

AGENDA ORDINARY COUNCIL MEETING

Date:	Wednesday, 29 November 2023
Time:	9 am
Venue:	Simeon Lord Room Esk Library Building 19 Heap Street ESK

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

PLANNING AND ECONOMIC DEVELOPMENT

8.	Local Government Infrastructure Plan Review Recommendation	4
9.	Economic Development Strategy – 2023 Annual Scorecard	5
10.	Planning and Development Department Monthly Report – October 2023	9

FINANCE

11.	Nil	-
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CORPORATE AND COMMUNITY SERVICES

12.	Proceed with the Making of Animal Management (Amendment) Subordinate Local Law (No. 1) 2023 and Keeping of Animals (Amendment) Subordinate Local Law (No. 1) 2023 - Animal Subordinate Local Law Review Project - Subordinate Local Law No. 2 (Animal Management) 2011 and Subordinate Local Law No. 1.5 (Keeping of Animals) 2011.	29
13.	Sponsorship Request – Kilcoy Australia Day Gift 2024	82

14.	Brisbane Valley Rail Trail Users Association – BVRT Australia Day Bike Ride – Sponsorship request	83
15.	Fernvale Sports Park Master Plan – Final Draft	84
16.	Establish of Partnership to Deliver Food Relief	125
17.	Tenancy Agreements – Railway Street Lowood	126
18.	Tourism and Promotions Report – October 2023	127
19.	Corporate and Community Services Monthly Report - October 2023	131

OPERATIONS

20.	Nil	-
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HR AND CUSTOMER SERVICE

21.	Community Assistance Grants 2023-2024 – Lions Club of Esk Inc.	141
22.	HR Policies	142
23.	Customer Service Report – October 2023	152

CHIEF EXECUTIVE OFFICER

24.	Institute of Public Works Engineering Australasia, Queensland and Northern Territory (IPWEA-QNT)	157
25.	Board Appointment – Urban Utilities	158

GENERAL

26.	Meetings authorised by Council	-
27.	Mayor's and Councillors' Report	-
28.	Receipt of Petition	-
29.	Consideration of notified motions	-
30.	Reception of Notices of Motion for next meeting	-
31.	Items for reports for future meetings	-

CLOSED CONFIDENTIAL

32.	Chief Executive Officer Contract Matter	Report provided separately
33.	Closure of Meeting	-

Agenda Links

Local Government Infrastructure Plan Review Recommendation	4
Economic Development Strategy – 2023 Annual Scorecard	5
Planning and Development Department Monthly Report – October 2023	9
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PLANNING

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Madeline Jelf, Senior planner
Director: Luke Hannan, Director of Planning and Development
Date: 21 November 2023
Subject: Local Government Infrastructure Plan Review Recommendation
File Ref: Local Government Infrastructure Plan - LGIP
Action Officer: SP - MJ

Background/Summary

In accordance with section 25(3) of the *Planning Act 2009* and part 5 of the Minister's Guidelines and Rules (MGR) the Somerset Regional Council Local Government Infrastructure Plan (LGIP) has been reviewed. The review must consider the accuracy, currency and relevance of the current LGIP by using the Review checklist contained within the MGR to identify any non-compliance of the current LGIP with the matters.

Council has engaged a suitably qualified professional to undertake the review. The review has been undertaken in accordance with the MGR and has concluded that either a new LGIP should be prepared or a significant amendment to the current LGIP.

In accordance with section 23.2 of the MGR now that the review has been completed, the local government must decide either:

- (a) to make a LGIP amendment in accordance with Part 3 of this chapter.
- (b) to make a LGIP in accordance with Part 4 of this chapter; or
- (c) subject to section 24, 25 and 26 of this part, decide not to make a LGIP amendment.

Given the changes that are required, and the timeframes associated with an amendment versus a new LGIP, the review has recommended that Council make a LGIP amendment in accordance with Part 3 of Chapter 5 of the MGR.

The local government must within 20 days of completing the review write to the chief executive (of the department which administers the *Planning Act 2016*), advising when the review was completed, and the decision made under 23.2(a) or (b).

Attachments

Confidential Attachment – Somerset Regional Council – Local Government Infrastructure Plan Review

Recommendation

THAT Council:

1. Receive the Local Government Infrastructure Plan Review and its associated attachments.
2. Make a LGIP amendment in accordance with Part 3, Chapter 5 of the Minister's Guidelines and Rules.
3. Advise the chief executive that the review has been undertaken and the decision that has been made in accordance with section 23.3 of the Minister's Guidelines and Rules.

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson – Chief Executive Officer
From: Jacqui O'Connor – Business Recovery Officer
Director: Luke Hannan – Director Planning and Development
Date: 21 November 2023
Subject: Economic Development Strategy – 2023 Annual Scorecard
File Ref: Planning and Development
Action Officer: Jacqui O'Connor

Background/Summary

The Somerset Economic Development Strategy, titled *The Next Horizon*, was formally adopted by Council in December 2022. The Strategy focuses on three key strategies to grow the economy:

1. Marketing & Promotion
2. Planning for the Future
3. Facilitating Change.

A detailed action plan was developed to guide Council in addressing each of the key strategies.

Action 2.1.4 states:

Undertake an annual scorecard review of the Economic Development Strategy actions with a major review being undertaken after 5 years.

Attachment 1 provides an update on the progress of each action item through the presentation of an annual scorecard.

Attachments

Attachment 1 – 2023 Annual Scorecard of the Economic Development Strategy Actions

Recommendation

THAT Council note the annual scorecard of the Economic Development Strategy for 2023.

1 MARKETING AND PROMOTION

	STRATEGY		ACTION	METRIC	KPI	TIMEFRAME Short (1-2 yr) Med (3-5yr) Long (5-10yr)	PROGRESS TRAFFIC LIGHT	PROGRESS COMMENTS
1.1.	CLEARLY DEFINE AND ARTICULATE THE IDENTITY OF THE REGION	1.1.1.	Actively promote key messages about the region to support its competitive advantages, opportunities and lifestyle.	Number of media releases per year	26	Ongoing		72 media releases related to economic development. 89 media releases related to lifestyle/community.
1.2.	MARKET THE REGION AS A PREMIERE BUSINESS LOCATION	1.2.1.	Develop a regional business investment prospectus.	Project completed	1	Short		Project Completed.
		1.2.2.	Conduct a social media marketing campaign.	Number of social media posts per year	52	Ongoing		Ongoing - 42 economic development social media posts.
1.3.	ADVOCATE FOR INFRASTRUCTURE AND SERVICES	1.3.1.	Develop and deliver an annual advocacy campaign that highlights priorities and region-building infrastructure.	Project completed	1	Short - Ongoing		In progress - due to commence early 2024.
		1.3.2.	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.	Number of business cases per year	1	Short		Successful business cases progressed, including securing \$5 million funding for Fernvale South Productivity Link from the Australian Government Heavy Vehicle Safety and Productivity Program (HVSPP).
		1.3.3.	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.	Project completed	1	Short		Ongoing discussions and dialogue with Seqwater and user groups.
		1.3.4.	Advocate for improved telecommunications, digital and NBN services to Somerset's townships and along major transport networks.	Project completed	1	Ongoing		Council continues to advocate for telecommunications improvements via the Local Disaster Management Group (LDMG) and other avenues. On-demand NBN Fibre to the Premises (FTTP) upgrades are now available in many towns and full town conversions are starting to be scheduled. NBN Fixed Wireless upgrades have also commenced which have the potential to more than double currently available speeds for many residents. Telstra coverage continues to improve, with several towns experiencing recent service interruptions due to upgrades to improve coverage or prepare for 5G. Some towns have also received upgrades via the Mobile Black Spot program, including Jimna, Linville, Moore, Mount Kilcoy and Somerset Dam, with Camp Duckadang at Avoca Vale scheduled to receive a base station in 2024.
		1.3.5.	Advance legacy opportunities for the Somerset region from the 2032 Olympic and Paralympic Games.	Opportunities clearly articulated and defined	1	Ongoing		Active participation in Council of Mayors SEQ 2032 Legacy Working Group.
		1.3.6.	Continued participation in the Somerset Lockyer Water Collaborative to progress and influence a water security project for farmers, enabling and sustaining food production.	Continued participation	1	Ongoing		Council remains highly active within the Lockyer Valley Somerset Water Collaborative.
		1.3.7.	Continue advocacy for private education investment in Fernvale.	Number of education providers contacted per year	1	Ongoing		Progressing. Council received five EOI submissions from education providers offering an opportunity for the Brouff Road site.
		1.3.8.	Seek funding support for co-locating needed community-services such as the Toogoolawah Gateway Project.	Funding secured	1	Ongoing		Development application for facility approved. No applicable funding application submitted. Note: Council were deemed ineligible for the Growing Regions Fund.

2 PLANNING FOR THE FUTURE

	STRATEGY		ACTION	METRIC	KPI	TIMEFRAME Short (1-2 yr) Med (3-5yr) Long (5-10yr)	PROGRESS TRAFFIC LIGHT	PROGRESS COMMENTS
2.1.	REVIEW PLANNING ACROSS THE REGION	2.1.1.	Review and amend the Somerset Region Planning Scheme with a focus on economic development and business facilitation.	Amendment made	1	Short		Consultant engaged and major amendment preparation and drafting as expected.
		2.1.2.	Review urban footprint around major towns for expansion of residential and non-residential development.	Planning study completed	1	Short		To be considered in 2024 as part of growth management / housing strategy in preparation of a new planning scheme.
		2.1.3.	Review current industrial land availability, demand and supply opportunities.	Planning study completed	1	Short		To be considered in 2024 as part of growth management strategy in preparation of new planning scheme.
		2.1.4.	Undertake an annual scorecard review of the Economic Development Strategy actions with a major review being undertaken after 5 years.	Annual scorecard produced	1	Ongoing		Annual review to be completed and presented to Council in late November 2023.
2.2.	PROVIDE COMMUNITY INFRASTRUCTURE TO IMPROVE LIVEABILITY	2.2.1.	Provide multiple recreational opportunities on Mount Glen Rock for locals and visitors sustainably through the development of a long-term master plan.	Mount Glen Rock Master Plan completed	1	Short		Cultural Heritage Management Plan finalised with Jagera People. On site ecological study underway. Cultural Heritage surveying to be confirmed. Council also partnered with a local community group and the University of Sunshine Coast to undertake koala surveying across the project. The surveying was undertaken as part of wider survey across the Esk area.
		2.2.2.	Improve profile and capacity of cultural facilities by adopting a Somerset Arts brand, improve marketing and implement a communications strategy for more effective promotion of arts, heritage and cultural events and activities.	Brand adopted	1	Short - Med		Branding created and implemented for both the Somerset Civic Centre & The Condensery. Market research undertaken around current and prospective audiences at the gallery and civic centre. Region wide newsletter created and specific marketing & promotion avenues. implemented as per market research by consultant. More connectivity between arts venue programming.
		2.2.3.	Undertake a site-specific assessment of the demand for new/additional facilities within existing sport and recreation facilities.	Assessment completed	1	Short		Council confirmed the long-term development plan for the Toogoolawah Swimming Pool. Progression of the works is dependent on grant funding, though Council has progressed with priority plant equipment replacement in line with the long-term development plan. The Fernvale Sports Park Master Plan is on track for completion in 2023. Council Officers are coordinating the submission of a development application for the redevelopment of the Kilcoy Indoor Sports Centre in line with the Redevelopment Master Plan adopted by Council in December 2022.
		2.2.4.	Review all Council held land and identify surplus sites for investment.	Review completed	1	Short		Commenced - inhouse review underway.
2.3.	CONDUCT A CENTRE IMPROVEMENT PROGRAM FOR EACH MAJOR TOWN	2.3.1.	Develop centre improvement strategies for each of Somerset's major towns complementary to the unique character of the town.	Program commenced	1	Short - Med		Kilcoy Streetscape Revitalisation Project Master Plan to be completed by the end of 2023.
		2.3.2.	Develop a façade improvement program.	Program commenced	1	Short – Med		Yet to commence. Project scheduled for 2024-2025.
		2.3.3.	Develop town and village entrance guidelines and implementation program.	Program commenced	1	Short - Med		Yet to commence. Project scheduled for 2024-2025.

3 FACILITATE CHANGE

	STRATEGY		ACTION	METRIC	KPI	TIMEFRAME Short (1-2 yr) Med (3-5yr) Long (5-10yr)	PROGRESS TRAFFIC LIGHT	PROGRESS COMMENTS
3.1.	ENGAGE WITH LOCAL BUSINESSES REGARDING FUTURE GROWTH PLANS	3.1.1.	Conduct an annual business visitation program, facilitating business initiatives and promoting regional development and investment opportunities.	Number of businesses visited per year	52	Ongoing		418 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.
		3.1.2.	Conduct annual Somerset business forums (based around agriculture, tourism and business development).	Number of forums per year	4	Ongoing		1. Somerset Business Breakfast - Small Business Month (31 May) 2. Farmer's Night Out (22 June) 3. Regenerative Agriculture Forum (3 August) 4. Tourism Networking Evening (16 November)
		3.1.3.	Deliver workshops to build local business capacity and capability.	Number of workshops per year	6	Ongoing.		1. Plan on a Page (15 March) 2. Customer Focus: 101 (22 March) 3. Managing Your Digital Footprint (29 March) 4. Succession and Estate Planning (5 & 6 September) 5. Small Business Financial Resilience (17 October) 6. Farm Business Resilience Plans & Flood Management Plans (24 October) 7. Developing a Resilient Business (20 November) 8. Growing your Resilient Business through Modern Marketing (4 December)
3.2.	CONDUCT BUSINESS DEVELOPMENT ACTIVITIES TO ATTRACT INVESTMENT	3.2.1.	Meet with potential investors and conduits.	Number of meetings per year	20	Ongoing.		43 pre-lodgement meetings held.
		3.2.2.	Attend industry events in targeted sectors.	Number of events attended per year	4	Ongoing.		1. ODIA Infrastructure and Planning Summit 2. Small Business Friendly Council Conference 3. Science to Practice Forum 4. AgForce SEW Cattle Performance Forum 5. 2032 Legacy Working Group forums 6. Council of Mayors (SEQ) - Pacific Leaders Policy Exchange with Metro Vancouver 7. Council of Mayors (SEQ) - Dr Tim Moonen (Business of Cities) presents 'Lessons for SEQ: Economic & Investment Platforms in Global Regions' 8. Leveraging 2032 - SEQ Trade & Investment Leaders forum 9. Council of Mayors (SEQ): Reception for Californian Delegation led by State Secretary for Natural Resources 10. Moreton Bay Leaders Forum
		3.2.3.	Undertake Council business initiatives to encourage business investment opportunities and ensure businesses are provided with an efficient, customer focused experience regarding necessary approvals.	Initiatives completed	4	Short.		Initiatives underway include: planning website improvements; ED website improvements; LG toolbox transition to Somerset RC; fact sheets for business opportunities.
3.3.	FACILITATE BUSINESS INVESTMENT INTO THE REGION	3.3.1.	Provide information to prospective investors.	Number of info packets per year	20	Ongoing.		Business prospectus distributed at events listed under 3.2.2.
		3.3.2.	Provide a case manager to prospective investors.	Number of projects per year	20	Ongoing.		Models still being investigated. Anticipate delivery 2024 in concert with 3.3.3.
		3.3.3.	Investigate delivery models of a concierge planning service.	Concierge planning service investigated	1	Ongoing.		Meetings with prospective consultants and internal staff regarding process improvement opportunities and concierge delivery models. Further progress expected in early 2024.
		3.3.4.	Active participation in the Queensland Small Business Friendly Councils initiative.	Maintain accreditation annually	1	Ongoing.		Attending SBF Members meeting every 2 months. Attendance at SBF State Conference in April. Provided Annual SBFC Report for FY 2022-23. Addition of SBF Information listed on the SRC Economic Development webpage.

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Luke Hannan, Director Planning and Development
Director: Luke Hannan, Director Planning and Development
Date: 22 November 2023
Subject: Planning and Development Department Monthly Report – October 2023
File Ref: Governance/Reporting/Officer Reports
Action Officer: DPAD, ESM, SP, NRMO, BRO

Report

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

Planning Development Applications

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

Assessment Type	September 2022	October 2022	September 2023	October 2023
Building Works assessable against the Planning Scheme	14	11	11	10
Material Change of Use	8	8	4	7
Reconfiguring a Lot	1	3	1	4
Operational Works	4	5	1	2
Combined Applications	1	1	3	-
Total	28	28	20	23

The list of applications received is provided in Appendix 1.

A total of fourteen (14) development applications were decided in October 2023.

Approved/Refused	September 2022	October 2022	September 2023	October 2023
Refused - Council	-	-	-	-
Refused - Delegated Authority	-	2	-	-
Approved - Council	6	4	2	4
Approved - Delegated Authority	24	27	21	10
Total	30	33	23	14

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

Planning and Environment Court Appeals

Rayland Development Pty Ltd v Somerset Regional Council **Planning and Environment Court Appeal No. BD1370 of 2023**

DA22581 – Reconfiguring a Lot by Subdivision (two lots into 83 lots in five stages) at 60 Millar Road and 169 Fairneyview Fernvale Road, Fernvale
Refused by Council 12 April 2023



Main Constructions Pty Ltd v Somerset Regional Council **Planning and Environment Court Appeal No. BD1852 of 2023**

DA21509 – Material Change of Use for Intensive Animal Industry (reuse and conversion of a Breeder Poultry Farm (5 sheds) to Free Range Broiler Poultry Farm, including 2 additional poultry sheds) – maximum capacity of 176,130 birds at 57 Zischkes Road, Coominya
Refused by Council 24 May 2023

FVLH Developments Pty Ltd v Somerset Regional Council
Planning and Environment Court Appeals No. BD1951-54 of 2023
 DA9400 and DA14663 at Muckerts Lane, Fernvale
 Deemed Refusals

Energex Limited v Somerset Regional Council
Planning and Environment Court Appeal No. BD2126 of 2023
 DA21832 – Material Change of Use for a Low Impact Industry, Warehouse and Office and Operational Works for Vegetation Clearing at Highland Street, Esk
 Refused by Council 21 June 2023

Planning Compliance Matters

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

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

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

Building Development Approvals

A total of sixty (60) building approvals were issued in the region for October 2023.

Assessment Type:

Building Works

Status	September 2022	October 2022	September 2023	October 2023
Accepted Applications	84	65	58	63
Approved - Council	12	17	6	3
Approved - Private Certifier	63	52	44	57

The list of applications approved is provided in Appendix 2.

Building Compliance Matters

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

October 2023:

Permit completion reminders have been sent about existing permits in Clarendon, Coominya, Esk, Fernvale, Lowood, Moore, Mount Beppo, Patrick Estate and Prenzlau.



Plumbing Compliance Permits and Inspections

A total of thirty-three (33) plumbing and drainage approvals were issued in the region for October 2023.

Assessment Type:

Plumbing Approval

Status	September 2022	October 2022	September 2023	October 2023
Approved	20	26	33	33
Info Request	10	13	2	2
Total	30	39	35	35
Plumbing Inspections	92	100	110	87

The list of applications approved is provided in Appendix 3.

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

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

Three properties have had a plumbing application approved. Two Properties have been finalised with the installation of HSTP.

Environmental Health Services

Food Safety Training



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

A total of 35 users completed the training during the month of October.

Swimming Pool Water Quality Monitoring

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



Mosquito Monitoring



Officers have commenced planing for the 2023-2024 mosquito surveillance program in conjunction with Queensland Health. The main aim of the annual surveillance program is to establish the level of confidence in:

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

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

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

Pest Management

Invasive Animal Control

The following is a summary of pest animal control activities for the months: September and October.

Wild dogs

1080 baits injected:

	September 2023	October 2023
Coominya	-	5
Buaraba	-	150
Kilcoy	-	14
Moore	21	-
Kimbala	54	-
Yabba	27	-
Sunday Creek	75	-
Harlin	82	-
Wivenhoe Somerset Rd	110	-
Fernvale	38	-
Esk	8	-
Total	415	169



Dingo scalps presented:

	September 2023	October 2023
Kilcoy	-	8
Eskdale	1	1
Sheep Station Creek	4	-
Hazeldean	8	-
Total	13	9

Feral pigs 1080 grain:

	September 2023	October 2023
	-	-
Total	-	-

Feral pig scalps presented:



	September 2023	October 2023
Hazeldean	198	-
Total	198	-



Rabbits:

- Officers have been working with landholders to control rabbit infestations in the following areas; Fernvale, Coal Creek, Lowood, Toogoolawah, Crossdale.
- Officers are continuing to work closely with Seqwater in controlling rabbits around Somerset Dam.

Fox:



Pest Management Officers are continuing to monitor den sites that have been found and fumigated.

Invasive Plant Control

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

September 2023:

- **Mother of Millions-** Glamorgan Vale, Lowood, Fernvale, Coominya.
- **Annual Ragweed-** Toogoolawah, Sandy Creek, Neurum, Fernvale, Moore, Linville, Gregors Creek, Coominya.
- **Giant rats tail grass** –Sandy Creek, Mount Kilcoy, Esk, Fernvale, Neurum, Gregors Creek, Coominya.
- **Fireweed-** Fernvale, Neurum, Kilcoy, Coal Creek.
- **Groundsel-** Moore, Glamorgan Vale, Lowood.
- **Prickly Pear-** Sandy Creek, Jimna.
- **Yellow Bells-** Mount Archer, Toogoolawah, Mary Smokes Creek Road, Moore.
- **Leucaena-** Somerset Village, Hazeldean, Toogoolawah.
- **Lantana** – Esk Kilcoy Road, Kipper Creek, Stanley Pocket, Sim Jue Road.
- **Council managed infrastructure-** Kilcoy Fat Cattle Yards, all bridges.
- **Element 15-** All TMR Roadside furniture was treated.
- **Element 5-** Kilcoy Murgon Rd, Esk Kilcoy Road.
- **Lantana chemically treated** – 39,900 / 3.99Ha.
- **Herbicide applied** – 37,950L.

October 2023:

- **Yellow Bells-** Brisbane Valley Highway.
- **Giant rats tail grass** – Mount Kilcoy, Esk, Coominya, Lowood, Fernvale, Prenzlau.
- **Leucaena-** Fernvale, Coominya.
- **Annual Ragweed-** Colinton, Crossdale.
- **Prickly Pear-** Fernvale, Murrumba.
- **Lantana-** Mount Hellen, Linville, Colington, Mount Kilcoy, Coominya, Fernvale.
- **Council managed infrastructure-** Northern Bridges.
- **Element 5-** Esk Kilcoy Road, D'Aguilar Highway East and West, Brisbane Valley Highway.
- **Lantana mechanical control-** 42,000M² / 42Ha.
- **Lantana chemically treated** – 27,980m² / 27.98Ha.
- **Herbicide applied** – 19,431L.

Lantana Chemical Subsidy Program

As part of the 2023/24 budget, Council has funded an ongoing Lantana Chemical Subsidy Program, where a 50% subsidy is provided to eligible landholders who purchase approved chemicals to control lantana for the business located within the Somerset Region.

The 2023/24 program commenced on the first of August 2023, with Council receiving 68 expressions of interest to participate in the program in the first month.

As a result of the strong response from regional landholders, the first round of has closed. A further round of the program may be opened in early 2024 subject to remaining budget allocation.

Compliance under the *Biosecurity Act 2014*:

	September 2023	October 2023
Information notices	1	2
Biosecurity Orders	-	-
Enter and Clear action	-	-

Regulatory Services

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

Natural Resource Management

Land for Wildlife

- Officer representation at the Land for Wildlife Steering Committee meeting – 11 October 2023.

Somerset Flora and Fauna



- Ongoing engagement with Griffith University Social Marketing team to promote Koala awareness in the Somerset region.
- Ongoing participation in the Esk Koala survey and rehabilitation project with partners Care4Esk, AELA and University of the Sunshine Coast, and associated coordination with the State Koala Survey Team deployment.
- Delivery of Council Free Tree Day – Kilcoy and Fernvale – 7 and 21 October 2023 respectively.

Catchment Management

- Ongoing participation in the SEQ Waterway and Catchment Investment Strategy development.
- Resilient Rivers Project Updates:
 - All Black Snake Creek Projects are now in a maintenance phase to secure establishment.
 - Submissions have been prepared for projects across the Council managed reserves of the Mid Brisbane River Catchment and submitted to the Resilient Rivers Taskforce for consideration.
 - The On-site Sewage System replacement program has recommenced, with invitational letters sent to applicable customers in the Black Snake Creek Catchment area.



Offsets – Planting



Delivery of Councils Capital Works Offsets:

- Planting completed on returned section north of Moore station.
- Ongoing maintenance and review of existing plantings.

Collaborations

- Negotiating delivery arrangements with other Council staff and contractors in respect of the Queensland Reconstruction Authority granted funding for Recreational assets. – anticipated works commencement November 2023.
- Officer representation to Queensland Fire and Emergency Services Fire Hazard mapping methodology review – 10 October 2023.
- Officer participation Healthy Land and Water Report Card briefings to Council Officers, 9 and 23 October 2023.
- Officer representation at Somerset Pest Management Working Group meeting – 23 October 2023.
- Officer attendance at SEQ Koala Conservation Strategy Local Government Working Group meeting 24 October 2023.

- Officer representation and SEQ Flying Fox Forum hosted by Moreton Bay Regional Council 25 October 2023.

Business Recovery Officer



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

General

- Continued involvement in the Kilcoy Streetscape Revitalisation Project.
- Represented SRC at the Small Business Friendly Roundtable meeting.
- Met with the Queensland Rural Industry Development Authority CEO and Board of Directors during a regional visit.

Events

- Workshops:
 - The Small business Financial Resilience workshop was held in Kilcoy on Tuesday, 17 October, presented by Bloom Money. 6 businesses representatives attended.
 - The Queensland Farmers' Federation ran a workshop on Farm Business Resilience Plans and Flood Management Plans on Tuesday, 24 October. 14 Primary producers attended the workshop.
- Planning continues for educational workshops and forums for the remainder of 2023 and commenced planning for 2024 calendar of events.

Business Communications

- Proactive engagement with State Government agencies, including:
 - Small Business Friendly Commissioners Office
 - Queensland Rural Industry Development Authority
 - Department of Youth Justice, Employment, Small Business and Training
 - Department of Agriculture and Fisheries
- Plus, other peak industry organisations:
 - Queensland Farmers' Federation
 - AgForce
 - Healthy Land and Water
- 34 interactions with small business owners, primary producers and/or tourism operators via town walks or workshops.
- Continued efforts to meet and build relationships with local businesses and primary producers.

Somerset Regional Council Grant Finder – October 2023

Total registrations

4 New registrations
213 Total

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

Total alerts

2,247 Emails sent
136 People with active alerts

Email alerts sent to people requesting specific profile of grants

Number of grants on your portal

1,232 grants worth \$60.4B Somerset Regional Council Staff
1,208 grants worth \$54.8B External/Public Users (Essentials)

Total number of grants available within your portal. The total that one person can see will vary depending on their organisation type and location.

Recommendation

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

During October 2023 the following Development Applications were received:

Lodgement	Application No	Applicant	Property Address	Description
3 October 2023	DA24219	Baird and Hayes Surveyors and Town Planners	79 Prospect Street, Lowood	RAL – Subdivision (one into two lots)
4 October 2023	DA24226	D G Certifiers Pty Ltd	5 Kassulke Court, Hazeldean	BWUPS – Domestic Outbuilding (siting variation)
6 October 2023	DA24236	Ingrid Hubertha and Greg Alpin	561 Old Mount Beppo Road, Mount Beppo	BWUPS – Outbuilding (on vacant land)
6 October 2023	DA24239	C/- Stubby Dog Enterprises	31 Poinciana Avenue, Rifle Range	OP Works – Filling associated with a Dwelling
9 October 2023	DA24247	TCERT Pty Ltd	9 Pine Tree Drive, Winya	DOSV
10 October 2023	DA24258	C/- ONF Surveyors	No Road Frontage, Woolmar	RAL – Boundary Realignment (two into two lots)
11 October 2023	DA24259	Joan Brodbeck	22 Fairfield Road, Lowood	BWUPS – Domestic Outbuilding (exceeding 70% GFA of dwelling house)
12 October 2023	DA24266	Tony and Kylie Molkentien	11 Russell Road, Lowood	BWUPS – Domestic Outbuilding (exceeding two domestic outbuildings and siting variation)
13 October 2023	DA24269	Wayne Schiller	2 Cedar Avenue, Esk	DOSV
16 October 2023	DA24271	Hepner Homes Pty Ltd	2 Rosella Court, Winya	MCU – Dwelling House (siting variation)
19 October 2023	DA24290	C/- Bennett and Bennett Group	33 McCulkins Lane, Fairney View	RAL – Boundary Realignment (two into two lots)
19 October 2023	DA24291	Norman Hung	11 Stanley Street, Moore	MCU – Dwelling House (affected by overlays)
19 October 2023	DA24294	C/- Dynamic Building Approvals	11 Russell Road, Lowood	BWUPS – Domestic Outbuilding (exceeding two domestic outbuildings and siting variation)
23 October 2023	DA24302	C/- Grummitt Town Planning	15 Azolla Court, Fernvale	MCU – Dwelling House (secondary dwelling)
23 October 2023	DA24303	Wayne Lee	60 Mockers Road, Fairney View	BWUPS _ Outbuilding (on vacant land)
25 October 2023	DA24312	C/- Shield Building Approvals	15 Jacana Place, Winya	DOSV
25 October 2023	DA24314	Ian Judd and Robyn Judd	43 Hacienda Crescent, Coominya	MCU – Dwelling House (affected by overlays)
25 October 2023	DA24316	Ampflo Pty Ltd	55 Clarendon Road, Lowood	OP Works – Electrical Reticulation Plan (associated with 45 lot subdivision)
25 October 2023	DA24320	C/- Steffan Harries	190 Minden Post	MCU – Educational

			Office Road, Minden	Establishment
26 October 2023	DA24325	C/- TJ Kelly Surveys Pty Ltd	67 Lakeview Drive, Esk	RAL – Subdivision (one into three lots)
27 October 2023	DA24333	C/- Shield Building Approvals	11 Jacana Place, Winya	MCU – Dwelling House (siting variation)
30 October 2023	DA24337	Project BA	Jendra Road, Coolana	MCU – Dwelling House (on unformed road)
31 October 2023	DA24343	C/- Wallis Building Approvals	28 Elkhorn Street, Fernvale	BWUPS – Domestic Outbuilding (exceeding 70% GFA of dwelling house, two domestic outbuildings and siting variation)

Appendix 1A

During October 2023 the following Development Applications were decided:

Decision Date	Application No	Approved/ Refused:	Description	Primary Address
7 October 2023	DA24083	Approved – Delegated Authority	RAL – Boundary Realignment (two into two lots)	76 Postmans Track, Marburg
9 October 2023	DA24197	Approved – Delegated Authority	BWUPS – Domestic Outbuilding (siting variation)	312 Larkhill Boundary Road, Lark Hill
11 October 2023	DA23824	Approved – Council	MCU – Indoor Sport and Recreation (swim school)	38 and 40 Prospect Street, Lowood
12 October 2023	DA24154	Approved – Delegated Authority	BWUPS – Outbuilding (on vacant land)	Wattle Street, Esk
12 October 2023	DA24208	Approved – Delegated Authority	BWUPS – Domestic Outbuilding (exceeding 70% GFA of dwelling)	6 Prospector Rise, Winya
12 October 2023	DA24210	Approved – Delegated Authority	BWUPS – Domestic Outbuilding (siting variation)	9 Rose Avenue, Minden
12 October 2023	DA24226	Approved – Delegated Authority	BWUPS – Domestic Outbuilding (siting variation)	5 Kassulke Court, Hazeldean
13 October 2023	DA24187	Approved – Delegated Authority	OP Works – Retaining Wall	118 Banks Creek Road, Fernvale
24 October 2023	DA14350	Approved – Council	MCU – Extension to Poultry Farm (six additional sheds)	390 West Road, Coominya
24 October 2023	DA23137	Approved – Council	MCU – Commercial Building – Food and Drink Outlet, Indoor Sport and Recreation and Shop (Café, Gymnasium and Shop)	10 Michel Street, Lowood
24 October 2023	DA23652	Approved – Council	MCU – Warehouse (self-storage sheds)	11 Dingyarra Street, Toogoolawah
25 October 2023	DA23797	Approved – Delegated Authority	RAL – Access Easement	James Street, Lowood
25 October 2023	DA24236	Approved – Delegated Authority	BWUPS – Outbuilding (on vacant land)	561 Old Mount Beppo Road, Mount Beppo
26 October 2023	DA24269	Approved – Delegated Authority	BWUPS – Domestic Outbuilding (siting variation)	2 Cedar Avenue, Esk

Appendix 2

Details of the Approved Building Developments for October 2023:

Determined	Application No:	Approved/ Finalised:	Description	Primary Address
3 October 2023	DA24224	Approved - Private Certifier	New Dwelling and Attached Garage	34 Cypress Circuit, Fernvale
3 October 2023	DA24229	Approved - Private Certifier	Replace Roof Cladding on Dwelling and Sheds	3831-3877 Esk Kilcoy Road, Hazeldean
4 October 2023	DA24230	Approved - Private Certifier	New Shed	3 Rosella Court, Winya
4 October 2023	DA24232	Approved - Private Certifier	New Dwelling (Community Residence)	25 Cypress Circuit, Fernvale
4 October 2023	DA24234	Approved - Private Certifier	New Dwelling	10 Corella Street, Lowood
4 October 2023	DA24238	Finalised	Dwelling Roof Restoration/Repair	7 Seib Street, Kilcoy
6 October 2023	DA24242	Approved - Private Certifier	New Dwelling with Attached Alfresco	42 Cypress Circuit, Fernvale
6 October 2023	DA24128	Approved - Council	New Shed	31 Deletraz Road, Wivenhoe Pocket
9 October 2023	DA24245	Approved - Private Certifier	Removal Dwelling	31 Aspen Drive, Esk
9 October 2023	DA24248	Approved - Private Certifier	New Farm Shed	400 Mount Beppo Road, Mount Beppo
9 October 2023	DA24249	Approved - Private Certifier	Removal Dwelling	Jendra Road, Coolana
9 October 2023	DA24265	Finalised	New Deck and Carports	76 Atthow Street, Kilcoy
10 October 2023	DA24251	Approved - Private Certifier	New Swimming Pool	122 Bumsteads Road, Prenzlau
10 October 2023	DA24256	Approved - Private Certifier	I/G Pool and Barrier	3 Koala Court, Hazeldean
10 October 2023	DA24257	Approved - Private Certifier	I/G Pool and Barrier	16 Cottonwood Crescent, Fernvale
11 October 2023	DA24272	Approved - Private Certifier	New Shed	4 Jacana Place, Winya
12 October 2023	DA23985	Approved - Council	New A/G Pool and Pool Barrier	11 Poinciana Avenue, Rifle Range
12 October 2023	DA24264	Approved - Private Certifier	I/G Pool and Barrier	16 Stringybark Place, Fernvale
12 October 2023	DA24267	Approved - Private Certifier	New IG Pool and Pool Fence	4512 Esk Kilcoy Road, Woolmar
12 October 2023	DA24268	Approved - Private Certifier	New Patio X 2	190 Minden Post Office Road, Minden
12 October 2023	DA24273	Finalised	Change Of Class 1a to 1b Short Term Accommodation	9 Ridge Street, Esk
13 October 2023	DA24270	Approved - Private Certifier	Patio and Carport Replacement	118 Kennedy Street, Kilcoy
13 October 2023	DA24274	Approved - Private Certifier	New Shed	33 Lowood Hills Road, Lowood
17 October 2023	DA24279	Approved - Private Certifier	New Dwelling	46 Cypress Circuit, Fernvale
17 October 2023	DA24280	Approved - Private Certifier	New Shed	2 Jacana Place, Winya

