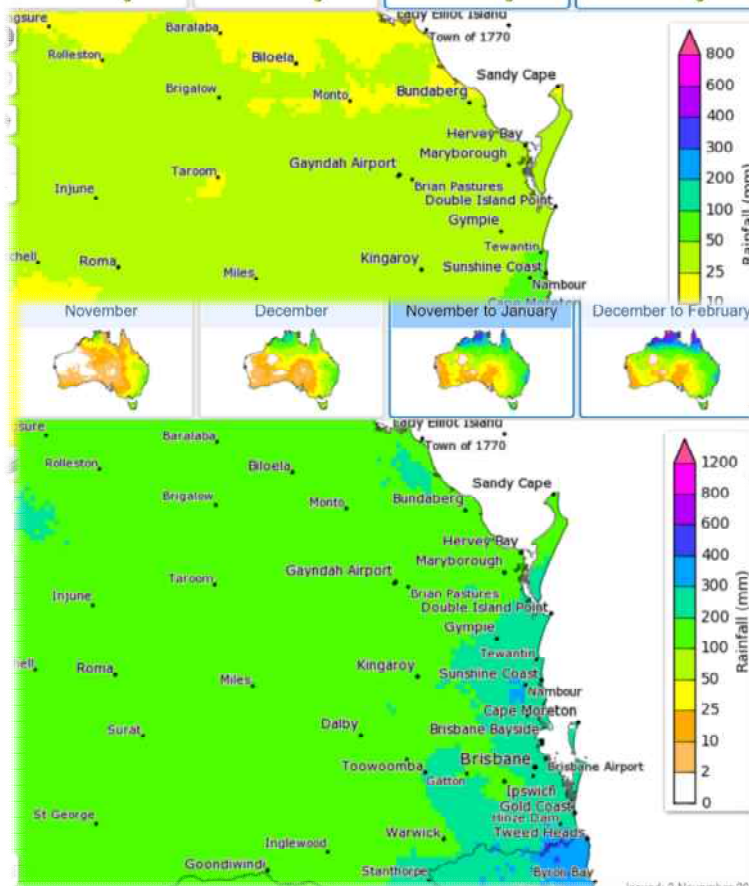
The long-range forecast is influenced by several factors, including the active El Niño and positive Indian Ocean Dipole events, and record warm oceans globally.

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 November (these are the most likely totals – i.e. 75% chance)



Outlook for November to January (these are the most likely totals – i.e. 75% chance)



Disaster Management

The following activities were conducted in October 2023:

- Expressions of interest received for the Bushfire Risk Assessment project;
- Fuel reduction activities conducted at Jimna, behind Finch Lane and the Community Hall;
- QRA and QITPlus demonstrated a proof-of-concept Flood Information Portal;
- At the request of QFES, Council provided waterproof document holders and copies of our new Emergency Action Guide to assist with Community engagement;
- Bushfire specific tab on Council's dashboard was created and made the default entry point for visitors to the site;
- Participated in the Brisbane River Catchment Evacuation Capability workshop;
- Councillor Wendt has been in discussions with Qld Rural Fire regarding signage at properties with water sources available, i.e. Pools, Dams etc.;
- Met with QPS and Lockyer Valley Regional Council to confirm cross-boundary relationships between LGAs;
- Issues regarding communications during the Telstra outage in Esk were escalated to Telstra management highlighting our frustrations with the process;
- Sirens at Lowood and Fernvale were upgraded with new batteries and controllers. These units now have high performance Lithium Batteries which guarantee a 10-year life;
- Council have been given advice that funds are available under the QRA's Flood Warning Infrastructure Grant to install additional cameras and gauges etc. The amount potentially available is \$200,000.00;
- Evacuation Centre equipment moved to the new shipping container purchased for the Lowood Depot;
- Disaster Management Officer discussed Fernvale mitigation activities since 2011 to approximately 150 West Moreton Anglican College students. This was held at Bill Sharpe Park (Nardoo Lagoon);
- Council had QRA peer review the quotation for the whole of Somerset LGA overland flowpath study. The review confirmed that Council can proceed with this work;
- Council attended the Local Area Fire Management Group meeting.

Activations/Operations:

- Fire Ban placed on the Somerset and adjoining regions 30th October 2023.
- A number of fires were ignited during this period, namely:
 - Banks Creek Fire – no major issue, alerts for smoke in the area;
 - Redbank Creek Fire(s) – some concerns at various stages with these fires, however QFES was able to get these contained through mechanical and back burning activities. Council supplied water trucks and signage to assist with this. The Somerset LDMG was placed on ALERT due to the interagency assistance being provided. Esk Hampton Road remained closed for a number of days as a result.

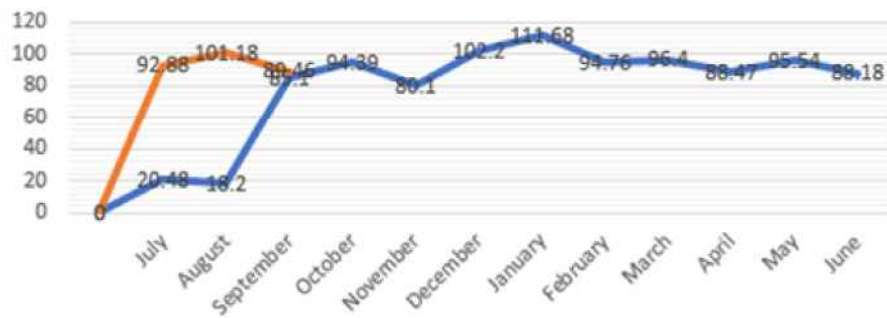
Waste Management

Kerbside Collection Contract – Ipswich Waste

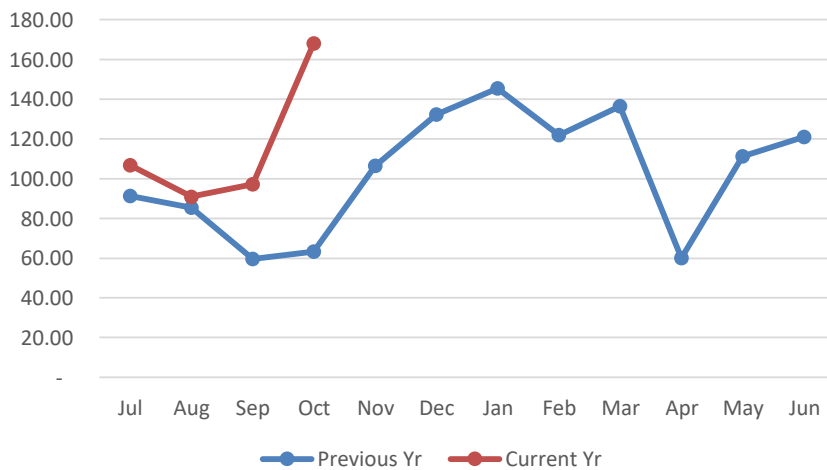
Information regarding kerbside services performed for October was not available for this report. Information will be provided in November Operations Report.

Waste Management – Kerbside Collection Contract Ipswich Waste

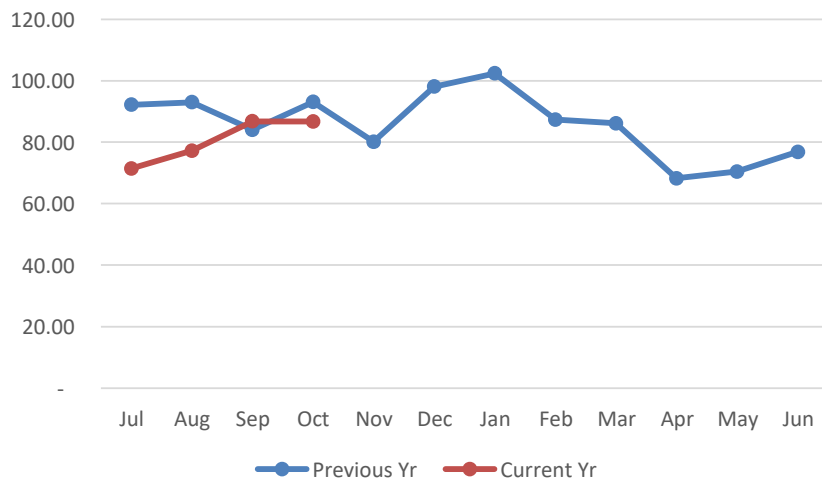
Monthly Kerbside Recycling Weights (Tonnes)



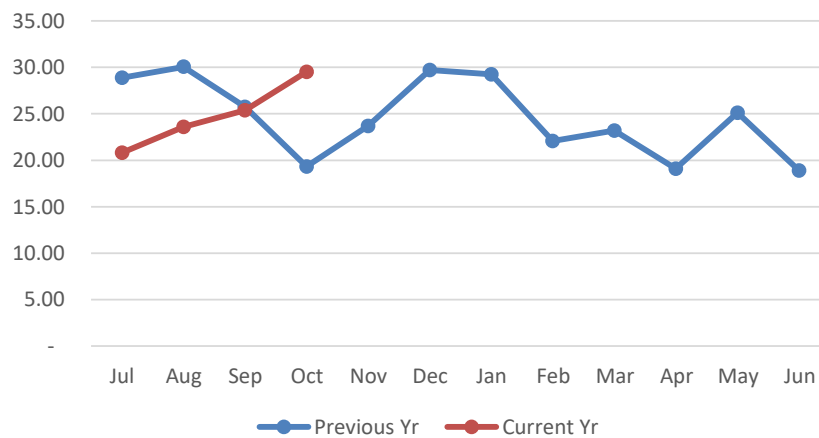
Waste from Kilcoy to Esk Landfill (Tonnes)



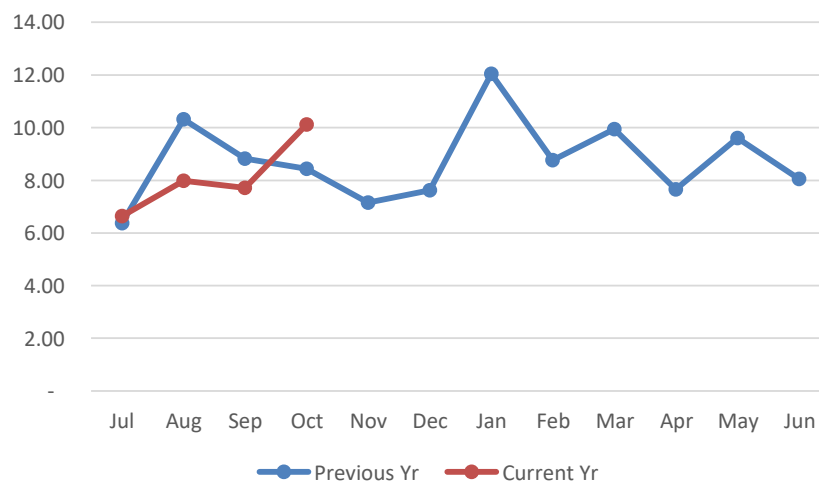
Waste from Coominya to Esk Landfill (Tonnes)



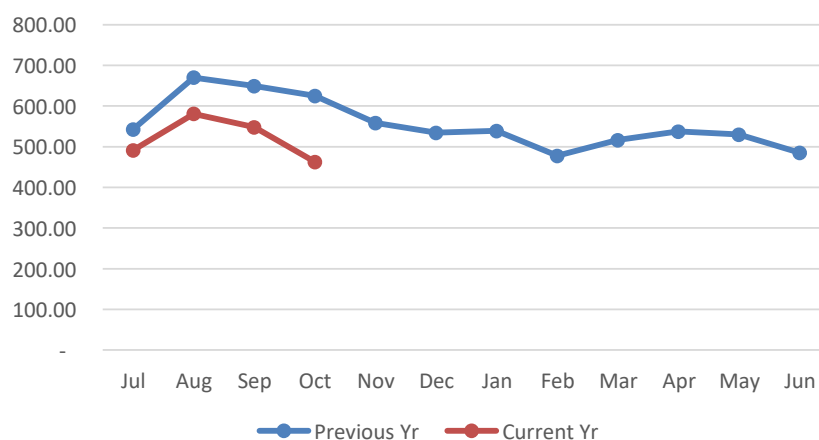
Waste from Esk Transfer Station to Esk Landfill
(Tonnes)

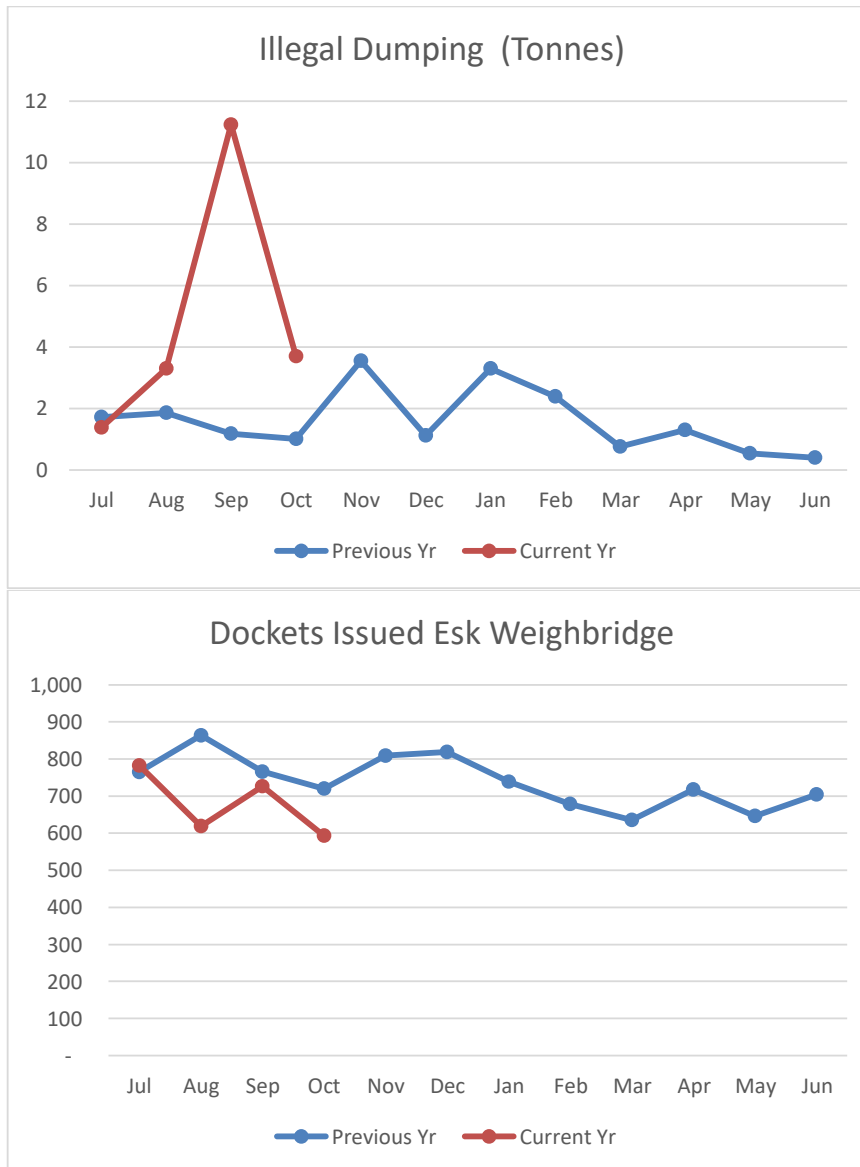


Waste from Harlin to Esk Landfill (Tonnes)



Kerbside Waste - Ipswich Waste to Esk Landfill
(Tonnes)



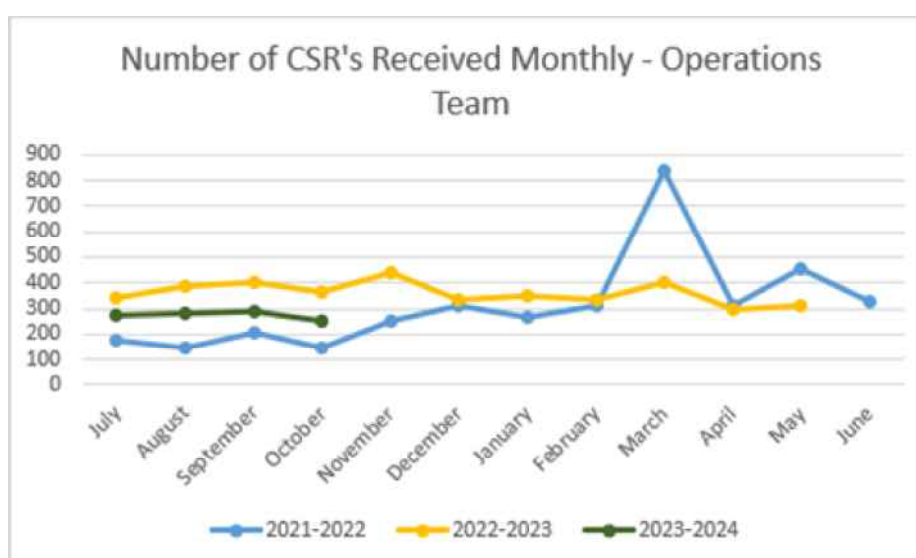


Approved Park - Community Events

14 October 2023 – Pipeliner Park, Esk – Esk Kindergarten – Portrait Photography Fundraising Event

Customer Service Requests

Council received 379 customer service requests for the month of October 2023 on Council's corporate customer service system. A copy of the report is attached for your information.



| | Jul-23 | Aug-23 | Sep-23 | Oct-23 |
|--|--------|--------|--------|--------|
| Cemeteries | 1 | 1 | 1 | 3 |
| Disaster Management | 0 | 0 | 1 | 1 |
| Departmental reviews | 0 | 0 | 2 | 0 |
| Fences on roadways | 0 | 1 | 0 | 0 |
| Illegal dumping clean ups | 20 | 14 | 11 | 8 |
| Overgrown Council land | 2 | 1 | 2 | 3 |
| Parks including mowing, cleaning/maintenance park equipment including public toilets, tables and chairs, shade shelters etc. | 3 | 9 | 7 | 11 |
| Roads - bitumen | 25 | 20 | 13 | 21 |
| Roads - gravel | 18 | 13 | 8 | 14 |
| Roads - drainage | 8 | 5 | 7 | 10 |

| | | | | |
|---|-----|-----|-----|-----|
| Roads - culverts | 3 | 1 | 2 | 0 |
| Roads - vegetation | 19 | 14 | 25 | 15 |
| Roads - footpaths | 3 | 5 | 8 | 12 |
| Roads - linemarking | 1 | 1 | 2 | 0 |
| Roads - bridgework | 0 | 0 | 1 | 0 |
| Roads - traffic furniture | 16 | 17 | 15 | 25 |
| Rural Property Number | 1 | 4 | 2 | 5 |
| Stormwater issues within private properties | 1 | 0 | 0 | 1 |
| Waste management | | 0 | 1 | 1 |
| Wheelie bins | 0 | 0 | 0 | 0 |
| Cancellation of extra services | 0 | 19 | 9 | 2 |
| Damaged lids and wheels | 11 | 15 | 9 | 15 |
| Replacement Split Bins | 29 | 24 | 32 | 18 |
| New Services | 21 | 28 | 24 | 24 |
| Extra services | 4 | 6 | 10 | 3 |
| Stolen/Non-Delivery of New Bins | 5 | 16 | 9 | 13 |
| Missed services | 8 | 3 | 6 | 1 |
| Contractor requests/complaints | 3 | 2 | 4 | 2 |
| Facilities | 0 | 0 | 0 | 0 |
| Air conditioning | 2 | 1 | 0 | 3 |
| Carpentry, painting, tiling & flooring | 11 | 12 | 10 | 5 |
| Electrical | 5 | 7 | 6 | 4 |
| Equipment, furniture & fixtures | 10 | 10 | 8 | 6 |
| Grounds maintenance | 1 | 5 | 4 | 4 |
| Pest Control | 2 | 1 | 1 | 0 |
| Plumbing | 23 | 19 | 29 | 13 |
| Roofing and guttering | 2 | 0 | 0 | 3 |
| Security, locks & CCTV | 2 | 2 | 6 | 0 |
| Signage | 0 | 4 | 6 | 5 |
| Vandalism | 7 | 2 | 2 | 0 |
| Cleaning | 5 | 2 | 4 | 1 |
| | 272 | 284 | 287 | 252 |

Attachments

Customer service report for October 2023

Recommendation

THAT Council receive the Operations Report for October 2023 and the contents noted.

**Service Request by Types**

**Date Created To: >= 1/10/2023, Date
Created From: <= 31/10/2023**

3-Nov-2023

| Categories | Total |
|---|-------|
| \Customer Service Requests\Animal\Dog, Attack on a Person | 3 |
| \Customer Service Requests\Animal\Dog, Barking Dogs at Private residences | 5 |
| \Customer Service Requests\Animal\Dog, Miscellaneous | 1 |
| \Customer Service Requests\Animal\Dog, Wandering at Large | 8 |
| \Customer Service Requests\Animal\Livestock, Miscellaneous | 3 |
| \Customer Service Requests\Animal\Livestock, Wandering at Large | 18 |
| \Customer Service Requests\Animal\Trap, Cat | 3 |
| \Customer Service Requests\Animal\Trap, Dog | 3 |
| \Customer Service Requests\Animal\Trap, Rabbit | 2 |
| \Customer Service Requests\Declared Plants, Animals\Declared Animals, General Enquiries | 15 |
| \Customer Service Requests\Declared Plants, Animals\Declared Plants, Private Property | 1 |
| \Customer Service Requests\Environmental Health Issues\Miscellaneous Health Issues | 2 |
| \Customer Service Requests\Impounding\Request to Impound Dogs, Cats | 8 |
| \Customer Service Requests\Impounding\Request to Impound Livestock | 1 |
| \Customer Service Requests\Impounding\Request to Impound Motor Vehicles | 1 |
| \Customer Service Requests\Local Laws\Other Local Law issues | 5 |
| \Customer Service Requests\Environment Issues\Dust Nuisance | 1 |
| \Customer Service Requests\Environment Issues>Noise Nuisance | 2 |
| \Customer Service Requests\Environment Issues\Odour Nuisance | 1 |
| \Customer Service Requests\Environment Issues\Smoke Nuisance | 1 |
| \Customer Service Requests\Local Laws\Visual Pollution | 1 |
| \Customer Service Requests\Overgrown Allotments\Council Owned Land | 3 |
| \Customer Service Requests\Parks\Playground Equipment | 2 |
| \Customer Service Requests\Parks\Shade Shelters | 2 |
| \Customer Service Requests\Parks\Trees | 2 |
| \Customer Service Requests\Rural Property Numbering\New RPN | 4 |
| \Customer Service Requests\Rural Property Numbering\Replacement RPN | 1 |
| \Customer Service Requests\Waste Management\Transfer Station, Landfill Complaints | 1 |
| \Customer Service Requests\Wheelie Bins\Cancellation of Service | 2 |
| \Customer Service Requests\Wheelie Bins\Confirmation of Number of Wheelie Bin Services | 2 |
| \Customer Service Requests\Wheelie Bins\Damaged Wheelie bin, Broken hinges on lid - split lid - broken handle on lid - replacement lid required | 11 |
| \Customer Service Requests\Wheelie Bins\Damaged Wheelie bin, Broken Wheels - missing wheels - rusted axle | 4 |
| \Customer Service Requests\Wheelie Bins\Damaged-Replacement Bin - split - broken - broken handle on back of bin - broken clips for axle | 18 |
| \Customer Service Requests\Wheelie Bins\Extra Wheelie Bin Service | 3 |
| \Customer Service Requests\Wheelie Bins\Missed Wheelie Bin Service | 1 |
| \Customer Service Requests\Wheelie Bins\New Wheelie Bin Service, | 1 |



Service Request by Types

Date Created To: >= 1/10/2023, Date
Created From: <= 31/10/2023

3-Nov-2023

| Categories | Total |
|---|-------|
| Existing Premises by Owner | |
| \Customer Service Requests\Wheelie Bins\New Wheelie Bin Service, New Premises by Owner | 11 |
| \Customer Service Requests\Wheelie Bins\New Wheelie Bin Service, New Premises by Plumbing Form | 12 |
| \Customer Service Requests\Wheelie Bins\Stolen Wheelie Bin - replacement wheelie bin required | 13 |
| \Customer Service Requests\Planning Department Issues | 3 |
| \Customer Service Requests\Environment Issues\Dust Nuisance - Subdivision Works | 1 |
| \Customer Service Requests\Animal\Cat, Miscellaneous | 1 |
| \Customer Service Requests\Drainage Issues within Properties\Drainage Easements | 1 |
| \Customer Service Requests\Environment Issues\Water Pollution | 1 |
| \Customer Service Requests\Local Laws\Illegal Camping | 4 |
| \Customer Service Requests\Disaster Management | 1 |
| \Customer Service Requests\Natural Resources Enquiries\Wildlife enquiries | 2 |
| \Customer Service Requests\Illegal Dumping\Mixed Domestic or Commercial Waste - Illegal Dumping - An amount over 200 Litres in size - larger than a wheelie bin | 2 |
| \Customer Service Requests\Illegal Dumping\Tyres | 1 |
| \Customer Service Requests\Illegal Dumping\One of items - non-investigative - green waste - mattress - camp chair - couch cushion - fridge etc | 3 |
| \Customer Service Requests\Illegal Dumping\Mixed Domestic or Commercial Waste - Littering - up to 200 L in size - amount up to wheelie bin size | 3 |
| \Customer Service Requests\Parks\Vandalism\Graffiti | 1 |
| \Customer Service Requests\Parks\Vandalism\Other | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Aspera Street - 0581 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Atthow Street - 0588 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Brisbane Valley Highway - RMPC - 0042 | 2 |
| \Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Cairnscoft Street - 0853 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Clarendon Road - 0920 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Glamorgan Vale Road - 1979 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Grays Road - 2242 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Industrial Avenue - 2436 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Jenkinsons Road - 2483 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Kilcoy - Murgon Road - RMPC - 0491 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Lowood Minden Road - 2766 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Monsildale Road - 2957 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Prenzlau Road - 3281 | 1 |

**Service Request by Types**

**Date Created To: >= 1/10/2023, Date
Created From: <= 31/10/2023**

3-Nov-2023

| Categories | Total |
|---|-------|
| \Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Schmidt Road - 3468 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Tallegalla Road - 3684 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Willaura Drive - 3902 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Gravel\Bischoffs Road Access - 0697 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Gravel\Bishop Street - 0698 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Gravel\Coogan Road North - 0959 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Gravel\Fairmeadow Road - 1853 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Gravel\Grays Road - 2242 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Gravel\Langtons Lane - 2674 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Gravel\Lloyds Road - 2744 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Gravel\Muche Road - 3006 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Gravel\Postmans Track - 3268 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Gravel\Spring Creek Road - 3587 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Gravel\Western Branch Road - 3889 | 2 |
| \Customer Service Requests\Roads - Bridges - Drainage\Gravel\Zabels Road North - 3986 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\Bellambi Street - 0664 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\Factory Road Toogoolawah - 1847 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\Highland Street - 2369 | 2 |
| \Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\Lowood Minden Road - 2766 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\OConnor Road - 3106 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\Vernor Road Wivenhoe Pocket - 3789 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\Woodrow Street - 3948 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\Zabels Road North - 3986 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Banks Creek Road - 0615 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Brisbane Valley Highway - RMPC - 0042 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Condamine Drive - 0947 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Dingyarra Street - 1699 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Edinburgh Drive - 1758 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Elizabeth Street - 1775 | 1 |
| \Customer Service Requests\Roads - Bridges - | 1 |



Service Request by Types

Date Created To: >= 1/10/2023, Date
Created From: <= 31/10/2023

3-Nov-2023

| Categories | Total |
|--|-------|
| Drainage\Vegetation\Gregors Creek Road - 2255 | |
| \Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Hedley Drive - 2353 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Honeywood Drive - 2412 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Ivory Creek Road - 2450 | 2 |
| \Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Limberg Road - 2706 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Monsildale Road - 2957 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Titmarsh Circuit - 3727 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture | 3 |
| \Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Atkinsons Dam Road - 0586 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Brisbane Valley Highway - RMPC - 0042 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Cedarvale Road - 0885 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Clarendon Road - 0920 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Cressbrook Street - 1613 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Esk - Hampton Road - RMPC - 0414 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Francis Terrace Esk - 1931 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Highland Street - 2369 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Katebridge Drive - 2523 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Kilcoy Murgon Road - 2588 | 3 |
| \Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Linville Road - 2731 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Main Street North Moore - 2817 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Manthey Road - 2834 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Overlander Avenue - 3165 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Prospect Street - 3290 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Roseborough Road - 3406 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Sandpiper Drive - 3446 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Walters Street - 3838 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Windsor Drive - 3924 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Traffic Furniture\Zabels Road North - 3986 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Footpaths\Brisbane Valley Rail Trail BVRT Fernvale Lowood - 0786 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Footpaths\Forest Hill - Fernvale Road - RMPC - 0412 | 1 |

**Service Request by Types****Date Created To: >= 1/10/2023, Date
Created From: <= 31/10/2023**

3-Nov-2023

| Categories | Total |
|---|-------|
| \Customer Service Requests\Roads - Bridges - Drainage\Footpaths\Fulham Street Toogoolawah - 1944 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Footpaths\Main Street Lowood - 2807 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Footpaths\Mary Street Kilcoy - 2872 | 2 |
| \Customer Service Requests\Roads - Bridges - Drainage\Footpaths\Peregrine Drive - 3233 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Footpaths\Rocky Gully Road - 3389 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Footpaths\Royston Street - 3416 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Footpaths\Sandpiper Drive - 3446 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Footpaths\Varley Street - 3784 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Footpaths\Wendts Road - 3873 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Linemarking\Gregors Creek Road - 2255 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Mount Beppo Road - 2969 | 2 |
| \Customer Service Requests\Roads - Bridges - Drainage\Bitumen\Nunns Road - 3087 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Gravel\Rasmussen Road Mount Archer - 3325 | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Bitumen\George Street Linville - 1969 | 1 |
| \Customer Service Requests\Facilities Maintenance\Air-conditioning\Lowood Community Centre Peace St | 1 |
| \Customer Service Requests\Facilities Maintenance\Air-conditioning\Lowood library | 1 |
| \Customer Service Requests\Facilities Maintenance\Air-conditioning\Lowood works depot | 1 |
| \Customer Service Requests\Facilities Maintenance\Carpentry, painting, tiling, flooring\Kilcoy Anzac Park - public toilet | 1 |
| \Customer Service Requests\Facilities Maintenance\Carpentry, painting, tiling, flooring\Kilcoy library | 1 |
| \Customer Service Requests\Facilities Maintenance\Carpentry, painting, tiling, flooring\Kilcoy Yowie Park - public toilet | 1 |
| \Customer Service Requests\Facilities Maintenance\Carpentry, painting, tiling, flooring\Lowood hub | 1 |
| \Customer Service Requests\Facilities Maintenance\Carpentry, painting, tiling, flooring\Toogoolawah McConnel Park - public toilet | 1 |
| \Customer Service Requests\Facilities Maintenance\Cleaning\Kilcoy Memorial Hall | 1 |
| \Customer Service Requests\Facilities Maintenance\Electrical\Fernvale Community Hall | 1 |
| \Customer Service Requests\Facilities Maintenance\Electrical\Fernvale sports park amenities | 1 |
| \Customer Service Requests\Facilities Maintenance\Electrical\Kilcoy Yowie Park - public toilet | 1 |
| \Customer Service Requests\Facilities Maintenance\Equipment, furniture and fixtures\Esk Administration Office | 2 |
| \Customer Service Requests\Facilities Maintenance\Equipment, furniture and fixtures\Fernvale Community Hall | 2 |
| \Customer Service Requests\Facilities Maintenance\Equipment, furniture and fixtures\Kilcoy William St - public toilet | 1 |
| \Customer Service Requests\Facilities Maintenance\Equipment, furniture | 1 |



Service Request by Types

Date Created To: >= 1/10/2023, Date
Created From: <= 31/10/2023

3-Nov-2023

| Categories | Total |
|---|-------|
| and fixtures\Kilcoy Yowie Park - public toilet | |
| \Customer Service Requests\Facilities Maintenance\Grounds maintenance\Esk works depot | 1 |
| \Customer Service Requests\Facilities Maintenance\Grounds maintenance\Kilcoy Information Centre | 1 |
| \Customer Service Requests\Facilities Maintenance\Grounds maintenance\Kilcoy Lions building McCauley St | 1 |
| \Customer Service Requests\Facilities Maintenance\Plumbing\Esk Pipeliner Park - public toilet | 2 |
| \Customer Service Requests\Facilities Maintenance\Plumbing\Fernvale campdraft grounds | 1 |
| \Customer Service Requests\Facilities Maintenance\Plumbing\Harlin refuse and recycling facility | 1 |
| \Customer Service Requests\Facilities Maintenance\Plumbing\Harlin Sim Lord Park - public toilet | 1 |
| \Customer Service Requests\Facilities Maintenance\Plumbing\Kilcoy Anzac Park - public toilet | 1 |
| \Customer Service Requests\Facilities Maintenance\Plumbing\Kilcoy Yowie Park - public toilet | 2 |
| \Customer Service Requests\Facilities Maintenance\Plumbing\Lowood Clock Park - public toilet | 1 |
| \Customer Service Requests\Facilities Maintenance\Plumbing\Lowood Recreation Complex | 1 |
| \Customer Service Requests\Facilities Maintenance\Plumbing\Moore Stanley Gates Park - public toilet | 2 |
| \Customer Service Requests\Facilities Maintenance\Plumbing\Toogoolawah Lions Park - public toilet | 1 |
| \Customer Service Requests\Facilities Maintenance\Roofing and guttering\Kilcoy racecourse showgrounds | 2 |
| \Customer Service Requests\Facilities Maintenance\Roofing and guttering\Toogoolawah McConnel Park - public toilet | 1 |
| \Customer Service Requests\Facilities Maintenance\Security, locks and CCTV\Coominya refuse and recycling facility | 1 |
| \Customer Service Requests\Facilities Maintenance\Security, locks and CCTV\Esk refuse and recycling facility buildings | 1 |
| \Customer Service Requests\Facilities Maintenance\Security, locks and CCTV\Kilcoy William St - public toilet | 1 |
| \Customer Service Requests\Facilities Maintenance\Security, locks and CCTV\Lowood Clock Park - public toilet | 1 |
| \Customer Service Requests\Facilities Maintenance\Signage\Kilcoy library | 1 |
| \Customer Service Requests\Cemeteries | 3 |
| \Customer Service Requests\Overgrown Allotments\2021 - Privately Owned Land Overgrown | 1 |
| \Customer Service Requests\Animal\Dog, Attacks - After Hour Callouts | 2 |
| \Customer Service Requests\Animal\Livestock, Wandering at Large - After Hour Callouts | 11 |
| \Customer Service Requests\Parks\Maintenance requests for parks except for Savages Crossing and Twin Bridges | 3 |
| \Customer Service Requests\Facilities Maintenance\Electrical\Toogoolawah Railway Station | 1 |
| \Customer Service Requests\Facilities Maintenance\Grounds maintenance\Esk Stepping Stones Community Wellbeing Hub (formerly Connection Point) | 1 |
| \Customer Service Requests\Animal\Animals, Miscellaneous\Animals, Micellaneous - 1 July 2021 to | 2 |
| \Customer Service Requests\Roads - Bridges - Drainage\Vegetation\Atherton Place - 0585 | 1 |
| \Customer Service Requests\Overgrown Allotments\2023 - Privately | 11 |



Service Request by Types

Date Created To: >= 1/10/2023, Date
Created From: <= 31/10/2023

3-Nov-2023

| Categories | Total |
|--|-----------|
| Owned Land Overgrown | |
| \Customer Service Requests\Overgrown Allotments\2023 - Photographs of Overgrown Allotments - Privately Owned Land | 1 |
| \Customer Service Requests\Roads - Bridges - Drainage\Roadside Drainage\Coleman Road - 0940 | 1 |
| <i>Total Service Requests:</i> | <hr/> 379 |

**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: 26 October 2023
Subject: Community Assistance Grants 2023 - 2024 – Esk Bowls Club Inc.
File Ref: Community Relations – Sponsorships – Donations - Doc Id 1547818
Action Officer: DHRCS

Background/Summary

To assist with the costs associated with upgrading the insufficient cold room facilities at the Esk Bowls Club to continue servicing Somerset residents through local sports.

| | |
|-----------------------------------|----------|
| Amount requested: | \$5,000 |
| Total cost of project: | \$10,000 |
| Amount recommended to be granted: | \$5,000 |

Background

The applicant states:

- The current cold room at the Esk Bowls Club is 15-20 years old and has the following issues:
 - Running on R22 refrigerant which was phased out in 2020.
 - Evaporator coil is showing signs of wear and corrosion reducing efficiency.
 - Compressor inefficient and running for long periods of time to reach set temperature.
- The lack of cold room facilities underpins the club's ability to service the local community through local sports.
- Two quotations were sourced for the works however a local contractor who quoted the works has kindly donated the cost of installation to the Club.
- A quotation for the new cold room (materials only) has been received which includes:
 - Remove and replace the current cold room at the Esk Bowls Club
 - Installation of a Glacier Pro Frost condensing unit and matching evaporator
 - 1 year warranty
 - Total cost..... \$4,500
 - The group states that an additional \$500 will be required for additional switches and wires required for the installation.

Attachments

Nil

Recommendation

THAT the application as summarised in this report be recommended for funding and \$5,000 be granted through the Community Assistance Grants budget allocation; plus GST if applicable, to assist the Esk Bowls Club with the costs associated with upgrading the cold room facilities at the Esk Bowls Club.

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer

From: Tiara Hurley, Executive Assistant Support / Kim Frohloff, Customer Service

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

Date: 26 October 2023

Subject: Community Assistance Grants – 2023 – 2024 Toogoolawah Christmas Tree. Auspiced by Toogoolawah Progress Association

File Ref: Community Relations – Sponsorships – Donations - Doc Id 1548924

Action Officer: DHRCS

Background

To assist with the costs associated holding the annual Toogoolawah Christmas Tree Carnival to bring everyone together at Christmas and provide an inexpensive night of Christmas Celebration for families on Saturday, 9 December 2023.

| | |
|-----------------------------------|--|
| Amount requested: | \$5,000 |
| Total cost of project: | \$39,005 |
| Amount recommended to be granted: | \$2,500 (<i>as large scale regional event sponsorship</i>) |

Assessor's Summary

The applicant states:

- The Toogoolawah Christmas Tree Carnival is free for all Somerset families.
- The Christmas Tree carnival is a community celebration, the group fundraises during the year to provide free carnival rides, fireworks, and street entertainment.

Attachments

Nil

Recommendation

THAT the application as summarised in this report be approved for funding and \$2,500 be granted through the Community Assistance Grants budget allocation; plus GST if applicable, to assist the Toogoolawah Christmas Tree Committee (Auspiced by the Toogoolawah Progress Association) with the costs associated with holding the annual Toogoolawah Christmas Tree Carnival.

**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: 15 November 2023
Subject: Operational Plan First Quarter Review 2023-24
File Ref: 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 2023 - 24 plan was developed at the same time as the Budget and has a close alignment with the 2023 - 24 Budget. The first 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.

Council's progress of the action items within the Operational Plan 2023 - 24 is measured by the number of items that are completed or achieved for the year. The percentage of items completed or achieved is low at this stage of the year. Officers tasked with responsibility for ongoing operational items are managing and progressing those items as expected.

There are no actions within the current operational plan that are reported as a red traffic light. This means that there are no external factors, budget or resourcing issues that will at this stage of the year hinder the achievement of any of the operational plan actions.

| |
|--------------------|
| Attachments |
|--------------------|

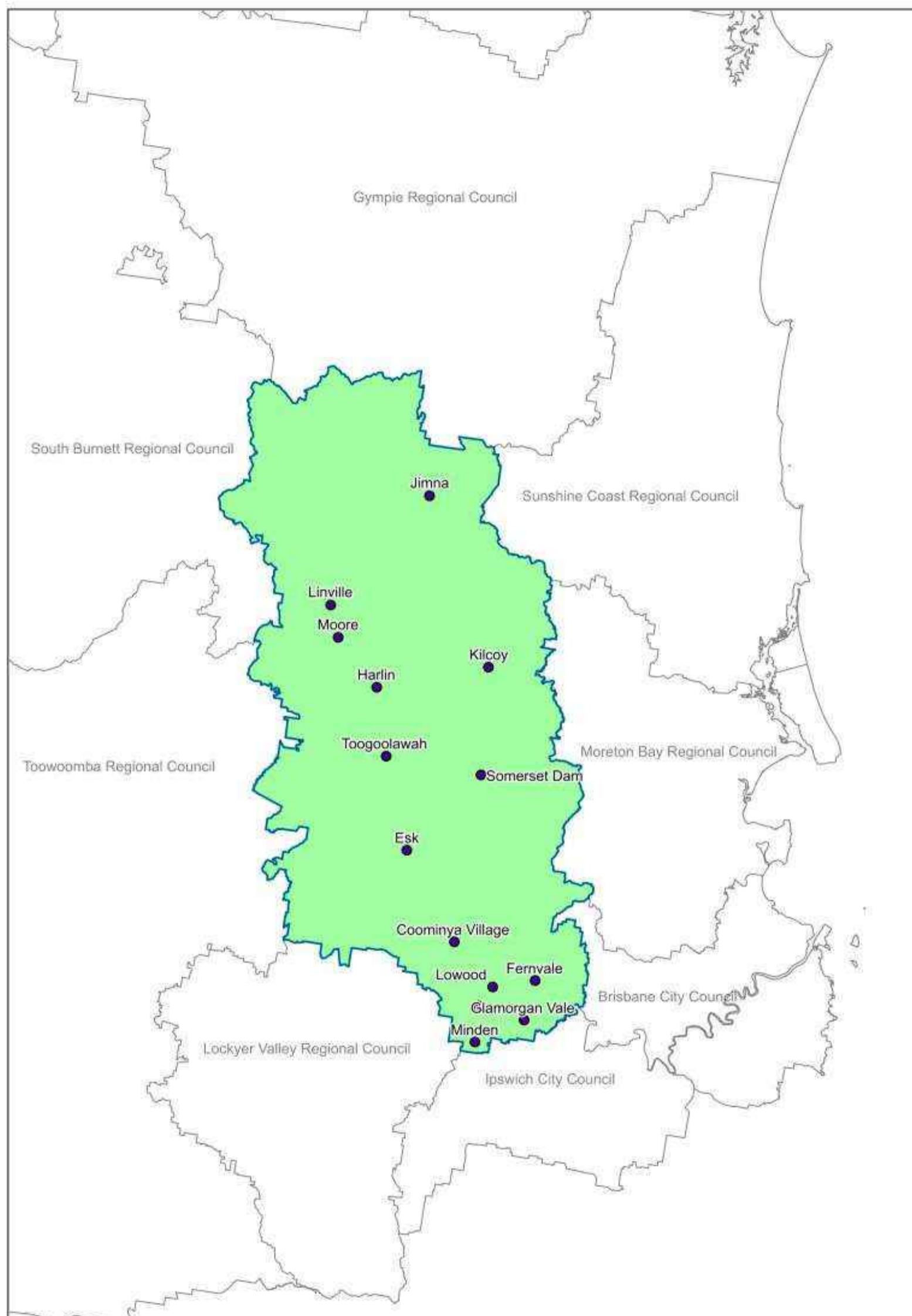
Operational Plan 2023 – 24 first quarter review

| |
|-----------------------|
| Recommendation |
|-----------------------|

THAT Council receive the Operational Plan 2023 - 24 first quarter review and note the progress of the action items within the plan.



OPERATIONAL PLAN 2023 – 2024





Introduction

The 2023/24 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 Council's Departments. The Operational Plan articulates Council's commitment to key projects, services, activities and measures the success and areas of responsibility for 2023/24. 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 2023/24 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

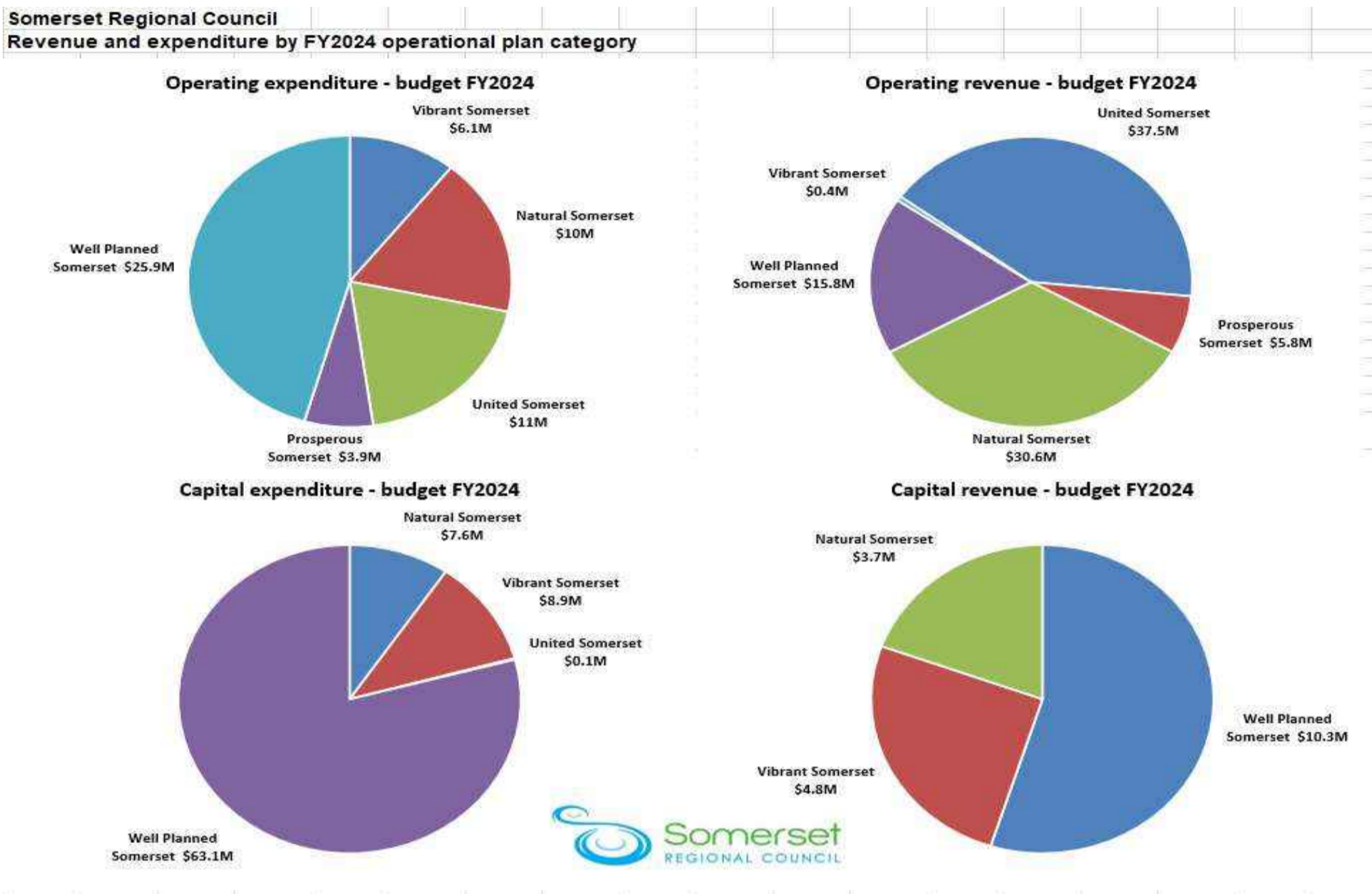
We encourage our elected representatives, employees, our community champions and our customers to be actively involved in our quest for excellence – meeting or exceeding our community's needs and expectations at the lowest cost possible.

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 2023/24 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.