17 October 2023	DA24281	Approved - Private Certifier	New Shed	357 Larsens Road, Coominya
17 October 2023	DA24282	Approved - Private Certifier	New Shed with Mezzanine Floor	42 Graves Road, Redbank Creek
17 October 2023	DA24283	Approved - Private Certifier	New Dwelling	Schulz Road, Prenzlau
17 October 2023	DA24277	Approved - Private Certifier	New Dwelling	55 Duke Court, Mount Hallen
17 October 2023	DA24278	Approved - Private Certifier	New Dwelling	56 Cypress Circuit, Fernvale
18 October 2023	DA24292	Approved - Private Certifier	New Dwelling	1 Rosella Court, Winya
18 October 2023	DA24286	Approved - Private Certifier	I/G Pool and Barrier	18 Caballo Way, Winya
19 October 2023	DA24295	Approved - Private Certifier	New Dwelling and New Shed	25 Poinciana Avenue, Rifle Range
19 October 2023	DA24345	Approved - Private Certifier	New Dwelling	27 Cypress Circuit, Fernvale
19 October 2023	DA24288	Approved - Private Certifier	Two New Sheds	2 Selwyn Road, Esk
19 October 2023	DA24293	Approved - Private Certifier	New Shed	9 Rose Avenue, Minden
20 October 2023	DA24297	Approved - Private Certifier	New Dwelling with Attached Porch	298 Windsor Drive, Mount Hallen
20 October 2023	DA24304	Approved - Private Certifier	New Dwelling	31 Cypress Circuit, Fernvale
23 October 2023	DA24322	Approved - Private Certifier	New Deck	14 Nerel Court, Hazeldean
23 October 2023	DA24301	Approved - Private Certifier	New Patio	7 Scheiwe Court, Lowood
23 October 2023	DA24339	Approved - Private Certifier	Replace Patio Roof	122 Windsor Drive, Mount Hallen
24 October 2023	DA24308	Approved - Private Certifier	New Carport	4408 Esk Kilcoy Road, Hazeldean
24 October 2023	DA24309	Approved - Private Certifier	New Shed with Attached Awning	2 Cedar Avenue, Esk
24 October 2023	DA24310	Approved - Private Certifier	New Farm Shed	2626 Gatton Esk Road, Mount Hallen
24 October 2023	DA24331	Approved - Private Certifier	New Shed	87 Taro Road, Clarendon
24 October 2023	DA24335	Fees Not Paid	New Dwelling	52 Cypress Circuit, Fernvale
24 October 2023	DA24367	Approved - Private Certifier	New Carport	8 Overton Place, Fernvale
25 October 2023	DA24275	Approved - Council	New Farm Shed	224 Lowood Hills Road, Lowood
25 October 2023	DA24317	Approved - Private Certifier	Re-Roof of Dwelling and Ancillary Structures	144 Main Street, Lowood
25 October 2023	DA24318	Approved - Private Certifier	New Shed	56 Mamaku Street, Fernvale
26 October 2023	DA24354	Approved - Private Certifier	New Dwelling, Garage and Alfresco	6 Pelican Street, Lowood
26 October 2023	DA24326	Approved - Private Certifier	New Shed	161 Main Street, Lowood
26 October 2023	DA24328	Approved -	New Dwelling	36 Cypress Circuit,

		Private Certifier		Fernvale
26 October 2023	DA24332	Approved - Private Certifier	New Dwelling	102 Bolingbroke Road, Atkinsons Dam
27 October 2023	DA24334	Approved - Private Certifier	New Dwelling	1 Cypress Circuit, Fernvale
27 October 2023	DA24350	Approved - Private Certifier	New Shed	3468 Esk Kilcoy Road, Hazeldean
30 October 2023	DA24341	Approved - Private Certifier	Demolition of Dwelling	1512 Brisbane Valley Highway, Fernvale
30 October 2023	DA24338	Approved - Private Certifier	New Carport	11 Mcinnes Street, Lowood
31 October 2023	DA24358	Approved - Private Certifier	New Dwelling with Attached Garage	44 Cypress Circuit, Fernvale
31 October 2023	DA24365	Approved - Private Certifier	New Swimming Pool	16 Grevillea Way, Rifle Range
3 October 2023	DA24224	Approved - Private Certifier	New Dwelling and Attached Garage	34 Cypress Circuit, Fernvale

Building Approvals – October 2023																								
Locality	New Houses				Removal Dwellings				Alterations/Additions				Commercial/Industrial				Sheds/Carports/Pool				Demolitions			
	P Cert		Council		P Cert		Council		P Cert		Council		P Cert		Council		P Cert		Council		P Cert		Council	
	(C)	(P)	(C)	(P)	(C)	(P)	(C)	(P)	(C)	(P)	(C)	(P)	(C)	(P)	(C)	(P)	(C)	(P)	(C)	(P)	(C)	(P)	(C)	(P)
Glamorgan Vale Village	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Minden Town/Village	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	2	-	-	-	-	-	-
Lowood Town	2	3	-	-	-	-	-	-	1	2	-	-	-	1	-	-	2	4	-	4	-	-	-	1
Fernvale Town	11	27	-	-	-	-	-	-	-	3	-	-	-	-	-	-	4	12	-	3	1	1	-	-
Esk Town	-	-	-	-	-	-	-	-	-	-	-	-	1	2	-	-	-	5	-	2	-	-	-	-
Toogoolawah Town	-	-	-	-	-	-	-	-	-	-	-	1	-	-	-	-	-	2	-	-	-	-	-	-
Coominya Village	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Somerset Village	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Kilcoy Town	1	3	-	-	-	-	-	-	1	1	-	-	-	-	-	-	5	10	-	2	-	-	-	-
Harlin Village	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	-	-	-	-	-	-
Villeneuve Village	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Moore Village	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	-	-	-	-	-	-
Linville Village	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Jimna Village	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Wanora / G'vale Area	-	-	-	-	-	-	-	-	-	1	-	-	-	1	-	-	-	5	-	-	-	-	-	-
Lwd - Minden Corridor	2	6	-	-	1	1	-	-	-	4	-	1	-	1	-	-	6	13	2	3	-	-	-	-
WHPkt / Split'dCk / F'vale	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	4	1	1	-	-	-	-
Rural Esk	2	2	-	-	1	1	-	1	-	-	-	-	-	-	-	-	5	12	-	1	-	-	-	-
Rural Cya /Atk Dam	1	1	-	-	-	-	-	-	-	1	-	-	-	-	-	-	1	2	-	-	-	-	-	-
Rural Tgh / Harlin / C'ton	-	1	-	-	-	-	-	1	-	4	-	-	-	-	-	-	1	4	-	2	-	-	-	-
Rural S'Dam / Bryden	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	-	-	-	-	-	-
Wool,r / Gregor Ck / H,dean	-	2	-	-	-	-	-	-	1	1	-	-	-	-	-	-	5	9	-	-	-	-	-	-
Rural Villen've / Mt Archer	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2	-	-	-	-	-	-
Mt Kilcoy / Sand Ck /R'ston	-	6	-	-	-	-	-	-	-	4	-	-	-	-	-	-	1	5	-	-	-	-	-	-
Rural Moore / Linville	-	1	-	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Rural Jimna	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	19	53	-	-	2	3	-	2	3	21	-	2	1	5	-	-	31	94	3	18	1	1	-	1
“C”=Current Month Total “P”=Progressive Total for Financial Yr G:Buildoc/Reports/BuildStat Oct2023									Private Certifier				Council				Total							
					Number for Month				57				3				60							
					Value for the Month				\$10,362,166.00				\$101,000.00				\$10,463,166.00							
					Progressive YTD No				177				23				200							
					Progressive YTD Value				\$28,178,530.00				\$817,633.00				\$28,996,163.00							

Appendix 3 - Plumbing

Plumbing and Drainage Approvals October 2023

Application No.	Received Date	Approval Date	Days to Approve	Water	Sew	Sept	HSTP	Ext	P&D
DA24191	21 September 2023	3 October 2023	-	Y	Y	-	-	-	Y
DA24156	12 September 2023	3 October 2023	-	Y	-	-	Y	-	Y
DA24206	28 September 2023	5 October 2023	-	Y	-	-	Y	-	Y
DA20676 Amended	3 October 2023	5 October 2023	-	Y	-	-	Y	-	Y
DA24153	12 September 2023	6 October 2023	-	Y	Y	-	-	-	Y
DA24211	28 September 2023	6 October 2023	-	Y	Y	-	-	-	Y
DA24222	3 October 2023	6 October 2023	-	Y	Y	-	-	-	Y
DA24214	29 September 2023	9 October 2023	-	Y	-	-	Y	-	Y
DA20206 Amended	24 August 2023	9 October 2023	-	Y	-	y	-	-	Y
DA22710	17 July 2022	9 October 2023	-	-	-	-	Y	-	Y
DA24117	5 September 2023	10 October 2023	-	-	-	-	Y	-	Y
DA24233	20 September 2023	10 October 2023	-	Y	-	-	Y	-	Y
DA24240	6 October 2023	12 October 2023	-	Y	Y	-	-	-	Y
DA24243	9 October 2023	12 October 2023	-	Y	-	Y	-	-	Y
DA24252	19 September 2023	13 October 2023	-	Y	Y	-	-	-	Y
DA24246	9 October 2023	13 October 2023	-	Y	Y	-	-	-	Y
DA24237	11 September 2023	13 October 2023	-	Y	-	-	Y	-	Y
DA24231	16 August 2023	13 October 2023	-	Y	-	-	Y	-	Y
DA24176	19 September 2023	13 October 2023	-	Y	-	-	Y	-	Y
DA23926	26 June 2023	17 October 2023	-	Y	Y	-	-	-	Y
DA23520	1 March 2023	17 October 2023	-	Y	-	-	Y	-	Y
DA23946	4 July 2023	18 October 2023	-	Y	-	-	Y	-	Y
DA24262	9 October 2023	19 October 2023	-	Y	-	-	Y	-	Y
DA24276	25 September 2023	20 October 2023	-	Y	-	-	Y	-	Y
DA23613 Amended	18 October 2023	23 October 2023	-	Y	-	-	Y	-	Y
DA24284	18 October 2023	23 October 2023	-	Y	Y	-	-	-	Y
DA24287	16 October 2023	24 October 2023	-	Y	-	-	Y	-	Y
DA23277	18 October 2023	24 October 2023	-	Y	-	-	Y	-	Y

Amended									
DA24289	19 October 2023	27 October 2023	-	Y	Y	-	-	-	Y
DA24305	24 October 2023	31 October 2023	-	Y	-	-	-	-	P
DA24260	10 October 2023	31 October 2023	-	Y	-	-	Y	-	Y
DA24299	15 October 2023	31 October 2023	-	Y	Y	-		-	Y
DA24261	11 October 2023	31 October 2023	-	Y	-	-	Y	-	Y
Total Number of Approvals:									33
Average Days to Approve:									-

Appendix 4 - Environmental Services

Regulatory Services	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	23-24
Dog Attack on a Person	1	1	1	3	-	-	-	-	-	-	-	-	6
Dog attack on Another Animal	3	2	0	0	-	-	-	-	-	-	-	-	5
Barking Dogs	13	6	9	5	-	-	-	-	-	-	-	-	33
Animal Issues - Miscellaneous	9	1	5	6	-	-	-	-	-	-	-	-	21
Dogs Wandering at Large	12	13	6	8	-	-	-	-	-	-	-	-	39
Livestock Wandering at Large	16	13	11	18	-	-	-	-	-	-	-	-	58
After Hours Emergency call out Dogs	0	2	0	2	-	-	-	-	-	-	-	-	4
After Hours Emergency call Out Stock	7	4	3	11	-	-	-	-	-	-	-	-	25
Request for Animal Traps	5	14	6	6	-	-	-	-	-	-	-	-	31
Request to Impound Animals	19	21	13	9	-	-	-	-	-	-	-	-	62
Abandoned Motor Vehicle	1	1	3	1	-	-	-	-	-	-	-	-	6
Illegal Camping	3	3	7	4	-	-	-	-	-	-	-	-	17
Visual Pollution	2	0	0	1	-	-	-	-	-	-	-	-	3
Local Law Investigations – other local law issues	5	7	3	5	-	-	-	-	-	-	-	-	20
Overgrown Allotments	6	10	15	13	-	-	-	-	-	-	-	-	44
Restricted activity – Selling Vehicles	0	0	0	0	-	-	-	-	-	-	-	-	0
Unlawful Materials on Footpath	0	0	0	0	-	-	-	-	-	-	-	-	0
Total Regulatory Services CSR's	102	98	82	92	-	-	-	-	-	-	-	-	374

Pest Management	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	23-24
Pest Plants - Council Land	2	3	0	0	-	-	-	-	-	-	-	-	5
Pest Plants - Private Land	7	12	5	1	-	-	-	-	-	-	-	-	25
Pest Plants - Road Reserves	0	1	2	0	-	-	-	-	-	-	-	-	3
Pest Animals - General Enquires	5	11	14	15	-	-	-	-	-	-	-	-	45
Total Pest Management CSR's	14	27	21	16	-	-	-	-	-	-	-	-	78

Environmental Health	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	23-24
General Environmental Complaints	2	1	4	0	-	-	-	-	-	-	-	-	7
Food Premises Complaints	1	1	1	0	-	-	-	-	-	-	-	-	3
Miscellaneous Health Issues	1	0	1	2	-	-	-	-	-	-	-	-	4
Mosquito Complaints	0	0	0	0	-	-	-	-	-	-	-	-	0
Environmental Issues - Dust Nuisance	0	0	1	1	-	-	-	-	-	-	-	-	2
Environmental Issues - Light Nuisance	0	0	0	0	-	-	-	-	-	-	-	-	0
Environmental Issues - Noise Nuisance	2	1	2	2	-	-	-	-	-	-	-	-	7
Environmental Issues - Odour Nuisance	0	0	3	1	-	-	-	-	-	-	-	-	4
Environmental Issues - Smoke Nuisance	0	0	3	2	-	-	-	-	-	-	-	-	5
Environmental Issues - Water Pollution	1	1	0	1	-	-	-	-	-	-	-	-	3
Local Laws - Illegal Vending	0	0	0	0	-	-	-	-	-	-	-	-	0
Local Laws - Obstruction of Footpath by a Business	0	0	0	0	-	-	-	-	-	-	-	-	0
Litter and Illegal Dumping of Rubbish less than 200 litres	1	0	0	3	-	-	-	-	-	-	-	-	4
Illegal Dumping - over 200L	7	5	3	2	-	-	-	-	-	-	-	-	17
Illegal Dumping - Asbestos	3	1	0	0	-	-	-	-	-	-	-	-	4
Illegal Dumping – one of items – non-investigation	6	5	7	3	-	-	-	-	-	-	-	-	21
Illegal Dumping - Tyres	3	3	1	1	-	-	-	-	-	-	-	-	8
Total Environmental Health CSR's	27	18	26	18	-	-	-	-	-	-	-	-	89

Total all Environmental Services CSR's	143	143	129	126	-	-	-	-	-	-	-	-	541
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Dog Registration	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	23-24
Dogs Registered		3496	4214	4300	-	-	-	-	-	-	-	-	4300
Unpaid Notices		2074	1325	1240	-	-	-	-	-	-	-	-	1240
Infringement Notice Issued	3	1	9	1	-	-	-	-	-	-	-	-	14

Animal Pound Operations	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	23-24
Dogs	10	11	7	6	-	-	-	-	-	-	-	-	34
Cats	10	14	8	5	-	-	-	-	-	-	-	-	37
Stock	28	0	0	2	-	-	-	-	-	-	-	-	30

Inspections and Approvals	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	23-24
Food Business Inspections	6	8	8		-	-	-	-	-	-	-	-	22
Food Business Re-inspections	1	0	1		-	-	-	-	-	-	-	-	2
Kennel Inspections	0	0	0	0	-	-	-	-	-	-	-	-	0
Poultry Farm Inspections	0	0	0	0	-	-	-	-	-	-	-	-	0
Local Law - Prescribed Activity Approvals	6	1	5	3	-	-	-	-	-	-	-	-	15

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

To: Andrew Johnson, Chief Executive Officer
From: Rachel Pitman, Governance and Business Improvement Officer
Director: Matthew McGoldrick, Director Corporate and Community Services
Date: 16 November 2023
Subject: Proceed with the Making of Animal Management (Amendment) Subordinate Local Law (No. 1) 2023 and Keeping of Animals (Amendment) Subordinate Local Law (No. 1) 2023 - Animal Subordinate Local Law Review Project - Subordinate Local Law No. 2 (Animal Management) 2011 and Subordinate Local Law No. 1.5 (Keeping of Animals) 2011
File Ref: LAWS AND ENFORCEMENT - LOCAL LAWS - Local Laws Reviews – Doc Id. 1441927, 1445402, 1507166 (Workshop 12/10/22), 1481606, 1492170, 1485949 (Workshop 22/2/23), 1513768 (options paper), 1525523, 1526206, 1531752, 1534954, 1535382, 1537147, 1537165, 1536089, 1537165, 1537165, 1546502, 1557050, 1557761
Action Officer: GBIO

Background/Summary

A review of Subordinate Local Law No. 2 (Animal Management) 2011 (SLL No.2) and Subordinate Local Law No. 1.5 (Keeping of Animals) 2011 (SLL No. 1.5) was conducted under the Animal Subordinate Local Law Review Project.

It was resolved at Council's Ordinary Meeting of 27 September 2023:

THAT Council resolves to propose to make each of:-

- (a) Animal Management (Amendment) Subordinate Local Law (No. 1) 2023; and*
- (b) Keeping of Animals (Amendment) Subordinate Local Law (No. 1) 2023.*

Council needs to consider the following prior to making a subordinate local law:

- Anti-competitive provisions (s38 of the *Local Government Act 2009*)
- Submissions properly made to Council during the consultation period (C014 Local Law Making Policy, Section C *Making a Subordinate Local Law*, Step 4)
- Human rights issues (s58 of the *Human Rights Act 2019*)
- Whether to proceed with making the proposed subordinate local laws as advertised, with amendments, or not at all.

Anti-competitive provisions

As noted at Council's Ordinary meeting of 27 September 2023, in this instance it is considered that the proposed amendments do not affect any anti-competitive provisions.

Submissions properly made to Council during the consultation period

The public consultation period commenced Wednesday, 11 October 2023, and concluded on Friday, 3 November 2023. Public consultation involved an advertisement appearing in three (3) local newspapers and on Council's website, seeking written submissions by any person in support of, or objecting to, the proposed legislation. The advertisement, current versions of the subordinate local laws and the proposed amending subordinate local laws were available from Council's website during the consultation period.

No submissions were received.

Human rights issues

The making of a local law (including a subordinate local law) potentially triggers human rights issues. Relevantly, the main object of the *Human Rights Act 2019* ("HRA") is to protect and promote human rights and help build a culture in the Queensland public sector that respects and promotes human rights.

The HRA (part 2, divisions 2 and 3) identifies specified rights as human rights.

In the context of the decision of Council to resolve to actually make the proposed amending subordinate local laws, Animal Management (Amendment) Subordinate Local Law (No. 1) 2023 and Keeping of Animals (Amendment) Subordinate Local Law (No. 1) 2023, the relevant human rights which may be impacted are as follows:

- freedom of movement;
- property rights.

Under the HRA, section 58, it is unlawful for Council:-

- to make a decision in a way that is not compatible with human rights; or
- in making a decision, to fail to give proper consideration to a human right relevant to the decision.

In this instance, the relevant decision of Council is the decision to resolve to actually make the proposed amending subordinate local laws.

In respect of the affected human rights, identified above, the decision to actually make the proposed amending subordinate local laws may limit or interfere with the identified human rights.

Given that the human rights identified above may, potentially, be limited by the making of the decision to make the proposed amending subordinate local laws, Council is obliged to make a determination about whether each limit on a person's human rights, and its impact on the person, is reasonable and demonstrably justifiable.

Relevant considerations include:

- the nature of the amendments detailed in the proposed amending subordinate local laws;
- the extent of the amendments detailed in the proposed amending subordinate local laws;
- the requirement of the Guidelines for Drafting Local Laws of the Office of the Queensland Parliamentary Counsel that the proposed amending subordinate local laws must be drafted so as to comply with the fundamental legislative principles, and in particular, must have sufficient regard to the rights and liberties of individuals and the institution of Parliament;
- compliance with the fundamental legislative principles involves, in relation to affecting rights and liberties of individuals, considerations of reasonableness, fairness, traditionally accepted liberties and the treatment of individuals by a law maker in the same ways that an Act of Parliament requires individuals to treat each other.

In the circumstances, the making of the decision to make the proposed amending subordinate local laws (to the extent that the making of the decision may limit human rights, and impact on persons), may limit human rights, or impact on persons, but the limitation, and impact, is reasonable and demonstrably justifiable.

Consider whether to proceed with making the proposed subordinate local laws as advertised, with amendments, or not at all

Having considered all of the above, Council must now decide whether to proceed with making the proposed subordinate local laws as advertised, with amendments, or not at all.

The following documents are attached for Council's consideration:

Amending Subordinate Local Laws

Attachment 1 – Animal Management (Amendment) Subordinate Local Law (No 1) 2023

Attachment 2 – Keeping of Animals (Amendment) Subordinate Local Law (No 1) 2023

New Subordinate Local Laws (subordinate local laws incorporating the changes legislated in the *Amending Subordinate Local Laws* listed above)

Attachment 3 – Subordinate Local Law No. 2 (Animal Management) 2011 (consolidated)

Attachment 4 – Subordinate Local Law No. 1.5 (Keeping of Animals) 2011 (consolidated)

Attachments

Attachment 1 – Animal Management (Amendment) Subordinate Local Law (No 1) 2023
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Attachment 2 – Keeping of Animals (Amendment) Subordinate Local Law (No 1) 2023

Attachment 3 – Subordinate Local Law No. 2 (Animal Management) 2011 (consolidated)
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Attachment 4 – Subordinate Local Law No. 1.5 (Keeping of Animals) 2011 (consolidated)

Recommendation

THAT Council resolves:-

1. To make—
 - (a) Animal Management (Amendment) Subordinate Local Law (No. 1) 2023 as advertised; and
 - (b) Keeping of Animals (Amendment) Subordinate Local Law (No. 1) 2023 as advertised; and
2. To adopt, pursuant to section 32 of the *Local Government Act 2009*, in the form attached to this report to Council, a consolidated version of each of *Subordinate Local Law No. 2 (Animal Management) 2011* and *Subordinate Local Law No. 1.5 (Keeping of Animals) 2011*.

Animal Management (Amendment) Subordinate Local Law (No. 1) 2023

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Part 1 Preliminary

1 Short title

This subordinate local law may be cited as *Animal Management (Amendment) Subordinate Local Law (No. 1) 2023*.

2 Subordinate local law amended

This subordinate local law amends *Subordinate Local Law No. 2(Animal Management) 2011*.

Part 2 Amendments to subordinate local law

3 Amendment of sch1 (Prohibition on keeping animals)

(1) Schedule 1, items 1 to 14—

omit, insert—

	Column 1 Animal	Column 2 Circumstances in which keeping of animal or animals is prohibited
1.	Dog (but excluding an assistance dog, a guide dog, a hearing dog, a government entity dog and a working dog)	<p>(a) 3 or more dogs over the age of 3 months on an allotment with an area less than 4,000m²;</p> <p>(b) 4 or more dogs over the age of 3 months on an allotment with an area between 4,000m² and 9,999m²;</p> <p>(c) 5 or more dogs over the age of 3 months on an allotment with an area between 10,000m² and 20,000m²;</p> <p>(d) 7 or more dogs over the age of 3 months on an allotment, regardless of the area of the allotment;</p> <p>(e) more than 1 dog over the age of 3 months on premises which are multi-residential premises;</p> <p>(f) for the keeping of dogs at a caravan park—more than 1 dog over the age of 3 months at a residence in the caravan park.</p>
2.	Cat	<p>(a) 3 or more cats over the age of 3 months on an allotment with an area less than 4,000m²;</p> <p>(b) 5 or more cats over the age of 3 months on an allotment with an area between 4,000m²</p>

	Column 1 Animal	Column 2 Circumstances in which keeping of animal or animals is prohibited
		<p>and 19,999m²;</p> <p>(c) 7 or more cats over the age of 3 months on an allotment with an area of 20,000m² or more;</p> <p>(d) more than 1 cat over the age of 3 months on premises which are multi-residential premises;</p> <p>(e) for the keeping of cats at a caravan park—more than 1 cat over the age of 3 months at a residence in the caravan park.</p>
3.	Horse	<p>(a) 1 or more horses on an allotment with an area less than 5,000m²;</p> <p>(b) more than 1 horse on an allotment in the rural zone if—</p> <p>(i) the area of the allotment is between 5,000m² and 10,000m²; and</p> <p>(ii) the area, in excess of 5,000m², available to each horse, in addition to the first horse, kept on the allotment is less than 2,000m² per horse;</p> <p>(c) more than 1 horse on an allotment in a zone, other than the rural zone, if—</p> <p>(i) the area of the allotment is between 5,000m² and 40,000m²; and</p> <p>(ii) the area, in excess of 5,000m², available to each horse, in addition to the first horse, kept on the allotment is less than 2,000m² per horse.</p>
4.	Donkey, cow, bison, camel or other animal of a similar size (but excluding a horse)	<p>(a) 1 or more animals to which this item 4 applies, on an allotment with an area less than 4,000m²;</p> <p>(b) subject to paragraph (a), an animal to which this item 4 applies on an allotment in the rural zone if—</p> <p>(i) the area of the allotment is between</p>

	Column 1 Animal	Column 2 Circumstances in which keeping of animal or animals is prohibited
		<p>4,000m² and 10,000m²; and</p> <p>(ii) the area available to each animal kept on the allotment is less than 4,000m² per animal;</p> <p>(c) subject to paragraph (a), an animal to which this item 4 applies on an allotment in a zone, other than the rural zone, if—</p> <p>(i) the area of the allotment is between 4,000m² and 40,000m²; and</p> <p>(ii) the area available to each animal kept on the allotment is less than 4,000m² per animal.</p>
5.	Sheep, goat, alpaca, llama or other animal of a similar size	<p>(a) 1 or more animals to which this item 5 applies, on an allotment with an area less than 4,000m²;</p> <p>(b) subject to paragraph (a), an animal to which this item 5 applies on an allotment in the rural zone if—</p> <p>(i) the area of the allotment is between 4,000m² and 10,000m²; and</p> <p>(ii) the area available to each animal kept on the allotment is less than 2,000m² per animal;</p> <p>(c) subject to paragraph (a), an animal to which this item 5 applies on an allotment in a zone, other than the rural zone, if—</p> <p>(i) the area of the allotment is between 4,000m² and 40,000m²; and</p> <p>(ii) the area available to each animal kept on the allotment is less than 2,000m² per animal.</p>
6.	Pig or deer	<p>(a) 1 or more animals to which this item 6 applies, on an allotment with an area less than 10,000m²;</p> <p>(b) subject to paragraph (a), an animal to which this item 6 applies on an allotment in a</p>

	Column 1 Animal	Column 2 Circumstances in which keeping of animal or animals is prohibited
		<p>zone, other than the rural zone, if—</p> <p>(i) the area of the allotment is between 10,000m² and 40,000m²; and</p> <p>(ii) the area available to each animal kept on the allotment is less than 10,000m² per animal.</p>
7.	Chicken	<p>(a) more than 10 chickens on an allotment with an area less than 4,000m²;</p> <p>(b) more than 20 chickens on an allotment with an area between 4,000m² and 10,000m².</p>
8.	Turkey, goose or duck	<p>(a) more than 5 birds to which this item 8 applies on an allotment with an area less than 4,000m²;</p> <p>(b) more than 10 birds to which this item 8 applies on an allotment with an area between 4,000m² and 10,000m².</p>
9.	Rooster	<p>(a) 1 or more roosters on an allotment with an area less than 10,000m²;</p> <p>(b) 1 or more roosters on an allotment in a zone, other than the rural zone.</p>
10.	Bees (other than native stingless bees)	a hive for the keeping of bees on an allotment with an area less than 10,000m ² .
11.	Pigeon	<p>(a) more than 20 pigeons on an allotment with an area less than 600m²;</p> <p>(b) more than 120 pigeons on an allotment with an area between 600m² and 999m²;</p> <p>(c) more than 200 pigeons on an allotment with an area between 1,000m² and 4,000m².</p>
12.	Emu or ostrich	<p>(a) 1 or more birds to which this item 12 applies on an allotment in the rural zone if the area of the allotment is less than 20,000m²;</p> <p>(b) 1 or more birds to which this item 12 applies on an allotment in a zone, other than</p>

	Column 1 Animal	Column 2 Circumstances in which keeping of animal or animals is prohibited
		the rural zone.
13.	Peacock, guinea fowl or other game bird species	1 or more birds to which this item 13 applies on an allotment with an area less than 10,000m ² .
14.	Cockatoo, galah, corella, raptor or other bird of a similar size	(a) 1 or more birds to which this item 14 applies on an allotment with an area less than 600m ² ; (b) more than 2 birds to which this item 14 applies on an allotment with an area between 600m ² and 999m ² ; (c) more than 10 birds to which this item 14 applies on an allotment with an area between 1,000m ² and 10,000m ² .
15.	Budgerigar, canary, cockatiel, finch or other bird of a similar size	(a) more than 5 birds to which this item 15 applies on premises which are multi-residential premises; (b) more than 20 birds to which this item 15 applies on an allotment with an area less than 1,000m ² ; (c) more than 200 birds to which this item 15 applies on an allotment with an area between 1,000m ² and 10,000m ² .

’.

- (2) Schedule 1, from ‘A prohibition’ to ‘authorising local law.’—

omit, insert—

‘For the purposes of this schedule 1, when considering the overall total number of animals the subject of a prohibition, for an allotment, all animals in each of items 3, 4, 5 and 6 must be considered as a cumulative total, for example, a 10,000m² allotment could have a combination of 1 horse and 2 sheep.’.

4 Amendment of sch2 (Requirement for approval to keep animal)

Schedule 2, item 1—

omit, insert—

‘

	Column 1 Species or breed of	Column 2 Circumstances in which keeping of animal or
--	---	---

	animal	animals requires approval
1.	Dog (but excluding an assistance dog, a guide dog, a hearing dog, a government entity dog and a working dog)	5 or 6 dogs over the age of 3 months on an allotment which has an area of 20,000m ² or more.
2.	Horse	<p>(a) more than 1 horse on an allotment in the rural zone if—</p> <p>(i) the area of the allotment is between 5,000m² and 10,000m²; and</p> <p>(ii) the area, in excess of 5,000m², available to each horse, in addition to the first horse, kept on the allotment is less than 4,000m² per horse;</p> <p>(b) more than 1 horse on an allotment in a zone, other than the rural zone, if—</p> <p>(i) the area of the allotment is between 5,000m² and 40,000m²; and</p> <p>(ii) the area, in excess of 5,000m², available to each horse, in addition to the first horse, kept on the allotment is less than 4,000m² per horse.</p>

5 Amendment of sch5 (Minimum standards for keeping particular animals)

(1) Schedule 5, item 2, column 1—

(a) after ‘deer’—

insert—

‘, bison, camel’;

(b) after ‘pig’—

insert—

‘, alpaca, llama’.

(2) Schedule 5, item 3, column 1—

(a) after ‘canary’—

insert—

‘, corella, finch’;

- (b) after ‘galah’—
 insert—
 ‘, raptor’.
- (3) Schedule 5, item 6, after ‘ostrich’—
 insert—
 ‘, chicken, guineafowl’.

6 Amendment of sch13 (Dictionary)

- (1) Schedule 13, definition ***designated area***—
 omit.

- (2) Schedule 13—

insert—

‘***caravan*** has the meaning given in *Local Law No. 1 (Administration) 2011*.

caravan park means a place operated, on a commercial basis, for parking and residing in caravans, and includes a place that also provides for complementary accommodation.

government entity dog has the meaning given in the *Animal Management (Cats and Dogs) Act 2008*.

rural zone means the area identified as rural zone in the planning scheme of the local government.

zone means the area identified as a zone, other than the rural zone, in the planning scheme of the local government.’.

- (3) Schedule 13, definition ***residence***—

omit, insert—

‘***residence*** —

- (a) means a building, or part of a building, that is—

- (i) fixed to land; and

- (ii) a self-contained unit used by, or intended for the exclusive residential use of, 1 household; and

- (b) in a caravan park, includes a caravan that is a self-contained unit used by, or intended for the exclusive residential use of, 1 household.’.

This and the preceding 7 pages bearing my initials is a certified copy of Animal Management (Amendment) Subordinate Local Law (No. 1) 2023 made in accordance with the provisions of the *Local Government Act 2009* by Somerset Regional Council by resolution dated the day of 2023.

.....
 Chief Executive Officer

Keeping of Animals (Amendment) Subordinate Local Law (No. 1) 2023

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Part 1 Preliminary

1 Short title

This subordinate local law may be cited as *Keeping of Animals (Amendment) Subordinate Local Law (No. 1) 2023*.

2 Subordinate local law amended

This subordinate local law amends *Subordinate Local Law No. 1.5(Keeping of Animals) 2011*.

Part 2 Amendments to subordinate local law

3 Amendment of sch1 (Keeping of animals)

- (1) Schedule 1, section 2(2)—
omit.
- (2) Schedule 1, section 2(1)—
renumber as section 2.
- (3) Schedule 1, section 3—
 - (a) subsection (2), ‘*Sustainable Planning Act 2009*’—
omit, insert—
‘*Planning Act 2016*’;
 - (b) subsections (8) and (9)—
omit.
- (4) Schedule 1, section 4(15) and (16)—
omit.
- (5) Schedule 1, section 7(3)—
omit.
- (6) Schedule 1, section (8)—
 - (a) subsection (2)—
omit;
 - (b) subsection (3)—
renumber as subsection (2).