2023/24 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 Corporate Plan Theme Description | | NATURAL SOMERSET 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 | Comments regarding Progress | Due for Completion |
| 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 | | Council has engaged further with SEQ water with a few matters including engagement about Cormorant Bay Café, Hine Road Bridge closure and impacts on Billies Bay, and planning for the replacement of Lester Kropp bridge over Stanley River | Jun-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 | | Due to availability of members the August EDTAC did not occur. | ongoing |
| | | 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 has participated in COMSEQ meetings and associated outcomes, including resilient rivers | ongoing |
| | | 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 engage with ministers as opportunities are presented. The Lockyer Somerset water collaborative continues to dialogue with relevant State Ministers and Officers in rolling out the next phase of the Water for Lockyer Somerset project. | ongoing |
| | | 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 continues to engage with ministers as opportunities are presented. Council has received correspondence from relevant Federal minister following our motion associated with Biosecurity levies as announced in the Federal Government Budget. | ongoing |
| 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 | | Delivery and maintenance of offsets is ongoing on the Brisbane Valley Rail Trail. Dry weather has restricted new plantings, with a focus on maintenance of existing investment. | ongoing |
| 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 2023/24 Budget process | Inform | Adoption of an environmental levy by 31 July 2023 | Finance | DFIN | | Environemntal levy was adopted with Council's FY2024 budget on 21 June 2023 | 31/07/2023 |
| 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 and disaster recovery funding arrangements. | Involve | Program delivery in alignment with Project Plan deliverables. | Planning and Development | NRMO | | Existing Resilient Rivers projects (Black Snake Creek) under maintenance regime. New projects subject to institutional discussions with CoMSEQ, and State and Federal Governments (SEQ City Deal). QRA projects awaiting contractor availability to get underway. | ongoing |
| | | 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 | | Ongoing successful delivery. | ongoing |
| | | 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 | NRMO | | Program has been re-invigorated in this quarter after a delay due to plumbing staffing deficiencies to undertake delivery. | ongoing |
| 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 | | Ongoing officer attendance and representation. | ongoing |
| 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. | Implement and report on the progress of the outcomes of the Local Floodplain Management Plans and Overland Flow Assessment Report. | Progression of action items identified in the flood studies. | Inform | Annual progress report. | Operations | DOPER | | An organisational cross department Steering Committee established for prioritising, actioning, monitoring and reporting on the actions from Council's flood studies. Next meeting planned for October 2023. | Ongoing |
| 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. | Ongoing |
| 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 | | Strategic actions progressing well. | Ongoing |
| 10 | Take a long-term view of waste management issues to ensure the best outcomes for the Somerset Region. | Preapre designs and cost estimates to implement waste transfer stations master plans to improve recycling opportunities, diverting more waste streams from general landfill. | Designs prepared and costed. | Inform | Designs complete | Operations | MES | | Consultant engaged to undertake design and costing work. | Jun-24 |
| | | 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 | | Review and update of Council's procedures and site based management plan underway. Kerbside waste and comingle recycling audit undertaken to inform future education and marketing programs. | Ongoing |

| 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 | Comments regarding Progress | Due for Completion |
| | | 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 | | Continue to explore options with neighbouring Councils. Continue to participate in CoMSEQ Waste Working Group. | Ongoing |
| | | Review and update Council's Waste Reduction and Recycling Plan in accordance with contemporary 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. The recent waste audit will inform the update of Council's Waste Reduction and Recycling Plan. | May-24 |
| | 11 | Make parks and gardens an integral part of future growth management plans. | 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 | MES | | Consultant engaged to finalise the infrastructure guidelines due to resource limitations of internal team. |

| 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 | Comments regarding Progress | Due for Completion |
| 12 | Facilitate well-planned and aesthetically-pleasing town and village gateways that enhance the look, feel and appeal of our individual communities. | 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 | | Action is progressing and ongoing with signage review completed. | Jun-24 |
| 13 | Implement the Arts, Culture and Heritage Plan 2023 - 2028 with a focus on short term priorities and support of local artists. | Implement adopted Arts, Culture and Heritage Plan including five year action plan. | Progression and reporting of priorities and actions to Council | Inform | Quarterly report on progress of action plan to Council | Corporate and Community Services | MAC | | Quarterly reporting to commence. Implementation and planning across cultural venues initiated. | Jun-24 |
| 14 | A resilient and connected creative community | Position libraries to perform the integral role of providing resources and programs to deliver lifelong learning and improve skills in digital, financial and health literacies, and living sustainably. | Develop and deliver programs for skills, technology and learning for the community | Engage | Increase in membership, program attendance and better outreach opportunities | Corporate and Community Services | MAC | | Outreach initiative - Storytime at The Condensery commenced alongside community skills programming in development with Somerset Libraries and Community Services team. Public programming to be offered includes CV writing and sewing skills. | ongoing |
| | | Produce high quality, engaging and stimulating programs that connect and strengthen the community, enabling them to engage on multiple levels as practitioner and/or consumer | New audiences developed for local events, festivals, programs and activities. | Involve | Develop community knowledge, skills and experiences and improved usage of cultural facilities venues and spaces. | Corporate and Community Services | MAC | | Programming for the Somerset Civic Centre and Condensery 2024, delivers multiple events and development opportunities for community groups and organisations. This includes workshops and artist talks. Somerset Libraries events and activities to compliment these programs. | ongoing |
| | | 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 | Opportunites promoted in arts newsletter and RADF grant budget 100% allocated | Corporate and Community Services | MAC | | Record number of applications received from first time applicants in round one - Regional Arts Development Fund. Grant application support also offered to artists in the region via support from the Somerset Civic Centre and The Condensery. | ongoing |
| | | Bring practitioners to the region to support, connect and contextualise local arts practice and foster dialogue and collaboration | More professional development opportunities for local artists and creative practitioners | Involve | Develop community knowledge, skills and experiences and improved usage of cultural facilities venues and spaces. | Corporate and Community Services | MAC | | Professional development workshop in grant writing, aimed at the regions artists and creatives held at the Civic Centre. | ongoing |
| 15 | A place distinguished by its environment and history | Celebrate Somerset's history through collaboration across cultural venues, to develop diverse exhibitions and programming | Increased number of heritage related projects within the region | Engage | Increased awareness of Somerset's diverse cultural heritage amongst residents and visitors | Corprate and Community Services | MAC | | History of regions war memorials continues to be captured by heritage consultant and photographer via the Somerset Remembers project. Improved coordination between regions cultural venues around local history and storytelling. | ongoing |
| | | Position region and venues for investment from state and federal government and grow private support | Identify potential funding streams and sponsorship opportunities. | Engage | Grants applied for and sponsorship opportunities developed. | Corporate and Community Services | MAC | | Nil funding opportunities available for capital projects in reporting period. Creative Australia, RAF and QASP funding applications submitted for The Condensery. | Jun-24 |
| | | Implement a communication and marketing plan that is employed across the arts and cultural portfolio to promote events and activities. | Increase the capacity of regions events, festivals and activities to attract new audiences and better engage with local communities | Inform | Deliver and implement a marketing and communication action list with a view to delivering a body of work reflective of arts and culture strategy. | Corporate and Community Services | MAC | | Project commenced with review of marketing research around The Condensery and Somerset Civic Centre, policies and related documents from other Councils. | Jun-24 |
| | | Ensure that the development of Somerset's arts and cultural identity is well understood and supported across the organisation. | Increase staff resourcing within the Arts and Culture Department in order to provide ongoing support to the regions cultural venues and arts community. | Inform | Increase capacity of regions premier cultural venues to include three additional part-time staff positions at The Condensery and Somerset Civic Centre to service visitors and professionally deliver services. | Corporate and Community Services | MAC | | Venue Support Officer role commenced at the Somerset Civic Centre | ongoing |
| 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 | Plant upgrade works undertaken at Aquatic Facilities to ensure compliance and water quality, and improve efficiency | Inform | Number of complaints about the swimming pools availability and service | Corporate and Community Services | CTM | | - Salt-electrochlorination system installed at the Toogoolawah Swimming Pool, replacing the previous liquid chlorine system. Additionally, a new filtration pump and strainer were installed, as well as a new liquid chlorine system for the splash pad. The ongoing operation of the system provides certainty of operations, reduces chemical storage risks, reduces operating costs and provides a better user experience. - Electric heat pumps installed at the Kilcoy Aquatic Centre to service the learn-to-swim / therapy pool. The conversion of the heat pumps from gas to electric provides certainty of operations, eliminates gas storage risks and reduces operating costs. | Completed (September 2023) |
| | | Provide for the sporting and recreational needs of the local communities through indoor sports centres, outdoor recreation facilities and swimming pools | Undertake an assessment of all Council owned Sports and Recreation Facilities owned by Council for the prioritised development of Council facilities | Consult | Report to Council | Corporate and Community Services | CTM / SRO | | Ongoing updates to working document undertaken by SRO. Priorities TBC. | Jun-24 |
| | | Provide for the sporting and recreational needs of the local communities through indoor sports centres, outdoor recreation facilities and swimming pools | Undertake feasibility research to extend the Toogoolawah Community Gym and construct additional carparks that compliments the overall precinct including the Swimming Pool, Community Gym, Brisbane Valley Rail Trail and the Condensery | Inform | Report to Council | Corporate and Community Services | SRO | | Concept designs completed. Council approved the submission of a grant funding application to undertake the works. Grant application to be submitted in November 2023. | Feasibility Completed. Progression dependent on grant success. |

| 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 | Comments regarding Progress | Due for Completion |
| | | Provide for the sporting and recreational needs of the local communities through indoor sports centres, outdoor recreation facilities and swimming pools | Undertake an analysis for the long-term development of the Toogoolawah Swimming Pool | Inform | Report to Council | Corporate and Community Services | CTM | | Council received and endorsed an Options Analysis for the for the long-term development of the facility. The long-term development includes the Stage One works for a new 25m eight lane pool, with widened lanes and ramp access, and new plant equipment. Stage Two works will include a new program pool and amenities facilities. Per the Council decision, further works will be undertaken to compile a reference design with specifications to progress the project to 'shovel-ready' status, suitable for grant funding applications. | Analysis Completed. Reference Design and Specifications to be completed by February 2024. |
| | | Provide for the sporting and recreational needs of the local communities through indoor sports centres, outdoor recreation facilities and swimming pools | Undertake Stage 2 works of the Lowood Swimming Pool Refurbishment project, including carpark refurbishments, new perimeter fencing, solar panel installation, grounds improvement and amenities improvements. | Inform | Works completed with minimal to no disruption to service | Corporate and Community Services | CTM | | Solar panel installation completed in August 2023. Carpark works commenced in September 2023 and scheduled for completion in November 2023. Due to unforeseen works (sewer and electrical mains relocation and upgrade), grounds and amenities improvements will not progress in 2023-24. New perimeter fencing installation will be confirmed pending quotation submission. | Carpark Upgrade - Nov 2023 |
| | 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 | Commence review of LGIP review in accordance with statutory guidelines. | Planning and Development | DPAD | | Progressing as planned. |
| 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 | | Funding opportunities available to Council have diminished due to the Commonwealth Government including Somerset Region in the Greater Brisbane area thus denying access to any applications to Regional Council funding programs. Potential ideas/major projects for funding are still being developed. | 30-Jun-24 |
| | | 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 | | Preliminary ecological report submitted to Council in July 2023. A final report is to be submitted to Council in December 2023 following further onsite surveying during the Spring season. | Jun-24 |
| | | Enhance the recreation capacity of the Kilcoy Indoor Sports Centre to allow for increased capacity, increased gymnastics floorspace and other sporting opportunities | Prepare and submit a Development Application for the staged redevelopment of the Kilcoy Indoor Sports Centre | Engage | Development Application submitted and approved | Corporate and Community Services | SRO | | Plans for the Kilcoy Indoor Sports Centre are being developed in line with the new Master Plan for the site. A Development Application with all compliant subsidiary plans will be lodged for Council's planning team to assess prior to June 30 2024. | Jun-24 |
| | | 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 | | Drafting of the Development Application continued through July - September 2023. | Mar-24 |
| | | 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 / SRO | | Council endorsed the submission of a grant funding application for the installation of an irrigation system, with field refurbishments, for the Fernvale Sports Park. Submissions for the Queensland Department of Tourism, Innovation and Sport - Minor Infrastructure and Inclusive Facilities program. Applications for the grant opportunity close in November 2023. | Nov-23 |
| | | Undertake an assessment of outdoor recreation trails within the Region | Undertake an assessment of the outdoor recreation trails available in the Somerset Region and prioritise Council development of trails to increase community use and visitation | Consult | Report to Council | Corporate and Community Services | TO / CTM | | Trails Officer role currently remains vacant. The role is being advertised with applications closing November 2023. | Jun-24 |
| 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 | | Progressing as planned. | Jun-24 |
| | | 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 numbers reported monthly to Council. | Jun-24 |
| | | Progress Mosquito Monitoring Program | Conduct yearly surveys in line with Queensland Health Plans. | Consult | Survey completed. Reports submitted to Queensland Health. | Planning and Development | ESM | | Planning underway for survey delivery in third quarter. | Jun-24 |
| | | 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 investigated within timeframes. | Jun-24 |
| | | 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 | | Project Design is almost complete. However, Council is experiencing difficulty in achieving a sustainable water price agreement with Urban Utilities. | Jun-24 |

| 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 | Comments regarding Progress | Due for Completion |
| 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 including 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 | | Due to availability of members the August EDTAC did not occur. | ongoing |
| 22 | Delivery of the Somerset Economic Development Strategy action plan that focuses on three key strategies to grow the economy: Marketing and promotion; Planning for the future; and Facilitating change. | Undertake an annual scorecard review of the Economic Development Strategy actions (with a major review being undertaken after 5 years). | Annual scorecard of actions in the Somerset Economic Development Strategy. | Consult | Delivery of annual scorecard in December 2023. | Planning and Development | DPAD | | In progress. Annual review to be completed and presented to Council in late November. | Dec-23 |
| | | Engage with local businesses regarding future growth plans. | 1. Conduct an annual business visitation program, facilitating business initiatives and promoting regional development and investment opportunities. 2. Conduct annual Somerset business forums (based around agriculture, tourism and business development). 3. Deliver workshops to build local business capacity and capability. | Engage | 52 businesses visited per year. 4 forums per year. 6 workshops per year. | Planning and Development | DPAD | | 194 interactions with small business owners via town walks across the region OR interactions with small business owners, tourism operators and primary producers at workshops attended. 1 x Forum - Regenerative Agriculture 1 x Workshop - Succession Workshop (2 sessions) | ongoing |
| | | Conduct business development activities to attract investment. | 1. Meet with potential investors and conduits. 2. Attend industry events in targeted sectors. 3. Undertake Council business investment initiatives to encourage business investment opportunities and ensure businesses are provided with an efficient, customer focused experience regarding necessary approvals. | Engage | 20 meetings per year with potential investors. Attend 4 industry events. Complete 4 business improvement initiatives. | Planning and Development | DPAD / ESM / SPO | | 10 x Pre-lodgement meeting held this quarter. 0 industry events attended this quarter. Initiatives underway include: planning website improvements; ED website improvements; LG toolbox transition to Somerset RC; fact sheets for business opportunities. | Jun-24 |
| | | Facilitate business investment into the region. | 1. Provide information to prospective investors. 2. Provide a case manager to prospective investors. 3. Investigate delivery models of a planning concierge planning service. 4. Active participation in the Queensland Small Business Friendly Councils initiative. | Engage | Provide at least 20 information packs per year. Provide a case manager to at least 20 projects per year. Investigate options for the implementation of a planning concierge service. Maintain accreditation with the Queensland Small Business Friendly Councils initiative. | Planning and Development | DPAD | | Business prospectus distributed at industry events. Meetings with prospective consultants and internal staff regarding process improvement opportunities and concierge delivery models. Further progress expected in early 2024. BRO attending SBF Members meeting every 2 months. Provided Annual Report for FY 2022-23 | Jun-24 |
| 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 | Undertake feasibility research to create an engaging and interactive experience at the Kilcoy Visitor Information Centre. | Consult | Report to Council | Corporate and Community Services | TDO | | Work has started with external consultants to develop a plan to create an engaging and interactive experiences for the Kilcoy VIC, with an in person consult in August. | Mar-24 |
| 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 | | Branding Guidelines and Operator Toolkit documents finalised. Documents to be presented to Council in October 2023, to EDTAC in November 2023 and to Tourism Operators at a networking event in November 2023. | Ongoing |
| | | 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 | | Council Officers progressing planning for a triathlon event and adventure race on Lake Wivenhoe in 2024. Planning continues for Legends of Beef event to be held at the Toogoolawah Showgrounds in February 2024 - the event will be delivered by Brisbane Valley Farm Direct and sponsored by Experience Somerset (Council) | Ongoing |
| | | 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 | | Council is working with SQCT to collate relevant mobile phone data at selected locations throughout the region. Council has partnered with the Queensland Department of Transport and Main Roads and South Burnett Regional Council to engage the University of Queensland to undertake Brisbane Valley Rail Trail Visitor Research Program - Phase 2. Phase 2 will | Ongoing |
| | | Experience Somerset Visitor Guide | Develop a new edition of the Experience Somerset Visitor Guide for 2024-2025. Develop new and engaging content for the visitor guide. Engage with tourism operators to advertise in the guide and promote the region as a tourism destination. | Engage | Launch new edition in 2024. of adverts within the new edition. | Sale Corporate and Community Services | TDO / PO | | Advertising prospectus is currently being developed - to be sent to Somerset operators before the end of October 2023. Proposed launch of the next edition is by April 2024. | Apr-24 |
| | | Create and promote effective economic and tourism opportunities through the Economic Development and Tourism 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 | | Due to availability of members the August EDTAC did not occur. | ongoing |

| Corporate Plan Theme Corporate Plan Theme Description | | PROSPEROUS SOMERSET | | | | | | | | |
|--|---|---|--|------------------------|---|----------------------------------|---------------------|------------------------|---|--------------------|
| | | A place that embraces economic opportunities | | | | | | | | |
| ID | Corporate Plan Strategies | Activity Required | Output | Community Consultation | Measure | Department | Responsible Officer | Progress Traffic Light | Comments regarding Progress | Due for Completion |
| 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 liaised directly with LGAQ in this last quarter to discuss progress of previous LGAQ motions as well as undertaking an elected member update workshop. Council remains actively involved in COMSEQ matters, in particular the implementation plan for the SEQ City Deal. | ongoing |
| 26 | Continue to develop infrastructure plans, taking into consideration potential urban growth and opportunities for economic development. | Review, improve and amend the Somerset Region Planning Scheme, with a focus on economic development and business facilitation. | Somerset Region Planning Scheme Version 5. | Engage | Commencement of State Interest Review and public consultation stages. | Planning and Development | SPO | | Work load and recruitment has resulted in a delay in the progress of the Somerset Region Planning Scheme amendment. Final review of issues paper is underway and anticipated to commence formal amendment process by the end of December 2023. | Jun-24 |
| | | Review of: - Urban footprint around major towns for expansion of residential and non-residential development - Current industrial land availability, demand and supply opportunities. | Updated planning studies to inform and influence both regional plan and planning scheme reviews. | Inform | Commenced review of: - Urban footprint around major towns for expansion of residential and non-residential development - Current industrial land availability, demand and supply opportunities. | Planning and Development | SPO | | The scope of review for the ShapingSEQ (SEQ Regional Plan) update precluded a holistic review of the Somerset urban footprint. Notwithstanding, the review of strategic documents that will be utilised to inform the next Somerset Region Planning Scheme are anticipated to commence in early 2024. | Jun-24 |
| | | Develop centre improvement strategies for each of Somerset's major towns complementary to the unique character of the town. | 1. Delivery of a Kilcoy Streetscape Revitalisation Project. 2. Commenced delivery of the Lowood Futures Strategy. | Involve | An adopted Kilcoy Streetscape Revitalisation Project that is developed collaboratively with the community and local business. Engagement with Lowood community on implementation of Lowood Futures Strategy and Stage 1 commencement. | Planning and Development | DPAD / SPO / ESM | | Kilcoy Streetscape Revitalisation Project has continued, however due to an additional public consultation event to provide final comments to the community, the final plan is now anticipated to be adopted towards the end of 2023. | Dec-23 |
| 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 | External funding /subsidy for capital works are maximised. | Inform | Percentage of capital works funded externally | Finance | DFIN | | 35.4% of all FY2023 capital additions were funded by capital grants (audit confirmation expected 20 October 2023) | 20/10/2023 |
| 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 | | Due to availability of members the August EDTAC did not occur. | ongoing |
| 29 | Implement the Somerset Tourism Strategy 2021-2025 with a focus on short-term priorities for supporting visitor attraction and destination management. | Build Local Tourism Partnerships | Increase operator engagement with Council and the industry as a whole through mentoring and tourism development programs. | 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 - Implement Somerset tourism development programs tailored to our region | Corporate and Community Services | TDO | | TDO is regularly engaging with Somerset tourism operators and developing relationships, particularly with new operators. The Best of Brisbane Region Experiences Support program and Transformational Experiences Mentoring Program (TEMP) are set to conclude in November, with TEMP follow ups over the next six months. Somerset has 35 current businesses listed on ATDW along with another 29 listings for free attractions and destinations. Awaiting new SEQ Food Trails platform to roll out by SQCT. Agritourism workshop conducted in July 2023. Resilience workshop in August 2023. Somerset Tourism Networking Event scheduled for November 2023. | Ongoing |
| | | Investigate Visitor Accommodation options for the region | Undertake a comprehensive visitor accommodation study of current accommodation offerings and opportunities available in the region. | Engage | Report to Council outlining current situation, market needs and opportunities for accommodation providers in the region | Corporate and Community Services | TDO | | Nil to report for period. | Jun-24 |
| | | 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 to report for period. | Jan-24 |
| | | Implementation of the Experience Somerset Marketing Plan 2023-2025 | Undertake implementation of the Experience Somerset Marketing Plan 2023-2025 | Inform | - Action 50% of the strategic recommendations - Quarterly updates provided to the EDTAC | Corporate and Community Services | PO | | Campaign implementation undertaken. Further works to be undertaken to allocate task responsibility. | Ongoing |
| | | Develop Electronic Direct Mail (EDM) Marketing database | Instigate and grow Experience Somerset EDM database for tourism marketing purposes | Inform | - EDM database of 1200 unique contacts - Produce minimum of 3 EDM campaigns and report to Council on success | Corporate and Community Services | PO | | Winter Campaign - Take the Road Less Travelled - emailed to 2,252 recipients in July 2023 with an open rate of 31 per cent. Spring Campaign - Country is Calling - emailed to 2,030 recipients in September 2023 with an open rate of 34 per cent. | Ongoing |
| | | Define the Experience Somerset Brand | Define the Experience Somerset brand through further developing key messaging, hero experiences, itineraries, imagery and video content; and by producing a combination of seasonal and evergreen promotional campaigns. | Inform | - Deliver 3 seasonal campaign and 1 evergreen campaign - Development of new travel itineraries featuring defined hero experiences and imagery | Corporate and Community Services | PO | | The Winter Campaign delivered, through digital channels directing target audiences to the Experience Somerset website. The campaign reached over 100,000 people and delivered over 250,000 impressions and 2,500 unique visits to the website. The Spring Campaign was launched in September 2023 and will conclude in early November 2024. | Ongoing |

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| 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 | Comments regarding Progress | Due for Completion |
| 30 | Promote financial assistance grants to community organisations to support them in undertaking community service activities | 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 | | Round one of community assistance grants program for 2023/2024 offered during September 2023, with 17 applications received and approved for funding. In addition, various out of rounds community assistance grant applications and Somerset Excellence Bursaries were considered and approved. | Ongoing |

| Corporate Plan Theme | | WELL PLANNED SOMERSET | | | | | | | | |
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| Corporate Plan Theme Description | | 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 | Comments regarding Progress | Due for Completion |
| 31 | 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 | | 5 year reseal program completd. | Completed |
| | | 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 | | Asset inspection program draft circulated for internal review. Works progressing to finalise before end of year. | Dec-24 |
| | | Review unsealed roads maintenance prioritisation methodogoly and practices. | Updated practices and program of works. | Inform | Compliance with Intervention Levels | Operations | WM | | Levels of service, intervention levels and response times documented and circulated for internal review. Works progressing to finalise before end of year. | Dec-24 |
| | | Review roadside vegetation management practices. | Updated practices and program of works. | Inform | Compliance with Intervention Levels | Operations | WM | | Levels of service, intervention levels and response times documented and circulated for internal review. Works progressing to finalise before end of year. | Dec-24 |
| 32 | 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 | | Levels of service, intervention levels and response times documented and circulated for internal review. Works progressing to finalise before end of year. | Dec-24 |
| | | 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 | | Capital works porgram is progressing well, given the ongoing market pressure on resources and material. Project budgets are being tested as the market is demanding more, when compared to when budget estimates were prepared, resulting in projects being redesigned, scope changed and/or delivered by internal teams. | Jun-24 |
| | | 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 | | Council continues to advocate for rehabilitation works at locations in the state network where maintenance is unable to address the failed pavement. Reports submitted to DTMR. | Ongoing |
| 33 | | 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 | | Council staff continue to chair the Techincal Committee and lead by example, ensuring all required works, recognition signage and 4 year programs are submitted in a timely fashion. | Jun-24 |
| | 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 August 2023. Next meeting planned for November. | Ongoing |
| | | 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 continues to be actively involved in the Lockyer Somerset Water Collaborative with particular focus on releases funds from the SEQ City Deal to enact the next phase. | Jun-24 |
| | | 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 has actively participated in COMSEQ and engaged with LGAQ. Information of key matters is presented via Council reports or media releases. | Jun-24 |
| | | 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 has actively participated in COMSEQ meetings and associated outcomes. | Jun-24 |
| | | 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 attends various meetings associated with business and community groups as appropriate. | Jun-24 |
| | | Identify the region's catalyst enabling infrastructure priorities and prepare business cases to support project funding applications to State and Federal Government funding bodies. | External funding /subsidy for capital works are maximised. | Inform | Number of business cases per year. Percentage of capital works funded externally. | Office of the CEO and the Mayor | CEO / DFIN / DOPER / DPAD | | 35.4% of all FY2023 capital additions were funded by capital grants (audit confirmation expected 20 October 2023) | 20/10/2023 |
| 34 | 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 2023 | Finance | DFIN | | Sustainable FY2024 budget meeting all legal requirements and State financial sustainability targets was adopted on 21 June 2023 | 31/07/2023 |

| 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 | Comments regarding Progress | Due for Completion |
| | | 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 2023 | Finance | DFIN | | A differential general rating system incorporating 50 rating categories was adopted with Council's FY2024 budget on 21 June 2023 | 31/07/2023 |
| | | 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 2023 | Finance | DFIN | | A special charging system incorporating 8 special charges was adopted with Council's FY2024 budget on 21 June 2023 | 31/07/2023 |
| 35 | 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 Footpath asset management plan. | Inform | Adoption by Council | Operations | MES | | Not started due to ongoing resource limitation. Anticipate Asset Engineer commencing in early 2024. | Apr-24 |
| | | 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 2023 to enable approval of any new loans if required | Finance | DFIN | | Ten year financial plan/forecast was adopted with Council's FY2024 budget on 21 June 2023 | 31/07/2023 |
| 36 | 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 | | Development application tracking system continues to be available, with 7800 views for the quarter. | Jun-24 |
| | | 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 | | Applications continue to be assessed in a timely manner. | ongoing |
| | | 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 | | The extractive industry inspection programs are undertaken on a bi-annual basis and are anticipated to be completed by December 2023. Kennel inspection program is completed annually and expected to be finalised by June 2024. | ongoing |
| | | 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 | | Complaints continue to be managed within appropriate timeframes in accordance with Council policy and within resource limitations. | ongoing |
| | | 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 | | Applications continue to be assessed in a timely manner. | ongoing |
| 37 | 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. | Identify gaps between Parks DSS and existing park infrastructure | Inform long term capital works program. | Inform | Audit of all parks and recreational open space against DSS. | Operations | MES | | Consultant engaged to finalise the infrastructure guidelines and undertake gap analysis. | Jun-24 |
| 38 | 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 | | Works progressing well. | May-24 |
| 39 | Provide an efficient and effective response to disasters and major emergencies in the region, incorporating resilience, where possible, to mitigate ongoing effects. | 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 has been preparing for predicted bushfire season. Planning exercise carried out. | Ongoing |
| | | 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 | | LDMG meeting in Aug was rescheduled to Sept due to unforeseen circumstances and then cancelled in Sept due to unavailability of critical members. Communication between LDMG members has continued, including a planning exercise held to prepare for coming bushfire season. Next meeting booked for Feb 2024. | Ongoing |
| | | 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. | Ongoing |
| | | 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 | | Legacy project from Bushfire Recovery Officer's Role. Currently no resources to action this initiative. | Ongoing |

| Corporate Plan Theme | UNITED SOMERSET | | | | | | | | |
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| Corporate Plan Theme Description | An active place which values participation | | | | | | | | |
| Corporate Plan Strategies | Activity Required | Output | Community Consultation | Measure | Department | Responsible Officer | Progress Traffic Light | Comments regarding Progress | Due for Completion |
| 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 | | Continuing to provide records oversight and engage with internal stakeholders to improve recordkeeping accuracy and consistency. | ongoing |
| | 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 | | Correspondent reports continue to be provided to management to inform response times. | ongoing |
| | 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 maintained 99% uptime with 28991 visits for the quarter. | ongoing |
| | 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. | Human Resources and Customer Service | CSC | | Monthly Report provided to Council highlighting customer service activities for the first quarter of 2023/2024. | ongoing |
| | 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 | | Current funding arrangements to maintain QGAP services in place until December 2023. Council awaiting advice of contract renewal / funding arrangements for 2024. | Jun-24 |
| | 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 | | Continuing review of customer service related processes with particular focus on systems in place at the refurbished Esk Administration Centre. | ongoing |
| Provide appropriate opportunities for community involvement, participation and input to Council planning and decision-making. | 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 | YCDO | | Engagement with youth to develop new youth engagement strategy completed and consultants appointed to deliver Somerset Youth Engagement Strategy. | Jun-24 |
| | 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 has many active advisory committees successfully conducted. All Advisory meetings are reported back through Ordinary meeting to ensure requested actions are considered and decisions made consistent with Council's Operational Plan. | ongoing |
| | 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 | | Have Your Say continues to be available with 1932 visits for the quarter. The Linville master plan survey had the most engagement. | ongoing |
| Raise awareness within the community of the range of Council services available, encouraging positive interactions for community members when accessing services. | 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 | YCDO | | Consultants appointed to deliver Somerset Youth Engagement Strategy. | Jun-24 |
| | Develop priorities for action from themes identified in the Somerset Social Plan | Priority actions are identified through consultation with Interagency partners | Consult | Short list of priority actions for this operational plan are agreed upon | Corporate and Community Services | CDC | | Current focus of interagency has been on housing needs and financial support. More focus will be placed on this area in the next calendar year. | Mar-24 |
| | 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 | | Audit certification expected 20 October 2023 | 31/10/2023 |
| | 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 audit comment was received in the interim audit report of 30 June 2023 in relation to the non-maintenance of a risk management framework and risk register. Audit certification and audit reports are expected to issue on 20 October 2023. | 31/10/2023 |
| | Create a multi-sectorial action group to progress actions identified in the Somerset Social Plan. | Form action group from expressions of interest with agreed terms of reference | Involve | Terms of Reference are robust and lead to a sustainable action group | Corporate and Community Services | CDC | | Nil to report for period. Expressions of interest to be called early in 2024 with panel selected by 31 March 2024. | Mar-24 |
| | Somerset Social Plan action group commences working on highest priority projects which match their skills, interests and capabilities | Selected action items are progressed | Collaborate | Improved community wellbeing through the development of specific actions | Corporate and Community Services | CDC | | Nil to report for period. | Mar-24 |
| | Enhance and build upon existing recovery services and initiatives according to feedback expressed. | Organise community activities to inform residents of recovery services and resources . | Inform | Somerset residents are better connected to their community and the services which are available to assist them. | Corporate and Community Services | CRRO | | CRRO with partner recovery organisations has administered training days specifically for the community organisations and not-for-profit groups to look at their preparedness and operational plans to recover from a disaster. CRRO has engaged with the community through annual calendar events providing residents with resources and activities to enhance awareness of risk and preparedness in this region. | Jun-24 |

| Corporate Plan Theme | | UNITED SOMERSET | | | | | | | | |
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| Corporate Plan Theme Description | | An active place which values participation | | | | | | | | |
| ID | Corporate Plan Strategies | Activity Required | Output | Community Consultation | Measure | Department | Responsible Officer | Progress Traffic Light | Comments regarding Progress | Due for Completion |
| | | Enable emergency preparedness in community with a specific focus on those with unique needs such as those living with a disability or with disadvantage. | Somerset residents with diverse needs are more prepared for future disasters. | Engage | More Somerset residents have prepared their own disaster readiness plans and have better understanding of their own risks. | Corporate and Community Services | CRRO | | From community consultation, CRRO and partners (e.g. Queensland Disability Network) have responded with four workshops for those people living with a disability to support the building of their own unique preparedness plans. CRRO has provided First Aid and Mental Health First Aid training to our remote community groups to enhance the response to disasters in isolated communities. | Jun-24 |
| | | Provide resources which are easily accessible to community and which foster an awareness of disaster recovery in the Somerset Region. | Assemble appropriate information and resources for the various groups in the Somerset region and have them readily available with multiple modes of access. | Inform | More residents have improved access to response and recovery information that will assist residents during and after a disaster. | Corporate and Community Services | CRRO | | CRRO has led the production of a series of short videos describing the three stages of disaster planning from the perspective of a person living in Somerset with a Disability. The videos will take into account the specific requirements and considerations necessary for a person with a disability to stay safe during severe weather and environmental events. CRRO has produced Somerset specific Emergency Document Wallets and an All Hazards Booklet which will include all needed information in one place. These resources have been distributed at all community engagement events. Kits which include these resources will be distributed to new residents in the area before January 2024. | Jan-24 |
| | | 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 | | Continuing to engage with stakeholders based on analytics | Ongoing |
| | | 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 | | Planning underway for program to be delivered in third and fourth quarter. | Ongoing |
| | | Investigate and take action on animal control complaints and regulatory compliance matters. | Animal monitoring and regulatory services are provided. Review of relevant animal management and keeping subordinate local laws. | Inform | All complaints investigated within specified timeframes. Delivery of the Animal Subordinate Local Law Project. | Planning and Development | ESM | | Animal Subordinate Local Laws reviewed and under public consultation. Complaints investigated in a timely manner and in accordance with Council policy. | Ongoing |
| | | 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. Website information is relevent and up to date. Community feedback. | Planning and Development | ESM | | Information provided through Council's website, media releases and officer contact. | Ongoing |
| | | 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 | | Community consultation undertaken for Kilcoy Streetscape. School site in Fernvale community consultation, latter part of 2023 early 2024. Equine Facility Review for the Region to be developed with input from each Showgrounds/Rodeo Grounds committee and a select Council reference group. | 30-Jun-24 |
| | | 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 | | Development application tracking system continues to be available, with 7800 views for the quarter. | Ongoing |
| 43 | 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 | Inform | 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, however, this has been managed through procurement occurring earlier and better trade-in prices at auction. | Jun-24 |
| | | 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 | | Upgrades continue in line with budget, with increased focus on flexibility and resilience. | Jun-24 |
| | | 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 | | Audit certification expected 20 October 2023 | 31/10/2023 |
| | | 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 audit comment was received in the interim audit report of 30 June 2023 in relation to the non-maintenance of a risk management framework and risk register. Audit certification and audit reports are expected to issue on 20 October 2023. | 31/10/2023 |
| 44 | 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 have attended elected member updates this qtr., Council also had representation at LGAQ Bush conference and the Pest Management Conference. | ongoing |
| | | 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 have been provided necessary resources to perform their role. | ongoing |
| | | 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 staff newsletter continues to be distributed with paylsips with other key communications conducted via email, | ongoing |

| 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 | Comments regarding Progress | Due for Completion |
| 45 | | 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 | | All new employees subject to formal induction procedures monthly, or as required, including but not limited to Skytrust induction modules prior to commencement and corporate induction program as scheduled. | ongoing |
| | | 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 organisation. | Involve | Number of study assistance applications approved. | Human Resources and Customer Service | DHRCS | | One application for study assistance considered and approved for the Q1 - 2023/2024 for an employee to undertake a Diploma in Project Management from commencement through to completion. | ongoing |
| | 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 | | CEO attends and presents at all staff inductions. CEO continues to provide monthly reports within staff newsletter and other staff meeting. Council has successfully negotiated EBA which has been supported by the majority of staff. | ongoing |
| | | 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 | | Review of all human resource policies and procedures continuing. | ongoing |
| | | 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 | | Continuing high levels of recruitment in the first quarter of 2023/2024. Review and improvement of associated processes and procedures continuing. | ongoing |
| | | Continued advocacy for external government funding for relevant labour market programs | Opportunities sources and applications submitted for traineeship, apprenticeship and other relevant labour market programs. | Inform | Number of successful applications | Human Resources and Customer Service | DHRCS | | Bid for allocation of traineeships and apprenticeships via the Skilling Queenslanders for Work funding program submitted. | ongoing |
| | | 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 for various departments continuing with ability to report now available via Skytrust data records. Review of systems to manage the process under review with consideration of Magiq or Skytrust. | ongoing |
| | | 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 | | WHS Management System audit completed in July 2023 by LGW consultant. An action plan has been prepared for non-conformances and opportunities for improvement. Progress continues to be made on closing the gap with overdue procedures. | Ongoing |
| | | 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 | | All WHS documentation now published to Skytrust to provide access to 100% of Council employees. Computers have been installed at Esk, Kilcoy and Lowood Depots for workers to use to access information. | Ongoing |
| | | 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 | | All WHS documentation now published to Skytrust to provide access to 100% of Council employees. Computers have been installed at Esk, Kilcoy and Lowood Depots for workers to use to access information. Email notification of documents due for review is automated in Skytrust. | Ongoing |
| | | 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 Consultatoin and Issue Resolution Procedure P265 reviewed and updated. Consultation process is applied for all updated WHS procedures. Consultation on procurement of plant and changes occurs. Worker elected Health and Safety Representatives are in place. WHS Committee met 1/8/23 and meets every two months. Minutes from WHS Committee meetings are published to Skytrust and a hard copy placed on noticeboards. Executive Management Depot visits occurred Aug 2023 with WHS included. | Ongoing |
| | | 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 and Environment Induction mandatory for all new Starters. Face to face WHS presentation at new starter corporate induction day. WHS Contractor Induction on Skytrust. Monthly WHS Report tracks employee compliance with mandatory training. Group training included Concrete Saw (Quick Cut), Traffic Management Implementation and Situational Awareness training. | Ongoing |
| 46 | 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. | Research alternative education options for the Region | Research alternative education solutions for disengaged and at risk students, including options for alternative vocational training opportunities that may be supported and advocated for | Consult | - Report to Council - Increased stakeholder awareness of educational options available to Somerset Youth | Corporate and Community Services | CDC / YCDO | | Regular meetings have been held with intereseted parties and feedback sought from local high schools around needs. | Ongoing |
| | | Research social and community housing need for the Region | Undertake an analysis to determine the housing need of older persons, person living with a disability and the need for emergency accommodation. | Consult | Report to Council on the housing needs of target groups withing Somerset | Corporate and Community Services | CDC | | Consultants have been appointed and inception meeting held, enabling background research to commence. | Jun-24 |

| 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 | Comments regarding Progress | Due for Completion |
| | | Develop partnerships with other community recovery services and improve communication between recovery support networks for the benefit of Somerset residents. | Collaborate with other agencies to provide resources and grant funding for community groups and individuals in the Somerset region to achieve identified goals. | Consult | Somerset Residents and community groups have improved access to opportunities and resources. | Corporate and Community Services | CRRO | | CRRO has linked Linville Hall to a grant funding opportunity to build a stronger community through art therapy workshops and a community wellbeing event and Moore Hall to a grant funding opportunity to build a stronger community through a community garden for men's health and a wellbeing event for community targeting mental health and diabetes education. Department of Health funding and plan for a Youth Resilience Event has been finalised in collaboration with youth services in the Lowland and will be followed up through the | Apr-24 |
| | | Develop an annual advocacy campaign that highlights priorities and region-building infrastructure. | Completed advocacy campaign disseminated to relevant State and Federal Governments stakeholders. | Engage | Media and stakeholder recognition. | Office of the CEO and Mayor | CMM / DPAD | | Positive Communication and highlights of Council's region-building infrastructure regularly reported and updated on website and other media | ongoing |
| | | Progress options for Cormorant Bay Café redevelopment, dam access for sporting activities and mid-Brisbane River public use areas, and other relevant matters with Seqwater. | Projects completed. | Engage | Positive interactions with Seqwater and the community. | Office of the CEO and Mayor | CEO / DPAD /CTM | | Cormorant Bay Café redevelopment may not proceed due to the lack of a viable lessee and that the costs to improve the facility to current standards is prohibitive. Council have accepted two proposals for dam activation activities for October 2024, being Rogue Raid and a Triathlon event. | ongoing |
| | | Advance legacy opportunities for the Somerset region from the 2032 Olympic and Paralympic Games. | Proactive participation and engagement in the CoMSEQ and other legacy forums. | Engage | Opportunities for Somerset clearly articulated and defined. | Office of the CEO and Mayor | CEO / DPAD | | Council has actively participated in COMSEQ meetings and associated outcomes. | ongoing |
| | | Advocate for improved telecommunications, digital and NBN services to Somerset's townships and along major transport networks. | Collaborate with relevant agencies on funding and infrastructure delivery opportunities for the Somerset region. | Engage | Positive interactions with relevant agencies and projects delivered. | Office of the CEO and Mayor | CEO / DPAD / DCORP / MIS | | Continuing to engage with telecommunications service providers for improvements | ongoing |
| | | Continued advocacy for private education investment in Fernvale. | Private education investment in Fernvale. | Engage | Positive engagement with education providers and peak bodies. | Office of the CEO and Mayor | CEO / DPAD / DCORP | | EOI for School site in Fernvale should lead to a Tender process and community consultation. May be able to be undertaken in the latter part of 2023 early 2024. | 30-Jun-24 |
| | | 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 actively participated in COMSEQ meetings and associated outcomes. | ongoing |
| 47 | 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 has many active advisory committees successfully conducted which include community representation. All Advisory meetings are reported back through Ordinary meeting to ensure requested actions are considered and decisions made consistent with Council's Operational Plan. | ongoing |
| | | 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 opportunity 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 | | Social Plan developed and accepted by Council. | Ongoing |
| | | | 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 | | Meetings have been held with local MP and Assistant Minister for Rural and Regional Health regarding access to health services. | Ongoing |

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Rachel Pitman, Governance and Business Improvement Officer
Director: Matthew McGoldrick, Director Corporate and Community Services
Date: 24 October 2023
Subject: Annual Report 2022 - 2023
File Ref: CORPORATE MANAGEMENT - Reporting - Annual Reports
Action Officer: GBIO

Background/Summary

The Annual Report for Somerset Regional Council is presented for adoption.

The report covers the period 1 July 2022 to 30 June 2023 and has been prepared in accordance with the requirements of the *Local Government Act 2009* and the Local Government Regulation 2012.

Attachments

2022 – 23 Annual Report, including the audited financial statements

Recommendation

THAT the Annual Report for Somerset Regional Council, including the audited financial statements, for the period 1 July 2022 to 30 June 2023, be adopted.

ANNUAL REPORT

2022-2023



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HISTORY AND PROFILE

Somerset Regional Council was formed on 15 March 2008 following the amalgamation of Esk Shire and Kilcoy Shire Councils.

Somerset Regional Council has a Mayor and six Councillors who are elected by their constituents and who serve a four-year term.

This regional local government is one hour west of Brisbane and has strong agricultural, environmental, heritage and tourism values. It contains important vegetation and forest, areas of high scenic and landscape amenity and significantly, the key water catchments for south-east Queensland.

The Somerset region is home to about 25,057 people with an area of 5,382 sq km and major townships of Esk, Fernvale, Kilcoy, Lowood and Toogoolawah. Neighbouring local governments are Brisbane City, Moreton Bay, Sunshine Coast, Gympie, South Burnett, Toowoomba, Lockyer Valley and Ipswich City.

Somerset Regional Council's logo represents the region's two major dams, with the larger body of water representing Wivenhoe and the smaller body being Somerset. The overall shape of the icon with the water flowing from Somerset to Wivenhoe creates the shape of an 'S'.

The former Esk and Kilcoy Shire Councils, which were amalgamated into Somerset Regional Council, had adopted floral and fauna emblems. The continued use of these emblems is symbolic, given none of the emblems are reflected in the logo. On 19 December 2008 Council adopted the following emblems:

Floral: Weeping bottlebrush (*Callistemon viminalis*)
 Native frangipani (*Hymenosporum flavum*)

Faunal: Red deer (*Cervus elaphus*)

Deer were first introduced into Queensland in September 1873 when two stags and four hinds were released at Scrub Creek, Cressbrook Station. These deer were from Windsor Great Park and were a gift from Queen Victoria to the Acclimatisation Society of Queensland. Today, the descendants of the original release are well entrenched in the ranges of the Brisbane and Mary Valleys.

Somerset Regional Council covers the largest local government land area in south-east Queensland and has the smallest rate base. Despite the challenges, the region continues to develop in an economically, environmentally and socially sustainable way.

MAYOR'S REPORT

It is with pleasure that I present Somerset Regional Council's Annual Report for the 2022/2023 financial year and my final report as Mayor.

I am proud to be part of a team who has worked so hard for this region. We will continue to focus on supporting our community and enhancing our rural amenity and building back stronger after recent disasters.

Council has sought to contain its operating costs to maintain long term affordability and sustainability while supporting our community and small businesses when they need it most. It has been a balancing act, but Council's good financial sustainability has put our community in good stead to overcome the challenges presented to it.

We continue to look forward and innovate for our region, with the release of many visionary strategies and Masterplans this financial year. These documents will allow our communities to grow and prosper in a coordinated and inclusive way enhancing the amenity of our region as a whole.

I thank and congratulate everyone involved in representing our region so successfully and showing resilience and camaraderie when the going gets tough.

Along with my colleagues Deputy Mayor Helen Brieschke, Councillors Sean Choat, Cheryl Gaedtke, Bob Whalley, Jason Wendt and Kylee Isidro, I will always be extremely proud of the way in which we work with residents to continue to make Somerset great.

Graeme Lehmann
Somerset Regional Council Mayor

CHIEF EXECUTIVE OFFICER'S REPORT

Section 190(1) of the Local Government Regulation 2012

The year 2022-2023 has been a remarkable year for Somerset Regional Council, marked by significant strides in strategic planning, resilience, and our unwavering commitment to the betterment of our community. As we look back at the past year, we reflect on the various achievements and initiatives that have shaped our community's future.

This year, we embarked on an exciting journey with the launch of our "Economic Development Strategy: The Next Horizon." This strategic initiative represents a new beginning, setting the stage for sustainable economic growth and development in Somerset. The strategy encompasses a range of goals, including supporting local businesses, fostering entrepreneurship, and attracting investment to the region. Throughout the year, we worked tirelessly to engage with local business owners, community leaders, and various stakeholders to ensure that the strategy aligns with the aspirations of our community. This collaborative approach has been instrumental in shaping a comprehensive plan that not only looks at short-term economic gains but also focuses on long-term prosperity.

Lowood, one of the jewels in our region, has been a particular focus in the past year. The "Lowood Futures Strategy" is a comprehensive plan that envisions a brighter tomorrow for this vibrant town—inspired by the impact of the Brisbane Valley Railway line on our town with the historic Lowood Station building standing as a centrepiece, honouring the railway history that forever changed our community. This strategy is a visionary endeavour, drawing inspiration from our heritage. It envisions a future where Lowood is not just a town but a welcoming destination, embraced by a green and botanical nature, radiating a friendly vibe, and offering authentic experiences. We have actively engaged with Lowood residents, local businesses, and community organisations to ensure their aspirations are at the heart of this strategy. The plan outlines initiatives to enhance infrastructure, promote economic development, and create a more sustainable and liveable community in Lowood. By focusing on Lowood's unique needs and potential, we aim to elevate it to new heights while preserving its charm.

Our commitment to preserving and promoting Somerset's rich cultural and artistic heritage is unwavering. This year, we unveiled the "Arts, Culture, and Heritage Plan 2023-2028," a blueprint that underscores the importance of nurturing our cultural identity. The plan outlines a series of initiatives that celebrate our heritage, support local artists, and create spaces for cultural expression. Somerset has always been a place of creative energy, and this plan reaffirms our dedication to maintaining the 'Spirit of Somerset'.

Our commitment to tourism has been a driving force in recent years. Building on the success of our previous Tourism Strategy, we have extended our vision with the "Marketing Implementation Plan 2023-2025." This plan aims to attract visitors to Somerset and ensure they have a memorable experience and stay a little longer. The plan leverages digital marketing, strategic partnerships, and community involvement to promote our region's attractions. We have continued to invest in infrastructure and events that draw tourists and benefit local businesses. Somerset is a destination that offers much more than beautiful landscapes; it provides enriching experiences that resonate with visitors.

Recreation has remained a focal point for Council in the past year. We adopted master plans for the Kilcoy Indoor Sports Centre and the Fernvale Sports Park, highlighting our commitment to providing top-notch community facilities. Additionally, we witnessed the transformation of the Lowood Swimming Pool into a modern facility, leading to increased patronage with extended operating hours trialled. These developments reflect our dedication to enhancing recreational opportunities for our residents.

The Brisbane Valley Rail Trail has continued to attract more visitors to our region, and we have dedicated extensive planning to our freshly branded '20th Somerset Rail Trail Classic.' This event celebrates the trail's significance and promotes tourism in our region. It is a testament to our commitment to the continued growth of the Brisbane Valley Rail Trail.

The first half of 2022 brought with it challenging flood events impacting our region. However, I am pleased to report that our response to this disaster has been resolute and proactive. Council is pleased that all of our submissions to the Queensland Reconstruction Authority have been approved. We are well advanced in our restoration works, a testament to the diligence of our Council staff and many local contractors engaged in this massive program. Furthermore, we have successfully secured betterment funds, allowing us not only to restore what was lost but to enhance our infrastructure and increase resilience. Our recovery plan vision, "Build Back Stronger," exemplifies our commitment to ensuring that Somerset is better prepared to face future challenges, making our region even more resilient and secure. Somerset Regional Council has received its 15th consecutive commendable report from the Queensland Audit Office (QAO). The independent audit by QAO found that Council's key financial reporting and audit deliverables had been met. This is the fifteenth consecutive unmodified audit opinion Somerset Regional Council has received from the QAO following its review of our 2022/2023 financial statements, internal control framework, and financial sustainability ratios. The QAO reported that they had identified zero issues or deficiencies with Council's internal control system, financial reporting, or other matters for the 2022/2023 financial year. This follows Somerset being one of only 17 Queensland councils to receive 100% green audit traffic lights from QAO earlier this year. Our audited financial statements confirm that after incurring an operating deficit of \$4.7 million in 2021/2022, we are back in the black for FY2023 with an operating surplus of \$0.9 million or 1.4% of annual operating revenue.

As we reflect on the year 2022-2023, we are proud of the strategic developments and initiatives that have shaped the future of Somerset. These plans, born from Council's Corporate and Operational Plan demonstrate collaboration and a shared vision for our region, reinforce our commitment to building a prosperous, vibrant, and inclusive community

Detailed information on the delivery of our Operational Plan 2022-2023 can be found in quarterly reports to Council's Ordinary Meetings, available on Council's website.

This success would not have been possible without the dedication of our Council staff, the invaluable input of our Mayor and Councillors, and the active participation of our community. Together, we have achieved remarkable progress and look forward to another year of innovation, collaboration, and shared success.

In closing, I extend my heartfelt gratitude to all those who have contributed to our collective achievements. Together, we will continue to build a Somerset that we can all be proud to call home, where the Somerset region, with its unique identity and proud heritage, is vibrant, cohesive and connected, providing the foundations for a prosperous rural lifestyle.

Andrew Johnson
Chief Executive Officer

ELECTED MEMBERS

The Somerset region is undivided for electoral purposes. Each Councillor represents the overall public interest of the region. The Mayor and Councillors are elected by all voters in Somerset. Elections were last held on 28 March 2020, with the following Councillors elected:



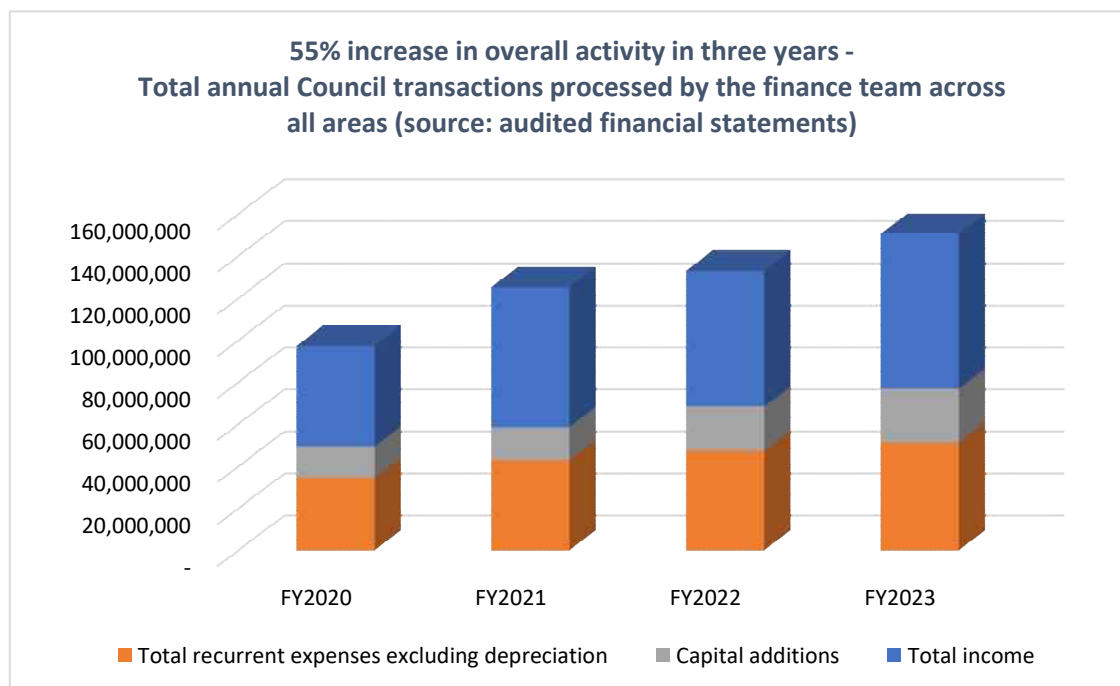
Cr Sean Choat, Cr Helen Brieschke (Deputy Mayor), Cr Graeme Lehmann (Mayor),
Cr Kylee Isidro, Cr Jason Wendt, Cr Cheryl Gaedtke, Cr Robert (Bob) Whalley.

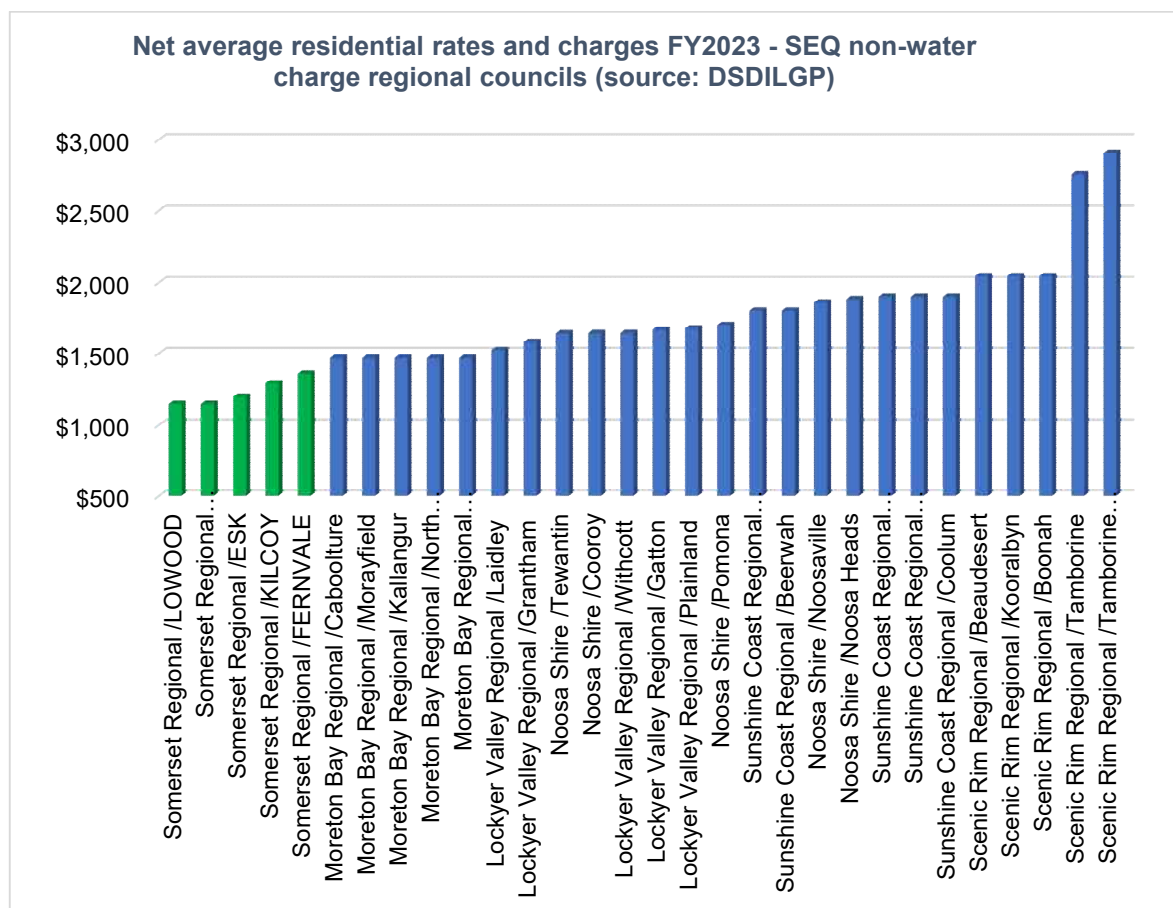
These seven elected representatives are responsible for formulating Council policies, the corporate plan and operational plan, and making decisions to achieve Council's goals.

FINANCE HIGHLIGHTS: COMMUNITY FINANCIAL REPORT

Section 184 of the Local Government Regulation 2012

Council incurred an operating deficit of \$4.7 million in FY2022. Throughout FY2023, the finance team worked as part of Team Somerset to help repair Council's budget position and maintain affordable rates and effective services while managing record volumes of transactions. An operating surplus of \$0.9 million was achieved for FY2023.

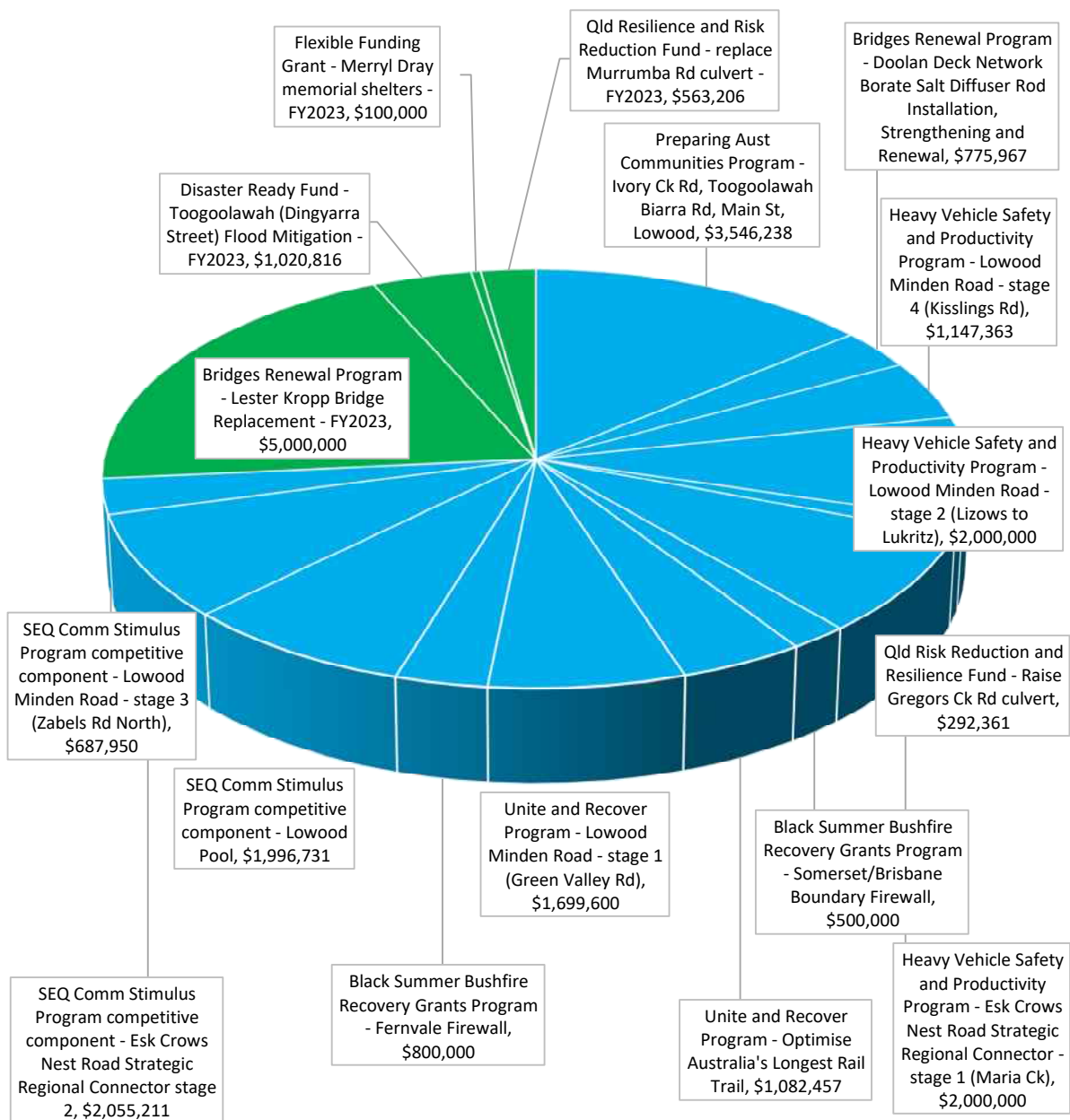




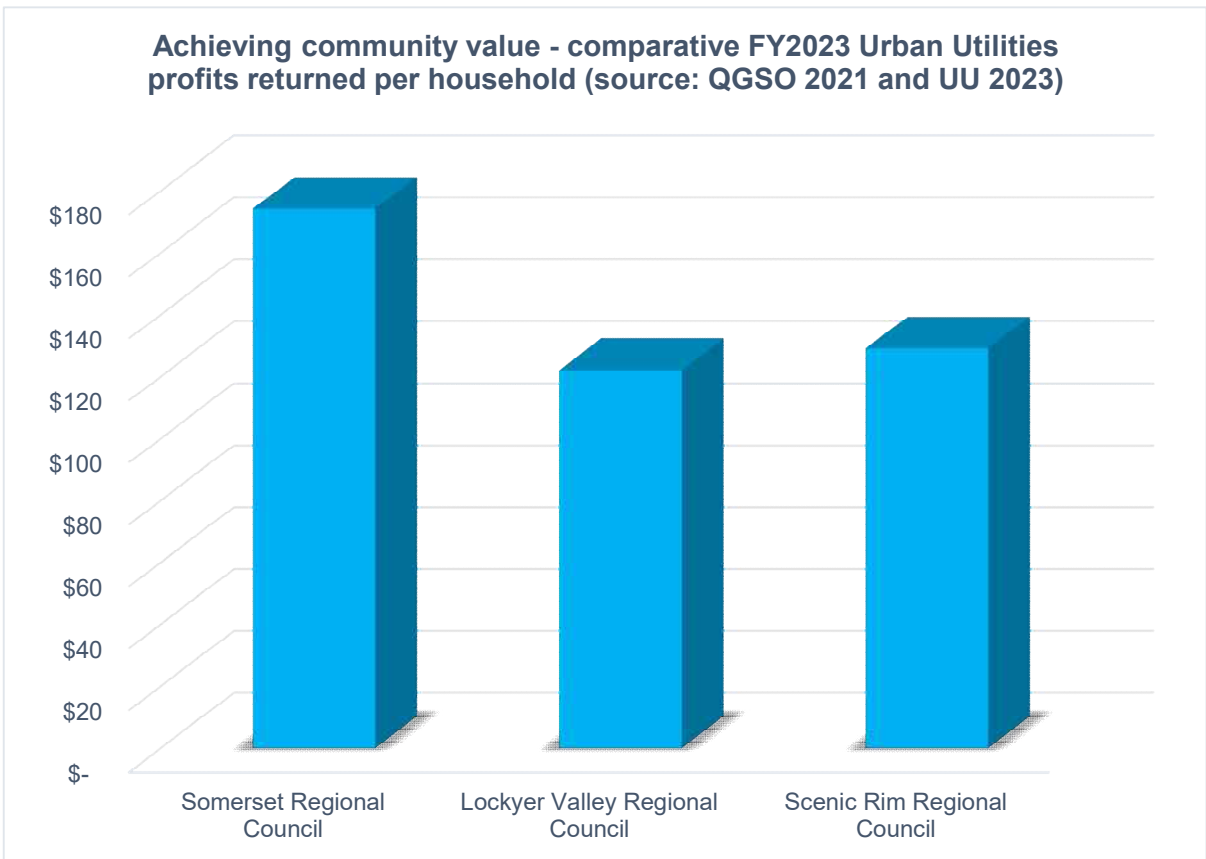
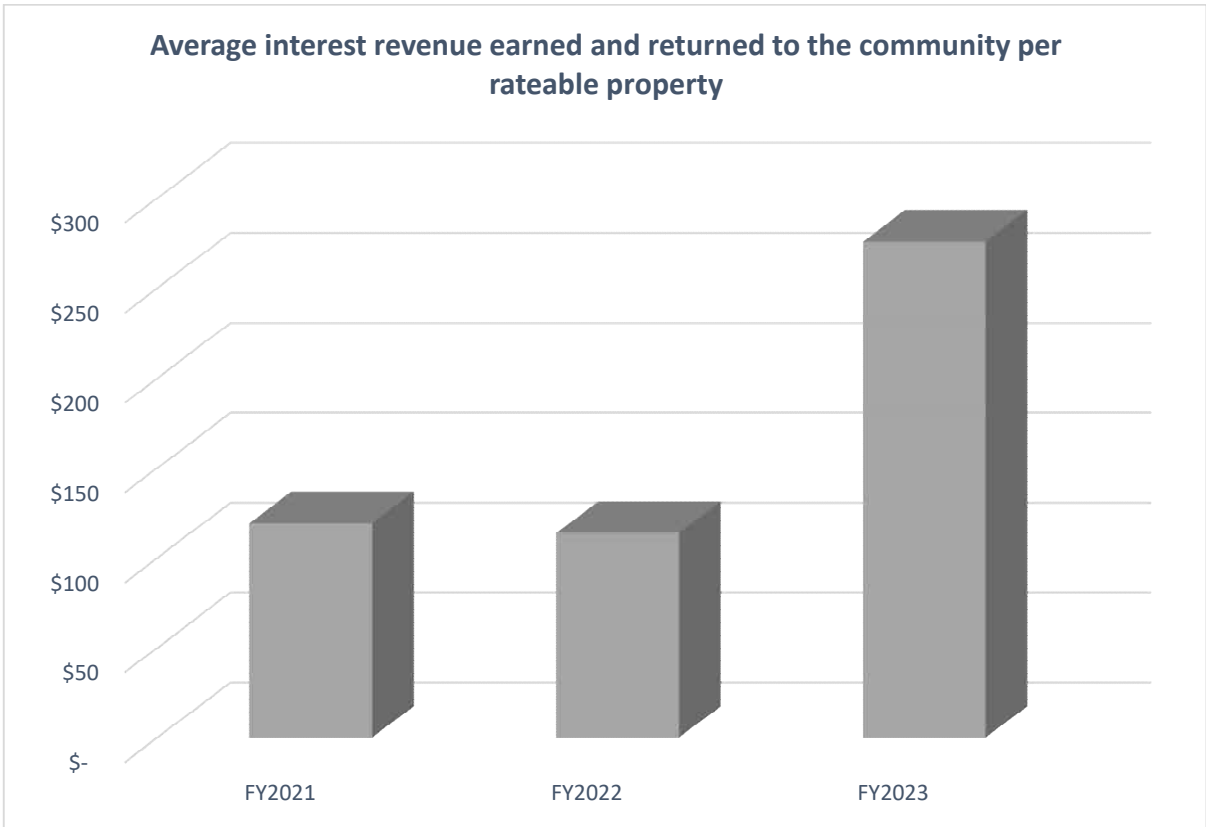
To maintain affordable rates and effective services while repairing Council's budget position, Council drove down operating costs and grew revenue from sources other than rates.

This included continuing Council's success while competing against other local governments for grants to fund vital new and upgraded infrastructure.

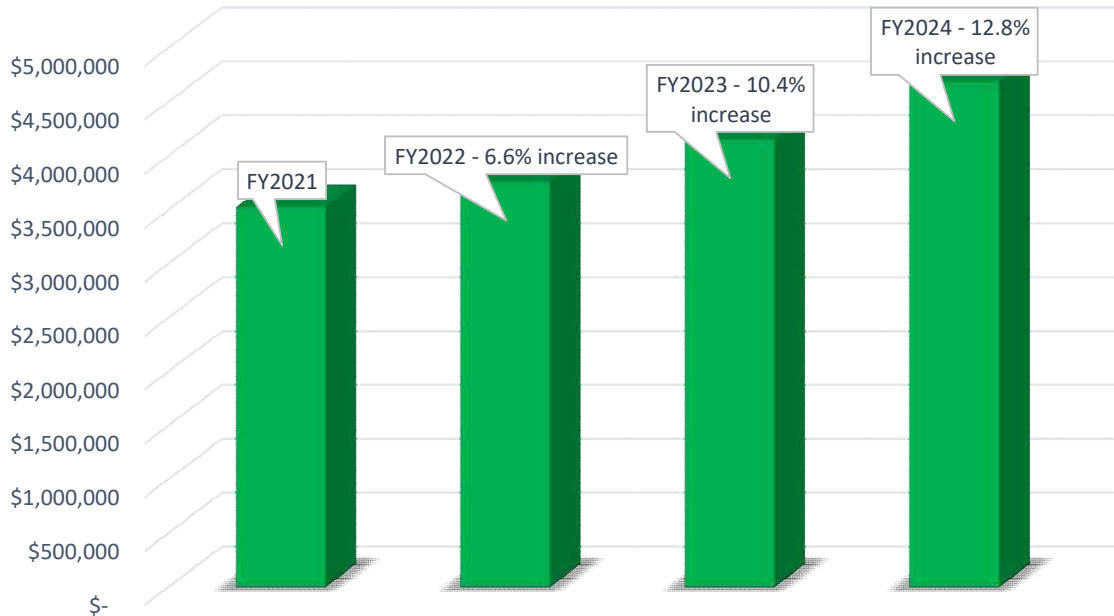
Competitive capital funding achieved >\$100,000 - 2020-2023
(Total \$25.3 million) and supported by RDAIWM
Green = FY2023 approved grants



Council's long term investment strategy returned increased funds to the community when compared to prior years and with other regional councils.

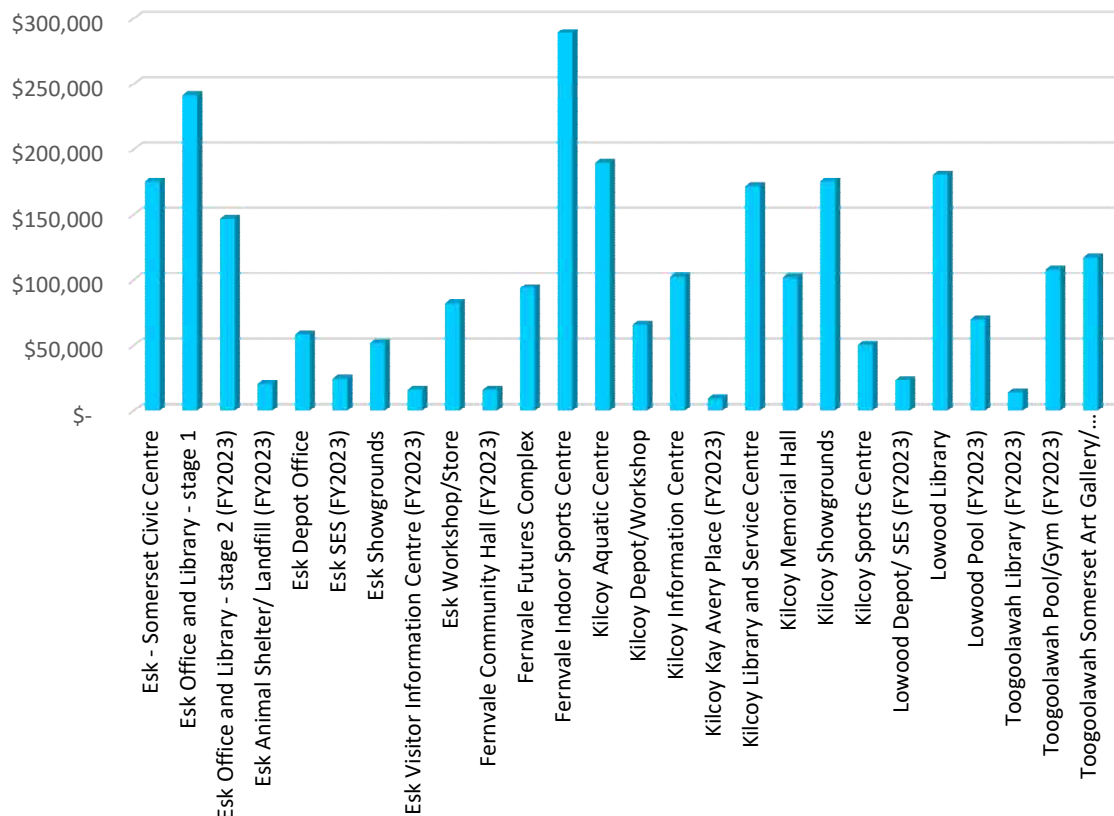


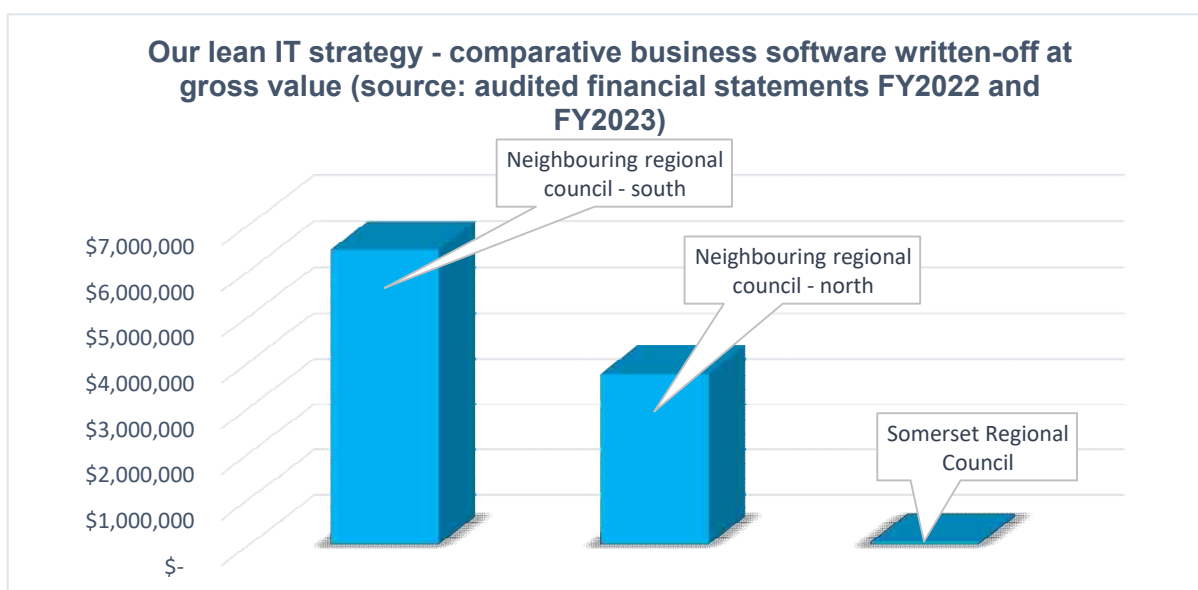
Australian Government financial assistance grants to Somerset (DSDILGP) under new methodology. (Somerset LGA average annual growth over 10 years was 1.2% (QGSO))



Expenditure initiatives included solar and business systems:

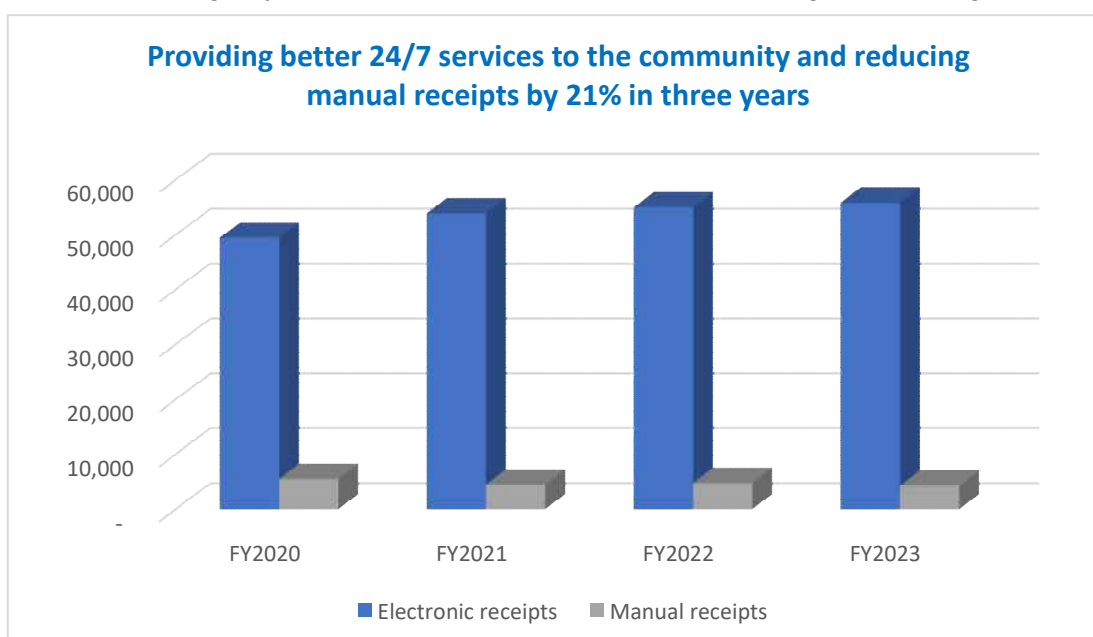
Forecast community savings over 20 years (Peak Services) from completed rooftop PV solar projects - total \$2.6 million - 10 installations in FY2023 as indicated



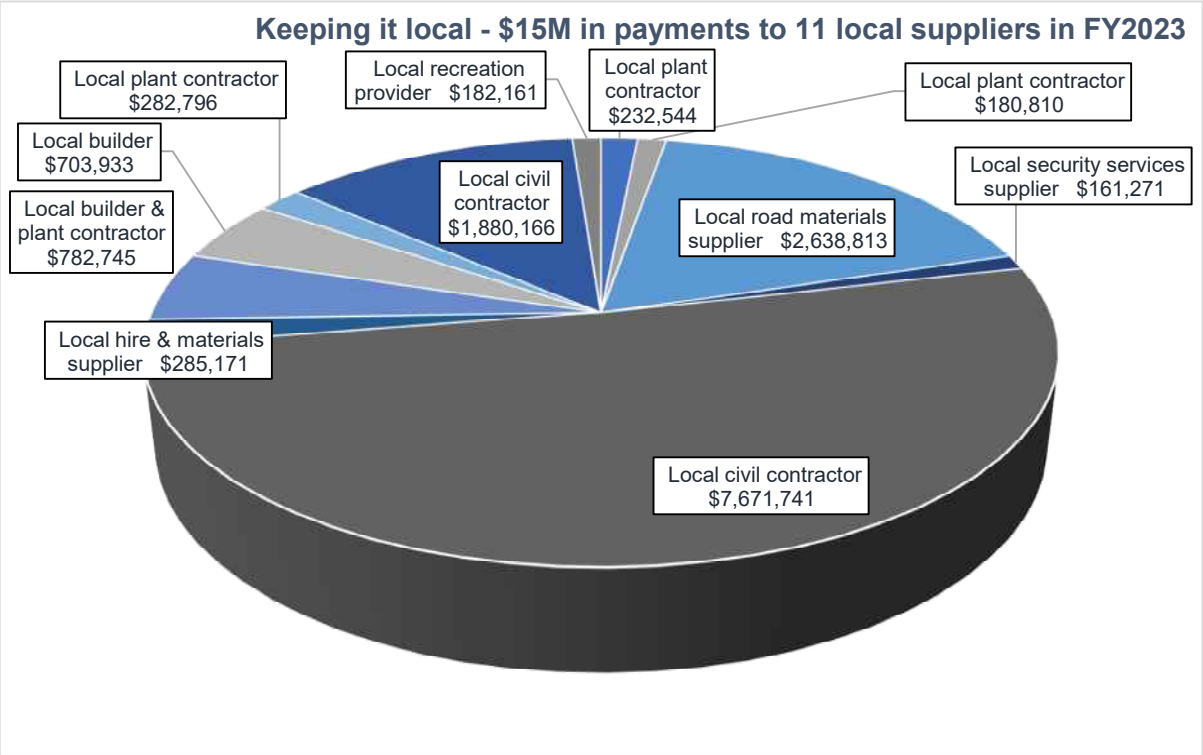


Somerset Regional Council innovations to manage significant transaction increases at a time of human and other resource shortages and bank closures during FY2023 also included:

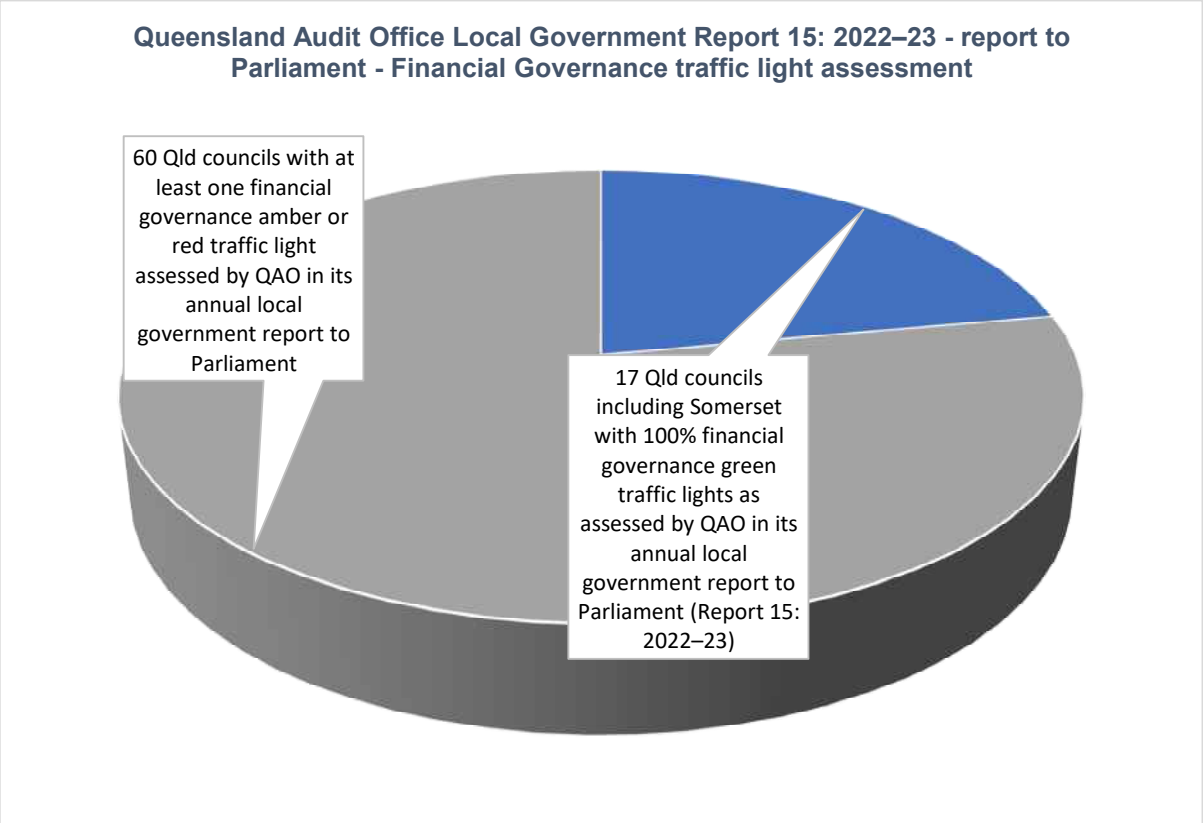
- introducing three-year dog registration leading to administrative savings for Council and reduced cost and interactions for residents
- introducing paperless property searches with 10% of properties changing hands
- introducing online enquiry services for rates balances and dog registration
- introducing an online hazardous chemicals register linked to our inventory system
- managing 11-month delivery delays by building a new concrete pipe storage facility
- streamlining local supplier purchases, increasing credit card numbers and volumes, automating creditor input processes and optimising the use of supplier panels
- using sale of land for overdue rate powers instead of spending on debt collectors and court actions resulting in five sales during FY2023
- streamlining payment options for residents and eliminating some charges.



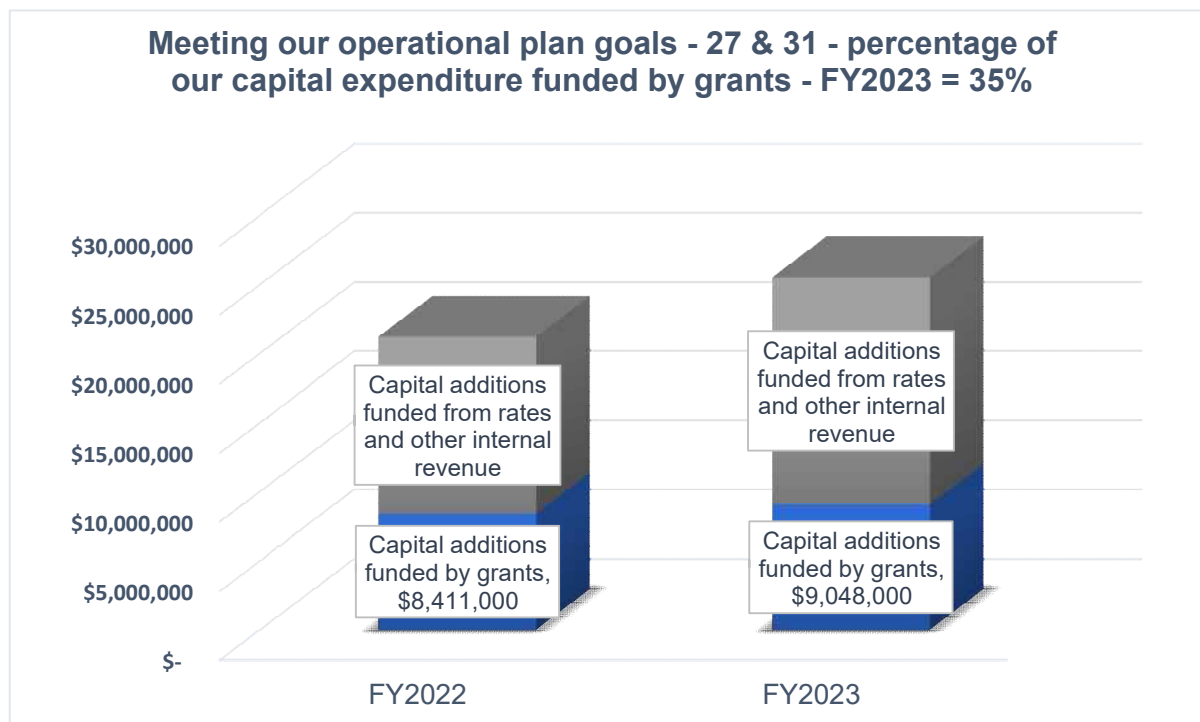
Council kept money circulating in the local economy by employing locally and buying locally. Council’s payments to local businesses during FY2023 were 61% of the Council’s entire rates and charges revenue including:



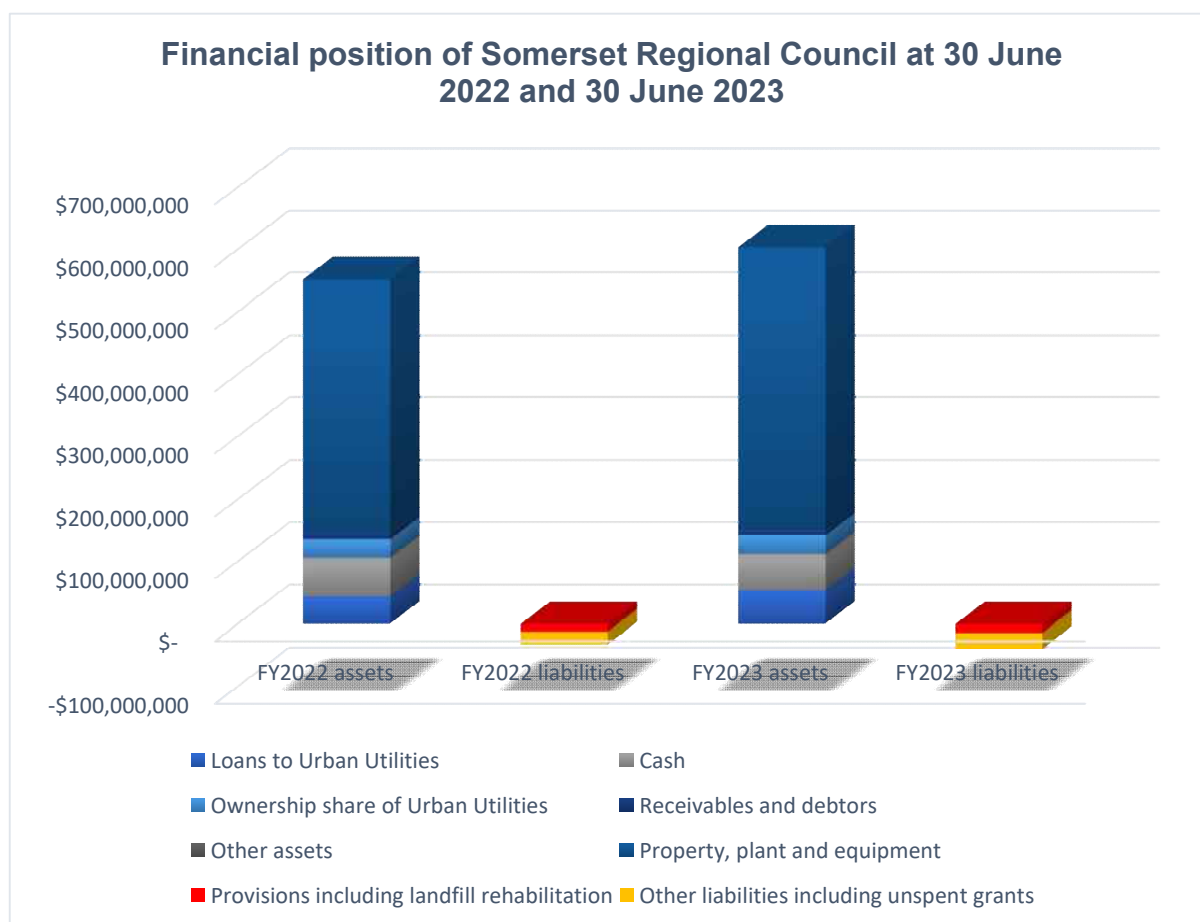
Council values its financial credibility which was evidenced by favourable Queensland Audit Office assessments during the year:



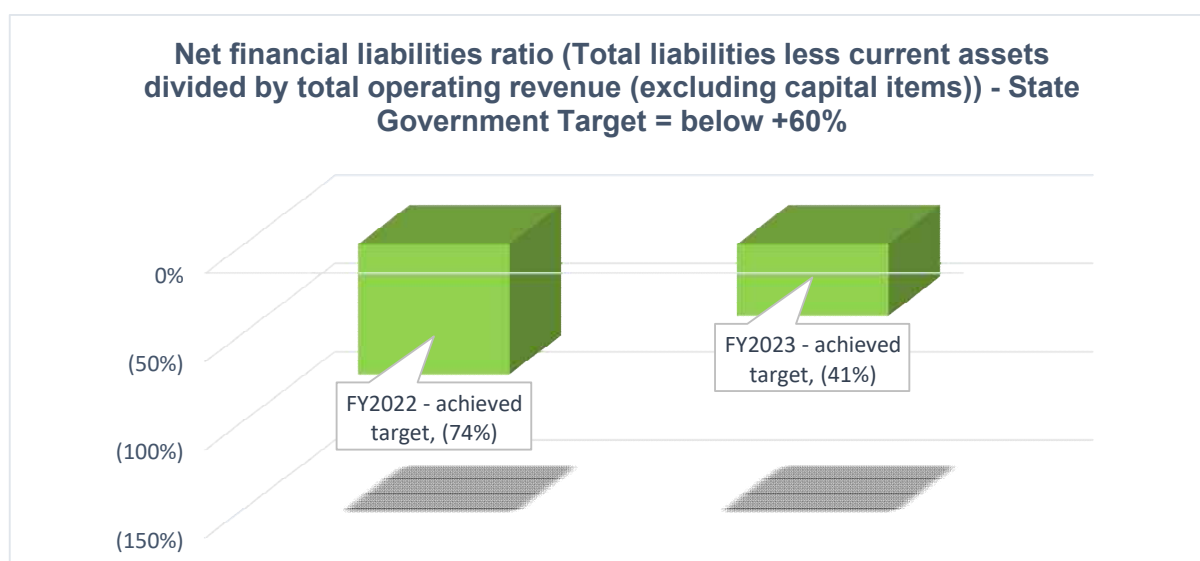
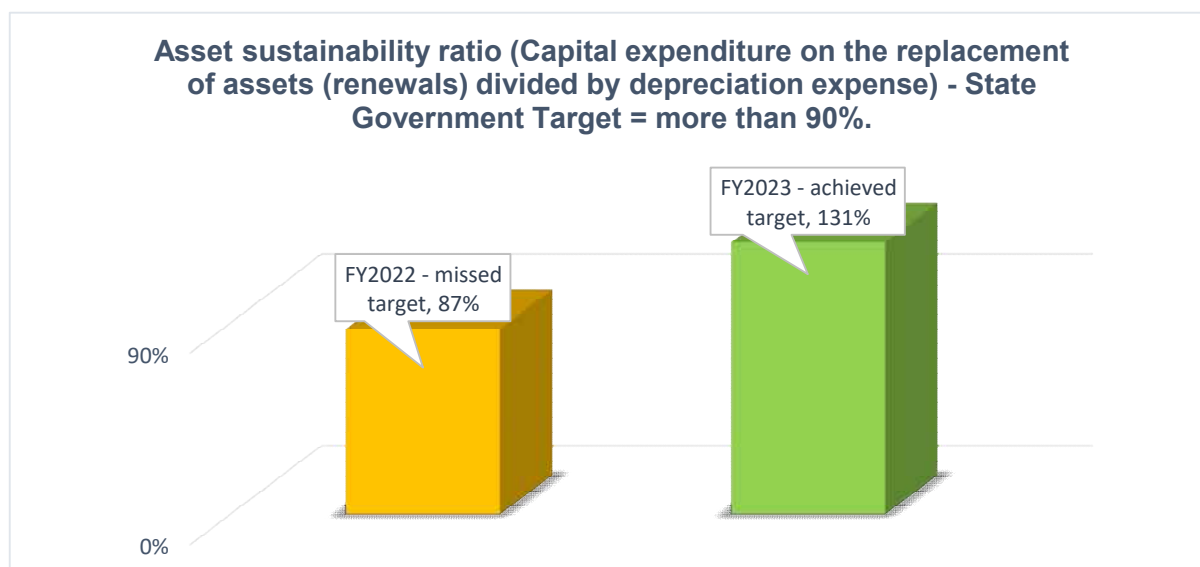
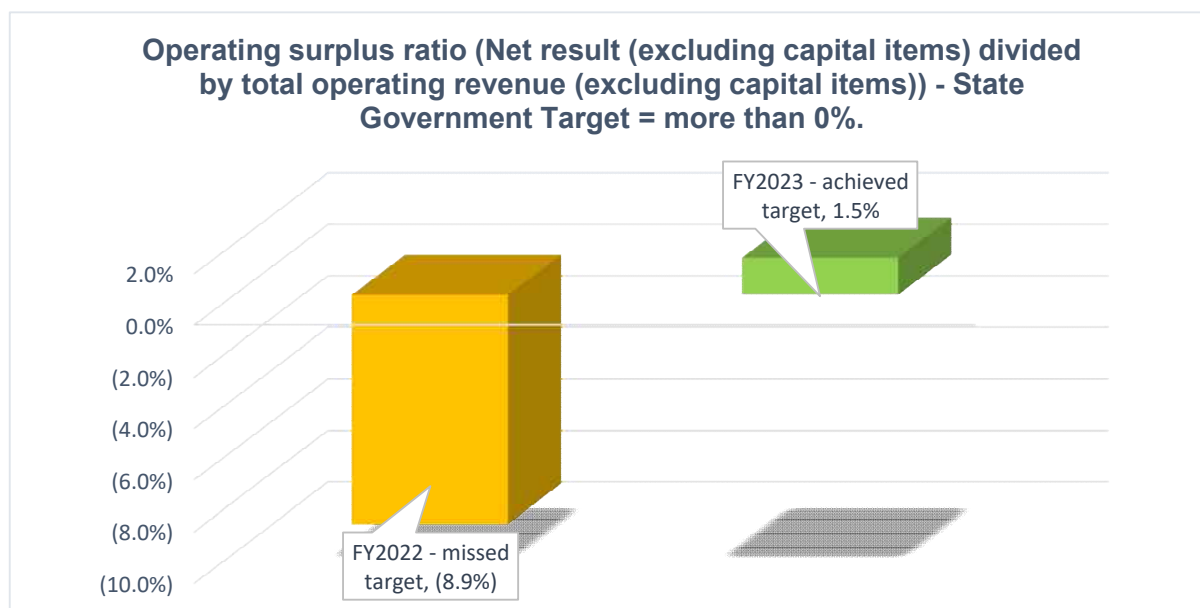
Council met its finance operational plan objectives during FY2023 including goals numbers 4, 32 and 33 which were achieved by adopting defined budget inclusions 40 days before the statutory deadline and goal 34 by achieving audit certification 18 days before the operational plan target. Additionally, Council met its capital funding goals 27 and 31:



Council grew community assets during FY2023 and is the only SEQ council without debt:



Council achieved all three State Government financial sustainability targets during FY2023:





2023 CLOSING REPORT

Somerset Regional Council

19 October 2023

SENSITIVE

Mr Andrew Johnson
 Chief Executive Officer
 Somerset Regional Council
 PO Box 117
 Esk, QLD 4312

Dear Mr Johnson

2023 Closing report

We present our closing report for Somerset Regional Council for the financial year ended 30 June 2023. It includes the results of our audit, identified audit misstatements, and other matters.

Our audit was conducted in accordance with our external audit plan issued on 5 April 2023. We confirm that up to the date of this report, we have maintained our independence obligations in relation to our conduct of this audit.

Expected opinion

We expect to issue an unmodified opinion on the financial statements. Our audit opinion is subject to completion of our audit. We have included the key outstanding matters to be finalised below.