4 Amendment of sch3 (Dictionary)

- (1) Schedule 3, definitions *accredited breeder*, *approved entity* and *designated area*—
omit.
- (2) Schedule 3, definition *development approval* ‘*Sustainable Planning Act 2009*’—
omit, insert—
‘*Planning Act 2016*’.

This and the preceding 2 pages bearing my initials is a certified copy of Keeping of Animals (Amendment) Subordinate Local Law (No. 1) 2023 made in accordance with the provisions of the *Local Government Act 2009* by Somerset Regional Council by resolution dated the day of 2023.

.....
Chief Executive Officer

2085668v1

Subordinate Local Law No. 2 (Animal Management) 2011

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Part 1 Preliminary

1 Short title

This subordinate local law may be cited as *Subordinate Local Law No. 2 (Animal Management) 2011*.

2 Purpose and how it is to be achieved

- (1) The purpose of this subordinate local law is to supplement *Local Law No. 2 (Animal Management) 2011*, which provides for regulation of the keeping and control of animals within the local government's area.
- (2) The purpose is to be achieved by providing for—
 - (a) the circumstances in which the keeping of animals is prohibited or requires approval; and
 - (b) requirements for keeping animals, including minimum standards, mandatory desexing, proper enclosures, koala conservation and identification; and
 - (c) the control of animals in public places; and
 - (d) matters regarding the impounding of animals and the sale or disposal of impounded animals; and
 - (e) the conditions to be complied with by persons who offer animals, or a particular species of animal, for sale; and
 - (f) the declaration of a species of animal as a declared dangerous animal and the criteria for declaration of a specific animal as a declared dangerous animal.

3 Authorising local law

The making of the provisions in this subordinate local law is authorised by *Local Law No. 2 (Animal Management) 2011* (the **authorising local law**).

4 Definitions

- (1) Particular words used in this subordinate local law have the same meaning as provided for in the authorising local law.
- (2) The dictionary in schedule 13 defines particular words used in this subordinate local law.

Part 2 Keeping of animals

5 Circumstances in which keeping animals prohibited—Authorising local law, s 5(1)

For section 5(1) of the authorising local law, keeping an animal or animals mentioned in column 1 of schedule 1 is prohibited in the circumstances described in column 2 of schedule 1.

6 Circumstances in which keeping animals requires approval—Authorising local law, s 6(1)

For section 6(1) of the authorising local law, keeping an animal or animals of the species or breed mentioned in column 1 of schedule 2 requires approval in the circumstances described in column 2 of schedule 2.

7 Animals that must be desexed—Authorising local law, s 7

For section 7 of the authorising local law, an animal of the species or breed mentioned in column 1 of schedule 3 must be desexed once it reaches the age specified in column 2 of schedule 3 except in the circumstances described in column 3 of schedule 3.

8 Minimum standards for keeping animals—Authorising local law, s 8(1)

- (1) For section 8(1) of the authorising local law, the minimum standards for the keeping of animals are set out in schedule 4.
- (2) For section 8(1) of the authorising local law, column 2 of schedule 5 sets out the minimum standards for keeping an animal of the species or breed mentioned in column 1 of schedule 5.

9 Identification for cats and dogs in certain circumstances—Authorising local law, s 9

For section 9 of the authorising local law, the identification required for a cat or dog that is at a place other than the address stated in the registration notice for the cat or dog is the registration device mentioned in section 12(3) of the *Animal Management (Cats and Dogs) Act 2008*.

Part 3 Control of animals**10 Public places where animals are prohibited—Authorising local law, s 10(1)**

For section 10(1) of the authorising local law, the species or breeds of animals mentioned in column 2 of schedule 6 are prohibited in the public places described in column 1 of schedule 6.

11 Dog off-leash areas—Authorising local law, s 11(1)

For section 11(1) of the authorising local law, the areas described in schedule 7 are designated as dog off-leash areas.

12 Animal faeces in public places—Authorising local law, s 13

For section 13 of the authorising local law, no other species of animal is prescribed

as an animal whose faeces must be removed from a public place and disposed of in a sanitary way.

13 Requirements for proper enclosures for keeping animals—Authorising local law, s 14(2)

For section 14(2) of the authorising local law, column 2 of schedule 8 sets out the requirements for proper enclosures for an animal of the species or breed mentioned in column 1 of schedule 8.

14 Koala conservation—Authorising local law, s 15

- (1) For section 15(1) of the authorising local law, schedule 9 sets out the requirements for keeping a dog on land that is within a koala area.
- (2) For section 15(4) of the authorising local law, each area described in schedule 10 is designated as a koala area.

15 Criteria for declared dangerous animals—Authorising local law, s 19(1)

For section 19(1) of the authorising local law, the criteria for declaring an animal as a declared dangerous animal are set out in schedule 11.

Part 4 Seizure, impounding or destruction of animals

16 Place of care for impounded animals—Authorising local law, s 24

For section 24 of the authorising local law, the place of care for animals impounded by the local government will be operated by the local government.

17 Animals that may be disposed of without auction or tender—Authorising local law, s 32(1)(b)

For section 32(1)(b) of the authorising local law, the species, breeds or classes of animal that may be sold by private agreement, destroyed or disposed of in some other way are the following—

- (a) dogs; and
- (b) cats; and
- (c) other small domestic animals.

18 Register of impounded animals—Authorising local law, s 33(3)

For section 33(3) of the authorising local law, the register of impounded animals will be kept at the local government's public office.

Part 5 Appeals against destruction orders

This part in the authorising local law does not contain any matters to be provided for by subordinate local law.

Part 6 Miscellaneous

19 Conditions regarding sale of animals—Authorising local law, s 42(1)

For the purposes of section 42(1) of the authorising local law, persons who offer for sale an animal of a species or breed mentioned in column 1 of schedule 12 must comply with the conditions set out in column 2 of schedule 12.

20 Animals excluded from application of the local law—Authorising local law, schedule

For the purposes of the definition of “*animal*” in the schedule to the authorising local law, animals of the fish species are excluded from the application of the authorising local law.

21 Species that are declared dangerous animals—Authorising local law, schedule

For the purposes of the definition of “*declared dangerous animal*” in the schedule to the authorising local law, no species of animal is declared to be a declared dangerous animal.

22 Prescribed period for reclaiming animals—Authorising local law, schedule

For the purposes of the definition of “*prescribed period*” in the schedule to the authorising local law, the period within which an animal may be reclaimed is—

- (a) if the animal is a horse, cow, registered cat, registered dog or other identifiable animal—5 days; and
- (b) if the animal is an unregistered cat, unregistered dog or an animal which is not an identifiable animal—3 days.

Schedule 1 Prohibition on keeping animals

Section 5

	Column 1 Animal	Column 2 Circumstances in which keeping of animal or animals is prohibited
1.	Dog (but excluding an assistance dog, a guide dog, a hearing dog, a government entity dog and a working dog)	<ul style="list-style-type: none"> (a) 3 or more dogs over the age of 3 months on an allotment with an area less than 4,000m²; (b) 4 or more dogs over the age of 3 months on an allotment with an area between 4,000m² and 9,999m²; (c) 5 or more dogs over the age of 3 months on an allotment with an area between 10,000m² and 20,000m²; (d) 7 or more dogs over the age of 3 months on an allotment, regardless of the area of the allotment; (e) more than 1 dog over the age of 3 months on premises which are multi-residential premises; (f) for the keeping of dogs at a caravan park—more than 1 dog over the age of 3 months at a residence in the caravan park.
2.	Cat	<ul style="list-style-type: none"> (a) 3 or more cats over the age of 3 months on an allotment with an area less than 4,000m²; (b) 5 or more cats over the age of 3 months on an allotment with an area between 4,000m² and 19,999m²; (c) 7 or more cats over the age of 3 months on an allotment with an area of 20,000m² or more; (d) more than 1 cat over the age of 3 months on premises which are multi-residential premises; (e) for the keeping of cats at a caravan park—more than 1 cat over the age of 3 months at a residence in the caravan park.
3.	Horse	<ul style="list-style-type: none"> (a) 1 or more horses on an allotment with an area less than 5,000m²; (b) more than 1 horse on an allotment in the rural zone if— <ul style="list-style-type: none"> (i) the area of the allotment is between 5,000m² and 10,000m²; and (ii) the area, in excess of 5,000m², available to each horse, in addition to the first horse, kept on the allotment is less than 2,000m² per horse; (c) more than 1 horse on an allotment in a zone, other than the

	Column 1 Animal	Column 2 Circumstances in which keeping of animal or animals is prohibited
		<p>rural zone, if—</p> <p>(i) the area of the allotment is between 5,000m² and 40,000m²; and</p> <p>(ii) the area, in excess of 5,000m², available to each horse, in addition to the first horse, kept on the allotment is less than 2,000m² per horse.</p>
4.	Donkey, cow, bison, camel or other animal of a similar size (but excluding a horse)	<p>(a) 1 or more animals to which this item 4 applies, on an allotment with an area less than 4,000m²;</p> <p>(b) subject to paragraph (a), an animal to which this item 4 applies on an allotment in the rural zone if—</p> <p>(i) the area of the allotment is between 4,000m² and 10,000m²; and</p> <p>(ii) the area available to each animal kept on the allotment is less than 4,000m² per animal;</p> <p>(c) subject to paragraph (a), an animal to which this item 4 applies on an allotment in a zone, other than the rural zone, if—</p> <p>(i) the area of the allotment is between 4,000m² and 40,000m²; and</p> <p>(ii) the area available to each animal kept on the allotment is less than 4,000m² per animal.</p>
5.	Sheep, goat, alpaca, llama or other animal of a similar size	<p>(a) 1 or more animals to which this item 5 applies, on an allotment with an area less than 4,000m²;</p> <p>(b) subject to paragraph (a), an animal to which this item 5 applies on an allotment in the rural zone if—</p> <p>(i) the area of the allotment is between 4,000m² and 10,000m²; and</p> <p>(ii) the area available to each animal kept on the allotment is less than 2,000m² per animal;</p> <p>(c) subject to paragraph (a), an animal to which this item 5 applies on an allotment in a zone, other than the rural zone, if—</p> <p>(i) the area of the allotment is between 4,000m² and 40,000m²; and</p> <p>(ii) the area available to each animal kept on the allotment is less than 2,000m² per animal.</p>
6.	Pig or deer	(a) 1 or more animals to which this item 6 applies, on an

	Column 1 Animal	Column 2 Circumstances in which keeping of animal or animals is prohibited
		<p>allotment with an area less than 10,000m²;</p> <p>(b) subject to paragraph (a), an animal to which this item 6 applies on an allotment in a zone, other than the rural zone, if—</p> <p>(i) the area of the allotment is between 10,000m² and 40,000m²; and</p> <p>(ii) the area available to each animal kept on the allotment is less than 10,000m² per animal.</p>
7.	Chicken	<p>(a) more than 10 chickens on an allotment with an area less than 4,000m²;</p> <p>(b) more than 20 chickens on an allotment with an area between 4,000m² and 10,000m².</p>
8.	Turkey, goose or duck	<p>(a) more than 5 birds to which this item 8 applies on an allotment with an area less than 4,000m²;</p> <p>(b) more than 10 birds to which this item 8 applies on an allotment with an area between 4,000m² and 10,000m².</p>
9.	Rooster	<p>(a) 1 or more roosters on an allotment with an area less than 10,000m²;</p> <p>(b) 1 or more roosters on an allotment in a zone, other than the rural zone.</p>
10.	Bees (other than native stingless bees)	a hive for the keeping of bees on an allotment with an area less than 10,000m ² .
11.	Pigeon	<p>(a) more than 20 pigeons on an allotment with an area less than 600m²;</p> <p>(b) more than 120 pigeons on an allotment with an area between 600m² and 999m²;</p> <p>(c) more than 200 pigeons on an allotment with an area between 1,000m² and 4,000m².</p>
12.	Emu or ostrich	<p>(a) 1 or more birds to which this item 12 applies on an allotment in the rural zone if the area of the allotment is less than 20,000m²;</p> <p>(b) 1 or more birds to which this item 12 applies on an allotment in a zone, other than the rural zone.</p>

	Column 1 Animal	Column 2 Circumstances in which keeping of animal or animals is prohibited
13.	Peacock, guinea fowl or other game bird species	1 or more birds to which this item 13 applies on an allotment with an area less than 10,000m ² .
14.	Cockatoo, galah, corella, raptor or other bird of a similar size	(a) 1 or more birds to which this item 14 applies on an allotment with an area less than 600m ² ; (b) more than 2 birds to which this item 14 applies on an allotment with an area between 600m ² and 999m ² ; (c) more than 10 birds to which this item 14 applies on an allotment with an area between 1,000m ² and 10,000m ² .
15.	Budgerigar, canary, cockatiel, finch or other bird of a similar size	(a) more than 5 birds to which this item 15 applies on premises which are multi-residential premises; (b) more than 20 birds to which this item 15 applies on an allotment with an area less than 1,000m ² ; (c) more than 200 birds to which this item 15 applies on an allotment with an area between 1,000m ² and 10,000m ² .

For the purposes of this schedule 1, when considering the overall total number of animals the subject of a prohibition, for an allotment, all animals in each of items 3, 4, 5 and 6 must be considered as a cumulative total, for example, a 10,000m² allotment could have a combination of 1 horse and 2 sheep.

Schedule 2 Requirement for approval to keep animal

Section 6

	Column 1 Species or breed of animal	Column 2 Circumstances in which keeping of animal or animals requires approval
1.	Dog (but excluding an assistance dog, a guide dog, a hearing dog, a government entity dog and a working dog)	5 or 6 dogs over the age of 3 months on an allotment which has an area of 20,000m ² or more.
2.	Horse	<p>(a) more than 1 horse on an allotment in the rural zone if—</p> <p>(i) the area of the allotment is between 5,000m² and 10,000m²; and</p> <p>(ii) the area, in excess of 5,000m², available to each horse, in addition to the first horse, kept on the allotment is less than 4,000m² per horse;</p> <p>(b) more than 1 horse on an allotment in a zone, other than the rural zone, if—</p> <p>(i) the area of the allotment is between 5,000m² and 40,000m²; and</p> <p>(ii) the area, in excess of 5,000m², available to each horse, in addition to the first horse, kept on the allotment is less than 4,000m² per horse.</p>

Schedule 3 Requirement to desex animal

Section 7

	Column 1 Species or breed of animal	Column 2 Age at which animal must be desexed	Column 3 Exemptions to the requirement for desexing
	No species or breed of animal mentioned.		

Schedule 4 Minimum standards for keeping animals generally

Section 8(1)

1. A person who keeps an animal on premises must —
 - (a) ensure that the animal is adequately identified so that the owner's name, address and telephone number are readily ascertainable; and
 - (b) ensure that waste waters from enclosures are drained in a nuisance free manner and that run-off is kept off adjoining premises or as otherwise directed by an authorised person; and
 - (c) ensure that excreta, food scraps and other material that is, or is likely to become, offensive is collected at least daily and, if not immediately removed from the premises, is kept in a waste container of a kind approved by an authorised person; and
 - (d) ensure that any enclosure in which the animal is kept is properly maintained in—
 - (i) a clean and sanitary condition; and
 - (ii) an aesthetically acceptable condition; and
 - (e) take all reasonable steps to prevent the animal from making a noise or disturbance that causes a nuisance or disturbance to the occupiers of—
 - (i) adjoining premises; or
 - (ii) premises in the vicinity of the land on which the animal is ordinarily kept; and
 - (f) ensure that the area available to the animal kept on the premises is appropriately sized so that the animal can be effectively and comfortably kept; and
 - (g) if the animal is found dead on the premises — remove and dispose of the carcass of the animal and ensure that the premises are kept and maintained in a clean, tidy, sanitary and hygienic condition; and
 - (h) ensure that the keeping of the animal on the premises does not cause an animal noise nuisance; and
 - (i) if the animal is a dog and the dog is required to be registered by the person in the local government area of the local government — comply with section 46 of the Animal Management Act to register the dog in the local government area as required by section 44 of the Animal Management Act; and
 - (j) if the animal is a dog that is not implanted with a PPID and section 14 of the Animal Management Act applies — ensure that the dog is implanted with a PPID as required by section 14 of the Animal Management Act.
2. For the purposes of section 1(h), the keeping of an animal on premises causes an animal noise nuisance if—
 - (a) the animal makes a noise which —
 - (i) occurs more than once; and

- (ii) disrupts or inhibits an activity ordinarily carried out on adjoining or nearby residential premises; or

Example for section 2(a)(ii) —

The barking of a dog which disrupts a person —

- (a) holding a conversation; or
- (b) watching television; or
- (c) listening to a radio or recorded material; or
- (d) sleeping.

In order for an animal noise nuisance to occur, it is not necessary that the degree of interference from the barking is such as to be continuous, or to make it practically impossible to —

- (a) hold a conversation; or
- (b) watch television; or
- (c) listen to a radio or recorded material at ordinary volumes; or
- (d) fall or stay asleep.

Any occurrence by which a person is woken from sleep, or by which a person is distracted or annoyed during the course of carrying out some other ordinary activity, in a way which would not occur in the absence of the dog barking, is a disruption to or an inhibition of an activity ordinarily carried out on residential premises. It is not necessary that the barking totally drowns out the sound of the conversation, television, radio or recorded material. It is sufficient if attention is merely diverted from this sound by the barking of the dog. It is not necessary that it be a repeated or ongoing interruption of sleep or that it be the total shattering of sleep.

- (b) the animal makes a noise that is excessive in all the circumstances, and an animal makes a noise that is excessive in all the circumstances if—
 - (i) the noise is made for more than a total of 6 minutes in any hour from 7.00am to 10.00pm on any day; or
 - (ii) the noise is made for more than a total of 3 minutes in any 30 minute period on any day after 10.00pm or before 7.00am.

Schedule 5 Minimum standards for keeping particular animals

Section 8(2)

	Column 1 Species or breed of animal	Column 2 Minimum standards for keeping animals
1	Greyhound	Each owner of, and responsible person for, a greyhound must ensure that the dog is kept— <ul style="list-style-type: none"> (a) without nuisance; and (b) if a code of practice for the keeping of greyhounds has been approved by the Greyhound Racing Authority of Queensland—in accordance with the requirements of the code of practice.
2	Horse, donkey, cow, bull, ox, deer, bison, camel and other domesticated animals of a similar size and sheep, goat, pig, alpaca, llama and other animals of a similar size	Each owner of, and responsible person for, an animal specified in column 1, item 2 which is kept on premises must ensure that any enclosure in which the animal is kept is not located within a radius of 10m of— <ul style="list-style-type: none"> (a) a residence on adjoining premises; or (b) a place used for the manufacture, preparation or storage of food intended for human consumption other than a domestic kitchen used solely for domestic purposes by the owner or responsible person for the animal; or (c) a place used for the storage of food (other than food kept in hermetically sealed packages).
3	Budgerigar, canary, corella, finch and other birds of a similar size and cockatiel and other birds of a similar size and cockatoo, galah, raptor and other birds of a similar size	Each owner of, and responsible person for, a bird specified in column 1, item 3 must ensure that— <ul style="list-style-type: none"> (a) the bird is kept without nuisance; and (b) the bird is contained within an enclosed cage or aviary; and (c) the bird's food is kept in a properly sealed, vermin proof container; and (d) the cage or aviary in which the bird is kept is thoroughly cleaned at least once each week; and (e) if a code of practice for the keeping of birds of a relevant species has been approved by the local government—the bird is kept in accordance with the requirements of the code of practice.

4	Pigeons	<p>Each owner of, and responsible person for, pigeons which are kept on premises must ensure that—</p> <ul style="list-style-type: none"> (a) the pigeons are kept without nuisance; and (b) the pigeons contained within an enclosed cage or aviary; and (c) the pigeon's food is kept in a properly sealed, vermin proof container; and (d) the cage or aviary in which the pigeons are kept is— <ul style="list-style-type: none"> (i) thoroughly cleaned at least once each week; and (ii) located at the rear of, and behind, any residence situated on the premises; and (e) if a code of practice for the keeping of pigeons has been approved by the local government—the pigeons are kept in accordance with the requirements of the code of practice.
5	Bees	<p>Each owner of, and responsible person for, bees which are kept on premises must ensure that—</p> <ul style="list-style-type: none"> (a) the bees are kept without nuisance; and (b) any beehive constructed for the purpose of keeping the bees is not located within a radius of 10m of— <ul style="list-style-type: none"> (i) a residence on adjoining premises; or (ii) a place used for the manufacture, preparation or storage of food intended for human consumption other than a domestic kitchen used solely for domestic purposes by the owner or responsible person for the bees; or (iii) a place used for the storage of food (other than food kept in hermetically sealed packages); and (c) each beehive constructed for the purpose of keeping bees is adequately identified so that the owner's name, address and telephone number are readily ascertainable; and (d) if a code of practice for the keeping of bees has been approved by the local government — the bees are kept in accordance with the requirements of the code of practice.
6	Duck, drake, goose, turkey, rooster, peacock, peahen, ostrich, chicken, guineafowl and emu	<p>Each owner of, and responsible person for, a bird identified in column 1 item 6 which is kept on premises must ensure that—</p> <ul style="list-style-type: none"> (a) the bird is kept without nuisance; and (b) the bird is contained within an enclosure; and (c) the bird's food is kept in a properly sealed, vermin proof

		<p>container; and</p> <p>(d) the enclosure in which the bird is kept is—</p> <p>(i) thoroughly cleaned at least once each week; and</p> <p>(ii) located at the rear of, and behind, any residence situated on the premises; and</p> <p>(e) the enclosure in which the bird is kept is not located within a radius of 10m of—</p> <p>(i) a residence on adjoining premises; or</p> <p>(ii) a place used for the manufacture, preparation or storage of food intended for human consumption other than a domestic kitchen used solely for domestic purposes by the owner or responsible person for the bird; or</p> <p>(iii) a place used for the storage of food (other than food kept in hermetically sealed packages); and</p> <p>(f) the enclosure in which the bird is kept is not located less than 1 m from the side or rear boundaries of the premises.</p>
7	Dogs, if the dogs are kept on premises at a kennel and cats, if the cats are kept on premises at a cattery	<p>Each owner of, and responsible person for, an animal kept on premises in the circumstances specified in column 1, item 7 must ensure that—</p> <p>(a) the keeping of the animals on the premises—</p> <p>(i) does not detrimentally affect the amenity of neighbouring premises; and</p> <p>(ii) does not involve the storage in the open of goods, materials or activities associated with the keeping of the animals; and</p> <p>(iii) does not attract fly breeding or vermin infestation; and</p> <p>(b) the premises are suitably and continuously ventilated to ensure that all areas on which animals are kept are free of dampness, nuisance odours and dust emissions; and</p> <p>(c) only rain water from uncontaminated areas may drain directly into the storm water system; and</p> <p>(d) all spillages of wastes, contaminants and other materials are cleaned up immediately and are not cleaned up by hosing, sweeping or otherwise releasing such wastes, contaminants or materials to any storm water system or waters; and</p> <p>(e) the premises are kept free of vermin and conditions offering harbourage for vermin; and</p>

		<p>(f) all fixtures, fittings, equipment and facilities at the premises are maintained in a clean, tidy, sanitary and hygienic condition; and</p> <p>(g) waste waters from the washing down of floors, surfaces, enclosures and other areas is collected, and drained to, an approved pre-treatment device before discharge to the sewerage system; and</p> <p>(h) waste containers sufficient to accommodate the collection and storage of all waste generated as part of the operation of the premises are provided; and</p> <p>(i) all waste containers are regularly cleaned and maintained in a clean, tidy, sanitary and hygienic condition; and</p> <p>(j) the premises, including all buildings, structures, vehicles, car parks, access and egress routes, facilities and equipment of and incidental to the keeping of the animals is maintained at all times—</p> <p style="padding-left: 20px;">(i) in good working order and condition; and</p> <p style="padding-left: 20px;">(ii) in a clean and sanitary condition; and</p> <p>(k) all enclosures which form part of the operation of the premises are provided and maintained in a manner so as to—</p> <p style="padding-left: 20px;">(i) be clean and in a sanitary condition; and</p> <p style="padding-left: 20px;">(ii) prevent the escape of any animal kept in the enclosure; and</p> <p style="padding-left: 20px;">(iii) protect the safety of staff and the public; and</p> <p style="padding-left: 20px;">(iv) be in a state of good order and repair; and</p> <p style="padding-left: 20px;">(v) avoid injury to any animal kept in the enclosure; and</p> <p style="padding-left: 20px;">(vi) permit regular cleaning of all internal and external surfaces of each enclosure and regular checking of any animal within the enclosure; and</p> <p style="padding-left: 20px;">(vii) be impervious and able to be effectively cleaned and sanitised; and</p> <p style="padding-left: 20px;">(viii) ensure the comfort of any animal kept in the enclosure and prevent the spread of disease; and</p> <p>(l) animal feed is stored in insect and vermin proof containers; and</p> <p>(m) if a code of practice for the operation of a cattery or a kennel has been approved by the local government—the cattery or kennel is operated in accordance with the requirements of the code of practice.</p>
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Schedule 6 Prohibition of animals in public places

Section 10

	Column 1 Public place	Column 2 Species or breed of animals prohibited
	No public place described.	No species or breed of animal mentioned.

Schedule 7 Dog off-leash areas

Section 11

1. Seib Street, Kilcoy described as Lot 10 SP162934, but limited to the fenced area as designated by sign on the eastern side of the park.
2. Esk Hampton Road, Esk described as Lot 178 CSH1471, but limited to the fenced area as designated by sign on the western side of the park.
3. Honeywood Drive, Fernvale described as Lot 900 SP240665 but limited to the fenced area as designated by sign on the western side of the park.

Schedule 8 Requirements for proper enclosures for animals

Section 13

	Column 1 Species or breed of animal	Column 2 Requirements for proper enclosures
1	All animals regardless of species or breed	<p>(1) A proper enclosure is an area of the land on which the animal is kept, appropriately sized so as to be capable of effectively and comfortably housing the animal.</p> <p>(2) The area must be suitably fenced—</p> <p>(a) appropriate to the species and breed of the animal to be enclosed; and</p> <p>(b) so as to effectively enclose the animal on the land on which it is kept at all times.</p> <p>(3) For the purposes of this item 1 <i>suitably fenced</i> means enclosed by a fence —</p> <p>(a) constructed of materials which are of sufficient strength to prevent the animal from escaping over, under or through the fence; and</p> <p>(b) of a height which is sufficient to prevent the animal jumping or climbing over the fence; and</p> <p>(c) where the animal has the ability to dig — which includes a barrier installed directly below the fence to prevent the animal digging its way out; and</p> <p>(d) where the animal has the ability to climb — designed and constructed in such a way as to prevent the animal from climbing over the fence; and</p> <p>(e) of which all gates are kept closed and latched except when in immediate use by a person entering or leaving the land on which the animal is kept.</p>
2	Horse	<p>(1) A proper enclosure for the keeping of a horse must, in addition to the requirements specified in item 1 —</p> <p>(a) effectively enclose the horse so that the horse can not reach over or through the fence to adjoining land or any public place; and</p> <p>(b) where the animal is a stallion—the enclosure must be constructed within an additional or second suitable and adequate fence or enclosure that is provided at the land on which the stallion is kept to a standard approved by an authorised person.</p>

**Schedule 9 Requirements for keeping a dog in a koala
area**

Section 14(1)

No requirements prescribed.

Schedule 10 Koala areas¹

Section 14(2)

No area designated.

¹ “Koala areas” under section 15(4) of the authorising local law comprise the areas designated in this schedule plus “koala habitat areas” designated by a State planning instrument or a conservation plan made under the *Nature Conservation Act 1992*.

Schedule 11 Criteria for declared dangerous animals

Section 15

There is a high likelihood of the animal causing injury to a person or animal or damage to property, taking into account—

- (a) its prior history of attacking or causing fear to persons or animals or damaging property; and
- (b) the extent of injury or damage that could potentially be inflicted by an animal of its size and species or breed.

Schedule 12 Conditions for sale of animals

Section 19

	Column 1 Species or breed of animal	Column 2 Conditions that must be complied with when offering animal for sale
	No species or breed of animal mentioned.	No conditions set out.

Schedule 13 Dictionary

Section 4

allotment means a single parcel of land, or several contiguous parcels of land where all of the contiguous parcels of land are in —

- (a) the same ownership; or
- (b) the same occupation.

Animal Management Act see *Animal Management (Cats and Dogs) Act 2008*.

assistance dog has the meaning given in the *Guide, Hearing and Assistance Dogs Act 2009*.

building has the meaning given in the *Building Act 1975*.

caravan has the meaning given in *Local Law No. 1 (Administration) 2011*.

caravan park means a place operated, on a commercial basis, for parking and residing in caravans, and includes a place that also provides for complementary accommodation.

cat—

- (a) has the meaning given in section 11 of the Animal Management Act; and
- (b) includes a kitten regardless of age.

cattery —

- (a) has the meaning given in the planning scheme of the local government; but
- (b) includes animal keeping as defined in the standard planning scheme provisions

destroy, an animal, includes causing it to be destroyed.

dog—

- (a) has the meaning given in section 11 of the Animal Management Act; and
- (b) includes a puppy regardless of age.

domestic purposes means the purposes of—

- (a) human consumption; or
- (b) food preparation; or
- (c) washing; or
- (d) other normal domestic duties.

government entity dog has the meaning given in the *Animal Management (Cats and Dogs) Act 2008*.

guide dog has the meaning given in the *Guide, Hearing and Assistance Dogs Act 2009*.

hearing dog has the meaning given in the *Guide, Hearing and Assistance Dogs Act 2009*.

horse includes a pony and a miniature horse.

identifiable animal means an animal—

- (a) wearing an identifying tag issued by the local government; or
- (b) otherwise identified so that the local government is able to ascertain the owner of the animal.

keep (an animal)—

- (a) includes board, breed and train; and
- (b) in the absence of evidence to the contrary, a person is presumed to keep an animal on land if the person —
 - (i) feeds and cares for the animal on the land; and
 - (ii) the animal is observed by an authorised person on the land on more than 1 occasion during a month.

kennel—

- (a) has the meaning given in the planning scheme of the local government; but
- (b) includes animal keeping as defined in the standard planning scheme provisions.

land has the meaning given in the *Sustainable Planning Act 2009*.

local government public health risk has the meaning given in the *Public Health Act 2005*.

multi-residential premises means —

- (a) a residence which forms part of a group of 2 or more residences in circumstances where 2 or more of the residences of the group are directly adjacent to each other and share—
 - (i) a common wall; or
 - (ii) a ceiling in circumstances where 1 residence is directly under the floor of another residence; and
- (b) a residence situated on a lot which forms part of a community titles scheme as defined in the *Body Corporate and Community Management Act 1997*.

Examples of multi-residential premises —

Flats, boarding houses, tenement buildings, home units, townhouses and duplexes.

non-residential premises means premises other than residential premises.

occupier, of premises—

- (a) means the person who has the control or management of the premises; and
- (b) includes the owner of the premises where there is no person in apparent occupation of the premises.

pig includes a miniature pig.

PPID has the meaning given in the *Animal Management (Cats and Dogs) Act 2008*.

premises means any land, building or structure and includes any part thereof.

registered has the meaning given in the *Animal Management (Cats and Dogs) Act 2008*.

residence —

- (a) means a building, or part of a building, that is—
 - (i) fixed to land; and
 - (ii) a self-contained unit used by, or intended for the exclusive residential use of, 1 household; and
- (b) in a caravan park, includes a caravan that is a self-contained unit used by, or intended for the exclusive residential use of, 1 household.

residential premises means premises used, or intended to be used, predominantly as a place of residence.

rural zone means the area identified as rural zone in the planning scheme of the local government.

sewerage system has the meaning given in the *Plumbing and Drainage Act 2002*.

stallion means an uncastrated adult male horse.

standard planning scheme provisions has the meaning given in the *Sustainable Planning Act 2009*.

structure has the meaning given in the *Local Government Act 2009*.

vehicle has the meaning given in the *Transport Operations (Road Use Management) Act 1995*.

vermin means—

- (a) reptiles, bed bugs, lice, fleas, parasites and cockroaches; and
- (b) guinea pigs and other rodents capable of carrying or transmitting a notifiable disease; but
- (c) does not include—
 - (i) a protected animal within the meaning of the *Nature Conservation Act 1992*; or
 - (ii) a local government public health risk.

waste has the meaning given in the *Environmental Protection Act 1994*.

working dog has the meaning given in the *Animal Management (Cats and Dogs) Act 2008*.

zone means the area identified as a zone, other than the rural zone, in the planning scheme of the local government.

This and the preceding 28 pages bearing my initials is a certified copy of the consolidated version of *Subordinate Local Law No. 2 (Animal Management) 2011* adopted in accordance with the provisions of section 32 of the *Local Government Act 2009* by Somerset Regional Council by resolution dated 2023.

.....
Chief Executive Office

Subordinate Local Law No. 1.5 (Keeping of Animals) 2011

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Part 1 Preliminary

1 Short title

This subordinate local law may be cited as *Subordinate Local Law No. 1.5 (Keeping of Animals) 2011*.

2 Purpose and how it is to be achieved

- (1) The purpose of this subordinate local law is to supplement *Local Law No. 1 (Administration) 2011* which provides for a legal and procedural framework for the administration, implementation and enforcement of the local government's local laws, subordinate local laws and other regulatory powers, and for miscellaneous administrative matters.
- (2) The purpose is to be achieved by providing for—
 - (a) various matters regarding the granting of approvals for prescribed activities; and
 - (b) further specification of the definitions relevant to various prescribed activities.
- (3) In particular, the purpose of this subordinate local law is to supplement the legal and procedural framework for the prescribed activity named in schedule 1, section 1.

3 Authorising local law

The making of the provisions in this subordinate local law is authorised by *Local Law No. 1 (Administration) 2011* (the **authorising local law**).

4 Definitions

- (1) Particular words used in this subordinate local law have the same meaning as provided for in the authorising local law.
- (2) The dictionary in schedule 3 defines particular words used in this subordinate local law.

Part 2 Approval for prescribed activity

5 Matters regarding the prescribed activity—Authorising local law, ss 6(3), (4), 8(2)(a), 9(1)(d), 10(3), 12, 13(a), 14(1)(a)

- (1) Schedule 1—
 - (a) names a prescribed activity in section 1; and
 - (b) prescribes the matters specified in this section for the prescribed activity.
- (2) For section 6(3) of the authorising local law, it is declared that section 6(2) of the authorising local law does not apply to the particular activities stated in section 2 of schedule 1.