Financial statement maturity

You have undertaken a reassessment of your financial statement preparation maturity as established. Please refer to Section 5 - *Financial statement maturity* for further details.

Control environment

In our interim report, we assessed that your internal control environment does support an audit strategy where we can rely upon your entity's controls. We have confirmed that there has been no change to our initial assessment. Please refer to Section 4 - *Status of issues* for further details.

Materiality \$600,000

Increase of \$22,000 to planning materiality

Estimated final fees

\$106,000

Outstanding matters

| Item | Responsibility |
|--|----------------------|
| Financial statements review – quality check over final version | Audit |
| Subsequent events update – review of transactions and events to date of signing | Management and Audit |
| Management representation letter – to be signed with the financial statements | Management |
| Financial report certification – signing of the financial statements by management | Management and Audit |

QAO is keen to hear your views about the audit services we provide and will seek your feedback via an online survey. This survey will help us understand what is working well and where there are opportunities for us to improve our engagement with you.

Thank you for your time this year, it has been a pleasure to work with you. If you have any questions or would like to discuss this report, please contact me on .

Yours sincerely



Darren Jenns

Contract Audit Partner

Enc.

cc. Cr Graeme Lehmann – Mayor
Mr Eamon Lynch – Audit Committee Chair

1. Insights and financial statements overview

Key insights

Statement of comprehensive income

| Classes of transactions, account balances or disclosures | Change | Key drivers |
|--|-------------------------|--|
| Rates, levies and charges \$28.42 million | \$3.48 million 14% | Increase driven by land valuation increases resulting in higher rateable property values. |
| Fees and charges \$2.25 million | -\$0.65 million -23% | Consists of sundry fees and charges such as developer application fees, license and registration fees. Consistent from prior period. |
| Sales revenue \$10.65 million | -\$0.07 million -6% | Consists of external works for main roads for RMPC, under the DTMR. |
| Grants, subsidies, contribution and donations \$14.45 million | \$6.74 million 87% | Increase mainly driven from recurrent grants – DFRA (\$5.2m) and Local Economic Recovery Program (\$1.6m). |
| Employee benefits expense \$17.25 million | \$1.13 million 7% | Increase due to annual pay increases. Full time equivalent employees remain steady from FY22 to FY23. |
| Materials and services \$31.68 million | \$3.3 million 12% | New contract entered into for waste collection and increase related to natural disaster recovery projects costs. |
| Depreciation and amortisation \$10.96 million | \$0.65 million 6% | Directly correlated with property, plant and equipment uplifts through comprehensive and indexation valuations. |

Statement of financial position

| Classes of transactions, account balances or disclosures | Change | Key drivers |
|--|------------------------|---|
| Current assets \$65.27 million | -\$6.43 million -9% | Cash balance decrease (\$4.1m), mainly based on a decrease by \$5m from term deposits. Receivables and inventories remain consistent from FY22 to FY23. |
| Non-current assets \$538.25 million | \$57.83 million 12% | Increased from additional loan of \$10m to Queensland Urban Utilities and PPE movements: <ul style="list-style-type: none"> - Additions: \$25m - Revaluations: \$24m - Depreciation: \$10m - Net disposals: \$1.69m |

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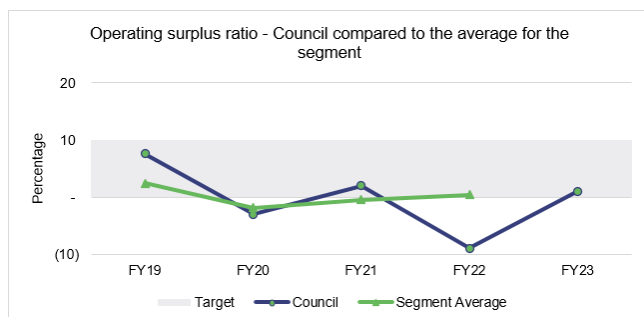
| Classes of transactions, account balances or disclosures | Change | Key drivers |
|--|-----------------------|---|
| Current liabilities \$25.42 million | \$5.33 million 26% | Increase from non-capital contract liabilities of \$4.8m from DFRA (roads and pavements) and DSDILGP projects. Sundry accruals increased by \$2.3m from projects (flood works, pavement rehab and seal extensions) performed prior to year end. |
| Non-current liabilities \$14.03 million | \$1.66 million 13% | Increase driven from landfill provision by \$1.8m from additional provisions of \$285k and rising costs of \$1.6m. |

2. Financial sustainability assessment

Below we detail our assessment of your financial sustainability, based on the 3 ratios that councils are required to report under the local government regulation. Our assessment of your council's overall financial sustainability risk is **lower risk**.

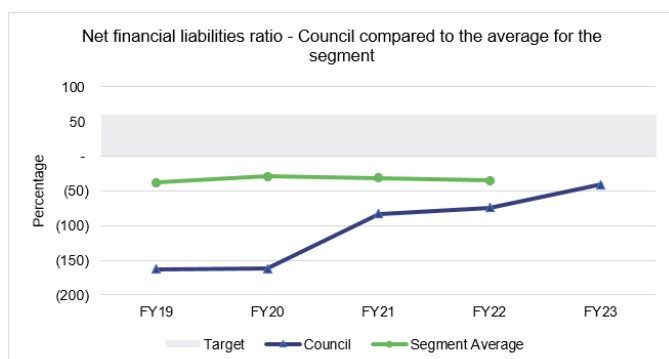
Refer to Section 9 - *Assessment of financial sustainability* for guidance on how we calculate these ratios and our financial sustainability risk rating definitions.

Operating surplus ratio



Somerset Regional Council's 5-year average operating ratio is -0.29 per cent. The negative result is slightly below the target range.

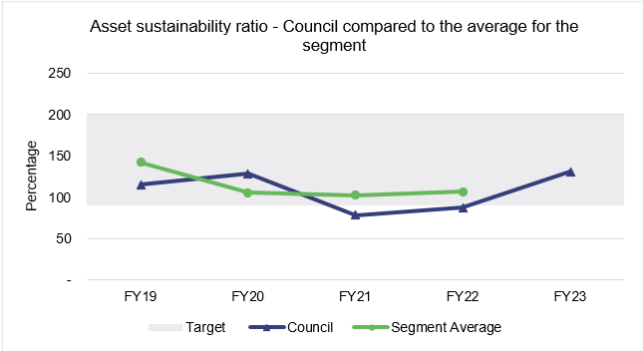
Net financial liabilities ratio



Somerset Regional Council's net financial liabilities ratio as at 30 June 2023 is -41 per cent. This is within the target range.

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Asset sustainability ratio



Somerset Regional Council's 5-year average asset sustainability ratio is 107.80 per cent. This is within the target range.

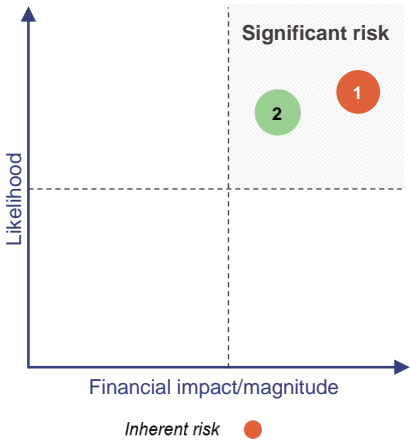
3. Audit conclusions

Areas of audit focus

Our external audit plan identified items that present the greatest risk of material error to the financial statements.

This chart displays the inherent risk for the identified areas of audit focus.

Our overall conclusions on these areas of audit focus are outlined in the table below.



| Risk | Description of risk | Audit conclusion |
|------|--|---|
| 1 | <p>Valuation of property, plant and equipment</p> <ul style="list-style-type: none">Property, plant and equipment is the most material balance in the financial statements at \$454 million. Council's Infrastructure assets require significant levels of management judgement in determining their fair values. <p>These assets are largely measured at current replacement cost less accumulated depreciation. In the current year, comprehensive valuations were undertaken for the road's asset class. Land and buildings were assessed for changes in fair value using management's external experts who performed desktop assessments.</p> | <p>Testing performed</p> <p>To assess the comprehensive valuation of roads and desktop assessment of other asset classes, we performed the following procedures:</p> <ul style="list-style-type: none">Assessed valuation methodologies and reasonableness of key assumptions used.Assessed the competence, capability and objectivity of specialists engaged in the valuation processChecked on a sample basis the accuracy of input data used by management to estimate the fair valueAssessed management's key assumptions and judgements based on our knowledge of the infrastructure construction industry |

| Risk | Description of risk | Audit conclusion |
|----------|--|---|
| | | <ul style="list-style-type: none"> • Checked mathematical accuracy of the valuation models and the valuation increments/decrements • Considered the potential impact of reasonably possible downside changes in these key assumptions • Assessed the appropriateness of indices used for property, plant and equipment asset classes • Assessed the appropriateness of useful life assumptions used in the calculation of depreciation • Ensured disclosures comply with Australian Accounting Standards. <p>Results and conclusion</p> <p>Based on the results of the procedures performed, we have obtained sufficient appropriate evidence that the balance is not materially misstated. The valuation resulted in a net increment in fair value of \$34.2m. We performed comprehensive audit procedures over the valuations.</p> <p>The following classes of assets were revalued during the year:</p> <p>Desktop valuation net uplifts (APV Valuers and Asset Management)</p> <ul style="list-style-type: none"> • Land \$0.22m • Buildings \$2.8m <p>Current replacement cost - net uplifts (internal):</p> <ul style="list-style-type: none"> • Roads - \$31.1m |
| 2 | Revenue Recognition | Testing performed |
| | <ul style="list-style-type: none"> • Revenue recognition depends on specific terms and conditions to the grants • Grants are a material revenue stream for council • Fraud in revenue recognition is a mandated significant risk per Australian Auditing Standards and includes the appropriate treatment of transactions around year end | <p>We have performed procedures on material revenue transactions. For grants revenue we agreed the transactions to supporting schedules, invoices and other supporting documentation such as contracts in order to ensure revenue recognition and any deferral of grant income is appropriate.</p> <p>We performed detailed testing of accrued revenue, tested discounts associated with rates, levies and charges and evaluated ongoing compliance with prescribed requirements including AASB 15 <i>Revenue from Contracts with Customers</i> and AASB1058 <i>Income of Not-for-Profit Entities</i>.</p> <p>Results and conclusion</p> <p>We have obtained sufficient appropriate audit evidence over material revenue streams through a combination of controls testing and substantive test of details. There were no audit adjustments relating to this risk.</p> |

Other audit opinions

In conjunction with our 2022/23 audit of the council's financial statements and current-year financial sustainability statement, we will issue audit opinions on special purpose financial reports prepared for the Roads to Recovery and the Local Roads and Community Infrastructure Program grant acquittals. These special purpose financial reports are being finalised at the date of this report and are due by 31 October 2023.

Materiality

We reassessed our audit materiality thresholds based on your year-end financial statement balances, and these have changed since we communicated them in the external audit plan. We used these thresholds in finalising our audit and assessing misstatements.

| | |
|---|---|
| Overall materiality | \$600k (per external audit plan \$578k) |
| Performance materiality | \$510k (per external audit plan \$491k) |
| Clearly trivial threshold | \$60k (per external audit plan \$57k) |
| Specific – property, plant and equipment ¹ | \$22m (per external audit plan \$20m) |
| Specific clearly trivial threshold ¹ | \$2.2m (per external audit plan \$2m) |

Note: ¹ Specific materiality is only applicable to the valuation assertion of property, plant and equipment and to the associated asset revaluation surplus balances.

Evaluation of quantitative misstatements

At the date of this report, we have not identified uncorrected or corrected quantitative misstatements.

Evaluation of disclosure misstatements

At the date of this report, we have not identified misstatements in disclosures that required correction to the financial statements.

4. Status of issues

Internal control issues

The following table identifies the number of deficiencies in internal controls and other matters we have identified. Refer to Section 7 - *Matters previously reported* for the status of previously raised issues.

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

Note: *QAO only tracks resolution of other matters where management has committed to implementing action.

There were no new control deficiencies and other matters identified since issuing the Interim Management Letter on 30 June 2023.

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.



Financial reporting issues

This table identifies the number of financial reporting issues we raised. Refer to Section 7 - *Matters previously reported* for the status of previously raised financial reporting issues.

| Year and status | High risk | Moderate risk | Low risk |
|--------------------------------|-----------|---------------|----------|
| Current year issues | 0 | 0 | 0 |
| Prior year issues – unresolved | 0 | 0 | 0 |

There are no new financial reporting issues identified in the current period.

Our risk 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.



5. Financial statement maturity

Financial statement preparation maturity assessment

In the 2021 financial year, management had self-assessed its financial statement process using the maturity model. Council had self-assessed its processes to be established.

This year, we have reviewed the entity's assessment using a combination of inquiry, observation, and review of the internal processes. Our review identified that council's self-assessed scores and level of maturity were appropriate. Council's maturity level based on our review is established.

The following table sets out the range and average responses for Somerset Regional Council financial statement preparation process for each component for the 2023 financial year. It also provides a comparison to the 2021 assessment.

| Component | Financial year | Developing | Established | Integrated | Optimised |
|---|----------------|------------|-------------|------------|-----------|
| Quality month-end processes | 2021 | | | ←→●→ | |
| | 2023 | | | ←→●→ | |
| Early financial statement close process | 2021 | ←→●→ | | | |
| | 2023 | ←→●→ | | | |
| | 2021 | ←→●→ | | | |

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Based on the above financial statement maturity assessment, the following key strengths and opportunities to improve have been identified by management.

| Key strengths | Improvement opportunities |
|---|---|
| <ul style="list-style-type: none"> • Rapid preparation process • Robust financial statement preparation model • Historically close working relationship with audit | <ul style="list-style-type: none"> • Training two new accounting/business undergraduates to provide additional year-end resourcing and broader knowledge/experience base |

6. Other required information

We are required to report certain matters to those charged with governance. The table below provides a summary of the matters we usually communicate at the end of our audit.

| Matters for QAO to consider | How these were addressed |
|---|--|
| Disagreements with management | During our audit, we received full cooperation from management and had no unresolved disagreements over the application of accounting principles and the scope of our audit. |
| Significant difficulties | We did not encounter any significant difficulties. |
| Compliance with laws and regulations | We did not identify any instances of non-compliance with laws and regulations having a material effect on the financial report. |
| Matters significant to related parties | We did not identify any significant matters relating to related parties during the audit. |
| Changes to accounting policies | We confirm there were no significant changes to accounting policies during the period. |
| Other matters significant to the oversight of the financial reporting process | We did not identify any significant matters relating to the financial reporting process during the audit. |
| Fraud and illegal acts | <p>We enquired of management regarding:</p> <ul style="list-style-type: none"> • knowledge of any fraud or suspected or alleged fraud affecting the entity involving management, employees who have significant roles in internal control, or others where fraud could have a material effect on the financial report • knowledge of any allegations of fraud, or suspected fraud, affecting the financial information. <p>In addition to the above enquiries, we have also undertaken certain testing that we had detailed in our external audit plan and we are not aware of any fraud or illegal acts during our audit.</p> |
| Written representations | We are required to obtain written representations from management, and where |

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| Matters for QAO to consider | How these were addressed |
|---|---|
| we are requesting | appropriate, those charged with governance. Our requested written representations are provided separately. We have discussed these with management, and they are comfortable to make these representations. Those charged with governance should also make appropriate enquiries of management to be satisfied with the written representations made. |
| Other information in the entity's annual report | We have not yet performed audit procedures to verify the other information in the entity's annual report as required by Australian Auditing Standard ASA 720 <i>The Auditor's Responsibilities Relating to Other Information</i> . Our review will examine whether financial and non-financial information in the annual report are consistent with the financial report. |

7. Matters previously reported

Our Interim Management Letter issued on 30 June 2023 included one control deficiency and one other matter. Both these matters have been resolved by management.

8. Next year planning considerations

We recommend for the following year's audit for management to refer to QAO's new Local Government Procure to pay model for a self-assessment: <https://www.qao.qld.gov.au/reports-resources/better-practice/local-government-procure-pay-model>

9. Assessment of financial sustainability

Assessment of financial sustainability

Section 169(5) of the Local Government Regulation 2012 outlines the following relevant measures of financial sustainability that all Queensland local governments must report on.

| Sustainability measure | Purpose | How is it measured? | Target |
|---------------------------------|---|---|------------------------------|
| Operating surplus ratio | The operating surplus ratio indicates the extent to which operating revenues raised cover operating expenses. | <i>Net operating result/Total operating revenue (excluding capital items)</i> | Between 0% and 10% per annum |
| Net financial liabilities ratio | The net financial liabilities ratio indicates the extent to which operating revenues (including grants and subsidies) can cover net financial liabilities (usually loans and leases). | <i>(Total Liabilities–current assets)/Total operating revenue</i> | < 60% per annum |
| Asset sustainability ratio | The asset sustainability ratio indicates the extent to which assets are being replaced as they reach the end of their useful lives. | <i>Capital Expenditure on replacement of assets (renewals)/Depreciation</i> | > 90% per annum |

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We assigned a risk rating to each measure using the below criteria.

| Risk rating measure for individual ratios | Operating surplus ratio | Net financial liabilities ratio | Asset sustainability ratio |
|---|---|--|---|
| Higher | Less than negative 10% (i.e. losses) | More than 80% | Less than 50% |
| | Insufficient revenue is being generated to fund operations and asset renewal | Potential long-term concern over ability to repay debt levels from operating revenue | Insufficient spending on asset replacement or renewal resulting in reduced service levels and increased burden on future ratepayers |
| Moderate | Negative 10% to zero | 60% to 80% | 50% to 90% |
| | A risk of long-term reduction in cash reserves and inability to fund asset renewals | Some concerns over the ability to repay debt from operating revenue | Irregular spending or insufficient asset management practices creating a backlog of maintenance/renewal work |
| Lower | More than zero (i.e. surpluses) | Less than 60% | More than 90% |
| | Well positioned to fund operations and asset renewals | No concern over the ability to repay debt from operating revenue | Likely to be sufficiently replacing or renewing assets as they reach the end of their useful lives |

Our assessment of financial sustainability risk factors does not take into account a council's long-term forecasts or credit assessments undertaken by Queensland Treasury Corporation. We calculate the overall financial sustainability risk assessment using the ratings determined for each measure using the criteria in the table below.

| Risk level | Detail of risk |
|----------------------|--|
| Higher risk | Higher risk of sustainability issues arising in the short to medium term if current operating income and expenditure policies continue, as indicated by average operating deficits (losses) of more than 10 per cent of operating revenue. |
| Moderate risk | Moderate risk of sustainability issues over the longer term if current debt financing and capital investment policies continue, as indicated by: <ul style="list-style-type: none"> current net financial liabilities more than 80 per cent of operating revenue or average asset sustainability ratio over the last 5 years is less than 50 per cent or average operating deficits (losses) over the last 5 years of between 2 and 10 per cent of operating revenue or realising 2 or more of the individual ratios for moderate risk assessments (per the table opposite). |
| Lower risk | Lower risk of financial sustainability concerns based on current income, expenditure, asset investment and debt financing policies. |



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CORPORATE AND COMMUNITY SERVICES

Information Technology

Council's Information Technology resources consist of a geographically dispersed medium size computer and voice network with multiple branch sites throughout the region, including Esk administration centre, Kilcoy and Lowood customer service centres, four libraries, works depots, SES depots, visitor information and explore centres, other remote offices and an increasing number of mobile computing devices.

Technology solutions and Council processes

Ongoing maintenance, upgrades and replacement of computing devices, network infrastructure and associated hardware and software continue in line with Council's budgetary commitments.

The increased availability and implementation of NBN technology upgrades allowed review and enhancement of the electronic document and records management system, resulting in greatly improved flexibility and functionality with reduced costs.

Upgrades to equipment and processes continue to be implemented across all sites to increase the capabilities of a distributed workforce, while returning improved functionality to a centralised building setup in Esk.

A substantial increase in the frequency and intensity of cyber security attacks combined with many severe vulnerabilities announced during the year have diverted significant resources to this area. Several internal and external cyber security audits have been conducted, with implementation of the resulting recommendations ongoing. Training is being made available for all personnel through workshops to assist in the fight against cybercrime.

eServices and development application tracking system

Council's eServices portal (eservices.somerset.qld.gov.au) continues to provide 24/7 information via our website, including development application details, property information including zoning and other planning overlays, mapping, cemetery register enquiries and access to flood camera images. The portal now also includes Rates Balance and Dog Registration checks. It received over 350,000 page views during the financial year.

Council website and Have Your Say

The primary corporate website (somerset.qld.gov.au) received over 1 million page views during the financial year. Council departments have developed new sections and redesigned others for a more user-friendly and efficient experience.

The Have Your Say section continues to provide online community engagement with 30 public surveys completed since inception, nine within the last financial year. The website increases awareness of Council services with the redesign of the Public Notices section, as well as the Events section with over 45,000 page views during the financial year.

Records Management

Council's correspondence is processed by the Records Department and entered into MagiQ, the Electronic Document and Records Management System. Statistics for the past year are outlined below.

| Documents Registered | Date Range | Date Range | Date Range | Date Range | Date Range |
|-----------------------------------|---------------|----------------|---------------|---------------|---------------|
| | 2022-2023 | 2021 - 2022 | 2020 - 2021 | 2019 - 2020 | 2018-2019 |
| Total Documents Registered | 98,016 | 102,820 | 97,971 | 83,724 | 77,470 |
| Incoming Documents | 40,814 | 36,331 | 32,024 | 27,537 | 26,738 |
| Internal Documents | 10,666 | 5,970 | 5,226 | 5,759 | 6,277 |
| Outgoing Documents | 28,420 | 23,143 | 24,774 | 22,177 | 19,988 |
| Actioned Documents | 11,142 | 12,107 | 10,813 | 9,015 | 8,066 |
| Customer Requests | 6,608 | 4,954 | 4,550 | 5,267 | 4,299 |
| Councillor Requests | 366 | 273 | 167 | 86 | 95 |

During this period, Council received four applications seeking access to Council's corporate memory under the *Right to Information Act 2009*.

| Right to Information Applications for Financial Year | Date Range | Date Range | Date Range | Date Range | Date Range |
|--|------------|-------------|-------------|-------------|------------|
| | 2022-2023 | 2021 - 2022 | 2020 - 2021 | 2019 - 2020 | 2018-2019 |
| Number of Applications | 4 | 5 | 13 | 8 | 2 |

The response time recorded for tasks sent to officers via Council's electronic document management system are indicated below.

| Completed Response Times 2022 - 2023 | |
|---|---------|
| 0 – 7 days | 64.48 |
| 8 – 14 days | 11.30 |
| 15 – 21 days | 7.30 |
| 22 – 28 days | 3.90 |
| 29 – 60 days | 7.35 |
| 61 – 90 days | 2.12 |
| 91 – 180 days | 2.20 |
| 180+ days | 1.35 |
| TOTAL | 100.00% |

Community Development

Active advocacy for improved health services

Advocacy activities were carried out to improve health services in the region, using a variety of means. This has resulted in more mental health services becoming available at Kilcoy and Esk.

Community Wellbeing Hubs

The Esk Community Wellness hub continues to attract several health and support services on a regular basis. These include a visiting optometrist and audiologist, exercise physiologist and dietician, speech pathologist, disability support coordinator, aged care service provider, mental health coach and a disability employment service. A Memorandum of Understanding also exists between Council and ALARA Qld Ltd for use of the grounds for a community carwash on Monday mornings. This helps their National Disability Insurance Scheme clients connect positively with community members and is a very popular service.

The Kilcoy Community Wellness Hub continues to grow and now includes Headspace and Stride in addition to two private counsellors, helping to support resident's mental health. Allied health includes optometry and speech pathology. Late in the financial year, a commitment from a number of services to outreach to the hub on a monthly basis was obtained. This "Hub @ the Hub" will include financial support, Services Australia, support for the Culturally and Linguistically Diverse community, aged care advocacy and navigators and social prescribing link workers.

Interagency networks and other groups

Council coordinates two regional interagency networks and these are vital in encouraging support services to outreach into the region. One covers the West Moreton side of the region, taking in the Brisbane Valley and the other Metro North, covering Kilcoy. Most services outreach from either Ipswich or Caboolture and it is important that all services funded to cover the Somerset region do so.

This year Council has been a strong advocate for the needs of older persons, with most enquiries to community development being for support to stay at home or for transport to hospital or medical appointments. Opportunities to address these inadequacies have been a high priority. The community development coordinator is part of the West Moreton Older Person's Collaborative and the West Moreton Health Consumer and Community Council where these topics are regularly raised.

Events and Activities

Events provide an opportunity for services to interact with residents in a soft entry approach. This year Council hosted several community events. The Teddy Bears' Picnic was held in Esk in September and the Mad Hatter's Tea Party was held at Lowood in April. Both annual events focus on connecting families with young children to services, during a fun and enjoyable outing. Council supplements the activities provided by the support services with a free sausage sizzle, children's disco and petting zoo or similar to encourage a good attendance. The events were nominated and won the award for the government category at this year's Ipswich and West Moreton Child Protection Week Gala Ball.



Emergency Services lead the picnic parade at the Teddy Bear's Picnic



Residents collecting important safety information at the Mad Hatter's Tea Party

Other events provided by Council included the Somerset Health and Wellbeing Expo at Kilcoy, Regional Seniors' Event and two Farmers' Big Nights Out. The latter provided farmers an opportunity to catch up with mates, enjoy a meal and entertainment and listen to speakers address topics relevant to the rural community. Guest speakers included Mary O'Brien from Are You Bugged Mate encouraging men to act to address mental health concerns and Shane Webcke talking about farm safety. Council also attended Kilcoy State High School's RUOK Day and provided the sausage sizzle, fresh fruit, resource material and prize draws for correctly answered questionnaires about mental health.



Local farmers listening to a presentation at the Farmer's Big Night Out event

As part of Queensland Health's Localised Mental Health Initiatives grant, Council engaged Rural and Remote Mental Health to deliver three SafeTALK and one Applied Suicide Intervention Skills Training (ASIST) workshops in the region. 45 people attended the workshops. The workshops were aimed to build the participant's capacity to respond appropriately to people at risk of, or about to, suicide.

Partnerships

Council once again partnered with members from the Ipswich Police District and Child Safety in the Ipswich and West Moreton Child Protection Week committee and worked with the other members to provide activities in Child Protection Week. A new partnership was forged with Metro North Health to bring the Health and Wellbeing Expo to Kilcoy.

Requests for Assistance to the Somerset Region Support Service

Council has responded to all requests for assistance from residents and community groups. Over 12 months, 109 residents were assisted to connect with external services. Most enquiries related to financial assistance (emergency relief), requesting connections to First Nations persons, seniors needing assistance with navigating the aged care system or accessing community transport. Homelessness was also significant, with schools reporting the impact it is having on students, as well as Council receiving direct requests for assistance.

Somerset Social Plan

Council commissioned Tap Consulting to develop a new social plan for the region to inform Council decisions over the next five years. The plan was developed after extensive community consultation throughout the region in the latter part of 2022. Using the information collected from residents and stakeholders and extensive background research, eight themes were developed which reflected the major challenges and opportunities for the region. Proposed strategies and actions were then developed. Short, medium and longterm actions from the plan will be incorporated into Council's operational plans over the next five years.

Community Recovery and Resilience

Funded by Disaster Recovery Funding Arrangements, the Somerset Community Recovery and Resilience Officer (CRRO) was onboarded in mid-January 2023. Since that time many community projects have been developed to improve the preparedness and resilience of residents in the Somerset Region, with a particular focus on the vulnerable groups in the community and those organisations that provide community services.

Welcome Kits for new residents to the area were being assembled and will be ready to deliver in the next financial year. The Kits include a services and clubs directory with a welcome to the region as well as region-specific emergency preparedness information and resources in a waterproof document wallet.

Preparedness messages around bushfires was the focus of a Neighbour Day Barbeque held in Lakeview Park in March this year. Residents from the surrounding streets, the Mayor and local Councillors were invited to join with Emergency Services and Support Services to share information and learn about bushfire safety.



Residents enjoy the Neighbour Day Barbeque coordinated by the CRRO

This year, there has been a strong partnership developed with the Queensland Disability Network and a collaboration to bring forth the Building Inclusive Disaster Resilient Communities project in the Somerset region. This project has seen many residents living with a disability and their service providers getting involved in community forums and disaster resilience workshops to promote their ability to be prepared and to increase awareness of specific needs arising during an emergency. The project will continue with more preparedness workshops as well as three community strategies formulated by the Local Action Group to: 1. Improve communications around disasters; 2. Develop a video resource to promote preparedness; and 3. To enhance community connectedness.

Community halls have joined in Community Recovery initiatives through a number of projects designed to reinforce community halls as the point of connection for many of our smaller communities in Somerset. With the co-operation of partner organisations, Moore, Linville, and Jimna have begun works for resilience-building activities such as emergency preparedness trainings, health-promotion workshops and community gardens. Throughout the next financial year more community groups will be invited to join in preparedness trainings and will be invited to learn Mental Health First Aid.

Youth Engagement

Youth engagement and leadership

The annual Somerset Youth Leaders' Camp was held at the Sunshine Coast Recreation Centre (SCRC), Currimundi, from Wednesday, 11 January to Friday, 13 January 2023. Council provided the opportunity free of charge, inclusive of transport, activities, catering and accommodation, to 23 youth from the Somerset region. The invited youth represented the three secondary schools in the Somerset region –Kilcoy State High School (KSHS), Lowood State High School (LSHS) and Toogoolawah State High School (TSHS) – and will act as student leaders at their respective schools throughout 2023.

The Somerset Youth Leaders' Camp represents an opportunity for young leaders from across the region to share experiences, collaborate and identify their goals as leaders for the year ahead. The camp aims to support the participants as representatives for youth across Somerset and provides a foundation in relationship building between the schools' leaders and between the schools and Council. Participants benefit from activities that support leadership skill development, team building and communication skills, as well as enjoying a variety of pursuits that participants may not have experienced previously. Following camp in 2023, Council has continued to consult and collaborate with student leaders at their schools. This has included invitations to attend student council meetings at each school as well as separate consultation sessions.



Somerset Youth Leaders' Camp 2023

School Holiday Programs

The Somerset School Holiday Program (SHP) aims to deliver information and activities to children, youth and families in the Somerset region for the school holiday periods. To promote all known activities on offer to the community, information is sourced for both Council and other organisations' activities and then distributed through various platforms including the SHP calendar on Council's website, media releases, physical banners, Council's LED screens, newsletters and poster display.

Council developed a wide range of activities for children, youth and families in Somerset during the school holiday periods from July 2022 to June 2023. Activities are organised by various departments and have a range of target audiences; those that were developed and targeted specifically for youth are listed in Table 1. In total, youth targeted events attracted approximately 461 attendees during the school holiday periods identified.

Table 1 – Council School Holiday Program activities: events targeted at youth
(Attendance numbers are broken down to identify participants (P) and spectators and guardians (SG) at events.)

| School Holiday Program (SHP) | Council events (youth targeted) | Attendance (Participants=P Spectators/Guardians=SG) |
|---|--|---|
| Winter SHP (July 2022) | Somerset Skateboarding Championship - Esk | 70 (43P and 27SG) |
| | Mobile Gaming Theatre (2) – Fernvale | 20P |
| Spring SHP (September – October 2022) | Somerset Scooter Championship – Fernvale | 11P |
| Summer SHP (December 2022 – January 2023) | Roller Disco - Esk | 250 (200P and 50SG) |
| Autumn SHP (April 2023) | Youth Movie Matinee – Toogoolawah (Youth Week event/partnership with Wellways Carer Gateway) | 110P |



Attendees enjoying the Esk Roller Disco



Audience at the Youth Movie Matinee

Youth Activity Program – Scooter Skills and Maintenance Workshops

The annual Youth Activity Program aims to provide a different activity program for youth in Somerset each year. The activities aim to further support youth opportunities in Somerset by providing a free schedule of activities, preferably over a school term, which provide an opportunity that youth would not typically have access to.

The Scooter Skills and Maintenance Workshops program was scheduled to be held at each skate park in Somerset throughout Term 3 of the 2022 school year. The workshops started in July 2022 and finished in September 2022 and included workshops at Kilcoy, Esk, Toogoolawah, Fernvale and Lowood skate parks. The program aimed to build upon previous interest shown in scooters by youth in the Somerset region and the timing of the event aimed to develop participants' skills in the lead up to the Somerset Scooter Championship event.

School Support

School support is offered on an ongoing basis to the three high schools in the Somerset region; KSHS, LSHS and TSHS. This support aims to establish positive relationships between Council and the schools, provide additional opportunities for Council to collaborate and consult with youth and to provide opportunities for Council to establish advocacy needs. This support includes School Support Meetings, wellbeing expo support, school donation points, cash donations and general assistance in response to arising requests, opportunities and news.

School Support Meetings are offered to all Somerset high schools and provide an opportunity for student support staff at the high schools to engage with organisations who support youth and/or their families. TSHS hosted a School Support Meeting which also included a student session during the lunch break; this format proved successful as support organisations had the opportunity to interact with students as well as staff. KSHS and LSHS have continued to attend the CDC Interagency meetings as an alternative to School Support Meetings; KSHS hosted an alternative to a wellbeing expo through an R U OK? event and this event was similarly supported by Council.

School donation points – the joint initiative between Council and the three high schools, which is supported by Council's Wellness Committee and Somerset Libraries – were successful in providing donations to students in the 2022-2023 year. The individualised donation boxes at Esk, Kilcoy and Lowood Libraries all received significant donations from the community throughout the year and the contents were delivered to their respective schools when appropriate. The donation points were promoted to the community at throughout the year to ensure the community remain aware of this initiative.

In addition to the school donation points, Council's Wellness Committee has committed to providing cash donations to the schools on a biannual basis with funds distributed to the three schools on a roster or emergency basis. Cash donations to Somerset high schools began in July 2022 and the first recipient was Lowood SHS in July 2022. This was followed by a donation to Kilcoy SHS in February 2023. These contributions have been greatly appreciated by each school to date.



School donation point donations packaged for delivery



Cash donation presented to KSHS

Emerging Elders Camp

Council is an annual supporter of the Emerging Elders Camp, which is hosted by Stanley River Environmental Education Centre, and in 2023 Council again supported the camp by offering to pay the transport costs for those Somerset students attending. Subsequently, the costs of transport were covered by Council for students travelling from LSHS and TSHS for the event.

Partnerships

Council partnered with members from West Moreton Health, Ipswich Hospital Foundation, Ipswich Community Youth Service (ICYS), Headspace, Link and Launch, Ipswich City Council, Lockyer Valley Regional Council and various other organisations as a part of the Talkin' It Up Regional Youth Mental Health Forum steering committee for the 2022 and 2023 events. Council worked with the other members of the committee throughout 2022 and 2023 to prepare for the delivery of these events; the 2022 event took place on 14 July 2022 and the 2023 event is scheduled for 14 July 2023.

The Youth Movie Matinee event was a partnership between Somerset Regional Council and Wellways Carer Gateway. The event included a short video provided by Wellways Carer Gateway, *The Young Carer Journey*, followed by a Q&A session from the film's young carer, Liam, who attended the event in Toogoolawah along with Wellways Carer Gateway. The event was supported by the Toogoolawah and District Progress Association.

Working With Children Risk Management Strategy, Policy and Procedures

The annual review of the Working With Children Risk Management Strategy, Policy and Procedures were undertaken during the 2022-2023 year. The documents were reviewed and updated as required.

Youth Engagement Strategy

The Somerset Youth Engagement Strategy was scheduled for review in 2023 and this review was flagged to include youth consultation to ensure a more comprehensive and informed review. In addition, Council has budgeted for the review to be undertaken by an independent contractor to ensure unbiased and comprehensive insight and future direction. Youth consultation, including hard copy surveys and face to face discussions, were undertaken by Council in Term 2, 2023 and stakeholder engagement and community surveys are scheduled for Term 3 2023. Following the consultation process, a consultant will be engaged to complete the review of the Youth Engagement Strategy for 2023.

Education and employment

Council continues to support youth by offering Traineeships and Apprenticeships, work experience opportunities and attending school career expo events. Networking and connection between employment services and schools is also supported through School Support Meetings, Interagency meetings and promotion of opportunities online and via email.

Support for young people, parents and carers

Connection between Somerset schools and available support services were promoted through the School Support Meetings, Interagency meetings and support at various school-based events. Notices that assist young people, parents and carers were regularly sent to school support staff, school newsletters and included on online platforms. In addition, Council attended and supported student council meetings at all three Somerset high schools on multiple occasions throughout the 2022-2023 school year at the request of the schools.

Participation in local and regional forums

Council staff attended meetings and forums as required, such as local and regional Interagencies, Local Level Alliances and the Regional Youth Mental Health Forum.

Sport and Recreation

The 2022-2023 financial year saw Somerset Regional Council implement a range of programs, projects and events aimed at providing Somerset residents with enhanced opportunities to be physically active. Council continues to search for new initiatives to implement within the community and to improve existing services.

Indoor Sports Facilities Operations

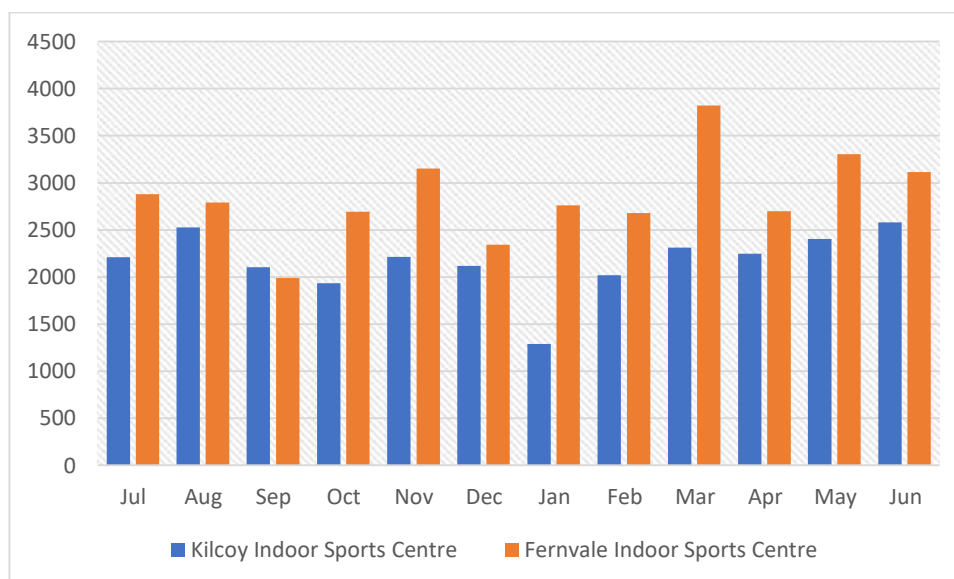
The Fernvale Indoor Sports Centre experienced an increase in annual patronage for the 2022-2023 financial year. The facility lessee, PCYC Queensland, set membership records throughout the year, growing the facility membership to a total of 1,215 in June 2023. Patronage of the facility increased over the year, with a high of 3,820 and 3,604 facility visits in March and May respectively. A record attendance for the year was set at 34,524 visits.

PCYC continued to deliver a range of community-based programs at the facility including the 'Braking the Cycle' program, 'Get Set for Work' program, 'Blue Edge' program, 'Rhythm to Recovery' program, 'Basketball After Dark', and Kinder Gym and 'Little n Active' programs.

The Kilcoy Indoor Sports Centre (KISC) saw an increase in annual patronage in the 2022-2023 financial year, with a record total of 25,960 visits. Membership at the facility decreased during the 2022-2023 year and finished at total of 101 in June 2023.

The KISC continues to be well utilised by community, particularly the Kilcoy Gymnastics Club and Kilcoy Army Cadets who base their regular activities at the facility. The centre also saw the commencement of collaborative programs including the 'Healthy Knees and Hips' program and 'Return to Work' program.

The facility lessee, Somerset Health and Fitness, has continued to serve the community well by continuing to partner with health service providers (e.g. physiotherapist, physiologist, occupational therapists), as well as providing sport and recreation opportunities to people with disabilities and the culturally and linguistically diverse community.



Graph: Indoor Sports Centre Monthly Attendances for 2022-2023

Aquatic Facility Operations

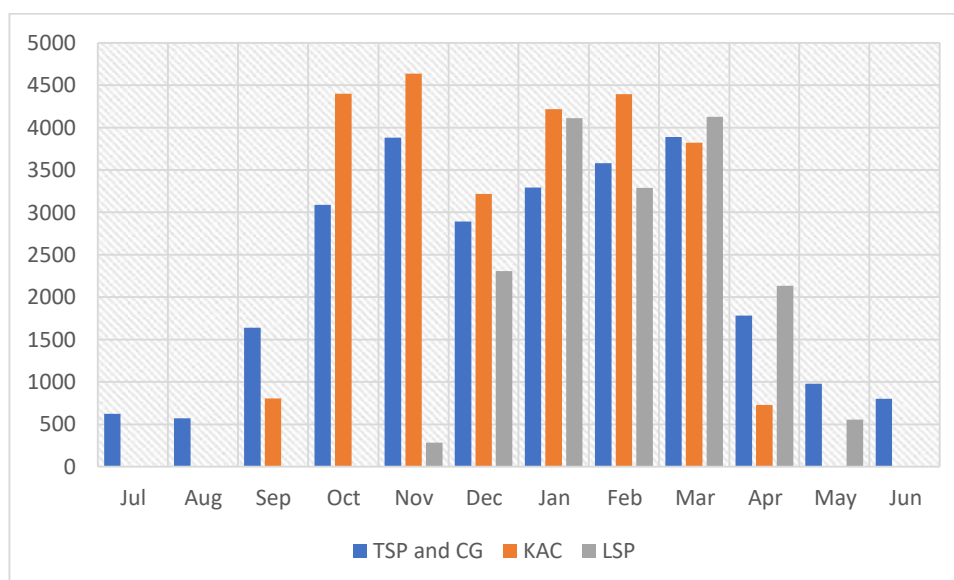
The operators of Council aquatic facilities changed during the 2022-2023 financial year. Somerset Leisure managed all Council aquatic facilities to 31 August 2022; as of 1 September 2023, Somerset Health and Fitness commenced as the manager of the Toogoolawah Swimming Pool and Community Gym and Just Sports n Fitness commenced as manager of the Kilcoy Aquatic Centre (KAC) and the Lowood Swimming Pool (LSP).

Following the completion of the new Toogoolawah Community Gym in May 2022, the Toogoolawah Swimming Pool and Community Gym Commenced operating as a combined facility from 1 September 2023.

The Toogoolawah Swimming Pool and Kilcoy Aquatic Centre started their seasons as scheduled; the Lowood Swimming Pool was required to delay their season due to significant refurbishment works and opened in late November. Facility attendances were positive and record-breaking monthly attendances were recorded across all facilities. The Toogoolawah Swimming Pool and Community Gym (TSP and CG), KAC and LSP saw total attendances of 27,013, 26208 and 16,250 respectively.

The new combined TSP and CG set monthly attendance records throughout the year and set an annual attendance record for the year. Memberships have decreased during the 2022-2023 year.

Council resolved to extend the LSP season by four weeks from 17 April to 14 May 2023, as a gesture of thanking the community for their patience following a delayed opening to the 2022-23 season due to extended timelines for the facility refurbishment. Based on this trial, a season extension beyond two weeks at the beginning or the end of the season is not considered viable. Council resolved to offer a further two weeks operation from mid to late April in 2024 based on this trial.



Graph: Aquatic Facility Monthly Attendances for 2022-2023

Promotion of Sport and Recreation

Activities were provided for children at the Coominya, Kilcoy, Lowood and Toogoolawah State Schools' Under Eight days held across May and June 2023. Other events throughout the year included an Olympic Weightlifting Come and Try event held for families, free sports club workshops for committees, as well as school holiday activities for families including canoe, movie and rockclimbing events.

An event was held at the TSP and CG in September 2022 to officially open the Splash Pad. The event included free entry to the facility, a jumping castle and free sausage sizzle. The event was well received and attended by 400 people. The LSP saw a similar event with the pool reopening in November and the 'Season Launch Event' taking place in December 2022. This event featured free family friendly DJ entertainment, free entry, and a free barbeque; the event was well attended.

Pool movie nights were conducted in December 2022 at the Lowood Swimming Pool, Kilcoy Aquatic Centre and Toogoolawah Swimming Pool. Each event featured free entry into the facility and a barbeque hosted by local not-for-profit community groups; events were all well attended.

Australia Day Pool Parties were conducted at each aquatic facility in 2023 with a total of 910 attendees across the three facilities. Each facility featured free entry, a free barbeque hosted by a local not-for-profit group and free entertainment.

The 122nd Queensland Cross Country Championships were held at the Toogoolawah Golf Club on 28 July 2023. This is the second time the event was delivered in a partnership between Queensland Athletics, the Toogoolawah Golf Club and Somerset Regional Council. The event saw nearly 600 participants and an estimated crowd of 2,000 people come to Toogoolawah.

An Ultimate Disc Event Exhibition was held at Fernvale Sports Park in August 2022 as the result of a grant through the Sport Australia's Regional Sports Event Fund.

Somerset Rail Trail Fun Run 2022

The 19th annual Somerset Rail Trail Fun Run or Ride was held on Sunday, 10 July 2022. The event this year included a run or walk of 8 kilometres or 3 kilometres between Lowood and Fernvale or a ride of 20 kilometres from Coominya to Fernvale.

The event saw an increase in registrations from the previous year, up to 879. The event also raised \$3,440 for the Ipswich Hospital Foundation through Council's commitment to donate \$2 from every entry and voluntary participant donations.

Somerset and Somerset Primary Sports Cup

The fifth annual Somerset Sports Cup was held on 19 August 2022 at Toogoolawah State High School (TSHS). This was the first time the event was able to be held since 2019 due to the COVID-19 pandemic. Students from Lowood State High School (LSHS), Kilcoy State High School (KSHS) and TSHS competed in the carnival. The format included junior (ages 12-14) and senior (ages 15-17) competitions in soccer, touch football and volleyball. Council provided free transport for all schools to attend the event, as well as first aid and coordination services.

The return of the event also saw the return of the teachers vs police exhibition touch football match. The teachers team featured teachers from the three schools and police from the Toogoolawah, Lowood and Esk precincts as well as metropolitan precincts. The teachers won the match.

The Somerset Primary Sports Cup was held on 11 November 2022 at TSHS. The event saw students from years five and six from Esk, Toogoolawah, Harlin and Linville State Schools participate in a multi-sport round robin carnival. Students participated in soccer and netball. Council supported the event through the provision of free transport and first aid services, as well as assisting with the coordination.

Sport and Recreation Projects

The 2022-2023 year saw Council undertake significant construction and planning projects to improve community sporting facilities, including:

- Amalgamation of the newly constructed Toogoolawah Community Gym with the Toogoolawah Swimming Pool to create a combined facility. The combined facility commenced operations from 1 September 2022. In addition to the new gym and splash pad, further minor capital works were undertaken to combine the two facilities, including internal and external fencing upgrades, footpath construction and improvements to the Swimming Pool first aid room. The combined facility has resulted in attendance increases, setting monthly and annual attendance records.
- Completion of Stage 1 of the Lowood Swimming Pool refurbishment. Works included the construction of a new tiled concrete pool with a new compliant ramp entry and balance tanks, as well as the construction of a new zero-depth splash pad, and complete replacement of all plant equipment including filtration, chlorination and heating systems. The works are being undertaken with funding from the Queensland Government South East Queensland Community Stimulus Program. Stage 2 works, which included the construction of the new carparking facility will commence in 2023-2024.
- Finalisation of the Master Plan for the redevelopment of the Kilcoy Indoor Sports Centre, which includes the provision of increased floor space for gym, gymnastics and indoor sports, as well as increased carparking capacity, 24-hour gym facilities, new community multi-purpose space, and improved connectivity to the Kilcoy Aquatic Centre and Hopetoun Sports Fields.

- Refurbishment of the Esk, Kilcoy and Moore tennis courts, which included the refurbishment and relaying of nine artificial turf courts. The projects were funded by the Australian Government Local Roads and Community Infrastructure Program.
- Council received funding to undertake repair and resilience works to the Lowood Recreation Complex (LRC) and Kilcoy Recreation Grounds (also known as Showgrounds and Racecourse). Additionally, the Brisbane Valley Soccer Club received \$100,000 to replace equipment and undertake repairs to their clubhouse facility. The funding, provided through the Queensland Department of Tourism, Innovation (DTIS) and Sport Community and Recreational Assets Recovery and Resilience Program, totalled almost \$200,000 and enabled Council to undertake works to improve recreational surfaces at both facilities as well as drainage facilities at the LRC.
- Council commenced the development of the Fernvale Sports Park Master Plan. The document will outline the long-term vision for the development of the facility and is being created in collaboration with the Fernvale Sports Park Advisory Committee.
- Council received funding to install an irrigation system and undertake field refurbishments (including the installation of new goal posts) at the Esk Football Grounds and the undertake extension of the Brisbane Valley Soccer Clubhouse to include amenities facilities at the Lowood Recreational Complex. The combined value of the works totals approximately \$600,000 and has been provided through the DTIS Minor Infrastructure Program.
- Digital data loggers were installed to the meter readers for the Lowood Swimming Pool, Toogoolawah Swimming Pool and Community Gym, and Kilcoy Aquatic Centre. The digital data loggers provide real-time data on water usage for some of Council's highest water consuming facilities. The digital data loggers have already assisted Council in identifying leaks at a facility through providing digital alerts regarding unusually high off-peak water consumption.