- (3) For section 6(4) of the authorising local law, it is declared that the prescribed activity named in section 1 of schedule 1 is a category 1 activity.
- (4) For section 8(2)(a) of the authorising local law, the documents and materials that must accompany an application for approval for the prescribed activity are stated in section 3 of schedule 1.
- (5) For section 9(1)(d) of the authorising local law, the local government may only grant an approval for the prescribed activity if it is satisfied the proposed operation and management of the activity would be consistent with the additional criteria prescribed in section 4 of schedule 1.
- (6) For section 10(3) of the authorising local law, the conditions that must be imposed on an approval for the prescribed activity are stated in section 5 of schedule 1.
- (7) For section 10(3) of the authorising local law, the conditions that will ordinarily be imposed on an approval for the prescribed activity are stated in section 6 of schedule 1.
- (8) For section 13(a) of the authorising local law, the term of an approval for the prescribed activity is provided for in section 7 of schedule 1.
- (9) For section 14(1)(a) of the authorising local law, the further term for renewal or extension of an approval for the prescribed activity is provided for in section 8 of schedule 1.
- (10) For section 12 of the authorising local law, in Table 1 of schedule 1—
 - (a) column 1 lists the application requirements for which the local government may accept as evidence the certificate of a third party certifier; and
 - (b) column 2 lists the individuals or organisations that are declared to be third party certifiers for the corresponding application requirement in column 1; and
 - (c) column 3 lists the qualifications that are necessary for an individual or organisation to be a third party certifier for the corresponding application requirement in column 1.

6 Approvals that are non-transferable—Authorising local law, s 15(2)

For section 15(2) of the authorising local law, it is declared that the categories of approval listed in schedule 2 are non-transferable.

Schedule 1 Keeping of animals

Section 5

1. Prescribed activity

Keeping of animals.

2. Activities that do not require an approval under the authorising local law

The keeping of animals at an animal entertainment park or an animal sanctuary.

3. Documents and materials that must accompany an application for an approval

(1) An application detailing—

- (a) the species, breed, age and gender of each animal for which the approval is sought; and
- (b) the number of animals to be kept; and
- (c) the nature of the premises at which the animal or animals are to be kept; and
- (d) the area, or the part of the area, in which the animal or animals are to be kept; and
- (e) the materials out of which any enclosure in which the animal or animals to be kept is (or is to be) constructed and any other details of the enclosure; and
- (f) the location of the enclosure on the premises; and
- (g) the name of each person who is to occupy any residence located on the premises on which the animal or animals are to be kept.

(2) Proof that the applicant currently holds any development approval relating to the prescribed activity that is required under the *Planning Act 2016*.

(3) If the applicant is not the owner of the premises on which the animal or animals are to be kept — the written permission of the owner of the premises to the keeping of the animal or animals on the premises.

(4) Where the animal or animals are to be kept on multi-residential premises and the keeper of the animal or animals is entitled to make use of an area used in common with others (a **common area**) for the purpose of keeping the animal or animals — the written permission of the person or body which manages or controls the common area to use the common area for the purpose of keeping the animal or animals.

- (5) If an animal the subject of the application is required to be registered under the Animal Management Act — evidence that the animal is currently registered with the local government.
- (6) A drawing showing the design and dimensions of any enclosure in which the animal or animals are to be kept.
- (7) If an animal the subject of the application is a dog—written confirmation that the applicant has given written notice to each occupier of premises located within a 100m radius of the premises on which the dogs are proposed to be kept advising the following—
 - (a) the name and address of the applicant; and
 - (b) if the applicant is not the owner of the premises on which the dogs are proposed to be kept — the name and address of the owner of the premises; and
 - (c) the street address and real property description of the premises where the dogs are proposed to be kept; and
 - (d) the number and breed of dogs proposed to be kept on the premises; and
 - (e) a description of the type and location of the structure in which the dogs are proposed to be housed on the premises; and
 - (f) that the recipient of the written notice may, within 14 days of receipt of the written notice, deliver a written objection to the local government stating in full the grounds of objection of the recipient to the proposed keeping of the dogs on the premises.

4. Additional criteria for the granting of an approval

- (1) Whether the premises on which the animal or animals are to be kept is appropriately sized so that the animal or animals can be effectively and comfortably kept on the premises.
- (2) Whether a residence exists on the premises.
- (3) Whether a proper enclosure is maintained on the premises in accordance with the requirements of *Local Law No. 2 (Animal Management) 2011*.
- (4) Whether the applicant for the approval of some other suitable person to supervise the animal or animals will be resident on the premises on which the animal or animals are to be kept.
- (5) Whether the animal or animals will be properly supervised.
- (6) If the application relates to the keeping of dogs or cats — whether the animals identified in the application are registered with the local government.

- (7) If section 14 of the Animal Management Act applies to the applicant for the approval — whether the applicant has complied with the requirements of the section.
- (8) Whether the applicant is a suitable person to hold the approval.
- (9) Whether the grant of the approval for the prescribed activity on the premises is likely to —
 - (a) cause nuisance, inconvenience or annoyance to occupiers of adjoining land; or
 - (b) affect the amenity of the surrounding area; or
 - (c) have a deleterious effect on the local environment or cause pollution or other environmental damage.
- (10) If the application relates to the keeping of cats —
 - (a) whether the cats have been desexed; and
 - (b) whether the cats have been fitted with an approved microchip.
- (11) If the application relates to the keeping of an animal or animals on multi-residential premises —
 - (a) whether the applicant is entitled to make use of a common area; and
 - (b) whether the applicant has exclusive possession and control of the whole or a part of the common area for the purpose of keeping the animal or animals; and
 - (c) whether the applicant has the written permission of the person or body which manages or controls the common area to use the common area, or a part of the common area, for the purpose of keeping the animal or animals.
- (12) Where the animal or animals are to be kept on premises other than multi-residential premises and the applicant is not the owner of the premises — whether the applicant has the written permission of the owner of the premises to keep the animal or animals on the premises.
- (13) Whether the applicant has been refused a similar type of approval by the local government or another local government.
- (14) If the application relates to the keeping of dogs on an allotment, the local government may only grant an approval if it is satisfied that no dog which is a regulated dog is kept on the allotment.

5. Conditions that must be imposed on an approval

No conditions prescribed.

6. Conditions that will ordinarily be imposed on an approval

- (1) The conditions that will ordinarily be imposed on an approval to keep dogs on premises are—
 - (a) a condition requiring that the approval holder take all reasonable steps to prevent the dogs from making a noise or disturbance that causes a nuisance or disturbance to the occupiers of other premises; and
 - (b) a condition requiring that the approval holder ensure that any enclosure in which the dogs are kept is properly drained and that run-off is kept off adjoining premises; and
 - (c) a condition requiring that the approval holder ensure that excreta, food scraps and other material that is, or is likely to become, offensive is collected daily and, if not immediately disposed of, is kept in a waste container of a kind approved by an authorised person; and
 - (d) a condition requiring that the approval holder ensure that any enclosure in which the dogs are kept is maintained in—
 - (i) a clean and sanitary condition and disinfected regularly; and
 - (ii) an aesthetically acceptable condition; and
 - (e) a condition limiting the approval to the dogs identified in the approval.
- (2) The conditions that will ordinarily be imposed on an approval to keep cats on premises are—
 - (a) a condition requiring that each cat be fitted with an approved microchip; and
 - (b) a condition limiting the approval to the cats identified in the approval; and
 - (c) a condition requiring the approval holder to—
 - (i) desex each cat within 3 months of the issue of the approval if the cat is aged 6 months or over; and
 - (ii) otherwise, desex each cat within 3 months after the cat reaches 6 months of age; and
 - (iii) produce to the local government evidence, by way of, for example, a statutory declaration, that the cat has been desexed.
- (3) The conditions that will ordinarily be imposed on an approval to keep an animal (other than a dog or a cat) are—
 - (a) if minimum standards for the keeping of the species or breed of the animal are prescribed in schedule 5 of *Subordinate Local Law No. 2 (Animal Management) 2011*—the animal must be kept in accordance

with the minimum standards for the species or breed of animal prescribed in schedule 5 of *Subordinate Local Law No. 2 (Animal Management) 2011*; and

- (b) if the approval relates to the keeping of 1 or more animals and the animal or animals are identified in the approval—a condition limiting the approval to the animal or animals identified in the approval.

7. Term of an approval

- (1) The term of an approval must be determined by the local government having regard to the information submitted by the applicant.
- (2) The term of the approval must be specified in the approval.

8. Term of renewal of an approval

- (1) The term for which an approval may be renewed or extended must be determined by the local government having regard to the information submitted by the approval holder.
- (2) If the local government grants the application, the local government must specify in the written notice, the term of the renewal or extension.

Table 1 – Third party certification

Column 1 Application requirement	Column 2 Individuals or organisations that are third party certifiers	Column 3 Qualifications necessary to be a third party certifier
No application requirements stated.		

Schedule 2 Categories of approval that are non-transferable

Section 6

Every approval for the prescribed activity named in schedule 1, section 1 is non-transferable.

Schedule 3 Dictionary

Section 4

allotment has the meaning given in *Subordinate Local Law No. 2 (Animal Management) 2011*.

animal entertainment park means a public place which includes, as part of its entertainment, the exhibiting of animals for the amusement or entertainment of the public.

Animal Management Act has the meaning given in *Subordinate Local Law No. 2 (Animal Management) 2011*.

animal sanctuary means a park, reserve or other place used for the preservation, protection or rehabilitation of animals.

approved microchip (for an animal)—

- (a) means a microchip which—
 - (i) is capable of being read by the local government's microchip reader; and
 - (ii) bears an electronic code which permanently identifies the animal for identification purposes; and
- (b) includes a permanent identification device.

common area has the meaning given in schedule 1, section 3(4).

development approval has the meaning given in the *Planning Act 2016*.

multi-residential premises has the meaning given in *Subordinate Local Law No. 2 (Animal Management) 2011*.

owner (of an animal) has the meaning given in *Local Law No. 2 (Animal Management) 2011*.

owner (of land) includes—

- (a) the registered proprietor of freehold land; and
- (b) the purchaser of land to be held as freehold land that is being purchased from the State under an Act; and
- (c) the holder of a leasehold interest from the State; and
- (d) the holder of a mining claim or a mining lease to which the *Mineral Resources Act 1989* applies; and
- (e) another person who is entitled to receive the rent for the land.

owner (of premises) means the person for time being entitled to receive the rent for the premises or who would be entitled to receive the rent for it if it were let to a tenant at a rent.

permanent identification device has the meaning given in the Animal Management Act.

premises has the meaning given in *Subordinate Local Law No. 2 (Animal Management) 2011*.

proper enclosure has the meaning given in *Local Law No. 2 (Animal Management) 2011*.

public place has the meaning given in *Local Law No. 1 (Administration) 2011*.

registered has the meaning given in the Animal Management Act.

regulated dog has the meaning given in the Animal Management Act.

residence has the meaning given in *Subordinate Local Law No. 2 (Animal Management) 2011*.

waste has the meaning given in the *Environmental Protection Act 1994*.

This and the preceding 10 pages bearing my initials is a certified copy of the consolidated version of *Subordinate Local Law No. 1.5 (Keeping of Animals) 2011* adopted in accordance with the provisions of section 32 of the *Local Government Act 2009* by Somerset Regional Council by resolution dated the day of (*insert the date of the relevant resolution of Council*) 2023.

.....
Chief Executive Officer

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Daniel Rowe, Manager – Community and Tourism
Director: Matthew McGoldrick, Director Corporate and Community Services
Date: 20 November 2023
Subject: Sponsorship Request – Kilcoy Australia Day Gift 2024
File Ref: Recreation and Cultural Services – Event Management – Community
Events – Festivals – Sporting
Action Officer: CTM

Background/Summary

Council has received a request from the Kilcoy Race Club to provide sponsorship for the Kilcoy Australia Day Gift 2024, to be held at the Kilcoy Recreation Grounds (also known as the Kilcoy Racecourse and Showgrounds). Please see the confidential attachment for further information.

The rationale for the request is that the event will now feature parity prize money for the women's open event. Previously the event featured an all-inclusive category with appropriate handicaps placed on competitors based on previous recorded performances.

Should Council choose to sponsor the event, funding would be allocated through the Australia Day events budget.

Attachments

Nil

Recommendation

THAT Council agree to provide sponsorship of \$1,500 excluding GST to the Kilcoy Race Club for the Kilcoy Australia Day Gift 2024 to be held at the Kilcoy Recreation Grounds.

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Daniel Rowe, Community and Tourism Manager
Director: Matthew McGoldrick, Director Corporate and Community Services
Date: 20 November 2023
Subject: Brisbane Valley Rail Trail Users' Association – BVRT Australia Day Bike Ride – Sponsorship Request
File Ref: Recreation and Cultural Services – Event Management – Community Events – Festivals – Sporting
Action Officer: CTM

Background/Summary

Somerset Regional Council has received a request from the Brisbane Valley Rail Trail Users' Association (BVRTUA) to sponsor the seventh annual Brisbane Valley Rail Trail (BVRT) Australia Day Bike Ride on Friday, 26 January 2024.

The request is for \$2,500 + GST and value in-kind support (i.e. promotional and logistical support). The event is a free family bike ride from Fernvale to Esk to celebrate Australia Day. The event will include a complimentary breakfast and transport (for a fee).

The event will commence at 6am and conclude at around 10am (to be confirmed). Last year the event attracted 600 registrations. The BVRTUA anticipates similar registrations for the 2024, if not more.

In exchange for sponsorship of the event. The BVRTUA will include the Experience Somerset logo on event collateral, display Experience Somerset and Council promotional banners at the finish and start lines and provide access to event imagery to Council for promotional purposes.

Should Council wish to sponsor the event, funding would be provided through the existing tourism promotions – Australia Day events budget.

Attachments

Nil

Recommendation

THAT Council commit to sponsoring the seventh annual Brisbane Valley Rail Trail Australia Day Bike Ride event to be held on 26 January 2024 and delivered by the Brisbane Valley Rail Trail Users' Association, providing \$2,500 and value-in-kind-support.

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer

From: Daniel Rowe, Community and Tourism Manager and Andrew Jaremenko, Sport and Recreation Officer

Director: Matthew McGoldrick, Director Corporate and Community Services

Date: 21 November, 2023

Subject: Fernvale Sports Park Master Plan – Final Draft

File Ref: Recreation and Cultural Services – Service Provision – Recreation Facilities

Action Officer: CTM

Background/Summary

The Fernvale Sports Park (FSP) was constructed by Council in 2016. The initial development of the FSP included the construction of four netball courts, an Australian rules football and cricket oval, a rugby / soccer field, an amenities building and a three bay storage shed.

Since its construction, significant upgrades have been made to the facility. A turf wicket and three lane cricket nets were added in early 2021. In June 2021, LED lighting fixtures were installed on the main oval. In September 2021, building works were completed to extend the existing amenities building to include a kiosk, meeting space, referee change rooms and storage facilities.

In 2019, Council foresaw the facility's future potential and community amenity, and purchased three freehold lots adjoining the facility, increasing the combined capacity of the facility to 28.1 hectares. Approximately 6 hectares of the combined site has been identified for alternative development opportunities.

Usage of the FSP has grown over the years and is now supported by three permanent stakeholders that operate out of the facility: the Somerset Storm Netball Club, the Brisbane Valley Rattlers Australian Football Club and the Marburg Mount Crosby Thunder Cricket Club. The stakeholders have demonstrated steady growth since their inception / transfer to the facility. Additionally, the Fernvale State School is a recognised stakeholder of the facility.

In late 2020, Council established the FSP Advisory Committee (the Committee) to facilitate discussion between stakeholders and directly advise Council regarding ongoing and long-term operations of the facility.

The growth of the facility, increased usage demand and growth of the permanent stakeholders created a need for a Master Plan document to guide future long-term development of the FSP.

In November 2022, Council engaged Otium Planning Group to develop a Master Plan for the FSP.

Following research and consultation with identified stakeholders (Netball Queensland, Little Athletics Queensland, Queensland Cricket and Australian Football League Queensland), including two in-person consultations with the Committee, Otium Planning Group submitted a draft FSP Master Plan to Council in May 2023.

The draft FSP Master Plan was made available for community feedback via a 'Have Your Say' survey from 3 July to 28 July 2023. This feedback was summarised and integrated into the revised FSP Master Plan – Final Draft.

Attachments

1. Fernvale Sports Park Master Plan – Final Draft (October 2023)

Recommendation

THAT Council receive the Fernvale Sports Park Master Plan – Final Draft, and that the Master Plan be adopted.

FERNVALE SPORTS PARK – MASTER PLAN

FINAL REPORT

OCTOBER 2023





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- « Perth
- « Sunshine Coast
- « Sydney

Otium Planning Group acknowledges the Australian Aboriginal, Torres Strait and South Sea Islander peoples of this nation.

We acknowledge the traditional custodians of the lands on which our company is located and where we conduct our business. We pay our respects to ancestors and to Elders, past, present and emerging.

Otium is committed to national reconciliation and respect for Indigenous peoples' unique cultural and spiritual relationships to the land, waters and seas, and their rich contribution to society.

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1. FERNVALE SPORTS PARK

The Fernvale Sports Park (Park) is a 22 hectare site and was constructed by the Somerset Regional Council (Council) in 2016. The initial development of the Park included the construction of four netball courts, an Australian rules football and cricket oval, rugby / soccer field, an amenities building and a three bay storage shed.

There are currently three permanent stakeholders that operate out of the Park; the Somerset Storm Netball Club, the Brisbane Valley Rattlers Australian Football Club and the Marburg Mount Crosby Thunder Cricket Club. The stakeholders have demonstrated steady growth since their inception or transfer to the facility. Additionally, the Fernvale State School is a recognised stakeholder of the facility. The Brisbane Valley Rail Trail is located along the southern boundary of the Park.



Figure 1: Existing Site

Council's intent is to sustainably grow the Park as demand necessitates and ensure continual improvement of services for stakeholders and the community. The Park is and will continue to be, an important facility for the Fernvale community and the region more broadly and must cater for and support:



Current and new user groups, including local sporting clubs, schools and other community groups



Leveraging, but not unnecessarily duplicating the facilities and function of the Lowood Recreation Complex, given its proximity (9km)



The growing and changing community of Fernvale and Lowood areas



Current and future sport demand



Maximisation of development and operational synergies through shared use outcomes



The long-term maximised use and viability of the Park



A flexible facility mix, design and layout to adapt to changing participation trends



Maximised environmentally sustainable design outcomes.



2. PROJECT APPRECIATION

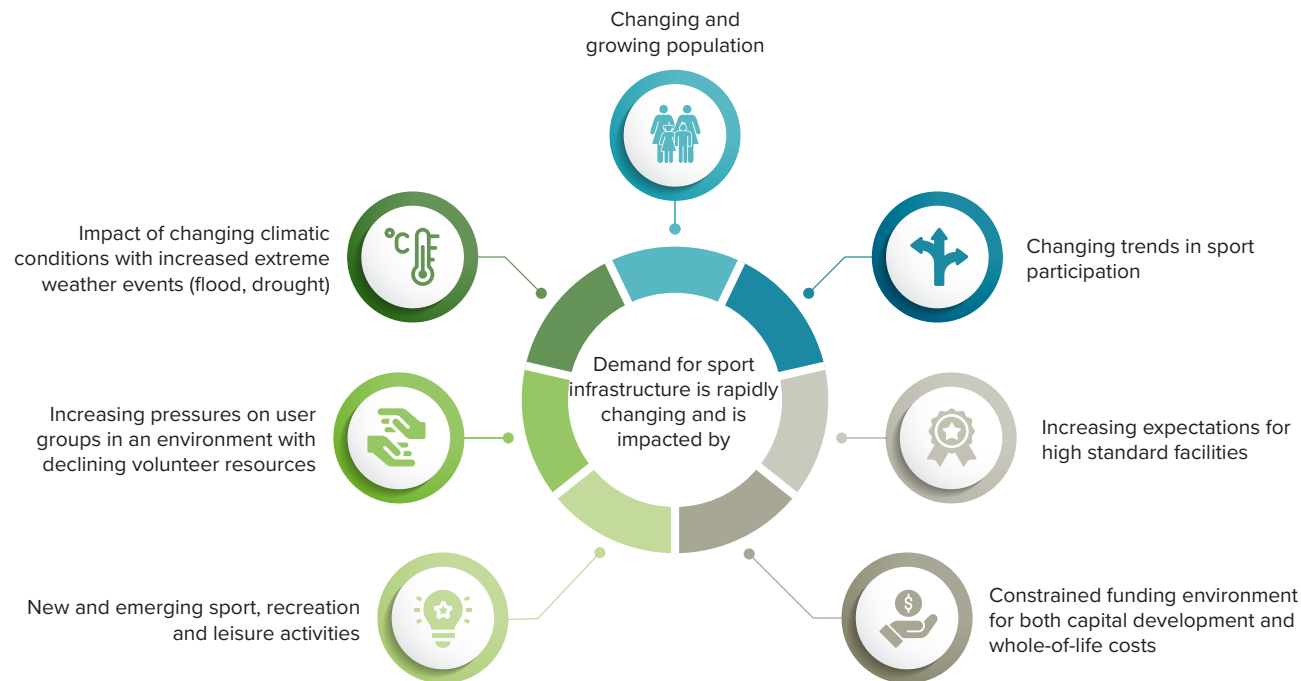
A Master Plan provides a long term vision, identifying what a site should look like and how it should function in the future. This Master Plan will guide future investment in infrastructure at the Park. The people of Fernvale and the Somerset region; residents, visitors, existing and potential users of the Park, are at the heart of the Master Plan.

The Master Plan provides a solid framework, or 'blueprint' for future development of the Park over an extended period of time. It illustrates the multifaceted components that contribute to the overall look, feel and function of the area, to help guide development in line with community need, therefore maximising use and long-term viability.

The Master Plan does not necessarily suggest that all elements should proceed, but rather provides a guide to ultimate direction for the Park. The timing of Master Plan implementation will be dependent upon a number of factors, such as funding, demand and potential community and / or commercial stakeholder partnerships.

The Master Plan considers provision, planning, layout, accessibility and use, in order to ensure the Park meets the needs of the Fernvale and Somerset Region communities now and in the future.

The Master Plan will ensure the Park becomes an accessible and attractive destination for the local community to be physically active, participate and recreate. The following trends impacting sport and recreation infrastructure will be addresses through the Master Plan directions:



3. SITUATIONAL ANALYSIS

Detailed site analysis information can be found at Appendix A: Fernvale Sports Park Master Plan – Situational Analysis (Greenedge Design). The key site constraints and opportunities of the Park are:



Shading

The current shading extent is limited with minimal trees and hill shading in the western fringe of the site only



Bushfire

Classified between medium and very high potential bushfire intensity



Risk

Within a higher risk catchment area (water supply buffer area), catchment management area



Flood

Significant flood hazard along the north-eastern and south-eastern fringe



Habitat

Essential habitat within the very north-western corner of the site



Scenic

High scenic amenity in the eastern portion



Cycling

Principal cycle network runs along the Brisbane Valley Highway adjacent to the eastern site boundary



Vegetation

- « High value regrowth / regulated vegetation / endangered vegetation in the very south-eastern corner
- « Endangered dominant vegetation mapped across the site



Pipelines

- « Water pipeline along the northern boundary
- « Water pipeline along Brouff Road within the site
- « Sewerage pipeline adjacent Brisbane Valley Highway on the eastern boundary.

4. MARKET ANALYSIS

4.1. CATCHMENT AREA

Travel time mapping provides a more accurate representation of the catchment area of a facility, when compared to traditional radius, as it better reflects items such as traffic and accessibility constraints. This is particularly relevant for Fernvale Sports Park, considering natural and physical barriers inclusive of the Warrego Highway, Brisbane River, South D'Aguilar National Park and Lake Manchester.

The size of the catchment area will vary depending on the scale, type of facility and service offering, as well as any key points of difference from surrounding competitors. For most community sport and recreation infrastructure, a 15-minute travel time catchment area is used as a standard planning practice. However, where there are unique local accessibility and sport and recreation characteristics, and travel time may extend beyond 15-minutes.

For the purpose of this Study, a 30-minute travel time has been applied, as the primary catchment in consideration of the regional nature of the Park and Fernvale and the willingness of Somerset residents to travel further for sport and recreation opportunities.

To the south, the primary catchment assumes residents south of the Warrego Highway will travel further south to access sport and recreation facilities. Whilst these residents are within the 30-minute travel time catchment, they are not included with the primary catchment of the Park.

On this basis, the Park primary catchment includes Lowood (including Fernvale) and Esk and parts of the following localities:

- ◀ Lockyer Valley – East
- ◀ Karana Downs
- ◀ Rosewood
- ◀ Ipswich – North
- ◀ Karalee - Barellan Point.

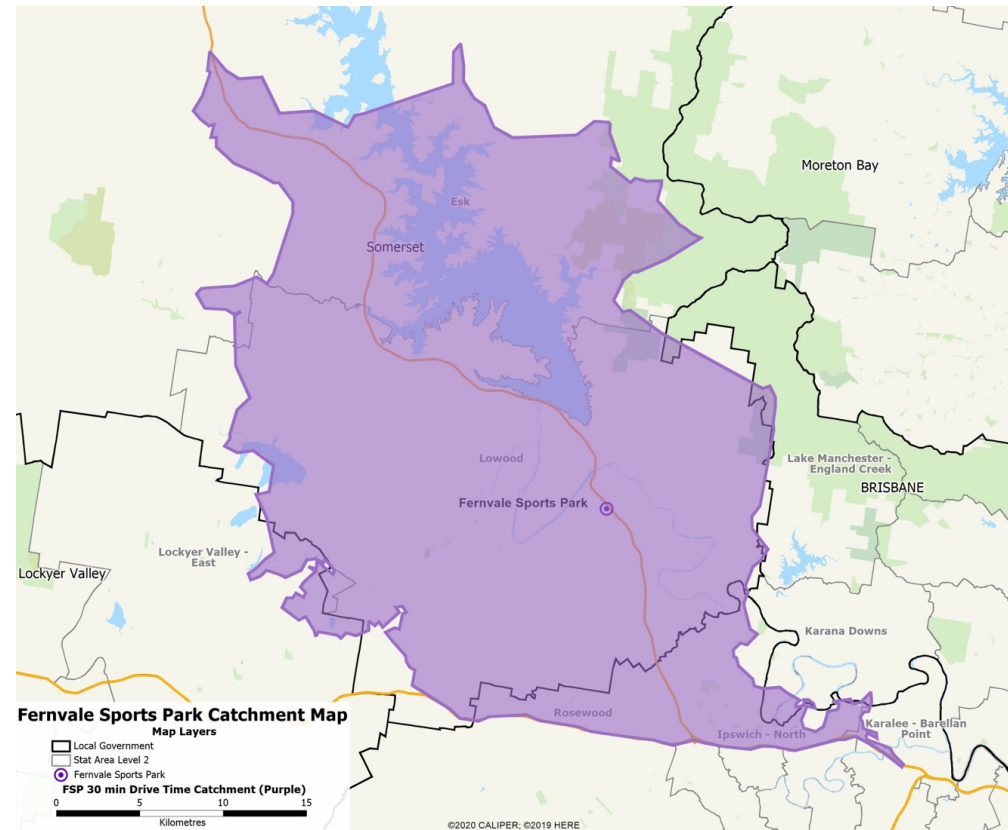
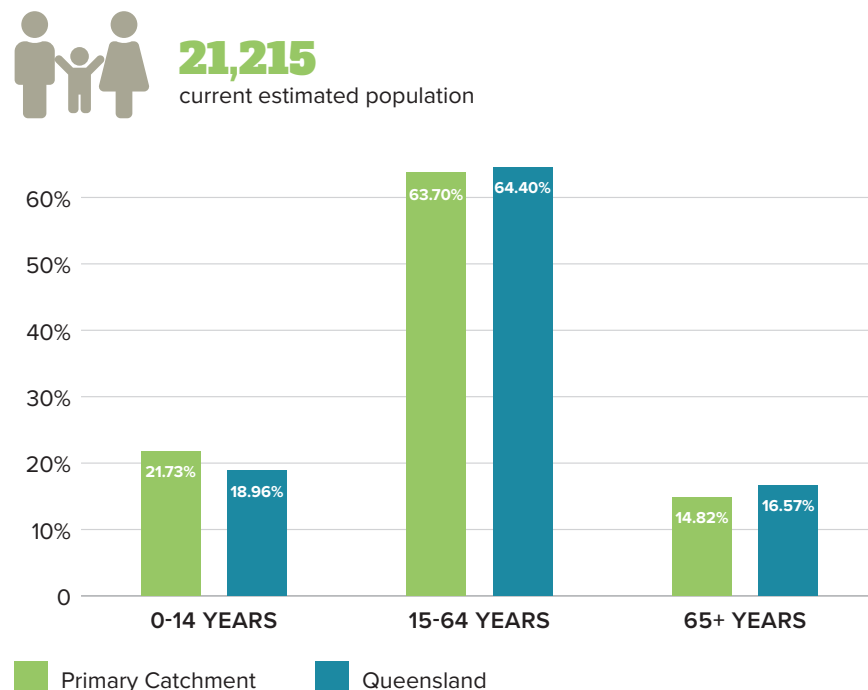


Figure 9: 30-minute Catchment Area

4.2. CATCHMENT PEOPLE

4.2.1. Current Population

The current estimated population of the Park's primary catchment is 21,215¹ residents. The major breakdown of ages compared to Queensland² as a whole are:



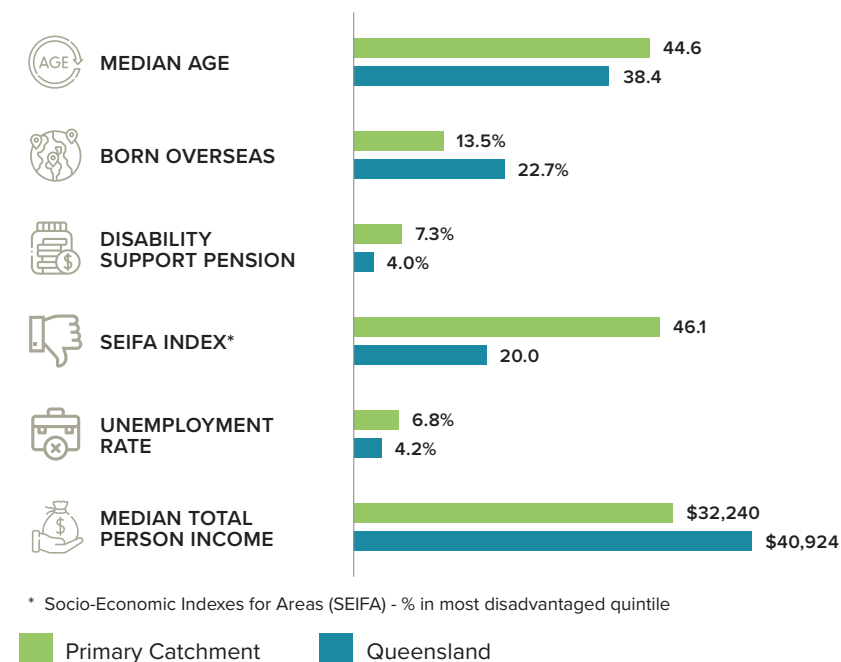
¹ Maptitude 2023

² ABS, Regional population by age and sex, 2021

³ Queensland Statisticians Office, February 2023

⁴ Queensland Government population projections, 2018 edition; Australian Bureau of Statistics, Population by age and sex, regions of Australia, 2016 (Cat no. 3235.0)

The population of the Somerset LGA³ as at 2021 was **25,391**. The key characteristics of the Somerset LGA catchment compared to Queensland as a whole are summarised below:



4.2.2. Future Population

The future Somerset LGA population is projected to grow by 10,762 and 38.09% by 2041, as summarised below:

	2026	2031	2036	2041
Somerset (R)	31,068	33,883	36,530	39,017

5. STAKEHOLDER ENGAGEMENT

5.1. PERMANENT STAKEHOLDERS

The Fernvale Sports Park Advisory Committee (Committee) meets on a quarterly basis, as an opportunity to discuss operational issues of the facility and medium to long-term strategy for development of the site with Council representatives. The Committee also uses the meetings as an opportunity to coordinate its event calendar. The Committee is represented by the permanent stakeholders, Fernvale State School and Councillors.

Outlined below is a summary of advice from the Committee on the future Park needs:



Facilities to be Retained

- « Storage close to activity areas
- « Good sightlines supporting child safety
- « Country / community design elements
- « Natural shade
- « Detention basin plays an important role in the precincts, and adjacent properties, flood mitigation
- « Central carpark to all sports and adjacent school
- « Walkway to / from school
- « Avoidance of duplication with Lowood Recreation Complex.



Barriers to Maximising Use & Participation

- « Number of courts do not support establishment of local / regional competition
- « Distance from storage to oval
- « Lack of timekeeper area
- « Lack of seating and shading around oval
- « Oval surface holds water and multiple hollows
- « No sub-surface drainage on oval
- « Occasional acts of vandalism
- « Access to sustainable irrigation.



Future Opportunities

- « Preserve site vegetation
- « Connectivity to rail trail
- « Social / function facility
- « Emerging sports
- « Tennis courts
- « Little athletics
- « Touch football additional playing fields, to accommodate rectangular and oval sports
- « Playground
- « Expanded car parking
- « Active recreation
- « Improved car park and surrounds safety lighting
- « Lighting of the cricket nets
- « Bus drop-off / pick-up area
- « Sports / licensed club
- « Arrival signage and lighting
- « Gym
- « Learn-to-ride track
- « Retain some undeveloped space for future development, to meet the needs of emerging sports
- « Audio systems.

5.1.1. Somerset Storm Netball Club

The Somerset Storm Netball Club is a new club that has grown to 110 members in less than three years. The netball club anticipates growing by another 50 members (45%) within the next five years. The club also coordinates a social mixed competition weekly

The netball club currently uses the Park for three nights per week during the winter and one night per week in summer.

5.1.2. Brisbane Valley Rattlers AFL Club

The Brisbane Valley Rattlers AFL Club has grown from 60 to 125 members over the past three years. The AFL club anticipates growing by another 145 members (116%) within the next five years. This growth is anticipated to largely come from new programs, including Women's team and a new summer competition (9's, juniors / seniors / mixed / social).

The AFL club currently uses the Park every day, with the exception of Sunday's. Summer usage also occurs on Monday to Saturday, however, is less frequent.

5.1.3. Marburg Mt Crosby Thunder Cricket Club





The Marburg Mt Crosby Thunder Cricket Club has grown from 59 to 99 members over the past three years. The cricket club anticipates a declining membership of 19 members (19%) within the next five years.

The cricket club uses the artificial cricket wicket on the bottom field for junior matches and cricket Blast programs for juniors have been held previously.



5.2. PEAK BODIES

Consultation was held with the following peak bodies:

SPORT	SUMMARY OF DISCUSSION
	AFL is eager to support the growth of the sport within the region, including ensuring facilities meet standards to support the clubs' operations. AFL supported and assisted financially the installation of the lights on the field at the Park. AFL advised there may be an opportunity to consider irrigation of the field to further support the existing facilities and future use.
	There is currently no Little Athletics club operating within the area, with Ipswich being the closest club. The initial facilities required for club operation can include - 400m track (ideal dimensions, however not initially essential), space for grass long jump and triple jump, shot put, toilets / amenities and canteen. Little Athletics Queensland would be able to work with the community to establish a club in the area and upskill community members to continue operations. Participation in Little Athletics in Queensland is generally consistent with the rates experienced prior to COVID-19. The sport of athletics is anticipated to experience growth in the lead up to and as a result of, the 2032 Olympics and Paralympics Games pathway opportunities.
 QUEENSLAND CRICKET	The South East Queensland cricket region is one of the fastest growing areas within the State, however the sport experiences a low facility provision rate per capita. Expanding junior cricket opportunities, including synthetic pitches, is a large focus of Queensland Cricket. Cricket has a track record of positively sharing facilities with other sports. Lighting of playing areas is seen as a key priority to enable additional capacity for playing fields. Queensland Cricket advised it may be able to assist with contribution funding towards infrastructure developments.
	There is currently no netball competition within the Somerset region, with the closest associations being located at Ipswich and Goodna. The Somerset Storm Netball Club uses the Park for training purposes only. School participation for netball in the region is high and existing high-performance pathways exist within the area. The Somerset Storm Netball Club has a strong membership base. Netball Queensland is supportive of any additional netball courts, if they can be accommodated within the site.

6. TRENDS

6.1. DRIVERS OF PARTICIPATION

Convenience has become a fundamental trend across the sport and recreation industry. Our community now expect access to products and services 24/7, with speed and accessibility being the crucial factors, particularly with Millennials. Adults are experiencing greater time fragmentation, which can impact those around them, including their children. In addition, the rise of dual-income families has reduced leisure time and increased transportation barriers for children.

There is also an increasing trend of consumers playing sports to get fit and a rising participation rate in non-organised activities such as walking, running and fitness / gyms. To cater to this trend, sports organisations must consider changing their products and offerings to suit the participants schedules.

Summarised below are the key trends influencing participation in sport and active recreation:



6.1.1. Sport Activity Trend

The table below depicts the national sports trends over the past 21 years, highlighting a significant increase in the popularity of non-structured and casual physical activities and a general decline in traditional sports. Gym and fitness memberships, walking and running programs such as parkrun and meditative practices like yoga, have become increasingly popular in recent years. These activities offer flexibility and adaptability, catering to different attendance sizes, locations and schedules, which resonates with Australians who prioritise convenience and a healthy lifestyle.

With the exception of football, which has seen a 1.6% increase in popularity, most traditional sports have remained relatively stable in terms of their market share over the past two decades. However, tennis has experienced the sharpest decline among these sports, with a -3.3% drop in its market share.

SPORT	2005	2010	2015	2020	2022
Fitness / Gym	4.8%	10.4%	14.6%	21.5%	22.1%
Walking (Recreational)	8.5%	7.0%	12.1%	18.1%	15.5%
Running / Athletics	0.5%	3.4%	7.1%	11.6%	9.3%
Cycling	1.3%	2.4%	3.2%	6.2%	5.5%
Yoga	1.9%	2.0%	2.5%	5.5%	5.1%
Bushwalking	0.4%	-0.4%	-1.3%	3.3%	3.9%
Football / Soccer	0.5%	1.6%	1.8%	1.2%	1.6%
Mountain Biking	-0.5%	0.2%	-0.8%	0.6%	0.7%
Australian Football	1.0%	1.0%	0.4%	0.4%	0.6%
Rugby League	0.1%	0.3%	0.0%	-0.3%	-0.1%
Netball	-0.4%	-0.3%	-0.2%	-1.2%	-0.6%
Bowls	0.2%	0.0%	-0.9%	-0.7%	-0.9%
Cricket	0.0%	0.0%	0.6%	-1.3%	-0.9%
Touch Football	-0.5%	-0.2%	-0.5%	-1.0%	-1.1%
Tennis	-1.3%	-3.2%	-4.3%	-4.2%	-3.3%

Source: AusPlay, Participation Trends in Australia, 2023.

6.1.2. Emerging Sports

The demand for experiences rather than products is rising, particularly among Millennials. This trend is evident in the increased spending on concerts, events and sport-based activities such as the Colour Run and Tough Mudder.

This shift towards experiential offerings for the sports and recreation industry means that traditional sports must be reimaged as experience based. One approach could be to view a sport as a series of events, focusing on maximising participants' enjoyment across each event. The following table highlights some of the new or emerging, non-traditional sports, that have experienced a rise in popularity.

EMERGING SPORT	DESCRIPTION
Adventure Sports (Parkour, Bouldering and Rock Climbing)	<ul style="list-style-type: none"> « Parkour involves moving efficiently and fluidly through urban obstacles, running, jumping, climbing and other acrobatic movements. Parkour has recently gained popularity, with many gyms and training facilities offering classes and competitions. However, the sport is often practised informally, with participants gathering in public spaces to train and practice together. « Bouldering involves climbing low-height rock formations or artificial walls, without ropes or harnesses. Bouldering routes are known as “problems” and usually involve a series of challenging moves that require climbers to use their whole body to ascend the route. « Rock Climbing involves climbing on taller rock formations or artificial walls, using ropes, harnesses and other safety equipment.
Disc Golf and Footgolf	<ul style="list-style-type: none"> « Disc Golf is a sport like traditional golf, that involves throwing specialised flying discs (frisbee) into a series of baskets or targets, to complete the course in the fewest number of throws. Disc Golf is a popular outdoor activity; courses can be found in public parks, recreational areas and private facilities worldwide. « Footgolf is a sport also similar to traditional golf, that combines elements of football (soccer) and golf. The game's objective is to kick a football into a series of large cups or holes, in as few kicks as possible. Footgolf has gained popularity worldwide and there are now international competitions and leagues for footgolf players.

EMERGING SPORT	DESCRIPTION
Ninja Sports and Obstacle Course Racing	<ul style="list-style-type: none"> « Ninja Sports involves a series of obstacles that test a participant's physical abilities, such as strength, speed, agility, balance and endurance. Ninja Sports aims to complete the course as quickly and efficiently as possible, without falling off or failing any of the obstacles, such as warped walls, cargo nets, balance beams, rope swings and hanging challenges. The sport has recently gained popularity, with many gyms and fitness facilities offering Ninja Sports courses and competitions. « Obstacle Course Racing, which involves running through a course of obstacles such as walls, ropes and mud pits, has become a popular way for people to challenge themselves, both physically and mentally. Races like Tough Mudder and Spartan Race have gained a large following in recent years.
Pickleball, POP Tennis and Padel Tennis	<ul style="list-style-type: none"> « Pickleball is a paddle sport that combines elements of tennis, badminton and table tennis. It is played on a court similar in size to a badminton court, with a net lower than a tennis net. The game is typically played in doubles, with each team using a paddle to hit a lightweight plastic ball over the net and into the opponent's court. Pickleball can be played indoors or outdoors on a hard-court surface and is popular among people of all ages and skill levels. Pickleball has grown in popularity in recent years and is known for its friendly and social atmosphere and is often played in recreational settings such as community centres, parks and retirement communities. « POP Tennis is a racquet sport that is played on a smaller court than traditional tennis. POP Tennis is often played in a social setting and played with a lower-compression tennis ball and shorter racquets, that are lighter and easier to handle than traditional tennis racquets. « Padel Tennis is a racquet sport that is popular particularly in Spain and Latin America. It is played on a court smaller than a tennis court but larger than a POP tennis court and has walls around the perimeter of the court that are used as part of the game. The game is played with a solid paddle and a lower-compression tennis ball. Padel Tennis is a fast-paced and exciting sport that can be played in singles or doubles.

EMERGING SPORT	DESCRIPTION
Skate, Scooter, Freestyle BMX, E-biking and Pump Track	<ul style="list-style-type: none"> « Skateboarding, scooter riding and freestyle BMX have long been beloved pastimes, but the popularity of these sports has surged in recent years. With the inclusion of BMX and skateboarding in the Olympics, these activities have gained even more attention and recognition. As a result, competitions and events are becoming increasingly mainstream and indoor facilities are more common than ever before. « Electric bikes are becoming progressively more popular, allowing people to explore their surroundings and commute without needing a car, with some communities hosting E-bike races. « A pump track is a continuous track with a series of rolling bumps and banked turns, allowing riders to generate momentum and “pump” their way around the course without pedalling. The sport is like BMX racing or mountain biking, but the focus is on rhythm, flow and speed rather than tricks or jumps.
Ultimate Frisbee	<ul style="list-style-type: none"> « Ultimate Frisbee is a fast-paced, non-contact, team sport played with a flying disc or on a grass sports field. The game is similar to football, basketball and American football. One of the unique aspects of Ultimate Frisbee is its self-refereeing system, which requires players to be honest and respectful on the field.



6.2. SPORT PARK DESIGN

An understanding of good practice sport and recreation facility design is essential in ensuring the design of new facilities maximise community use and viability.

Key features of successful sport and recreation facilities and spaces are:

- « Provided in high-profile sites that are central to, or within close proximity to, key population areas
- « Designed and operated as ‘multi-use’ and clustered with other community or sports facilities
- « Meet demands for local community sport, through to premier destination for higher-level events
- « High-quality buildings and spaces that are welcoming, universally accessible and fit for purpose
- « Easily accessible with good car parking, pedestrian, cycle and public transport access.

6.2.1. Location

Outdoor sports facilities that can serve large catchment areas and are conveniently located close to public transportation, are more likely to be successful and financially viable. Today, more infrastructure spending is focused on developing larger public and private complexes that offer a mix of recreation, aquatic, health, fitness and indoor and outdoor sports facilities, as these complexes are better utilised than traditional single-purpose facilities.

6.2.2. Scale

There is an increasing trend towards more extensive outdoor sports facilities - accommodating four (4) or more fields - as they move from single purpose to multi-use. Financial modelling on the future financial performance of multi-use facilities has demonstrated that these large scale environments experience higher visits, have greater revenue opportunities and improved expense efficiencies. However, it is important to note that the other major contributing factor to larger-scale facilities, is ensuring an adequate surrounding catchment.

6.2.3. Design & Layout

When designing a sports facility, it's essential to ensure that it can accommodate flexible outcomes while still meeting the specific needs of key user groups. This includes ensuring the facility meets the proper sport-specific guidelines, including runoff and facility standards. For example, in larger new facilities, breakout spaces are being incorporated to provide sporting teams with pre and post-game meeting areas. These spaces can also be used for other purposes when not in use by sports teams.

Secondary spending is also an essential consideration in the design of the facility. Food and beverage and merchandise areas should be seamless and integrated within the facility's overall design. Both indoor and outdoor sports facilities should also include minor embellishments that can support various community events and broader purposes.

There is a growing trend among sports participants towards informal and social competitions, with participants looking for opportunities to “turn up and play” social sports, without the commitment of training. In addition, as Australia's population ages, there are also opportunities to develop programs that target mature-aged markets, such as “walking netball.” These programs can be scheduled during off-peak times to maximise the facility's availability.

Netball courts are often co-located within larger sports and recreation hubs, to provide a range of facilities and services to the community. For these multi-use precincts, it's important to design the netball courts and other sports facilities (e.g. fields or indoor courts) near each other, to maximise efficiency and convenience for users.

To support effective competition management and viability, a minimum of eight (8) courts, preferably twelve (12), is required for a netball facility. More extensive court provisions are necessary for facilities at a regional and higher standard that should be considered. In addition, proper lighting of netball courts is essential, particularly as night competitions and training become more popular.

6.2.4. Diversified Use

Sports facilities experience peak usage from late afternoon to late evening during the week, with morning to early afternoon usage on weekends. To maximise their revenue potential, many venues are making subtle, relatively low-cost enhancements to the facility design to generate secondary revenue through off-peak bookings for community and corporate events, conferences, presentations, training and functions. Some of these design enhancements include:

- « Easily accessible food and beverage serveries
- « Improved lighting and audio / visual capabilities
- « Consideration of acoustic treatments to reduce noise
- « Provision of portable or permanent staging for events
- « Walking / running loops with fitness and exercise stations around sporting precincts, to improve diverse user attendance.

6.2.5. Trail Co-location

Access to trails has been shown to be an important pathway to better physical and mental health for individuals and communities. Social benefits include enhancing local physical and mental health in the areas surrounding the trail, due to increased physical activity promotion and opportunities to socialise along the trails. Other social benefits include the reduction of vehicular traffic around the trail, due to an alternative option being present. This in turn leads to environmental benefits, as natural resources and habitats are provided greater protection.

Incorporating trail heads within sport parks provides multiple benefits to communities, including:

- « Enhancing the sports park as community destination for multiple activities
- « Leveraging other existing sport park infrastructure, such as parking and toilets, to avoid unnecessary duplication of facilities
- « Increased park activity associated with the trail users enhances passive surveillance, to reduce vandalism and antisocial behaviour
- « Provides opportunities for parents to be physically active whilst children are participating in sport
- « Relatively low footprint required for trail heads
- « Opportunity to enhance the local and regional, historical and cultural, understanding of the area through interpretive signage solutions
- « Acts as a good attractor to trail users from outside of the region, to have a logical, recognisable and safe starting / stopping point.

FRASER COAST SPORT AND RECREATION PRECINCT



HONEY FARM ROAD



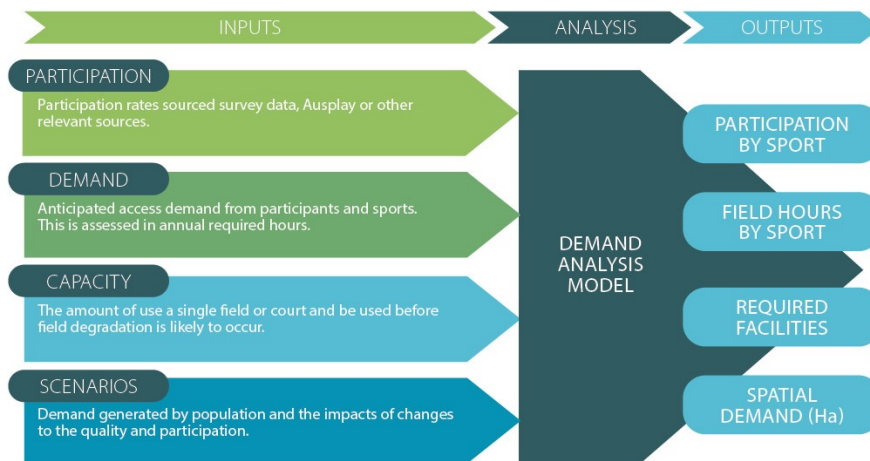
TOOWOOMBA REGIONAL SPORTS PRECINCT



7.DEMAND ANALYSIS

7.1. DEMAND MODELLING

Otium Planning Group's Demand Analysis Model is assumption based and takes into account a range of factors such as participation data, lit / unlit playing areas, sportsground capacity and current / projected population, in order to estimate actual playing area required. The Demand Analysis Model is summarised below:



Calibration

The model has been calibrated specific to the Park primary catchment community, including:

Population projections:

- « 2021 ABS Census data
- « Application of a growth rate for the 0-30 minute catchment, based on the growth across the Somerset LGA as per 2021; and estimated population projections for the Somerset region (medium density scenario) produced by Queensland Government Statistician's Office-Population Projections for Regions
- « Forecast 2041 primary catchment population based on forecast Somerset Region population growth rate.

Participation type:

- « Junior 0-14
- « Senior 15+
- « AusPlay participation data; November 2022
- « Proportion of lit facilities based on industry standards.

Facility Types

The activity assessed within the model by facility type are:

Oval Playing Fields:

- « AFL
- « Cricket
- « Athletics

Rectangular Playing Fields:

- « Football
- « League
- « Union
- « Touch
- « Hockey

Outdoor Courts:

- « Netball
- « Tennis
- « Basketball

Indoor Courts:

- « Badminton
- « Basketball
- « Netball
- « Futsal
- « Volleyball

Outdoor Speciality:

- « Bowls
- « Croquet
- « Bocce
- « Baseball
- « Softball

Indoor Speciality:

- « Squash
- « Indoor Cricket
- « Boxing
- « Gymnastics
- « Martial Arts
- « Table Tennis
- « Dancing
- « Fencing
- « Yoga / Pilates.

7.2. SUPPLY / DEMAND (FACILITIES)

A summary of the Demand Assessment Model facility demand forecast against current supply for the Park primary catchment, is outlined in the table below. The summary is focussed on the facilities that support the sports currently held at the Park, including for netball, AFL and cricket, along with the future potential provision of athletics.

FACILITY TYPE	CURRENT PROVISION	2021		2041	
		Demand	Variance	Demand	Variance
Outdoor Netball Courts	7	2	+5	3	+4
Oval Playing Fields (incl. athletics)	4	3	+1	4	0

The above analysis does not factor in the minimum number of facilities required to establish a sustainable competition.

7.3. DEMAND (PARTICIPATION)

A summary of the forecast participation for the Precinct primary catchment, is outlined in the table below:

FACILITY TYPE	2021	2041
Outdoor Netball Courts	566	782
Oval Playing Fields (incl. athletics)	1,074	1,483



8. KEY INFLUENCERS TO FUTURE FERNVALE SPORTS PARK

Site

Approximately 40% of the 22 hectare Fernvale Sports Park has been developed. Council's intent is to sustainably grow the Park as demand necessitates and ensure continual improvement of services for stakeholders and the community.

The Park is well located, adjacent to the Fernvale State School with major road accessibility off the Brisbane Valley Highway, including a principal cycle network. The Brisbane Valley Rail Trail runs along the southern boundary of the site. The site includes bushfire hazard, vegetation, flooding and essential habitat constraints, however the majority of these constraints are on the peripheral and close to the site boundaries. There is limited shading around the courts and playing field. Access to infrastructure services seems adequate with water, sewerage and electrical supply both onsite and services running adjacent to the site.

Catchment

The Park's primary catchment (30-minute travel time, south of the Warrego Highway) is 21,215 people (2021). The primary catchment has a larger proportion of children (0-14) of 21.73% compared to Queensland as a whole of 18.96%. It has a smaller proportion of older adults (65+) of 14.82% compared to Queensland as a whole of 16.57%. Conversely, the whole of the Somerset region has a higher median age of 44.6 compared to Queensland of 38.4. This suggests the primary catchment is a hub for new residential development for families compared to the remainder of the Somerset region. With the region estimated to grow by approximately 11,000 people or 39% by 2041, it can be assumed that much of the new population will reside within the primary catchment area as Fernvale and surrounds continues to develop. The younger population within the primary catchment therefore suggests there will likely be higher demand for junior sport, active children / youth play opportunities, and self-regulated sport and active recreation.

The higher level of disadvantage (46.1% in the most disadvantaged quintile), higher unemployment rate (6.8% / Queensland – 4.2%) and lower median total person income (\$32,240 / Queensland – \$40,924), suggests opportunities for sport and active recreation will need to be affordable and include free to participate options.

There is currently one AFL oval, three cricket ovals and three outdoor netball courts within the primary catchment.

Stakeholders

As the permanent stakeholder clubs are relatively new, whilst overall there is anticipated to be ongoing membership growth, the base participant number is low. The estimated growth will have some, however not significant impact on adequate provision of facilities. The exception would be if netball was to establish a local competition. In this case, a minimum number of courts (8) would be needed to form a sustainable competition management perspective.

Suggested facility improvements from the permanent stakeholders focus on improvements to the functionality of the Park and around improving the player and spectator experience. Other opportunities suggested by the permanent stakeholders for future housing at the Park, include:

- « Emerging sports
- « Tennis
- « Little athletics
- « Touch football
- « Playground
- « Active recreation
- « Gym
- « Learn-to-Ride track.

There is a strong desire from the permanent stakeholders to establish a function / licensed facility at the Park. The key drivers to this opportunity from the permanent stakeholders perspective is a new revenue opportunity to make the clubs and the Park more viable and to fill the void of limited function facilities within Fernvale.

The peak bodies of AFL, cricket and netball, all indicated their desire to further grow their sports within the Somerset region. Little Athletics Queensland indicated they would provide support to the community, for the establishment of a new Little Athletics Club in Fernvale. Queensland Cricket and AFL Queensland suggested there may be partnership funding opportunities between the peak bodies and Council, if the facilities at the Park were improved in the future.

Trends

Sport and active recreation is being influenced by changing work patterns, technology, climate change, inclusivity / diversity / accessibility and growing and changing communities. Self-regulated physical activity, such as running and fitness is increasing, whilst traditional formalised sport maintains a consistent participation trend.

Emerging sports seek a variety of formal and informal spaces to support their activity. Emerging sports are trending towards adventure, modernised versions of traditional sport and fitness related activities.

In order to optimise their use and viability, sports parks are increasingly developed to be attractive to all members of a community through:

- « Multi-use facilities
- « Mix of formal and informal opportunities
- « Co-location of sport, recreation and community offerings
- « Mix of exclusive and shared-use facilities
- « Good community accessibility
- « Universal design outcomes.

Running and walking are two of the highest participation physical activities of Australians, with approximately 25% of the population participating in recreational walking or running / athletics. Opportunities to design walking / running tracks and to link to surrounding networks, including trails, is an increasing trend of sports parks to assist in meeting some of this demand.

The latest planning and design of multi-use sports parks include the following principles:

- « Multi-use indoor / outdoor sport, passive and active recreation, including cycling opportunities
- « Walk / run loops
- « Primary infrastructure hub servicing multiple users and activities and located close to main road frontage
- « Internal road and car park layout that adjusts to changing peak demand across the site
- « Primary and secondary playing fields
- « Significant nature shade treatments
- « Clear separation of pedestrians from vehicles
- « Mix of formal and informal physical activity opportunities
- « Connectivity to surrounding community
- « Universal accessible layout, design and movement outcomes
- « Opportunities for emerging sports
- « Maximised environmentally sustainable design outcomes.

Demand

Demand Analysis Modelling suggests participation demand for Park sports will increase as follows:

- « Netball
 - 2021 participation demand - 566
 - 2041 participation demand – 782.
- « Oval sports
 - 2021 participation demand - 798
 - 2041 participation demand – 1,102.

This increased demand is estimated to result in a shortfall of one oval playing field by 2041 in the primary catchment. Netball has adequate courts through to 2041 within the primary catchment, however, this does not factor in the minimum number of courts required to support effective competition management outcomes.

Management

Tenure arrangements for the Park are currently captured within a MOU that outlines the roles and responsibilities of the permanent stakeholders and Council. This arrangement is underpinned by the Fernvale Sports Park Advisory Committee. With the exception of storage areas and the netball courts, all facilities at the Park are shared use. Access by groups outside of the permanent stakeholders is managed by Council using a booking hire form.

The potential management model options for the Park are:

- « Council Management
- « Leases / Licenses to Permanent Stakeholders
- « Commercial Facilities Operator.

Based on the scale and facility mix of the Park, the current management arrangements are effective. Further, there is a positive relationship between Council, the permanent stakeholders and the Fernvale State School. Calendar and event-related planning appears to be undertaken efficiently.

The trigger for exploring a new management approach should be if / when function / licensed, or other commercial facilities are developed at the Park. Should a function / licensed, or other commercial facility be developed, Council should explore the feasibility of transitioning to a commercial facility operator model. Under this model, the roles and responsibilities are subject to an agreement between Council and the commercial operator. This option is subject to an experienced, viable commercial operator being secured to operate the Park's commercial facilities.

The benefits of this model are:

- « A commercial operator with more than one venue, benefits from a range of economies of scale savings, improving its financial sustainability.
- « Commercial operators are experienced in the management of high value community assets, including in many circumstances, sport and recreation facilities.
- « The charter of the commercial facilities will be to invest back into communities, meaning any profits generated from managing the site, will benefit the community.

The following key operating arrangements would apply:

OPERATING COMPONENT	DESCRIPTION
Council	<ul style="list-style-type: none">« Council leases the commercial facilities to the commercial operator. Council retains responsibility for outdoor playing areas, supporting amenities, parks and internal roads.« Council should clearly define its expectations around access, events, asset management, fees and charges, within the lease agreement.
Commercial Operator	<ul style="list-style-type: none">« The commercial operator is fully responsible for the operation and maintenance of all commercial facilities.
Asset Management	<ul style="list-style-type: none">« Council would retain responsibility for major maintenance and replacement of assets. The commercial operator would be responsible for all minor and cyclical asset maintenance.
Operations	<ul style="list-style-type: none">« The commercial operator engages specialised staff to effectively manage its operations and to meet Council's performance standards outlined within the lease agreement.
Fernvale Sports Park Advisory Committee	<ul style="list-style-type: none">« The Fernvale Sports Park Advisory Committee is retained to ensure effective communication between Council, the commercial operator, permanent stakeholders, the Fernvale State School and the community.

9. CURRENT AND FUTURE MANAGEMENT ARRANGEMENTS

To ensure the Park remains sustainable and fulfils community needs, Council, Brisbane Valley Rattlers Australian Football Club, Marburg Mt Crosby Thunder Cricket Club and Somerset Storm Netball Club, have cooperatively established the Fernvale Sports Park Advisory Committee (the Committee). Meetings are held in accordance with the Fernvale Sports Park Advisory Committee Terms of Reference.

Further, Council, the permanent stakeholders and Fernvale State School, have established a Memorandum of Understanding (MOU) to:

- « Determine usage of the Park that will meet the community's needs and expectations of the site for sport and recreation purposes
- « Outline stakeholder responsibilities associated with the Park.

The rights of the permanent users are differentiated from general hirers due to their additional responsibilities.

Their rights under the MOU are:

- « Priority for booking of events over general hirers
- « Storage of equipment on site in facilities provided exclusively for the particular stakeholder
- « Meeting space on site
- « A permanent key for storage, meeting, amenities and kiosk areas provided for each stakeholder
- « Authority to agree / preclude the use of equipment / facility by other hirers, if owned or exclusively held for the stakeholder's particular use.

The MOU outlines the following responsibilities:

- « Council
 - Major asset management and repairs for all amenities, grounds, car parking, facility lighting and facility signage, including the main entry sign, main car park, four netball courts and lighting, amenities building (kiosk, changerooms, amenities, meeting room and referee changerooms), storage shed, oval field (lighting, posts and boundary fence), rectangular field (including posts) and three lane practice cricket nets.
- « Permanent stakeholders
 - Annual risk assessment and safety audit
 - Public liability insurance
 - Cleaning
 - Routine and periodical maintenance
 - Reimbursement to Council for any damages, breakages or loss, as a result of the activities of the stakeholders' members
 - Provide annual booking advice to Council.

Based on this booking advice, Council reserves the right to make the Park available for other groups provided:

- « Bookings are made through Council
- « A booking is confirmed once the booking deposit has been paid
- « A booking form and the conditions of hire are to be supplied to each hirer.

Should a dispute arise, stakeholders are encouraged to use their best efforts to settle disputes promptly through direct negotiation. Should a matter require urgent attention, the matter must be referred to Somerset Regional Council for determination and action.

9.1. COMMERCIAL OPERATORS

Should the proposed Allied Health & Recovery Centre and Function Centre be delivered, it is proposed that these facilities be leased to external commercial operators. Under this lease arrangement, Council will transfer full management and operating responsibilities to the commercial operators, including:



Standard commercial rental rates should apply. Council may consider a phased lease rental as an early incentive to attract commercial operators to the Park as it establishes itself fully in the market.

The lease agreements should incorporate priority access and discounted hire/ service rates for Fernvale Sports Park permanent stakeholders and Council.

The commercial operators are included within the Fernvale Sports Park Advisory Committee to ensure effective communication between the commercial operator, Council and permanent stakeholders.

10. GUIDING PRINCIPLES AND VISION

10.1.VISION

The Park will:



10.2. GUIDING PRINCIPLES

The Guiding Principles for the planning, development, use and management of the Park are:

Uniquely Fernvale

The Park will recognise the unique geographic, climatic and demographic features of Fernvale and the Somerset Region through its design, materials and signage.



Sustainability

The Park will incorporate contemporary environmentally sustainable design features to support protecting the environment and to enhance the financial sustainability of the site. The facilities will support maximised use and viability.



Diversity

The Park will be adaptable and will support a diverse range of sport and active recreation opportunities, for all members of the Fernvale and Somerset community. The visibility of sports activity will increase awareness and participation in differing activities, thereby promoting the facilities, standing as a 'magnet for activity' within the community.

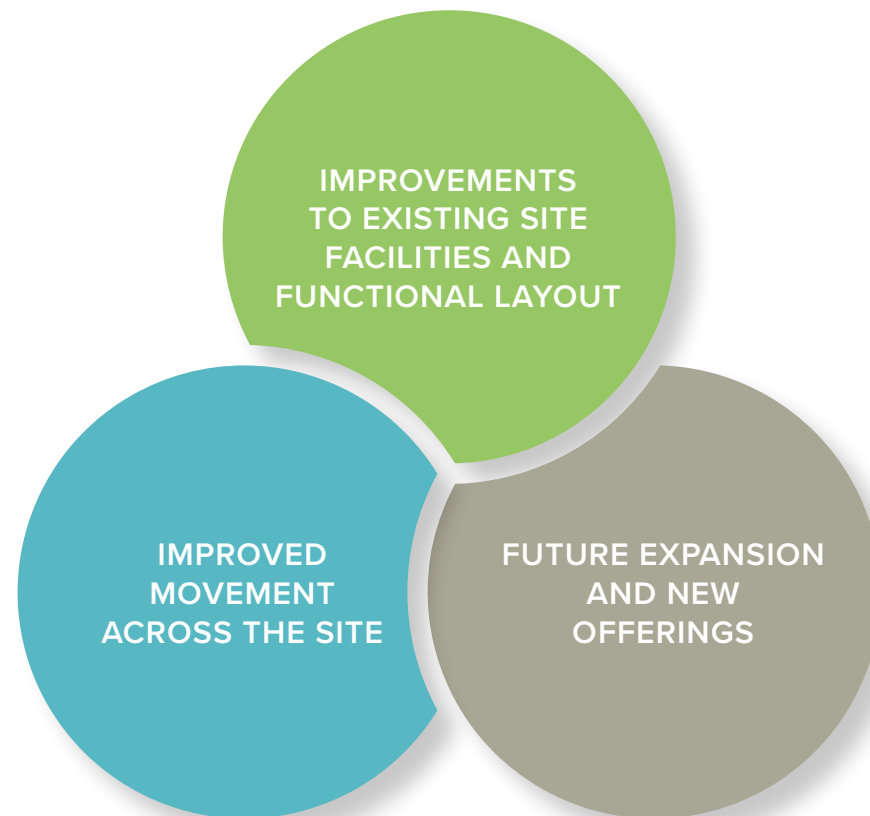


Attractor

The Park will support the standard of liveability for Fernvale and surrounding area residents. The Park will assist the community by positioning itself as a destination to secure sporting and community events.