Somerset Libraries, Arts and Culture

Somerset Libraries

2022-23 saw continued growth and demand for events and activities across Somerset Libraries with a total of 8069 people attending library events across the region's branches. Somerset Libraries received a total visitation of 82,558 people across the service with membership to Somerset Libraries up by 13% on the previous year, with 8,058 members.

Regular programming of Storytime, Toddler Tuesday, STEAM Squad and Home School Connect continued to be popular with school holidays activities well received and outreach events such as storytime at the pool well attended.

March into Mindfulness program continued in its popularity with a focus on events centred around the concept of self-expression and inwards connection. Rails and Tall Tales, a local history project funded by the State Library of Queensland concluded with the services local history collection assessed for significance, preservation methods recommended, historical material digitised and oral histories conducted around the Brisbane Valley Railway.

The Condensery – Somerset Regional Art Gallery

The Condensery's artistic program for 2022-23 included nine exhibitions accompanied by 24 public programs and workshops. 5,103 people visited The Condensery and of these, 48% were from within the Somerset region and 52% were visitors to the area.

The works of over 26 artists were displayed within an artistic program which focussed on relevant local, national and global cultural conversations, showcasing excellence, responsive to community aspirations and bringing new ideas and creative practice to the Somerset region.

Other highlights include a new partnership with University of Queensland Art Museum who delivered cultural mediation and training resources for The Condensery's volunteers.



Industry standard, professional lighting was installed with the new track system providing additional flexibility to professionally light sculpture works within the space, as well as walls and surfaces – a substantial improvement on previous low level house lighting.

Events

A range of events and programs were delivered across Somerset supporting an inclusive community.

Highlights include the regions inaugural Kilcoy Carnival - Multicultural Festival held in in May. Over 600 people took part in the afternoon's festivities which brought together cultural performances, workshops, activities, stall holders and international foods and flavours.

Other event highlights included Teddy Bears' Picnic and Arts Networking Events held at the Somerset Civic Centre for the region's creatives on event planning, grant writing and social media.

Somerset Civic Centre

2022-2023 saw continued strong growth at the Somerset Civic Centre with a total visitation for the venue 16,541 people and a significant increase in events, of 263% compared with the previous year.



The venue continued to deliver a diverse program of events such as community concerts for seniors, drama and acting workshops for children and young people, performance by Opera Queensland and community projects such as the Inaugural Dance Affair.

Overall, the activation of the Somerset Civic Centre has been embraced by the community with the venue growing into a truly versatile community space.



Regional Arts Development Fund (RADF)

The Regional Arts Development Fund is a partnership between Council and Arts Queensland that supports one-off, short-term projects which offer professional arts, culture and heritage opportunities for our community. Projects have included an artist's residency in the historic bomb shelter at The Condensery, a mural project in Fernvale, training of volunteers and museum upgrade of an historical museum, and free development workshops for the regions creatives.



Over \$57,000 has been allocated to community arts projects around the region under the objectives of Somerset Stories, Wellbeing and Placemaking.

Arts and Culture

2022 - 2023

HIGHLIGHTS

In the past year we have:



104,202

Visitation to
Cultural Venues



698

Workshops
and Events



\$161 554.45

Arts and
Culture Grants

Somerset Civic Centre



16,541
Visitation



107%
Grants and
Funding



139%
Days in
Use



263%
Number of
Events

Somerset Libraries



Library Membership

13% Increase

8058 Members



8069 Event Participants



82558 Total Visitors

The Condensery



5103

Visitation

48% Local

52% Tourists



26
Artists



24

Events and
Public
Workshops



\$138,440
Grants and
Funding

TOURISM AND COMMUNICATIONS

Tourism Operations and Partnerships

The 2022-2023 financial year saw Council make a significant shift in the position of the Experience Somerset brand. Historically, Somerset has aligned with the Brisbane Economic Development Agency (BEDA) as its Regional Tourism Organisation (RTO). BEDA is a wholly owned subsidiary of Brisbane City Council and is the city's official economic development board.

In October 2022, Council made the decision to align with Southern Queensland Country Tourism (SQCT). SQCT is a not-for-profit organisation focussed on promoting Southern Queensland and aiming to build awareness and preference for the destination to grow visitor numbers and increase visitor expenditure. SQCT is the RTO for Southern Queensland, servicing the Toowoomba, Lockyer Valley, Southern Downs and Granite Belt, South Burnett, Goondiwindi and Western Downs LGAs.

Following a review of the interim rebranding of the Fernvale and Kilcoy Visitor Information Centres (VICs) to Explore Centres in 2021-2022, Council chose to rename the facilities to Visitor Information Centres in February 2023. The decision to change the name provided consistency across the naming of the Council VICs and alleviated confusion amongst visitors.

Visitor numbers to the Visitor Information Centres was in line with previous years, with visitation strong across the region (refer to table below).

| | Number of visitors 1/7/2022 – 30/6/2023 | Number of active volunteers |
|--|--|--------------------------------|
| Esk Visitor Information Centre | 3,557 | 10 |
| Fernvale Visitor Information Centre | 4,045 | 19 |
| Kilcoy Visitor Information Centre | 8,144 | 8 |
| The Condensery - Somerset Regional Art Gallery | 4,700 | 10 |
| Total | 20,446 | 47 |

Table: Centre and Visitation and Volunteer Numbers

Four volunteer famil tours were conducted in 2022-2023. The objectives of the tours are to recognise the valuable contribution of volunteers, provide an opportunity for communication and sharing of experiences across the volunteer cohort, and to increase product knowledge and operator awareness.

A famil tour was held on 18 October 2022 and focused on the Somerset Dam area and the central zone of the Somerset Region. The volunteers learnt about local businesses and facilities; Hollow Log Country Retreat, Somerset Park Campground, The Spit - Lake Somerset, Coronation Hall, and Bebe's Country Weddings.

The second famil was conducted on 5 December 2022 to celebrate International Volunteers Day. The tour started in Lowood visiting the Rail Trail Community Gardens, then travelling to the Lowood Art Gallery with volunteers enjoying afternoon tea at the gallery. The tour then moved onto the One Tree Canoe to enjoy the wonderful vistas of the Brisbane River, before arriving at Glamorganvale to share a dinner and recognise volunteer service milestones at the

Bottletree Hotel. Councillors and the tourism team joined the volunteers to celebrate their contribution to the community.

The third famil tour was held on 18 April 2023 and focused on the neighbouring Highfields / Crows Nest area. Volunteers visited the Gus Beutel Lookout, the Hampton VIC, Highfields Pioneer Village, Crows Nest Soft Drinks and the Boho Glamping Cartel.

The final tour was held on 22 June 2023 and focused on the towns of Esk and Toogoolawah. The volunteers learnt about local businesses and facilities; The Condensery, Hav'a'chat Cafe, Alexandra Hall and Toogoolawah Pictures, Skydive Ramblers, Esk Caravan Park, Esk Grand Hotel, Brisbane Valley Roasters and the Glen Rock Art Gallery.

Promotions and Advertising

In 2022-2023, Council developed and initiated implementation of the Experience Somerset Marketing Implementation Plan (2023-2025) and Promotional Campaign Planner. As part of this process, a digital visitation review was conducted, affirming Somerset's audience as the short drive and self-contained accommodation (caravan and camping) markets, within the South East Queensland (SEQ) locale. Further insights from the visitation research determined a visitor profile for the region, which strongly implied digital marketing as best practice for engaging Somerset's target market, combined with a mix of multi-level marketing actions. Further, research regarding accommodation peaks and troughs indicated that marketing efforts should be directed towards off-peak months to level out yearly visitation. As a result, Council embarked on a series of evergreen and seasonal campaigns in 202/2023:

- "Savour Summer in Somerset": A leads campaign resulting in 495 leads.
- "WIN a Somerset Escape at the Moreton Bay Expo": A leads campaign resulting in 2,149 leads.
- Evergreen campaign, "Caravan and Camping": A leads campaign resulting in 382 leads.
- Seasonal Winter campaign, "Take the Road Less Travelled": A traffic campaign resulting in 1,056 new visits to experiencesomerset.com.au. Noting these are results from the first half of the campaign ending 30 June 2023, with the second half continuing on into July 2023.

Council promoted the region through promotional stalls at the following industry events:

- Experience Somerset stall at Queensland Outdoor Adventure and Motoring Expo held at the Toowoomba Showgrounds from 29-31 July 2022.
- Experience Somerset stall at Buy from the Bush Queensland Festival held at Summer Land Camels, Harrisville on 17 September 2022.
- Experience Somerset stall at Moreton Bay Expo held at the Redcliffe Showgrounds from 17-19 February 2023.
- Experience Somerset featured at the Southern Queensland Country Tourism (SQCT) stall at the Let's Go Queensland Caravan and Camping Supershow held at the Brisbane RNA Showgrounds from 6-11 June 2023.

The Experience Somerset brand continues to work with key industry partners and participated in the following initiatives/projects/events to promote the region:

- SEQ Council of Mayor's SEQ Food Trail website (seqfoodtrail.com.au) – ongoing.
- SQCT website, social media and campaign content – ongoing.
- Council worked to feature Jimna and Somerset in an episode of Channel 7's Creek to Coast – Aired 30 July 2022

- Council worked to feature Somerset in the Brisbane Economic Development Agency imagery capture – captured August 2022.
- Council worked with the Queensland Department of Transport and Main Roads to feature Somerset in the SBS Trail Towns episode filmed in September 2022, to air mid-2023.
- Brisbane Airshow
- Australia Day Promotional Events
- Council worked with Brisbane Valley Farm Direct to establish an inaugural agritourism event, the first of its kind in region, Somerset Flavours Banquet at the Somerset Civic Centre on 22 April 2023.
- Council worked with Rogue Adventures to sponsor the 2023
- Council's submissions for Linville and Toogoolawah gained finalist positions in the Queensland Tourism Industry Council (QTIC) Top Town Awards in the Top Tiny Town category – announced June 2023.

Council refreshed the Experience Somerset's image library with a new series of destination imagery and social media video content. The significant capture of new imagery saw Council Officers coordinate photo shoots over multiple days across 17 locations throughout the region.

The Experience Somerset brand continues to grow, strengthen and gain industry attention. The brand maintains an ongoing presence on experiencesomerset.com.au, social media, Visitor Information Centre activity, trade show representation, campaign work, industry events, initiatives, competitions, and more.

Tourism Strategy Implementation

The release of the new tourism website was a significant progression for promotion of the Somerset Region. The reinvigorated Experience Somerset website utilised of the capture of imagery over the preceding year to create a modern and accessible website that leveraged of Somerset's great natural assets. The website features a new Tourism Operator portal, an enhanced events page, smartphone compatibility and integrates search engine optimisation strategies to improve the website's digital visibility.

To build and enhance local tourism partnerships Council participated in the pilot Best of Brisbane Region Experiences Support Program, which was delivered with the support of BEDA and TEQ. The program ran from March to June 2022 and covered 13 modules of training to increase participants' ability to become a Best of Queensland Experience. Six Somerset operators participated in the program. The program was received positively by participants with all six completing the program. The Somerset participants are eager to continue their tourism business development and work more closely together moving forward following the program.

Media and Communications

The Communications Manager is responsible for producing and distributing media releases, management of Council's social media channels, management of Council owned websites, liaising with media, disaster communications, council supported promotions and activities and speech writing for elected members, as and when required. On average about 25 media releases are distributed each month, providing information on Council programs, plans and projects. About 15 media enquiries are received each month.

Council facilitates the content, production and distribution of flyers and brochures about various services and activities across the region. Staff manage various Council promotional stands at events throughout the year.

PLANNING AND DEVELOPMENT

The Planning and Development Department ensures a range of regulatory; compliance and development assessment obligations are undertaken in accordance with Federal and State legislation and Council's Local Laws. The Department is also responsible for economic development and strategic land use planning for the region.

Development Assessment

The Development Assessment section is responsible for ensuring that Council achieves the purposes of the *Planning Act 2016*. This occurs through providing advice to the community on planning and development matters as well as co-ordinating and assessing development applications in accordance with the Somerset Region's Planning Scheme.

A breakdown of Development Applications received during the financial year are listed below.

| | APPLICATIONS | TOTAL 2021/22 | TOTAL 2022/23 |
|--------------------------|--|------------------|------------------|
| Development Applications | Combined | 3 | 7 |
| | Material Change of Use | 112 | 71 |
| | Operational Work | 11 | 29 |
| | Reconfiguring a Lot | 37 | 26 |
| | Building Work assessable against the Planning Scheme | 132 | 126 |
| | TOTAL | 295 | 259 |
| Planning Certificates | | 21 | 23 |
| Survey Plan Endorsements | | 29 | 22 |
| Exemption Certificates | | 7 | 11 |

Inspection Programs

A breakdown of inspection programs completed during the financial year are listed below.

| INSPECTION TYPE | TOTAL 2021/22 | TOTAL 2022/23 |
|-----------------------|------------------|------------------|
| Kennels | 50 | 51 |
| Poultry Farms | 26 | 20 |
| Extractive Industries | 9 | 9 |

Strategic Land Use Planning

A statutory review of the Local Government Infrastructure Plan (LGIP) was commenced during the financial year and will guide Council's future amendment of the LGIP and infrastructure delivery across the region. A major amendment to the Somerset Region Planning Scheme has continued to be progressed and will be subject to future Council consideration.

Economic Development

In December 2022, Council adopted the Somerset ***Economic Development Strategy***, including Investment Prospectus, following extension public consultation. The Strategy is designed to facilitate the growth and prosperity of the region's economy over the next 10-20 years and outlines how Council will positively facilitate this change. The Strategy's actions are focused on three central roles and functions for Council: Marketing and Promotion; Planning for the Future; and Facilitating Change.

The ***Lowood Futures Strategy*** was adopted by Council in December 2022, providing a holistic urban renewal project for Lowood that aims to enhance community wellbeing and amplify the town's identity and competitive advantage. The Strategy is underpinned by a rigorous technical analysis and a collaborative design approach. Importantly, the Strategy is supported by a pragmatic implementation plan with prioritised initiatives and economic analysis that demonstrates the future value of the Strategy and investment in the concept for Lowood.

The Strategy was developed by Council with funding support of the Australian and Queensland Governments through the Queensland Reconstruction Authority under the 2019 Local Economic Recovery grant program.

Council also commenced the development of a ***Kilcoy Streetscape Revitalisation Project*** with expected completion in late 2023. The main outcome for this project will be the development of a master plan for the town centre and main streets along with an exploration for short, medium, and long-term actions setting a roadmap for how this future vision can be achieved.

Council has also continued proactive engagement with the State Government and business via the membership of the State Government's **Queensland Small Business Friendly Council initiative**, including attendance at the annual conference and hosting Dominique Lamb, Queensland's Small Business Commissioner, in the Somerset Region.

The **Local Business Recovery Officer** program also delivered:

- Promotion of the Somerset Grantfinder which has been customised for Somerset residents and provides a one-stop-shop for Federal, State, and local grants.
- Face to face business visits to collect business intelligence and feedback around local issues and priorities.
- Business Recovery Newsletters emailed to all Somerset businesses providing comprehensive council, State and Federal recovery information, grants, and agency support.
- Development of an Economic Development webpage, housing information previously distributed via newsletters.
- Collaboration with State and Federal agencies on recovery and resilience matters.
- Regular email updates and phone calls with State Government agencies such as the Queensland Rural Industry Development Authority (QRIDA), Department of Employment, Small Business and Training, and the Small Business Financial Counselling Service, to discuss grant programs and support initiatives.

- Facilitating a **pop-up office** for QRIDA to discuss open grant opportunities and support with applications.
- Delivery of **workforce capability workshops and recovery and resilience forums**, including:
 - o Grant Writing Forums – Business, Tourism, Agriculture (Nine workshops)
 - o Current Issues in Agriculture – Informative Forum and Networking Evening
 - o Navigating the Storm: Disaster Management Preparation for Business – (Three workshops)
 - o Business Discovery Series: Plan on a Page, Customer Focus 101, Manage Your Digital Footprint (Three workshops)
 - o Somerset Business Breakfast – Forum celebrating Small Business Month.

Building and Plumbing Services

The building and plumbing section's role within the planning and development department is to ensure that Council's range of regulatory and compliance obligations, together with the assessment and evaluation of building and plumbing applications, are undertaken in accordance with the relevant Acts, Codes, Standards and Local Laws.

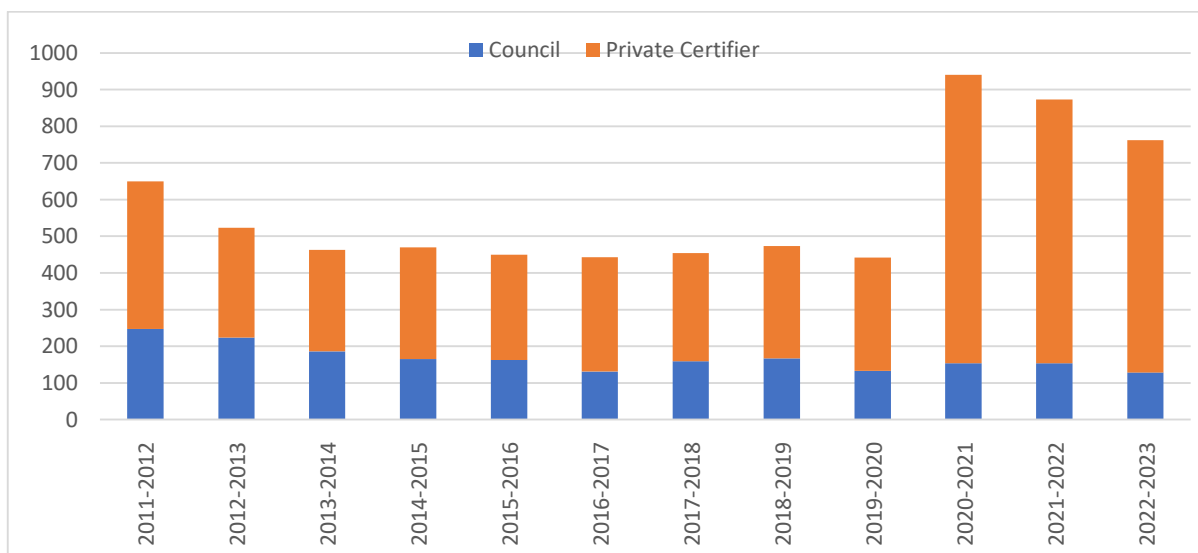
The variety of building and plumbing regulatory inspections that are performed include pool safety services, residential services, amenity and aesthetic services and notifiable plumbing and drainage services.

Other regulatory matters that involve building and plumbing compliance include unapproved works, unlawful use of buildings and overdue servicing of on-site sewerage facilities. This has resulted in the issuing of Show Cause Notices, Enforcement Notices and in some cases, Penalty Infringement Notices (PINs).

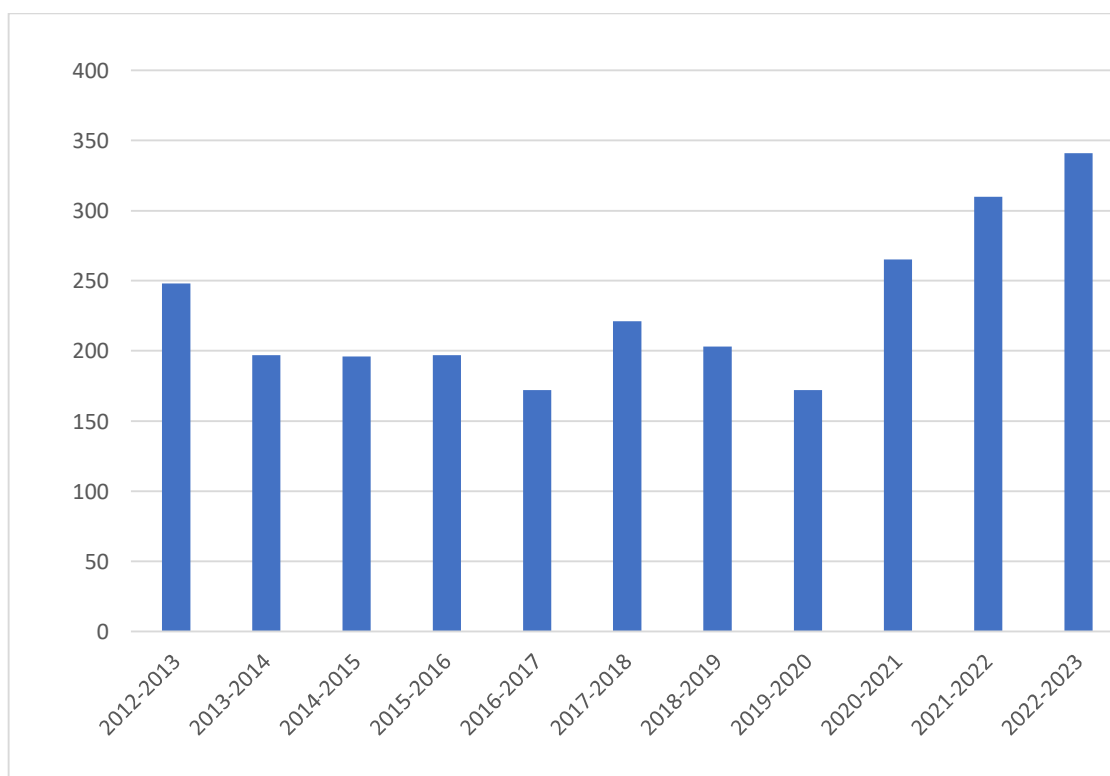
Since completing the voluntary on-site wastewater risk mitigation program in the Linville township catchment area, Council's plumbing inspectors, through partnership with SEQ Water, are continuing the delivery of the next phase of the program in the Glamorgan Vale area of the Black Snake Creek catchment. In total, 21 properties have been offered to be part of the program in the Glamorgan Vale area. Currently one property has taken up the offer and has had a new on-site sewerage treatment plant installed. Council's plumbing inspectors will continue to engage with eligible landowners to offer a subsidy for a replacement treatment system that meets the program guidelines.

The total number of building applications approved for the 2022-23 financial year is 762.

Council's share of the total approved building applications is 16.9% which is lower than last year's share by 0.7%. The downturn in statistics is largely in the private certification sector, as illustrated below



The total number of plumbing applications approved for the 2022-23 financial year is 341. This includes 49 amendments to existing approvals.



Environmental Services

Council's Environmental Services section includes the functions of Environmental Health, Regulatory Services and Pest Management.

Environmental Health

- Administered a total of 156 food business licenses consisting of 122 fixed, 25 mobile and nine temporary food business licenses.
- Conducted more than 120 licensed food business inspections to check compliance with the *Food Act 2006* and the Australia New Zealand Food Standards Code.
- Assisted food businesses, community groups, schools, and the general public through the provision of a free online interactive food safety training package. The I'M ALERT food safety training package can be accessed via www.somerset.imalert.com.au or follow the links on Council's website. More than 730 users accessed the site through the Somerset Regional Council log-in during the year.
- Conducted a mosquito survey program in conjunction with Queensland Health in various towns and villages in the region during the months of January 2023 to March 2023. The main aim of the annual surveillance program is to establish the level of confidence in:
 - o the assumption that mosquitoes *Aedes aegypti* or *Aedes albopictus* are not present in the Somerset Region, and
 - o the likelihood of early detection – to facilitate eradication.
- Samples analysed by Queensland Forensic and Scientific Services returned no positive results for the target mosquitoes.
- Raised community awareness of mosquito management methods through officer advice, local and social media, and Council's website.
- Delivered a water quality monitoring program for Council-operated swimming pools where monthly samples were collected during the swimming season and monitored for compliance with the Queensland Health Water Quality Guidelines for Public Aquatic Facilities 2019.
- Delivered a water sampling service for residents with private drinking water supplies.
- Responded to more than 210 customer service requests relating to issues of compliance with the *Environmental Protection Act 1994*, the *Food Act 2006*, the *Waste Reduction and Recycling Act 2011*, the *Public Health Act 2005*, the *Public Health (Infection Control for Personal Appearance Services) Act 2003* and Council's local laws.
- Delivered a bi-annual inspection program on 13 poultry farms to monitor compliance with development approval conditions.
- Completed more than 30 assessments of applications for approval under Council's local laws and subordinate local laws for prescribed activities such as caravan parks and camping grounds, community markets, commercial use of roads and local government-controlled areas, street stalls, and temporary entertainment events.

Regulatory Services (including Animal Management and Local Laws)

- Encouraged responsible pet ownership through information on Council's website, media, officer contact, the provision of dog friendly parks, the provision of rebates for cat de-sexing, euthanasia, and discounted registration for de-sexed dogs.
- Operated a small and large animal pound in accordance with Council's local laws, where a total of 236 animals were impounded, including 104 dogs and 106 cats and 26 stock.

- Delivered annual inspection program of 49 kennels to monitor compliance with development approval conditions and the *Animal Management (Cats and Dogs) Act 2008* and Council's local laws.
- Responded to more than 1,010 customer service requests relating to compliance with Council's local laws, the *Animal Management (Cats and Dogs) Act 2008* and other relevant legislation.

Pest Management

- Increased awareness and knowledge of biosecurity obligations in relation to pest plants and animals under the *Biosecurity Act 2014*, and the control of pest plants and animals generally through local media, social media, Council's website and attendance at local shows and field days.
- Operated a bait meat subsidy program for landholders who participated in Council's 1080 baiting program, where more than \$2,020 in subsidy payments were made.
- Operated a one third, chemical subsidy program to assist landholders in meeting their biosecurity obligation under the *Biosecurity Act 2014*, where more than \$14,000 in subsidy payments were made.
- Administered a bounty program for wild dogs and feral pigs destroyed within the region, where a total of \$19,375 in bounty payments were made including \$6,780 in wild dog and \$12,595 in feral pig bounty payments.
- Provided an equipment hire program to assist landholders in meeting their general biosecurity obligation under the *Biosecurity Act 2014*.
- Implemented actions listed in the Biosecurity Plan – Invasive Plants and Animals 2020-2025.
- Responded to more than 300 customer service requests relating to issues of compliance with the *Biosecurity Act 2014*.
- Completed a compliance program to ensure that landholders comply with their general biosecurity obligation under the *Biosecurity Act 2014*.
- Operated a 1080 baiting program where more than 3,570 wild dog and feral pig baits were distributed to participating landholders in the region.
- Conducted a pest animal trapping program on Council controlled land and on private land to assist landholders in controlling pest animals such as wild dogs, feral pigs, foxes, and feral cats. During the period more than 25 feral animals were trapped as part of the program.
- Delivered a pest plant control program on Council controlled areas and roads and on state-controlled roads under contract, where more than 247,000 litres of herbicide were applied.
- Operated a 50% Lantana Chemical Subsidy Program, where more than \$98,000 in subsidy payments were made.
- Delivered a Lantana Control Program on Council roads and reserves and on Department of Transport and Main Road reserves where approximately 120 hectares of lantana were treated and approximately 190 hectares of lantana were mechanically controlled.

Natural Resource Management

Somerset Regional Council has an active role in the maintenance and enhancement of the region's natural resources through a range of partnership, advocacy, educational, stewardship and promotional activities.

Regional Collaboration:

- Regular participation in the Council of Mayors (SEQ) Resilient Rivers Initiative, including ongoing project(s) in the Black Snake Creek Catchment.
- Continuing partnership and collaborative projects with Healthy Land and Water, Landcare, Bushcare, and allied groups / organisations.

Education and representation:

- Participation in regional NRM related forum/s, and policy/strategy development, including South-East Queensland Local Government Koala and Flying-Fox forums.
- Facilitated wildlife education presentation opportunity for Somerset region schools.

External funding partnerships:

- Delivery of the \$1.5 Million Volunteer Bushfire Resilience and Recovery Activities "Green Army" project funded under Queensland Reconstruction Authority's 2019 Queensland Bushfires Local Economic Recovery Program.
- Delivery of the Onsite Wastewater Risk Mitigation program in partnership with Seqwater in the Black Snake Creek Catchment.

Community Free Trees:

- Facilitated Council's suite of free tree programs, including three community free tree giveaway events, and schools' national tree day support.
- Delivery of Capital Works Offset Policy, requiring proportional offsetting of Council capital works program/s impacts on vegetation.

Local Delivery, Regional Programs:

- SEQ Land for Wildlife Program.
- SEQ Fire and Biodiversity Consortium.
- Seqwater – Mid Brisbane partnership committee.
- Seqwater – On-site Wastewater Risk Mitigation Program.

OPERATIONS

The Operations Department consists of the following sections:

- Works Branch
 - o Infrastructure Construction
 - o Infrastructure Maintenance
 - o Workshop
 - o Fleet Management
 - o Cemeteries Management
 - o Landfill Operations
- Engineering Services Branch
 - o Parks and Gardens
 - o Facility Maintenance
 - o Survey and Design
 - o Asset Management
 - o Development Assessment
- Disaster Management and State Emergency Service (SES)
- Waste Services and Recycling Management
- Customer Service System

The following is a summary of the department's activities in 2022-2023.

Works

The Somerset region is experiencing continuous growth, and in response, the Council's capital works program is also expanding annually to meet the rising demand. This year, Council has undertaken an ambitious and remarkable volume of projects, demonstrating its commitment to addressing the evolving needs of the community.

Capital expenditure for completed and progressed work from Council and the Department of Transport and Main Roads (TMR) funded projects totaled over \$35 million for the year.

Council has applied for, secured, and received funding subsidies and grants from numerous State and Federal government grants, including but not limited to:

- Roads to Recovery (R2R);
- Bridge Renewals Program;
- Cycle Network Local Government Grants;
- Local Road and Community Infrastructure Program (LRCIP);
- Transport Infrastructure Development Scheme (TIDS);
- Heavy Vehicle Safety and Productivity Program (HVSPP);
- Community Stimulus Program (CSP);
- Disaster Recovery Funding Arrangement (DRFA); and
- Local Economic Recovery Program (LER).

Council has achieved a commendable track record this year by successfully executing a multitude of projects as part of its ongoing construction program. The dedicated works team is committed to delivering quality civil infrastructure throughout the entire region, making optimal use of both internal expertise and external resources.

Council has successfully partnered with local contractors to foster strong, collaborative relationships, for the benefit of local economy. It also enables the delivery of works to improve and maintain all of its asset classes, including roads, bridges and drainage networks.

Council's Works Branch has completed projects related to the following asset categories:

- Roads - including reseal, renewal, rehabilitation and safety improvements;
- Stormwater drainage - including under and above ground drainage systems;
- Waste management - landfill, refuse and recycling centre operations, and the construction of a new landfill cell;
- Cemeteries; and
- Fleet and workshop.

The Works branch has also delivered major road rehabilitation works on the State-controlled roads on behalf of Department of Transport and Main Roads. This is in addition to the contract maintenance works.

The Somerset region was subject to major unprecedented storms and flooding during the months of February, March and May 2022. These events continued to disrupt programmed works, with Council's Works Branch embarking on a huge mission to make all roads trafficable as quickly as practically possible.

Council crews and contractors have carried out visual inspections to Somerset's extensive 1,483 kilometres of local road network, 77 bridges, 3,626 culverts and multiple parks and community facilities across the region as part of the disaster recovery effort.

Over 3,000 sites across Somerset Regional Council local government area were identified as requiring cleaning, flood restoration and recovery works as part of Council's damage assessment following the devastating February, March and May flood events.

After periods of heavy rain had passed, and as soon as it was safe, crews were carrying out priority works to make the road network trafficable, including the construction of temporary sidetracks around damaged crossings and filling potholes, and closing off unsafe sections of roads, parks and open spaces.

The priority works that have occurred were a short-term solution however, and in early 2023 Council commenced the long-term plan for infrastructure restoration under the Disaster Recovery Funding Arrangements, jointly funded by Queensland and Australian Federal Governments. Council anticipates the timeframe for the completion of all work to be June 2024.

Council's effort was spread between Council roads and state-controlled roads and the focus was to restore safe access to impacted communities and advocate for increased resilience where opportunity allowed.

Infrastructure Construction and Maintenance

Roads and Drainage

Council delivered its capital works and maintenance programs across the region in a variety of locations and on roads of both local and regional significance.

Council rehabilitated several streets and roads through the region, including but not limited to:

- Stage1 Esk Crows Nest Road;
- Glamorgan Vale Road, Wanora;
- Sandy Creek Bridge at Copley Lane;
- Gregors Creek Road Culvert, Gregors Creek;
- Lowood Minden Road intersection with Jensens Swamp Road;
- Waverley and Sheppards Road, Lake Manchester;
- Patrick Street, Lowood;
- Mconnell St, Toogoolawah;
- Colinton St Toogoolawah;
- Wade Street, Kilcoy; and
- Royston Street, Kilcoy.



Esk Crows Nest Road



Gregors Creek Road Culvert, Gregors Creek



McConnell Street, Toogoolawah



Wade Street, Kilcoy – kerb and channel

Environment and the path to zero emissions

Following successful trials in previous years, Council included recycled crumbed rubber, a product made from waste tyres, on road projects. The rubber is included in the bitumen binder to improve its material properties as well as benefitting the environment and creating a circular economy.

The \$1.8 million road reseal program of works has been made possible with significant Australian Government funding under the Roads to Recovery Program.

Council also commenced investigations to reduce methane emissions at the Esk landfill.

Workshop and Fleet Management

Council's Esk workshop undertakes the bulk of the plant and fleet maintenance and repairs, with workshop staff also carrying out various service and repairs to Council fleet in the field anywhere within the region where the crews are working.

Council has 324 items of plant and 180 floating plant items including: earthmoving plant, SES plant, light vehicles, trucks, tractors, mowers, slashers, chainsaws, weed eaters, blower pumps, generators and many other miscellaneous items. All plant items are serviced on a routine service schedule with other repair and maintenance done as required. The workshop carries out on average 120 services, routine inspections and repairs each month.

Council's workshop also carries out auto electrical and air conditioning repairs in-house as well as annual Certificate of Inspection on Council's small to mid-size truck and trailer fleet as required for annual registration.

Workshop also performs the electrical test and tagging of around 500 items of Council's portable equipment for the work crews and SES on a three-monthly basis.

Workshop also has a fabrication shop which carries out a wide range of works including:

- Design, build and install toolboxes and storage solutions for Council fleet;
- Fabricate and install handrails for footpath/culverts and guard rails for bridges;
- Fabricate, install and repair a full range of park furniture and park assets;
- Three-monthly playground operational inspections and repairs to playground equipment as required; and
- Various other types of maintenance and repairs to Council assets.

Cemeteries Management

Council has eight operational cemeteries throughout the region: Fernvale, Wivenhoe Pocket, Lowood, Esk, Caboonbah, Toogoolawah, Moore and Kilcoy and one closed cemetery at Bryden (Fairview). Most cemeteries have columbarium walls for placement of ashes except for Wivenhoe Pocket and Caboonbah. Kilcoy Cemetery also has a memorial garden for placement of ashes which is maintained on a regular basis. All cemeteries are mowed and cleaned regularly.

There have been new rows constructed in the lawn / beam section of the Kilcoy, Esk and Lowood cemeteries.

Engineering Services

Survey and Design

This team provides Engineering Services for the facilitation and production of surveys, detailed designs, on-site support for the construction crews on majority of Council's roads, drainage, and cycleway capital works program projects. They create and deliver forward work design projects that are often utilised to seek grant funding, from multiple sources, for delivery of Council's future Capital Works Program. Concept designs are created to assist in the planning of Council's future Capital Works Budgets.

Asset Management

Maintaining Council's assets, such as roads, bridges, footpaths, kerb and channel, stormwater, parks and gardens, cemeteries and building facilities is a critical function of the Engineering Services Team. Council continually reviews and improves its asset registers, conditions and databases regarding these assets.

Development Assessment

The Engineering Services Team reviews and approves development works to be undertaken by private developers through the issuing of Operational Works Permits or supporting Council's planning team by providing engineering conditions for material change of use or reallocation of lots applications. Some of the operational works' projects approved this past year included: Parklands at Clarendon - Stages 2D and 2E, Pine Tree Hill - Stages 3 to 6, Windsor Drive -Stage 5C, 89 lot subdivision at Vogler Road and Hedley Park - Stage 7 and Stage 8.

Disaster Management

Disaster Management is a core function within Somerset Regional Council that ensures we maintain a level of readiness should we be impacted by disaster events. Council does this by training staff in disaster management and utilising their skills should we need to establish our Local Disaster Coordination Centre (LDCC).

- *Local Disaster Management Group (LDMG)*

All local governments are required to establish a Local Disaster Management Group (LDMG) to support and coordinate disaster management activities within their relevant area. The LDMG consists of members and advisors from several agencies, who each have a disaster management role to play before, during and after a disaster.

During 2022-2023 four LDMG meetings were held. These were all held online using Microsoft Teams.

Somerset Regional Council representatives attended each of the Ipswich District Disaster Management Group (DDMG) meetings.

- *Disaster Events / Activations*

On the weekend of 22-23 October 2022 the LDMG was placed onto LEAN FORWARD with a small team of Council staff running the Local Disaster Coordination Centre (LDCC) in Fernvale.

There were concerns at the time that an East Coast Low was developing on the Saturday night into Sunday. Whilst there was enough rain to warrant releases from Wivenhoe, no major flooding occurred. Twin Bridges and Savages Crossing in Fernvale were closed during these releases, with Scrub Creek Road also closed on the Brisbane River due to rises in the river.

- *Training and Exercises*

Disaster Management training is an essential means through which Council and other agencies can develop and maintain their disaster management capabilities and capacity. Queensland Fire and Emergency Services maintains responsibility for ensuring persons involved in disaster management are appropriately trained in accordance with the Queensland Disaster Management Training Framework.

Training was completed for Evacuation Centre Management for 20 staff members, including several Councillors. This training was facilitated by Red Cross. A further 19 staff received training in Local Disaster Coordination Centre management. The training, presented by QFES, included an exercise on the last day to test learnings. A member of Qld Rural Fire and Qld Police were in attendance both days.

Throughout the year, a number of staff also attended management training conducted by QFES.

- *Plan Reviews / Assessment*

The Somerset Local Disaster Management Plan was re-written and presented to the LDMG on 17 August 2022 for endorsement and subsequently placed on Council's website. In addition to this, subplans were updated for:

- Evacuation and Evacuation Centre Management;
- Local Disaster Coordination Centre Management;
- Isolated Communities subplan; and
- Livestock Standstill subplan for Emergency Animal Disease (EAD) prevention.

- **Engagement**
Council partnered with the Queenslanders with Disability Network (QDN) in a project known as Building Inclusive Disaster Resilient Communities (BIDRC). The goal of the project is to build a more inclusive disaster-resilient Somerset region for people with a disability. The first workshop was held on Friday 10 March at the Somerset Civic Centre, Esk.
- **Somerset Flood Certificates – online**
Property Specific Flood Certificates went “LIVE” officially on 11 October 2022. This generated significant downloads in the first 48 hours with over 500 certificates requested. To date, we have now more than 2,500 flood certificates issued.



- **Variable Message Sign (VMS) Trailers**
New VMS trailers were received by Council and are in operation. These can be used during times of disaster to assist with community messaging.
- **Flood Cameras and other Flood Warning Infrastructure**
A new camera was installed at Walshes Crossing, Winya Road near Kilcoy. At the same time, Council's existing network of flood cameras were upgraded to provide better day and night resolution.

The Twin Bridges and Savages Crossing cameras, damaged in the 2022 flood event, were replaced with the assistance of State and Federal funding.

A low-cost water level gauge has been installed on the Kilcoy Creek Bridge to assist in monitoring the crossing during wet weather events.

- **Funding achievements**
Applications were successful for the following projects under the Queensland Reconstruction Authority's Floodplain Risk Management Program:
 - Overland Flow Flood Risk Mapping and Historical Inundation Calibration, and
 - Flood Warning Intelligence Enhancement

These projects will significantly enhance Council's flood intelligence during severe weather events.

State Emergency Service

During the year in review, Somerset SES members responded to 60 activations (37 SES tasks and 23 agency support requests) within Somerset, Ipswich, Logan and Scenic Rim regions, assisting residents and supporting emergency service operations in the QFES South-East region.

Somerset SES Unit's membership currently stands at 58 active volunteers.

During 2022-2023, SES members logged:

- 5,603 hours in non-operational functions (training, administration, equipment and facilities maintenance) and
- 1,760 operational hours assisting in the tasks recorded in the Task and Management System (TAMS) as summarised below:
 - o Storm damage
 - o Sandbagging
 - o Trees down
 - o Land and forensic searches
 - o Flood boat rescues
 - o Traffic management
 - o Patient retrieval



Waste Services and Recycling Management

- *Waste Reduction and Recycling Plan 2018-2022*
The Waste Reduction and Recycling Plan (WRRP) was due for renewal in the 2022/2023 Operational Plan, however its update has been delayed due to reallocation of available resources to assist and manage the flood restoration response.

Council participated in the preparation of the South East Queensland Waste Management Plan which will inform the revision of the updated Somerset WRRP. This is due to be completed by 31 December 2023.

- *Waste Levy*
The Esk weighbridge commenced operation on 1 July 2019, coinciding with the implementation of the Queensland government's waste disposal levy. The weighbridge is in its fourth year of operation and staff and customers have adapted well to the changes the weighbridge brought to operations.

In 2022/2023, 9,559 tonnes of Municipal Solid Waste made its way into the Esk landfill, which was a reduction from last year. Over 10,054 vehicles went across the weighbridge in that time.

- ***Wheelie Bin Kerbside Collection***

The new wheelie bin contract with Ipswich City Council to provide a general waste and recycling kerbside collection has been underway for 12 months. This was the first year that the whole of Somerset Region had a kerbside recycling service. The total amount of kerbside recyclables collected for the 2022/2023 financial year and diverted from the landfill was 975.5 tonnes.



The average presentation rate of the kerbside recycling bins in Somerset Region for the first year was 58%.

- ***Refuse and Recycling Centres***

The contract for the operation of Coominya, Harlin and Kilcoy refuse and recycling centres has been ongoing for 12 months and will continue for another two years.

Council has continued to monitor the sites for safety for the public, contractors and employees by continually auditing procedures and updating signage as required.

- ***Recycling Programs***

Council continues to participate in a number of recycling programs, for example, mobile muster, e-waste recycling program, and continues to seek opportunities for more recycling opportunities.

- ***Containers for Change***

Council continues its partnership with Anuha, a community/charity organisation based in Gatton to operate a container deposit scheme (CDS) on a weekly basis in the towns of Esk, Fernvale and Kilcoy. Discussions have been held with Anuha to look at expanding this service to Lowood and Toogoolawah.

- ***Transfer Stations – Recycling Initiatives***

Council continues to accept cardboard, paper, metal, e-waste, car batteries, glass bottles, and aluminium cans free of charge. These items are collected and taken off site and recycled at various material recovery facilities.

Chippable green waste is also accepted free of charge. The mulch is mulched and stockpiled on site at each transfer station and is either sold to the public or reused on Council projects.

- ***Drum Muster***

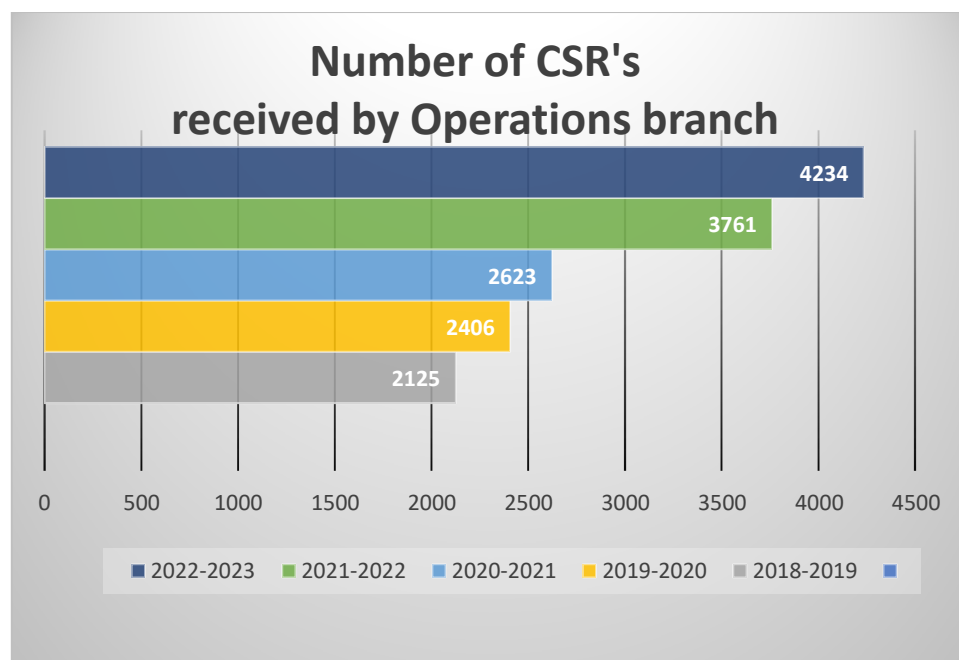
Council continued to work in partnership with Agsafe to provide the DrumMuster program and the ChemClear program. The DrumMuster program provides for the collection of eligible drums from residents at Council's waste facilities free of charge. Council collected 2,244 eligible drums for this year with the most drums (1,459) being collected at the Coominya Refuse and Recycling Centre.

The ChemClear program provides a site for residents to meet with Agsafe to pick up unwanted chemicals.

- **Waste Voucher**
The waste voucher program continued this year with each property receiving two vouchers. Each voucher allows residents to dispose of waste up to 0.5m³ at no charge, making a total of 1m³ of waste per year.
- **Landfill Facilities**
The closed Jimna landfill received its final cap to rehabilitate the site as prepared by waste engineer's report titled Jimna Closed Landfill Rehabilitation Report dated June 2023.

Council also started working on capping the old Kilcoy landfill to rehabilitate the site.

Customer Service System



The Operations branch received a total of 4,234 customer requests for the 2022/2023 financial year. The continued increase in the number of customer requests received was attributed to road maintenance requests from the flood events from February, March and May 2022, the delivery of new wheelie bins for the new wheelie bin contract and a full year of the facility requests being recorded.

HUMAN RESOURCES AND CUSTOMER SERVICE

(including reporting requirements outlined in the *Public Sector Ethics Act 1994*)

Council's Human Resource and Customer Service Department is responsible for ensuring employees are trained and work in accordance with relevant legislation and workplace health and safety requirements. The department also provides the community's first point of contact with Council at our Administration and Customer Service Centres.

Human Resources

Our Workforce

At 30 June 2023, Council had 210 staff employed in a variety of tenures (status) to meet the operational needs of the organisation.

| Status | Number of employees as at 30 June 2022 | Number of employees as at 30 June 2023 |
|------------------------------|--|--|
| Full-Time | 155 | 156 |
| Part-Time | 22 | 22 |
| Temporary | 7 | 5 |
| Casual | 13 | 16 |
| Supported Wage | 0 | 0 |
| Apprentice / Trainee / Cadet | 5 | 11 |
| TOTAL | 202 | 210 |

Workforce Demographics at 30 June 2023

| Gender | Female | Male |
|---------|--------|------|
| Indoor | 69 | 54 |
| Outdoor | 3 | 84 |
| | 72 | 138 |

| Age | Female | Male |
|--------------------------|--------|------|
| Traditionalists (-1945) | 0 | 0 |
| Baby Boomer (1946-1964) | 9 | 25 |
| Generation X (1965-1980) | 27 | 63 |
| Millennials (1981-1995) | 26 | 28 |
| Generation Z (1995-) | 10 | 22 |
| | 72 | 138 |

| Length of Service (years) | # Employees |
|---------------------------|-------------|
| Less than 10 | 149 |
| 10+ | 35 |
| 20+ | 19 |
| 30+ | 6 |
| 40+ | 1 |

| Where our Workforce Lives: | |
|----------------------------|--------|
| Postcode | Number |
| 4306 | 17 |
| 4311 | 24 |
| 4312 | 43 |
| 4313 | 33 |
| 4314 | 6 |
| 4514 | 4 |
| 4515 | 29 |
| Other | 54 |

COVID-19 Impacts

Council continued to be impacted by enforced COVID-19 restrictions during the first half of 2022/2023 although there was no requirement for temporary closure of any public access facilities.

During this period, the workforce continued to remain stable and adapted as required to ensure the delivery of essential Council services continued through the implementation of innovative practices where possible.

Employee Service Recognition

Council recognises employees with service of 10 years> with presentation of a certificate of service and appropriate gift at five (5) year intervals.

In October 2022 Council held a group service recognition presentation to acknowledge seventeen (17) employees who had reached service milestones during the 2022 calendar year. In total, 320 years of service to Somerset Regional Council was recognised on the day.