11. FUTURE DIRECTION

In consideration of the analysis of the background research and engagement undertaken for this Master Plan, the future facility improvements for the Fernvale Sports Park have been determined, including their priority rating. The facility improvements focus on:



12. CONCEPT DESIGN

OVERALL SITE PLAN

LEGEND

- ① **Main Precinct Hub:** Entry/Foyer, Club/Function/Bar Room, Office, First Aid, Kitchen/Kiosk, Storage, Umpire, Utility, WC/PWD, Change Rooms, external covered Areas. (FFL 44.6m AHD) - Refer Building Concept
- ② **Main Precinct Hub:** Community Meeting Rooms (FFL 44.6m AHD) - Refer Building Concept
- ③ **Main Precinct Hub:** Allied Health & Recovery Centre, Consultation Rooms, Open Rehab Area, Waiting Lounge/Reception - Refer Building Concept
- ④ **Main Precinct Hub:** Outdoor Multi-use Area (FFL 44.5m AHD)
- ⑤ **Netball Courts Expansion:** Court Expansion. Expand by Additional 4 Courts, Lighting, Bench Seating, Grass Embankment.
- ⑥ **Playing Fields Expansion:** Additional Oval - Coach Boxes x 2, Interchange Benches, Official Box, Emergency Vehicle Access, Grass Embankment (FFL 45.0m AHD)
- ⑦ **Existing Facilities:** Existing Oval
- ⑧ **Existing Facilities:** Existing Rectangular Field
- ⑨ **Playing Fields Expansion:** Athletics Grass Track Overlay on Oval (FFL 45.0m AHD)
- ⑩ **Existing Facilities:** Existing Cricket Practice Nets (3 Bays).
- ⑪ **Emerging Sports:** Future Area 14,000m²
- ⑫ **Children's Playground:** Playground, Fenced with Accessible & Sensory Features, 100m²
- ⑬ **Youth Space:** Rebound Wall, Multi-Use Sports Courts, Chill Out Space, 300m²
- ⑭ **Fitness Zone:** Fitness/ Ninja Equipment, Accessible Options, Older Adult Equipment, General Fitness Equipment, 350m²
- ⑮ **Recreational Open Space:** Passive Open Space Areas, Park Signage, Lighting, Bike Racks, Water Buttlies, Benches, Picnic Tables, Barbeques, Shade Structures (and Natural Shade), Rubbish Bins, 500m²
- ⑯ **Dog Park:** Dog Park, Fenced 5000m² - Small Dog Separate Area approx 1500m². Shade structures and water points in both areas.
- ⑰ **Recreation Amenities:** Public Amenities, Universal Design (FFL 44.5m AHD)
- ⑱ **Brisbane Valley Rail Trail:** Trail Head, Connection to Rail Trail, Historical & Cultural Interpretive Signage, Storage 20m³, Covered Shelter 20m³, Bike Racks, E-Bike Charging Station, Bike Repair Station (FFL 44.7m AHD)
- ⑲ **Entry:** Entry Statement/Lighting/Signage, Electronic Message Board
- ⑳ **Maintenance Precinct:** Maintenance Shed, Waste Station, Storage, Recycling, Machinery Parking, Materials/Fertiliser Store, Chemical Bund Area, Washdown Bay, Lunchroom, Universal Toilets/Showers, 500m²
- ㉑ **Additional Vehicle Parking Nodes:** Main Precinct Hub, Drop-Off/Pick-Up to Main Entry, 40 Parks, Bike Racks, Scooter Racks & E-Charging Station
- ㉒ Internal Road Network
- ㉓ **Additional Vehicle Parking Nodes:** Outdoor Courts, 120 Car Parks
- ㉔ **Additional Vehicle Parking Nodes:** Trail Head 10 Car Parks
- ㉕ **Additional Vehicle Parking Nodes:** Playing Fields 50 Car Parks
- ㉖ **Additional Vehicle Parking Nodes:** Recreation Parks 40 Car Parks
- ㉗ **Additional Vehicle Parking Nodes:** Buses, Setdown 4 Buses, Temporary Bus Parking 4 Buses, Front Car Park with Clear Connection to Fernvale State School
- ㉘ Pedestrian Pathways
- ㉙ **Shared Use Paths:** Bikes/Pedestrian/Fitness
- ㉚ **Storage:** Shared Storage Area, 6 Bay, Caged Storage Area 160m²
- ㉛ Cut Embankment required to Achieve Proposed Netball Courts
- ㉜ **Existing Facilities:** Existing Amenities Building
- ㉝ Pedestrian Access to Fernvale State School.
- ㉞ Significant Existing Tree to be Protected & Retained.
- ㉟ Planting Buffer with Neighbouring Properties
- ㊱ **Playing Field Expansion:** Athletics Jumping Facilities
- ㊲ Existing Concrete Drainage Channels
- ㊳ **Satellite Bar / Canteen:** Short Term, Bar, Canteen, Storage, Covered viewing
- ㊴ **Tiered Spectator Viewing**
- ㊵ **Additional Vehicle Parking Nodes:** Recreation Parks 62 Car Parks
- ㊶ **Recycled Water Holding Tanks:** 2 x 120kL Water Holding Tanks & Pump Station



SCALE
1:1500 @ A1
1:3000 @ A3

0m 100m 200m 300m

FERNVALE SPORTS PRECINCT MASTER PLAN FINAL MASTER PLAN

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DETAILED PLAN - NORTH PRECINCT

LEGEND

- (5) **Netball Courts Expansion:** Court Expansion. Expand by Additional 4 Courts, Lighting, Bench Seating, Grass Embankment.
- (7) **Existing Facilities:** Existing Oval
- (8) **Existing Facilities:** Existing Rectangular Field
- (10) **Existing Facilities:** Existing Cricket Practice Nets (3 Bays).
- (19) **Entry:** Entry Statement/Lighting/Signage, Electronic Message Board
- (20) **Maintenance Precincts:** Maintenance Shed, Waste Station, Storage, Recycling, Machinery Parking, Materials/Fertiliser Store, Chemical Bund Area, Washdown Bay, Lunchroom, Universal Toilets/Shower, 500m²
- (22) Internal Road Network
- (23) **Additional Vehicle Parking Nodes:** Outdoor Courts, 120 Car Parks
- (27) **Additional Vehicle Parking Nodes:** Buses, Setdown 4 Buses, Temporary Bus Parking 4 Buses, Front Car Park with Clear Connection to Fernvale State School
- (28) Pedestrian Pathways
- (29) **Shared Use Paths:** Bikes/Pedestrian/Fitness
- (30) **Storage:** Shared Storage Area, 6 Bay, caged Storage Area 160m²
- (31) Cut Embankment required to Achieve Proposed Netball Courts
- (32) **Existing Facilities:** Existing Amenities Building
- (33) Pedestrian Access to Fernvale State School.
- (34) Significant Existing Tree to be Protected & Retained
- (37) **Existing Concrete Drainage Channels**
- (38) **Satellite Bar / Canteen:** Short Term, Bar, Canteen, Storage, Covered viewing
- (40) **Additional Vehicle Parking Nodes:** Recreation Parks 62 Car Parks



SCALE
1:500 @ A1
1:1000 @ A3

0m 50m 100m

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DETAILED PLAN - SOUTH PRECINCT

LEGEND

- ① **Main Precinct Hub:** Entry/Foyer, Club/Function/Bar Room, Office, First Aid, Kitchen/Kiosk, Storage, Umpire, Utility, WC/PWD, Change Rooms, external covered Areas (FFL 44.6m AHD) - Refer Building Concept
- ② **Main Precinct Hub:** Community Meeting Rooms (FFL 44.6m AHD) - Refer Building Concept
- ③ **Main Precinct Hub:** Allied Health & Recovery Centre, Consultation Rooms, Open Rehab Area, Waiting Lounge/Reception - Refer Building Concept
- ④ **Main Precinct Hub:** Outdoor Multi-use Area (FFL 44.5m AHD)
- ⑥ **Playing Fields Expansion:** Additional Oval - Coach Boxes x 2, Interchange Benches, Official Box, Emergency Vehicle Access, Grass Embankment (FFL 45.0m AHD)
- ⑦ **Existing Facilities:** Existing Oval
- ⑨ **Playing Fields Expansion:** Athletics Grass Track Overlay on Oval (FFL 45.0m AHD)
- ⑪ **Emerging Sports:** Future Area 14,000m²
- ⑮ **Recreational Open Space:** Passive Open Space Areas, Park Signage, Lighting, Bike Racks, Water Bubbler, Bench Seats, Picnic Tables, Barbecues, Shade Structures (and Natural Shade), Rubbish Bins, 500m²
- ⑯ **Dog Parks:** Dog Park, Fenced 5000m² - Small Dog Separate Area approx 1500m². Shade structures and water points in both areas.
- ⑰ **Recreation Amenities:** Public Amenities, Universal Design (FFL 44.5m AHD)
- ⑱ **Brisbane Valley Rail Trail:** Trail Head, Connection to Rail Trail, Historical & Cultural Interpretive Signage, Storage 20m², Covered Shelter 20m², Bike Racks, E-Bike Charging Station, Bike Repair Station (FFL 44.7m AHD)
- ⑲ **Additional Vehicle Parking Nodes:** Main Precinct Hub, Drop-Off/Pick-Up to Main Entry, 40 Parks, Bike Racks, Scooter Racks & E-Charging Station
- ⑳ Internal Road Network
- ㉑ **Additional Vehicle Parking Nodes:** Trail Head 10 Car Parks
- ㉒ **Additional Vehicle Parking Nodes:** Playing Fields 50 Car Parks
- ㉓ **Additional Vehicle Parking Nodes:** Recreation Parks 40 Car Parks
- ㉔ Pedestrian Pathways
- ㉕ **Shared Use Paths:** Bikes/Pedestrian/Fitness
- ㉖ Significant Existing Tree to be Protected & Retained.
- ㉗ **Playing Field Expansion:** Athletics Jumping Facilities
- ㉘ **Existing Concrete Drainage Channels**
- ㉙ **Tiered Spectator Viewing**



SCALE
1:500 @ A1
1:1000 @ A3

0m 50m 100m

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DETAILED PLAN - EAST PRECINCT

LEGEND

- (6) **Playing Fields Expansion:** Additional Oval - Coach Boxes x 2, Interchange Benches, Official Box, Emergency Vehicle Access, Grass Embankment (FFL 45.0m AHD)
- (7) **Existing Facilities:** Existing Oval
- (8) **Existing Facilities:** Existing Rectangular Field
- (9) **Playing Fields Expansion:** Athletics Grass Track Overlay on Oval (FFL 45.0m AHD)
- (11) **Emerging Sports:** Future Area 14,000m²
- (12) **Children's Playgrounds:** Playground, Fenced with Accessible & Sensory Features, 100m²
- (13) **Youth Space:** Rebound Wall, Multi-Use Sports Courts, Chill Out Space, 300m²
- (14) **Fitness Zone:** Fitness/ Ninja Equipment, Accessible Options, Older Adult Equipment, General Fitness Equipment, 350m²
- (15) **Recreational Open Space:** Passive Open Space Areas, Park Signage, Lighting, Bike Racks, Water Bubbler, Bench Seats, Picnic Tables, Barbecues, Shade Structures (and Natural Shade), Rubbish Bins, 500m²
- (16) **Dog Park:** Dog Park, Fenced 5000m² - Small Dog Separate Area approx 1500m². Shade structures and water points in both areas.
- (16a) **Dog Park:** Small Dog Fenced Area
- (16b) **Dog Park:** Large Dog Fenced Area
- (17) **Recreation Amenities:** Public Amenities, Universal Design (FFL 44.5m AHD)
- (18) **Brisbane Valley Rail Trail:** Trail Head, Connection to Rail Trail, Historical & Cultural Interpretive Signage, Storage 20m², Covered Shelter 20m², Bike Racks, E-Bike Charging Station, Bike Repair Station (FFL 44.7m AHD)
- (19) **Entry:** Entry Statement/Lighting/Signage, Electronic Message Board
- (22) Internal Road Network
- (24) **Additional Vehicle Parking Nodes:** Trail Head 10 Car Parks
- (26) **Additional Vehicle Parking Nodes:** Recreation Parks 40 Car Parks
- (28) Pedestrian Pathways
- (29) **Shared Use Paths:** Bikes/Pedestrian/Fitness
- (34) Significant Existing Tree to be Protected & Retained.
- (35) Planting Buffer with Neighbouring Properties
- (37) **Existing Concrete Drainage Channels**



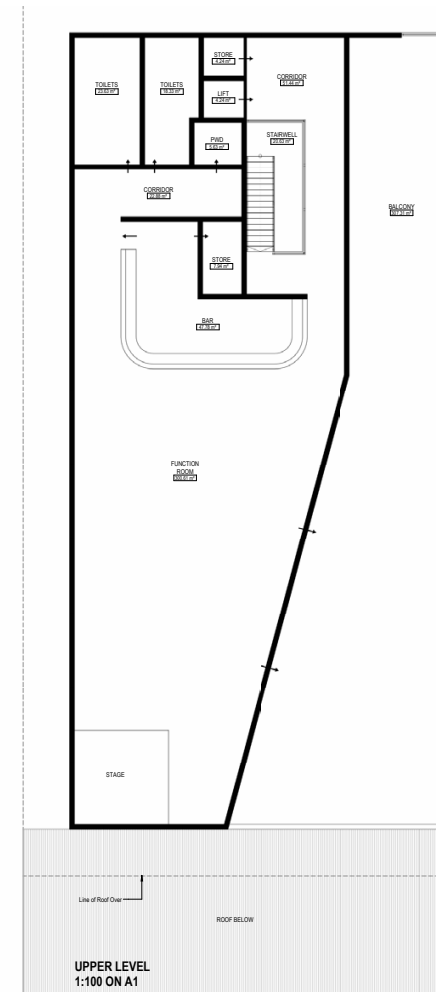
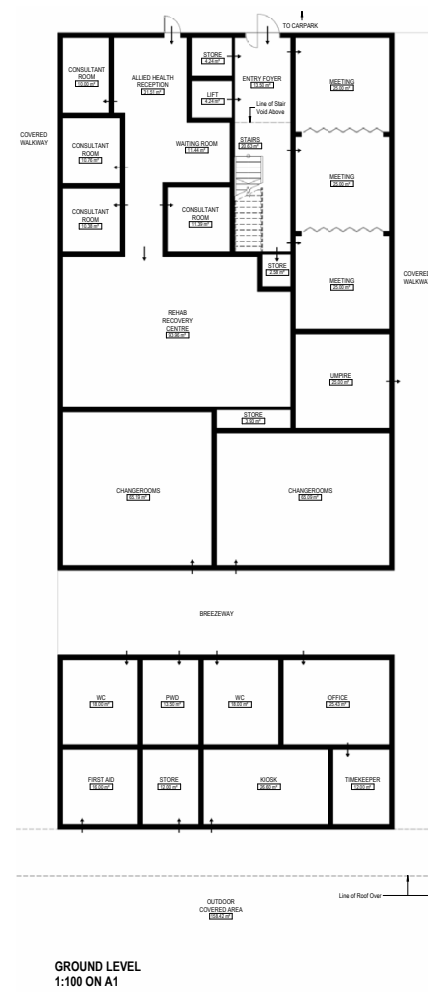
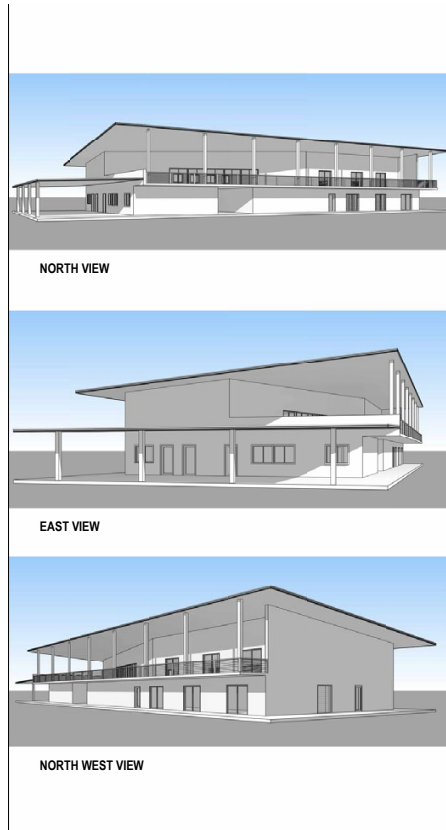
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INDICATIVE MAIN PRECINCT HUB LAYOUT



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ARTIST IMPRESSION RENDER NO. 1



VIEW OF THE YOUTH SPACE & FITNESS ZONE LOOKING A SOUTHERLY DIRECTION

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ARTIST IMPRESSION RENDER NO. 2



VIEW OF THE MAIN OVAL AND PRECINCT HUB LOOKING IN A NORTHERLY DIRECTION

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13. PROJECT DELIVERY RISKS






Outlined below is a summary of the risk assessment of the project:

RISK	CATEGORY				RATING PRE-TREATMENT			TREATMENT
	TIME	QUALITY	FINANCIAL	REPUTATION	CONSEQUENCE	LIKELIHOOD	RISK RATING	
Inadequate external funding	◆	◆	◆		Med	Med	M	Engage with State and Federal Government re. project merit
Delivery costs exceed budget and funding commitments	◆	◆	◆	◆	Med	Med	M	Continue to cost, aligned to the design process through to detailed design, including engineering inputs
Construction works adversely impact adjacent environment	◆			◆	Med	Low	L/M	Ensure environmental engineering advice given high importance in design and construction methodology
Construction adversely impacts surrounding uses				◆	Med	Med	M	Ensure regular communication with Fernvale State School and other surrounding businesses on construction methodology and timeframes. Ensure construction traffic plan minimises surrounding impacts
Industrial action during construction	◆		◆	◆	High	Med	M/H	Ensure construction tendering process addresses industrial arrangements
Operating partners experience financial difficulties			◆	◆	High	Med	M/H	Confirm market interest prior to commitment to facility component within final design/ undertake rigours operating appointment assessment process
Inadequate construction resources within the region to deliver project	◆	◆	◆		High	Med	M/H	Engage with other major regional projects in order to align timeframe for major construction equipment needs

RISK	CATEGORY				RATING PRE-TREATMENT			TREATMENT
	TIME	QUALITY	FINANCIAL	REPUTATION	CONSEQUENCE	LIKELIHOOD	RISK RATING	
Site visitation adversely impacts surrounding traffic network				◆	Med	Med	M	Ensure detailed traffic management planning undertaken as part of the detailed design phase, including consideration for impacts on surrounding network for typical and event modes
Improved Precinct has misalignment with community expectations			◆	◆	Med	Med	M	Create communications strategy to build awareness and excitement and to keep the community informed, including celebrating major project milestones
Poor public perception of high-water use facility				◆	Med	Med	M	Ensure Precinct incorporates contemporary water management infrastructure and management solutions/ Incorporate water management strategies as part of community communication strategy
Internal and external stakeholders disengaged				◆	Med	Med	M	Establish regular communication protocols for all project stakeholders, including appointment of primary Council first point of contact
Project delays due to approvals	◆		◆		High	Med	M/H	Identify approval needs and seek DA meeting early in detailed design phase
Weather related construction delays	◆		◆	◆	High	High	H	Ensure adequate contingent days within contract. Incorporate contractor penalties
Operational requirements not fully considered/ scoped			◆	◆	High	Med	M/H	Enhance current management arrangements to incorporate commercial operators needs
Design is not efficient/ safe in terms of ongoing operational requirements		◆		◆	High	Med	M	Ensure construction tender methodology and subsequent milestone construction reporting incorporates and maintains safety in design outcomes
Personnel injury during construction	◆		◆	◆	High	Med	M	Constructor contract conditions to be consistent with Qld Worksafe regulations

RISK	CATEGORY				RATING PRE-TREATMENT			TREATMENT
	TIME	QUALITY	FINANCIAL	REPUTATION	CONSEQUENCE	LIKELIHOOD	RISK RATING	
Unavailability of key Council staff/ staff changes during key milestones	◆	◆	◆		Med	Med	M	Council project team appointed to oversight project, knowledge share and implement succession arrangements
General security related risks	◆	◆	◆		Med	Med	M	Maximise Crime Prevention through Environmental Design outcomes into final design
Discovery of aboriginal artefacts in ground	◆		◆	◆	High	Low	M	Engage a cultural heritage consultant to manage the process of excavating, classifying and removing artefacts of cultural significance
Construction material supply price fluctuation	◆		◆		Med	Med	M	Ensure detailed costing exercise to high level of confidence and ensure contract stipulations remove risks from Council

In total, 20 risks were identified. The breakdown of risk levels pre- and post-treatment is summarised below:

	RISK RATING				
	HIGH 	MEDIUM/ HIGH 	MEDIUM 	LOW/ MEDIUM 	LOW 
Pre-Treatment	1	5	13	1	0
Post-Treatment	0	0	4	9	7

14. WARRANTIES AND DISCLAIMERS

The information contained in this report is provided in good faith. While Otium Planning Group has applied their experience to the task, they have relied upon information supplied to them by other persons and organisations.

We have not conducted an audit of the information provided by others but have accepted it in good faith. Some of the information may have been provided 'commercial in confidence', and these venues or sources of information are not specifically identified. Readers should be aware that the preparation of this report may have necessitated projections of the future that are inherently uncertain and that our opinion is based on the underlying representations, assumptions and projections detailed in this report.

Otium Planning Group's advice does not extend to, or imply professional expertise in the disciplines of economics, quantity surveying, engineering or architecture. External advice in one or more of these disciplines may have been sought, where necessary to address the requirements of the project objectives. There will be differences between projected and actual results because events and circumstances frequently do not occur as expected, and those differences may be material. We do not express an opinion as to whether actual results will approximate projected results, nor can we confirm, underwrite, or guarantee the projections' achievability as it is impossible to substantiate assumptions based on future events.

This report does not constitute advice, investment advice, or opinion and must not be relied on for funding or investment decisions. Independent advice should be obtained in relation to investment decisions.

Accordingly, neither Otium Planning Group, nor any member or employee of Otium Planning Group, undertakes responsibility arising in any way whatsoever to any persons other than the client in respect of this report, for any errors or omissions herein, arising through negligence or otherwise however caused.



SOMERSET REGIONAL COUNCIL – Officer’s Report

To: Andrew Johnson, Chief Executive Officer
From: Lyn Buchanan, Community Development Coordinator
Director: Matthew McGoldrick, Director Corporate and Community Services
Date: 17 November 2023
Subject: Establish of Partnership to Deliver Food Relief
File Ref: Community Services/Service Provision/Community Development
Action Officer: CTM

Background/Summary

A new five-year funding agreement has been signed between the Queensland Department of Treaty Aboriginal and Torres Strait Islander Partnerships, Communities and the Arts (Department) for the continuation of the Somerset Region Support Service, which funds the Community Development Coordinator role and 50 per cent of the Youth and Community Development Officer role. The expectations attached to the funding have changed, with a greater emphasis on a neighbourhood centre focus and consequently, the Department has also provided \$10,000 for food and emergency relief.

As Council does not provide food distribution services, it would be expeditious to partner with another organisation to provide such services. With food relief currently being organised at Kilcoy through the Anglican Church, and with food hampers and affordable meals being offered from Lowood and Fernvale, the central region of Somerset presents the area of highest need.

The Anglican Church (Parish of Esk and Toogoolawah) has expressed interest in establishing a foodbank service and has approached local businesses and organisations for donations. As the Anglican Church is a not-for-profit organisation and registered charity and is already establishing a food bank in Kilcoy as part of the Woodford Kilcoy Parish, a potential new partnership between Council and the Esk Toogoolawah Parish presents an ideal opportunity to maximise benefit to both parties. As a result, a Memorandum of Understanding (MOU) has been drafted to formalise the relationship.

The MOU includes the use former gymnasium building at McConnel Park, free of charge, for the storage and preparation of hampers, with food to be distributed to the public from the Toogoolawah and Esk Anglican Church Halls. This has been confirmed as acceptable use of the building by Council’s Planning Officers. Volunteers from the Anglican Church and Churches Working Together would look after the day-to-day logistics, with overarching supervision from the Community Development Coordinator to ensure compliance with the funding agreement and acquittal of grant monies.

Attachments

Nil

Recommendation

THAT Council authorise the CEO to negotiate and enter into a Memorandum of Understanding with the Anglican Church to establish a food bank utilising the former gymnasium building in McConnel Park as a storage facility, free of charge, from 1 December 2023 to 31 December 2025.

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: Tenancy Agreements – Railway Street Lowood
File Ref: Property - Planning
Action Officer: DCORP

Background/Summary

Council owns the Freehold title to Lots 16 and 17 SP133023 Railway Street Lowood. The two parcels have tenancy arrangements in place which permits the building owner to leave their building on Council’s land for the duration of the agreement. All agreements expire on 30 June 2024.

The intention of the Lowood Futures Strategy is to re-invigorate Lowood by constructing new buildings and facilities on the Council parcels of land and for the existing or new commercial opportunities to take up ownership or commercial tenancies in the new facilities. This part of the Lowood Futures Strategy may not attract funding because the ownership of the buildings and facilities may not remain with Council.

The current lease arrangements for the tenancies expires on 30 June 2024. Council is required under the current tenancy agreement to provide three months’ notice regarding a new tenancy arrangement.

As part of the Lowood Futures Strategy, Council is proposing to redevelop Lot 16 and 17 with new shops where they are strata/community titled or similar to allow the shop owner to lease or own the portion of the building outright. Council is committed to retaining and enhancing viable businesses in Lowood.

Attachments

Nil

Recommendation

THAT Council

1. advise the tenants of Lots 16 and 17 SP133023 that it is Council’s intention to commence planning for the future of the site and as such offer a limited tenancy agreement by tender for their premises for a one year term with an option of another one year term.
2. invite the existing Tenants to express interest in a future tenancy or ownership of a facility on Railway Street.





SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
 From: Daniel Rowe, Community and Tourism Manager
 Director: Matthew McGoldrick, Director Corporate and Community Services
 Date: 21 November 2023
 Subject: Tourism and Promotions Report – October 2023
 File Ref: Tourism – Promotions
 Action Officer: CTM













Background/Summary

The following is the October 2023 summary of activities for Somerset Visitor Information Centres (VIC) and the Tourism team members.

Visitor Statistics

		Somerset	Brisbane	Other SEQ	Rest of state	Interstate	International	Total
	Esk VIC	75	53	47	15	38	7	235
	Fernvale VIC	178	152	74	26	40	11	466
	Kilcoy VIC	157	101	150	65	112	35	620
	The Condensery	129	87	40	13	24	0	293

Motivators

	First	Second	Third
Esk	 Maps and Directions	 Glen Rock Gallery	 Brisbane Valley Rail Trail
Fernvale	 Maps and Directions	 Brisbane Valley Rail Trail	 Arts & Culture
Kilcoy	 Maps and Directions	 Caravanning and Camping	 Outdoor Activities
The Condensery	 The Condensery Exhibitions	 The Condensery Building	 Culture and Heritage

Active Volunteers



Esk

9

Fernvale	20
Kilcoy	7
TOTAL	36

Digital Media

Facebook



Likes 3543
(+53)
Followers 4074
(+60)
Reach 85, 742
(+55%)

Website



Page Views: 13 813
Visitors: 4286 new, 89 returning
Peak Time: Tuesday, 31 October
Most Popular Pages: Experience Somerset, Spring Campaign Landing Page, Events and Markets, Markets
Device Type: 71% Mobile, 20% Desktop, 9% Tablet

Instagram



1684 (+10)
Reach: 2754
(+14%)

Glen Rock Art Gallery (Esk Visitor Information Centre)

The October exhibition at Glen Rock Gallery showcases local artist Gwen Litfin in her exhibition titled "Smile".

Gwen received front page coverage in The Somerset newspaper for her exhibition and sold many of her pieces of work.

Using a variety of mediums, Gwen is able to convey joy in her work that consisted of animals, farm equipment, landscapes and portraits.

Visitor Information Centre Volunteer Famil

Details for the end of year famil to be held on 6 December 2023 to celebrate the year and International Volunteers Day have now been confirmed.

Trade Shows

A stand has been secured for the Moreton Bay Expo in February 2024. Operators will be invited to attend once more details have been finalised.

Regional Tourism Organisation

Southern Queensland Country Tourism will be hosting an event organisers workshop on Saturday, 18 November in Toowoomba. Details have been sent to Somerset event organisers and tourism operators.

Tourism Operator Development

The Best of Brisbane Region Experiences Support Program and Transformational Experiences Mentoring Program is continuing with operators learning ways to improve their businesses to become a Best of Queensland Experience. The programs will conclude in November with a final session with all mentees.

A Somerset Tourism Operator Networking Event is scheduled for Thursday, 16 November at Brisbane Valley Roasters. Somerset tourism operators have been sent invitations. The event will include presentations from Tourism and Events Queensland, Southern Queensland Country Tourism, Council's tourism team and will celebrate the mentees who have completed the Best of Brisbane Region Experiences Program.

The advertising prospectus has been sent to tourism operators for the next edition of the Experience Somerset Visitor Guide 2024-2025, to be released in Autumn 2024.

Regional Event Support and Development 2023-2024

Officers are actively working with event organisers to encourage and support the development of new and existing regional events in 2023-2024, including agritourism, sporting, adventure race events and more.

Council and Experience Somerset have agreed to sponsor and provide event support to the following upcoming regional events:

- Legends of Beef 2024, hosted by Brisbane Valley Farm Direct (Toogoolawah Showgrounds, 24 February 2024)
- Queensland Athletics All Schools Cross Country Championships, hosted by the Toogoolawah Golf Club (Toogoolawah Golf Course, 11 May 2024)
- Wivenhoe Triathlon, hosted by Atlas Events (Lake Wivenhoe / Logan's Inlet, 12 and 13 October 2024)
- Rogue Escape, hosted by Rogue Adventures (Lake Wivenhoe / Logan's Inlet, 19 and 20 October 2023)

Marketing Implementation Plan

Officers are actioning the Experience Somerset Marketing Plan and associated documents and aim to complete 50 per cent of these items by 30 June 2024.

Marketing Campaigns

<i>Campaign</i>	<i>Results</i>
Spring – Country is Calling – Digital Campaign Dates active: 19 September – 1 November 2023 Targeted to: SEQ audiences aged 30-65+ Objective: Visits to campaign landing page Marketing Actions: - Mix of paid and organic digital content - Campaign flyer in Somerset VICs (see attached) - EDM sent to ES database of 3000+ contacts on 27 September 2023	Landing page views: 4,547 Reach: 94,586 Impressions: 247,292 Unique link clicks: 7,003
Spring – Country is Calling – PR / Media Story on EV Charging Station in Esk sent to several targeted media outlets.	Story was picked up by: - Caravanning Queensland - RACQ (EDM, Road Ahead Magazine December issue and racq.com) - Channel 7's Weekender
Spring – Country is Calling - SQCT Collaborative Marketing Campaign V1 Dates active: 31 October – 13 November 2023 -Mix of paid and organic digital content -EDM to be sent to SQCT database -Featured blog on SQCT campaign landing page	Results will be available at time of campaign completion.
Spring – Country is Calling - SQCT Collaborative Marketing Campaign V2 Dates active: 14 November – 27 November 2023 -Mix of paid and organic digital content -EDM to be sent to SQCT database	Results will be available at time of campaign completion.

-Featured blog on SQCT campaign landing page	
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Tourism and Marketing Activities

Promotions Officer continues to:

- Prepare content for Summer 2023/2024 campaign.
- Develop concept for video component of 2024 Queensland Tourism Industry Council Top Tourism Town Awards Submissions.
- Prepare for Experience Somerset content capture – Imagery and Video for 2024 regional visitor guide, website update, destination video update and more.

Twenty-five boxes of the Experience Somerset Visitor Guide were distributed to 10 Visitor Information Centres and two tourism operators and at the Let's Go Brisbane Caravan and Camping Expo at the RNA Showgrounds throughout October.

Attachments

Nil

Recommendation

THAT Council receive the Tourism and Promotions Report for the month of October 2023 and that the contents be noted.

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: 6 November 2023
Subject: Corporate and Community Services Monthly Report - October 2023
File Ref: SRC/Governance/Reporting
Action Officer: DCORP

Background/Summary

Details of the Corporate and Community Services report for the month of October 2023 are as follows:

Records

Documentation – At a Glance – October 2023

Inward/Actioned Documents – 3262	Outward Correspondence - 1704
Customer Service Requests - 375	Councillor Requests – 7 (Seven)
Emails Processed by the Records Team	
Corporate Mailbox - mail@ - 15,978	Internal Only Records Email – 9,939
Decision Notices/Workshop Outcomes – 53	Tender/Quotation –
Decision Notices – Thirty-Three (33)	Tenders – Tenders (0)
Workshop Actions – Twenty (20)	Numbered Quotations – 0

Total Documents Registered for the month of October 2023 – 8354

Email Traffic

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

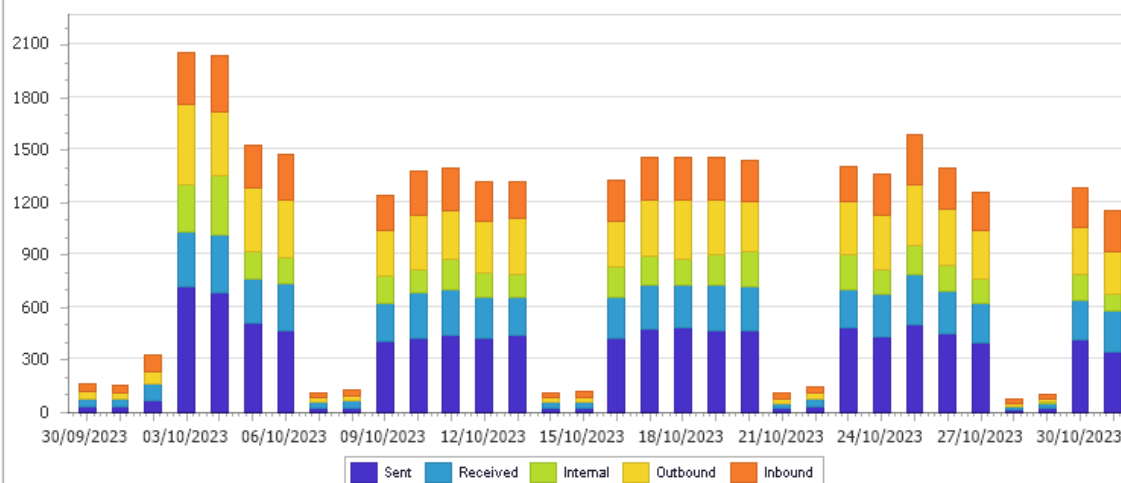
User Traffic Report For:

Somerset Regional Council

Emails between 30/09/2023 and 31/10/2023

Summary

Inbound	Outbound	Internal	Sent	Received
Total Emails: 5506	Total Emails: 6916	Total Emails: 3556	Total Emails: 5716	Total Emails: 10262

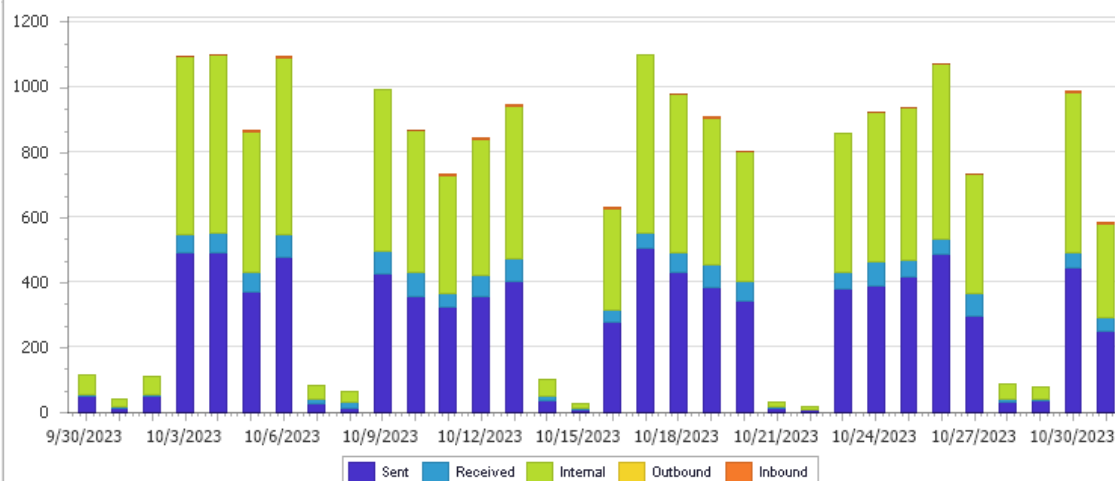


Records

Emails between 9/30/2023 and 10/31/2023

Summary

Inbound	Outbound	Internal	Sent	Received
Total Emails: 34	Total Emails: 0	Total Emails: 9905	Total Emails: 1310	Total Emails: 8629



Information and Communication Technology (ICT)

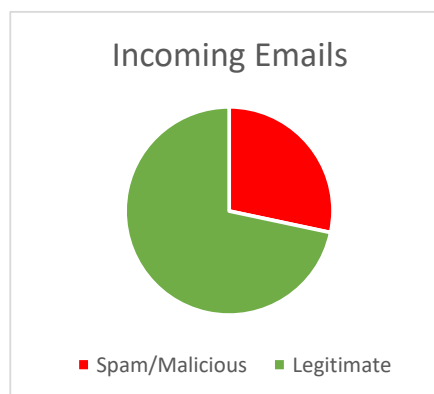
ICT's dedication to enhancing its meeting capabilities and equipment is demonstrated through its continuous focus on technology and facility improvements. These upgrades are designed to facilitate more seamless and comprehensive council proceedings, adapting to the changing requirements of council members and the community.

ICT has successfully completed the NBN migrations across multiple Council sites as part of their ongoing efforts to enhance operational efficiency, create a more conducive work environment, and improve service delivery to the community. These upgrades include bolstering their capabilities and equipment within their offices.

Cyber Security

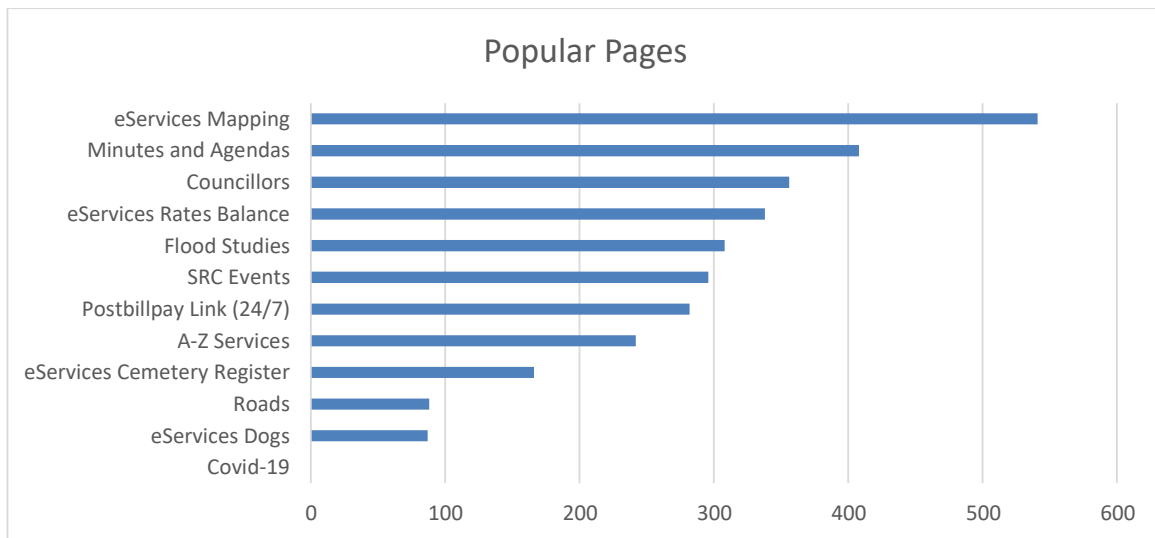
The number of incoming malicious emails decreased with a slight increase in total emails overall. Phishing emails continue to target Office365, file sharing services and videoconferencing utilities, with several incoming malicious emails received from compromised email accounts at vendors and other government entities including Councils.

Local government continue to experience concerning exponential growth in ransomware attacks. Cybercriminals continue to target various LGAs, demanding significant ransom payments in cryptocurrencies. These attacks disrupt essential services such as public utilities, tax collection, and emergency response systems. Local governments continue to be on heightened alert and at a state of readiness to respond to an attack.



Websites

The primary corporate website (somerse.t.qld.gov.au) received 40,384 page views for the month, and eServices (eservices.somerse.t.qld.gov.au) received 15,014.



Governance and Business Improvement

Annual Report

The annual report has been prepared and will be submitted for Council's consideration at the Ordinary meeting scheduled for 15 November 2023.

Local Laws

A review of Subordinate Local Law No. 2 (Animal Management) 2011 (SLL No.2) and Subordinate Local Law No. 1.5 (Keeping of Animals) 2011 (SLL No. 1.5) was conducted under the Animal Subordinate Local Law Review Project.

Written submissions by any person in support of, or objecting to, each of the animal management amending subordinate local law and the keeping of animals amending subordinate local law, were invited for a 21 day period commencing on Wednesday, 11 October 2023, and ending on Friday, 3 November 2023 (the "consultation period"). Advertisements appeared in local newspapers and information was available on Council's website. Submissions received will be collated and a report prepared for Council's consideration in the near future.

Legislative Review

Queensland State Archives sought feedback on the proposed Public Records Bill 2023. The intention of the Bill is to increase accountability, transparency and increase penalties for non-compliance.

The definitions of a *public record* and *disposal* are a key focus, with the Bill proposing to expand the capacity for prosecution from disposing of public records, to include *attempting* to dispose of public records. As such, it is proposed that disposal and attempted disposal of public records without proper authorisation will be a criminal offence. The time limit for prosecution for unlawful disposal of public records is also proposed to be increased from one year, to three years.

Poor record keeping leaves Council at risk of:

- poor decision making (due to loss of historical record and considerations when making a decision)
- accusations such as corrupt conduct and lack of transparency,
- errors when responding to RTI / IP requests and
- negative PR.

Good record keeping practises strengthen Council's ability to prove the integrity of our Team (both Councillors and staff) and adequately defend itself should it's decision making processes be called into question.

Policy Review

The Information Services Team are currently refining the draft Information Management and Security Policy and accompanying procedures. Council has a legal obligation to comply with information management provisions within the *Public Records Act 2002*, *Right to Information Privacy Act 2009*, *Information Privacy Act 2009* and the *Local Government Act 2009*.

Councillor and Staff compliance with the provisions of this legislation is important, as failure to adequately keep records in Council's *Electronic Document Records Management System (EDRMS)* could leave individuals at risk of prosecution for disposal of public records. It also presents a risk to Council if records are not contained within Council's EDRMS, as information relevant to decision making has not been captured and is therefore not available for Councillors and Staff to rely upon in future. This is particularly concerning when staff turnover is high.




It is intended that best efforts be made to simplify and reduce the amount and complexity of Council's policies to encourage greater compliance with legislative requirements.

State Penalties Enforcement Regulation (SPER) Codes

During the course of undertaking Council's regulatory functions, it may become necessary to issue infringement notices or fines for nominated offences. SPER Codes are required when infringement notices and fines issued by Council remain unpaid, as these unpaid infringements and fines can be registered with the State Penalties Enforcement Registry (SPER) for collection.

The annual review of Council's SPER Codes has commenced. Proposed changes will be discussed with relevant officers in the near future, before a report is presented to Council for consideration.

Arts and Culture

 Attendance at Cultural Venues	 Events	 Partnerships
8, 332	95	2

Events





Somerset Celebrates – Australia Day 2024

Friday January 26, 2024

The event will consist of a Citizenship Ceremony, Australia Day Awards, and catered morning tea with a live performance of the National Anthem and background music to accompany the event.

An application for The *National Australia Day Council's Community Grant Funding* of \$10,000 was approved, with an application for an Australia Day Ambassador submitted- to be announced in the coming weeks.

Somerset Libraries

 Physical Items Circulated	 Visitation	 Events	 New members
13,365	7013	54	66

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Over 500 children, teens and adults attended activities and events in libraries during October with kindy visits to Goodstart and C&K at Lowood, and watercolour painting and mixed media workshops for adults. 83 seniors browsed the library stall at the Seniors Expo chatting with staff and competing for book prizes with a game of velcro fish.

Libraries partnered with the Brisbane Writers Festival to host a writer's workshop with Toowoomba author Cherie Curtis. 32 children (aged 6 to 17 years) attended from schools across the Somerset region at a workshop held at the Civic Centre.




Saturday openings continue to be popular with Kilcoy and Lowood communities. Positive feedback includes:

"Been waiting 12 years for the library to be open on Saturday's, I hope you stay open on Saturday's permanently."

"Should have a sausage sizzle and coffee at the library on Saturdays."

"Amazing opening Saturdays as I work at UQ and could never make normal business hours."

Somerset Civic Centre

 Visitation	 Events	 Shows scheduled
1,090	37	1

Seniors' Day provided an opportunity to focus on the older members of our community, to provide entertainment and access to critical services. The Somerset Civic Centre team was proud to assist the Communities team with this event.




On 14 October Aladdin and his Magic Smartwatch graced the Somerset Civic Centre stage, much to the delight of those children and parents in attendance.

October also saw the return of BexD Creative kids' drama and music classes which will run for the remainder of Term Four.

Program events in development and upcoming advertised events include;

- Drag Bingo: 25 November 2023
- Festival of Small Halls: 15 December 2023
- Kids free ballet classes: Term 1 2024 (advertising coming soon)
- Kids free 'back to school' learning day: 24 February 2024 (advertising coming soon)
- Morning Melodies: April and August 2024
- Shake & Stir (book week/Shakespeare curriculum): July/August 2024
- The Faulty Towers Dinner Show: 2024/25 Date TBC

The Condensery

 Visitation	 Public programs	 Exhibitions in development
229	4	8

October saw dual exhibitions *The Good* by Anna Louise Richardson and *Ex Tenebris Lux* by Naomi McKenzie conclude. Both exhibitions received overwhelmingly positive feedback.

64 people attended the exhibition opening for *Intimate Immensity* by Ian Friend and *Littoralis* by Anita Holsclaw on 7 October.

Intimate Immensity brings together works by Ian Friend created over the past five years. Friend is best known for his evocative works on paper and fascination for the alchemy of materials. *Littoralis* is the Latin term for the seashore and half the scientific name of the endemic native Australian Sheoak tree. Through *Littoralis*, artist Anita Holsclaw explores concepts of recollection and memory.

Programs and events this month included Healing Garden workshops across the region, employing two Somerset artists. In addition, The Condensery hosted a water colour sketchbook workshop for The Condensery's volunteers with artist Deb Mostert. Moving forward, The Condensery will schedule two special events throughout the year, solely for the galleries volunteers as a thank you for their time and dedication to The Condensery. The next volunteer event is scheduled for January and will involve a bus tour to Brisbane and a visit to select artist studios who have been scheduled to exhibit at The Condensery in 2024.

Storytime sessions in collaboration with Somerset libraries also continue in the month of October.

Community Development

Council commenced a new Neighbourhood Community Centre funding agreement from 1 October 2023. The agreement will conclude on 30 September 2028. The new agreement will see Council Officers become more available to community through engagement and communication initiatives.

Seniors Day

Seniors Day was held on the 27 October at the Somerset Civic Centre. 136 people attended the event. Entertainment was supplied by 'Never Two Late', with catering supplied by local contractor Bebe's Country Weddings. Local seniors had an opportunity to connect with fellow seniors, in addition 15 local community services had information stalls seniors. The event was well received by those in attendance.

Kilcoy Wellbeing Festival

The annual Kilcoy Wellbeing Festival was held at Yowie Park in Kilcoy on 10 October 2023. Residents enjoyed an afternoon of workshops, demonstrations, music, food and other activities, highlighted by local Somerset entertainer DJ Bex and a local Fijian's men's choir. The event coincided with the Mental Health Week, with the theme for the day being 'Resilience through Wellbeing'. A range of health services were also on hand to provide information to community. Over 100 people were in attendance at the event.

The Festival also Incorporated an art competition for Kilcoy State High School students and a drawing competition for Kilcoy State School students.

Housing Needs Assessment

Council has engaged a consultant to undertake a Housing Needs Assessment for the Somerset Region. An inception meeting for the project has been held in October. The study is a key deliverable of the recently adopted Somerset Social Plan. The Housing Needs Assessment will assist Council in understanding the future needs of housing within the Region, with a particular focus on housing needs for older persons and persons living with a disability, and crisis and emergency accommodation.

Youth Engagement Strategy

Council has engaged consultants to prepare the Somerset Youth Engagement Strategy. The Strategy will direct Council's engagement initiatives and policies with Somerset's young people for the next five years. An inception meeting was held with consultants in October.

Queensland Community Development Conference

The Community Development Coordinator and Youth and Community Development Officer attended the Queensland Community Development Conference. The conference was held in Sandstone Point from 16 to 18 October, and focussed on delivering. The Conference was a development opportunity for individuals working in the community and also featured a Neighbourhood Centre State Wide Gathering on the first day. The conference was a valuable opportunity for staff to connect with other Councils on their community programs and issues they have faced.

Community Recovery and Resilience Officer

In October, the Somerset Civic Centre was the location for a disaster-skilling and preparedness workshop delivered by local professionals and open to all. The group workshop covered personal coping through stress management tactics and yoga technique implementation. Personal-Centred Emergency Planning disaster preparedness materials were also discussed to assist attendees in developing their own disaster management plans. More community-led preparedness workshops are planned.

Project: Building Inclusive Disaster Resilient Communities

The Community Recovery and Resilience Officer and Queensland Disability Network hosted the final Community Action Forum for the year where more than 40 participants gathered at the Somerset Civic Centre to exchange ideas about being disaster-prepared and living with a disability. Feedback on the day was extremely positive and all who attended showed an interest in creating partnerships for the future of inclusive disaster management. Four community led initiatives were scoped on the day including a transport idea, a communications idea and a new preparedness initiative.

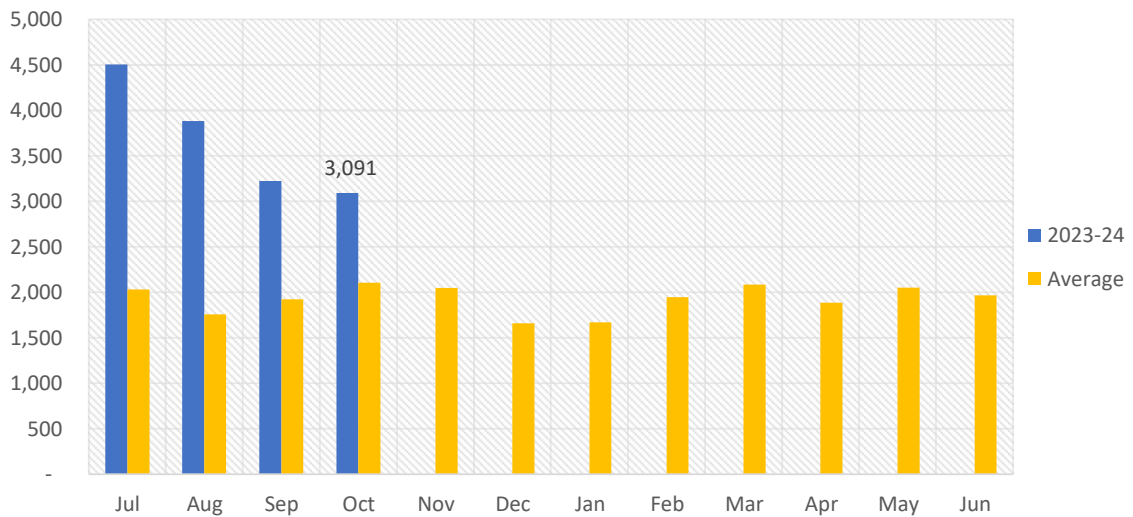
The Local Action Group continued with a meeting in October and the filming of a new disability-inclusive preparedness video which will be linked as a resource to the Somerset council website. During the creation of the video three key locations and five residents living with disability were showcased as a way of encouraging some thought about having an emergency plan for those that need it the most.

Sport and Recreation

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

Fernvale Indoor Sports Centre (PCYC Fernvale)

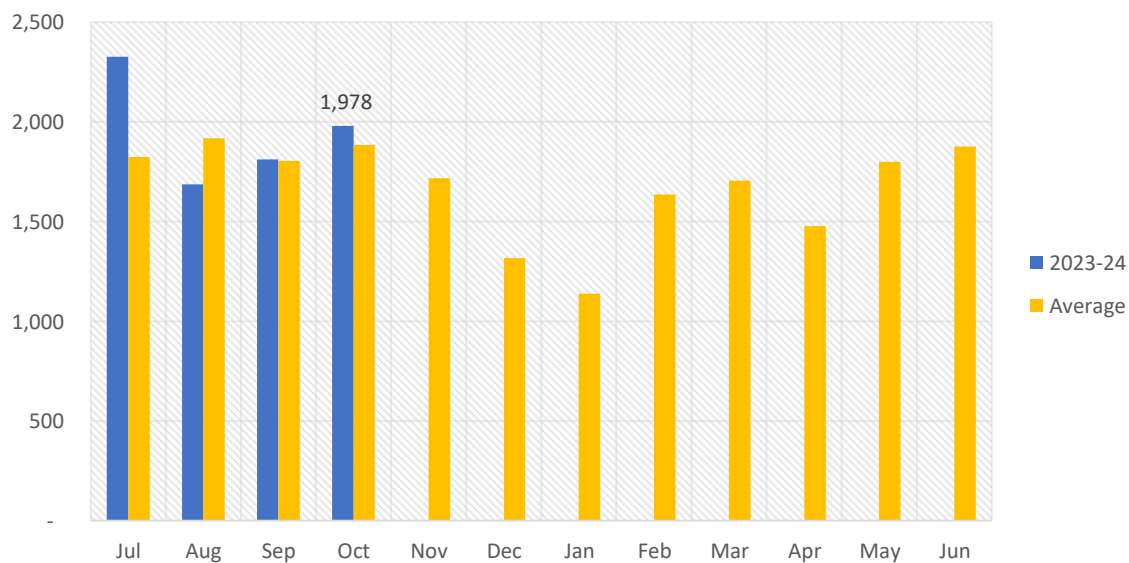
- Attendance Record for September (3,091).
- Comparative to Monthly Historical Average – POSITIVE (Average – 2,106).
- Gym Membership Change – DECREASED -235 (Current Membership – 1,054).
- Current Facility manager confirmed as Permanent Manager.
- Specialised flooring completed in preparation for youth boxing program.
- 55 young people attended driving lessons as part of the Braking the Cycle program.
- 120 young people participated in the Basketball After Dark program.
- Recreational gymnastics grew to 296 enrolments.
- Little and Active program saw 62 participants take part in Sports Day themes.
- Two minor incidents reported – no action required.
- Facility will close for Christmas 22 December to 2 January with 24 hour gym access maintained.



Graph: Monthly Attendance of the Fernvale Indoor Sports Centre - 2023-24 versus Average

Kilcoy Indoor Sports Centre

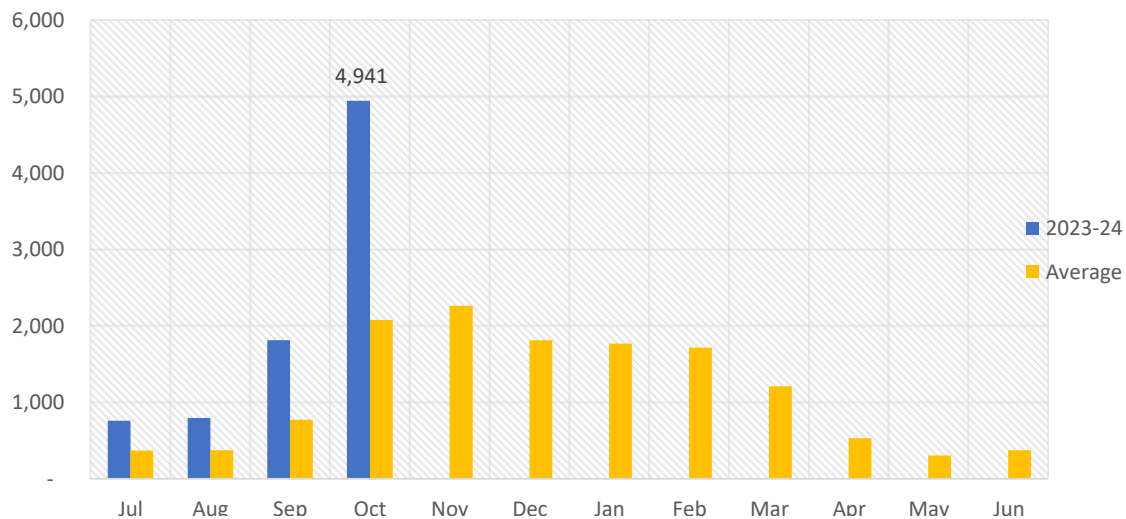
- Comparative to Monthly Historical Average - POSITIVE (Average – 1,803).
- Gym Membership Change – DECREASED -4 (Current Membership –118).
- Halloween Parade event saw 178 participants involved.
- No incidents to report.



Graph: Monthly Attendance of the Kilcoy Indoor Sports Centre - 2023-24 versus Average

Toogoolawah Swimming Pool And Community Gym

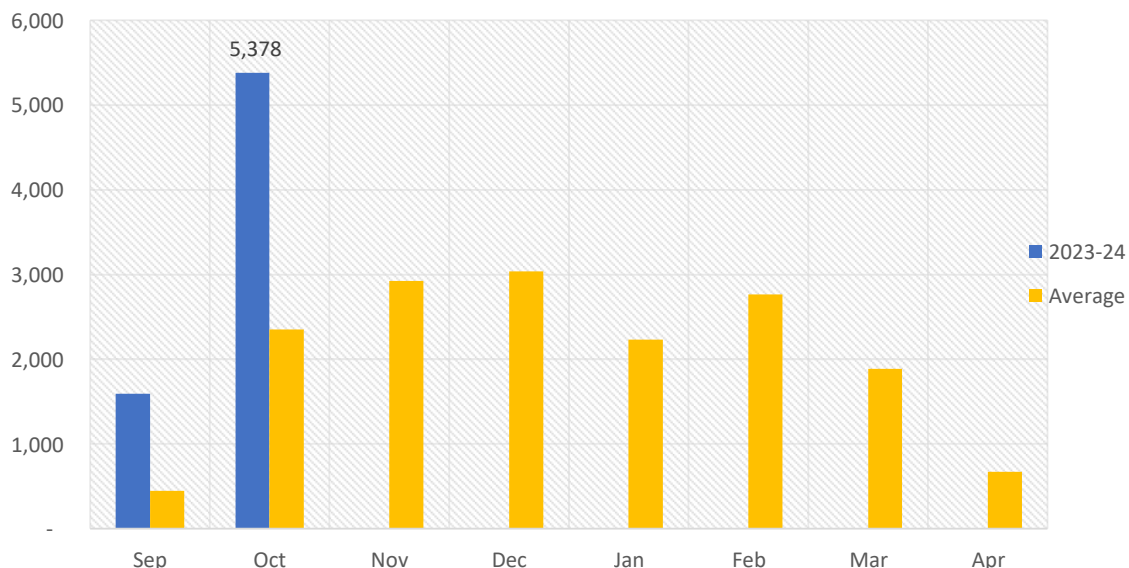
- Monthly Attendance Record for Facility (4,941).
- Comparative to Monthly Historical Average – POSITIVE (Average – 2,078).
- Gym Membership Change – DECREASED -8 (Current Membership - 48).
- Increased numbers for Aqua Aerobics and Learn to Swim Programs.
- Primary School swimming lessons commenced.
- Two incidents to report – No further action required.



Graph: Monthly Attendance of the Toogoolawah Swimming Pool and Community Gym - 2023-24 versus Average

Lowood Swimming Pool

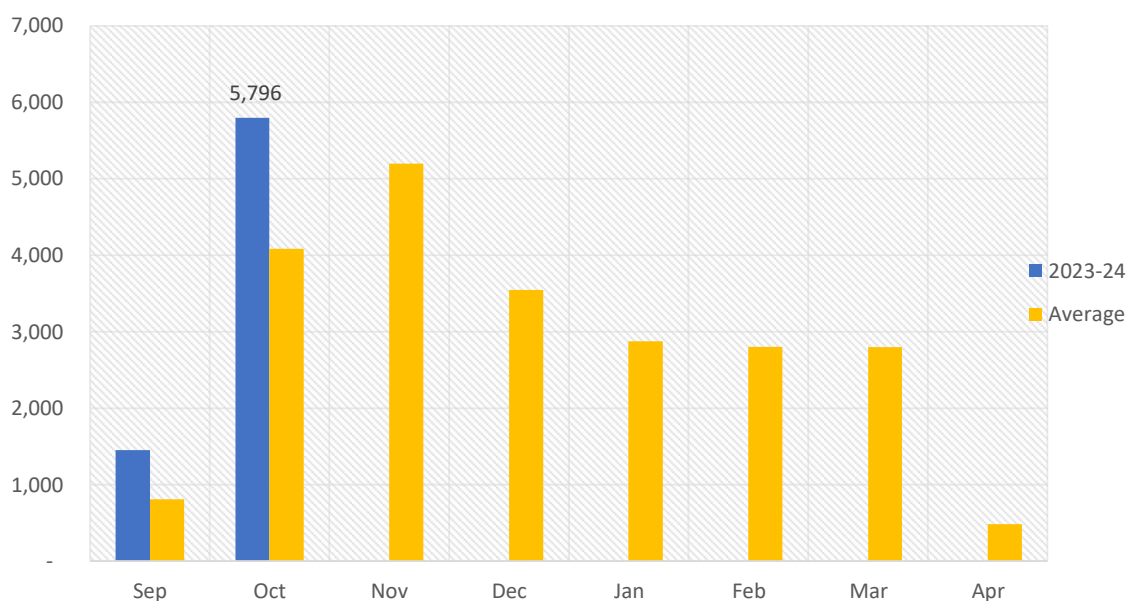
- Monthly Record Attendance for October for Facility (5,378).
- Comparative to Monthly Historical Average – POSITIVE (Average – 3,486).
- Increased growth for aqua aerobics.
- Record participation for Learn-to-Swim (698 attendances).
- Introduction of Mums and Bubs classes.
- Construction works for the refurbishment of the Lowood Swimming Pool carpark continued. Minimal interruption to services with temporary carpark and footpaths established. Works are expected to be completed by mid-November 2023.
- No incidents to report.



Graph: Monthly Attendance of the Lowood Swimming Pool - 2023-24 versus Average

Kilcoy Aquatic Centre

- Highest Monthly Attendance since 2018 (5,796).
- Comparative to Monthly Historical Average – POSITIVE (Average – 3,623).
- Learn-to-Swim Program taking place five days per week.
- Aloka Aged Care started swimming program introduced on Mondays.
- School swimming sessions underway.
- No reportable incidents.



Graph: Monthly Attendance of the Kilcoy Aquatic Centre - 2023-24 versus Average

Sport and Recreation Highlights and Projects

- Cricket Fixtures began at the Fernvale Sports Park. The Marburg Mount Crosby Thunder Cricket Club hosted junior and senior matches on both turf and synthetic wickets featuring day-night matches on the main field. The club will utilise the clubhouse, storage and canteen facilities and have fixtures scheduled across the season which finishes in March. An opening match celebration is being organised to be held late November.
- Upgrade works continued at the Lowood Recreational Complex with the installation of a concrete spoon drain and turfing in drainage gully. The project is funded by the Queensland Government Community and Recreational Assets Recovery and Resilience Program.
- Solar carpark lighting was installed at the Lowood Recreational Complex.
- Council Officers facilitated a successful grant funding application through the Queensland Reconstruction Authority Emergency Response to repair and upgrade the irrigation system at the Hopetoun Sports Fields. The works will be delivered in collaboration with the Kilcoy District Football Club, also known as the 'Kilcoy Yowies'.
- Planning continued for Minor Infrastructure Projects, including the installation of an irrigation system and field refurbishments (including the installation of new goal posts) at the Esk Football Grounds and the extension of the Brisbane Valley Soccer Clubhouse to include amenities facilities at the Lowood Recreational Complex.
- Officers continue to progress the development application for the Kilcoy Indoor Sports Centre Redevelopment.

Attachments

Nil

Recommendation

THAT Council receive the Corporate and Community Services monthly report for October 2023 and the contents be noted.

**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: 17 November 2023
Subject: Community Assistance Grants 2023-2024 – Lions Club of Esk Inc. – Doc
Id 1560092
File Ref: Community Relations – Sponsorships – Donations
Action Officer: DHRCS

Background/Summary

To assist with the costs associated with the purchase of additional solar lights to enhance the Christmas spirit in the township of Esk for the first annual Esk Elves Christmas festival being held on Saturday, 2 December 2023.

Amount requested:	\$1,500.00
Total cost of project:	\$4,323.00
Amount recommended to be granted:	\$1,500.00

Assessor's Summary

The applicant states:

- Through the Lions Club of Esk, the Esk Elves achieved greatness last year. A 7m tall tree was constructed in Memorial Park, Esk for all of the community to enjoy.
- The Esk Elves would like to build on last year's effort by creating a Christmas Street Festival for everyone to enjoy, the festival will create a sense of belonging in the community.
- This Christmas festival will be the first annual festival hosted by the Lions Club of Esk and Esk Elves
- The group have asked for Council's support to purchase solar Christmas lights to enhance the Christmas spirit of the festival.
- Quotes for the solar lighting have been provided.

The group have asked for consideration outside of regular funding rounds.

Attachments

Nil

Recommendation

THAT the application as summarised in this report be approved for funding and \$1,500 be granted to the Lions Club of Esk through the Community Assistance Grants budget allocation; plus GST if applicable, to assist with the costs associated with the purchase of additional solar lights for the first annual Esk Elves Christmas festival being held on Saturday, 2 December 2023.

SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer

From: Kerri-Lee Jones – Director Human Resources & Customer Service

Date: 21 November 2023

Subject: HR Policies

File Ref: HR013_Recruitment and Selection

Action Officer: DHRCS

Background/Summary

The Recruitment and Selection Policy – HR/013 has been reviewed with a new policy now presented to Council for consideration.

The policy was reviewed as per undertaking from the Internal Audit of Recruitment in March 2023 resulting in the removal of procedural matters and clarification of policy provisions.

The associated Recruitment and Selection Procedure will be developed in consultation with relevant work groups.

Attachments

1. Proposed Somerset Regional Council Recruitment and Selection Policy – HR/013
2. Former Somerset Regional Council Recruitment and Selection Policy – HR/013

Recommendation

THAT the proposed Somerset Regional Council Recruitment and Selection Policy – HR/013 be adopted by Somerset Regional Council and the subsequent former policy be rescinded and replaced with the reviewed policy.



Policy Subject/Title: RECRUITMENT AND SELECTION POLICY

Policy Number: HR/013

Responsible Officer: Chief Executive Officer

Legislative or Regulatory Reference: *Anti-Discrimination Act 1991*
Industrial Relations Act 2016 (Qld)
Information Privacy Act 2009
Local Government Act 2009
Local Government Regulation 2012
Public Sector Ethics Act 1994
Records Management Act 2007

Related Policies / Procedures: FO11 - Fraud Management Policy
CO13 - Information Privacy Policy
Somerset Regional Council - Officers Certified Agreement 2023
Somerset Regional Council – Field Staff Certified Agreement 2023

Application: This Policy applies to employees of Somerset Regional Council. The Policy does not form part of any employee's contract of employment.

Authorised by: Somerset Regional Council

Authorised on: 24 February 2016 [Doc ID 869358]

Review / Amendment dates: 28 March 2018 [Doc Id 1024321]
29 November 2023 [Doc Id TBC]

1. Objective

To ensure Somerset Regional Council ("Council") recruits and selects quality applicants in an effective and efficient manner meeting relevant legislative requirements and adhering to merit principles.

2. Purpose

Recruiting and selecting suitable employees who exhibit the necessary level of skills and ability is integral to the success of Somerset Regional Council ("Council").

This policy aims to provide guidance and assistance to those involved in the process of recruitment and selection of employees at Council. It outlines the principles that are to be followed in the recruitment and selection process and is designed to ensure that recruitment standards are consistent, appropriate, free from discrimination or bias, and are in accordance with relevant legislation.

3. Scope

This policy applies to the recruitment and selection of all employees with the exception of the recruitment and selection of the Chief Executive Officer (Refer to *Local Government Act 2009*).

4. Policy Statement

4.1 *Recruitment and Selection Principles*

During the recruitment and selection process, Council will ensure that the best person for the position is chosen in each case. This can be achieved through the recruitment and selection of quality applicants who share the Council's commitment to the corporate vision, mission and values.

All applicants are to be treated with equity and courtesy, irrespective of individual attributes, including but not limited to, race, sexual orientation, political affiliation, religion, sex, age, or physical disability.

All recruitment and selection activities will have regard to merit principles, specifically that the success of an applicant is determined on their skills, experience and qualification/s.

Each decision-maker who has a role in the recruitment and selection process, should do their utmost to ensure that the merit principles are applied in every case.

This policy is supported by Council's Recruitment and Selection Procedure.

4.2 *Equal Employment Opportunity*

Council is an equal employment opportunity employer and recognises the importance of maintaining diversity in the workplace, equal remuneration for work of equal value and ensuring that existing practices, that encourage equality of employment and development opportunities, continue and are promoted.

4.3 *Privacy*

As set out in Council's Information Privacy Policy, Council respects and complies with its obligations under privacy legislation.

Consequently, any personal information gathered during the recruitment and selection process that does not become an employee record relating to the successful candidate/s will be destroyed at the conclusion of the process and in accordance with relevant legislation, unless the permission /consent of the candidate has been obtained to keep any such information.

5. Variations

Council reserves the right to vary, replace or terminate this policy from time to time.

6. Effective from

This policy is effective from 24 February 2016.

7. Date of Resolution

This policy was approved by the Chief Executive Officer and adopted by the Somerset Regional Council at the Ordinary Meeting of 29 November 2023.

Signed:

Date: 29 November 2023



Policy Subject/Title: RECRUITMENT AND SELECTION POLICY

Policy Number: HR/013

Responsible Officer: Chief Executive Officer

Legislative or Regulatory Reference: *Queensland Anti-Discrimination Act 1991*
Equal Employment Opportunity Regulations 1995
Industrial Relations Act 1999 (Qld)

Related Policies / Procedures: FO11 - Fraud Management Policy
CO13 - Information Privacy Policy
Somerset Regional Council Certified Agreements 2015 / 2017

Application: This Policy applies to employees of Somerset Regional Council. The Policy does not form part of any employee's contract of employment.

Authorised by: Somerset Regional Council

Authorised on: 24 February 2016 [Doc ID 869358]
28 March 2018 [Doc Id 1024321]

Review / Amendment dates:

1. **Objective**

To ensure Somerset Regional Council ("Council") recruits and selects employees of the highest calibre in an effective and efficient manner meeting relevant legislative requirements and with adherence to merit principles.

2. **Purpose**

Recruiting and selecting suitable employees who exhibit the necessary level of skills and ability is integral to the success of Somerset Regional Council ("Council").

This policy aims to provide guidance and assistance to those involved in the recruitment, selection and promotion of employees at Council. It outlines the principles that are to be followed in the recruitment and selection process and is designed to ensure that recruitment standards are consistent, appropriate, free from discrimination or bias, and are in accordance with relevant legislation.

3. **Scope**

This policy applies to the recruitment and selection of all employees with the exception of the recruitment and selection of the Chief Executive Officer (Refer to Local Government Act 2009).

4. **Policy Statement**

4.1 *Merit Principle Applies*

When recruiting or promoting staff, Council will ensure that the best person for the job is chosen in each case.

Council is committed to ensuring that recruitment and selection decisions are based on the principle of merit. This means that persons will be selected on the basis of whether they have the right skills, qualifications and other talents that are required to do the job.

Appointment decisions based on irrelevant factors such as a person's sex, race, disability, age, homosexuality etc., or personal biases or favouritism, do not result in the best person for the job being chosen and are not considerations taken into account.

Each workplace-decision-maker who has a role in the recruitment of employees or in selection for promotion should do their utmost to ensure that the merit principle is applied in every case.

4.2 *Equal Employment Opportunity*

Council is an equal employment opportunity employer and is committed to ensuring that all applications for selection or promotion are not discriminated against on any of the grounds of discrimination contained in equal opportunity laws.

4.3 *Internal Advertising*

All internal vacancies at Council will be advertised internally by utilising internal communications i.e. email, intranet, work notice boards and the staff newsletter, where it is considered that existing staff can fulfil the role.

The position must remain open to receive applications for a period of no less than seven

days.