Apprenticeships, Traineeships and Study Assistance

Council continued its support of employment opportunities for apprentices and trainees during 2022/2023 with two (2) employees completing their traineeships and gaining formal qualifications in their respective areas of study:

- One (1) Traineeship in Horticulture – Parks and Gardens
- One (1) Traineeship in Business Administration - Arts and Culture

Areas where new cadets, trainees and apprentices were appointed were:

- One (1) Cadet Information & Computer Technology (ICT) Officer
- One (1) Traineeship in Business Administration – Facilities
- One (1) Traineeship in Business Administration – Finance
- One (1) Traineeship in Business Administration – Arts and Culture
- One (1) Apprenticeship in Civil Construction Plant – Operations
- One (1) Apprenticeship in Parks and Gardens – Operations

These new placements were in addition to the following existing placements:

- One (1) Cadet Finance Officer (former Business Administration Trainee)
- One (1) Apprenticeship in the Engineering Fabrication Trade - Workshop Team
- Three (3) Apprenticeships in Heavy Commercial Vehicle Mechanical Technology - Workshop Team

Training and Professional Development

Council's Study Assistance Policy was made available to employees undertaking nationally recognised Certificate, Diploma and University level courses throughout 2022/2023 relevant to their positions within the organisation.

In addition, Council continued to offer a variety of training / professional development opportunities throughout the year for employees to gain nationally recognised qualifications.

Various other training and professional development opportunities were offered / delivered to support the continued development of Team Somerset in addition to attendance at various industry specific forums, seminars and conferences.

Training / Induction Processes

All new employees were provided with inductions on the commencement of employment to ensure a smooth transition and seamless integration into the organisation. Inductions were delivered via a monthly corporate program throughout 2022/2023 where required.

The program covers mandatory information including review of relevant human resource and work health and safety legislation, code of conduct, Council procedures, policies and legislative requirements in relevant areas.

The introduction and implementation of an online health and safety management system replaced the former electronic learning management system during 2022/2023. This online system offers improved functionality and further enhanced induction processes with simplified core induction modules being available to new and existing employees.

The online system also embedded mandatory code of conduct training requirements for all employees, ensuring annual refresher training is completed.

Performance Appraisals

Performance appraisals for all team members continued to be conducted throughout 2022/2023 by relevant supervising personnel. From this process, training needs are identified with appropriate education and training courses sourced, promoted and delivered as required.

Volunteers

Volunteers are integral to Council activities such as visitor information centres, library services, community connection points etc. Council has approximately fifty (50) active volunteers across these services within the Somerset region as of 30 June 2023.

Council provides the volunteers with induction training, personal development opportunities, familiarisation tours and recognition events i.e. National Volunteers Day etc.



Somerset Regional Council volunteers enjoying a visit to the Toogoolawah Picture at Alexandra Hall, Toogoolawah during a familiarisation tour held in June 2023.

Staff Wellbeing Initiatives

Council's continued commitment to enhancing the work health and wellbeing of Team Somerset was demonstrated through the reestablishment of the work health and wellbeing committee in 2022/2023, with a wellness committee charter developed and adopted by the committee in March 2023.

The wellbeing program continues to promote a work environment that aims to foster a workplace culture where health and wellbeing are highly valued.

Council is committed to enhancing work health and wellbeing by:

- creating a healthy culture
- creating and supporting a work health and wellbeing strategy
- establishing and supporting a work health and wellbeing committee
- modifying the work organisations and the work environment
- managing risks to workers physical and mental health
- consulting with workers
- supporting worker participation in work health and wellbeing interventions
- supporting workers to adopt and maintain healthy behaviours.

Work Health and Safety

A Work Health Safety (WHS) Strategic Plan 2022-2025 was adopted to capture key strategies for achieving Council's Corporate Plan for work health and safety, along with an annual WHS operational plan (action plan).

A WHS Management Plan was developed to define Council's health and safety management system and provide a framework and road map. A total of ten health and safety system procedures and 47 safe operating procedure were reviewed and improved in consultation with workers ensuring Safety STAR was embedded throughout.

Key performance indicators were adopted based on the SMART principle and the monthly WHS Report format was updated to track progress on KPIs and provide more comprehensive and consistent data to management on all things relating to health and safety.

A key achievement was the implementation of an online health and safety system which includes a document centre to replace the previous intranet site. This now provides every employee easy access to all health and safety documents online via their desktop, laptop or smartphone (using an App).

The online system is used for incident and hazard reporting, to submit opportunities for improvement, inductions, a training plan and training records, corrective actions, workplace inspections, safety engagements, injury management and contractor management.

Core employee online induction modules were overhauled and simplified and Safety STAR embedded in the WHS Induction.

A training needs analysis was documented and established, with employees now able to self-manage induction training and check on training gaps via My Portal on the online system.

Computers are being installed in each depot to provide field-based employees with access to complete online inductions, log events and access the document centre via a desktop computer (all functions are also available via smartphone).

QR Code technology was adopted to provide workers with direct access to Hazchem safety data sheets and contractors direct access to the WHS Contractor Induction.

The WHS Committee met quarterly during the year with minutes of meetings available to all employees via the online document centre.

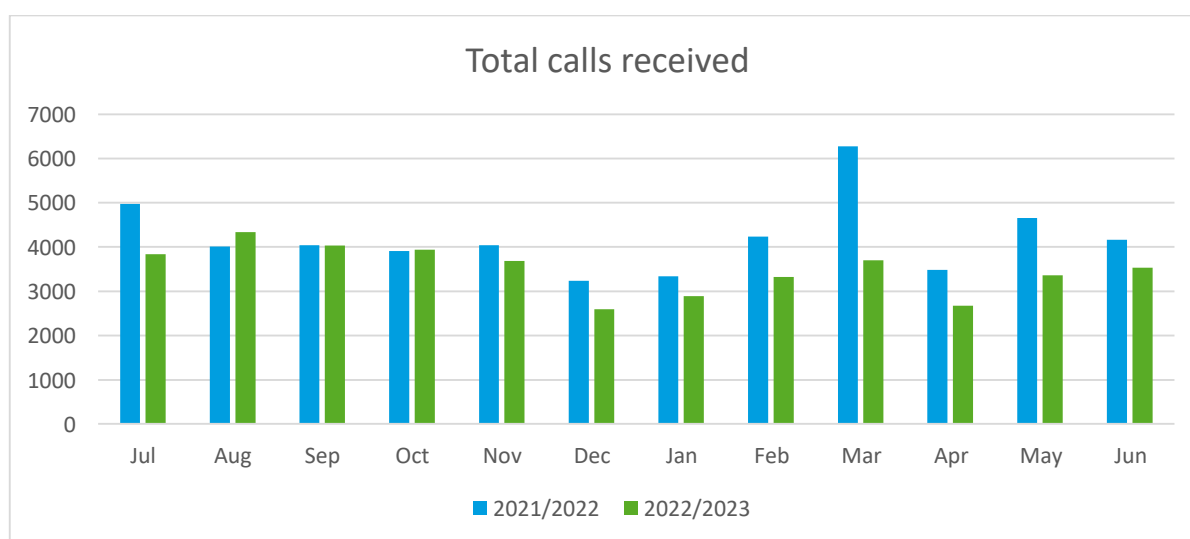
A formal WHS audit schedule was developed to ensure the plan, do, check, act methodology.

Customer Service

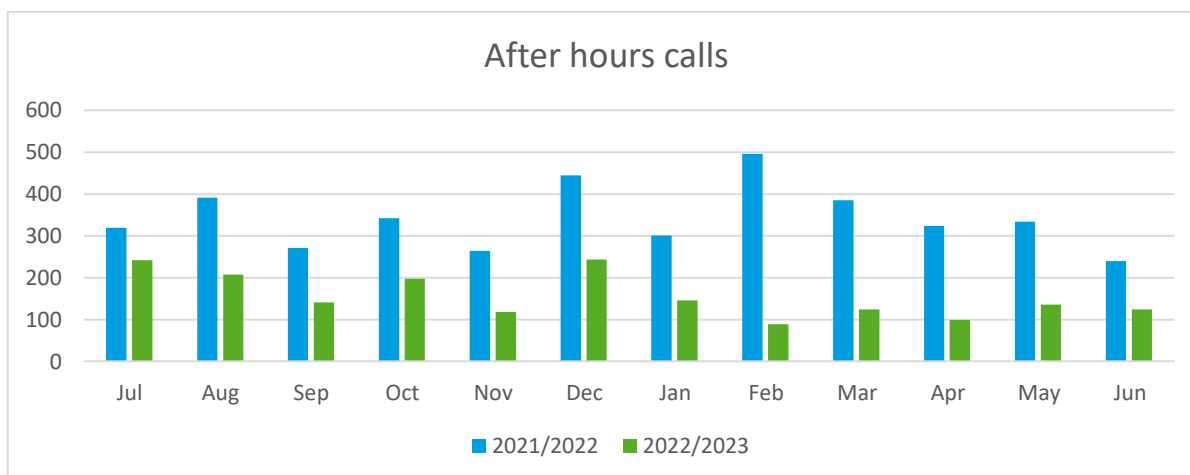
Council's administration and customer service centres are located in Esk, Kilcoy and Lowood. These centres provide a full range of transactions of all Council services during standard business hours, Monday to Friday.



Council's customer service team answer and direct the incoming calls on the main Council phoneline. In 2022/2023 there was an average of 3,493 calls received per month which decreased from the 2021/2022 figure of 4,196 calls per month. In March and May 2022 there were flooding events across the region which increased call numbers.



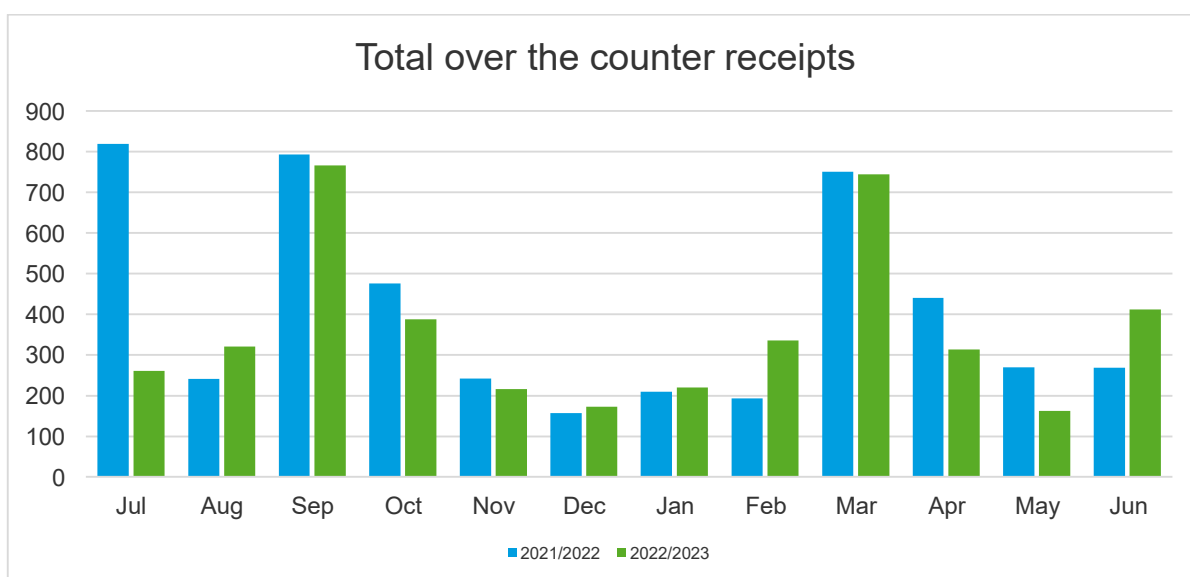
Council's after-hours service is provided by Peak 24/7 Out of Hours Call Centre through Peak Services. In 2022/2023 1,869 calls were received after hours. This is in comparison to 4,112 in 2021/2022. In March and May 2022 there were flooding events across the region which resulted in high after hours call numbers.



Council has customer service standards that prioritise after-hours requests requiring immediate response. Non-urgent matters are recorded and scheduled for processing during standard business hours.

At Council's administration and customer service centres, over the counter receipts are taken for payments such as rates, dog registration, development applications, facility hire costs etc. In 2022/2023 there were 4,314 over the counter receipts taken across the three centres.

Dog registration renewals were issued for the first time in two years as part of Council's stimulus package due to COVID-19 impacts on the Somerset community. Dog registration renewals were last issued in 2021/2022.



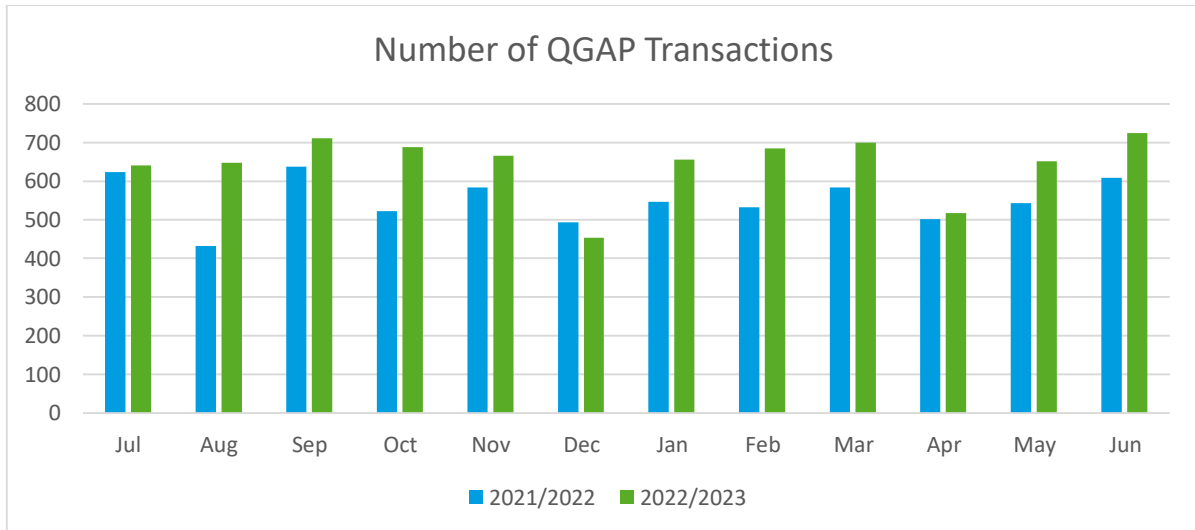
Queensland Government Agency Program (QGAP)

Council has operated a Queensland Government Agency Program (QGAP) at the Lowood Customer Service Centre since the year 2000. QGAP is a network of one-stop-shops for specific government services in rural and remote Queensland communities.

The agency can offer on the spot information or referral for certain Government Departments. Relevant transactions can also be conducted from the agency.

Of all the services offered at the QGAP agency, Queensland Transport transactions continue to be most in demand.

| | 1/07/2021- 30/06/2022 | 1/07/2022- 30/06/2023 |
|------------------------------|--------------------------|--------------------------|
| Total number of transactions | 6,613 | 7,744 |
| Total collection value | \$919,266.09 | \$977,740.27 |
| Average time per transaction | 4.77 minutes | 5.03 minutes |



LEGISLATIVE REQUIREMENTS

Resolutions

Section 185 of the Local Government Regulation 2012

No resolutions adopting an expenses reimbursement policy were made during the financial year. There were also no resolutions made amending the existing reimbursement policy.

No resolutions changing the threshold for non-current physical assets (s206(2) of the Local Government Regulation 2012) were made during the financial year.

Total Remuneration Paid to Each Councillor (including Superannuation Contribution)

Section 186(a) of the Local Government Regulation 2012

Total remuneration paid by Council to each of its Councillors for the 2022/2023 financial year:

| COUNCILLOR | ALLOWANCE/FEES |
|---------------------------|-----------------------|
| Graeme Lehmann | \$126,928.88 |
| Sean Choat | \$ 63,466.13 |
| Cheryl Gaedtke | \$ 63,466.13 |
| Helen Brieschke | \$ 76,157.38 |
| Robert Whalley | \$ 63,466.13 |
| Kylee Isidro | \$ 63,466.13 |
| Jason Wendt | \$ 63,466.13 |
| <i>Total Remuneration</i> | <i>\$520,416.91</i> |

Total superannuation contributions paid by Council for each of its Councillors for the 2022/2023 financial year:

| COUNCILLOR | SUPERANNUATION |
|-----------------------------|-----------------------|
| Graeme Lehmann | \$15,231.57 |
| Sean Choat | \$ 7,616.03 |
| Cheryl Gaedtke | \$ 7,616.03 |
| Helen Brieschke | \$ 9,138.85 |
| Robert Whalley | \$ 7,616.03 |
| Kylee Isidro | \$ 7,616.03 |
| Jason Wendt | \$ 7,616.03 |
| <i>Total Superannuation</i> | <i>\$62,450.57</i> |

Expenses Incurred by and Facilities Provided to Each Councillor Under the Reimbursement of Expenses Policy

Section 186(b) of the Local Government Regulation 2012

Expenses reimbursed and facilities provided during 2022/2023 were:

| COUNCILLOR | EXPENSES |
|-----------------|---------------------|
| Graeme Lehmann | \$31,019.43 |
| Sean Choat | \$25,314.92 |
| Cheryl Gaedtke | \$29,210.85 |
| Helen Brieschke | \$27,051.58 |
| Robert Whalley | \$27,444.72 |
| Kylee Isidro | \$30,322.84 |
| Jason Wendt | \$28,094.73 |
| <i>Total</i> | <i>\$198,459.07</i> |

No non-cash property was transferred to Councillors.

Councillor Meeting Attendance

Section 186(c) of the Local Government Regulation 2012

| COUNCILLOR | ORDINARY MEETING | SPECIAL MEETING |
|----------------|---|-----------------|
| Cr G Lehmann | 19 | 1 |
| Cr H Brieschke | 20 | 1 |
| Cr S Choat | 19 | 1 |
| Cr C Gaedtke | 19 | - |
| Cr K Isidro | 18 | 1 |
| Cr J Wendt | 19 | 1 |
| Cr B Whalley | 19 (partial attendance 21/6/2023) | - |

Councillor Misconduct

Section 186(d), (e), (f) of the Local Government Regulation 2012

| | |
|--|---|
| s186(1)(d)(i) | There were no orders made under section 150I(2) of the <i>Local Government Act 2009</i> . |
| s186(1)(d)(ii) | There was one order made under section 150AH(1) of the <i>Local Government Act 2009</i> . |
| s186(1)(d)(iii) | There were no decisions, orders or recommendations made under section 150AR(1) of the <i>Local Government Act 2009</i> . |
| s186(1)(e)(i) s186(1)(e)(ii) s186(1)(e)(iii) | <p>There was one decision, order or recommendation made about a Councillor under s186(d) during the financial year.</p> <p>4 July 2022 It is alleged that a councillor has breached section 150K (1) (b) of the Local Government Act 2009 (the Act) by video livestreaming without confirming if appropriate or receiving the necessary approval. If proven the conduct could be in breach of Section 150K (1) (b) in that the conduct contravenes a policy, procedure or resolution of the local government. The outcome of this investigation substantiated that Cr Gaedtke did breach section 150K(1)(b) of the Local Government Act 2009 and engaged in inappropriate conduct. At Council's Ordinary meeting on 26 October 2022, the following resolution was carried: "THAT 1. in accordance with Section 150AH (1)(b) (i), (ii), (iii), (vi) and as a result of the findings of the Independent Investigator, Council makes the following orders in response to the findings of inappropriate conduct of Councillor Cheryl Gaedtke. That is Councillor Gaedtke: • will make a public admission that she engaged in inappropriate conduct, • will receive a written reprimand from Council about her conduct, • will undertake training and counselling as approved by Council's Chief Executive Officer, to address the inappropriate conduct at her own expense • be advised that if the Councillor engages in the same type of conduct again, it will be treated as misconduct 2. The outcome of the matter be entered in Council's Conduct Register as provided for in Clause 17 of the Council's Investigations Policy, and 3. The Office of the Independent Assessor be advised of the outcome of the investigation and the orders made by Council</p> |
| s186(1)(f)(i) | There was one (1) complaint referred to the Independent Assessor under section 150P(2)(a) of the <i>Local Government Act 2009</i> by the local government, a Councillor of the local government or the Chief Executive Officer of the local government. |
| s186(1)(f)(ii) | There were no complaints referred to the Crime and Corruption Commission or investigated by Council in accordance with any other law under section 150P(3) of the <i>Local Government Act 2009</i> . |
| s186(1)(f)(iii) | There were no notices given to the Independent Assessor under section 150R of the <i>Local Government Act 2009</i> . |
| s186(1)(f)(iv) | There were no notices given to the Independent Assessor concerning misconduct by any Councillor under section 150S of the <i>Local Government Act 2009</i> . |

| | |
|------------------|---|
| s186(1)(f)(v) | There were four (4) decisions made by the Independent Assessor about Councillor conduct complaints under section 150W of the <i>Local Government Act 2009</i> . |
| s186(1)(f)(vi) | There were no referral notices issued to Council by the Independent Assessor concerning conduct by any Councillor under section 150AC of the <i>Local Government Act 2009</i> . |
| s186(1)(f)(vii) | There were no investigations of suspected inappropriate conduct of a Councillor undertaken by the local government under section 150AF of the <i>Local Government Act 2009</i> . |
| s186(1)(f)(viii) | There was one (1) investigation of suspected inappropriate conduct referred to Council by the Independent Assessor to deal with under Chapter 5A, Part 3, Division 5 of the <i>Local Government Act 2009</i> . |
| s186(1)(f)(ix) | There were no applications heard by the conduct tribunal about the alleged misconduct of a Councillor. |

Administrative Action Complaints

Section 187 of the Local Government Regulation 2012

Council is committed to dealing fairly with administrative action complaints. Council's approach to dealing with complaints is outlined in its Administrative Action Complaints Policy, which became effective on 1 July 2011. This Policy has been reviewed several times since adoption. The scope of the policy is as follows:

The complaints process has been established for resolving complaints by affected persons about administrative action of the Council. However, the complaints process does not apply to a complaint -

- that could be made under the Local Government Regulation 2012 about competitive neutrality issues;
- about official misconduct that should be directed to the Crime and Misconduct Commission;
- made in accordance with the *Human Rights Act 2019*,
- made under the *Public Interest Disclosure Act 2010*; or
- about the conduct and performance of Councillors under Division 6, Part 2, Chapter 6 of the *Local Government Act 2009*.

This policy excludes requests for service, enquiries, suggestions, actions and decisions taken under legislation which provide for separate avenues of appeal, such as decisions made under the *Planning Act 2016*, prosecutions made under Local Laws that are appealable to a Magistrates Court and decisions under the Building Act, unless the complaint relates to administrative actions associated with the action or decision.

There were also various other requests for review of Council's decisions using Council's internal review processes. These are outlined below.

| Internal Reviews | Date Range | Date Range | Date Range | Date Range |
|------------------|-------------|-------------|-------------|------------|
| | 2022 - 2023 | 2021 - 2022 | 2020 - 2021 | 2019-2020 |
| | 6 | 2 | 2 | 3 |

| Application for Review of Local Government Decision | Date Range | Date Range | Date Range | Date Range |
|---|-------------|-------------|-------------|------------|
| | 2022 - 2023 | 2021 - 2022 | 2020 - 2021 | 2019-2020 |
| | 7 | 3 | 2 | 5 |

| Departmental Review – Level One | Date Range | Date Range | Date Range | Date Range |
|-------------------------------------|-------------|-------------|-------------|------------|
| | 2022 - 2023 | 2021 - 2022 | 2020 - 2021 | 2019-2020 |
| Corporate Services Department | 1 | 0 | 0 | 0 |
| Operations Department | 4 | 5 | 12 | 8 |
| Planning and Development Department | 6 | 2 | 1 | 0 |

The Planning Level One reviews in 2022/23 have escalated to Administrative Action complaints. One of the Administrative Action complaints remains unresolved at 30 June 2023.

Council's process for managing complaints has ensured that matters raised have been properly considered, that complainants have been offered natural justice and that issues relating to complaints generally have been resolved satisfactorily.

Overseas Travel

Section 188 of the Local Government Regulation 2012

There was no overseas travel undertaken by a councillor or local government employee in an official capacity during the financial year other than:

- Cr Kylee Isidro was approved by Council as the Mayor's delegate to travel to the United States and Canada between 2 and 13 February 2023 to support the Council of Mayors (SEQ) North America Mission which sought to, amongst other objectives, examine alternative approaches to transport, growth management, housing affordability, sustainability, telecommunications, waste management and resource recovery. The direct cost to Somerset Regional Council of the overseas travel was \$606.10. The cost of the overseas travel was otherwise met by Council of Mayors (SEQ).

Grants to Community Organisations

Section 189 of the Local Government Regulation 2012

The local government's expenditure for the financial year on grants to community organisations was \$173,844.76. A further \$57,949.91 was provided in Regional Arts Development Fund grants.

Councillors did not have discretionary funds during the financial year.

Annual Operations Report for Each Commercial Business Unit

Section 190(1)(c) of the Local Government Regulation 2012

There were no commercial business units to report for the financial year.

Conducting a Joint Government Activity

Section 190(1)(d) of the Local Government Regulation 2012

There was no action taken for or expenditure on a service, facility or activity that was supplied by another local government under an agreement for conducting a joint government activity for which the local government levied special rates or charges for the financial year.

Invitations to Change Tenders

Section 190(1)(e) of the Local Government Regulation 2012

There were two (2) invitations to change tenders under section 228(8) of the Local Government Regulation during the financial year.

Registers Kept by the Local Government

Section 190(1)(f) of the Local Government Regulation 2012

- Register of Local and Subordinate Local Laws
- Road Register
- Register of Regulatory and Cost-Recovery Fees
- Asset Register
- Councillor Conduct Register
- Delegations Register – Council to Chief Executive Officer
- Delegations Register – Chief Executive Officer to Employee or Contractor
- Register of Interests
- Lobbyist Contact Register
- Register of Council Policies
- Development Application Register
- Cemetery Register
- Food Premise Register
- Infrastructure Charges Register
- Register of Infirm and Medical Wheelie Bin Services
- Number of Wheelie Bin (General and Recycling) Services Register

Summary of Concessions for Rates and Charges

Section 190(1)(g) of the Local Government Regulation 2012

Rebates and concessions on rates were as follows:

1. Pensioner part-remission of certain general rates as set out in the 2022/2023 Revenue Statement as follows:

R27. Pensioner rebate of Kilcoy differential general rates

R27.1 Qualifying Pensions

Rebate of part of certain rates and charges as determined by Council from time to time may be granted to owners who are holders of a current valid Queensland pensioner

concession card and who are eligible to receive a State Government Pensioner Rate Subsidy under the rules of the State Government Pensioner Rate Subsidy Scheme.

The rebate may be granted under Section 120 of the *Local Government Regulation 2012*. Council has decided to phase out the granting of an automatic concession of this kind to pensioners but wishes to protect those pensioners currently receiving the concession from any hardship resulting from the change. Those pensioners in receipt of the pensioner rate subsidy as at 30 June 2008 will continue to receive the subsidy provided they retain other eligibility criteria. However, no new automatic concession will be granted to those pensioners not already in receipt of the concession as at 30 June 2008.

R27.2 Application

A pensioner rebate as above shall apply to differential general rates within the former Kilcoy Shire.

R27.3 Calculation

The rebate of differential general rates within the former Kilcoy Shire shall be equal to:

- \$20 per annum multiplied by;
- The percentage to which the landowners are entitled to receive a State Government Pensioner Rate Subsidy under the rules of that subsidy scheme as issued by State authorities from time to time.

For example, if a full State Government Pensioner Rate Subsidy applies to a rate assessment where differential general rates of \$1,000 would otherwise apply, the landowner shall be entitled to a rebate of \$20 of the rates. If 33% of the full State Government Pensioner Rate Subsidy applies, the landowner shall be entitled to a rebate of 33% of \$20 of the rates.

R27.4 Justification

Council has decided to offer the concession on differential general rates within the former Kilcoy Shire to recognise the financial impact on people of fixed incomes within the former Kilcoy Shire who enjoyed the same level of rebate in previous years.

R27.5 Administration

An application for a State Government Pensioner Rate Subsidy shall be taken to also be an application for Council pensioner rebate. The rules governing eligibility to the State Government Pensioner Rate Subsidy Scheme as issued by State authorities from time to time shall apply in determining eligibility to the Council rebate.

2. *The following concession as resolved by Council*

“THAT a class concession being a rebate of rates and charges be given to properties with approval for extractive industries but which are not used for extraction that are located within 100 metres of the Somerset/ Ipswich local government boundary for the period 1 July 2022 to 30 June 2023 equal to the difference between the net general rates chargeable for the property and the net amount that would be payable if the property was categorised in rating category 2 because the payment of the rates as categorised would cause hardship.

THAT a conditional class concession being a rebate of rates and charges be given to properties with approval for extractive industries but which are not used for extraction that are located within 100 metres of the Somerset/ Ipswich local government boundary for the period 1 January 2023 to 30 June 2023, provided before February 2023 Council does not become aware of any renewed extraction activities on the property with the rebate

equal to the amount of any extractive industries inspection levy that might apply because payment of the charge would cause hardship.”

3. *The following concession as resolved by Council*

“THAT a conditional rebate of rates and charges be given to the owner of Lot 1 RP28857 assessment 02352-80000-000 for the period 1 July 2022 to 31 December 2022 equal to the difference between the net general rates charged for the property on the rate notice issued 23 August 2022 and the net amount that would have been payable if the property had been categorised in rating category 2 because the payment of the rates or charges would cause hardship to the land owner on the condition that evidence satisfactory to the Chief Executive Officer is received from the new site operator that its intended use of the land and the only extractive activity that will occur on the property is rehabilitation of the land.

THAT no rebate in the extractive industries inspection levy on Lot 1 RP28857 assessment 02352-80000-000 be granted for the period 1 July 2022 to 31 December 2022.

THAT provided extraction of materials on the property does not occur prior to 1 February 2023, a rebate of rates and charges be given to the owner of Lot 1 RP28857 assessment 02352-80000-000 for the period 1 January 2023 to 30 June 2023 of the same amount as the 2022 rebate plus the amount of the half yearly extractive industry inspection levy because the payment of the rates or charges would cause hardship to the landowner.”

4. *The following concession as resolved by Council*

“THAT a conditional class concession under s122 of the Local Government Regulation may be granted on written application of the owner accompanied by appropriate declarations and evidence on an ongoing basis commencing 1 January 2023 in the following circumstances:

- The applicant is the owner of a dwelling where building plans were approved more than ten years before the commencement date of the rating period in which the rebate application was received;
 - No final certificate has been issued for the dwelling and it will not be possible to obtain a final certificate without damaging the dwelling or its foundations;
 - The dwelling has stood in its current location for longer than ten years with no evidence of structural failure;
 - The ownership of the property has changed since the dwelling was constructed; and
 - The applicant’s property is or was included in differential general rating category 1
- Where:
- The class concession is a rebate between the rate otherwise applicable for the property and the rate that would apply if the property hosted a single approved dwelling.”

Report on the Internal Audit

Section 190(1)(h) of the Local Government Regulation 2012.

For 2022/2023, internal auditors, Crowe Australasia/Findex undertook internal audits and other activities as follows in accordance with the three-year strategic internal audit plan:

| Internal audit items to 30 June 2023 | Progress | Indicative timing | Comments |
|--|-----------|-------------------|--|
| Core business processes and / or specific internal audits of identified key business risk: <ul style="list-style-type: none"> Recruitment Right to information and privacy reporting (including customer complaints processes) Review of financial management risk register | Completed | Q2 | The Internal Audits have been completed and the reports were presented at the Audit Committee meeting on 12 April 2023. |
| Administration and Planning <ul style="list-style-type: none"> Development of the Three-year Strategic Internal Audit Plan (2022/23 – 2024/25) and Annual Internal Audit Plan for 2022/23 | Completed | Q3 | The Three-year Strategic (2022/23 – 2024/25) and Annual Internal Audit Plan for 2022/23 were developed and presented to the Audit Committee in September 2022 and April 2023 |
| Administration and Planning <ul style="list-style-type: none"> Audit Committee Meetings | Completed | Q1, Q3 | Internal audit attended both audit committee meetings |
| Administration and Planning <ul style="list-style-type: none"> Administration and Prior Period Follow Up | Completed | Q2 | The follow up of prior period findings was completed and the report presented at the Audit Committee meeting on 12 April 2023. |

Crowe Australasia's term as internal auditors expired at 30 June 2023 and O'Connor Marsden and Associates were appointed to the internal audit role by Council resolution on 9 August 2023:

THAT O'Connor Marsden and Associates be appointed to provide internal audit services for two years with two three-year options to extend, consistent with Local Buy contract LB310.

Investigation Notices for Competitive Neutrality Complaints

Section 190(1)(i) and (j) of the Local Government Regulation 2012

There were no investigation notices given in the financial year under Section 49 of the Local Government Regulation 2012.

As such, there were no responses required from Council in the financial year relating to QCA recommendations on competitive neutrality complaints under Section 52(3) of the Local Government Regulation 2012.

Identify Beneficial Enterprises

Section 41 of the Local Government Act 2009

Nil.

Identify Significant Business Activities

Section 45 and 46 of the Local Government Act 2009

Nil.

Remuneration and Councillor Advisors

Section 201(1)(a), 201(1)(b) and 201(1)(c) of the Local Government Act 2009

Senior management remuneration is noted in *Attachment 2 – Financial Statements*.

Council did not resolve to allow a councillor to appoint councillor advisors.

ATTACHMENT 1 – FINANCIAL STATEMENTS

including the audited General Purpose Financial Statement, audited Financial Sustainability Statement and the Long-Term Financial Sustainability Statement

Section 183(a), (b), (c) and (d) of the Local Government Regulation 2012



Financial Statements
For the year ended 30 June 2023

SOMERSET REGIONAL COUNCIL
Statement of Comprehensive Income
For the year ended 30 June 2023

| | Note | 2023 (\$ 000's) | 2022 (\$ 000's) |
|--|-------------|----------------------------------|----------------------------------|
| Income | | | |
| Revenue | | | |
| Capital revenue | | | |
| Grants, subsidies, contributions and donations | 5 | <u>10,148</u> | <u>11,467</u> |
| Recurrent revenue | | | |
| Rates, levies and charges | 3a | 28,421 | 24,936 |
| Fees and charges | 3b | 2,246 | 2,897 |
| Rental income | | 434 | 367 |
| Interest income | 3c | 3,342 | 1,365 |
| Sales revenue | 3d | 10,653 | 11,299 |
| Other income | 3e | 2,403 | 2,668 |
| Profit from equity accounted investments | 15 | 1,579 | 1,816 |
| Grants, subsidies, contributions and donations | 4 | <u>14,451</u> | <u>7,710</u> |
| | | <u>63,530</u> | <u>53,058</u> |
| Total income | | 73,677 | 64,526 |
| Expenses | | | |
| Recurrent expenses | | | |
| Employee benefits | 8 | (17,254) | (16,121) |
| Depreciation | 16 | (10,964) | (10,316) |
| Other expenses | 9 | (889) | (849) |
| Materials and services | 6 | (31,683) | (28,359) |
| Finance costs | 9 | <u>(1,817)</u> | <u>(2,132)</u> |
| | | <u>(62,607)</u> | <u>(57,777)</u> |
| Capital expenses | | | |
| Loss on the disposal of capital assets | 7 | (827) | (105) |
| Total expenses | | <u>(63,434)</u> | <u>(57,882)</u> |
| Net result for year | | <u>10,243</u> | <u>6,643</u> |
| Other comprehensive income | | | |
| Items that will not be reclassified to net result | | | |
| Increase/ (decrease) in asset revaluation surplus | 16 | 34,162 | 23,785 |
| Total other comprehensive income/ (loss) for the year | | <u>34,162</u> | <u>23,785</u> |
| Total comprehensive income for the year | | <u><u>44,405</u></u> | <u><u>30,429</u></u> |

The above statement should be read in conjunction with the accompanying notes and accounting policies

SOMERSET REGIONAL COUNCIL
Statement of Financial Position
As at 30 June 2023

| | Note | 2023 (\$ 000's) | 2022 (\$ 000's) |
|--------------------------------|------|--------------------|--------------------|
| ASSETS | | | |
| Current Assets | | | |
| Cash and cash equivalents | 10 | 58,385 | 62,473 |
| Receivables | 11 | 6,043 | 7,323 |
| Contract assets | 13 | 94 | 1,381 |
| Inventories | 12 | 746 | 525 |
| | | 65,268 | 71,702 |
| Non-Current Assets | | | |
| Receivables | 14 | 53,804 | 43,804 |
| Equity accounted investments | 15 | 30,726 | 30,221 |
| Property, plant and equipment | 16 | 453,718 | 406,391 |
| | | 538,248 | 480,416 |
| TOTAL ASSETS | | 603,516 | 552,118 |
| LIABILITIES | | | |
| Current Liabilities | | | |
| Payables | 18 | 11,268 | 9,179 |
| Contract liabilities | 13 | 11,788 | 8,579 |
| Lease liabilities | 17 | 324 | 303 |
| Provisions | 19 | 2,043 | 2,030 |
| | | 25,423 | 20,091 |
| Non-Current Liabilities | | | |
| Payables | 18 | 2,286 | 2,474 |
| Lease liabilities | 17 | 373 | 389 |
| Provisions | 19 | 11,371 | 9,507 |
| | | 14,031 | 12,370 |
| TOTAL LIABILITIES | | 39,454 | 32,461 |
| NET COMMUNITY ASSETS | | 564,062 | 519,656 |
| Community Equity | | | |
| Retained surplus | | 374,090 | 363,692 |
| Asset revaluation surplus | 20 | 134,948 | 100,787 |
| Reserves | 21 | 55,024 | 55,178 |
| TOTAL COMMUNITY EQUITY | | 564,062 | 519,656 |

The above statement should be read in conjunction with the accompanying notes and accounting policies

SOMERSET REGIONAL COUNCIL
Statement of Changes in Equity
For the year ended 30 June 2023

| | Total | | Retained surplus | | Asset revaluation surplus | | Reserves | |
|--|----------------|----------------|-------------------------|----------------|----------------------------------|----------------|-----------------|---------------|
| | 2023 | 2022 | 2023 | 2022 | 2023 | 2022 | 2023 | 2022 |
| | (\$ 000's) | (\$ 000's) | (\$ 000's) | (\$ 000's) | (\$ 000's) | (\$ 000's) | (\$ 000's) | (\$ 000's) |
| Balance at beginning of year | 519,657 | 489,228 | 363,692 | 356,636 | 100,787 | 77,001 | 55,179 | 55,590 |
| Net result for the year | 10,243 | 6,643 | 10,243 | 6,643 | - | - | - | - |
| Transfers to reserves | - | - | - | - | - | - | - | - |
| Transfers from reserves | - | - | 155 | 412 | - | - | (155) | (412) |
| Other comprehensive income for the year - net increase/(decrease) in asset revaluation surplus | 34,162 | 23,785 | - | - | 34,162 | 23,785 | - | - |
| Balance at end of year | 564,062 | 519,656 | 374,090 | 363,692 | 134,948 | 100,787 | 55,024 | 55,178 |

The above statement should be read in conjunction with the accompanying notes and accounting policies

SOMERSET REGIONAL COUNCIL
Statement of Cash Flows
For the year ended 30 June 2023

| | Note | 2023 (\$ 000's) | 2022 (\$ 000's) |
|---|-------------|----------------------------------|----------------------------------|
| Cash flows from operating activities | | | |
| Receipts from customers | | 73,341 | 69,979 |
| Payments to suppliers and employees | | <u>(46,905)</u> | <u>(45,570)</u> |
| | | <u>26,435</u> | <u>24,409</u> |
| Interest received | | 3,342 | 1,365 |
| Dividend received | | 1,074 | 1,239 |
| Net cash inflow from operating activities | 24 | <u>30,851</u> | <u>27,013</u> |
| Cash flows from investing activities | | | |
| Payments for loan to associate | | (10,000) | - |
| Payments for property, plant and equipment | | (25,243) | (20,839) |
| Proceeds from sale of property, plant and equipment | | <u>742</u> | <u>649</u> |
| Net cash (outflow) from investing activities | | <u>(34,502)</u> | <u>(20,190)</u> |
| Cash flows from financing activities | | | |
| Repayments made on leases (principal only) | | <u>(438)</u> | <u>(409)</u> |
| Net cash (outflow) from financing activities | | <u>(438)</u> | <u>(409)</u> |
| Net increase (decrease) in cash held | | (4,088) | 6,413 |
| Cash at beginning of reporting period | | <u>62,473</u> | <u>56,059</u> |
| Cash at end of reporting period | 10 | <u>58,385</u> | <u>62,473</u> |

The above statement should be read in conjunction with the accompanying notes and accounting policies

SOMERSET REGIONAL COUNCIL
Notes to the financial statements
For the year ended 30 June 2023
Note 1

The basis of preparation and the significant accounting policies that have been adopted in the preparation of these financial statements are:

1.01 Basis of preparation

Somerset Regional Council is constituted under the Queensland *Local Government Act 2009* and is domiciled in Australia.

These general purpose financial statements are for the period 1 July 2022 to 30 June 2023 and have been prepared in compliance with the requirements of the *Local Government Act 2009* and the *Local Government Regulation 2012*. Consequently, these financial statements have been prepared in accordance with all Australian Accounting Standards, Australian Accounting Interpretations and other authoritative pronouncements issued by the Australian Accounting Standards Board that are relevant to Council's operations and effective for the current reporting period. Because the council is a not-for-profit entity and the Australian Accounting Standards include requirements for not-for-profit entities which are inconsistent with International Financial Reporting Standards (IFRS), to the extent these inconsistencies are applied, these financial statements do not comply with IFRS. The main impacts are the offsetting of revaluation and impairment gains and losses within a class of assets

These financial statements have been prepared under the historical cost convention except for the revaluation of certain classes of property, plant and equipment.

Recurrent/capital classification

Revenue and expenditure are presented as "recurrent" or "capital" in the Statement of Comprehensive Income on the following basis:

Capital Revenue includes grants and subsidies received which are tied to specific projects for the replacement or upgrade of existing non-current assets and/or investment in new assets. It also includes non-cash contributions which are usually infrastructure assets received from developers.

The following transactions are classified as either "Capital Income" or "Capital Expenses" depending on whether they result in accounting gains or losses:

- disposal of non-current assets
- discount rate adjustments to restoration provisions
- revaluations of investment property and property, plant and equipment.

All other revenue and expenses have been classified as "recurrent".

Income of local authorities and public authorities is exempt from Commonwealth taxation except for Fringe Benefits Tax and Goods and Services Tax ('GST'). The net amount of GST recoverable from the Australian Taxation Office (ATO) or payable to the ATO is shown as an asset or liability respectively.

The council uses the Australian dollar as its functional currency and its presentation currency.

Amounts included in the financial statements have been rounded to the nearest \$1,000 or, where that amount is \$500 or less, to zero. There may be differences between financial statements and notes to the financial statements due to the rounding.

1.02 Changes to accounting policies

Unless otherwise stated, accounting policies have been consistently applied throughout the period.

1.03 Adoption of new and revised Accounting Standards

This year Council has adopted all standards which became mandatorily effective for annual reporting periods beginning on 1 July 2022. None of the standards had a material impact on reported position, performance and cash flows.

Some Australian Accounting Standards and Interpretations have been issued but are not yet effective. Those standards have not been applied in these financial statements. Council will implement them when they are effective. No relevant standards have been identified that are expected to have a material impact upon council's future financial statements.

1.04 Estimates and judgements

Where necessary judgements, estimates and assumptions have been used in preparing these financial statements.

Those that have a significant effect, or risk causing an adjustment to council's assets or liabilities relate to:

- Impairment of property, plant and equipment - Note 16
- Valuation and depreciation of property, plant and equipment - Note 16
- Leases - Note 17
- Provisions - Note 19
- Revenue recognised over time - Note 3
- Contingent liabilities - Note 22

1.05 Volunteer services

The value of volunteer services received is not material and cannot be reliably measured and is not recognised as revenue.

SOMERSET REGIONAL COUNCIL
Notes to the financial statements
For the year ended 30 June 2023

Note 2 (a) - Analysis of Results by Function

| | Grant Income | | Other Income | | Total Income | | Expenses | | Net Result | | Total Assets | |
|--|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|--------------|----------------|----------------|
| | 2023 | 2022 | 2023 | 2022 | 2023 | 2022 | 2023 | 2022 | 2023 | 2022 | 2023 | 2022 |
| | (\$ 000's) | (\$ 000's) | (\$ 000's) | (\$ 000's) | (\$ 000's) | (\$ 000's) | (\$ 000's) | (\$ 000's) | (\$ 000's) | (\$ 000's) | (\$ 000's) | (\$ 000's) |
| Corporate and Community Services Executive | 625 | 1,907 | 1,448 | 1,337 | 2,073 | 3,244 | 8,072 | 7,287 | (5,999) | (4,043) | - | - |
| Finance | - | - | - | - | - | - | 1,446 | 1,364 | (1,446) | (1,364) | - | - |
| Human Resources/ Customer Service | 5,488 | 5,175 | 31,295 | 28,543 | 36,783 | 33,717 | 4,432 | 2,347 | 32,351 | 31,371 | 149,798 | 145,726 |
| Operations | 175 | 93 | 1 | 1 | 175 | 93 | 2,309 | 1,866 | (2,133) | (1,773) | - | - |
| Planning and Development | 15,475 | 8,670 | 11,764 | 12,606 | 27,239 | 21,276 | 37,457 | 34,833 | (10,218) | (13,557) | 453,718 | 406,391 |
| Waste management | 1,737 | 278 | 1,580 | 2,525 | 3,317 | 2,803 | 4,288 | 5,466 | (971) | (2,664) | - | - |
| | - | - | 4,091 | 3,393 | 4,091 | 3,393 | 5,431 | 4,721 | (1,340) | (1,328) | - | - |
| Total | 23,499 | 16,121 | 50,178 | 48,405 | 73,677 | 64,526 | 63,434 | 57,882 | 10,243 | 6,643 | 603,516 | 552,118 |

Note 2.(b)

Description of Component Programs/ Functions

Corporate and Community Services goals include providing high quality information systems, records, community, recreation, cultural activities and tourism promotion services.

Executive goals include providing high quality support and advice to the elected council as well as ensuring the implementation of council resolutions, policies and decisions, providing leadership and coordination of departmental operations and performance, corporate planning and public relations management.

Finance goals include providing high quality administration and optimisation of revenues and expenditures, financial and asset reporting, planning and advice, taxation, internal audit and internal control services and managing Council's financial relationship with Urban Utilities

Human Resources and Customer Services goals include providing high quality personnel services and customer service functions.

Operations goals include providing high quality management services of Council's infrastructure, disaster risk management, public spaces, plant and contract works.

Planning and Development goals include providing high quality land use planning, building regulation, economic development and local law services.

Waste Management goals include providing high quality collection and disposal of domestic and other refuse services, recycling and the operation of waste facilities.

SOMERSET REGIONAL COUNCIL
Notes to the financial statements
For the year ended 30 June 2023

| | 2023 (\$ 000's) | 2022 (\$ 000's) |
|--|--------------------|--------------------|
| 3. Revenue analysis | | |
| Revenue recognised at a point in time | | |
| AASB 15 | | |
| Grants, subsidies, contributions and donations - recurrent | - | 5 |
| Fees and charges | 913 | 1,119 |
| | <u>913</u> | <u>1,124</u> |
| AASB 1058 | | |
| Rates, levies and charges | 28,421 | 24,936 |
| Grants, subsidies, contributions and donations - recurrent | 6,115 | 6,113 |
| Grants, subsidies, contributions and donations - capital | 1,103 | 3,092 |
| Other income | 2,112 | 1,901 |
| | <u>37,750</u> | <u>36,042</u> |
| Revenue recognised over time | | |
| AASB 15 | | |
| Fees and charges | 1,333 | 1,779 |
| Sales revenue | 10,653 | 11,299 |
| Other income | 291 | 767 |
| | <u>12,278</u> | <u>13,845</u> |
| AASB 1058 | | |
| Grants, subsidies, contributions and donations - recurrent | 8,336 | 1,592 |
| Grants, subsidies, contributions and donations - capital | 9,045 | 8,375 |
| | <u>17,381</u> | <u>9,967</u> |
| Other revenue | | |
| Other revenue | | |
| Profit from equity accounted investments | 1,579 | 1,816 |
| Rental income | 434 | 367 |
| Interest income | 3,342 | 1,365 |
| | <u>5,356</u> | <u>3,548</u> |
| Total revenue | <u>73,677</u> | <u>64,526</u> |

(a) Rates, levies and charges

Rates and annual charges are recognised as revenue when the council obtains control over the assets comprising these receipts which is the beginning of the rating period to which they relate. Prepaid rates are recognised as a financial liability until the beginning of the rating period.

| | | |
|---|----------------|----------------|
| General rates | 26,739 | 23,620 |
| Food Act inspection special charge | 39 | 33 |
| Extractive industries inspection program special charge | 31 | 29 |
| Kennels inspection program special charge | 10 | 10 |
| Intensive poultry farm inspection program special charge | 21 | 20 |
| Rural fire levy special charge | 360 | 310 |
| Environmental separate charge | 501 | 494 |
| State Emergency Service separate charge | 338 | 333 |
| Garbage charges | 3,961 | 3,770 |
| Total gross rates and charges | <u>32,000</u> | <u>28,619</u> |
| Less: Discounts and pensioner remissions | | |
| Discount - General rates | (3,577) | (3,173) |
| Discount - Garbage charges | - | (507) |
| Pensioner remissions | (2) | (2) |
| Total rate and charges discounts and pensioner remissions | <u>(3,579)</u> | <u>(3,682)</u> |
| | <u>28,421</u> | <u>24,936</u> |

SOMERSET REGIONAL COUNCIL
Notes to the financial statements
For the year ended 30 June 2023

| | 2023 | 2022 |
|------|-------------|-------------|
| Note | (\$ 000's) | (\$ 000's) |

(b) Fees and charges

Fees and charges consist of both cost-recovery fees as defined in the Local Government Act 2009 for which Council has a statutory power to collect and commercial fees and charges which are collected on a contractual basis for matters such as cemetery operations and waste operations

Revenue arising from fees and charges is recognised when or as the performance obligation is completed and the customer receives the benefit of the goods / services being provided. The performance obligation relates to the specific services which are provided to the customers and generally the payment terms are within 30 days of the provision of the service or in some cases, the customer is required to pay on arrival, for example at a camping ground. There is no material obligation for Council in relation to refunds or returns. Licences granted by Council are all either short-term or low value and all revenue from licences is recognised at the time that the licence is granted rather than the term of the licence. Revenue from infringements is recognised on issue of infringement notice after applying the expected credit loss model relating to impairment of receivables for initial recognition of statutory receivables.

| | | |
|--------------------------------|--------------|--------------|
| Animal control/ local law fees | 123 | 223 |
| Building fees | 750 | 783 |
| Cemetery fees | 174 | 170 |
| Change of ownership fees | 101 | 110 |
| Health and other fees | 22 | 8 |
| Planning and engineering fees | 583 | 995 |
| Property search fees | 363 | 477 |
| Waste fees | 130 | 130 |
| | <u>2,246</u> | <u>2,897</u> |

(c) Interest income

Interest received from bank and term deposits is accrued over the term of the investment.

| | | |
|---|--------------|--------------|
| Queensland Treasury Corporation | 1,761 | 266 |
| Urban Utilities | 1,289 | 923 |
| Interest from bank term deposits/ other bank interest | 136 | 24 |
| Interest from overdue general rates and other charges | 132 | 128 |
| Interest from overdue garbage charges | 24 | 24 |
| | <u>3,342</u> | <u>1,365</u> |

(d) Sales revenue

Sale of goods revenue is recognised when the customer has taken delivery of the goods. Revenue from services is recognised when the service is rendered. Revenue from contracts and recoverable works generally comprises a recoupment of material costs together with an hourly charge for use of equipment and employees. This revenue and the associated costs are recognised by reference to the stage of completion of the contract activity based on costs incurred at the reporting date. Where consideration is received for the service in advance it is included in other liabilities and is recognised as revenue in the period when the service is performed. The contract work carried out is not subject to retentions.

| | | |
|--|---------------|---------------|
| Derived from - State Government transport entities | 10,623 | 11,263 |
| Derived from - other parties | 30 | 37 |
| | <u>10,653</u> | <u>11,299</u> |

(e) Other operating income

| | | |
|--|--------------|--------------|
| Commissions earned/ administration fees retained | 123 | 123 |
| Ex-Gratia Queensland Treasury payments | 1,298 | 1,237 |
| Tax equivalent receipts - Urban Utilities | 814 | 644 |
| Profit on sale of developed land | - | 160 |
| Other income | 168 | 504 |
| | <u>2,403</u> | <u>2,668</u> |

SOMERSET REGIONAL COUNCIL
Notes to the financial statements
For the year ended 30 June 2023

| | 2023 | 2022 |
|------|-------------|-------------|
| Note | (\$ 000's) | (\$ 000's) |

4. Contributions, grants and subsidies - recurrent

Government subsidies/ grants used for recurrent expenditure

Grant income under AASB 15

Where grant income arises from an agreement which is enforceable and contains sufficiently specific performance obligations then the revenue is recognised when control of each performance obligations is satisfied. The performance obligations vary in each agreement but include performance obligations within AASB 15 grants e.g. events. Payment terms vary depending on the terms of the grant, cash is received upfront for some grants and on the achievement of certain payment milestones for others. Each performance obligation is considered to ensure that the revenue recognition reflects the transfer of control and within grant agreements there may be some performance obligations where control transfers at a point in time and others which have continuous transfer of control over the life of the contract. Where control is transferred over time, generally the input methods being either costs or time incurred are deemed to be the most appropriate methods to reflect the transfer of benefit.

Grant income under AASB 1058

Assets arising from grants in the scope of AASB 1058 are recognised at the asset's fair value when the asset is received. Council considers whether there are any related liability or equity items associated with the asset which are recognised in accordance with the relevant accounting standard. Once the assets and liabilities have been recognised then income is recognised for any remaining asset value at the time that the asset is received.

| | | |
|---|---------------|--------------|
| Community/ social services | 260 | 165 |
| Environmental initiatives | 7 | 272 |
| Financial Assistance Grant | 5,488 | 5,175 |
| Fuel tax credits | 105 | 118 |
| Library grants | 150 | 200 |
| Local Economic Recovery Program - recurrent | 1,662 | - |
| Natural disaster preparedness | 51 | 359 |
| Natural disaster recovery arrangements | 6,214 | 1,000 |
| Other recurrent grants | 206 | 172 |
| Regional arts grants | 50 | 135 |
| State Emergency Service | 82 | 22 |
| Training and development | 175 | 93 |
| Total recurrent grants and subsidies | 14,451 | 7,710 |

5. Contributions, grants and subsidies - capital

Capital grants

Capital grants received to enable Council to acquire or construct an item of property, plant and equipment to identified specifications which will be under Council's control and which is enforceable are recognised as revenue as and when the obligation to construct or purchase is completed. For construction projects, this is generally as the construction progresses in accordance with costs incurred since this is deemed to be the most appropriate measure of the completeness of the construction project as there is no profit margin. Where assets are donated or purchased for significantly below fair value, the revenue is recognised when the asset is acquired and controlled by the Council.

a. General/ special purpose government subsidies/ grants used for capital purposes

| | | |
|---|-------|-------|
| Black Summer Bushfire Recovery Grants Program | - | - |
| Bridges Renewal Program | 215 | 747 |
| Culvert Renewal - Qld Risk Reduction Fund | 151 | - |
| Community Gym Toogoolawah - Active Community Infrastructure | - | 1,240 |
| COVID Works for Queensland | - | 161 |
| Disaster Recovery Funding Arrangements - capital | 799 | - |
| Heavy Vehicle Safety and Productivity Program | - | - |
| Local Economic Recovery Program - capital | 2,719 | - |
| Local Government Grants and Subsidies Program - solar | 27 | - |
| Local Roads and Community Infrastructure Program - various projects | 1,913 | 1,274 |
| Preparing Australian Communities Program | - | - |
| Roads to Recovery Program | 1,128 | 1,038 |

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Notes to the financial statements
For the year ended 30 June 2023

| | Note | 2023 (\$ 000's) | 2022 (\$ 000's) |
|---|------|--------------------|--------------------|
| SEQ Community Stimulus - competitive - Lowood Pool | | 1,334 | 463 |
| SEQ Community Stimulus - non-competitive | | - | 61 |
| State Emergency Service/ disaster management equipment subsidies | | 3 | 36 |
| Transport Infrastructure Development Scheme | | 684 | 593 |
| Transport other programs - cycle network/ bus shelters | | 75 | 98 |
| Unite and Recover Community Stimulus - competitive - transport projects | | - | 1,974 |
| Unite and Recover Community Stimulus - non-competitive | | - | 726 |
| Total capital grants and subsidies | | 9,048 | 8,411 |

b. Contributions constrained for capital purposes

| | | | |
|---|--|------------|--------------|
| Contribution of monetary assets by developers | | 937 | 1,116 |
| | | 937 | 1,116 |

c. Contributions of non-monetary assets

Non-cash contributions in excess of the recognition thresholds set out in Note 16 in value, are recognised as revenue and as non-current assets. Non-cash contributions below the thresholds are recorded as revenue and expenses.

Physical assets contributed to Council by developers in the form of road works, stormwater infrastructure and recreation assets are recognised as revenue when the development becomes "on maintenance" (i.e. the council obtains control of the assets and becomes liable for any ongoing maintenance) and there is sufficient data in the form of drawings and plans to determine the approximate specifications and values of such assets. All non-cash contributions are recognised at the fair value of the contribution received on the date of acquisition.

Contribution of non-monetary non-current assets by
 developers at fair value

| | | |
|----|---------------|---------------|
| 16 | 163 | 1,940 |
| | 163 | 1,940 |
| | 10,148 | 11,467 |

Total capital grants, subsidies and contributions (a, b and c)

6. Ordinary expense activity analysis

Materials and services analysis

| | | |
|---|-------|-------|
| Bridge maintenance and asset management | 66 | 121 |
| Contract upgrade works - State controlled roads | 4,600 | 6,467 |
| Contributions to volunteer rural fire brigades | 360 | 311 |
| Donations | 232 | 215 |
| Environmental contract works | 195 | 1,308 |
| Floodplain management planning | 68 | 110 |
| Fringe benefits tax | 129 | 111 |
| Fuel and oil | 1,084 | 896 |
| Gravel operations | 55 | 32 |
| Indoor sports centre operations | 327 | 418 |
| Information technology goods and services | 624 | 447 |
| Insurance premiums - property and public liability | 352 | 337 |
| Internal audit services | 29 | 32 |
| Legal services | 318 | 276 |
| Library book purchases | 108 | 120 |
| Library operations other than book purchases | 136 | 166 |
| Mechanical parts, tyres and batteries and plant servicing | 732 | 701 |
| Natural disaster recovery arrangements costs | 7,141 | 3,019 |
| Office and communications | 338 | 341 |
| Plant and vehicle registrations | 90 | 88 |
| Road and street maintenance | 5,525 | 6,601 |
| Street lighting | 268 | 271 |
| Somerset civic centre operations | 406 | 277 |
| Subscriptions | 145 | 105 |
| Swimming pool operations | 564 | 672 |

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SOMERSET REGIONAL COUNCIL
Notes to the financial statements
For the year ended 30 June 2023

| | 2023 | 2022 |
|---|---------------|---------------|
| | (\$ 000's) | (\$ 000's) |
| Tourism operations | 484 | 377 |
| Trails and paths | 171 | 95 |
| Valuation services | 227 | 288 |
| Waste collection contract services | 3,182 | 1,287 |
| Water and sewerage services - Urban Utilities | 343 | 353 |
| Other materials and services | 3,386 | 2,518 |
| Total | 31,683 | 28,359 |

7. Gain (loss) on the disposal of capital assets

(i) Proceeds from the disposal of property, plant and equipment:

| | | |
|--------------------------------|-----|-----|
| Plant and equipment | 742 | 146 |
| Buildings and other structures | - | - |
| Roads | - | - |

Less: Book value of property, plant and equipment disposed

| | | | |
|--------------------------------|----|--------------|-------------|
| Plant and equipment | 16 | (565) | (182) |
| Buildings and other structures | | (1,003) | - |
| Roads | 16 | - | - |
| | | <u>(827)</u> | <u>(36)</u> |

(ii) Proceeds from the disposal of land (not held for redevelopment)

| | | | |
|---|----|--------------|--------------|
| Less : Book value of land disposed | 16 | - | 503 |
| Gain (loss) on the disposal of land | | - | (572) |
| Gain (loss) on the disposal of capital assets | | <u>(827)</u> | <u>(105)</u> |

Gains on the disposal of capital assets are included with income.
Losses on the disposal of capital assets are included with expenses.

8. Employee benefits

| | | |
|--|---------------|---------------|
| Total wages and salaries | 16,787 | 15,038 |
| Leave entitlements and other employee related expenses | 339 | 623 |
| Superannuation | 1,878 | 1,739 |
| Total employee costs | <u>19,004</u> | <u>17,400</u> |

Employed for:

| | | |
|--------------------|---------------|---------------|
| Capital purposes | 1,750 | 1,279 |
| Operating purposes | <u>17,254</u> | <u>16,121</u> |
| | <u>19,004</u> | <u>17,400</u> |

9. Finance costs and other expenses

Included in finance costs are the following :

| | | |
|---|--------------|--------------|
| Interest on lease liabilities (finance costs) | 152 | 100 |
| Increase in the discounted amount arising from the passage of time and the effect of any change in the discount rate - gravel pits | 70 | - |
| Increase in the discounted amount arising from the passage of time and the effect of any change in the discount rate - refuse sites | <u>1,595</u> | <u>2,033</u> |
| | <u>1,817</u> | <u>2,132</u> |

Included in other expenses are the following :

| | | |
|--|------------|------------|
| Audit of financial statements by the Auditor-General of Queensland | 102 | 106 |
| Councillors' remuneration | 728 | 693 |
| Other Councillor costs | <u>60</u> | <u>49</u> |
| | <u>889</u> | <u>849</u> |

Councillor remuneration represents salary, superannuation contributions and other allowances paid in respect of

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For the year ended 30 June 2023

| | 2023 Note (\$ 000's) | 2022 (\$ 000's) |
|--|-------------------------|--------------------|
|--|-------------------------|--------------------|

carrying out their duties. In addition to these amounts, the Mayor received the use of a fully maintained motor vehicle and all Councillors received reimbursement for various expenses incurred. Council has not resolved that councillors are employees. Councillor remuneration is therefore not included in employee costs.

10. Cash and cash equivalents

For the purposes of the statement of financial position and the statement of cash flows, cash and cash equivalents include cash on hand, all cash and cheques receipted but not banked at year end and deposits at call with financial institutions. It also includes bank overdrafts and liquid investments with short periods to maturity that are readily convertible to cash at the council's option without penalty and that are subject to a low risk of changes in value. The council considers term deposits with original maturities of less than six months to be cash equivalents.

| | | |
|---|---------|---------|
| Cash on hand – petty cash and cash floats | 8 | 6 |
| Cash at bank - operating fund (including unpresented cheques) | 3,033 | 2,555 |
| Less cheques drawn but not presented at balance date | (3,572) | (2,590) |
| Cash at bank – other | 389 | 544 |
| Term deposits | 1,000 | 6,000 |
| Short term investments at call | 57,528 | 55,959 |
| Balance per statement of cash flows | 58,385 | 62,473 |

There were no externally imposed expenditure restrictions at reporting date on any cash asset.

Short term investments at call are held with the Queensland Treasury Corporation. The short term investments at call bear floating interest rates as detailed in note 30.

11. Receivables (current)

Receivables are amounts owed to council at year end. They are recognised at the amount due at the time of sale or service delivery. Settlement of trade debtors is required within 30 days after the invoice is issued. Rate debts fall due 42 days after issue of a rate assessment notice.

Debts are regularly assessed for collectability and allowance is made, where appropriate, for impairment. All known bad debts were written-off at 30 June. If an amount is recovered in a subsequent period it is recognised as revenue.

Because Council is empowered under the provisions of the Local Government Act 2009 to sell an owner's property to recover outstanding rate debts, Council does not generally impair rate receivables.

Council applies normal business credit protection procedures prior to providing goods and services to minimise credit risk. The council does not require collateral in respect of trade and other receivables.

The carrying amounts of trade receivables are assumed to approximate their fair values due to their short-term nature.

| | | |
|---|-------|-------|
| Rates and charges | 2,360 | 2,151 |
| Goods and services tax (GST) refundable | 393 | 517 |
| Other debtors accrued | 1,001 | 4,255 |
| Other debtors levied | 1,830 | 224 |
| Less: loss allowance | (168) | (189) |
| | 5,417 | 6,958 |
| Prepayments | 626 | 365 |
| | 6,043 | 7,323 |

Interest was charged on outstanding rates at a rate of 8.17% per annum (2022 - 8.03%). No interest is charged on other debtors. There is no concentration of credit risk for rates and utility charges and fees.

Overall credit loss of current receivables is not considered material.

The exposure to credit risk for receivables by type of counterparty was as follows:

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| | Note | 2023 (\$ 000's) | 2022 (\$ 000's) |
|---|------|--------------------|--------------------|
| Rates and charges | | 2,360 | 2,151 |
| State and Commonwealth Government - levied | | 1,641 | 32 |
| State and Commonwealth Government - accrued | | 8 | 4,204 |
| Goods and services tax (GST) refundable | | 393 | 517 |
| Other - levied | | 189 | 192 |
| Other - accrued | | 993 | 51 |
| Less: loss allowance | | (168) | (189) |
| Total | | <u>5,417</u> | <u>6,958</u> |

12. Inventories

Inventories held for sale

| | | |
|---|----|----|
| Land purchased for development and sale | 63 | 63 |
|---|----|----|

Inventories held for distribution

| | | |
|--|-----|-----|
| Stores, sundry and road making materials | 682 | 462 |
|--|-----|-----|

| | | |
|---------------------------|------------|------------|
| Total current inventories | <u>746</u> | <u>525</u> |
|---------------------------|------------|------------|

Inventories held for distribution are:

- goods to be supplied at no or nominal charge and
 - goods to be used for the provision of services at no or nominal charge
- These goods are valued at cost, adjusted, when applicable, for any loss of service potential.

Land acquired by Council with the intention of reselling it (with or without further development) is classified as inventory. This land is valued at the lower of cost or net realisable value. As an inventory item, this land held for resale is treated as a current asset. Proceeds from the sale of this land will be recognised as sales revenue on the signing of a valid unconditional contract of sale.

13. Contract balances

Contract assets represents the excess of costs incurred in relation to a contract with the customer or construction of an asset over the amounts that council has invoiced the customer or the grantor. Where Council has invoiced the customer or the grantor amounts in excess of what it has incurred in relation to a contract or in constructing an asset, this gives rise to a contract liability.

| | | |
|---|---------------|--------------|
| Contract assets | <u>94</u> | <u>1,381</u> |
| Contract liabilities | | |
| Funds received upfront to construct Council controlled assets | 6,066 | 7,681 |
| Non-capital performance obligations not yet satisfied | <u>5,721</u> | <u>898</u> |
| | <u>11,788</u> | <u>8,579</u> |

Contract liabilities consist of capital and non-capital grants where funds have been received prior to performance obligations being satisfied.

Revenue recognised that was included in the contract liability balance at the beginning of the year

| | | |
|--|--------------|--------------|
| Funds to construct Council controlled assets | 2,830 | 3,129 |
| Non-capital performance obligations | <u>898</u> | <u>1,047</u> |
| | <u>3,728</u> | <u>4,176</u> |

Significant changes in contract balances

Council received capital and non-capital grants during the year in advance of performance obligations being satisfied in respect of multiple programs and purposes.

Satisfaction of contract liabilities

The contract liabilities in relation to capital grants relate to funding received prior to the work being performed since revenue is recognised as Council constructs the assets. Council expects to recognise the contract liability as income within the next 12 months.

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| | 2023 | 2022 |
|---|---------------|---------------|
| | Note | |
| | (\$ 000's) | (\$ 000's) |
| 14. Receivables (non-current) | | |
| Participant loan - Central SEQ Distributor-Retailer | | |
| Authority trading as Urban Utilities (UU) | <u>53,804</u> | <u>43,804</u> |

Council held equity participant debts with Urban Utilities valued at \$53,804,033 as at balance date. Further information about the relationship between the council and Urban Utilities is contained at Note 15. The loan receivables are subject to agreements that provide for monthly interest-only payments until 30 June 2028 and for interest based on a mixture of fixed and variable interest rate components with an interest rate set based on the recommendations of Queensland Treasury Corporation. The equity participant debt is treated as a non-current receivable. This debt is not secured. During the year, Council lent an additional \$10,000,000 to Urban Utilities.

The weighted average interest rates applying at balance date were: 3.27% 2.26%

| | 2023 (\$ 000's) | 2022 (\$ 000's) |
|--|---------------------------|---------------------------|
| 15. Equity accounted investments | | |
| 15a Carrying value of investments | | |
| Non-Current | | |
| Right to participate in the profits of Central SEQ Distributor-Retailer Authority trading as Urban Utilities - opening balance | 30,221 | 29,644 |
| Plus 0.826% share of income of Urban Utilities less distributions received or receivable | 506 | 577 |
| Closing balance - investment in associate accounted for using the equity method | <u>30,726</u> | <u>30,221</u> |
| 15b Summarised financial information | | |
| The following table illustrates summarised financial information of the associate, Urban Utilities: | | |
| Extract from the associate's statement of financial position: | | |
| Current assets | 368,278 | 393,037 |
| Non-Current assets | <u>6,761,164</u> | <u>6,493,390</u> |
| | <u>7,129,442</u> | <u>6,886,427</u> |
| Current liabilities | 337,833 | 314,307 |
| Non-Current liabilities | <u>3,072,934</u> | <u>2,896,017</u> |
| | <u>3,410,767</u> | <u>3,210,324</u> |
| Net assets | <u>3,718,675</u> | <u>3,676,103</u> |
| Share of associate's net assets | <u>30,726</u> | <u>30,221</u> |
| Extract from the associate's statement of comprehensive income: | | |
| Revenue | 1,508,048 | 1,446,978 |
| Net profit | 204,446 | 219,402 |
| Add : Other comprehensive income | 36 | 408 |
| Less : Other adjustments | (13,278) | - |
| Net profit, other comprehensive income and other adjustments | <u>191,204</u> | <u>219,810</u> |
| Share of associate's net profit | <u>1,579</u> | <u>1,816</u> |
| Council's share in the associate's profits and losses resulting from transactions with Urban Utilities has been analysed as below and judged to be immaterial to the closing value | | |
| Sales by Somerset Regional Council to Urban Utilities | 25 | 27 |
| Purchases by Somerset Regional Council from Urban Utilities | 343 | 353 |
| Investment revenue by Somerset Regional Council from Urban Utilities | 1,289 | 923 |
| Sales revenue as a percentage of Urban Utilities operating expenditure | 0.00% | 0.00% |
| Purchase expenditure as a percentage of Urban Utilities operating revenue | 0.02% | 0.02% |
| Investment revenue as a percentage of Urban Utilities operating expenditure | 0.10% | 0.08% |

The South East Queensland Water (Distribution and Retail Restructuring) Act 2009 (the Act) established a statutory body called the Central SEQ Distributor-Retailer Authority on 3 November 2009 to deliver water and wastewater services within the local government areas of Brisbane City, Ipswich City, Scenic Rim region, Lockyer Valley region and Somerset region. The Authority trades as Urban Utilities. Urban Utilities (UU) is an unincorporated entity and is domiciled in Brisbane, Australia.

Under the Act, governance arrangements for the Authority were established in a Participation Agreement, which provides for participation rights to be held by the participating councils to be negotiated between the councils. Somerset Regional Council holds 0.826% of the rights to participate in the profits of Urban Utilities. These rights held are recognised as investment assets as they represent a resource controlled by Council as a result of past events and from which future economic benefits are expected to flow.

Notwithstanding that the Act does not permit the transfer of participation rights to another party (except by Ministerial approval), Council controls the investment in participation rights because it is entitled to the benefits of holding and realising the investment. Included in the definition of financial assets is any asset that is an investment in an associated entity.

The participation rights represent equity of the entity and accordingly the participation rights held by Council meets the definition of a financial asset. An investment in an associate is recognised and measured in accordance with the requirements of AASB 128 Investments in Associates and Joint Ventures. Although Council holds less than 1% of the participation rights of UU, the operation of the participation agreement allows Council to exert significant influence over UU because any three of the minority participants are potentially able to operate together to prevent a board appointment. Conversely any two minority participants together with Brisbane City Council are able to appoint board members to UU. The Authority's Board is comprised of independent directors. No individual Council has the ability to dominate the Authority's decision making so as to obtain greater benefits from its activities than any other participant.

AASB 128 requires an investment in an associate to be accounted for using the equity method. Under the equity method, the share of the profits or losses of the associate is recognised in profit or loss and the share of the movements in equity is recognised in other comprehensive income. Investments in associates are carried in the statement of financial position at cost plus post-acquisition changes in the Council's share of net assets of the associate. Dividends received or receivable from associates reduce the carrying amount of the investment. When the Council's share of losses in an associate equals or exceeds its interest in the associate, including any unsecured long-term receivables, the Council does not recognise further losses, unless it has incurred obligations or made payments on behalf of the associate.

As a party to the Participation Agreement, the council receives a proportional share of net profits as a participation return. Returns are paid from post-tax operating profits (after adjusting for capital receipts). The Authority operates under a tax equivalent regime; with all tax paid distributed to the participating Councils on a pro-rata basis to their participation rights.

Council held 8,000 shares in SEQ Regional Recreation Facilities Pty Ltd at year end. This company is not traded on an active market and the investment is valued at nil. The holding was initially recorded at cost (\$8,000) and subsequently fully impaired to a nil value.

16 PROPERTY, PLANT AND EQUIPMENT

For the year ended 30 June 2023

Basis of measurement

Asset values

| | |
|---|--|
| Opening balance | |
| Additions at cost | |
| Contribution of non-monetary assets by developers at fair value | |
| Disposals | |
| Revaluation adjustment to the asset revaluation surplus | |
| Transferred between classes | |
| Closing gross value | |

| Land | Buildings and other structures | Roads | Plant and equipment | Right of use assets | Total completed assets | Work in progress | Total |
|----------------------------|--------------------------------|----------------------------|----------------------|----------------------|------------------------|----------------------|-----------------|
| Fair value 2023 (\$ 000's) | Fair value 2023 (\$ 000's) | Fair value 2023 (\$ 000's) | Cost 2023 (\$ 000's) | Cost 2023 (\$ 000's) | 2023 (\$ 000's) | Cost 2023 (\$ 000's) | 2023 (\$ 000's) |
| 23,340 | 77,338 | 479,271 | 20,714 | 1,193 | 601,956 | 8,988 | 610,844 |
| - | - | - | 2,215 | 291 | 2,506 | 23,028 | 25,534 |
| 52 | - | 111 | - | - | 163 | - | 163 |
| - | (1,913) | (182) | (1,579) | (179) | (3,854) | - | (3,854) |
| 224 | 2,863 | 29,500 | - | - | 32,588 | - | 32,588 |
| - | 7,384 | 10,252 | - | - | 17,636 | (17,636) | - |
| 23,616 | 85,672 | 518,953 | 21,350 | 1,305 | 650,895 | 14,380 | 665,275 |

Accumulated depreciation and impairment

| | |
|---|--|
| Opening balance | |
| Depreciation provided in period | |
| Depreciation on disposals | |
| Revaluation adjustment to the asset revaluation surplus | |
| Internal transfers | |
| Accumulated depreciation at period end | |
| Book value at period end | |

| | | | | | | | |
|--------|--------|---------|---------|-------|---------|--------|---------|
| - | 22,081 | 172,407 | 9,451 | 514 | 204,453 | - | 204,453 |
| - | 1,188 | 8,045 | 1,412 | 319 | 10,964 | - | 10,964 |
| - | (910) | (182) | (1,014) | (179) | (2,285) | - | (2,285) |
| - | 61 | (1,636) | - | - | (1,574) | - | (1,574) |
| - | - | - | - | - | - | - | - |
| - | 22,420 | 178,634 | 9,849 | 654 | 211,557 | - | 211,557 |
| 23,616 | 63,253 | 340,319 | 11,501 | 650 | 439,338 | 14,380 | 453,718 |

Revaluation adjustments

| | |
|--|--|
| Total revaluation adjustments increment/ (decrement) | |
| Adjustment to asset revaluation surplus (note 20) | |
| Revaluation adjustments to Income | |

| | | | | | | | |
|-----|-------|--------|---|---|--------|---|--------|
| 224 | 2,802 | 31,136 | - | - | 34,162 | - | 34,162 |
| 224 | 2,802 | 31,136 | - | - | 34,162 | - | 34,162 |
| - | - | - | - | - | - | - | - |

Opening asset revaluation surplus (note 20)

Closing asset revaluation surplus (note 20)

| | | | | | | | |
|--------|--------|--------|---|---|---------|---|---------|
| 14,137 | 27,630 | 59,020 | - | - | 100,787 | - | 100,787 |
| 14,361 | 30,432 | 90,156 | - | - | 134,948 | - | 134,948 |

Book value of assets disposed of (refer note 7)

| | | | | | | | |
|---|---------|---|-------|---|---------|---|---------|
| - | (1,003) | - | (565) | - | (1,568) | - | (1,568) |
|---|---------|---|-------|---|---------|---|---------|

Additions comprise:

Renewals

Other additions or transfers

Total additions

| | | | | | | | |
|---|-------|--------|-------|-----|--------|-------|--------|
| - | 6,308 | 5,819 | - | - | 12,127 | - | 12,127 |
| - | 1,076 | 4,433 | 2,215 | 291 | 8,015 | 5,392 | 13,407 |
| - | 7,384 | 10,252 | 2,215 | 291 | 20,142 | 5,392 | 25,534 |

16 PROPERTY, PLANT AND EQUIPMENT

For the year ended 30 June 2022

Basis of measurement

Asset values

| | |
|---|--|
| Opening balance | |
| Additions at cost | |
| Contribution of non-monetary assets by developers at fair value | |
| Disposals | |
| Revaluation adjustment to the asset revaluation surplus | |
| Transferred between classes | |
| Closing gross value | |

| Land | Buildings and other structures | | Roads | | Plant and equipment | | Right of use assets | | Total completed assets | | Work in progress | | Total |
|--------|--------------------------------|------------|------------|------------|---------------------|------------|---------------------|------------|------------------------|------------|------------------|------------|-------|
| | Fair value | Fair value | Fair value | Fair value | Cost | Cost | Cost | Cost | 2022 | 2022 | Cost | Cost | |
| 2022 | (\$ 000's) | (\$ 000's) | (\$ 000's) | (\$ 000's) | (\$ 000's) | (\$ 000's) | (\$ 000's) | (\$ 000's) | (\$ 000's) | (\$ 000's) | (\$ 000's) | (\$ 000's) | 2022 |
| 20,656 | 68,917 | 440,008 | 972 | 549,769 | 4,965 | 554,734 | | | | | | | |
| 194 | - | - | 365 | 2,604 | 18,600 | 21,204 | | | | | | | |
| - | - | 1,940 | - | 1,940 | - | 1,940 | | | | | | | |
| (572) | - | (68) | (145) | (1,331) | - | (1,331) | | | | | | | |
| 3,062 | 6,973 | 24,263 | - | 34,298 | - | 34,298 | | | | | | | |
| - | 1,448 | 13,128 | - | 14,577 | (14,577) | - | | | | | | | |
| 23,340 | 77,338 | 479,271 | 1,193 | 601,856 | 8,988 | 610,844 | | | | | | | |

Accumulated depreciation and impairment

| | |
|---|--|
| Opening balance | |
| Depreciation provided in period | |
| Depreciation on disposals | |
| Revaluation adjustment to the asset revaluation surplus | |
| Internal transfers | |
| Accumulated depreciation at period end | |
| Book value at period end | |

| | | | | | | | | | | | | | |
|--------|--------|---------|-------|---------|-------|---------|--|--|--|--|--|--|--|
| - | 18,837 | 156,629 | 340 | 184,202 | - | 184,202 | | | | | | | |
| - | 1,095 | 7,481 | 319 | 10,316 | - | 10,316 | | | | | | | |
| - | - | (68) | (145) | (578) | - | (578) | | | | | | | |
| - | 2,148 | 8,364 | - | 10,513 | - | 10,513 | | | | | | | |
| - | - | - | - | - | - | - | | | | | | | |
| - | 22,081 | 172,407 | 514 | 204,453 | - | 204,453 | | | | | | | |
| 23,340 | 55,257 | 306,864 | 678 | 397,403 | 8,988 | 406,391 | | | | | | | |

Revaluation adjustments

| | |
|--|--|
| Total revaluation adjustments increment/ (decrement) | |
| Adjustment to asset revaluation surplus (note 20) | |
| Revaluation adjustments to Income | |

| | | | | | | | | | | | | | |
|-------|-------|--------|---|--------|---|--------|--|--|--|--|--|--|--|
| 3,062 | 4,825 | 15,898 | - | 23,785 | - | 23,785 | | | | | | | |
| 3,062 | 4,825 | 15,898 | - | 23,785 | - | 23,785 | | | | | | | |
| - | - | - | - | - | - | - | | | | | | | |

| | |
|---|--|
| Opening asset revaluation surplus (note 20) | |
| Closing asset revaluation surplus (note 20) | |

| | | | | | | | | | | | | | |
|--------|--------|--------|---|---------|---|---------|--|--|--|--|--|--|--|
| 11,075 | 22,805 | 43,122 | - | 77,001 | - | 77,001 | | | | | | | |
| 14,137 | 27,630 | 59,020 | - | 100,787 | - | 100,787 | | | | | | | |

Book value of assets disposed of (refer note 7)

| | | | | | | | | | | | | | |
|-------|---|---|-------|-------|---|-------|--|--|--|--|--|--|--|
| (572) | - | - | (182) | (754) | - | (754) | | | | | | | |
|-------|---|---|-------|-------|---|-------|--|--|--|--|--|--|--|

Additions comprise:

| | |
|-----------------|--|
| Renewals | |
| Other additions | |
| Total additions | |

| | | | | | | | | | | | | | |
|-----|-------|--------|-------|--------|-------|--------|--|--|--|--|--|--|--|
| - | 96 | 7,397 | - | 7,492 | - | 7,492 | | | | | | | |
| 194 | 1,353 | 5,732 | 2,045 | 9,688 | 4,023 | 13,712 | | | | | | | |
| 194 | 1,448 | 13,128 | 2,045 | 17,181 | 4,023 | 21,204 | | | | | | | |

SOMERSET REGIONAL COUNCIL
Notes to the financial statements
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16 PROPERTY, PLANT AND EQUIPMENT

Accounting policy matters

Each class of property, plant and equipment is stated at cost or fair value less, where applicable, any accumulated depreciation and accumulated impairment loss.

Items of property, plant and equipment with a total value of less than the following thresholds are treated as an expense in the year of acquisition. All other items of property, plant and equipment are capitalised.

| Asset class | Capitalisation threshold |
|---|--------------------------|
| Land | \$ 1 |
| Plant and equipment | \$ 5,000 |
| Buildings and other structures, roads, bridges and drainage | \$ 10,000 |

(i) Acquisition of Assets

Acquisitions of assets are initially recorded at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition, including freight in, architect fees and engineering design fees and all other establishment costs.

Property, plant and equipment received in the form of contributions are recognised as assets and revenues at fair value by Council valuation where that value exceeds the recognition thresholds for the respective asset class. Fair value means the amount for which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arm's length transaction.

(ii) Capital and operating expenditure

Direct labour and materials and an appropriate proportion of overheads incurred in the acquisition or construction of assets are treated as capital expenditure. Assets under construction are not depreciated until they are completed and commissioned, at which time they are reclassified from work in progress to the appropriate property, plant and equipment class.

Routine operating maintenance, repair costs and minor renewals to maintain the operational capacity and useful life of the non-current asset is expensed as incurred, while expenditure that relates to replacement of a major component of an asset to maintain its service potential is capitalised.

(iii) Valuation

Land and improvements, buildings and all infrastructure assets are measured on the revaluation basis, at fair value, in accordance with AASB 116 Property, Plant and Equipment and AASB 13 Fair Value Measurement. Plant and equipment and work in progress are measured at cost.

Non-current physical assets measured at fair value are revalued where required so that the carrying amount of each class of asset does not materially differ from its fair value at the reporting date. This revaluation involves either the application of a suitable index to the cost elements of each asset or involves an assessment of the value by someone with requisite skills and qualifications. This process involves the valuer physically sighting a representative sample of Council assets across all asset classes and making their own assessments of the condition of the assets at the date of inspection.

The frequency of valuation and the relationship of valuers to the council for each class property, plant and equipment is as follows:

| Asset class | Basis of measurement | Date of last revaluation | Relationship between valuer and the council | Frequency of revaluation | Note |
|--------------------------------|----------------------|--------------------------|---|--------------------------|------|
| Land | Revaluation | 30 June 2023 | Independent registered valuer | Every 5 years | |
| Buildings and other structures | Revaluation | 30 June 2023 | Independent registered valuer | Every 5 years | |
| Roads | Revaluation | 30 June 2023 | Suitably qualified council employee | Annually | |
| Right of use assets | Cost | Not applicable | Not applicable | Not applicable | 17 |
| Plant and Equipment | Cost | Not applicable | Not applicable | Not applicable | |

Any revaluation increment arising on the revaluation of an asset is credited to the asset revaluation surplus of the appropriate class, except to the extent it reverses a revaluation decrement for the class previously recognised as an expense. A decrease in the carrying amount on revaluation is charged as an expense, to the extent it exceeds the balance, if any, in the revaluation surplus relating to that asset class.

On revaluation, accumulated depreciation is restated proportionately with the change in the carrying amount of the asset and any change in the estimate of remaining useful life.

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16 PROPERTY, PLANT AND EQUIPMENT

In the intervening years between valuations, Council monitors relevant indicators for changes in land and building and other structures values each year including reports by the Queensland Valuer-General and relevant producer price indexes issued by the Australian Bureau of Statistics for any indication that land and buildings and other structures may have increased materially in value. Council will obtain roughness index data on its sealed road network every three years in order to better inform the management of its road assets.

Plant and equipment is measured at depreciated cost.

Separately identified significant components of assets are measured on the same basis as the assets to which they relate.

(iv) Depreciation

Land is not depreciated as it has an unlimited useful life. Depreciation on other property, plant and equipment is calculated on a straight-line basis so as to write-off the net cost or revalued amount of each depreciable asset, less its estimated residual value, progressively over its estimated useful life to the council.

Management believes that the straight-line basis appropriately reflects the pattern of consumption of all Council assets.

Assets are depreciated from the date of acquisition or, in respect of internally constructed assets, from the time an asset is completed and commissioned ready for use.

Where assets have separately identifiable significant components that are subject to regular replacement, these components are assigned useful lives distinct from the asset to which they relate. Any expenditure that increases the originally assessed capacity or service potential of an asset is capitalised and the new depreciable amount is depreciated over the remaining useful life of the asset to the council.

Major spares purchased specifically for particular assets that are above the asset recognition threshold are capitalised and depreciated on the same basis as the asset to which they relate.

The depreciable amount of improvements to or on leasehold land is allocated progressively over the estimated useful lives of the improvements to the council or the unexpired period of the lease, whichever is the shorter.

The depreciation methods, residual values and estimated useful lives of property, plant and equipment are reviewed end of each annual reporting period and adjusted where necessary to reflect any changes in the pattern of consumption, physical wear and tear, technical or commercial obsolescence, or management intentions.

The condition assessments performed as part of the annual valuation process for assets measured at written down current replacement cost are used to estimate the useful lives of these assets at each reporting date. Details of the range of estimated useful lives for each class of asset are shown below.

| Asset class | Range of Estimated Useful Life in Years | Depreciation method used |
|--------------------------------|---|--------------------------|
| Land | Not depreciated | Not depreciated |
| Buildings and other structures | 10 to 135 | Straight line |
| Plant and equipment | 3 to 50 | Straight line |
| Right of use assets | 3 to 5 | Straight line |
| Roads | 10 to 200 | Straight line |

(v) Impairment

All non-current physical and intangible assets are assessed for indicators of impairment on an annual basis. If an indicator of possible impairment exists, the Council determines the asset's recoverable amount. Any amount by which the asset's carrying amount exceeds the recoverable amount is recorded as an impairment loss.

(vi) Other property

Council holds immaterial assets that are held by lessees under operating leases.

These assets are incorporated in property, plant and equipment and are included in the "land" and "buildings and other assets" classes above. The assets are maintained on leases so that they can be used for Council owner occupier

16 PROPERTY, PLANT AND EQUIPMENT

purposes in the future. It is considered that these assets do not meet the definition of investment property under AASB140.5 Investment Property. Lease amounts receivable are disclosed in Note 26.

Fair Value Measurements

(i) Recognised fair value measurements

Council measures and recognises the following assets at fair value on a recurring basis: land, buildings and other structures and roads.

In accordance with AASB 13 fair value measurements are categorised on the following basis:

Level 1 - Fair value based on quoted prices (unadjusted) in active markets for identical assets or liabilities

Level 2 - Fair value based on inputs that are directly or indirectly observable for the asset or liability

Level 3 - Fair value based on unobservable inputs for the asset and liability

The following table categorises fair value measurements as either level 2 or level 3 in accordance with AASB 13. Council does not have any assets or liabilities measured at fair value which meet the criteria for categorisation as level 1.

The fair values of the assets are determined using valuation techniques which maximise the use of observable data, where it is available, and minimise the use of entity specific estimates. If all significant inputs required to fair value an asset are observable, the asset is included in level 2. If one or more of the significant inputs is not based on observable market data, the asset is included in level 3. This is the case for Council Infrastructure assets, which are of a specialist nature for which there is no active market for similar or identical assets. These assets are valued using a combination of observable and unobservable inputs.

The table presents the Council's assets and liabilities measured and recognised at fair value at balance date.

As at 30 June 2023

| | Level 2 (\$ 000's) | Level 3 (\$ 000's) | Total (\$ 000's) |
|--------------------------------|-----------------------|-----------------------|---------------------|
| Land | 23,616 | - | 23,616 |
| Buildings and other structures | - | 63,253 | 63,253 |
| Roads | - | 340,319 | 340,319 |
| | <u>23,616</u> | <u>403,571</u> | <u>427,187</u> |

As at 30 June 2022

| | Level 2 (\$ 000's) | Level 3 (\$ 000's) | Total (\$ 000's) |
|--------------------------------|-----------------------|-----------------------|---------------------|
| Land | 23,340 | - | 23,340 |
| Buildings and other structures | - | 55,257 | 55,257 |
| Roads | - | 306,864 | 306,864 |
| | <u>23,340</u> | <u>362,122</u> | <u>385,461</u> |

There were no transfers between levels 1 and 2 during the year, nor between levels 2 and 3. Council's policy is to recognise transfers in and out of the fair value hierarchy levels as at the end of the reporting period.

Council's valuation policies and procedures are set by Council's Director Operations and Director Finance acting in consultation. They are reviewed annually taking into consideration an analysis of movements in fair value and other relevant information.

Specific valuation techniques used to value Council assets comprise:

(i) Land (level 2)

Land was independently valued as at 30 June 2023 at fair value by Mr Daniel Atherton (Registered Valuer No 2962) of APV Valuers and Asset Management following a desktop review. Level 2 valuation inputs were used to value land in freehold title. Land was independently valued as at 30 June 2022 at fair value by Mr Daniel Atherton (Registered Valuer No 2962) of APV Valuers and Asset Management. Level 2 valuation inputs were used to value land in freehold title.

Reserve land does not have a value for the purpose of the financial statements of Somerset Regional Council. The valuer indicated that he determined land valuations based on relevant sales of land in the locality and that he had

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undertaken research of the various submarkets within the regional council area through the analysis of sales evidence and discussions with real estate agents. The valuer indicated that he had also taken into consideration the zoning and current use of council land and any characteristics of land which may adversely affect the usefulness of a lot including contamination.

The valuer assumed for the purpose of the valuation that Council would not be required to liquidate any asset or undertake any land transactions on adverse terms. The valuer applied an approach to valuing land that considers the potential purchase costs of similar land in the same area.

(ii) Buildings and other structures (level 3)

Buildings and other structures was independently valued as at 30 June 2023 at fair value by Mr Daniel Atherton (Registered Valuer No 2962) of APV Valuers and Asset Management following a desktop review.

Buildings and other structures was independently valued as at 30 June 2022 at fair value by Mr Daniel Atherton (Registered Valuer No 2962) of APV Valuers and Asset Management following a desktop review. Mr Atherton conducted a valuation based on physical inspection of all assets as at 30 June 2021. Asset conditions were assessed in detail during the 2021 valuation and inspectors relied on management advice that there had been no material change in the condition of any asset during 2022/2023 in assessing valuations as at 30 June 2023. The 2023 desktop valuation was commissioned mainly to ensure that rising building costs were appropriately reflected in Council's financial statements.

The valuer indicated that values were determined using a current replacement cost method of valuation and included consideration of obsolescence and impairment, actual construction costs by Somerset Regional Council and those of nearby recent projects completed by others, Rawlinsons Construction Guide or similar guides and other valuations.

The valuer considered asset condition and attributes of assets such as dimensions and materials through physical inspection of all assets valued. The valuer considered how these factors might impact on the assets' highest and best use to potential market participants. The valuer has assessed a residual value of nil for all buildings and other structures.

Inputs to the valuation included the design and construction, average cost of construction, condition and consumption score for each component of each asset as well as the dates of acquisition and decommissioning.

As these are supported by observable evidence obtained via inspection and market evidence they have been classified as level 2 valuation inputs. The unobservable inputs (such as the relationship between condition and the assessed level of remaining service potential of the depreciable amount) required extensive professional judgement and impacted significantly on the final determination of fair value. As such these assets were classified as having been valued using level 3 valuation inputs.

Significant unobservable input

Residual value

Estimated life

Estimated remaining life

Range of inputs

0%

10 years to 135 years

1 year to 107 years

Relationship of unobservable inputs to fair value

The higher the residual value percentage, the higher the fair value

The longer the estimated life, the higher the fair value

The longer the estimated remaining life, the higher the fair value

(iii) Roads (level 3)

All Council road infrastructure assets were fair valued using written down current replacement cost. This valuation comprises the asset's current replacement cost (CRC) less accumulated depreciation calculated on the basis of such cost to reflect the already consumed or expired future economic benefits of the asset. Council first determined the gross cost of replacing the full service potential of the asset and then adjusted this amount to take account of the expired service potential of the asset. There was 1,496 linear kilometres of constructed roads.

CRC was measured by reference to the lowest cost at which the gross future economic benefits of the asset could currently be obtained in the normal course of business. Where existing assets were over designed, had excess capacity, or were redundant an adjustment was made so that the resulting valuation reflected the cost of replacing the existing economic benefits based on an efficient set of modern equivalent assets to achieve the required level of service output within the council's planning horizon.

The unit rates (labour and materials) and quantities applied to determine the CRC of an asset or asset component were based on a "Greenfield" assumption meaning that the CRC was determined as the full cost of replacement with a new asset including components that may not need to be replaced, such as earthworks.

Council categorises its road infrastructure into urban and rural roads and then further sub-categorises these into sealed roads, gravel roads, formed roads, other surfaces, underground drainage and paths. Roads are managed in segments of various length between logical geographic nodes. The segments average 826 metres in length. All road segments are then componentised into subgrade, base course/ pavement, wearing course and intermediate course (where applicable).

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Council assumes that environmental factors such as soil type, climate and topography are consistent across each segment. Council also assumes a segment is designed and constructed to the same standard and uses a consistent amount of labour and materials for its construction type.

CRC was calculated by reference to asset linear and area specifications, estimated labour and material inputs, services costs, and overhead allocations. Council assumes that pavements are constructed to depths of 300 mm.

This class of asset incorporates drainage including 94 kilometres of underground drainage assets in mainly urban areas.

Council categorises its underground drainage assets by material including concrete and polyvinyl chloride (PVC) pipework and by size and depth.

Council assumes that environmental factors such as soil type, climate and topography are consistent across each geographic area where underground drainage is located. Council also assumes that each segment of underground drainage is designed and constructed to the same standard and uses a consistent amount of labour and materials for its construction type.

CRC for underground drainage was calculated by reference to asset linear metres and area specifications, estimated labour and material inputs, services costs, and overhead allocations.

This class of asset incorporates paths including 64 kilometres of sealed footpaths and cycleways in mainly urban areas and 18 kilometres of unsealed paths which are mainly within sections of disused rail corridor.

Council categorises its paths by material including concrete, bitumen and gravel and by width.

Council assumes that environmental factors such as soil type, climate and topography are consistent across each segment of path. Council also assumes a segment of path is designed and constructed to the same standard and uses a consistent amount of labour and materials for its construction type.

CRC for paths was calculated by reference to asset linear and area specifications, estimated labour and material inputs, services costs, and overhead allocations. Council assumes that concrete pavements are constructed to a depth of 100mm using 25 Mpa reinforced concrete.

Road assets were valued by Council's employed Director Operations, Mr Craig Young (RPEQ no 12500). Road assets were valued as at 30 June 2023. Mr Young relied on dimensional, condition, costing and other data collected during the period to assess the values of road assets and their components.

Roads were valued at fair value being current replacement cost.

Replacement costs were assessed based on unit rates which were supported by the council's experience in carrying out its own road construction activities. During 2022/2023, Council obtained data in respect of the condition of its road assets. This data was used as a basis for assessing the condition of road assets at 30 June 2023 unless alternate information was available.

Council has collected and inspected imagery and pavement roughness data for all constructed road segments. A consumption assessment was undertaken based on the International Roughness Index (IRI) and observation and inspection of the assets. The measurements and inspection outcomes were used to provide an estimate of current asset health, the proportion of health remaining and the remaining useful lives of assets.

Council has relied on external data in forming the views about the overall condition of its road assets. The local government area was subject to two natural disaster declarations during 2021/2022 relating to floods that impacted the condition of road assets. All roads were open to traffic as at 30 June 2023 however restoration work was occurring to road assets to improve their condition.

This external data is as follows:

Engineering consultants Shepherd Services Pty Ltd were engaged to collect and report on sealed and unsealed road condition data. Shepherd Services Pty Ltd obtained road condition data during June 2023 capturing data for all sealed and unsealed constructed roads. The assessed condition of each road segment has been based on an analysis of indicators from this dataset except where other condition information was available.

Remaining lives of assets were assessed based on both condition and year of construction.