Promotion decisions will be made on the basis of merit, as per the essential and desirable criteria required for the position. This may mean that no internal applicants qualify for job interviews.

4.4 External Advertising

External advertising will be publicised both internally and externally to the organisation simultaneously. Positions must remain open to receive applications for a period of no less than fourteen (14) days.

All external advertising or agency costs must be approved by the Chief Executive Officer.

4.5 The Essential and Desirable Criteria

The relevant Director / HR delegate will review the job description of the position in question to ensure it is up to date and accurate. The level of remuneration attached to the position should also be reviewed. The relevant Director / HR delegate will then determine the essential and desirable criteria for the job.

The essential criteria are those which are necessary for the performance of the job. The desirable criteria are those that will help the applicant perform the job, and give them a competitive advantage. By determining the essential and desirable criteria of the job, the selection panel will have a standard for comparison of each applicant. It is important that each candidate is judged according to criteria that is objective and applied in a consistent manner.

4.6 The Selection Panel

Wherever possible, recruitment decisions should be made by a selection panel ("panel") of at least two people.

The membership of the panel will be determined by the Director, under the direction of the Chief Executive Officer, in whose department the new employee will work. At least one member of the panel should have a detailed knowledge of the requirements of the job – preferably the supervisor / Director. The chair of the panel will be the Human Resources delegate, where possible.

The selection panel must be able to follow the process entirely from start to finish otherwise an alternative selection panel member shall be sourced (ie where possible, panel members should not be changed throughout the process). This is to ensure equity and consistency is applied throughout the entirety of the recruitment and selection process.

No Council employee is to be on a selection panel which involves the possible appointment of a relative or a close friend. Any conflict of interest, which may exist on a selection panel, needs to be referred to the relevant Director / HR delegate or Chief Executive Officer to allow an alternative selection panel member to be sourced.

4.7 The Short List

The selection panel should review the job applications and make a short list of the best applicants who meet the essential criteria for the position.

Arrangements should be made for interviewing those applicants who are short listed.

4.8 The Interview Process

The job interview questions are to be prepared by the human resources section and reviewed by the selection panel. Questions should be restricted to questions that are

relevant to the job / organisation. Questions which may indicate an intention to discriminate on any of the grounds of discrimination should not be asked.

Panel members should ask comparable questions of all applicants, otherwise biases and unfair assumptions can affect recruitment and selection decision making.

Panel members should document each applicant's responses and the reasons for short listing and selecting the applicants.

The panel should agree on the successful applicant with a recommendation to be made to the Chief Executive Officer for approval. The successful applicant should be notified of the decision in writing. Unsuccessful interviewees / applicants should also be notified of the result. The Director Human Resources may offer feedback to unsuccessful applicants on request.

4.9 Pre-Employment Checks

The preferred applicant/s for all positions may be required to undergo a medical / functional capacity assessment prior to appointment to ascertain the applicant's suitability to the relevant position.

Internal applicants who are applying for new positions exposing them to significantly different working conditions may be required to undergo a medical / functional capacity assessment prior to appointment to ascertain the applicant's suitability to the relevant position.

An applicant (internal and external) who is currently, or has previously been, employed by Council and who has undergone a pre-employment medical / functional capacity assessment within six months of being appointed to a similar position may be exempt from the medical / functional capacity assessment at the discretion of the Chief Executive Officer.

The preferred applicant for all positions will be required to undergo a National Police Check / Background Employment Check prior to appointment as per Council's Fraud Management Policy.

Internal applicants who have previously been employed by Council and who have undergone a National Police Check / Background Employment Check within six months of being appointed to a similar position may be exempt from the National Police Check / Background Employment Check at the discretion of the Chief Executive Officer.

4.10 Reasonable Adjustment

Where a job applicant has a medical condition (for example) but is in all other respects the best person for the job, Council will endeavour to make reasonable adjustments to the position to enable that person to do the job. This may require adjustments to the work station or job, for example. Reasonable adjustment will be afforded to successful applicants unless this would cause unjustifiable hardship to Council or create an unfair workplace.

4.11 Appointments made directly by the Chief Executive Officer

In the current labour market many regional and remote local governments in Queensland are experiencing difficulties recruiting and retaining high calibre professional qualified staff. Therefore, it may be necessary for Council to actively pursue appropriately qualified staff. In these circumstances, the Chief Executive Officer reserves the right to directly make appointments to permanent, internal, casual and temporary positions to achieve the objectives of Council's Corporate Plan, without following the procedures as provided for in this policy. In these circumstances, the merit principle will still apply to such appointments.

4.12 Privacy

As set out in Council's Information Privacy Policy, Council respects and complies with its obligations under privacy legislation.

Consequently, any personal information gathered about applicants that does not become an employee record relating to the successful candidate/s will be destroyed at the conclusion of the selection process, unless the permission or consent of the candidate has been obtained to keep any such information.

4.13 Reference Checking

Only referees nominated by applicants are to be contacted as part of the reference checking process. A minimum of two reference checks are to be conducted for each applicant; one of which must have a thorough knowledge, in a supervisory capacity, of the applicant's work conduct and performance within the preceding two years – preferably from the most recent employment relationship.

Should the references supplied not be to the satisfaction of the relevant Director / Chief Executive Officer (i.e. no work related referees), the applicant may be requested to provide additional, more appropriate referees.

Reference checking, to the satisfaction of the relevant Director / Chief Executive Officer must be completed prior to any offer of employment being made to the potential employee, unless deemed unnecessary for internal applicants.

Any Director / Human Resources delegate that carries out a reference check in relation to a prospective or existing employee should note the following:

The referee should be informed that the information they convey, due to privacy laws, will be accessible to the prospective employee/existing employee and also may be discussed with the candidate. As a general rule, a referee's opinions should not be directly relayed to the candidate etc. The purpose of obtaining a referee's opinion is to substantiate opinions already formed.

Only disseminate material/information to those involved in recruitment.

The questions asked of the referee should be written down before the referee is called and should only be questions going to the genuine occupational requirements of the job.

The questions should include the following query - "Given the opportunity, would you re-employ [candidate's name]?"

4.14 Probation

For all appointments, other than Executive Officer appointments, a three month probationary period will apply. The Chief Executive Officer reserves the right to extend the probation period by a further period of up to three months if the required standards of the position have not been met.

5. Effective from

This policy is effective from 24 February 2016.

6. Date of Resolution

This policy was approved by the Chief Executive Officer and adopted by the Somerset Regional Council at the Ordinary Meeting of 24 February 2016.

A handwritten signature in black ink, appearing to be 'R Bai'.

Signed:

Date: 24 February 2016

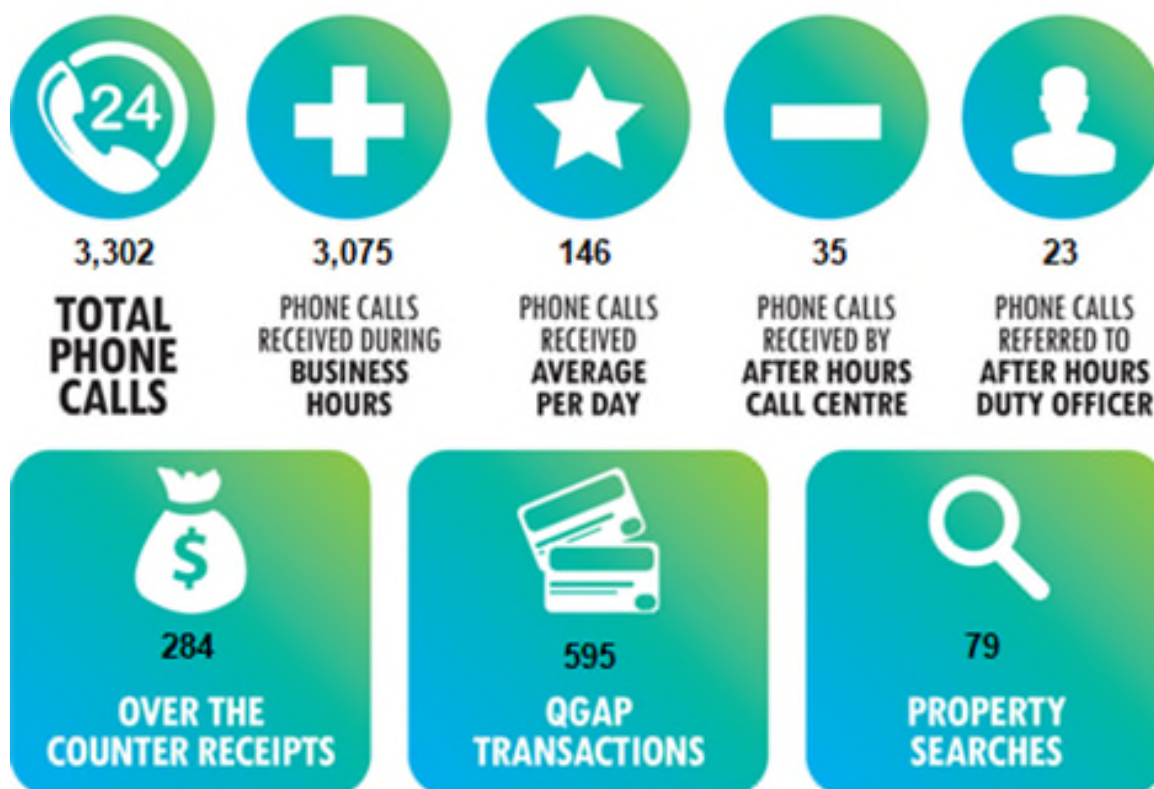
SOMERSET REGIONAL COUNCIL - Officer's Report

To: Andrew Johnson, Chief Executive Officer
From: Allison Brunton, Customer Service Coordinator
Director: Kerri-Lee Jones, Director HR and Customer Service
Date: 21 November 2023
Subject: Customer Service Report – October 2023
File Ref: Officers Report
Action Officer: CSC

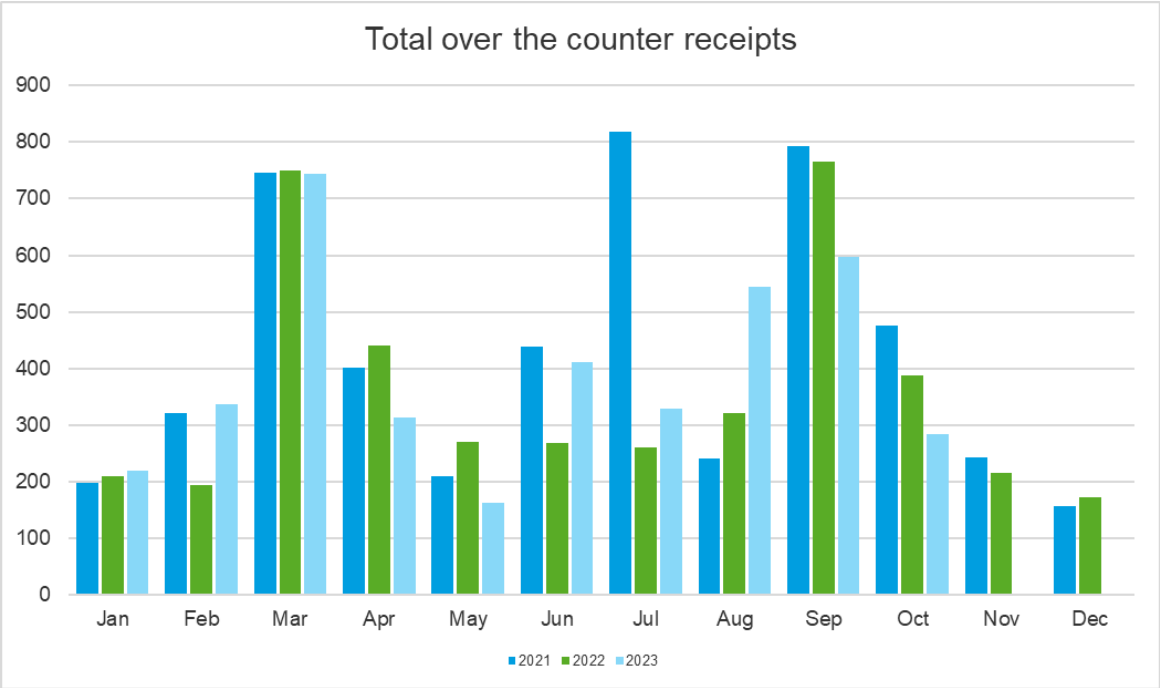
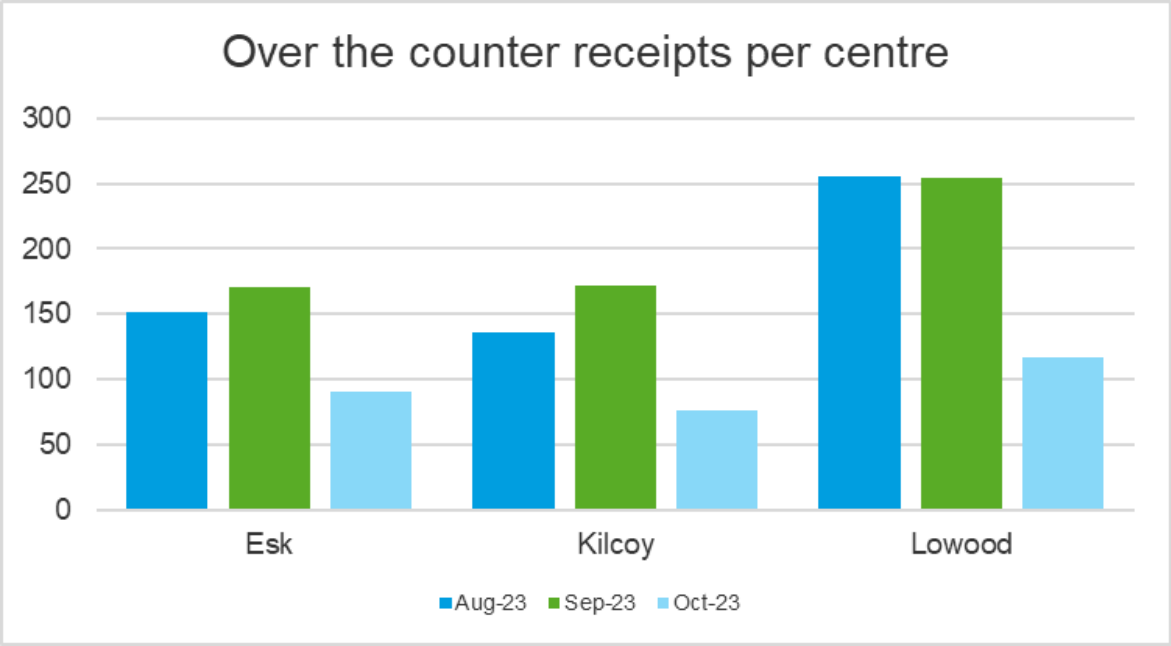
Background/Summary

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

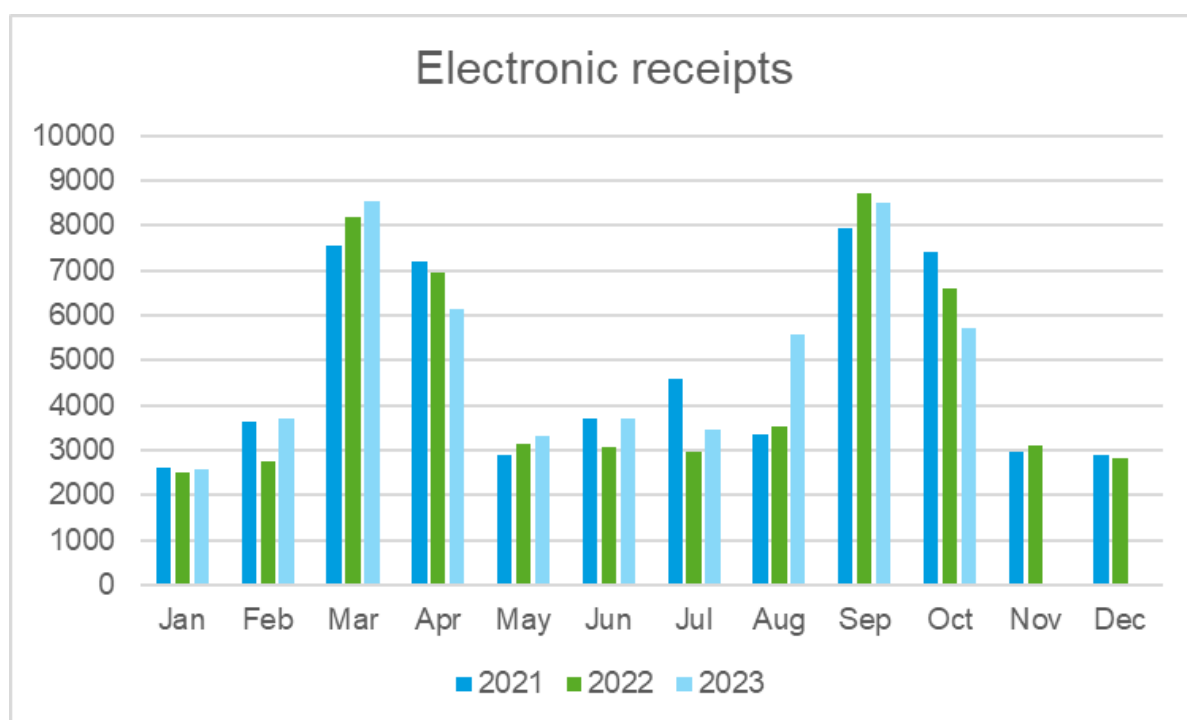
Summary for October 2023



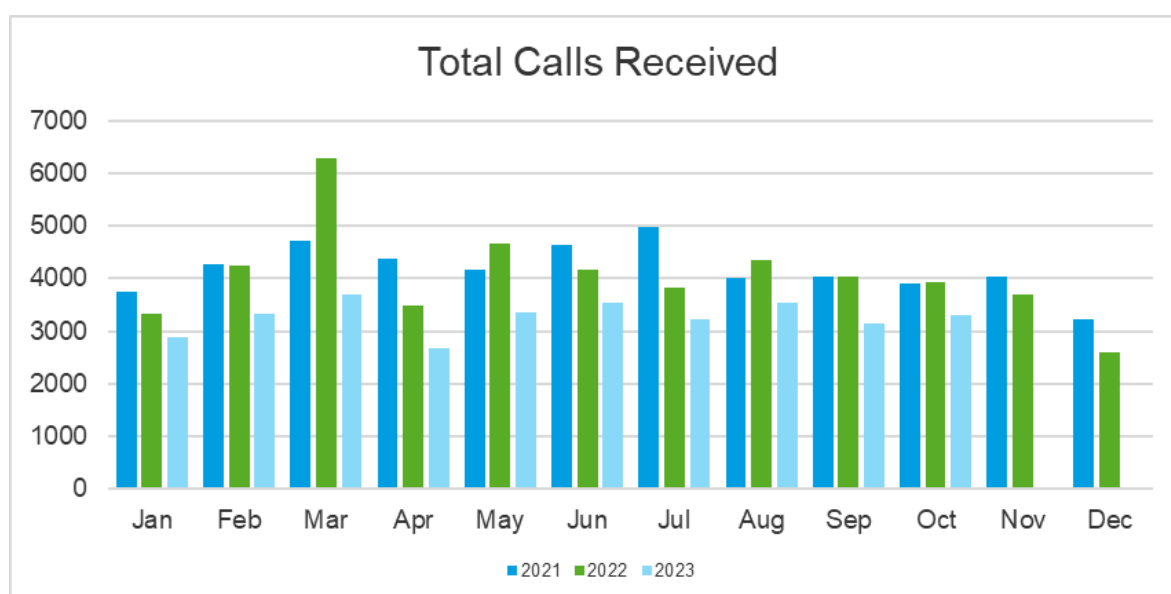
The below table shows the number of Council financial transactions that were taken over the counter at each of the customer service centres in the region for October 2023. These numbers include cheques that were posted into the Council. In total there was 284 financial transactions across the three customer service centres with 91 at Esk Administration Centre, 76 at Kilcoy Customer Service Centre and 117 at Lowood Customer Service Centre for October 2023.



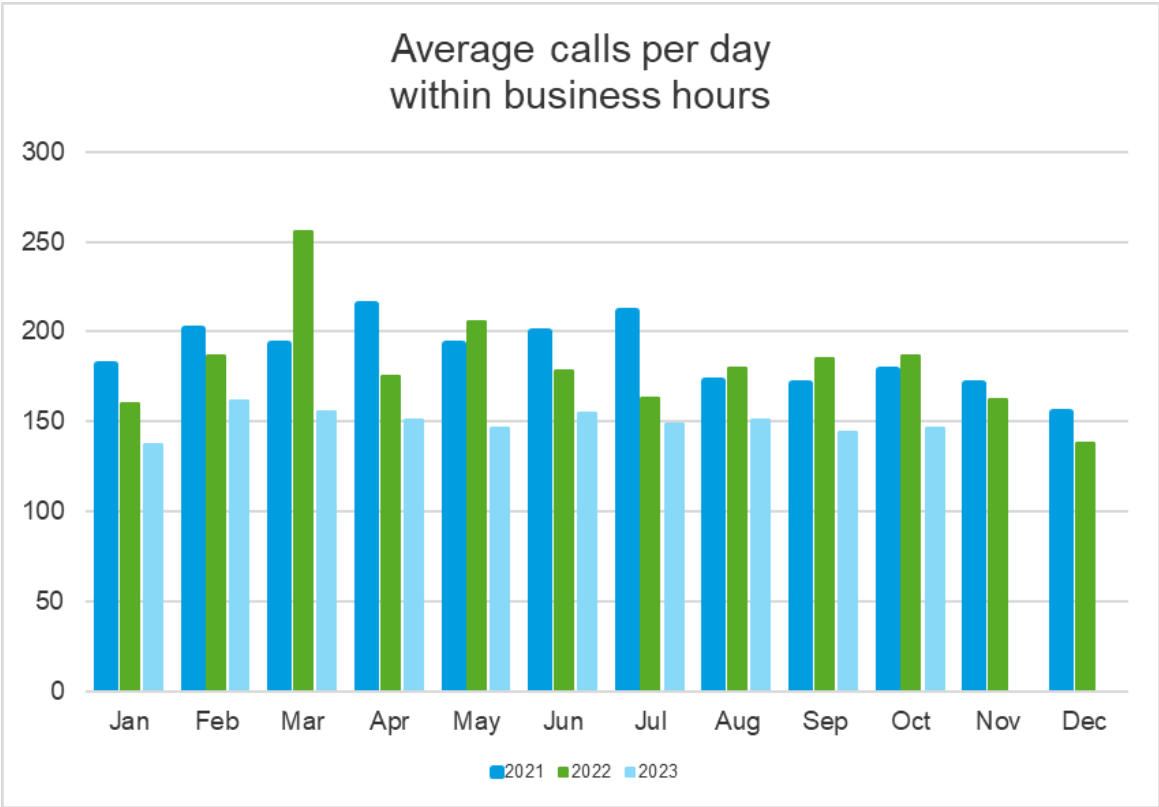
The below table illustrates all other financial transactions (excluding over the counter receipts) received at Council and processed by the finance department. These are BPay and EFT (electronic funds transfer) transactions for payments such as rates, animal registration etc.



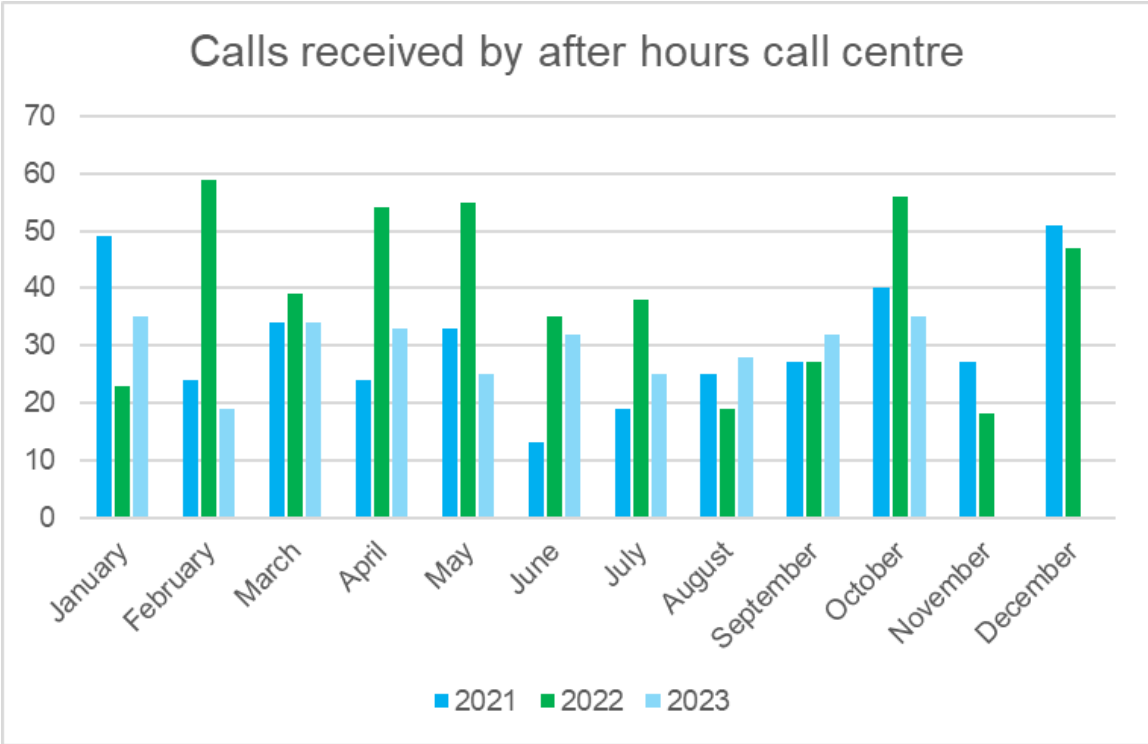
Below are the total number of calls received into the Council main phone line (07 5424 4000), including out of hours, compared to previous calendar years. Calls received does not include internal calls made within Council, or outbound calls. There were 3,302 calls received for the month October 2023. This is an increase of 150 calls compared to September 2023. Compared to October 2022 there was a decrease of 636 calls for the month. The decrease in October this year compared to the previous October is due to the follow up calls from the flooding which occurred in May 2022.



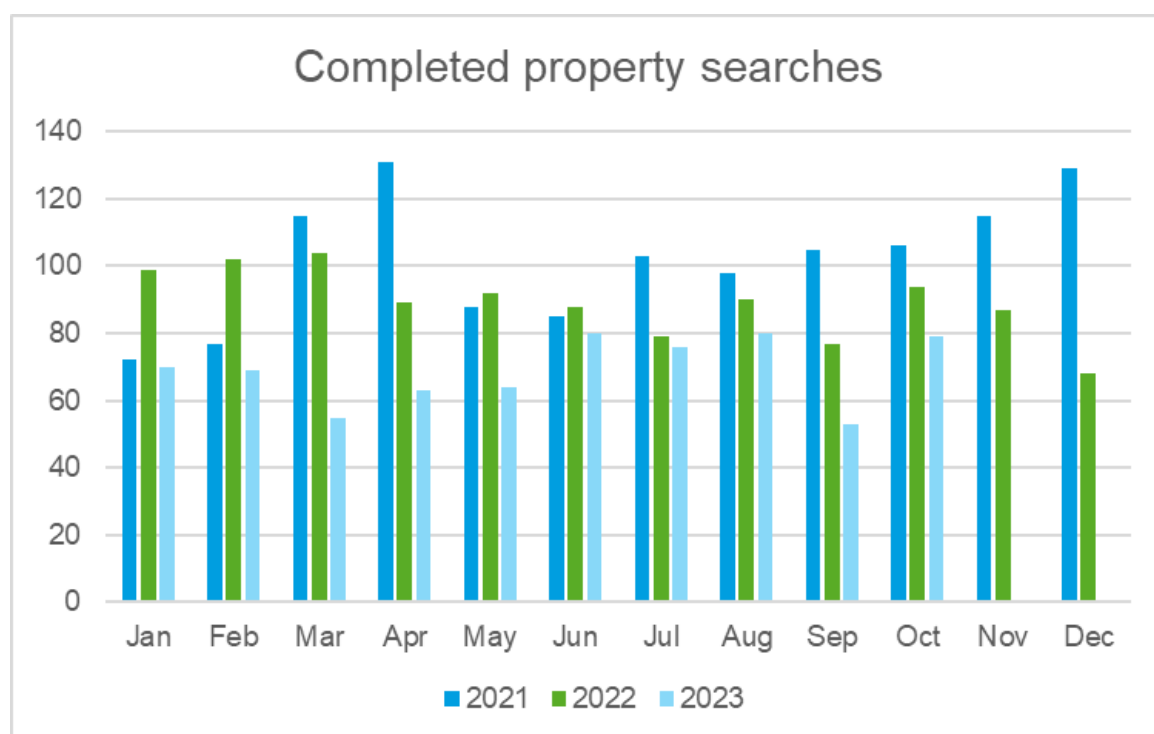
Listed below is a comparison of the average calls received per day within business hours. On average there were 146 calls received each business day for October 2023, which was an increase of two calls on average per day from October 2022. Compared to October 2022 there was a decrease of 29 calls on average per day.



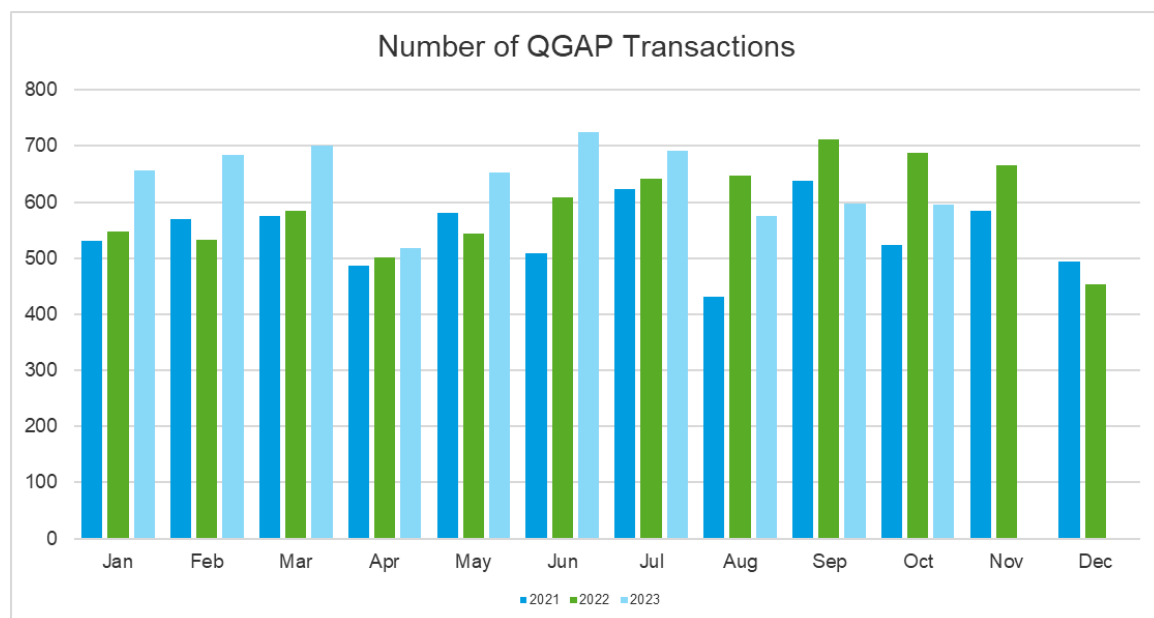
There were 3,075 calls received during business hours and 215 out of hours. Of the 215 calls received out of hours, 35 calls transferred to the afterhours call centre. There was an increase of three calls to Council’s afterhours provider compared to September 2023.



For the month of October 2023 there were 79 property searches completed for prospective purchasers. This increased by 26 completed searches for the month compared to September 2023.



There were 595 Queensland Government Agent Program (QGAP) transactions for the Lowood QGAP agency in October 2023. On average there were 28 transactions per business day in October which is the same on average as September 2023.



Attachments

Nil

Recommendation

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

CHIEF EXECUTIVE OFFICER

From: Andrew Johnson, Chief Executive Officer
Date: 20 November, 2023
Subject: Institute of Public Works Engineering Australasia, Queensland and Northern Territory (IPWEA-QNT)
File Ref: Professional Associations
Action Officer: DOPER

Background/Summary

The Institute of Public Works Engineering Australasia, Queensland and Northern Territory (IPWEA-QNT) is the peak body representing those actively involved in the delivery of public works and services in Queensland and Northern Territory with a membership exceeding one thousand public works practitioners. IPWEA-QNT is a Not-for-Profit and registered charity whose purpose is to enhance the quality of life for all Queensland communities by advancing the skills, knowledge and resources available to those involved in planning and providing public works and services.

Mr Craig Young, Council Director Operations, has recently been elected by members to the position of IPWEA-QNT At-large Director for the next two years. The ongoing benefit of Craig's position as an IPWEA-QNT Board member to Somerset Regional Council is that Craig can ensure issues confronting Council are taken into consideration when the Board is considering the development of new engineering solutions.

As a Board Director, Craig would be required to participate in the following IPWEA-QNT activities:

- four all-day board meetings each year held primarily in Brisbane and the Annual Conference (October each year)
- Attend state and local branch conferences where time schedules allow.

Craig will be officially appointed as a Director at the IPWEA-QNT annual general meeting on 13 December 2023. Craig has expressed his willingness to accept this voluntary role with IPWEAQ and will put in the necessary effort to ensure his primary role with Somerset Regional Council is not compromised.

Previously, Council has supported Mr Andrew Johnson, Council's Chief Executive Officer, whose tenure expires on the IPWEA-QNT board on 13 December 2023 after serving four years.

Attachments

Nil

Recommendation

THAT Council supports Mr Craig Young, Council Director Operations as an At-large Director to the Institute of Public Works Engineering Australasia, Queensland, with his two-year term to come into effect on the 13 December 2023.

SOMERSET REGIONAL COUNCIL – Officer’s Report

From: Andrew Johnson – Chief Executive Officer
Date: 20 November 2023
Subject: Board Appointment – Urban Utilities
File Ref: 2023 – 2024 – QUU – Queensland Urban Utilities
Action Officer: CEO

Background/Summary

Council is in receipt of a request from Bronwyn Morris AM, the Chair of Urban Utilities seeking Council's endorsement for the appointment of Carmel Krogh OAM to the Urban Utilities Board.

This board vacancy arose following the sad passing of Graham Thomsen.

Attachments

Confidential Letter from Urban Utilities and attached CV.

Recommendation

THAT Council supports the appointment of Carmel Krogh OAM on the Urban Utilities Board.