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Average current replacement costs (\$ per sqm of road area) for each of the key components were:

| | 2023 | 2022 | Percentage increase |
|--------------------------------------|-----------|-----------|---------------------|
| Pavement (sealed and unsealed roads) | \$ 33,190 | \$ 30,940 | 7.27% |
| Bitumen seal (wearing course - 80%) | \$ 3,9680 | \$ 3,6957 | 7.37% |
| Bitumen seal (wearing course - 20%) | \$ 0,9920 | \$ 0,9239 | 7.37% |
| Bitumen seal (intermediate course) | \$ 4,9600 | \$ 4,6196 | 7.37% |
| Subgrade | \$ 0,4870 | \$ 0,4540 | 7.27% |

Average current replacement costs (\$ per linear metre of underground drainage) for key pipe types by material, diameter and class were:

| | 2023 | 2022 | Percentage increase |
|-------------------------------------|-------------|-------------|---------------------|
| Concrete - 1500mm diameter- class 2 | \$ 2,076,20 | \$ 1,935,30 | 7.28% |
| Concrete - 375mm diameter- class 2 | \$ 285,80 | \$ 266,40 | 7.28% |
| Concrete - 1800mm diameter- class 2 | \$ 2,811,00 | \$ 2,620,30 | 7.28% |
| Concrete - 1350mm diameter- class 2 | \$ 1,740,70 | \$ 1,622,60 | 7.28% |
| Concrete - 750mm diameter- class 2 | \$ 727,60 | \$ 678,20 | 7.28% |
| Concrete - 600mm diameter- class 2 | \$ 469,60 | \$ 437,70 | 7.29% |

Unit rates applied for 2023 were greater than rates that applied for 2022 for asset components. The degree of movement depended on whether assets are normally constructed using a higher or lower percentage of Council day labour. Pavement, seal, subgrade and other components of roads which are normally constructed using a high percentage of internal labour have been indexed by reference to Australian Bureau of Statistics producer price index 3101 road and bridge construction Brisbane (A2333727L) for the year to 30 June 2023 at 7.28%. This was considered appropriate based on Council's recent experiences in road construction activities and Council's labour cost increases pursuant to relevant industrial instruments. There was an active market for bitumen road sealing during the year and unit rates used are consistent with those previously achieved by the council.

In determining the level of accumulated depreciation, roads were disaggregated into significant components which exhibited different useful lives.

Road conditions were assessed using the following table:

| Definition | Rating | Percentage of design life remaining | Comment on any change from FY2022 |
|--|--------|-------------------------------------|-----------------------------------|
| Over 30% of the road requires reconstruction | 1 | 20% | No change |
| 10% to 30% of the road requires reconstruction | 2 | 30% | No change |
| Less than 10% of the road requires reconstruction plus patching and surface correction | 3 | 50% | No change |
| Minor patching and surface correction | 4 | 70% | No change |
| No attention required | 5 | 90% | No change |

All of Council's underground drainage network is relatively new and is in excellent condition. In determining the level of accumulated depreciation, remaining useful lives were calculated based on condition assessments. Underground drainage conditions were assessed using the following table:

| Definition | Rating | Reduction in design life | Comment on any change from FY2022 |
|------------|--------|--------------------------|-----------------------------------|
| Failed | 1 | 90% | No change |
| Poor | 2 | 70% | No change |
| Fair | 3 | 30% | No change |
| Good | 4 | 20% | No change |
| Excellent | 5 | 0% | No change |

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Council's path network has an average age of 13 years and sealed paths have an average condition rating of 2.0 (good condition).

In determining the level of accumulated depreciation, remaining useful lives were calculated based on condition assessments. Path conditions were assessed using the following table:

| Definition | Rating | Percentage of design life remaining | Comment on any change from FY2022 |
|------------|--------|-------------------------------------|-----------------------------------|
| Very good | 1 | 90% | No change |
| Good | 2 | 70% | No change |
| Fair | 3 | 50% | No change |
| Poor | 4 | 30% | No change |
| Very poor | 5 | 20% | No change |

As detailed above Council's road network has been valued using written down current replacement cost. This method utilises a number of inputs that require judgement and are therefore classed as unobservable. While these judgements are made with the greatest care, and based upon years of experience, different judgements could result in a different valuation. The table below summarises the effect that changes in the most significant unobservable inputs would have on the valuation:

Significant unobservable input

Estimated life

Estimated remaining life

Condition rating

Standard construction unit rate per square metre (road)

Standard construction unit rate per linear metre (underground drainage)

Range of inputs

10 years to 200 years

1 year to 200 years

1 to 5 as above

\$0.4870 to \$33.19 as above

\$285.80 to \$2,811.00 as above

Relationship of unobservable inputs to fair value

The longer the estimated life, the higher the fair value

The longer the estimated remaining life, the higher the fair value

The better the condition rating, the higher the fair value

The higher the standard construction unit rate, the higher the fair value

The higher the standard construction unit rate, the higher the fair value

Council bridges were fair valued using written down current replacement cost. This valuation comprises the asset's current replacement cost (CRC) less accumulated depreciation calculated on the basis of such cost to reflect the already consumed or expired future economic benefits of the asset. Council first determined the gross cost of replacing the full service potential of the asset and then adjusted this amount to take account of the expired service potential of the asset.

CRC was measured by reference to the lowest cost at which the gross future economic benefits of the asset could currently be obtained in the normal course of business. Where existing assets were over designed, had excess capacity, or were redundant an adjustment was made so that the resulting valuation reflected the cost of replacing the existing economic benefits based on an efficient set of modern equivalent assets to achieve the required level of service output within the council's planning horizon.

The unit rates (labour and materials) and quantities applied to determine the CRC of an asset or asset component were based on a "Greenfield" assumption meaning that the CRC was determined as the full cost of replacement with a new asset including components that may not need to be replaced, such as earthworks.

Council categorises its bridges into steel, concrete, timber and concrete/timber composite hydraulic structures. Council assumes that environmental factors such as soil type, climate and topography are consistent across each bridge. Council also assumes a bridge is designed and constructed to the same standard and uses a consistent amount of labour and materials for its construction type.

CRC was calculated by reference to asset linear and area specifications, estimated labour and material inputs, services costs, and overhead allocations.

Council's bridges and hydraulic structures were valued by Council's employed Director Operations, Mr Craig Young (RPEQ no 12500). Bridges were valued at fair value being current replacement cost as at 30 June 2023. Mr Young relied on dimensional, condition, costing and other data collected during the period to assess the values as at this date. Council's bridges primarily consist of either all timber structures, all concrete structures or composite structures that include both concrete and timber components. Replacement costs for these assets were assessed based on unit rates which reflected the council's experiences in constructing bridges. Condition data for bridges was obtained through regular inspection activities including taking core samples of major timber components and level two inspection reports prepared for Council by consulting engineers in respect of a number of bridges. Remaining lives of assets were assessed based on both condition and year of construction. No residual value was applied in respect of any bridge.

Average gross replacement costs (\$ per sqm of deck area) for major bridge types were:

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| | 2023 | | 2022 | | Percentage change |
|-------------------------------|------|------------------------|------|------------------------|-------------------|
| All concrete | \$ | 6,990 per square metre | \$ | 6,310 per square metre | 10.78% |
| Composite concrete and timber | \$ | 3,080 per square metre | \$ | 2,780 per square metre | 10.79% |
| All timber | \$ | 2,430 per square metre | \$ | 2,190 per square metre | 10.96% |

Unit rates applied for 2023 were higher compared to rates applied for 2022. This was considered appropriate based on Council's recent experiences in bridge construction activities and by reference to Australian Bureau of Statistics producer price index 3101 road and bridge construction Brisbane (A2333727L) for the period 31 March 2022 to 31 March 2023 which showed an increase of 10.84%. No new bridges were constructed during the reporting period.

In determining the level of accumulated depreciation, remaining useful lives were calculated based on condition assessments.

Conditions were assessed using the following table:

| Definition | Rating | Reduction in design life | Comment on any change from FY2022 |
|---|--------|--------------------------|-----------------------------------|
| Timber or part-timber bridge with measured girder stress of 60 Mpa or greater | 5 | 90% | No change |
| Timber or part-timber bridge with measured girder stress of between 40 Mpa and 60 Mpa | 4 | 50% | No change |
| Timber or part-timber bridge with measured girder stress of between 30 Mpa and 40 Mpa | 3 | 30% | No change |
| Timber or part-timber bridge with measured girder stress of between 20 Mpa and 30 Mpa | 2 | 15% | No change |
| Good | 1 | 5% | No change |
| All-concrete or part-concrete bridge requiring no maintenance | 0 | 0% | No change |

As detailed above Council's bridge network has been valued using written down current replacement cost. This method utilises a number of inputs that require judgement and are therefore classed as unobservable. While these judgements are made with the greatest care, and based upon years of experience, different judgements could result in a different valuation. The table below summarises the effect that changes in the most significant unobservable inputs would have on the valuation:

Significant unobservable input

| | | |
|--|---|--|
| Estimated life | Range of inputs 30 years to 100 years | Relationship of unobservable inputs to fair value The longer the estimated life, the higher the fair value |
| Estimated remaining life | 0 years to 100 years | The longer the estimated remaining life, the higher the fair value |
| Condition rating | 0 to 5 as above | The lower the condition rating, the higher the fair value |
| Standard construction unit rate per square metre of deck | \$2,430 to \$6,990 as above | The higher the standard construction unit rate, the higher the fair value |

(vi) Plant and equipment

Plant and equipment are shown in the statements at historical cost less accumulated depreciation.

2023
(\$ 000's) **2022**
(\$ 000's)

17. Leases and finance cost on leases

Council has leases in place over vehicles and equipment. Where Council assesses that an agreement contains a lease, a right of use asset and lease liability is recognised on inception of the lease. Council does not separate lease and non-lease components for any class of assets and has accounted for lease payments as a single component.

The right-of-use asset is measured using the cost model where cost on initial recognition comprises: the lease liability, initial direct costs, prepaid lease payments, estimated cost of removal and restoration, less any lease incentives received. The right-of-use is depreciated over the lease term on a straight-line basis and assessed for impairment in accordance with the impairment of asset accounting policy.

The lease liability is initially recognised at the present value of the remaining lease payments at the commencement of the lease. The discount rate is the rate implicit in the lease, however where this cannot be readily determined then the Council's incremental borrowing rate for a similar term with similar security is used.

Subsequent to initial recognition, the lease liability is measured at amortised cost using the effective interest rate method. The lease liability is re-measured whether there is a lease modification, or change in estimate of the lease term or index upon which the lease payments are based (e.g. CPI).

Where the lease liability is re-measured, the right-of-use asset is adjusted to reflect the re-measurement.

Exceptions to lease accounting

Council has applied the exceptions to lease accounting for both short-term leases (i.e. leases with a term of less than or equal to 12 months) and leases of low-value assets. Council recognises the payments associated with these leases as an expense on a straight-line basis over the lease term.

Leases at significantly below market value / Concessionary leases

Council has elected to measure the right of use asset arising from the concessionary leases at cost which is based on the associated lease liability at initial recognition.

Terms and conditions of leases

Vehicles - Council leases sedans and utilities which are used for operational purposes, they generally have a lease term of between 3 and 5 years. The lease payments are generally fixed for the term of the lease.

Equipment - Council leases a number of items of office equipment which are considered low value and are therefore not subject to lease accounting. The items have lease terms ranging up to 3 years and fixed payments for the term of the leases.

Right of use assets

Please refer to the right of use asset class in note 16.

Lease liabilities

The table below shows the maturity analysis of the lease liabilities based on contractual cashflows and therefore the amounts may not be the same as the recognised lease liability in the statement of financial position.

| | | |
|---|------------|------------|
| Remaining term | | |
| Not later than 1 year | 369 | 337 |
| Later than 1 year, but not later than 2 years | 232 | 235 |
| Later than 2 years, but not later than 3 years | 126 | 136 |
| Later than 3 years, but not later than 4 years | 75 | 68 |
| Later than 4 years, but not later than 5 years | 27 | 19 |
| Total | 829 | 796 |
| | | |
| Current lease liabilities per statement of financial position | 324 | 303 |
| Non-current lease liabilities per statement of financial position | 373 | 389 |

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| | 2023 (\$ 000's) | 2022 (\$ 000's) |
|---|---------------------------|---------------------------|
| Total per statement of financial position | <u>698</u> | <u>692</u> |

Amounts included in the statement of comprehensive income related to leases

The following amounts have been recognised in the statement of comprehensive income for leases where Council is the lessee

| | | |
|---|------------|------------|
| Interest on lease liabilities (finance costs) | 152 | 100 |
| Depreciation of right of use assets | <u>319</u> | <u>319</u> |
| | <u>471</u> | <u>419</u> |
| Total cash outflows for leases | <u>438</u> | <u>409</u> |

Leases at significantly below market value - Concessionary / peppercorn leases

Council has a small number of leases at significantly below market for land and buildings which are used for community purposes.

Council does not believe that any of the leases in place are individually material.

Council as a lessor

Council has a small number of low value operating leases in place as a lessor, mostly over land.

When Council is a lessor, the lease is classified as either an operating or finance lease at inception date, based on whether substantially all of the risks and rewards incidental to ownership of the asset have been transferred to the lessee. If the risks and rewards have been transferred then the lease is classified as a finance lease, otherwise it is an operating lease. If the lease contains lease and non-lease components then the non-lease components are accounted for in accordance with AASB 15 Revenue from Contracts with Customers. The lease income is recognised on a straight-line basis over the lease term.

Where Council retains the risks and rewards relating to a lease, they are classified as operating leases. Rent from property is recognised as income on a periodic straight line basis over the lease term.

18. Payables

Current

| | | |
|---------------------------------------|---------------|--------------|
| Trade creditors | 280 | 632 |
| Sundry accruals | 7,096 | 4,762 |
| Prepaid rates | 1,091 | 1,043 |
| Other liabilities | 1,314 | 1,366 |
| Employee entitlements - annual leave | 1,365 | 1,250 |
| Employee entitlements - accrued hours | <u>122</u> | <u>127</u> |
| | <u>11,268</u> | <u>9,179</u> |

Non-Current

| | | |
|-------------------|--------------|--------------|
| Other liabilities | <u>2,286</u> | <u>2,474</u> |
| | <u>2,286</u> | <u>2,474</u> |

Trade creditors are recognised upon receipt of the goods or services ordered and are measured at the agreed purchase/ contract price net of applicable discounts other than contingent discounts. Amounts owing are unsecured and are generally settled on 30 day terms.

A liability for annual leave is recognised. Amounts expected to be settled within 12 months are calculated on current wage and salary levels and includes related employee on-costs. Amounts not expected to be settled within 12 months are calculated on projected future wage and salary levels and related employee on-costs, and are discounted to present values.

No part of the employee entitlements for annual leave or accrued hours is considered to be non-current based

| | |
|-------------|-------------|
| 2023 | 2022 |
| (\$ 000's) | (\$ 000's) |

on recent rates achieved in the taking of annual leave. As Council does not have an unconditional right to defer this liability beyond 12 months, annual leave is classified as a current liability.

Lump sum annual payments received prior to 30 June 2023 (reflecting four years of annual payments (2023–24 – 2026–27) that were prescribed by the Waste Reduction and Recycling Regulation 2011) have been treated as either current or non-current liabilities depending on the period they are for.

19. Provisions and finance cost relating to changes to provisions

A liability for long service leave is measured as the present value of the estimated future cash outflows to be made in respect of services provided by employees up to the reporting date. The value of the liability is calculated using current pay rates and projected future increases in those rates and includes related employee on-costs. The estimates are adjusted for the probability of the employee remaining in the council's employment or other associated employment which would result in the council being required to meet the liability. Adjustments are then made to allow for the proportion of the benefit earned to date, and the result is discounted to present value. The interest rates attaching to Commonwealth Government guaranteed securities at the reporting date are used to discount the estimated future cash outflows to their present value.

Where employees have met the prerequisite length of service and Council does not have an unconditional right to defer this liability beyond 12 months, long service leave is classified as a current liability. Otherwise it is classified as non-current.

A provision is made for the cost of restoring refuse dumps and quarries where it is probable the Council will be liable, or required, to do this when the use of the facilities is complete.

A provision is made for future costs of restoration of gravel pits where it is probable the council will be liable, or required, to incur such a cost on the cessation of use of the facility. This liability is provided in respect of roadside gravel pits. Management estimates that the restoration will occur in 2027.

The provision is measured at the expected cost of the work required, discounted to current day values using the interest rates attaching to Commonwealth Government guaranteed securities with a maturity date corresponding to the anticipated date of the restoration. Gravel pits are on State reserves which the council does not control. The cost of the provisions for restoration of these is therefore treated as an expense in the year the provision is first recognised. Changes in the provision not arising from the passing of time are treated as an expense or income.

The provision for refuse restoration is calculated as the present value of anticipated future costs associated with the closure of the dump sites, decontamination and monitoring of historical residues and leaching on these sites. The calculation of this provision requires assumptions such as application of environmental legislation, site closure dates, available technologies and engineering cost estimates. These uncertainties may result in future actual expenditure differing from amounts currently provided. Because of the long-term nature of the liability, the most significant uncertainty in estimating the provision is the costs that will be incurred. The provision recognised for dump sites is reviewed at least annually and updated based on the facts and circumstances available at the time.

This is the present value of the estimated cost of restoring the refuse disposal sites to a useable state at the end of their useful life. Landfills in Kilcoy and Jimna have closed and management estimates that restoration of these sites will occur over the next five years at a cost of \$2,754,000. Council has resolved an intention to replicate the existing regional landfill in Esk at the current site prior to the end of life of landfill cell stage 4. It is intended that the replicated landfill will be located adjacent to the current landfill and will use common leachate facilities, sediment ponds, drainage and other infrastructure to the current landfill. The current landfill is expected to require rehabilitation after 2032 at a cost of \$4,388,963 (in 2023 dollars).

Estimates have been prepared for Council by consulting engineers, ATC Williams Pty Ltd who also supplied guidance in respect of forecast cost index factors averaging 7.4% and discount rates averaging 3.79%.

Changes to the restoration provisions resulting from the passing of time (the unwinding of the discount) are treated as a finance cost.

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| | 2023 (\$ 000's) | 2022 (\$ 000's) |
|---|---------------------------|---------------------------|
| Current | | |
| Long service leave | 2,043 | 2,030 |
| | <u>2,043</u> | <u>2,030</u> |
| Non-Current | | |
| Long service leave | 380 | 488 |
| Restoration of refuse sites | 10,601 | 8,721 |
| Restoration of gravel pits | 391 | 298 |
| | <u>11,371</u> | <u>9,507</u> |
| Details of movements in provisions: | | |
| Long service leave | | |
| Balance at beginning of financial year | 2,518 | 2,362 |
| Long service leave entitlement arising | 1,948 | 2,187 |
| Long service leave entitlement paid | (2,043) | (2,030) |
| Balance at end of financial year | <u>2,423</u> | <u>2,518</u> |
| Restoration of gravel pits | | |
| Balance at beginning of financial year | 298 | 274 |
| Additional provisions | 22 | - |
| Increase in the discounted amount arising from the passage of time and the effect of any change in the discount rate - gravel pits | 70 | 24 |
| Balance at end of financial year | <u>391</u> | <u>298</u> |
| Restoration of refuse sites | | |
| Balance at beginning of financial year | 8,721 | 6,712 |
| Additional provisions | 285 | - |
| Increase in the discounted amount arising from the passage of time and the effect of any change in the discount rate - refuse sites | 1,595 | 2,009 |
| Balance at end of financial year | <u>10,601</u> | <u>8,721</u> |
| 20. Asset revaluation surplus | | |
| The asset revaluation surplus consists of the following components: | | |
| Land | 14,361 | 14,137 |
| Buildings and other structures | 30,432 | 27,629 |
| Road assets | 90,156 | 59,020 |
| Balance of asset revaluation surplus (note 16) | <u>134,948</u> | <u>100,787</u> |

The asset revaluation surplus comprises adjustments relating to changes in value of property, plant and equipment that do not result from the use of those assets. Net incremental changes in the carrying value of classes of non-current assets since their initial recognition are accumulated in the asset revaluation surplus.

Increases and decreases on revaluation are offset within a class of assets. Where a class of assets is decreased on revaluation, that decrease is offset first against the amount remaining in the asset revaluation surplus in respect of that class. Any excess is treated as an expense. When an asset is disposed of the amount in the surplus in respect of that asset is retained in the asset revaluation surplus and is not transferred to retained surplus. The balance of the asset revaluation surplus is not available for distribution to any person because it is represented by non-current assets including infrastructure that is required to provide services to the community.

SOMERSET REGIONAL COUNCIL
Notes to the financial statements
For the year ended 30 June 2023

21. Reserves

| | 2023 | | | |
|---|------|----------------------------|---|---|
| A. Reserves held for future capital expenditure | | | | |
| Self insurance reserve | | Opening balance (\$ 000's) | Transfer from retained surplus for future expected expenditure (\$ 000's) | Transfers to retained surplus, amount expended in the period (\$ 000's) |
| Constrained works reserve | | 43,804 | - | - |
| | | 543 | - | (155) |
| | | 44,347 | - | (155) |
| | | | | Closing balance (\$ 000's) |
| | | | | 43,804 |
| | | | | 389 |
| | | | | 44,193 |
| Total reserves held for future capital expenditure | | | | |
| B. Reserves held for future recurrent expenditure | | | | |
| Land Sales Reserve | | 10,831 | - | - |
| | | 10,831 | - | - |
| | | | | 10,831 |
| Total reserves held for future recurrent expenditure | | | | |
| Grand total | | | | |
| | | 55,178 | - | (155) |
| | | | | 55,024 |
| | | | | |
| A. Reserves held for future capital expenditure | | | | |
| Self insurance reserve | | Opening balance (\$ 000's) | Transfer from retained surplus for future expected expenditure (\$ 000's) | Transfers to retained surplus, amount expended in the period (\$ 000's) |
| Constrained works reserve | | 43,804 | - | - |
| | | 956 | - | (412) |
| | | 44,760 | - | (412) |
| | | | | Closing balance (\$ 000's) |
| | | | | 43,804 |
| | | | | 543 |
| | | | | 44,347 |
| Total reserves held for future capital expenditure | | | | |
| B. Reserves held for future recurrent expenditure | | | | |
| Land Sales Reserve | | 10,831 | - | - |
| | | 10,831 | - | - |
| | | | | 10,831 |
| Total reserves held for future recurrent expenditure | | | | |
| Grand total | | | | |
| | | 55,591 | - | (412) |
| | | | | 55,178 |

The above reserves are cash backed reserves and represent funds that are accumulated within the council to meet anticipated future needs. In each case the amount relates to a perceived future requirement which is not currently a liability.

The Australian Accounting Standards Board "Framework for the Preparation and Presentation of Financial Statements" discusses the potential legal or other restrictions that may exist in some places in respect of cash backed reserves. There are no legal restrictions on the council in respect of funds identified as represented by cash backed reserves per se.

- The self insurance reserve and is held for managing Council's uninsured risk
- The constrained works reserve was created to ensure sufficient funds are available to carry out future capital works which the council is potentially obliged to perform together with non-binding commitments. It represents unspent infrastructure charges, capital grants and similar items.
- The land sales reserve was established to represent the sale proceeds of properties sold by Council.

| | |
|-------------|-------------|
| 2023 | 2022 |
| (\$ 000's) | (\$ 000's) |

22. Contingent Liabilities

Various claims may be made against Council in the ordinary course of its business activities.

After consulting legal advisers, Council considers that there are no claims against Council as at balance date that required a provision to be recognised or a contingent liability to be disclosed in the financial report.

Memberships of Insurance Schemes

Somerset Regional Council is a member of the local government self-insurance scheme, Local Government Workcare. Under this scheme the Council has provided an indemnity towards a bank guarantee to cover bad debts which may remain should the self insurance licence be cancelled and there was insufficient funds available to cover outstanding liabilities. Only the Queensland Government's workers compensation authority may call on any part of the guarantee should the above circumstances arise.

| | | |
|------------------------------------|------------|------------|
| The Council's maximum exposure is: | <u>832</u> | <u>731</u> |
|------------------------------------|------------|------------|

Somerset Regional Council is a member of the local government mutual liability self-insurance pool, LGM Queensland. In the event of the pool being wound up or being unable to meet its debts as they fall due, the trust deed and rules provide that any accumulated deficit will be met by the individual pool members in the same proportion as their contribution is to the total pool contributions in respect to any year that a deficit arises. As at 30 June 2023 the financial statements reported an accumulated surplus and it is not anticipated any liability will arise.

23. Superannuation

Council contributes to the LGIASuper Regional Defined Benefits Fund (the scheme), at the rate of 12% for each permanent employee who is a defined benefit member. This rate is set in accordance with the LGIASuper trust deed and may be varied on the advice of an actuary. The Regional Defined Benefits Fund is a complying superannuation scheme for the purpose of the Commonwealth Superannuation Industry (Supervision) legislation and is also governed by the Local Government Act 2009. The scheme is managed by the LGIASuper trustee for LGIASuper trading as Brighter Super.

The scheme is a pooled defined benefit plan and it is not in accordance with the deed to allocate obligations, plan assets and costs at the council level.

Any amount by which the scheme is over or under funded may affect future benefits and result in a change to the contribution rate obligations, but has not been recognised as an asset or liability of the Council.

Technically council can be liable to the scheme for a portion of another local government's obligations should that local government be unable to meet them. However the risk of this occurring is extremely low and in accordance with the LGIASuper trust deed changes to council's obligations will only be made on the advice of an actuary.

The last completed actuarial assessment of the scheme was undertaken as at 1 July 2021. The next triennial actuarial review is not due until 1 July 2024. The actuary indicated that "At the valuation date of 1 July 2021, the net assets of the scheme exceeded the vested benefits and the scheme was in a satisfactory financial position as at the valuation date." The measure of vested benefits represents the value of benefit entitlements should all participating employees voluntarily exit the scheme. The Council is not aware of anything that has happened since that time that indicates the assets of the scheme are not sufficient to meet the vested benefits, as at the reporting date.

No changes have been made to prescribed employer contributions which remain at 12% of employee salary or wages and there are no known requirements to change the rate of contributions.

The most significant risks that may result in LGIASuper increasing the contribution rate, on the advice of the actuary, are:

Investment risk - The risk that the scheme's investment returns will be lower than assumed and additional contributions are needed to fund the shortfall.

Salary growth risk - The risk that wages or salaries will rise more rapidly than assumed, increasing vested benefits to be funded.

| | | |
|---|----|-----|
| Superannuation contributions made to the Regional Defined Benefits Fund | 95 | 123 |
|---|----|-----|

SOMERSET REGIONAL COUNCIL
Notes to the financial statements
For the year ended 30 June 2023

| | 2023 (\$ 000's) | 2022 (\$ 000's) |
|---|---------------------------|---------------------------|
| Other superannuation contributions for employees | 1,783 | 1,616 |
| Total superannuation contributions paid by Council for employees: | <u>1,878</u> | <u>1,739</u> |

24. Reconciliation of net result attributable to Council to net cash inflows from operating activities

| | | |
|--|------------------|---------------|
| Net result for year | 10,243 | 6,643 |
| Non-cash operating items : | | |
| Contribution of non-monetary non-current assets at fair value | 5 (163) | (1,940) |
| Share of the profit of associated entity accounted for using the equity method not adjusted for distributions received | 15 (1,579) | (1,816) |
| Add back distributions received from the profits of associated entity | 1,074 | 1,239 |
| Depreciation | 16 <u>10,964</u> | <u>10,316</u> |
| | 10,296 | 7,799 |
| Investing and financing activities : | | |
| Add back lease interest | 17 152 | 100 |
| Net loss on disposal of non current assets | 7 <u>827</u> | <u>105</u> |
| | 979 | 205 |
| Changes in operating assets and liabilities : | | |
| Decrease in receivables | 1,280 | 1,907 |
| (Increase) in inventories | (221) | (47) |
| (Increase) decrease in contract assets | 1,287 | (250) |
| Increase (decrease) in provisions | 1,877 | 2,189 |
| Increase in contract liabilities | 3,209 | 4,403 |
| Increase (decrease) in payables | <u>1,901</u> | <u>4,165</u> |
| | 9,333 | 12,366 |
| Net cash inflow from operating activities | <u>30,851</u> | <u>27,013</u> |
| 25. Trust Funds | | |
| Monies collected or held on behalf of another entity yet to be paid out to or on behalf of that entity | <u>950</u> | <u>1,050</u> |

Funds held in the trust account on behalf of outside parties include those funds from the sale of land for arrears in rates, deposits for the contracted sale of land, security deposits lodged to guarantee performance and unclaimed monies (e.g. wages) paid into the trust account by the council. The council performs only a custodian role in respect of these monies and because the monies cannot be used for Council purposes, they are not considered revenue nor brought to account in the financial statements.

26. Commitments and contracts

(a) Operating leases where Council is lessor (revenue)

Council leases commercial premises under operating leases.

The minimum lease receipts are as follows:

| | | |
|--|------------|-----------|
| Not later than 1 year | 199 | 160 |
| Later than 1 year, but not later than 2 years | 141 | 94 |
| Later than 2 years, but not later than 3 years | 50 | 59 |
| Later than 3 years, but not later than 4 years | 45 | 31 |
| Later than 4 years, but not later than 5 years | 39 | 29 |
| Later than 5 years | <u>181</u> | <u>47</u> |
| | 655 | 420 |

(b) Contractual commitments – capital expenditure

SOMERSET REGIONAL COUNCIL
Notes to the financial statements
For the year ended 30 June 2023

| 2023 | 2022 |
|-------------|-------------|
| (\$ 000's) | (\$ 000's) |

At the reporting date, the Council had the following obligations under contract and which have not been recognised as liabilities:

| | | |
|-----------------------|--------------|--------------|
| Buildings | 1,220 | 3,265 |
| Plant and equipment | 1,798 | 1,423 |
| Infrastructure assets | 5,451 | 1,517 |
| | <u>8,469</u> | <u>6,205</u> |

These expenditures are payable within the next 12 months.

27. Related parties

Transactions with associates - please refer to note 15 (Urban Utilities)

(a) Transactions with key management personnel (KMP)

KMP include the mayor, councillors, the chief executive officer and directors. The compensation paid to KMP comprises:

| | | |
|--|--------------|--------------|
| Short term employee benefits | 1,179 | 1,095 |
| Short term non-employee benefits (Councillor remuneration) | 728 | 693 |
| Post employment benefits | 29 | 30 |
| Long term benefits | (36) | 23 |
| Termination benefits | - | - |
| Total | <u>1,900</u> | <u>1,840</u> |

Detailed remuneration disclosures of councillors are provided in the annual report.

(b) Transactions with other related parties

Other related parties include close family members of KMP and any entities controlled or jointly controlled by KMP or their close family members. These include a spouse, child, dependent, parent or sibling of a KMP.

Details of transactions between council and other related parties are disclosed below:

| | | |
|--|-------|-------|
| Purchases of civil contracting services from an entity that is controlled by close family members of Councillor Jason Wendt, at arm's length and in the normal course of council operations. | 7,672 | 6,066 |
| Purchases of civil contracting services from an entity that employs close family members of Councillor Helen Brieschke, at arm's length and in the normal course of council operations. | 783 | 609 |
| Purchases of road making materials from an entity that employs a close family member of Councillor Kylee Isidro, at arm's length and in the normal course of council operations. | 47 | 244 |

(c) Outstanding balances

The following balances are outstanding at the end of the reporting period in relation to transactions with related parties:

| | | |
|----------|---|----|
| Payables | - | 42 |
|----------|---|----|

(d) Transactions with related parties that have not been disclosed

Most of the entities and people that are related parties of council live and operate within the Somerset Regional Council area. Therefore on a regular basis ordinary citizen transactions occur between council and related parties including payment of rates and charges, dog registration and use of council facilities and services at the standard rates scheduled by council. Council also performs maintenance and construction work on public assets that are used by related parties as ordinary citizens. Council has not included these types of transactions in its disclosure where they are made on the same terms and conditions available to the general public.

28. Executive remuneration

Disclosed remuneration under S 201 of the Local Government Act 2009 represents the total of:

1. Gross salary paid to relevant employees as detailed on the statements of earnings issued by Council for the income year.

SOMERSET REGIONAL COUNCIL
Notes to the financial statements
For the year ended 30 June 2023

| | 2023 (\$ 000's) | 2022 (\$ 000's) |
|--|---------------------------|---------------------------|
| 2. Reportable superannuation contributions in favour of the relevant employees as detailed on the statements of earnings issued by Council for the income year to those employees. | | |
| 3. Reportable fringe benefits provided to relevant employees at the value detailed on the statements of earnings issued by Council for the income year to those employees. | | |
| Total senior management remuneration as per statements of earnings: | <u>1,317</u> | <u>1,229</u> |
| The number of relevant employees was: | | |
| Employees with a total remuneration package in the range of \$100000–\$199999 | 2 | 3 |
| Employees with a total remuneration package in the range of \$200000–\$299999 | 3 | 2 |
| Employees with a total remuneration package in the range of \$300000–\$399999 | 1 | 1 |

29. Events after balance date

There were no material subsequent events after the balance date.

30. Financial instruments

Somerset Regional Council's activities expose it to a variety of financial risks including interest rate risk, credit risk and liquidity risk.

The council minimises its exposure to financial risk on investments in the ways outlined in its investment policy.

Under this policy and applicable legislation, risk management strategies include:

- restrictions on what types of financial institutions and products council will invest in as outlined below.
- the council does not invest in derivatives or other high risk investments.
- when the council borrows, it borrows from the Queensland Treasury Corporation unless another financial institution can offer a more beneficial rate, taking into account any risk.

The Statutory Bodies Financial Arrangements Act 1982 regulates the council's investment activities.

The council's financial instruments consist mainly of at call deposits with banks, short-term deposit investments, accounts receivable and payables.

Council does not have material credit risk or liquidity risk as a result of its risk management strategies.

(a) Interest rate risk

The Council's exposure to interest rate risk, which is the risk that the value of a financial instrument will fluctuate as a result of changes in market rates and the weighted average interest rate by maturity periods is set out in the table below. For interest rates applicable to each class of asset or liability refer to individual notes to the financial statements.

Exposure arises predominantly from assets and liabilities bearing variable interest rates. At 30 June 2023, Council has no fixed rate or variable rate borrowings and interest rate risk on borrowings is managed through the absence of borrowings. Borrowing by the Council is constrained by the provisions of the Statutory Bodies Financial Arrangements Act 1982.

Council has an investment policy which sets an objective to maximize earnings on cash investments within approved risk guidelines and to ensure the security of funds.

Interest rate risk relating to investments has been managed through the use of both Queensland Treasury Corporation (QTC) Cash Fund investments so that Council achieves Queensland State Government investment returns and through investment in term deposits with fixed interest rates where appropriate. Council does not undertake any hedging of interest rate risk.

In terms of Standard and Poor's ratings, all investments were A plus-rated products with A plus-rated institutions or better other than \$1 million which was invested in BBB plus-rated products or better through certain qualifying banks with local branches.

As at 30 June 2023 all cash investments complied with the investment policy.

In assessing whether to invest in A plus-rated products other than Queensland Government investments, Council officers assess whether the investment product would have a more advantageous rate of interest available at the time, for that investment type, and in a way that is considered most appropriate given the circumstances.

SOMERSET REGIONAL COUNCIL
Notes to the financial statements
For the year ended 30 June 2023

Council also holds an equity participant loans receivable with Urban Utilities with interest rates as described in note 14.

Actual cash and investment balances as at balance date were as follows:

| | 2023 | 2022 |
|--|----------------|----------------|
| | (\$ 000's) | (\$ 000's) |
| Working cash, trust funds and cash on hand | 3,429 | 3,104 |
| Less cheques drawn on operating fund but not presented at balance date | (3,572) | (2,590) |
| A plus-rated products at A plus-rated financial institutions or better | 1,000 | 6,000 |
| QTC Pooled Cash Management Fund | 57,528 | 55,959 |
| Equity participant loan - Urban Utilities | 53,804 | 43,804 |
| Total | 112,189 | 106,277 |

Interest rate risk has been measured using sensitivity analysis.

The sensitivity analysis used and described below is unchanged on the method reported in the financial statements for the year ended 30 June 2022.

If market interest rates increased or decreased by 1%, the net result attributable to the Council in respect of cash assets and cash equivalents would be increased or decreased as follows:

| Interest rate risk sensitivity analysis | 2023 | 2022 |
|--|-------------|-------------|
| | (\$ 000's) | (\$ 000's) |
| Impact on net result of 1% market interest rate increase on financial assets | 589 | 625 |
| Impact on equity of 1% market interest rate increase on financial assets | 589 | 625 |

The above interest rate sensitivity analysis depicts the outcome to net result should there be a 1% increase in market interest rates. The calculations assume that the rate would be held constant over the next financial year, with the change occurring at the beginning of that year. It is assumed that interest rates on overdue rates would not change. If the rates decreased by 1% the impact would be equal in amount in the reverse direction. Because Council holds no interest bearing liabilities, there is no interest rate risk in respect of financial liabilities and no sensitivity analysis is required.

The above analysis does not include the equity participant loan with an interest rate setting mechanism described in note 14.

SOMERSET REGIONAL COUNCIL
Notes to the financial statements
For the year ended 30 June 2023

| Interest rate and maximum credit risk disclosures | | | | | |
|--|--|---|---|---------------------|---|
| Financial Instrument | Floating Interest Rate (\$ 000's) | Fixed Interest Rate (\$ 000's) | Non- interest Bearing (\$ 000's) | Total (\$ 000's) | Weighted average effective interest rate % |
| As at 30 June 2023 | | | | | |
| Financial Assets | | | | | |
| Cash assets and cash equivalents - 1 | - | - | (532) | (532) | 0.00% |
| Cash assets and cash equivalents - 2 | 57,917 | - | - | 57,917 | 4.14% |
| Cash assets and cash equivalents - 3 | - | 1,000 | - | 1,000 | 4.30% |
| Receivables - 1 | - | 2,360 | - | 2,360 | 8.17% |
| Receivables - 2 | - | - | 3,683 | 3,683 | 0.00% |
| Investments | - | 53,804 | - | 53,804 | 3.27% |
| Total financial assets | 57,917 | 57,164 | 3,151 | 118,232 | |
| Weighted average interest rate | 4.14% | 3.49% | 0.00% | 3.71% | |
| Financial liabilities | | | | | |
| Payables | - | - | 11,268 | 11,268 | 0.00% |
| Lease liabilities | - | 698 | - | 698 | 6.24% |
| Provisions | - | - | 13,414 | 13,414 | 0.00% |
| Total financial liabilities | - | 698 | 24,682 | 25,380 | |
| | 0.00% | 6.24% | 0.00% | 0.17% | |
| Net financial assets | 57,917 | 56,466 | (21,531) | 92,852 | |
| As at 30 June 2022 | | | | | |
| Financial Assets | | | | | |
| Cash assets and cash equivalents - 1 | - | - | (29) | (29) | 0.00% |
| Cash assets and cash equivalents - 2 | 56,502 | - | - | 56,502 | 0.60% |
| Cash assets and cash equivalents - 3 | - | 6,000 | - | 6,000 | 1.22% |
| Receivables - 1 | - | 2,151 | - | 2,151 | 8.03% |
| Receivables - 2 | - | - | 5,172 | 5,172 | 0.00% |
| Investments | - | 43,804 | - | 43,804 | 2.24% |
| Total financial assets | 56,502 | 51,955 | 5,143 | 113,600 | |
| Weighted average interest rate | 0.60% | 2.36% | 0.00% | 1.38% | |
| Financial liabilities | | | | | |
| Payables | - | - | 9,179 | 9,179 | 0.00% |
| Lease liabilities | - | 692 | - | 692 | 4.69% |
| Provisions | - | - | 11,537 | 11,537 | 0.00% |
| Total financial liabilities | - | 692 | 20,717 | 21,409 | |
| | 0.00% | 4.69% | 0.00% | 0.15% | |
| Net financial assets | 56,502 | 51,263 | (15,574) | 92,191 | |

(b) Net fair value

Fair value is the amount at which an asset could be exchanged, or a liability settled, between knowledgeable willing parties in an arm's length transaction. The fair value of trade and other receivables and payables is assumed to approximate the value of the original transaction, less any allowance for impairment.

Printed on 18/10/2023

SOMERSET REGIONAL COUNCIL

MANAGEMENT CERTIFICATE

For the year ended 30 June 2023

These general purpose financial statements have been prepared pursuant to Sections 176 and 177 of the Local Government Regulation 2012 (the Regulation) and other prescribed requirements.

In accordance with Section 212 (5) of the Regulation we certify that:

(i) the prescribed requirements of the Local Government Act 2009 and the Local Government Regulation 2012 for the establishment and keeping of accounts have been complied with in all material respects; and

(ii) the general purpose financial statements present a true and fair view, in accordance with Australian Accounting Standards, of the Council's transactions for the financial year and financial position at the end of the year.



Cr Graeme Lehmann
Mayor

Date: 19 October 2023



Andrew Johnson
Chief Executive Officer

Date: 19 October 2023

INDEPENDENT AUDITOR'S REPORT

To the councillors of Somerset Regional Council

Report on the audit of the financial report

Opinion

I have audited the financial report of Somerset Regional Council.

In my opinion, the financial report:

- a) gives a true and fair view of the council's financial position as at 30 June 2023, and of its financial performance and cash flows for the year then ended
- b) complies with the *Local Government Act 2009*, the Local Government Regulation 2012 and Australian Accounting Standards.

The financial report comprises the statement of financial position as at 30 June 2023, the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes to the financial statements including material accounting policy information, and the certificate given by the Mayor and Chief Executive Officer.

Basis for opinion

I conducted my audit in accordance with the *Auditor-General Auditing Standards*, which incorporate the Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial report* section of my report.

I am independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the financial report in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code and the *Auditor-General Auditing Standards*.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Other information

Other information comprises financial and non-financial information (other than the audited financial report) in an entity's annual report.

At the date of this auditor's report, the available other information in Somerset Regional Council's annual report for the year ended 30 June 2023 was the current year financial sustainability statement and long-term financial sustainability statement.

The councillors are responsible for the other information.

My opinion on the financial report does not cover the other information and accordingly I do not express any form of assurance conclusion thereon. However, as required by the Local Government Regulation 2012, I have formed a separate opinion on the current year financial sustainability statement.

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report and my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this information, I am required to report that fact. I have nothing to report in this regard.

Responsibilities of the councillors for the financial report

The councillors are responsible for the preparation of the financial report that gives a true and fair view in accordance with the *Local Government Act 2009*, the Local Government Regulation 2012 and Australian Accounting Standards, and for such internal control as the councillors determine is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

The councillors are also responsible for assessing the council's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless it is intended to abolish the council or to otherwise cease operations of the council.

Auditor's responsibilities for the audit of the financial report

My objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for expressing an opinion on the effectiveness of the council's internal control.
- Evaluate the appropriateness of material accounting policy information used and the reasonableness of accounting estimates and related disclosures made by the council.
- Conclude on the appropriateness of the council's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the council's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. I base my conclusions on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the council to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the council regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Report on other legal and regulatory requirements

In accordance with s.40 of the *Auditor-General Act 2009*, for the year ended 30 June 2023:

- a) I received all the information and explanations I required
- b) I consider that, the prescribed requirements in relation to the establishment and keeping of accounts were complied with in all material respects.

Prescribed requirements scope

The prescribed requirements for the establishment and keeping of accounts are contained in the *Local Government Act 2009*, and the Local Government Regulation 2012. The applicable requirements include those for keeping financial records that correctly record and explain the council's transactions and account balances to enable the preparation of a true and fair financial report.



20 October 2023

Michael Claydon
as delegate of the Auditor-General

Queensland Audit Office
Brisbane

Somerset Regional Council
Current-year financial sustainability statement
For the year ended 30 June 2023

Measures of financial sustainability

Council's performance at 30 June 2023 against key financial ratios and targets:

| | How the measure is calculated | Actual | Target |
|---------------------------------|--|--------|----------------------|
| Operating surplus ratio | Net result (excluding capital items) divided by total operating revenue (excluding capital items) | 1% | Between 0% and 10% |
| Asset sustainability ratio | Capital expenditure on the replacement of assets (renewals) divided by depreciation expense | 131% | Greater than 90% |
| Net financial liabilities ratio | Total liabilities less current assets divided by total operating revenue (excluding capital items) | (41%) | Not greater than 60% |

Note 1 - Basis of Preparation

The current year financial sustainability statement is a special purpose statement prepared in accordance with the requirements of the Local Government Regulation 2012 and the Financial Management (Sustainability) Guideline 2013. The amounts used to calculate the three reported measures are prepared on an accrual basis and are drawn from the Council's audited general purpose financial statements for the year ended 30 June 2023.

Certificate of Accuracy
For the year ended 30 June 2023

This current-year financial sustainability statement has been prepared pursuant to Section 178 of the *Local Government Regulation 2012* (the regulation).

In accordance with Section 212(5) of the Regulation we certify that this current-year financial sustainability statement has been accurately calculated.



Cr Graeme Lehmann
Mayor

Date: 19 October 2023



Andrew Johnson
Chief Executive Officer

Date: 19 October 2023

INDEPENDENT AUDITOR'S REPORT

To the Councillors of Somerset Regional Council

Report on the Current-Year Financial Sustainability Statement

Opinion

I have audited the accompanying current year financial sustainability statement of Somerset Regional Council for the year ended 30 June 2023, comprising the statement, explanatory notes, and the certificate of accuracy given by the Mayor and the Chief Executive Officer.

In accordance with s.212 of the Local Government Regulation 2012, in my opinion, in all material respects, the current year financial sustainability statement of Somerset Regional Council for the year ended 30 June 2023 has been accurately calculated.

Basis of opinion

I conducted my audit in accordance with the *Auditor-General Auditing Standards*, which incorporate the Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the current year financial sustainability statement* section of my report.

I am independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the statement in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code and the *Auditor-General Auditing Standards*.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Emphasis of matter – basis of accounting

I draw attention to Note 1 which describes the basis of accounting. The current year financial sustainability statement has been prepared in accordance with the Financial Management (Sustainability) Guideline 2013 for the purpose of fulfilling the council's reporting responsibilities under the Local Government Regulation 2012. As a result, the statement may not be suitable for another purpose. My opinion is not modified in respect of this matter.

Other Information

Other information comprises financial and non-financial information (other than the audited financial report) in an entity's annual report.

At the date of this auditor's report, the available other information in Somerset Regional Council's annual report for the year ended 30 June 2023 was the general purpose financial statements and long-term financial sustainability statement.

The councillors are responsible for the other information.

My opinion on the current year financial sustainability statement does not cover the other information and accordingly I do not express any form of assurance conclusion thereon. However, as required by the Local Government Regulation 2012, I have formed a separate opinion on the general purpose financial report.

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report and my knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude that there is a material misstatement of this information, I am required to report that fact. I have nothing to report in this regard.

Responsibilities of the councillors for the current year financial sustainability statement

The councillors are responsible for the preparation and fair presentation of the current year financial sustainability statement in accordance with the Local Government Regulation 2012. The councillors' responsibility also includes such internal control as the councillors determine is necessary to enable the preparation and fair presentation of the statement that is accurately calculated and is free from material misstatement, whether due to fraud or error.

Auditor's responsibilities for the audit of the current year financial sustainability statement

My objectives are to obtain reasonable assurance about whether the current year financial sustainability statement as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this statement.

My responsibility does not extend to forming an opinion on the appropriateness or relevance of the reported ratios, nor on the council's future sustainability.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the statement, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the council's internal control.
- Evaluate the appropriateness of material accounting policy information used and the reasonableness of accounting estimates and related disclosures made by the council.
- Evaluate the overall presentation, structure and content of the statement, including the disclosures, and whether the statement represents the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the council regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.



20 October 2023

Michael Claydon
as delegate of the Auditor-General

Queensland Audit Office
Brisbane

Somerset Regional Council
Long term financial sustainability statement
Prepared in conjunction with the 2022/2023 financial statements

| Measures of financial sustainability | | Operating surplus ratio | Asset sustainability ratio | Net financial liabilities ratio |
|---|-------------|---|---|--|
| Definition | | Net result (excluding capital items) divided by total operating revenue (excluding capital items) | Capital expenditure on the replacement of assets (renewals) divided by depreciation expense | Total liabilities less current assets divided by total operating revenue (excluding capital items) |
| Target | Year | Between 0% and 10% | Greater than 90% | Not greater than 60% |
| | FY2024 | (6%) | 352% | (25%) |
| | FY2025 | (0%) | 171% | (23%) |
| | FY2026 | (0%) | 43% | (22%) |
| | FY2027 | (0%) | 45% | (21%) |
| | FY2028 | (0%) | 50% | (21%) |
| | FY2029 | 0% | 57% | (20%) |
| | FY2030 | 0% | 61% | (19%) |
| | FY2031 | 0% | 33% | (18%) |
| | FY2032 | 0% | 53% | (18%) |
| | FY2033 | 1% | 51% | (17%) |

Council's financial management strategy comprises its budget, financial forecasts, investment policy, debt policy, procurement policy, revenue policy, revenue statement and its long-term asset management plan. The financial management strategy encompasses all the various actions that will result in the forecast measures of financial sustainability detailed above that were adopted by Council. Council's financial management strategy is consistent with its corporate plan and operational plan. Council's long term financial forecast demonstrates its financial sustainability by reference to the State Government's recommended targets.

Certificate of Accuracy
For the long-term financial sustainability statement prepared as at 30 June 2023

This long-term financial sustainability statement has been prepared pursuant to Section 178 of the Local Government Regulation 2012 (the regulation). In accordance with Section 212(5) of the Regulation we certify that this long-term financial sustainability statement has been accurately calculated.



Cr Graeme Lehmann
Mayor



Andrew Johnson
Chief Executive Officer



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